

Bertie County

Board of Commissioners



January 4, 2016
4:00pm

	Ronald "Ron" Wesson	District 1
	Stewart White	District II
	Tammy A. Lee	District III
Chairman	John Trent	District IV
Vice Chairman	Ernestine (Byrd) Bazemore	District V

BERTIE COUNTY BOARD OF COMMISSIONERS

January 4, 2016

Meeting Agenda

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

4:00–4:05 Call to Order by Chairman Trent

4:05–4:15 Invocation and Pledge of Allegiance by Vice Chairman Bazemore

(A)

***** APPOINTMENTS *****

4:15 –4:30 Public Hearing – CAMA Land Use Plan – Planning Director, Traci White

4:30–4:40 Agency program update and presentation of the 2014 State of the County Health (SOTCH) report for Bertie County by Erin Brabble of Albemarle Regional Health Services and Lisa Phillips of the Partnerships to Improve Community Health (PICH) Grant for Tobacco-Free Living

4:40 – 4:50 Dr. Michael Elam, President of Roanoke-Chowan Community College

4:50 – 5:00 Presentation of FY2014-2015 County Audit by Jeff Best of Carrs, Riggs, & Ingram

Board Appointments (B)

- 1. Child Fatality Prevention Team

Consent Agenda (C)

- 1. Approve Minutes for Regular Meeting 12-7-15
- 2. Approve Minutes for Closed Session 12-7-15
- 3. Approve Minutes for Work Session 12-7-15
- 4. Approve Register of Deeds Fees Report – December 2015
- 5. Consider updated resolution in support of a regional back-up PSAP project with only Martin County – initially approved by the Board in collaboration with Martin and Beaufort Counties, but since adoption, Beaufort is no longer participating

*****OTHER ITEMS*****

Discussion Agenda (D)

- 1. FYI - Bid specifications and proposed schedule for the QSCB sinking fund
- 2. FYI - Segal invoice for expense reduction and cost saving results
- 3. Consider offer to purchase Dr. Jordan’s Office vacant lot – bid received from Dr. Wayne Attkisson in the amount of \$3,000, accept the bid conditionally, and advertise for ten days for an upset bid, with the statement that the County reserves the right to reject any and all bids
- 4. Discuss proposed shift changes for Paramedic operations with Emergency Services Director, Mitch Cooper
- 5. Review two recent water customer accounts in the Town of Lewiston-Woodville
- 6. Pending Items/Updates by County Manager and the County Attorney

Commissioners’ Reports (E)

County Manager’s Reports (F)

County Attorney’s Reports (G)

Public Comments Continued

Closed Session

Pursuant to N.C.G.S. § 143-318.11(a)(3) to go into closed session to consult with the County Attorney in order to preserve the attorney-client privilege that exists between the attorney and this public body.

Pursuant to N.C.G.S. § 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approves the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.

Pursuant to N.C.G.S. § 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

Pursuant to N.C.G.S. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of employment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Adjourn



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: A-1

DEPARTMENT: Planning & Inspections

SUBJECT: Public Hearing – CAMA Land Use Plan – Planning Director, Traci White

COUNTY MANAGER RECOMMENDATION OR COMMENTS:

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): It is recommended that the Board approve this item as presented on September 24, 2015.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY:

September 24, 2015 – Commissioners met in a joint meeting with the Planning Board to discuss this plan and requirements for adoption.



BERTIE COUNTY

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BOARD OF COMMISSIONERS

JOHN TRENT, Chairman
ERNESTINE (BYRD) BAZEMORE, Vice Chairman
RONALD "RON" WESSON
TAMMY A. LEE
STEWART WHITE

RESOLUTION OF THE COUNTY OF BERTIE, NORTH CAROLINA, ADOPTING THE BERTIE COUNTY CAMA LAND USE PLAN UPDATE

WHEREAS, the Bertie County CAMA Land Use Plan Update was financed in part through a grant provided by the North Carolina Coastal Management Program through funds provided by the Coastal Zone Management Act of 1972, as amended, which is administered by the Office of Ocean and Coastal Resource Management, National Oceanic and Atmospheric Administration; and

WHEREAS, from 2007 through 2015, the County drafted a Land Use Plan Update with the assistance of its consultant Coastal Planning Services, Inc., and conducted a series of public workshops and meetings as part of a comprehensive public participation program under the leadership of the CAMA Land Use Plan Committee; and

WHEREAS, on September 24, 2015, the Planning Board recommended adoption of the draft CAMA Land Use Plan Update; and

WHEREAS, at a duly advertised Regular Meeting on January 4, 2016 the County Commissioners held a public hearing on the draft CAMA Land Use Plan Update; and

WHEREAS, at the Regular Meeting on Monday, January 4, 2016 the Bertie County Board of Commissioners, North Carolina found the policies in the draft CAMA Land Use Plan Update to be internally consistent; and

WHEREAS, at the Regular Meeting on Monday, January 4, 2016 the Bertie County Board of Commissioners, North Carolina found the policies and Future Land Use Map in the draft CAMA Land Use Plan Update to be consistent with the County's desired vision for the future and unanimously approved to adopt the draft CAMA Land Use Plan Update as amended; and

WHEREAS, the adopted Plan will be submitted as required by state law to the Northeast District Planner for the Division of Coastal Management under the North Carolina Department of Environmental Quality and forwarded to the Coastal Resources Commission; and

WHEREAS, a review of the adopted Plan by the Coastal Resources Commission will be scheduled; and the CRC will then vote on certification of the County's Land Use Plan; and

WHEREAS, a certified Bertie County CAMA Land Use Plan Update will be forwarded to the Office of Ocean and Coastal Resource Management (OCRM) for federal approval.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the County of Bertie, North Carolina, has unanimously adopted the CAMA Land Use Plan Update; and

BE IT FURTHER RESOLVED that the County Manager of Bertie County is hereby authorized to submit the adopted CAMA Land Use Plan Update to the State for certification as described above.

Adopted this 4th day of January, 2016.

John Trent, Chairman
Bertie County Board of Commissioners

ATTEST:

Sarah S. Tinkham, Clerk to the Board



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: A-2

DEPARTMENT: N/A

SUBJECT: Agency program update and presentation of the 2014 State of the County Health (SOTCH) report for Bertie County by Erin Brabble of Albemarle Regional Health Services and Lisa Phillips of the Partnerships to Improve Community Health (PICH) Grant for Tobacco-Free Living

COUNTY MANAGER RECOMMENDATION OR COMMENTS: N/A

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): N/A

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: This is a part of the Board's recent initiative to secure programmatic updates from the various agencies, boards, and committees who currently receive Bertie County resident appointments, or who receive funding from the County.



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: A-3

DEPARTMENT: N/A

SUBJECT: Dr. Michael Elam, President of Roanoke-Chowan Community College – budget concurrence for FY 2015-2016

COUNTY MANAGER RECOMMENDATION OR COMMENTS: To approve a motion to send a letter confirming the appropriation for RCCC for FY 2015-2016.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): An update from Dr. Elam, President of RCCC, regarding proposed energy performance agreement for cost savings. The State is requiring verification of the current year appropriation. Plus, Dr. Elam will be introducing the new Dean of Finance and Facilities, Mr. David Forestor.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: N/A



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: A-4

DEPARTMENT: N/A

SUBJECT: Presentation of FY2014-2015 County Audit by Jeff Best of Carrs, Riggs, & Ingram

COUNTY MANAGER RECOMMENDATION OR COMMENTS: N/A

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): N/A

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: N/A



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: B-1

DEPARTMENT: ---

SUBJECT: Child Fatality Prevention Team

COUNTY MANAGER RECOMMENDATION OR COMMENTS: It is requested that the Board appoint the enclosed individual to this Board pending the submission of an application.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): N/A

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY:

The North Carolina Child Fatality Prevention Team seeks to identify and reduce preventable child fatalities through:

- systematic, multidisciplinary, and multiagency reviews of child fatalities,
- data-driven recommendations for legislative and public policy initiatives,
- assisting local teams,
- interdisciplinary training, and,
- promotion of community-based prevention education.

(Website of the North Carolina Officer of the Chief Medical Examiner)

Child Fatality Prevention Team (CFPT)

Immediate Vacancies: 1

Position Vacancy:

Board	Term	Name	Began	End
CFPT	3 years	Sandra Williams-McGlone	---	---

Special requirements: N/A

Notes: See Item Abstract for purpose and missions of this board. Ms. McGlone was recommended for appointment by Debbie Goff, Chair of the Bertie County CFPT. See the letter attached for more information.

Attendance of Current Members: N/A

Applications Received:

Application is forthcoming.

Current Members (unexpired):

1. Laura Early
2. John Holley
3. Mary Wilson
4. Mitch Cooper
5. James Bell
6. Thomas Asbell



ALBEMARLE REGIONAL HEALTH SERVICES
Partners in Public Health



December 11, 2015

Bertie County Commissioners
c/o Bertie County Manager
P.O. Box 530
Windsor, NC 27983

Dear Commissioners:

As Chairperson of the Bertie County Child Fatality Prevention Team (CFPT), I am writing to request your help.

Article 14, 7B-1407 provides for a parent of a deceased child prior to the age of 18 to be appointed to the CFPT by County Commissioners. The Team is requesting the appointment of Ms. Sandra Williams-McGlone to fill this position. Ms. Williams-McGlone has been contacted and has agreed to participate on the Bertie CFPT team pending your approval/appointment. Please confirm this appointment in writing as soon as is feasible as the team would appreciate her participation at the first 2016 meeting, on March 3, 2016.

Our CFPT meets at 10:00 on the first Thursday of March, June, September, and December. Ms. Williams-McGlone has been provided with this information.

Please call me at (252)358 -7134 if you have any questions. I look forward to your response and thank you in advance.

Sincerely,

Debbie Goff, Chairperson
Bertie County Child Fatality Prevention Team

cc: Lyree White
ARHS CFPT Review Team Coordinator
Enclosure: Article 14, 7B-1407



Jerry L. Parks, MPH, Health Director

P.O. Box 189 • 711 Roanoke Avenue • Elizabeth City, North Carolina 27907-0189
Tel: 252-338-4400 • Fax: 252-338-4449 • www.arhs-nc.org



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: C-1

DEPARTMENT: Administration

SUBJECT: Approve Minutes for Regular Meeting 12-7-15

COUNTY MANAGER RECOMMENDATION OR COMMENTS: It is requested that these minutes be approved.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): ---

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: No

ITEM HISTORY: ---

Windsor, North Carolina
December 7, 2015
Regular Meeting

The Bertie County Board of Commissioners met for their regularly scheduled meeting at 4:00pm at 106 Dundee Street, Windsor, NC. The following members were present or absent:

Present: Ronald “Ron” Wesson, District I
Stewart White, District II
Tammy A. Lee, District III
John Trent, District IV
Ernestine (Byrd) Bazemore, District V

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah S. Tinkham
County Attorney Lloyd Smith
Finance Officer William Roberson
Network Systems Administrator Joe Wilkes
Register of Deeds Annie Wilson
Council on Aging Director Venita Thompson
Emergency Services Director Mitch Cooper
Compliance Officer Stephanie Wiggins
EMS Division Chief Crystal Freeman

No media members were present.

CALL TO ORDER

Chairman Wesson called the meeting to order, and thanked those present for their attendance.

INVOCATION/PLEDGE OF ALLEGIANCE

Vice Chairman Lee led the Invocation and Pledge of Allegiance.

Before the meeting was underway, Chairman Wesson thanked his fellow Board members for the opportunity to serve as Chairman. He stated that it was his pleasure to serve as Chairman, and that he was proud of the positives strides that the Board has made for the well-being of every citizen in the County.

2015 BOARD REORGANIZATION AND ELECTION OF OFFICERS

At this time, the Board participated in a required Board Reorganization and Election of Officers. This process was completed in accordance with **NCGS § 153A-39**.

The full statute is listed below:

NCGS § 153A-39

Selection of chairman and vice-chairman; powers and duties. [During] its first regular meeting in December of each odd-numbered year on the first Monday in December in even numbered years, the board of commissioners shall choose one of its members as chairman for the ensuing year, unless the chairman is elected as such by the people or otherwise designated by law.

The board shall also at that time choose a vice-chairman to act in the absence or disability of the chairman. If the chairman and the vice-chairman are both absent from a meeting of the board, the members present may choose a temporary chairman.

The chairman is the presiding officer of the board of commissioners. Unless excused by rule of the board, the presiding officer has the duty to vote on any question before the board.

Election of Chairman

County Manager Sauer presided over the election of Chairman.

Commissioner Wesson made a **MOTION** to elect Commissioner Trent as Chairman. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

Commissioner Trent accepted the nomination as the Chairman of the Bertie County Board of Commissioners for 1 year.

Election of Vice Chairman

Chairman Trent presided over the election of Vice Chairman.

Commissioner Wesson made a **MOTION** to elect Commissioner Bazemore as Vice Chairman. Chairman Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

Commissioner Bazemore accepted the nomination as the Vice Chairman of the Bertie County Board of Commissioners for 1 year.

5-Minute Recess

Chairman Trent called for a 5-minute recess so that Commissioners could switch chairs, and so that the Clerk to the Board could reorganize name plates.

Comments from the Commissioners

Chairman Trent thanked his fellow Board members for their confidence in him to serve as Chairman, and stated that he was looking forward to continuing the Board's important work.

APPOINTMENTS

Program Update by Council on Aging Director, Venita Thompson, and Annette Eubanks of the Mid-East Area Agency on Aging

Council on Aging Director, Venita Thompson, and Annette Eubanks of the Mid-East Area Agency on Aging were present to provide a brief programmatic update.

Ms. Thompson reported that she sometimes receives questions from citizens about the Council on Aging, and that she also has to clarify certain misconceptions.

Ms. Thompson assured the public that the Council on Aging Senior Centers are not just for nutrition services, but they also offer classes, a notary public, and various trips.

She also discussed some unspent funds as well as methods she uses to attract new seniors to the Centers.

Relay for Life Results – Jo Ann Jordan, Volunteer

Jo Ann Jordan was present to give some results about the latest Relay for Life event in Bertie County.

During this presentation, Ms. Jordan reported that Bertie County was the very first Relay for Life chapter in North Carolina, and since its foundation 22 years ago, has raised over \$3 million dollars for The American Cancer Society.

In 2015 alone, Bertie County not only reached its donation goal, but it exceeded that goal by approximately \$16,000. This accomplishment made the 2015 event a “purple” event which is one of the highest designations that The American Cancer Society can bestow on a single Relay event.

Ms. Jordan also reported that Bertie County had the highest per capita donations in the South Atlantic Division equating to \$11.77 per citizen.

Lastly, and most importantly, Bertie received high marks for having the most survivor registrants in the Northeastern North Carolina region.

Ms. Jordan concluded by thanking the Board for their support, and encouraged all Commissioners and members of the public to attend the next Relay for Life Event on May 13, 2016.

EMS/NET Program Update by Emergency Services Director, Mitch Cooper

Emergency Services Director, Mitch Cooper, was present to introduce the County's new Compliance Officer, Stephanie Wiggins. Ms. Wiggins was hired to fill the role after the former Officer, Crystal Freeman, took a promotion as the EMS Division Chief.

Mr. Cooper also gave a program update to the Board in honor of the two year anniversary of the County's implementation of the County's full time Paramedic program.

Mr. Cooper reported that he and his other administrative staff leaders have a combined total of 63 years of experience in the EMS/NET fields.

Commissioner White inquired about the number of paramedics currently on staff.

Per Mr. Cooper, Bertie County Emergency Services currently retains 27 staff Paramedics.

Mr. Cooper also discussed the current response times, the new Quick Response Vehicles (QRV's) that will be in operation in the New Year, as well as reviewed the various weather events that have occurred over the past year.

Lastly, Director Cooper thanked the Board for their continued support.

Chairman Trent commended Mr. Cooper and his staff and stated that he was proud of the progress that the Departments have made in a short time.

BOARD APPOINTMENTS

Vidant-Bertie Hospital Directors Council

After some discussion, Commissioner White made a **MOTION** to appoint Bill Pittman to the Vidant-Bertie Hospital Directors Council. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

CADA Board

After some discussion, Commissioner Bazemore made a **MOTION** to appoint James Peele to the CADA Board upon his submission of a Board Appointment Application. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

CONSENT AGENDA

Commissioner Wesson made a **MOTION** to approve the Consent Agenda items C-1 thru C-3, C-5, C-6, C-7, C-8- C-9, C-11 as presented. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

1. **Minutes** for Regular Session 11-16-15, Closed Session 11-16-15, and Work Session 11-16-15

2. **Bonds** held for Bertie County officials (Sheriff, Finance Officer, Tax Administrator, and Register of Deeds) as required per NCGS §58-72-20:

The bonds of the officers named in G.S. 58-72-10 shall be carefully examined on the first Monday in December of every year, and if it appears that the security has been impaired, or for any cause become insufficient to cover the amount of money or property or to secure the faithful performance of the duties of the office, then the bond shall be renewed or strengthened, the insufficient security increased within the limits prescribed by law, and the impaired security shall be made good; but no renewal, or strengthening, or additional security shall increase the penalty of said bond beyond the limits prescribed for the term of office.

Commissioner Lee made a **MOTION** to approve the bonds as presented. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

3. **Fees Report** – November 2015

4. **Release Journal** – November 2015

5. **Agreement** with Springsted as the County vendor a job classification and salary study replacing The Mercer Group which was originally recommended and approved by the Board

6. **Declaration** of service weapons as surplus property, and authorize sale to retiring Sheriff's Office staff

- Edwin "Ed" Pittman
Sig P9229, 40 caliber, with the Serial Number of AM74094.

- Carl Hoggard
Sig P9229, 40 caliber, with the Serial Number of AM74085.

7. **Resolution** honoring the service of Cooperative Extension Director, Richard Rhodes

**RESOLUTION HONORING THE RETIREMENT OF COOPATIVE EXTENSION
DIRECTOR, RICHARD RHODES**

THAT, WHEREAS, Richard Rhodes, Bertie County Cooperative Extension Director, will retire on December 31, 2015, after 13 years of outstanding and meritorious service to Bertie County, and 27 years to the State of North Carolina; and

WHEREAS, Richard began his career with the County on October 1, 2002; and

WHEREAS, as a result of his diligent work and demonstrated dedication to the citizens of Bertie County, he has assisted in various projects including: the implementation of an Energy Fair program in order raise conservation awareness, an on-farm research initiative for test crops, and has participated in countless meetings with local tobacco, grain, peanut, and cotton growers regarding yearly market changes, as well as assisting in a County Administration and Courthouse beautification project in conjunction with the Master Gardner's of Bertie County; and

WHEREAS, Mr. Rhode's contributions have spanned outside of the Cooperative Extension office to assist in the erection of a law enforcement monument honoring fallen officers from the local area, as well as became a representative for the NC STEM Teachers Education Program charged with attracting students back to the area upon completion of college studies; and

WHEREAS, throughout his many years of service, Richard has served the people of this County with dedication, passion, and enthusiasm; and

THEREFORE, BE IT RESOLVED, that we, the Bertie County Board of Commissioners, do hereby extend to Richard Rhodes our sincere and grateful appreciation for his dedicated service to Bertie County and to the State of North Carolina, our congratulations on his well-earned retirement, and our best wished to him for continued success, happiness, and good health in the years to come.

Adopted this 7th day of **December**, 2015.

8. **Review** of residency policy for Department Heads and confirmation that position of Cooperative Extension is covered by this policy

DISCUSSION

Cancelation of December 21, 2015 meeting due to Christmas Holiday

The Board came to a consensus to cancel the December 21, 2015 meeting. The Board will not meeting again until January 4, 2015.

Pending Items/Updates

County Manager Sauer asked the Board to return to a matter that they had previously discussed in the earlier work session regarding grant writer, Emily Miller.

After some discussion, Commissioner Wesson made a **MOTION** to approve the 12 month initial agreement at a cost of \$2,500 per month for grant services which will be paid via the current Economic Development budget. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

COMMISSIONERS' REPORTS

Commissioner Wesson informed the public present of an agreement with the local, non-profit organization of Blue Jay Recreation. He stated that the County would be seeking additional grant funding for funds to renovate and enhance the current recreational area in the Blue Jay Community. The enhancements would include a walking track, picnic pavilion, and a new baseball field.

He also informed all of those present that he was now a member of the NCACC Strategic Plan Committee and that he would bring forth information as it becomes available.

Vice Chairman Bazemore thanked the public present for electing her to the Board, and encouraged all citizens to bring forth their concerns when they arise.

Chairman Trent stated that he appreciated the opportunity to serve as Chairman and he is excited for what's to come for the County.

Commissioner Lee requested Ms. Miller's assistance with a game land grant, as well as announced a free dental event that will take place on April 1st-2nd in Kill Devil Hills. The event would offer free dental services including partial dentures, cleanings, and other procedures. The event is being hosted by Missions for Mercy.

Commissioner White reported that the Perrytown Herring Supper went well this year, and he thanked Mr. Steve Biggs for all of his recent work regarding the new beach access property, as well as for other endeavors.

COUNTY MANAGER'S REPORTS

The County Manager gave no remarks at this time.

COUNTY ATTORNEY REPORTS

The County Attorney gave no remarks at this time.

CLOSED SESSION

Commissioner Lee made a **MOTION** to go into Closed Session pursuant to NCGS 143-318.11(a)(3) and NCGS 143-318.11(a)(4). Vice Chairman Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

Commissioner White made a **MOTION** to return to Open Session. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

OPEN SESSION

Economic Development Director, Steve Biggs, requested the Board's approval to seek proposals for a site evaluation and hotel feasibility study in Windsor. It was the consensus of the Board that Mr. Biggs proceed with the project immediately.

ADJOURN

Chairman Wesson adjourned the meeting at 6:35PM.

Ronald D. Wesson, Chairman

Sarah S. Tinkham, Clerk to the Board



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: C-2

DEPARTMENT: Administration

SUBJECT: Approve Minutes for Closed Session 12-7-15

COUNTY MANAGER RECOMMENDATION OR COMMENTS: It is requested that these minutes be approved.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): ---

ATTACHMENTS: No

LEGAL REVIEW PENDING: No

ITEM HISTORY: ---



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: C-3

DEPARTMENT: Administration

SUBJECT: Approve Minutes for Work Session 12-7-15

COUNTY MANAGER RECOMMENDATION OR COMMENTS: It is requested that these minutes be approved.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): ---

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: No

ITEM HISTORY: ---

Windsor, North Carolina
December 7, 2015
Work Session

The Bertie County Board of Commissioners met for at Work Session at 2:00pm at 106 Dundee Street, Windsor, NC. The following members were present or absent:

Present: Ronald "Ron" Wesson, District I
Stewart White, District II
Tammy A. Lee, District III
John Trent, District IV
Ernestine (Byrd) Bazemore, District V

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah S. Tinkham
Economic Development Director Steve Biggs
Parks & Recreation Director Donna Mizelle
Finance Officer William Roberson

CALL TO ORDER

Chairman Wesson called the meeting to order, and thanked those present for their attendance.

INVOCATION/PLEDGE OF ALLEGIANCE

Vice Chairman Lee led the Invocation and Pledge of Allegiance.

OTHER ITEMS

At this time, the Board allowed for County Manager Sauer to go over various pending matters while waiting for the session's presenters to arrive.

In-Line Submersible Pump – Roxobel

County Manager Sauer reported that installation was currently in progress for the temporary in-line submersible pump and that Water Superintendent, Ricky Spivey, and members of Green Engineering were overseeing that process.

The pump will be operating at 190 gallons per minute, and it will take several hours for the entire tank to reach full capacity.

Mr. Sauer also discussed the leaking fire hydrant on the Town's side of the interconnect and replacement costs, which will be covered by the Town of Roxobel.

Lewiston Water Customer Concerns

County Manager Sauer reiterated the recommendation by Vice Chairman Bazemore for the County hosting a town hall meeting for the citizens of Lewiston-Woodville to discuss the transition of town to county water.

Mr. Sauer reported that a number of complaints had been received, and that it could be useful to have this be the only topic of discussion at a town hall meeting in collaboration with the Town Commissioners of Lewiston so that customers would be able to receive answers to their questions regarding the cost of water, as well as for the sewage and trash collection fees.

Calendar Updates

Additionally, the Board discussed various calendar updates including a proposed date for the Lewiston-Woodville Town Hall meeting.

The date of January 5th was proposed, and the date will be fully verified upon review by the Town and when a location can be secured.

Bertie County Public Schools – Facility Needs Survey and Long Range Funding Plan

Mr. Sauer reported that the County had recently received the 2015-2016 Facility Needs Survey and Long Range Funding Plan from the Bertie County Public School System. Copies were distributed to the Board.

The survey is conducted every 5 years, and NC General Statutes require approval from the County Commissioners. However, the plan does not present a funding obligation. The local governing body is only required to review and accept the survey so that it may be forwarded to the NC Department of Public Instruction.

Commissioner Trent made a **MOTION** to accept the survey as presented. Chairman Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

County Manager Sauer assured the Board that Matthew Bond, Maintenance Director with the School System, and the Board of Education would also be open to a meeting with the Commissioners to explain the needs in the survey in further detail.

Cooperative Extension Director – hiring procedure

County Manger Sauer reported that he had received word from NC State University that they would like to appoint Craig Ellison of Northampton County to act as the Interim Cooperative Extension Director in Bertie County until a permanent replacement could be found.

Mr. Sauer stated that procedure is designed and implemented by NC State regarding job listings and interviewing, but that the County does have the final say in who to ultimately hire.

In addition, Mr. Sauer requested that the Board consider updating the Department Head Residency requirement policy to include the Cooperative Extension Director as an employee that must live in Bertie County to serve in a Department Head capacity.

Mr. Sauer asked the Board to consider approving that recommendation during the regular meeting at 4:00PM as it is an item on the consent agenda.

Board of Education – pay increase

County Manager Sauer stated that he had received correspondence from Superintendent White's office regarding a budgeted pay increase for Board of Education members.

This increase in the monthly stipend for School Board members will be absorbed in the existing budget and would not be an extra cost to the County.

The matter was being brought forth to the Commissioners because NC General Statutes require that a change in the compensation for the Board of Education has to be approved by the local governing body.

The pay increase would give each Board of Education member an additional \$100 per month.

Commissioner Bazemore made a **MOTION** to approve the request. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

Sheriff's Office – hiring report

After several discussions with Sheriff Holley, County Manager Sauer stated that he would like the Board to consider further enhancements for the salaries of the Sheriff's Office.

Sheriff Holley presented concerns that the current salaries and the starting salary for deputies does not compete with similar departments in the region, and that the County has been facing challenges with recruitment and retention.

After some discussion, the Board stated that they would like this matter to be at the forefront when beginning the upcoming job classification and salary study.

Salary Study

In addition, County Manager Sauer informed the Board that he had officially rescinded his recommendation for The Mercer Group, and was therefore recommending Springsted as the firm to complete a job classification and salary study.

Commissioner Bazemore made a **MOTION** to continue forth with Springsted as recommended, and to have the Sheriff's Office evaluation be completed first. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

State Health Plan – update

County Manager Sauer presented an update to the Board regarding the County's potential participation in the State Health Plan, and the concern the window of opportunity may be closing earlier than expected.

In an update sent by the State, Bertie County was advised to consider accelerating the enrollment date for the plan to either March or April 2016 instead of July 2016. The County was advised that the program may be full before the July 2016 deadline that the County originally requested.

The Board discussed its willingness to comply with the State's recommendation as the State Health Plan would present a large cost savings, and that they would prefer to hold the County's reservation until more information could be received.

Commissioner Trent made a **MOTION** to follow the State's recommendation of March 1, 2016. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

APPOINTMENTS

Review QSCB sinking fund schedule and authorization relating to the Bertie High School construction and debt service

Mr. Ted Cole of Davenport & Associates was present to provide a brief update to the Board as well as to answer questions the Board inquired about at a previous meeting.

Commissioner Trent made a **MOTION** to move forward with Mr. Cole's recommendation including to hire Kensington Capitol Advisors, LLC. for a cost of \$30,000 for conducting bid preparation, solicitation process and selection of investment for the 2012A Sinking Fund account in consultation with bond counsel. The process should be completed in early January 2016. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

In another project update, County Manger Sauer stated that it is important for the County to meet or correspond with Vidant-Bertie Hospital before having Davenport & Associates continue forward with their work related to refinancing the outstanding hospital loan.

Parks and Recreation – playground design approval & recommendation – Donna Mizelle, Parks and Recreation Director

Parks and Recreation Director, Donna Mizelle, was present to provide her recommendation of Landscape Structures, Inc. as the preferred firm to complete the all-inclusive and handicap accessible playground at the Recreation Complex in Windsor.

Dan McSweeney of Landscape Structures was also present to submit a new design based on the Board's feedback during his original presentation.

The new plan consists of the desired water feature mentioned, as well as additional seating, and fencing for a handicap accessible swing.

Commissioner Bazemore thanked Mr. McSweeney and Ms. Mizelle for their time dedicated to this matter, and made a **MOTION** to approve Ms. Mizelle's recommendation. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board also discussed the possibility of another grant that could be received from Trillium Health Resources which would aid the Blue Jay community in providing funds for a renovated recreation park.

Anthony Smallwood and Columbus Williams were present to represent the local, non-profit organization of Blue Jay Recreation.

Mr. Smallwood stated that he would be thrilled if a new recreation complex could be placed in the Blue Jay Community especially a pavilion area, walking track, and a new baseball field similar to what is already in Windsor.

The Board discussed the fact that many grants require the property to be owned or controlled (leased) by a local government such as the County.

Additionally, the Board discussed that in the event of an additional grant being received that the County would need to have a lease or ownership of the property so that the improvements could be constructed and maintained by the local government.

Chairman Wesson made a **MOTION** to have the County Attorney prepare a 30-year lease document of the current recreation area for the cost of \$1.00 so that it could be eligible for an upgrade in the event that a grant is received. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

Courthouse Renovation Project – Christmas candles

Mr. Sauer reported that he had received a suggestion for the County to place Christmas candles in the front windows of the Courthouse.

He discussed a particular kind of candle as well as cost of the candles with batteries.

Commissioner Trent made a **MOTION** to move forward with this suggestion. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

Finance Report – Finance Officer, William Roberson

Finance Officer, William Roberson, presented the Board with a brief financial update, and also made note of various areas that are either over or under performing based on past year figures.

Grant preparation and proposed agreement with Emily Miller of McAdams and Associates, LLC.

Emily Miller of McAdams and Associates, LLC. was present to provide the Board with various options in which she could help secure needed grant funds for various County projects.

After some discussion, the Board deferred a final decision about officially hiring Ms. Miller until the regular, 4:00pm meeting.

RECESS

Chairman Wesson recessed the meeting until 4:00PM.

Ronald D. Wesson, Chairman

Sarah S. Tinkham, Clerk to the Board



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: C-4

DEPARTMENT: Register of Deeds

SUBJECT: Approve Register of Deeds Fees Report – December 2015

COUNTY MANAGER RECOMMENDATION OR COMMENTS: It is request that this item be approved as presented.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):

ATTACHMENTS: See handout.

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: C-5

DEPARTMENT: Administration

SUBJECT: Consider updated resolution in support of a regional back-up PSAP project with only Martin County – initially approved by the Board in collaboration with Martin and Beaufort Counties, but since adoption, Beaufort is no longer participating

COUNTY MANAGER RECOMMENDATION OR COMMENTS: It is request that the Board approve this item as presented.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

**RESOLUTION SUPPORTING THE APPLICATION FOR A GRANT
FROM NORTH CAROLINA 911 BOARD**

WHEREAS, Bertie County and Martin County currently operate Public Safety Answering Points or PSAP's providing service and answering 911 calls in their respective jurisdictions; and

WHEREAS, the current PSAP's providing service and answering 911 calls for Bertie County and Martin County are handled through a system financed, in part, from 911 surcharge funds provided by the North Carolina 911 Board under G.S. 62A-46(c); and

WHEREAS, the North Carolina 911 Board will soon commence its PSAP Grant Program; and

WHEREAS, Martin County plans to apply for funding through the PSAP Grant Program for the relocation of its primary PSAP; and

WHEREAS, through NC General Statutes 62A-46(e)(4a), the State of North Carolina requires a PSAP to have a plan and means for 911 call-taking in the event 911 calls cannot be received and processed in the primary PSAP; and

WHEREAS, through the PSAP Grant Program application referenced above, Bertie County and Martin plan to jointly apply for grant funding to provide back-up PSAP service for the PSAP's and citizens of both counties on a regional basis; and

WHEREAS, Bertie County Board of Commissioners and the Martin County Board of Commissioners support the regional effort to cooperatively provide for the back-up PSAP needs of Bertie and Martin Counties in a cost effective way; and

WHEREAS, by this Resolution, the Bertie County Board of Commissioners and the Martin County Board of Commissioners intend to authorize and to support an application for grant funding under the PSAP Grant Program adopted by the North Carolina 911 Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Bertie County and Martin County, each being a government body located in North Carolina, that individually and jointly each of the governmental bodies expresses its support for the relocation of the Martin County PSAP; and

FURTHERMORE, BE IT RESOLVED by the Board of Commissioners of Bertie County and Martin County, each being a government body located in North Carolina, that individually and jointly each of the governmental bodies:

1. Expresses its support for the provision of regional back-up PSAP facilities for the PSAP's and citizens of both counties on a regional basis through utilizing the existing Martin County Primary PSAP and relocated Martin County Primary PSAP proposed; and
2. Agrees to facilitate and finance, or partially finance, the operation and maintenance costs for the provision of back-up PSAP facilities for the PSAP's and citizens of both counties on a regional basis through the existing Martin County PSAP and relocated Martin County PSAP proposed; and

3. Authorizes and supports the application for a grant under the PSAP Grant Program from the North Carolina 911 Board when the applications for funding become available; and
4. Agrees that in order to facilitate the application and granting process, the application shall be submitted and any grant funds received shall be administered with Martin County acting as the lead agency for such purposes.

This Resolution is adopted by each of the governmental bodies set out below, but executed in counterparts pursuant to authority duly given by official action of the governing body on the date indicated below.

BERTIE COUNTY BOARD OF COMMISSIONERS

Chairperson

Date

Attest:

County Clerk

MARTIN COUNTY BOARD OF COMMISSIONERS

Chairperson

Date

Attest:

County Clerk



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: D-1

DEPARTMENT: Administration

SUBJECT: FYI – Bid specifications and proposed schedule for the QSCB sinking fund

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): FYI only.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



6420 Rea Road, Suite 344
Charlotte, NC 28277
704-644-3681 Charlotte
518-392-5010 New York
435-921-0457 Fax

jengel@kensington-advisors.com

To: **Forward Purchase Agreement & Collateralized Repurchase Agreement Providers**

From: Kensington Capital Advisors, LLC
Attention: James Engel, Jeff Klein, Charlie Jacobs and Jim Moore

Re: Bid Specifications for a Forward Purchase Agreement or Collateralized Repurchase Agreement

\$18,030,000
County of Bertie, North Carolina
Taxable Limited Obligation Bonds
(Qualified School Construction Bonds), Series 2012A

Date: January 4, 2015

Kensington Capital Advisors, LLC is acting as the bidding agent ("*Bidding Agent*") to the County of Bertie, North Carolina (the "*County*" or the "*Issuer*") in connection with the investment of certain proceeds of the above captioned Series 2012A Taxable Limited Obligation Bonds (the "*QSCBs*").

The Bidding Agent, on behalf of the County is requesting bids from qualified providers for a **FORWARD PURCHASE AGREEMENT OR COLLATERALIZED REPURCHASE AGREEMENT** (the "*Agreement*") for QSCB proceeds deposited into a sinking fund (the "*Series 2012A Sinking Fund*") established with respect to the QSCBs pursuant to an Indenture of Trust dated as of November 1, 2012 (the "*Indenture*"). U.S. Bank National Association will serve as trustee for the QSCBs (the "*Trustee*"). Below you will find the Bid Specifications relating to the Agreement. The winning provider and proposed form of Agreement and related documentation must be acceptable to the County, the Trustee, and Bond Counsel (as defined below). The County will select the winning bidder in accordance with the criteria described herein.

The QSCBs are limited obligations of the County and payments thereon are limited to funds appropriated for that purpose by the Board of Commissioners of the County, as further described in the Official Statement.

If you plan on participating in the bid process, we ask that you please provide a written list of bidding conditions by **1:00 PM ET on Friday January 8, 2015**. The County reserves the right to review such bidding conditions and, if necessary or desirable, to revise the Bid Specifications and disseminate such revisions to potential bidders. Potential bidders shall submit their bids based on the Bid Specifications as revised and distributed to such potential bidders. Bid conditions deemed unacceptable by the County may result in the exclusion of otherwise potential bidders from the bid process.

The bids will be taken by fax or email on January 14, 2015 at TBD. We also require, immediately following email bid, submission via facsimile of written confirmation thereof in the form provided in Exhibit A attached and labeled, "LETTER OF REPRESENTATIONS AND BID FORM". The portfolio cash flow bid must be held for 15 minutes after the deadline for submission of bids. The Borrower intends to notify the winning bidder by TBD ET.

Bid Submission:
Email: bids@kensington-advisors.com
Fax: 435-921-0457
Phone (last resort only): 704-644-3681 Contact: James Moore or Charlie Jacobs
Email Bid Submission: Bids@kensington-advisors.com
Fax Bid Submission: Fax: 435-921-0457

BID SPECIFICATIONS FOR A FORWARD DELIVERY AGREEMENT OR COLLATERALIZED REPURCHASE AGREEMENT (SINKING FUND)

County of Bertie North Carolina

Page 2 of 11~~4~~

1. Issuer: County of Bertie, North Carolina
2. QSCBs: **\$18,030,000**
County of Bertie, North Carolina
Taxable Limited Obligation Bonds
(Qualified School Construction Bonds), Series 2012A
3. Ratings: Moody's and S&P have assigned long term ratings of "A1" & "A" respectively, to the QSCBs
4. Trustee: U.S. Bank National Association
5. Bond Counsel: Hunton & Williams LLP
6. County Attorney: Pritchett & Burch PLLC
7. Bidding Agent: Kensington Capital Advisors, LLC
8. Purpose of QSCBs: The 2012 QSCB's were issued by the County to pay (a) costs of acquiring, construction and equipping a new high school for the County and (b) certain costs incurred in the connection with the issuance and sale of the 2012 Bonds.
9. Type of Funds: Series 2012A Sinking Fund as established pursuant to the Indenture.
10. Type of Agreement: **Forward Purchase Agreement or Collateralized Repurchase Agreement**

The Agreement will be between the Trustee, the County, and the winning bidder (the "Provider") and will be in a form acceptable to the County, the Trustee, and Bond Counsel.
11. Initial Deposit Amount: \$539,557
12. Initial Deposit Date: **October 15, 2021**
13. Additional Deposits: Additional annual deposits will occur on 10/15/2012 and each 10/15 thereafter until maturity. Please see Exhibit C for the required balances in the Series 2012A Sinking Fund. If the Market Rate is below the PSFY, the Deposit amounts will be higher than those listed in the Deposit column. If the Market Rate is above the PSFY, the Deposit amount will be equal to Deposit column in Exhibit C.
14. Closing Date: January 21, 2016 (anticipated)
15. PSFY 3.10%
16. Agreement Maturity Date: October 25, 2035 or a date determined by the winning bid in the case that the Market Rate is above the PSFY.
17. Basis of Award: The highest yielding bona fide bid for the investment if the PSFY is not achieved or the earliest maturity date if the Market Rate is above the PSFY of 3.10% is achieved (determined net of any fees). If the Market Rate exceeds the PSFY, the blended yield (yield on investment which takes into account the Market rate and the use of 0% SLGS from the Agreement Maturity Date through 10/15/2035) must be equal to or slightly less than the PSFY. The basis of award will also take into account the bidder conditions which must be acceptable to the County, provided that the County reserves the right in its sole discretion to reject any and all bids, to disregard any defect in a bid and to accept the bid deemed to be in the best interest of the County. No party will have any recourse against the County or its agents in connection with the acceptance or

BID SPECIFICATIONS FOR A FORWARD DELIVERY AGREEMENT OR COLLATERALIZED REPURCHASE AGREEMENT (SINKING FUND)

County of Bertie, North Carolina

Page 3 of ~~11~~

rejection of any bid for any reason, or otherwise in connection with the bid process.

18. **Eligible Bidders:** Registered Broker/Dealers, as defined by the Securities Exchange Act of 1934, which is a dealer recognized as a primary dealer by a Federal Reserve Bank. Such dealer or its guarantor parent must be rated at least A- by S&P or Fitch or "A3" by Moody's or any commercial bank, trust company or national banking association, the deposits of which are insured by the Federal Deposit Insurance Corporation or any successor thereof with senior unsecured debt ratings of at least A- by S&P or Fitch or "A3" by Moody's
- Eligible bidders must also be otherwise acceptable to the County.
19. **Interest Earnings:** Interest earnings will be reinvested with the Trustee semi-annually and calculated semi-annually on a 30/360 day count basis with the first interest payment being reinvested on 4/15/2017 and each 10/15 and 4/15 thereafter to maturity.
20. **Withdrawal of Funds:** Funds (not including interest earnings) held in the Series 2012A Sinking Fund shall be available for withdrawal by the Trustee, without cost or penalty, when the County is required to instruct the Trustee as required by the Indenture to withdraw moneys to make payments of principal of or interest on the QSCBs when due.
21. **Withdrawal of Funds Subject to Termination Payment:** Any withdrawal taken from the Agreement (1) for the purpose of investing the funds withdrawn in an alternative investment (reinvestment), or (2) for a purpose other than those listed in this solicitation, shall be at the Sinking Fund Termination Payment, described below.
22. **Refunding:** In connection with any refunding of the QSCBs, the Trustee (acting on behalf of and the direction of the County) may, by written notice to the Provider, request that the Provider continue the Agreement and have such Agreement apply to the refunding bonds. The Provider shall agree that if it receives such request it shall agree to so continue the Agreement with respect to the refunding bonds and any QSCBs that remain outstanding after such refunding, if any, provided, that:
1. the Provider receives such request (together with all relevant details relating thereto) at least 10 days in advance of the delivery of the refunding bonds;
 2. the refunding bonds are to be delivered under the existing Indenture or such other trust agreement or similar instrument which is approved by the Provider;
 3. on or prior to the date the QSCBs are to be refunded (the "Refunding Date"), the Trustee enters into, at the direction of the County, such amendments to the Agreement with the Provider (the "Amended Agreement") as are necessary to have the Agreement pertain to the scheduled Sinking Fund amounts, delivery dates and interest payment dates applicable to the refunding bonds and to any QSCBs which remain outstanding after giving effect to such refunding (the "Amended Cash Flows");
 4. the Funds maturity date(s) under the Amended Agreement are no later than the Fund(s) Maturity Date under the Agreement;
 5. the refunding bonds have a creditworthiness at least equivalent to the creditworthiness of the QSCBs;
 6. at the time such request is received and on the Refunding Date neither the Trustee nor the County is in default under the Agreement;
 7. the Provider receives any opinions and other assurances it may reasonably request to assure that the protections afforded it under the Agreement will

BID SPECIFICATIONS FOR A FORWARD DELIVERY AGREEMENT OR COLLATERALIZED REPURCHASE AGREEMENT (SINKING FUND)

County of Bertie, North Carolina

Page 4 of ~~11~~

continue under the Amended Agreement; and

8. if the Sinking Fund Termination Payment which would have been payable to the Provider had the County not exercised its rights to continue the Agreement as provided therein (the "Original Termination Payment") would be greater than the amount of the Sinking Fund Termination Payment, if any, which would be payable to the Provider in connection with the termination of an agreement identical to the Agreement but utilizing the Amended Cash Flows (the "Amended Cash Flows Termination Payment"), the County shall on or before the Refunding Date pay to the Trustee for further payment to the Provider the amount of such difference, payable solely by the County.

If the conditions (1) through (8) described are satisfied but the Amended Cash Flows Termination Payment is greater than the Original Termination Payment, the Provider shall pay the County the amount of such difference.

23. Documentation: All bidders must be prepared to execute a final Agreement that conforms to the requirements of these Bid Specifications and is in a form acceptable to the County, the Trustee and Bond Counsel. The winning bidder will be required to circulate a draft of the Agreement and all other related documents to all persons on the distribution list for receipt no later than two (2) business days following the Bid Date. All documents and other information given by the Provider or any guarantor are public records and may not contain confidentiality provisions. The name of the Provider and other information concerning the investments may be disclosed in ongoing disclosure reports.

The Agreement must provide for immediate termination in the event of insolvency of the Provider and for termination upon demand of the Trustee (which demand shall only be made by the Trustee at the direction of the County, unless an event of default with respect to the QSCBs is then pending) after any payment or other covenant default by the Provider.

24. Downgrade Provisions: In the event that the Provider's long-term rating is withdrawn, suspended or downgraded below the ratings criteria described previously for an Eligible Bidder, the Provider must, without cost to County or Trustee, either (a) assign the Agreement to a provider acceptable to the County that would meet the criteria of an eligible bidder hereunder, (b) obtain a guarantee of its obligations under the Agreement from a financial institution reasonably acceptable to the County or (c) provide collateral for a Forward Purchase Agreement or additional collateral for a Repurchase Agreement, sufficient to regain the required rating under applicable rating agency standards. Only the Permitted Collateral in section 26 of the bid specifications will be permitted. The Provider will be required to notify the County and the Trustee within five (5) business days of such downgrade event and to take actions to satisfy the County within ten (10) business days of such downgrade event occurring. If the Provider fails to affect a remedy within ten (10) business days, the Provider, at the option of the County, will repay the principal of and accrued but unpaid interest on the Agreement. Failure to do so will constitute a Provider Event of Default. Under no circumstances will the County or the Trustee have a liability to the Provider upon a termination resulting from a downgrade event.

25. Forward Purchase Agreement Eligible Securities: (a) Direct obligations of the United States of America or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America;

26. Collateralized Repurchase Agreement (a) The Agreement will be continuously collateralized with the following Permitted Collateral:

BID SPECIFICATIONS FOR A FORWARD DELIVERY AGREEMENT OR COLLATERALIZED REPURCHASE AGREEMENT (SINKING FUND)

County of Bertie, North Carolina

Page 5 of ~~11~~

Terms

Direct obligations of the United States of America or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America;

(b) Margin levels must be at least 100% of the principal and accrued but unpaid interest obligations under the Agreement when the security type is cash. Margin levels must be at least 103% of the principal and accrued but unpaid interest obligations under the Agreement when the security type is any Permitted Collateral other than cash.

(c) Permitted Collateral must be delivered to and held in a segregated account by the Trustee or a custodian (the "*Collateral Agent*"), and the Collateral Agent cannot be the Provider. The collateral must be delivered to the Collateral Agent before/simultaneous with payment (perfection by possession of certificated securities). Acceptable Collateral must be free and clear of all liens and claims of third parties and shall be registered in the name of the Collateral Agent for the benefit of the Borrower and Trustee. The Agreement shall state that the Collateral Agent has a valid and perfected first priority security interest in the securities, any substituted securities and all proceeds thereof (in the case of bearer securities, the Collateral Agent must be in possession).

(d) Securities must be valued daily, marked-to-market at current market price plus accrued interest. If the market value of the securities is found to be below the required level, the Provider must restore the market value of the securities to the required level within one (1) business day.

27. Provider Event of Default:

Events of Default under the Agreement will include:

- (a) Failure to make a payment when due (including failure to deliver Permitted Collateral);
- (b) Failure to observe any other covenant or condition of the Agreement, including failure to adhere to the Downgrade Provisions set forth above;
- (c) the Provider admits its inability to pay or a petition of bankruptcy or similar insolvency action is filed; or
- (d) Any representation of or warranty furnished in connection with the Agreement is false or misleading.

28. Sinking Fund Termination Payment:

The Sinking Fund Termination Payment shall be calculated by obtaining quotations from at least three (3) leading dealers in the relevant markets ("*Dealers*") of the amount the Dealer would charge or pay to substitute itself for the Provider in the Agreement. The Sinking Fund Termination Payment will be the arithmetic mean of the quotations, without regard to the quotations having the highest and lowest values. If the Dealer would receive a payment from the Provider to assume the obligations, then the Provider would owe that amount to the Trustee (for the account of the County). If the Dealer would make a payment to the Provider to assume the obligations, then the Trustee (with funds provided by the County) or the County would owe that amount to the Provider. The County will reserve the right to negotiate a good faith Termination Payment in lieu of obtaining quotations.

29. Early Redemption or Defeasance:

During the life of the Agreement the County may affect an early redemption, refunding or defeasance of QSCBs in accordance with the Indenture. The Provider shall be entitled to notice, but not approval, of any full or partial redemption, refunding or defeasance of the QSCBs. In the event of a full or partial refunding or defeasance, the Agreement will transfer to the refunding bonds and the remaining

BID SPECIFICATIONS FOR A FORWARD DELIVERY AGREEMENT OR COLLATERALIZED REPURCHASE AGREEMENT (SINKING FUND)

County of Bertie, North Carolina

Page 6 of ~~11~~

non-refunded QSCBs (if applicable) so long as standard conditions are met.

30. No Right of Set-off: The Agreement must state that it is unconditional and must expressly disclaim any right of set-off.
31. Governing Law: New York Law
32. Transferability: Rights and obligations under the Agreement may be transferred or assigned only with the prior written consent of the parties to the Agreement. In the event that the Agreement is transferred by the Provider, documentation and opinions similar to those required at settlement shall be required with respect to the successor provider.
33. Non-Delivery: If for any reason the settlement does not occur, or does not occur as scheduled, the Provider will have no recourse against the Bidding Agent, the County, the Trustee, Bond Counsel or any other counsel or member of the financing team.
34. Bidding Fees: The Provider shall be responsible for paying the following fees:

Bidding Agent Fee: \$30,000

The Bidding Fees are due and payable by the Provider upon execution of the Investment Agreement.

35. Bid Submittal: Bids should be submitted to Kensington Capital Advisors, LLC, via email to bids@kensington-advisors.com on January 14, 2016 at XX:XX ET. Written confirmation of bids on the Letter of Representations and Bid Form provided in Exhibit A must be faxed to (435) 921-0457. The written confirmation must be provided in such form and contain each and all of the representations specified in Exhibit A hereto.. The bid must be provided in such form and contain each and all of the representations specified therein within Exhibit A hereto.

Any additional or non-conforming provisions to your bid must be **pre-approved**. **All bid conditions must be submitted in writing by January 8, 2015 at 1:00PM ET.** If no additional or non-conforming provisions are declared, the bid and the Agreement shall be constrained to the conditions set forth herein.

All expenses associated with the Provider's performance of the Agreement, including but not limited to the Provider's legal fees, brokers' fees, any custodial fees or expenses or related counsel fees, and electronic funds transfer charges, are the responsibility of the Provider. All bids should be net of all fees and expenses, including, but not limited to, any legal fees incurred by the Provider.

36. Legal Opinions/Fees: (a) The Provider will be required to furnish an opinion of counsel as to customary matters of organization, existence, power and authority, authorization, execution, delivery and enforceability. In addition, foreign institutions shall deliver an opinion of foreign counsel to the effect that (i) the Agreement has been duly authorized, executed and delivered by the Provider and constitutes the legal, valid and binding obligation of the Provider enforceable in accordance with its terms, (ii) the choice of the laws of the state set forth in the Agreement is valid under that country's laws and a court in such country would uphold such choice of law, and (iii) any judgment rendered by a court in the United States would be recognized and enforceable in such country without re-examination. If the requisite ratings are being provided by a guarantor, a similar opinion of counsel of the guarantor will also be required at closing. All opinions must be in a form reasonably acceptable to Bond Counsel and the County.

**BID SPECIFICATIONS FOR A FORWARD DELIVERY AGREEMENT OR COLLATERALIZED REPURCHASE
AGREEMENT (SINKING FUND)**

County of Bertie, North Carolina

Page 7 of ~~114~~

- (b) Borrower's Counsel will render a standard legal opinion as to the Agreement constituting a permitted investment under the Indenture and related matters. The opinion will include the standard opinion giving assumption that the laws of the jurisdiction governing the Agreement are equivalent to those of the jurisdiction in which the opinion giver is licensed.
- (c) If requested by the Provider, the Trustee will provide a certificate as to the incumbency of its officer signing the Agreement and its authority to enter the Agreement, but counsel will provide no legal opinion.

37. Reporting:

The Provider will send monthly reports to the County and the Trustee setting forth the name of the County, the balance the County has invested with the Provider, each deposit during the month and the amounts and dates of interest accrued and paid by the Provider under the Agreement during each reporting period.

The Provider must make its annual report available to the Trustee annually.

38. Certain Representations:

By submitting a bid, each potential provider represents that it did not consult with any other potential provider about its bid, that the bid was determined without regard to any other formal or informal agreement that the potential provider has with the County, the Bidding Agent or any other person (whether or not in connection with the QSCBs), and that the bid is not being submitted solely as a courtesy to the County, the Bidding Agent or any other person for the purposes of satisfying the requirements of the Treasury Regulations Section 1.148-5(d)(6)(iii)(B)(1) or (2) (i.e. the requirement to receive three bids from providers that do not have a material financial interest in the QSCBs, at least one of which is from a reasonably competitive provider).

All bidders will have an equal opportunity to bid. No bidder will have the opportunity to review other bids before providing a bid.

By submitting a bid, each bidder acknowledges and represents as follows:

1. The bidder had sufficient time to formulate a bid and received these bid specifications plus any additional supporting documents or information requested by such bidder in a timely manner.
2. This bid solicitation, including any additional supporting documents or information requested by such bidder, includes all material terms of the bid.
3. The bidder is aware of and agrees to comply with all of the conditions specified in this bid solicitation, except for those written exceptions specified in the bid form submitted by such bidder as set forth in Exhibit A, or provided before the bid.
4. The bidder did not consult with any other potential provider about its bid.
5. The bid was determined without regard to any other formal or informal agreement that the potential provider has with the County, the Trustee, the Bidding Agent or any other person (whether or not in connection with the QSCBs).
6. The bid is not being submitted solely as a courtesy to the County, the Trustee, the Bidding Agent or any other person for the purposes of satisfying the requirements of the Treasury Regulations Section 1.148-5 (d)(6)(iii)(B)(1) or (2) (i.e., the requirement to receive three bids from providers that do not have a material financial interest in the QSCBs, at least one of which is from a reasonably competitive provider).

BID SPECIFICATIONS FOR A FORWARD DELIVERY AGREEMENT OR COLLATERALIZED REPURCHASE AGREEMENT (SINKING FUND)

County of Bertie, North Carolina

Page 8 of ~~114~~

7. The bidder did not have an opportunity to review other bids before providing a bid (i.e., a “last look”).

8. The bidder is a reasonably competitive provider of the type of investment being solicited.

9. In connection with providing the Agreement, the bidder shall not pay or reasonably expect to pay any administrative costs (including costs or expenses paid directly or indirectly to purchase, carry, sell or retire investments) to or for the benefit of the Trustee, the County or any other person other than the above-referenced Bidding Agent Fee or as otherwise disclosed by such bidder on the bid form set forth in Exhibit A.

39. Provider’s Closing Certificate:

The Provider will be required to execute and deliver a Provider’s Certificate acceptable to Bond Counsel, stating, among other things, that the Agreement was entered into at fair market value and disclosing the amount paid to any third parties in connection with the Agreement. Each bidder will be required to represent whether or not it (or a related person) has a material financial interest in the QSCBs. A draft of the form of Provider’s Certificate is attached as Exhibit B.

40. Reservation of Rights:

Submission of a bid by a Provider is acknowledgment that the closing and settlement of the Agreement with the winning Provider is subject to final documentation acceptable to the County, Bond Counsel and the Trustee. The County, Bond Counsel, the Trustee, any other counsel and other members of the financing team shall not be liable for any damages or harm suffered by the winning Provider in the event the Agreement does not close.

The County reserves the right to amend, modify or withdraw these Bidding Specifications, to waive or revise any requirement of these Bidding Specifications, to acquire any supplemental information from any responding party, to reject any bids submitted hereto in order to obtain a higher yielding bid than those previously submitted, to accept or reject any or all bids, and to negotiate or hold discussion with any responding party in the preparation of its bid.

BID SPECIFICATIONS FOR A FORWARD DELIVERY AGREEMENT OR COLLATERALIZED REPURCHASE AGREEMENT (SINKING FUND)

County of Bertie, North Carolina

Page 9 of ~~11~~

**EXHIBIT A
\$18,030,000
BERTIE COUNTY, NORTH CAROLINA
TAXABLE LIMITED OBLIGATION BONDS
(Qualified School Construction Bonds) Series 2012A**

LETTER OF REPRESENTATIONS AND BID FORM (SINKING FUND)

**Kensington Capital Advisors, LLC
6420 Rea Road, Suite 344
Charlotte, NC 28277**

Attention: James Engel
Phone: (704) 644-3681
Fax: (435) 921-0457

We hereby submit our bid and agree to enter into a Collateralized, Repurchase Agreement (the "Agreement") at the fixed rate set forth below, subject to all the terms and conditions set forth in the foregoing Bid Specifications. In making this bid we represent as follows:

1. We are a provider of investment contracts of the type described in the Bid Specifications.
2. You have not provided us any information that induced us to bid a yield/amount lower than the yield/amount induced by the Bid Specifications.
3. No qualified administrative costs (as defined in the Treasury Regulations Section 1.148-5(e)(2)) are to be paid by the provider to third parties in connection with the Agreements other than the Bidding Agent Fee of \$30,000, as well as customary and reasonable outside counsel fees if applicable
4. We did not consult with any other potential providers about our bid.
5. Our bid is not being submitted solely as a courtesy to the County, the Bidding Agent or any other person for purposes of satisfying the requirements of the Internal Revenue Code of 1986 or any regulations issued there under, including those of Treasury Regulations Section 1.148-5 (d)(6)(iii)(B)(1) or (2) (i.e. the requirement to receive three bids from providers that do not have a material financial interest in the QSCBs, at least one of which is from a reasonably competitive provider).
6. The bid was determined without regard to any formal or informal agreement that the Provider has with the County, the Bidding Agent or any other person (whether or not in connection with the above referenced QSCBs).
7. We, and parties related to us, do ___ / do not ___ [CHECK ONE] have any material financial interest in or with respect to the above referenced QSCBs.
8. We received the Bid Specifications in a timely manner and had sufficient time to formulate a competitive bid.
9. We did not have the opportunity to review other bids before providing a bid.
10. The Bid Specifications contain all the material terms that we took into account in formulating our bid.

Legal Entity of Bidder:

Moody's		S&P		Fitch	
Credit Rating	Outlook	Credit Rating	Outlook	Credit Rating	Outlook

Fixed Rate: _____% (30/360, semi-annual interest) (net of fees) (No More than 3.10%)

Termination Date: _____ (If applicable)

Date: _____

Name/Title: _____

By: _____

Phone & Fax: _____

Authorized Representative

By signing this document the Provider acknowledges that the closing and settlement of the Agreement with the selected bidder is subject to final documentation acceptable to the County, Bond Counsel, and the Trustee. The County, the Bidding Agent, or any other counsel or member of the financing team will not be liable for any damages or harm suffered by the selected bidder in the event the Agreement does not close.

EXHIBIT B
Investment Provider’s Certificate

The undersigned, in connection with the sale of the collateralized repurchase agreement (the “*Investment*”) to invest a portion of the proceeds of the above referenced obligations (the “*QSCBs*”) deposited into the Sinking Fund, **HEREBY CERTIFIES** that the undersigned is an officer of the Provider with the authority to execute and deliver this Certificate on behalf of the Provider. With respect to the sale of the Investment, the undersigned, as such officer, hereby certifies on behalf of the Provider as follows:

1. The Provider did not consult with any other potential bidder with respect to the Provider’s offer to sell the Investment and the Provider was not afforded any opportunity to review offers from other potential providers to sell the Investment (*i.e.*, a last look) before the Provider made its offer to sell the Investment.

2. The Provider’s offer to sell the Investment was determined without regard to any other formal or informal agreement or arrangement that the Provider has with the County or with any other person (whether or not in connection with the Bonds).

3. The Provider’s offer to sell the Investment was not submitted solely as a courtesy to the Issuer or any other person for purposes of satisfying applicable statutory or regulatory safe harbor requirements relating to guaranteed investment contracts.

4. The Provider has an established industry reputation as a seller of collateralized repurchase agreement of the same type as the Investment.

5. The yield on the Investment is not less than the yield available from the Provider on the date the Provider offered to sell the Investment on reasonably similar securities, offered to other persons relating to a source of funds other than the proceeds of tax-exempt obligations.

6. The Provider is not paying, and does not expect to pay, any administrative costs to any third parties (including any brokerage or selling commissions or legal and accounting fees), other than:

(A) a broker’s fee paid on the date hereof in the amount of \$30,000 to Kensington Capital Advisors, LLC which fee does not exceed the lesser of \$37,000 or 0.2% of the Computational Base for the Investment (as used in this paragraph, “***Computational Base***” means the amount the Issuer reasonably expects to be deposited in the Investment over its term), and

(B) the reasonable legal fees of the Provider’s legal counsel in connection with preparing the Investment documentation.

For purposes of this paragraph, the term “administrative costs” means any costs or expenses paid, directly or indirectly, to purchase, carry, sell or retire an investment.

[*NAME OF PROVIDER*]

January __, 2015

By: _____
Name: _____
Title: _____

**EXHIBIT C
Schedule of Sinking Fund Deposits ***



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: D-2

DEPARTMENT: Administration

SUBJECT: FYI – Segal invoice for expense reduction and cost saving results

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): FYI only.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

December 23, 2015

Mr. Scott Sauer
Manager, Bertie County
PO Box 530
Windsor, NC 27983

INVOICE 122315

Expense Reduction: Utility expense
Implementation date: August 2014
Billing Period: August to December 2015

Savings per attached schedule	
August 2015	\$ 810.02
September 2015	\$ 26.39
October 2015	\$ 26.39
November 2015	\$ 26.39
December 2015	<u>\$ 26.39</u>
Total	\$ 915.58

SEGAL Revenue & Expense Specialists, Inc, share 50%

Amount Due SEGAL **\$ 457.79**

Supporting documents are attached. Please contact Bob Segal at 336-886.2100 if you need an explanation of the savings calculation.

Thank you for your business.

TERMS: PAYABLE UPON RECEIPT.
Federal ID# 56-1410900

DESCRIPTION

Utility	Acct. Number	Savings Description	Bill Date	Savings Amount	Invoice Month
CenturyLink	307449183	Savings - remove Fed Tax	8/13/15	\$ 1.57	1 of 24
CenturyLink	307449183	Credit - remove Fed Tax	8/13/15	\$ 56.72	N/A
CenturyLink	307722546	Savings - remove Fed Tax	8/13/15	\$ 1.57	1 of 24
CenturyLink	307722546	Credit - remove Fed Tax	8/13/15	\$ 56.72	N/A
CenturyLink	307796010	Savings - remove Fed Tax	8/4/15	\$ 1.51	1 of 24
CenturyLink	307796010	Credit - remove Fed Tax	8/4/15	\$ 59.27	N/A
CenturyLink	307890228	Savings - remove Fed Tax	8/13/15	\$ 1.42	1 of 24
CenturyLink	307890228	Credit - remove Fed Tax	8/13/15	\$ 52.07	N/A
CenturyLink	308286062	Savings - remove Fed Tax	8/7/15	\$ 1.46	1 of 24
CenturyLink	308286062	Credit - remove Fed Tax	8/7/15	\$ 59.69	N/A
CenturyLink	428810517	Savings - remove Fed Tax	8/20/15	\$ 1.46	1 of 24
CenturyLink	428810517	Credit - remove Fed Tax	8/20/15	\$ 43.70	N/A
CenturyLink	430279788	Savings - remove Fed Tax	8/20/15	\$ 16.54	1 of 24
CenturyLink	430279788	Credit - remove Fed Tax	8/20/15	\$ 432.71	N/A
CenturyLink	436087971	Savings - remove Fed Tax	8/20/15	\$ 0.86	1 of 24
CenturyLink	436087971	Credit - remove Fed Tax	8/20/15	\$ 22.75	N/A
TOTAL				\$ 810.02	

DESCRIPTION

Utility	Acct. Number	Savings Description	Bill Date	Savings Amount	Invoice Month
CenturyLink	307449183	Savings - remove Fed Tax	9/13/15	\$ 1.57	2 of 24
CenturyLink	307722546	Savings - remove Fed Tax	9/13/15	\$ 1.57	2 of 24
CenturyLink	307796010	Savings - remove Fed Tax	9/4/15	\$ 1.51	2 of 24
CenturyLink	307890228	Savings - remove Fed Tax	9/13/15	\$ 1.42	2 of 24
CenturyLink	308286062	Savings - remove Fed Tax	9/7/15	\$ 1.46	2 of 24
CenturyLink	428810517	Savings - remove Fed Tax	9/20/15	\$ 1.46	2 of 24
CenturyLink	430279788	Savings - remove Fed Tax	9/20/15	\$ 16.54	2 of 24
CenturyLink	436087971	Savings - remove Fed Tax	9/20/15	\$ 0.86	2 of 24
TOTAL				\$ 26.39	

DESCRIPTION

Utility	Acct. Number	Savings Description	Bill Date	Savings Amount	Invoice Month
CenturyLink	307449183	Savings - remove Fed Tax	10/13/15	\$ 1.57	3 of 24
CenturyLink	307722546	Savings - remove Fed Tax	10/13/15	\$ 1.57	3 of 24
CenturyLink	307796010	Savings - remove Fed Tax	10/4/15	\$ 1.51	3 of 24
CenturyLink	307890228	Savings - remove Fed Tax	10/13/15	\$ 1.42	3 of 24
CenturyLink	308286062	Savings - remove Fed Tax	10/7/15	\$ 1.46	3 of 24
CenturyLink	428810517	Savings - remove Fed Tax	10/20/15	\$ 1.46	3 of 24
CenturyLink	430279788	Savings - remove Fed Tax	10/20/15	\$ 16.54	3 of 24
CenturyLink	436087971	Savings - remove Fed Tax	10/20/15	\$ 0.86	3 of 24
TOTAL				\$ 26.39	

DESCRIPTION

	Acct.	Savings	Bill	Savings	Invoice
Utility	Number	Description	Date	Amount	Month
CenturyLink	307449183	Savings - remove Fed Tax	11/13/15	\$ 1.57	4 of 24
CenturyLink	307722546	Savings - remove Fed Tax	11/13/15	\$ 1.57	4 of 24
CenturyLink	307796010	Savings - remove Fed Tax	11/4/15	\$ 1.51	4 of 24
CenturyLink	307890228	Savings - remove Fed Tax	11/13/15	\$ 1.42	4 of 24
CenturyLink	308286062	Savings - remove Fed Tax	11/7/15	\$ 1.46	4 of 24
CenturyLink	428810517	Savings - remove Fed Tax	11/20/15	\$ 1.46	4 of 24
CenturyLink	430279788	Savings - remove Fed Tax	11/20/15	\$ 16.54	4 of 24
CenturyLink	436087971	Savings - remove Fed Tax	11/20/15	\$ 0.86	4 of 24
TOTAL				\$ 26.39	

DESCRIPTION

	Acct.	Savings	Bill	Savings	Invoice
Utility	Number	Description	Date	Amount	Month
CenturyLink	307449183	Savings - remove Fed Tax	12/13/15	\$ 1.57	5 of 24
CenturyLink	307722546	Savings - remove Fed Tax	12/13/15	\$ 1.57	5 of 24
CenturyLink	307796010	Savings - remove Fed Tax	12/4/15	\$ 1.51	5 of 24
CenturyLink	307890228	Savings - remove Fed Tax	12/13/15	\$ 1.42	5 of 24
CenturyLink	308286062	Savings - remove Fed Tax	12/7/15	\$ 1.46	5 of 24
CenturyLink	428810517	Savings - remove Fed Tax	12/20/15	\$ 1.46	5 of 24
CenturyLink	430279788	Savings - remove Fed Tax	12/20/15	\$ 16.54	5 of 24
CenturyLink	436087971	Savings - remove Fed Tax	12/20/15	\$ 0.86	5 of 24
TOTAL				\$ 26.39	



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: D-3

DEPARTMENT: Administration

SUBJECT: Consider offer to purchase Dr. Jordan's Office vacant lot – bid received from Dr. Wayne Attkisson in the amount of \$3,000, accept the bid conditionally, and advertise for ten days for an upset bid, with the statement that the County reserves the right to reject any and all bids

COUNTY MANAGER RECOMMENDATION OR COMMENTS: It is requested that the Board accept the bid conditionally pending an advertisement for any upset bid submissions with the statement that the County has the right to reject any and all bids.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): N/A

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY:

ACCOUNT NUMBER 22268	TOWNSHIP WINDSOR	MAP SHEET 6802. 10	PIN NUMBER 6802-45-9396	ROUTE 95R	ZONE	SPECIAL DISTRICTS FIRE CITY CO8				
OWNER NAME BERTIE MEMORIAL CLINIC INC PO BOX 509			PROPERTY DESCRIPTION / PROPERTY ADDRESS OFFICE (BL 1 LOT 1) 505 STERLINGWORTH ST							
DATE TRANS. 06/96	STAMPS 166.0	QUAL 166.0	DEED REFERENCE 730/219	PLAT REFERENCE 362/9	SOIL MAP	ASCS TRACT NO.	DATE APPRSD 060711	BY KL	INFO E	PREVIOUS VALUES 15,015
OWNER ADDRESS WINDSOR NC 279830509			CENSUS NUMBER	AMENITIES	LOTS 1	ACRES 0.00	EXEMPT Y	LAND 11,513	BUILDINGS 3,502	
LAND USE	UTILITIES EWS	NEIGHBORHOOD A	LANDSCAPE QUALITY A	TOPOGRAPHY F	ROAD P	CRP: WDS: 0.00	APA: DIF: 0 0			

#	MTD	TYP	ACRES	ACT-FRNTG	EFF-FRNTG	AVE-DEPTH	DPH-FAC	UNIT \$	GRD	CLS	SOIL-TYP	% ADJ	APPRAISED VAL	USE VALUE
1	L	10	0	70.00		139.000	.95	119		125			\$11,513	\$11,513

1990 FROM W P JORDAN 1991 FROM W P & CAROLYN JORDAN (681/488) 1992 FROM TOWN OF WINDSOR (690/978) 1996 FROM LEONARD E REAVES III (699/445) GS#05 BLDG TORN DOWN 10/2014

METHOD:	DESCRIPTION:	----- BUILDING DEPRECIATION -----	% COMPLETE	USE	BUILDING CLASS	BUILDING TAX VALUE
SECTIONS:	REMARKS:	PHYSICAL:	FUNCTIONAL:	ECONOMIC:		BUILDING REPLACEMENT VALUE

BUILDING SECTION DETAIL

TYPE	AREA	OCCUP-ANCY	STYLE	STORIES	FNDTN	BSMNT AREA	EXTERIOR WALLS	ROOFING	ROOF TYPE	# RM	# BR	FLOOR	ATTIC %	INTERIOR WALL	BSMT % FIN	BUILT-INS	HEATING	AIR COND	PLUMBING			GRADE	WL HT	YEAR BUILT	EFF YEAR	CONDI-TION	SECTION-DEPR		SECTION REPL VALUE	SECTION TAX VALUE
																			BTH	FXT	STK						OPN	PHYS		

BUILDING SECTION VALUATION

BUILDING #	MTHD	DESCRIPTION	REMARKS	PHYS	FNCT-DPR	ECON-DPR	TYPE	AREA	STRIES	EW/FLR/W	GRADE	YEAR BLT	COND	SIZE	TAX VALUE
1	P	PAVING/PARKING		40			88	4800			A	D 1992	G	60X80	\$3,502

APPRAISED VALUE SUMMARY				USE VALUE SUMMARY				TOTAL TAX VALUE
LAND	BUILDINGS	LAND	BUILDINGS	LAND	BUILDINGS	LAND	BUILDINGS	
\$11,513	\$3,502							
TOTAL APPRAISED VALUE:		\$15,015		TOTAL USE VALUE:				\$15,015



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: D-4

DEPARTMENT: Emergency Services

SUBJECT: Discuss proposed shift changes for Paramedic operations with Emergency Services Director, Mitch Cooper

COUNTY MANAGER RECOMMENDATION OR COMMENTS: The proposed schedule will limit the number of work days from 8 per month to 7 per month and significantly reduce both overtime expenditures and part-time salaries per the attached report.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Approval of this initiative will not require any additional funds for FY 2015-2016 and any associated costs will be absorbing the current year appropriation.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

Change from 24/48 to 24/72

Current System	Sun	Mon	Tues	Wed	Thurs.	Fri	Sat
24/48 w Kelly Day	Part Time	A Shift	B Shift	C Shift	A Shift	B Shift	C Shift
Medic 1	als - I	als - I	als - I	als - I	als - I	als - I	als - I
Medic 2	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P
Medic 3	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P
Medic 4	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P
QRV	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P

Salaries	\$832,154.00
Part Time	\$220,000.00
OT	270,000.00
	<u>\$1,322,154.00</u>

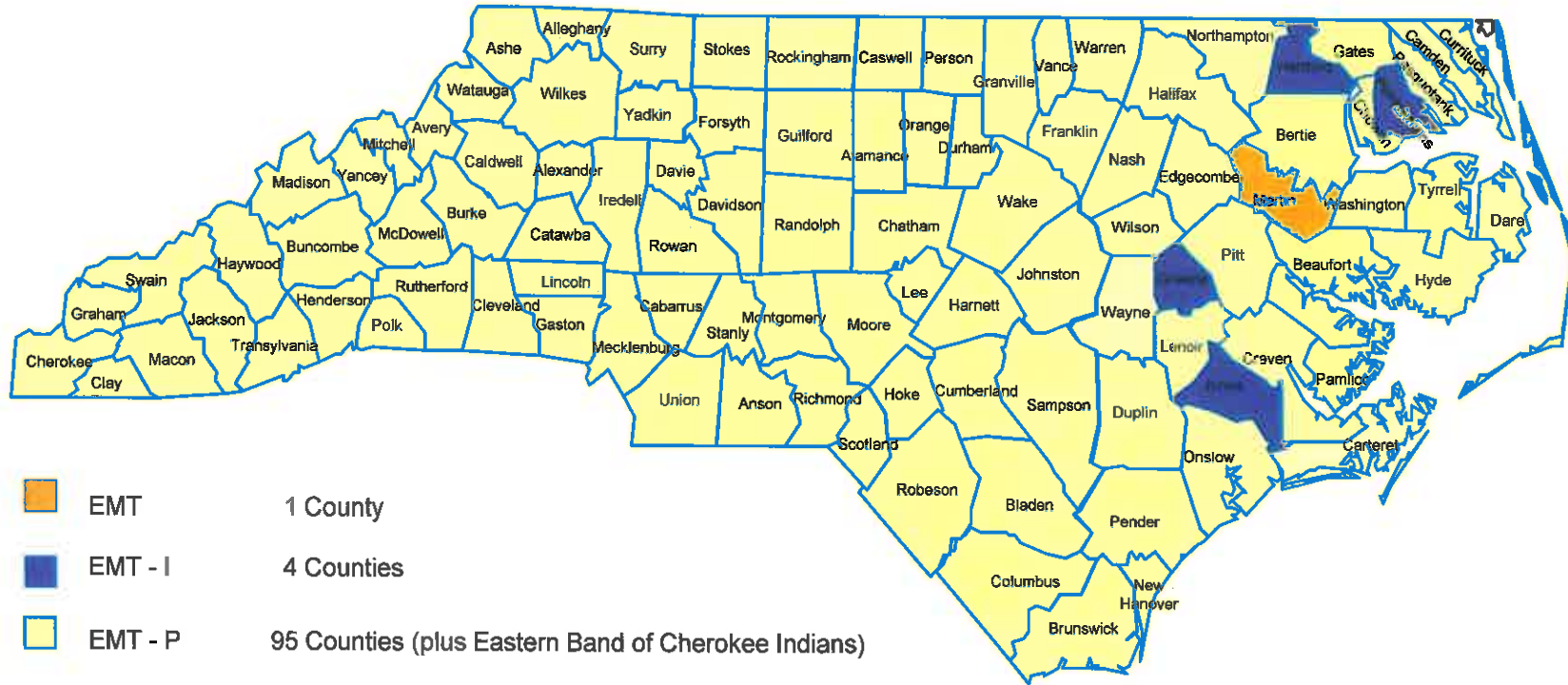
New Schedule	Sun	Mon	Tues	Wed	Thurs.	Fri	Sat
24/72	D shift	A Shift	B Shift	C Shift	D Shift	A Shift	C Shift
Medic 1	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P
Medic 2	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P
Medic 3	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P
Medic 4	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P
QRV	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P	ALS - P




Salaries	\$1,268,560.00
Part Time	\$46,140.00
OT	\$85,190.00
	<u>\$1,399,890.00</u>
Difference	<u>\$77,735.00</u>

The new Schedule is a 12 month estimate for FY 16-17 and the changes in the current year will be absorbed in the existing appropriation.

		Old		2080	New	
	Rate	Reg Hours	OT	416	Reg Hours	1912
					OT	360
CAPTIAN PARAMEDIC	Reg	\$16.50	\$34,320.00		Reg	\$18.20 \$34,798
	OT	\$24.75	\$10,296.00		OT	\$27.30 \$9,828.00
			\$44,616.00			\$44,626
PARAMEDIC 10+ YRS	Reg	\$16.00	\$33,280		Reg	\$17.65 \$33,746.80
	OT	\$24.00	\$9,984.00		OT	\$26.48 \$9,531.00
			\$43,264			\$43,277.80
PARAMEDIC 5-9 YRS	Reg	\$15.50	\$32,240.00		Reg	\$17.10 \$32,695.20
	OT	\$23.25	\$9,672.00		OT	\$25.65 \$9,234.00
			\$41,912.00			\$41,929.20
PARAMEDIC 0-4 YRS	Reg	\$15.00	\$31,200.00		Reg	\$16.55 \$31,643.60
	OT	\$22.50	\$9,360.00		OT	\$24.83 \$8,937.00
			\$40,560.00			\$40,580.60
EMT I 10+ YEARS	Reg	\$11.50	\$23,920.00		Reg	\$12.70 \$24,282.40
	OT	\$17.25	\$7,176.00		OT	\$19.05 \$6,858.00
			\$31,096.00			\$31,140.40
EMT I 5-9 YRS	Reg	\$11.20	\$23,296.00		Reg	\$12.35 \$23,613.20
	OT	\$16.80	\$6,988.80		OT	\$18.53 \$6,669.00
			\$30,284.80			\$30,282.20
EMT I 0-4 YRS	Reg	\$10.90	\$22,672.00		Reg	\$12.00 \$22,944.00
	OT	\$16.35	\$6,801.60		OT	\$18.00 \$6,480.00
			\$29,473.60			\$29,424.00
EMT BASIC 5-9 YRS	Reg	\$10.60	\$22,048.00		Reg	\$11.70 \$22,370.40
	OT	\$15.90	\$6,614.40		OT	\$17.55 \$6,318.00
			\$28,662.40			\$28,688.40
EMT BASIC 0-4 YRS	Reg	\$10.30	\$21,424.00		Reg	\$11.35 \$21,701.20
	OT	\$15.45	\$6,427.20		OT	\$17.03 \$6,129.00
			\$27,851.20			\$27,830.20

County EMS Systems (By Highest Level) As of July 23, 2014



	EMT	1 County
	EMT - I	4 Counties
	EMT - P	95 Counties (plus Eastern Band of Cherokee Indians)

NOTE: These figures represent the highest level of care offered within the county. Not all counties offer the level indicated throughout the entire county.



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: D-5

DEPARTMENT: Water

SUBJECT: Review two recent water customer accounts in the Town of Lewiston-Woodville

COUNTY MANAGER RECOMMENDATION OR COMMENTS:

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY:



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: January 4, 2016

AGENDA ITEM: D-6

DEPARTMENT: Administration

SUBJECT: Pending Items/Updates by County Manager and the County Attorney

COUNTY MANAGER RECOMMENDATION OR COMMENTS:

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: