

Bertie County Board of Commissioners



May 2, 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

May 2, 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 and Welcome by Chairman Trent

4:05-4:10 Invocation and Pledge of Allegiance by Commissioner Wesson

4:10-4:25 Public Comments (3 minute time limit per speaker)

(A)

***** APPOINTMENTS *****

4:25-4:35 (1) Convene as the Board of Equalization and Review

4:35-4:45 (2) Presentation by Bertie County's new YMCA Executive Directory, Casey Owens

4:45-4:55 (3) NC Department of Transportation response to County letter dated March 2, 2016 by Anthony Roper, Division Maintenance Engineer, Win Bridgers, Assistant Division Maintenance Engineer, Jason Davidson, Division Traffic Engineer, and Lydia McKeel, County Maintenance Engineer

4:55-5:05 (4) Presentation by Dr. Denauvo Robinson, CEO of the Albemarle Smart Start Partnership, and staff of Better Beginnings for Bertie's Children

5:05-5:15 (5) Budget presentation by MCC-Bertie Campus Interim Director, Norman Cherry

5:15-5:25 (6) Presentation by Roxobel Mayor, Alvin Simmons, and Town Commissioners

Board Appointments (B)

1. DSS Board
2. Nursing Home/Adult Care CAC
3. Voluntary Agricultural Districts

Consent Agenda (C)

1. Accept Tax Release Journal – March 2016
2. Approve minutes for Regular Session 4-4-16
3. Approve Work Session minutes for 4-4-16
4. Approve Closed Session minutes for 4-4-16
5. Approve Public Comments Rules and Procedures – first discussed 4-4-16
6. Budget Amendment # 16-11
7. Approve FY 2016-2017 contract with Chonaoke Area Public Transportation Authority (CPTA)

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

Discussion Agenda (D)

1. JROTC Military Ball request for funding (\$750) by Senior Army Instructor, Randy M. Cherry
2. Discuss approval of Relay for Life 2016 resolution, and consider additional funding for this year's event per national award recognition
3. Review status of JCPC grants for non-profit agencies
4. Discuss resolution in honor of service and retirement of former DSS Director, Linda Speller
5. Approve Resolution and spring 2016 funding application for the NC Department of Environmental Division of Water Infrastructure – recommended by Green Engineering, LLC.

Commissioners' Reports (E)

County Manager's Reports (F)

County Attorney's Reports (G)

Public Comments Continued

3 minute time limit per speaker

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.

Recess

Monday, May 9, 2016 @ 4:00PM -
BCPS Central Services Complex



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: A-1

DEPARTMENT: Tax

SUBJECT: Convene as the Board of Equalization and Review

COUNTY MANAGER RECOMMENDATION OR COMMENTS: See excerpt attached from the NC Department of Revenue Appeals Handbook – Section D, Page 31

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): See excerpt attached from the NC Department of Revenue Appeals Handbook – Section D, Page 31

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: N/A

action that could be construed as giving any taxpayer an unfair advantage over any other taxpayer and (2) the appearance of a conflict of interest can weaken the integrity of a tax system even when no improper actions occur.”

3. In those instances where the question may be raised, the members of the board who find themselves in this “conflict of interest” position should excuse themselves and not participate in any hearing or deliberation of the appeal. Employees of the county tax office should refrain from accepting any outside appraisal assignments when the subject property is located within the taxing jurisdiction where they are employed. When in doubt, err to the side of discretion and thereby protect the integrity of the appeal process and tax program.

D. Recommended Format for Conducting the Hearing

1. The format recommended by the Department of Revenue for boards of equalization and review is set forth below. Reasonable variations are allowable to the extent that they do not impinge the integrity of the local property tax program, or collide with the constitutional requirements of “due process” and “equal protection under the law.” The format and conduct of the hearing process are of the utmost importance and should not appear to be either solicitous of taxpayer approval or deaf to taxpayer concerns. Rather, the process should instill in the taxpayer/appellant a sense of having been treated fairly. The recommended guidelines for the conduct of hearings are as follows:
 1. Meeting is called to order by the Chairperson.
 2. Upon indication from the chair that the board is ready to hear the first case, the clerk identifies the appellant and property under appeal.
 3. If a taxpayer fails to appear at a scheduled hearing, the board shall review any information submitted earlier as evidence, hear the position of the assessor’s office, and make a decision based on these facts alone. If no evidence has been submitted by the taxpayer, then the board should decide in favor of the tax office on the grounds that the taxpayer has not attempted to carry his or her burden of proof; however, if the taxpayer does not appear before the Board of Equalization and Review, the appeal should not be dismissed for the taxpayer’s failure to appear at the hearing. If the board does not

increase or decrease the value based on the evidence, the board's decision should reflect a no change in value.

4. The chair instructs the appellant to begin, whereby the appellant/taxpayer proceeds to present his or her case through the use of personal testimony, documentary evidence, and the testimony of any other individuals, including expert witnesses.
5. The assessor's office should be allowed an opportunity to ask questions of the taxpayer and any witnesses concerning the evidence presented.
6. Each board member should be allowed an opportunity to ask questions of the taxpayer and any witnesses concerning the evidence presented. Some examples of questions that the board members may want to ask are listed below:
 - "Is there an appraisal on the property, dated effective January 1 of the reappraisal year?"
 - "Are there expert witnesses that can testify as to the value of the property?"
 - "Has there been a sale of the property, prior to January 1 of the reappraisal year?"
 - "Is there any information on the sale of comparable property (or properties), which occurred prior to the reappraisal?"
 - "Is there any income and expense information available?" (if a commercial property)
 - "What was the cost of the improvements constructed on the property?" (if recently built)
7. The chairperson then recognizes the appropriate individual from the assessor's office to present the position of the tax office for the case that is under appeal.

NOTE: In those counties where the taxpayer has received prior notice of the position the county will present at the hearing, the chair may elect to read the stated position into the record prior to the taking of the appellant's evidence and testimony. This should lessen the amount of time required for each hearing.

8. The taxpayer should be allowed the opportunity to ask questions of the county's witnesses concerning the evidence presented.
9. Each board member should be allowed an opportunity to ask questions of the county and any witnesses concerning the evidence presented. Some examples of questions that the board may properly ask of the staff appraiser, or county's witness, are as follows:
 - "Does the county have information on the sale of comparable property (or properties), which occurred prior to the reappraisal?"
 - "How do the assessments of comparable properties compare with their sale prices and with the property under appeal?"

NOTE: Members of the board SHOULD NOT ask questions that appear to imply that a conclusion has been reached.

10. The board should let the appellant and the county know which of the following actions they are going to take:
 - The evidence and testimony submitted will be considered, a decision will be rendered, and the both parties will be notified of the decision in due course.
 - Have someone take a look at the property (either a member or the full board), then decide the case based on that physical inspection and the evidence and testimony submitted, and notify the parties accordingly. NOTE: Hopefully, the property has been visited as part of the investigative process, and thus it will not be necessary for the board to take this step.
 - Request that additional information be provided by either the appellant or the tax office within a set time frame, (generally one week to 10 days), with a decision to be reached at the end of that time frame based on the information at hand, and the appellant to be notified accordingly.

11. Once the board has indicated the course of action it will take concerning the appeal there should not be any other communication concerning the appeal between the board and the taxpayer or county unless all parties are present to hear the conversation.

12. All decisions by the board have to be made in an open public meeting. All citizens including the appellant have the right to be present and hear the deliberations, all discussions and the vote by the board members.

13. There should be no attempt by the county to mislead the appellants that they must leave as soon as their hearing is over or that they cannot be present for the deliberations.

E. The “Greater Weight of Evidence” Test

1. Once the hearing has concluded, the board may request additional information to be provided by one or both parties. Beyond fulfilling these requests, neither the appellant nor the tax office staff is to have additional input which might influence the decision. This would include discussing the case with the county after the taxpayer has left the hearing. The decision should be based on the information provided or requested through the hearing process coupled with the requirements of law and the board members’ knowledge of the county and expertise with that particular property type. In view of that, Joseph S. Ferrell, formerly of the School of Government, made the following observation:

The “greater weight of the evidence” test requires only that the taxpayer bring forward clear, relevant, and persuasive evidence sufficient to persuade an impartial and fair-minded board that it is more likely that the facts are as the taxpayer says they are. This is a less rigorous burden of proof than the ‘beyond a reasonable doubt’ test used in criminal cases.

2. Therefore, in all appeals before the county Board of Equalization and Review it is incumbent on the appealing taxpayer to persuade the board, by the greater weight of the



Jodie Rhea, Tax Administrator
Bertie County Tax Department
PO Box 527
106 Dundee St.
Windsor, NC 27983
Phone: (252) 794-5310
Fax: (252) 794-5357

March 23, 2016

Mr. Jerry Dunlow
Dunlow Dozer Service
107 Roquist Pocosin Road
Windsor, NC 27983

RE: Account No. 27284

Dear Mr. Dunlow:

Our auditors have finalized the audit of the above referenced taxpayer's business personal property returns. At this time, the findings of the audit have been accepted or the appeal period has expired; therefore, please find outlined below the charges and levy resulting from the discovery of taxable personal property found during the audit process:

Tax Year	Valuation	County Rate	Town Rate	PENALTY	COUNTY TAX	COUNTY PENALTY	TOWN TAX	TOWN PENALTY	TOTAL DUE
2015	59,979	.84	0	10%	503.82	50.38	0	0	554.20
2014	71,842	.84	0	20%	603.47	120.69	0	0	724.16
2013	84,221	.84	0	30%	707.46	212.24	0	0	919.70
2012	88,480	.78	0	40%	690.14	276.06	0	0	966.20
2011	97,079	.78	0	50%	757.22	378.61	0	0	1,135.83
TOTAL	401,600				3,262.11	1,037.98		<u>\$4,300.09</u>	AMOUNT DUE

Please pay the amount due as shown above. Payment should be sent to my attention at the address shown above. Please include a copy of this letter with payment.

Statutory authority for this action is found in N.C.G.S. 105-312.

If you have any questions, please contact me at your convenience at 252-794-6152

Respectfully,

Jodie Rhea
Tax Administrator

**DUNLOW DOZER SERVICE, INC.
107 ROQUIST POCOSIN ROAD
WINDSOR, N.C. 27983
252-809-2971**

Jodie Rhea, Tax Administrator
Bertie County Tax Department
P. O. Box 527
106 Dundee Street
Windsor, N.C. 27983

Re: Business Property Tax Audit

Dear Mr. Rhea:

After reviewing the tax audit and discussing it with you I would like to appeal the audit. Thank you for your time in explaining the audit to us. Please let us know when we can appeal this to the Board of Commissioners.

Sincerely,



Jerry L. Dunlow
Dunlow Dozer Service, Inc.

JLD/lhd



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: A-2

DEPARTMENT: Governing Body

SUBJECT: Presentation by Bertie County's new YMCA Executive Directory, Casey Owens

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

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

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: A-3

DEPARTMENT: Governing Body

SUBJECT: NC Department of Transportation response to County letter dated March 2, 2016 by Anthony Roper, Division Maintenance Engineer, Win Bridgers, Assistant Division Maintenance Engineer, Jason Davidson, Division Traffic Engineer, and Lydia McKeel, County Maintenance Engineer

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: See attached letter.



BERTIE COUNTY

106 DUNDEE STREET
POST OFFICE BOX 530
WINDSOR, NORTH CAROLINA
27983
(252) 794-5300
FAX: (252) 794-5327
WWW.CO.BERTIE.NC.US

BOARD OF COMMISSIONERS

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

March 7, 2016

Mr. Jerry Jennings, PE
Division 1 Engineer
NC Department of Transportation
113 Airport Drive
Suite 100
Edenton, NC 27932

Re: Bertie County road concerns

Dear Mr. Jennings:

First, on behalf of the Bertie County Board of Commissioners, we want to thank you and your staff for the excellent preparation and coverage in preparation for the winter storms we have experienced this year. As a Board, we are always mindful of the collective efforts in this community to keep our citizens and visitors safe as they travel in and through Bertie County.

The Board of Commissioners has received citizen requests from various parts of Bertie County regarding safety issues and road hazards that should be brought to the attention of the NC Department of Transportation, which are outlined below:

- Indian Woods Road—SR 1108 experiences flooding and washout conditions during rain events on a regular basis, in the section between 400 and 500, and we believe that there needs to be more attention to maintenance of drainage ditches in that area.
- Woodland Road—SR 1500 also experiences flooding and high water conditions during rain events in the area commonly known as “the neck” which is currently marked with NCDOT signage for “high water.” This section of SR 1500 is between 400 and 500, and ironically both roads that flood have identical section numbers.
- NC Highway 11 and NC Highway 308 is a very dangerous intersection, and warrants a traffic safety study for installation of traffic control signal based on the experience of many citizens in that area.

Mr. Jennings, we would welcome the opportunity to discuss these concerns and would like to invite to one of our upcoming meetings, either Monday, April 4th or, if you prefer, Monday, April 18th.

Again, thank you for your leadership in this region and especially for the attention that your staff provides for Bertie County residents, farmers and businesses in our area.

Please check your calendar and contact our Clerk to the Board, Ms. Sarah S. Tinkham, regarding your availability. She can be reached via email at sarah.tinkham@bertie.nc.gov, or by telephone at 252-794-6110.

Sincerely,



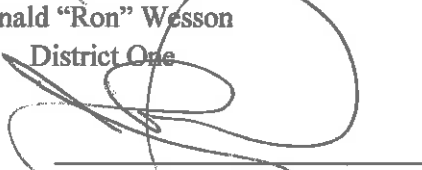
Ronald "Ron" Wesson
District One



Stewart White
District Two



Tammy Lee
District Three



John Trent
District Four



Ernestine Bazemore
District Five



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: A-4

DEPARTMENT: Governing Body

SUBJECT: Presentation by Dr. Denauvo Robinson, CEO of the Albemarle Smart Start Partnership, and staff of Better Beginnings for Bertie's Children

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: ---

From: Bobbi Holley [<mailto:BOholley@ncsmartstart.org>]
Sent: Tuesday, April 05, 2016 1:41 PM
To: Scott Sauer
Cc: 'Ronald Wesson'; Albemarle ED; 'White, Elaine'
Subject: May 2nd Confirmation

Hello Scott,

Thank you, for talking with Ron Wesson and allowing our group, Better Beginnings for Bertie's Children to come out and speak at the upcoming Bertie County -County Commissioner's meeting on May 2nd . We are looking forward in talking with your group again, as we will be prepared to tell you how the group was formed, the work in which we have been doing in the county and where we see ourselves going as we make sure that all children and families in Bertie County are school ready and informed.

Dr. Denauvo Robinson, CEO of Albemarle Smart Start Partnership, as well as the Chairperson of BBBC will be presenting this information along with other members of our team. We plan to have in attendance members from our Leadership and Implementation Team present, as well as agencies who benefit from the work in which we are doing in the county. I will make sure that you receive a package from us one week prior to the meeting, to help you in preparation. Please feel free to call or email me if you have any questions.

Thank you again, for the opportunity to be a part of the meeting. We look forward in seeing you on May 2nd.

*Bobbi J. Holley, MPA
Bertie Implementation Coach
The North Carolina Partnership for Children, Inc./Smart Start
Albemarle Smart Start Partnership
715 US Hwy 13 North
Windsor, NC 27983
Phone: 252-794-8190, x7007
Mobile: 252-287-3800
bholley@smartstart.org*

Check out our new website at www.smartstart.org!

Save the date for the 2016 National Smart Start Conference, May 2-May 5, 2016!

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Better Beginnings for Bertie's Children

*North Carolina's Race to the Top
Early Learning Challenge
The Transformation Zone Project*

Bertie County

Bertie County at a glance.....

Problem Statement

As children in Bertie County enter school they come with a wide variety of experiences that impact their ability to learn and function within a classroom setting. School readiness encompasses both cognitive and non-cognitive skills. These skills include the child's ability to adapt, ask questions, cooperate with peers, respect people and property, communicate effectively, and possess basic concepts about writing and recognizing numbers, and counting (Duku and Janus, 2007). School readiness does not happen overnight, but rather starts at birth, and continues until school entry (Duku and Janus, 2007).

North Carolina's brief description of school readiness is defined by: 'The condition of children when they enter school, based on the following 5 domains of development: health and physical development; social and emotional development; approaches toward learning; language development and communication; cognition and general knowledge.'

Learning begins at birth. Parents are and should be acknowledge as their child's first teacher. Evidence suggests early skills are vital to later development. Children who are not exposed to appropriate stimulation will not gain the foundational building blocks needed to be able to perform what will be expected of them at age five (Duku and Janus, 2007). Studies show that students who begin school with lower academic achievements are likely to stay behind their peers throughout their academic careers. It is vital for parents to understand how important their role is in the lives of their children. Reading with and teaching their children for school is preparing their children for a successful positive school experience (Cadima, et al., 2010).

Significance of the Problem

As adults play a significant role in the development of a young child, they have to become more knowledgeable in what is expected of them in preparing their children for school. The role of early parenting and the home environment is vital to the academic, social, and behavioral success of a child. Research shows that a nurturing, warm, and responsive parent paired with skills that encourage exploration and learning leads to positive outcomes in several domains for young children. Parents/adults/guardians contribute to the first five years of life with a child's vocabulary, letter-word knowledge, and emotion regulation.

Hillary Clinton once said "It takes a village to raise a child." There is no truer statement than this is today. It is no doubt that that having a home learning environment is important, but as a community we have to be able to encourage and motivate our families in preparing their young children for success in school. The impact that parents have on their children before they enter school is evident in the readiness of the child once they become school ready. For instance, if a parent is reading to their child at home, they can possibly see their child engaged in the story. They will be able to see that their child is alert; their eyes glued to the pictures, and watching them make connection to the characters in the book. All of these things play a vital role in how children are literacy ready when they enter school.

School readiness emphasizes both cognitive and non-cognitive skills. These skills include a child's ability to adapt, ask questions, cooperate with peers, respect people and property, communicate effectively, and possess basic concepts about print, letters, numbers, and counting (Duku and Janus, 2007).

Children not exposed to appropriate stimulation will not gain the building skills needed to be able to perform what will be expected of them at age five (Duku and Janus, 2007). As a community, we have to be able to give families an opportunity to learn more about the impact of reading and teaching patterns may or may not have on a kindergarten child's early learning outcomes.

References

Cadima, J., Leal, T., & McWilliam, R.A., (2010). Environment risk factors and children's literacy skills during the transition to elementary school. *International Journal of Behavior Development*, 34(1), 24-33.

Duku, E., & Janus, M. (2007). The school entry gap: socioeconomic, family, and health factors associated with children's school readiness to learn. *Early Education and Development*, 18 (3), 375-403.

NC, DPI (2000). School Readiness in North Carolina. Retrieved from

http://www.fpg.unc.edu/.../Ready_for-school-Goal-Team_Full-Report.pdf

Better Beginnings for Bertie's Children Transformation Zone Project

The North Carolina Early Learning Challenge Transformation Zone Project is a system change initiative that has worked dramatically to improve outcomes for children so that every child comes to kindergarten ready to succeed in school and in life. **The Transformation Zone Initiative** was designed to build state and local capacity to apply lessons from implementation science to effectively implement early childhood strategies and to support early childhood systems improvements in rural, geographically disparate, low-population density communities across the State in order to get better results for children and their families.

Better Beginnings for Bertie's Children Team

Better Beginnings for Bertie's Children Leadership & Implementation Team was formed in 2013. The team came together on behalf of **The North Carolina Early Learning Challenge Transformation Zone Project Initiative**. As a group of county leaders, agency management, faith base leaders and grassroots citizens, the team was formed and exists to improve the quality of life for all Bertie County residents, beginning with the youngest children, through comprehensive early childhood system change to include all families and children.

The development of cross-sector collaborative leadership will actively support the development and maintenance of a set of high impact, high quality early childhood services, to include....

- Universal access to high quality childcare for infants, toddlers, and young children
- Universal home visiting programs
- Universal family strengthening programs
- Universal and targeted early literacy programs

Through these efforts, the county will realize *expanded understanding* of the importance and potential of early childhood development that leads to *increased leadership* and action to *expand coverage of and access to* family/parent-focused early childhood services. This will ensure that *children develop a firm foundation that includes social and life skills as well as school readiness*.

BBBC team uses the Six Protective Factors from the NC Division of Social Services as a “*lens*” for transforming the work with the community. The Six Protective Factors are:

- Nurturing & Attachment
- Knowledge of Parenting & Child Development
- Parental Resilience
- Social Connections
- Concrete Support for Parents
- Social & Emotional Competence of Children

Transformation Zone Project Initiative History

The Transformation Zone infrastructure consists of cross-sector of state and county leadership and implementation teams. *The County Leadership Team* consists of leaders who have decision-making authority to influence funding and policy changes to remove barriers getting in the way of effective strategy implementation. **The County Implementation Team** consists of intervention managers and staff who are directly engaged in activities to support and sustain full and effective use of the intervention. In addition, the implementation team members help identify barriers to implementation and provide recommendations for policy/practice shifts to the county leadership team, as this helps the leadership team to effectively implement strategies.

County Leadership and Implementation Teams, along with key community stakeholders, have actively engaged in learning to support community building. Professional development opportunities were offered to team members, coaches, community, and state partners to ensure an effective aligned early childhood system. Initial professional development has included training on facilitation skills necessary to develop and sustain collaborative work groups, as well as Motivational Interviewing. In addition, training using the ABL_e Systems Change Framework is supporting the development of county plans to engage diverse voices, particularly those of parents and other service recipients, and to carry out a systems scan process that will support long-range sustainability planning at the county level. Technical assistance is being provided to the teams in their communication efforts to support and sustain the work.

Better Beginnings for Bertie's Children Leadership Team Members

BBBC CLT

Team Member Name	Agency/System	Role	Email Address and Phone Number
1. Bonnie Bazemore	Bertie Health Department/ARHS	Child Health Nurse Public Health Nursing Supervisor	bbazemore@arhs-nc.org 252-794-5322
2. Bonnie Powell (Deputy)	SRO/Bertie County Schools Officer	Bertie County Police Department	bpowell@bertie.k12.nc.us 252-794-5330
3. Darren Whitehurst (Pastor)	First Baptist Church of Kelford	Pastor/Faith Base Community	Darren_whitehurst@yahoo.com 252-562-3596
4. Denauvo Robinson (Dr.)	Albemarle Smart Start Partnership	CEO/President	drobenson@albemarlessp.org 252-333-1233
5. Diane W. Bynum	CADA Head Start	CADA Head Start Director	dbynum@nc-cada.org 252-539-4155
6. Doris Powell	Bertie County Department of Social Services	Subsidy Coordinator (DSS)	doris.powell@bertie.nc.gov 252-794-5320
7. Elaine White	Bertie County Schools	Superintendent	ewhite@bertie.k12.nc.us 252-794-6000
8. Norman Cherry	Martin Community College-Bertie County	Interim Director, Bertie Campus	ncherry@martincc.edu 252-794-4861
9. Ronald Wesson	Bertie County Government Offices	Bertie County Commissioner	Ronald.wesson@gmail.com 252-794-1340
10. Sandra Simmons	Bertie Rural Health	Patient Engagement Director	ssimmons@berha.org 252-794-3042, ext. 224
11. Silvia Rose	Vidant Bertie Hospital	Senior Administrator Patient Care Services Chief Nursing Officer	Srose1@vidanthealth.com 252-794-6715
12. Tiera Beale	NC Cooperative Extension Services - Bertie	4H Program Manager	tiera_beale@ncsu.edu
13. Vivian Saunders	The Hive House	Director/Grassroots Member	Saunders239@yahoo.com 252-348-2010 252-325-1976 (cell)

BBBC – Better Beginnings for Bertie Children
 CLT – County Leadership Team
 ARHS – Albemarle Regional Health Services
 SRO- School Resource Officer
 CEO- Chief Executive Officer
 CADA-Choanoke Area Development Association
 DSS- Department of Social Services

**Better Beginnings for Bertie's Children Implementation Team
BBBC CIT**

Team Member Name	Agency/System	Role	Email Address & Phone Number
1. Alethea Howard	CADA Head Start	CADA Head Start Office Manager	ahoward@nc-cada.org 252-539-4155
2. Angela Charlton	Albemarle Smart Start Partnership	Vice-President of Early Care & Education	alcharlton@albemarlessp.org 252-333-1233
3. Bobbi J. Holley	North Carolina Partnership for Children, Inc. (NCPC)	Bertie Implementation Coach	bholley@smartstart.org 252-794-8190 252-287-3800 (cell)
4. Cindy Evans	Triple P/ARHS	Triple P Specialist	cindy.evans@arhs-nc.org 252-794-6224
5. Mary Davis	Vidant Family Medicine- Windsor Bertie Vidant Hospital	Practice Administrator	madavis@vidanthealth.com 252-794-6775
6. Trey Wright	Triple P/ARHS	Triple P Lead Coordinator	trey.wright@arhs-nc.org 252-794-6224
7. Tundra Woolard	Bertie County Schools Askewville Preschool	Preschool Director	twoolard@bertie.k12.nc.us 252-794-2260

BBBC – Better Beginnings for Bertie Children
 CIT – County Implementation Team
 CADA – Choanoke Area Development Association
 NCPC – North Carolina Partnership for Children
 Triple P – Positive Parenting Program
 ARHS – Albemarle Regional Health Services

Some of the Activities that were initiated in Bertie County from
The North Carolina Early Learning Challenge Transformation Zone Project:

These activities were designed to provide comprehensive information about the array of projects funded under North Carolina's grant.

- **Child Care Health Consultants**
- **Early Literacy in the Transformation Zone**
 1. **Reach Out & Read**
 2. **Motheread/Fatheread Institute**
 3. **Motheread B.A.B.Y.**
 4. **Motheread Story Exploring**
- **Family Connects (Nurse Home Visiting Program for Parents of Newborns)**
- **Healthy Social Behavior Project**
- **High Quality (4-5 Stars) Infant Toddler Programs in the Transformation Zone**
 1. **The Infant/Toddler Expansion Program**
 2. **NC Babies First (NCB1)**
- **Triple P (Positive Parenting Program)**

**Projects that Better Beginnings for Bertie's Children is Proposing to
Sustaining in Bertie County**

- *Early Literacy*
- *Triple P*
- *Healthy Social Behavior*
- *Kid Find*
- *Coordinator for Better Beginnings for Bertie's Children*

Early Literacy in the Transformation Zone (Reach Out & Read and Motheread/Fatheread)

The **Motheread/Fatheread Institute** provides programs that offer the county opportunity to improve early literacy skills of young children. There are 3 curriculums which can be implemented in the county:

- **Motheread/Fatheread Institute** curriculum is designed for parents of young children at risk with low literacy skills. The parents will participate in a series of group sessions with a certified trainer to increase their reading confidence and learn the importance of shared reading and use of reading strategies to help their children be better prepared for success in school.
- **Motheread Story Exploring** curriculum helps provides teachers, parents and caregivers with strategies to increase children's reading comprehension, vocabulary and translation of spoken language to the written word.
- **Motheread B.A.B.Y.** curriculum follows a developmental approach from conception through the first year of an infant's life.

Currently in Bertie:

- **Motheread/Fatheread Institute** has been implemented in the county since 2015
- There are 7 sites in which MR/FR Institute has been implemented
- 25 parents have graduated from the program
- Currently 1 site is holding a MR/FR Institute session with 14 parents enrolled
- There are 10 facilitators trained to implement MR/FR
- There are 62 parents on the waiting list for sessions to take place

Continued work:

- Currently 7 sites implementing program; will bring on 2 more sites
- Have MR/FR Institute sessions offered in underserved areas in the county on a monthly basis
- Get the faith base community involved
- Attend events in the county and promote early literacy and importance of reading
- On a quarterly basis; head out to the various townships and have sessions available to inform families of literacy, providing them with material to understand why it is suggested to start at an early age

Currently in Bertie:

- **Motheread Story Exploring** has been implemented in 7 child care facilities and homes in the county since 2014
- 17 lead teachers and 10 teacher assistants have been trained to implement this in the classroom
- 16 students of Bertie High School Early Childhood Education Class has been trained in implementing the curriculum in child care classrooms
- 8 additional facilitators trained to implement MR STEX
- 223 children from Bertie County have been impacted with this training curriculum in the classroom (ages 3-5)

Continued work:

- To bring on more child care sites in the county to implement curriculum
- Have public librarian to initiate a MR STEX session at the Public Library in Windsor
- Have faith base community involved
- Promote this curriculum in the child care setting with providers to become more involved in the early literacy skills

Currently in Bertie:

- No **Motheread B.A.B.Y.** classes in the county
- 6 trained facilitators in the county

Continued work:

- Implement MR B.A.B.Y. sessions in the county (Bertie Health Department, Martin Community College)
- Collaborate with Early Childhood Education Class at Bertie High School to implement class
- Work with faith base community in county to reach new parents

Reach out & Read is an evidence-based program that promotes early literacy and school readiness. Doctors, nurse practitioners, and other medical professionals incorporate ROR's model into their regular pediatric well-child visits, by advising parents about the importance of reading aloud and giving developmentally-appropriate books to children. The goal is to increase participating parents' knowledge about the importance of daily reading and frequency of reading with their children.

Currently in Bertie:

- 1 site implementing ROR
- Approx. 113 children impacted
- 1 person trained in Bertie Health Department to implement the program

Continued work:

- Additional sites (potential Aulander Medical Practice, Lewiston Rural Health, pediatrician office in Hertford County)
- Trained practitioners, doctors or other medical professionals to implement program
- Promote reading at other medical sites (hospital, rural health, YMCA – where ever parents meet)

Triple P (Positive Parenting Program)

Triple P (Positive Parenting Program) is an evidence-based family strengthening program to increase the knowledge, skills, and confidence of parents.

Triple P is a universal multilevel parenting program that aims to reduce the prevalence of child emotional, behavioral, and mental health programs. Triple P gives parents simple and practical strategies to help them confidently manage their children's behavior, prevent problems developing and build strong, healthy relationships.

Currently in Bertie:

- 9 agencies involved with implementing Triple P services in Bertie County
- 33 providers trained in Level 3 PC
- 9 providers trained in Level 2 Brief and Seminars
- 3 providers trained in Level 4 Standard and Teen
- 2 parents completed Level 3 Primary Care training
- Peer support for providers; material and resources available throughout the county

Continued work:

- Support to providers
- Materials and resources available to parents

Healthy Social Behavior Project

This activity will help provide technical assistance and training to preschool classrooms in the county to support children’s healthy emotional and social development.

Healthy Social Behavior (HSB) initiative provides training and on-site technical assistance to promote the social-emotional development of children enrolled in licensed child care centers located within Bertie County. This service will continue in the county through in-kind donations from a trained specialist.

Kid Find

BBBC would like to create a system that identifies un-served and underserved children – not only special needs children, ages 3-4 year old that are not currently in any type of early childhood development program and help guide the families in preparing their children for kindergarten. Kid Find will be able to assist the family in knowledge and understanding of how children should play, learn, speak, behave and move. The purpose is to determine understanding and knowledge to the families for early intervention services that are available in the county.

The purpose of Kid Find will be to ensure that all children in Bertie County come to kindergarten school ready and provide families with information to guide their decisions.

Work would be:

- Build collaboration with Register of Deeds to gain information; OBYGN offices; local hospitals (Chowan, Roanoke-Chowan, Pitt Vidant Hospitals – where children are born from Bertie County)
- Develop a collaborative, comprehensive system to locate children and families
- Development of database
- Provide resources to families of services available for them in the county
- Collaborate with agencies in the county to assist families and their needs

Coordinator for Better Beginnings for Bertie’s Children

Coordinator for Better Beginnings for Bertie’s Children will be located in a central location for families to contact and locate in the county. The coordinator will be available to assist families in connecting with services that are available throughout the county. This will be a location and clearinghouse for information. They will develop the KID FIND program, direct families and connect families with resources that are able to provide as well as resources available through other agencies within Bertie County.

Work would be:

- Develop KID FIND program
- Build collaboration among agencies within the county
- Gather most current information available for families
- Provide resources to families
- Connect families to services that are available for them in the county
- Build relationships with community partners
- Emphasize to families and community that we are working together
- Encourage learning in the home (before children enter school)
- Support intentional attention to the early childhood system vision, while creating and carrying out detailed plans of the KID FIND system

Better Beginnings for Bertie's Children (BBBC) is a collaborative coalition of stakeholders in Bertie County concerned about the future of our youngest citizens. This coalition has been meeting for the past three years and has identified early education as a top priority for both the economic success of our county and to assist our families to reach their fullest potential. BBBC has identified several strategies that will offer unique supports for every family and child in Bertie County, offer the highest quality early learning opportunities across the county, raise the profile of the critical importance of early education and learning and allow BBBC to serve as information navigators and provide families and children access to coordinated community resources. Research tells us that children who receive high quality early learning opportunities begin Kindergarten with a distinct advantage over those children that have had no early learning opportunities. In Bertie County, 60% of our children are not in any type of formal early learning environment. For these children, Kindergarten is their first and only introduction to an academic environment.

Better Beginnings for Bertie's Children is committed to locating those children who are in need of high quality programs and services and connecting those families with those services.

How do we plan to achieve this goal?

- **Coordinator for Better Beginnings for Bertie's Children**- we believe that having a central location and coordinator available to assist families in connecting with services that are available throughout the county, Having a central location and clearinghouse for this information is critically important. We will employ a person to staff the office in Bertie County, develop our KID FIND program, direct families and connect families with the resources that we are able to provide as well as resources available through other agencies with in Bertie County.
- **Kid Find**- we will develop a collaborative, comprehensive system of locating the children and families that do not access any type of services with in the county. We will use a multi system approach in developing this database.
- **Healthy Social Behaviors Specialist**- we have an individual who will provide this service to families and children in need of help with behavior issues. There will be no cost for this service because this particular person is already is employed with our agency and will dedicate 40 hours per month towards these efforts.
- **Early Literacy**- research shows that reading to preschoolers have positive effects on the children's early literacy and language abilities and fosters early literacy skills and produce children that have a love of reading. This also gives these children a distinct advantage as they begin their academic career. BBBC will utilize several early literacy programs across Bertie County such as Mother/Father Read, BABY Read, Story Exploring, Reach Out and Read and Raising a Reader.
- **Triple P**-Better Beginnings for Bertie's Children will provide Triple P services. The services will be implemented with families and children that need help with behavior and parenting issues.

Contractor: Albemarle Smart Start Partnerhsip	
Description: Better Beginnings for Bertie's Cl	Amount-Current
Personnel	
11) Salary/Wages/Benefits	<u>\$54,180</u>
12) Professional Services	
13) Board Member Compensation	
14) Other:	
15) Total Personnel Services	\$54,180
Supplies and Materials	
16) Office Supplies and Materials	\$1,200
17) Computer Supplies & Software	\$1,500
18) Janitorial Supplies	
19) Educational/Medical Supplies	\$7,500
20) Automotive Supplies	
21) Other:	
22) Total Supplies and Materials	\$10,200
Current Obligations	
23) Travel	\$4,000
24) Communications (Telephone, Postage, etc.)	
25) Utilities	\$2,500
26) Printing and Binding	\$3,000
27) Repair and Maintenance	\$2,500
28) Computer Services (Accting, Payroll, etc.)	
29) Employee Training	\$2,500
30) Advertising	\$3,500
31) Meeting Expenses	\$5,500
32) Other:	
33) Other:	
34) Total Current Obligations	\$23,500
Fixed Charges and Expenses	
35) Office Rent (Land, Buildings, etc.)	\$7,200
36) Furniture Rental	
37) Equipment Rental (Phone, Computer, etc.)	\$1,000
38) Vehicle Rental	\$2,000
39) Dues and Subscriptions	
40) Insurance and Bond	
41) Other: (Indirect Costs = Overhead)	
42) Total Fixed Charges & Other Expenses	\$10,200
Capital Outlay	
43) Land/Buildings	
44) Office Furniture	
45) Computer Equipment	\$2,000
46) Vehicles	
47) Books (Library Reference Materials)	
48) Other: Stipends/Incentives	\$5,000
49) Total Capital Outlay	\$7,000
50) Total Contracts and Grants	
51) Total Purchases of Services Costs	
52) Total Budgeted Expenditures	\$105,080



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: A-5

DEPARTMENT: Governing Body

SUBJECT: Budget presentation by MCC-Bertie Campus Interim Director, Norman Cherry

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

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

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: A-6

DEPARTMENT: Governing Body

SUBJECT: Presentation by Roxobel Mayor, Alvin Simmons, and Town Commissioners

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

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

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: B-1

DEPARTMENT: Governing Body

SUBJECT: DSS Board

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

DSS Board

Immediate Vacancies: ---

Position Vacancy:

Board	Term	Name	Began	End
DSS Board	3 years	Curt Kedley	7-1-13	6-30-16

Special requirements: N/A

Notes: Curt Kedley has officially reapplied for the position. His new term would not begin until July 1, 2016.

Attendance of Current Members: N/A

Applications Received:

1 – Curt Kedley – he is seeking reappointment

Current Members (unexpired):

1. Ernestine Bazemore (Commissioner representative)

This document will expire on

10/30/18



APPLICATION FOR BERTIE COUNTY AUTHORITIES, BOARDS, COMMISSIONS, AND COMMITTEES

Name: CURT JOH KEDLEY

Home Phone Number: 252 794-0289 Mobile: NONE

Home Fax Number: NONE

Email Address: ~~ckedley~~ ckedley@GLONMARG.ORG

Home Address: 1003 TAYLOR ST

Mailing Address: PO Box 895 WINDSOR, NC 27983

Are you a full-time resident of Bertie County? Yes No

How long have you been a full-time resident of Bertie County? 8 yrs

Do you live within any corporate or town limits? Yes No Which: _____

County Commissioner District: _____

(This information can be obtained from the Bertie County Board of Elections at 252-794-5306)

Occupation: lay minister, retired Employer: GLONMARG HOME MISSIONERS

Business Address: 1003 TAYLOR ST

Business Phone Number: 252 794-0289 Business Fax: NONE

Please list in order of preference the Boards/Commissions/Committees on which you would like to serve:

1. N.C. Dept. of Social Services
2. _____
4. _____

Qualification for specific category: I have served & presently am completing a 3 year term

Name of any Bertie County Board/Commission/Committee on which you presently serve:

NONE

If reapplying for a position you presently hold, how long have you served? 3 yrs.

Based on your qualifications and experiences, briefly describe why your services on this Authority/Board/Commission/Committee would be beneficial to the County:

I AM AN EXPERIENCED BOARD MEMBER. I AM A good WORKING RELATIONSHIP WITH FOLLOW BOARD MEMBER & THE DIRECTOR OF SOCIAL SERVICES.

Do you have any delinquent Bertie County taxes? ___ Yes No

Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.) If necessary, you may add additional pages:

NONE.

CODE OF ETHICS

By submitting this application and by my signature below, I pledge that, if appointed, I agree to comply with the attached Code of Ethics as adopted by the Bertie County Board of Commissioners.

Date: 3-1-16 Applicant's Signature: Curt Jon Hedley

Return application to:

Sarah S. Tinkham
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
sarah.tinkham@bertie.nc.gov

Note:

*All information on this document is subject to the Public Records Law and will be released to the public upon request.

**Interest to Service forms remain current for two years. Following that, the applicant may wish to contact the Clerk to the Board's Office for an updated form.

***Applications must be on file in the Clerk to the Board's Office 7 days prior to consideration for appointment.

FOR OFFICE USE ONLY

Date Received: 3/1/16

Received By: Sarah S. Tinkham



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: B-2

DEPARTMENT: Governing Body

SUBJECT: Nursing Home/Adult Care CAC

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

Nursing Home/Adult Care CAC

Immediate Vacancies: 2

Position Vacancy:

Board	Term	Name	Began	End
Nursing Home/Adult Care CAC	3 years	Clara Barrow	8-15-05	5-6-16
Nursing Home/Adult Care CAC	3 years	Rev. Gail McNeil	5-6-13	5-6-16
Nursing Home/Adult Care CAC	3 years	Mary Davis	5-6-13	5-6-16

Special requirements: N/A

Notes: There are currently two (2) immediate vacancies on this board. We also have three members seeking reappointment to additional 3 year terms.

Attendance of Current Members: N/A

Applications Received:

- 1 – Clara Barrow
- 2 – Rev. Gail McNeil
- 3 – Mary Davis

Current Members (unexpired):

- 1. James S. Pugh
- + 2 immediate vacancies



People Working Together

1385 John Small Avenue Washington, North Carolina 27889
www.mideastcom.org
Phone: (252) 946-8043 Fax: (252) 946-5489

March 15, 2016

Sarah M. Seredni
Clerk to the Board
Bertie County Board of Commissioners
106 Dundee Street
PO Box 530
Windsor, NC 27983

Dear Ms. Seredni:

I am requesting the reappointment of Rev. Gail McNeil to the Joint Community Advisory Committee. I am requesting this re-appointment be made for an additional three-year term in accordance with G.S. 131E-128 which states, "Any person reappointed to a second or subsequent term in the same county shall serve a three-year term".

In accordance with this request, the above individuals' terms would expire in Mary 2019.

If you have any further questions or concerns, I can be reached at (252) 974-1838.

Sincerely,

Tameka Riggsbee
Regional Long-Term Care Ombudsman

Serving: Beaufort County • Bertie County • Hertford County • Martin County • Pitt County

"Auxiliary aids and services are available upon request to individuals with disabilities."
Relay numbers for the Hearing Impaired:(TTY) 1-800-735-2962 (voice) 1-800-735-8262



People Working Together

1385 John Small Avenue Washington, North Carolina 27889
www.mideastcom.org
Phone: (252) 946-8043 Fax: (252) 946-5489

March 15, 2016

Sarah M. Seredni
Clerk to the Board
Bertie County Board of Commissioners
106 Dundee Street
PO Box 530
Windsor, NC 27983

Dear Ms. Seredni:

I am requesting the reappointment of Clara Barrow to the Joint Community Advisory Committee. I am requesting this re-appointment be made for an additional three-year term in accordance with G.S. 131E-128 which states, "Any person reappointed to a second or subsequent term in the same county shall serve a three-year term".

In accordance with this request, the above individuals' terms would expire in May 2019.

If you have any further questions or concerns, I can be reached at (252) 974-1838.

Sincerely,

Tameka Riggsbee
Regional Long-Term Care Ombudsman

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1385 John Small Avenue Washington, North Carolina 27889
www.mideastcom.org
Phone: (252) 946-8043 Fax: (252) 946-5489

March 15, 2016

Sarah M. Seredni
Clerk to the Board
Bertie County Board of Commissioners
106 Dundee Street
PO Box 530
Windsor, NC 27983

Dear Ms. Seredni:

I am requesting the reappointment of Mary Davis to the Joint Community Advisory Committee. I am requesting this re-appointment be made for an additional three-year term in accordance with G.S. 131E-128 which states, "Any person reappointed to a second or subsequent term in the same county shall serve a three-year term".

In accordance with this request, the above individuals' terms would expire in May 2019.

If you have any further questions or concerns, I can be reached at (252) 974-1838.

Sincerely,

Tameka Riggsbee
Regional Long-Term Care Ombudsman

Serving: Beaufort County • Bertie County • Hertford County • Martin County • Pitt County

"Auxiliary aids and services are available upon request to individuals with disabilities."
Relay numbers for the Hearing Impaired:(TTY) 1-800-735-2962 (voice) 1-800-735-8262



APPLICATION FOR BERTIE COUNTY AUTHORITIES, BOARDS, COMMISSIONS, AND COMMITTEES

Name: CLARA C. BARROW

Home Phone Number: 252-794-4914 Mobile: 252-724-2774

Home Fax Number: _____

Email Address: _____

Home Address: 327 Cedar Landing Rd

Mailing Address: WINDSOR N.C. 27983

Are you a full-time resident of Bertie County? Yes [checked] No _____

How long have you been a full-time resident of Bertie County? 13 yrs (13 yrs)

Do you live within any corporate or town limits? Yes _____ No _____ Which: _____

County Commissioner District: Pounded Wesson

(This information can be obtained from the Bertie County Board of Elections at 252-794-5306)

Occupation: Retired Employer: _____

Business Address: _____

Business Phone Number: _____ Business Fax: _____

Please list in order of preference the Boards/Commissions/Committees on which you would like to serve:

- 1. _____ 3. _____
2. _____ 4. _____

Qualification for specific category: _____

Name of any Bertie County Board/Commission/Committee on which you presently serve: Bertie Cty joint CAC member - Mid East Commission

If reapplying for a position you presently hold, how long have you served? 11 yrs

Based on your qualifications and experiences, briefly describe why your services on this Authority/Board/Commission/Committee would be beneficial to the County:

I have worked in various Hospitals, Rivers Correctional Inst. Bertie Memorial, Metropolitan Hospital N.Y.C. St. Luke's Hospital in Cleveland, Ohio

Do you have any delinquent Bertie County taxes? Yes No

Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.) If necessary, you may add additional pages:

Accountability, Dependable, Medical Infirmity officer, Medical Receptionist, Tri-C Cuyahoga College Bertie-Martin College Certificates - State of N.C. Dept of Labor Awarded, Baby Check Institute, Central Evening Certificate Business English - New York City, Diploma Certificate of Achievement - Metro Health St Luke's Medical Center

CODE OF ETHICS

By submitting this application and by my signature below, I pledge that, if appointed, I agree to comply with the attached Code of Ethics as adopted by the Bertie County Board of Commissioners.

Date: 4-5-2016 Applicant's Signature: _____

Return application to:

Sarah S. Tinkham
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
sarah.tinkham@bertie.nc.gov

Note:

- *All information on this document is subject to the Public Records Law and will be released to the public upon request.
- **Interest to Service forms remain current for two years. Following that, the applicant may wish to contact the Clerk to the Board's Office for an updated form.
- ***Applications must be on file in the Clerk to the Board's Office 7 days prior to consideration for appointment.

FOR OFFICE USE ONLY

Date Received: 4/11/16

Received By: [Signature]

This document will expire on
6/30/18



APPLICATION FOR BERTIE COUNTY AUTHORITIES, BOARDS, COMMISSIONS, AND COMMITTEES

Name: MARY DAVIS

Home Phone Number: 252-809-2650 Mobile: Same

Home Fax Number: _____

Email Address: MADAVIS@vidanthealth.com

Home Address: PO Box 204

Mailing Address: Windsor, NC 27983

Are you a full-time resident of Bertie County? Yes No _____

How long have you been a full-time resident of Bertie County? ALL my Life

Do you live within any corporate or town limits? Yes No _____ Which: _____

County Commissioner District: Ron Wesson

(This information can be obtained from the Bertie County Board of Elections at 252-794-5306)

Occupation: Administrator Employer: Vidant Family Medicine Windsor

Business Address: 1403 S. King St, Windsor, N.C.

Business Phone Number: 794-6750 Business Fax: 794-6788

Please list in order of preference the Boards/Commissions/Committees on which you would like to serve:

1. Economic Development
2. CAC Board
3. _____
4. _____

Qualification for specific category: Have served on both boards for a number of years. Feel knowledgeable on both boards

Name of any Bertie County Board/Commission/Committee on which you presently serve: EOC Board - CAC Board

If reapplying for a position you presently hold, how long have you served? Couple of years

Based on your qualifications and experiences, briefly describe why your services on this Authority/Board/Commission/Committee would be beneficial to the County:

Have been in health care all my life. My knowledge and expertise will be very beneficial to these boards

Do you have any delinquent Bertie County taxes? ___ Yes No

Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.) If necessary, you may add additional pages:

Health Care - All my life

CODE OF ETHICS

By submitting this application and by my signature below, I pledge that, if appointed, I agree to comply with the attached Code of Ethics as adopted by the Bertie County Board of Commissioners.

Date: 3/14/16 Applicant's Signature: Mary L. Davis

Return application to:

Sarah S. Tinkham
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
sarah.tinkham@bertie.nc.gov

Note:

- *All information on this document is subject to the Public Records Law and will be released to the public upon request.
- **Interest to Service forms remain current for two years. Following that, the applicant may wish to contact the Clerk to the Board's Office for an updated form.
- ***Applications must be on file in the Clerk to the Board's Office 7 days prior to consideration for appointment.

FOR OFFICE USE ONLY

Date Received: 3/14/16

Received By: Sarah S. Tinkham



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: B-3

DEPARTMENT: Governing Body

SUBJECT: Voluntary Agricultural Districts

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

Voluntary Agricultural District Advisory Board

Immediate Vacancies: 0

Position Vacancy:

Board	Term	Name	Began	End
Voluntary Agricultural District Advisory Board	3 years	Carl Bond	2-6-12	5-6-16
Voluntary Agricultural District Advisory Board	3 years	Herbert "Herbie" Tayloe	2-6-12	5-6-16
Voluntary Agricultural District Advisory Board	3 years	Shelby Castelloe	2-6-12	5-6-16
Voluntary Agricultural District Advisory Board	3 years	Curtis Brown	2-6-12	5-6-16

Special requirements: N/A

Notes: There are currently no immediate vacancies on this board. There are 4 individuals seeking reappointments to additional 3 year terms.

Attendance of Current Members: N/A

Applications Received:

- 1 – Clara Barrow
- 2 – Rev. Gail McNeil
- 3 – Mary Davis

Current Members (unexpired):

- 1. Jimmy Mizelle
- 2. Harold Lawrence
- 3. Joseph Leggett
- 4. Sid Copeland
- 5. Blount Knowles
- 6. Tyron James
- 7. George Perry
- 8. Ron Garrett (Position – FSA Director)
- 9. Michael Champion (Position – Soil and Water)
- 10. Craig Ellison (Coop. Extension Interim Director)



College of Agriculture and Life Sciences
North Carolina Cooperative Extension Service
Bertie County
bertie.ces.ncsu.edu

Bertie County Center
P.O. Box 280
204 South Queen Street
Windsor, NC 27983
P: 252.794.5317

April 13, 2016

Bertie County Board of Commissioners
P.O. Box 530
Windsor, NC 27983

Re: Re-appointment to Voluntary Ag District Board

The Voluntary Ag District supports the re-appointment of the following to the Voluntary Ag District Board. The names are as follows:

- Carl Bond
- Herbert Tayloe
- Shelby Castelloe
- Curtis Brown

Thank you for your consideration regarding this matter.

Sincerely,

A handwritten signature in black ink that reads "Richard C. Ellison".

Richard C. Ellison
Bertie County Extension Director

This document will expire on

6/30/18



APPLICATION FOR BERTIE COUNTY AUTHORITIES, BOARDS, COMMISSIONS, AND COMMITTEES

Name: Carl K. Bond

Home Phone Number: 252-794-4426 Mobile: 252-398-7855

Home Fax Number: N/A

Email Address: ck_45baddoge@yahoo.com

Home Address: 1249 Governors Rd, Windsor, NC 27983

Mailing Address: Same as above

Are you a full-time resident of Bertie County? Yes No

How long have you been a full-time resident of Bertie County? 50 years

Do you live within any corporate or town limits? Yes No Which: _____

County Commissioner District: District V

(This information can be obtained from the Bertie County Board of Elections at 252-794-5306)

Occupation: Farming Employer: Rhodes Bond & Son Farms, Inc.

Business Address: 1349 Governors Rd, Windsor, NC 27983

Business Phone Number: (252) 348-2478 Business Fax: N/A

Please list in order of preference the Boards/Commissions/Committees on which you would like to serve:

1. Voluntary Agri District
2. Economic Develop. Commission
3. Planning Board
4. Bertie-Martin Regional Jail

Qualification for specific category: I have worked with the Federal Government for 31 years, in agriculture and rural development. Therefore I have the knowledge that is needed to work on any of the Boards/Commissions.

Name of any Bertie County Board/Commission/Committee on which you presently serve:

Voluntary Agriculture District Advisory Board

If reapplying for a position you presently hold, how long have you served? 3 years

Based on your qualifications and experiences, briefly describe why your services on this Authority/Board/Commission/Committee would be beneficial to the County:

As a farmer and retired USDA employee, my knowledge and skills of the agriculture community, I will be able to provide the County with the knowledge that they will need to be informed about agriculture issues.

Do you have any delinquent Bertie County taxes? Yes No

Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.) If necessary, you may add additional pages:

I graduated from NC A&T State University with a degree in both Agriculture Education and Agriculture Economics. I have worked 31 years with USDA as an Agriculture Marketing Specialist (Loan Manager). I am a member of Kappa Alpha Psi fraternity, 3rd Degree Mason, member of Sandy Point Missionary Baptist Church - President of Usher Board, member of Windsor/Bertie County Chamber of Commerce - (former Board Chair), member of NAACP, Board Member of Bertie County Farm Bureau as well as a State Board member.

CODE OF ETHICS

By submitting this application and by my signature below, I pledge that, if appointed, I agree to comply with the attached Code of Ethics as adopted by the Bertie County Board of Commissioners.

Date: 4/4/2016 Applicant's Signature: 

Return application to:

Sarah S. Tinkham
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
sarah.tinkham@bertie.nc.gov

Note:

- *All information on this document is subject to the Public Records Law and will be released to the public upon request.
- **Interest to Service forms remain current for two years. Following that, the applicant may wish to contact the Clerk to the Board's Office for an updated form.
- ***Applications must be on file in the Clerk to the Board's Office 7 days prior to consideration for appointment.

FOR OFFICE USE ONLY

Date Received: 4/13/16

Received By: Sarah S. Tinkham

This document will expire on

6/30/18



APPLICATION FOR BERTIE COUNTY AUTHORITIES, BOARDS, COMMISSIONS, AND COMMITTEES

Name: Herbert Tayloe

Home Phone Number: 252-345-0558 Mobile: 209-1424

Home Fax Number: N/A

Email Address: tntcotton@gmail.com

Home Address: 912B Hexlena Rd, Ahoskie, NC 27910

Mailing Address: Same as above

Are you a full-time resident of Bertie County? Yes No

How long have you been a full-time resident of Bertie County? 51 years

Do you live within any corporate or town limits? Yes No Which:

County Commissioner District: District III

(This information can be obtained from the Bertie County Board of Elections at 252-794-5306)

Occupation: Farmer Employer: Self

Business Address: 912B Hexlena Rd, Ahoskie, NC 27910

Business Phone Number: 209-1424 Business Fax:

Please list in order of preference the Boards/Commissions/Committees on which you would like to serve:

- | | |
|---------------|------------|
| 1. <u>VAD</u> | 3. <u></u> |
| 2. <u></u> | 4. <u></u> |

Qualification for specific category:

Name of any Bertie County Board/Commission/Committee on which you presently serve:

VAD

If reapplying for a position you presently hold, how long have you served? 3 years

Based on your qualifications and experiences, briefly describe why your services on this Authority/Board/Commission/Committee would be beneficial to the County:

I have been involved with concept of VAD in Bertie County from
start through Bertie County Farm Bureau.

Do you have any delinquent Bertie County taxes? ___ Yes X No

Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.) If necessary, you may add additional pages:

Bertie County Farm Bureau Board Member

CODE OF ETHICS

By submitting this application and by my signature below, I pledge that, if appointed, I agree to comply with the attached Code of Ethics as adopted by the Bertie County Board of Commissioners.

Date: 3/29/16 Applicant's Signature: 

Return application to:

Sarah S. Tinkham
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
sarah.tinkham@bertie.nc.gov

Note:

*All information on this document is subject to the Public Records Law and will be released to the public upon request.

**Interest to Service forms remain current for two years. Following that, the applicant may wish to contact the Clerk to the Board's Office for an updated form.

***Applications must be on file in the Clerk to the Board's Office 7 days prior to consideration for appointment.

FOR OFFICE USE ONLY

Date Received: 4/13/16

Received By: 

This document will expire on

6/30/18



APPLICATION FOR BERTIE COUNTY AUTHORITIES, BOARDS, COMMISSIONS, AND COMMITTEES

Name: Shelby Castelloe

Home Phone Number: 252-794-1681 Mobile: 217-5176

Home Fax Number: N/A

Email Address: shelbycastelloe@yahoo.com

Home Address: 119 Pocosin Rd, Windsor, NC 27983

Mailing Address: Same as above

Are you a full-time resident of Bertie County? Yes No

How long have you been a full-time resident of Bertie County? 40 years

Do you live within any corporate or town limits? Yes No Which:

County Commissioner District: Windsor II

(This information can be obtained from the Bertie County Board of Elections at 252-794-5306)

Occupation: Lineman/Farmer Employer: Town of Windsor/self

Business Address:

Business Phone Number: Business Fax:

Please list in order of preference the Boards/Commissions/Committees on which you would like to serve:

1. Voluntary Ag District Advisory Board
2.
4.

Qualification for specific category: I have been farming since 1994. I have served on the Bertie County Farm Bureau Board of Directors for 8 years and now the President of the Farm Bureau.

Name of any Bertie County Board/Commission/Committee on which you presently serve:

Bertie County Voluntary Ag. District Advisory Board
Bertie County Farm Bureau

If reapplying for a position you presently hold, how long have you served? 4 years

Based on your qualifications and experiences, briefly describe why your services on this Authority/Board/Commission/Committee would be beneficial to the County:

I am knowledgeable with the Voluntary Ag. District implementation and purpose. I am very concerned with the sustainability of agriculture in our county for future generations.

Do you have any delinquent Bertie County taxes? Yes No

Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.) If necessary, you may add additional pages:

I serve on state level advisory committees for N.C. Farm Bureau. I have completed a 2 year leadership, education, activity, development program through N.C. Farm Bureau.

CODE OF ETHICS

By submitting this application and by my signature below, I pledge that, if appointed, I agree to comply with the attached Code of Ethics as adopted by the Bertie County Board of Commissioners.

Date: 4-5-16 Applicant's Signature: *Shelley J. Costello*

Return application to:

Sarah S. Tinkham
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
sarah.tinkham@bertie.nc.gov

Note:

*All information on this document is subject to the Public Records Law and will be released to the public upon request.

**Interest to Service forms remain current for two years. Following that, the applicant may wish to contact the Clerk to the Board's Office for an updated form.

***Applications must be on file in the Clerk to the Board's Office 7 days prior to consideration for appointment.

FOR OFFICE USE ONLY

Date Received: 4/13/16

Received By: *Sarah Tinkham*

This document will expire on
6/30/18



APPLICATION FOR BERTIE COUNTY AUTHORITIES, BOARDS, COMMISSIONS, AND COMMITTEES

Name: Curtis E. Brown

Home Phone Number: 252-344-9271 Mobile: 252-209-5763

Home Fax Number: N/A

Email Address: curtisbrownfarms@centurylink.com

Home Address: 832 Piney Wood Rd, Kelford, NC 27847

Mailing Address: Same as above

Are you a full-time resident of Bertie County? Yes No

How long have you been a full-time resident of Bertie County? Entire life

Do you live within any corporate or town limits? Yes No Which:

County Commissioner District: IV

(This information can be obtained from the Bertie County Board of Elections at 252-794-5306)

Occupation: Farmer Employer:

Business Address: 832 Pineywood Rd, P.O. Box 71, Kelford, NC 27847

Business Phone Number: 252-209-5763 Business Fax:

Please list in order of preference the Boards/Commissions/Committees on which you would like to serve:

- | | |
|---------------|------------|
| 1. <u>VAD</u> | 3. <u></u> |
| 2. <u></u> | 4. <u></u> |

Qualification for specific category:

Name of any Bertie County Board/Commission/Committee on which you presently serve:

Bertie Ag Advisory Board and Bertie County Farm Bureau Board Member

If reapplying for a position you presently hold, how long have you served? 3 years

Based on your qualifications and experiences, briefly describe why your services on this Authority/Board/Commission/Committee would be beneficial to the County:

Over 30 years as a Bertie County farmer and I am a native of Bertie County.

Do you have any delinquent Bertie County taxes? Yes No

Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.) If necessary, you may add additional pages:

CODE OF ETHICS

By submitting this application and by my signature below, I pledge that, if appointed, I agree to comply with the attached Code of Ethics as adopted by the Bertie County Board of Commissioners.

Date: 4/8/16 Applicant's Signature: 

Return application to:

Sarah S. Tinkham
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
sarah.tinkham@bertie.nc.gov

Note:

*All information on this document is subject to the Public Records Law and will be released to the public upon request.

**Interest to Service forms remain current for two years. Following that, the applicant may wish to contact the Clerk to the Board's Office for an updated form.

***Applications must be on file in the Clerk to the Board's Office 7 days prior to consideration for appointment.

FOR OFFICE USE ONLY

Date Received: 4/13/16

Received By: 



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: C-1

DEPARTMENT: Tax

SUBJECT: Accept Tax Release Journal – March 2016

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County Tax Department
PO Box 527
106 Dundee St.
Windsor, NC 27983
Phone: (252) 794-5310
Fax: (252) 794-5357

April 11, 2016

William Roberson
Bertie County Finance Officer
Windsor, NC 27983

Dear Mr. Roberson:

Attached you will find a (1) Computer Printout and, (2) Copies of the appropriate pages of the "Error Journal" (Ledger) manually maintained in the tax office, both relative to Errors and Releases which are now ready for your approval.

The errors and releases herein are for the month of **March** and this request for your approval is made pursuant to "Resolution of the Board of Commissioners" dated August 5, 1985. This may also serve as your report to the Board of Commissioners required by the same "Resolution."

Respectfully Submitted,

Tax Administrator

Approved on _____ 20 _____

RLS*16*91	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2015	3/21/2016	Wiggins, Amanda 15A5842250553 Foreclosure	G01	\$11.54	\$0.00	\$0.00		\$11.54
	3/21/2016	Belangia, Julie 15A940.90 Listed in error	G01 C05	\$8.40 \$6.00		\$0.84 \$0.60		\$9.24 \$6.60
	3/21/2016	Powell, Roy L. 15A22913.60 Sold in 2009	G01	\$10.16	\$0.00	1.02		\$11.18
	3/21/2016	Lee, Rachael 15A30531.50 Reposessed in 2013	G01	74.34	7.43			\$81.77
	3/9/2016	Williams, Elnora 15A14681.20 Double Listed With # 17674	G01	29.74			2.97	\$32.71
	3/21/2016	Hyman, Christmas, Heirs 15A6810216436 Foreclosure	G01	35.94				\$35.94
								<u>\$188.98</u>

RLS*16*91	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2014	3/21/2016	Wiggins, Amanda 14A5842250553 Foreclosure	G01 FLF	\$11.54 \$3,624.41	\$2.50	\$0.00		\$14.04 \$3,624.41
	3/21/2016	Belangia, Julie 14A940.90 Listed in error	G01 C05	\$8.40 \$6.00		\$0.84 \$0.60		\$9.24 \$6.60
	3/21/2016	Powell, Roy L. 14A22913.60 Sold in 2009	G01	\$10.75	\$0.00	1.08		\$11.83
	3/21/2016	Lee, Rachael 14A30531.50 Reposessed in 2013	G01	77.78		7.78		\$85.56
	3/21/2016	Hyman, Christmas, Heirs 14A6810216436 Foreclosure	G01 FLF	35.94 \$3,569.83	2.5			\$38.44 \$3,569.83
								<u>\$7,359.95</u>

RLS*16*91	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2013	3/21/2016	Wiggins, Amanda 13A5842250553 Foreclosure	G01	\$11.54 \$0.00	\$2.50	\$0.00		\$14.04 \$0.00
	3/21/2016	Belangia, Julie 13A940.90 Listed in error	G01 C05	\$8.40 \$6.00		\$0.84 \$0.60		\$9.24 \$6.60
	3/21/2016	Powell, Roy L. 13A22913.60 Sold in 2009	G01	\$11.59	\$0.00	1.16		\$12.75
	3/21/2016	Hyman, Christmas, Heirs 13A6810216436 Foreclosure	G01	35.94 \$0.00	2.5			\$38.44 \$0.00
								<u>\$81.07</u>

RLS*16*91	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2012	3/21/2016	Wiggins, Amanda 12A5842250553 Foreclosure	G01	\$14.99 \$0.00	\$2.50	\$0.00		\$17.49 \$0.00
	3/21/2016	Belangia, Julie 12A940.90 Listed in error	G01 C05	\$7.80 \$6.00		\$0.78 \$0.60		\$8.58 \$6.60
	3/21/2016	Powell, Roy L. 12A22913.60 Sold in 2009	G01	\$11.15	\$0.00	1.12		\$12.27
	3/21/2016	Hyman, Christmas, Heirs 12A6810216436 Foreclosure	G01	33.37 \$0.00	2.5			\$35.87 \$0.00
								<u>\$80.81</u>

RLS*16*91	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2018	3/21/2016	Wiggins, Amanda 11A5842250553 Foreclosure	G01	\$10.14 \$0.00	\$2.50	\$0.00		\$12.64 \$0.00
	3/21/2016	Belangia, Julie 11A940.90 Listed in error	G01 C05	\$7.80 \$6.00		\$0.78 \$0.60		\$8.58 \$6.60
	3/21/2016	Powell, Roy L. 11A22913.60 Sold in 2009	G01	\$12.01	\$0.00	1.2		\$13.21
	3/21/2016	Hyman, Christmas, Heirs 11A6810216436 Foreclosure	G01	33.37 \$0.00	2.5			\$35.87 \$0.00
								<u>\$76.90</u>

RLS*16*91	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2010	3/21/2016	Belangia, Julie 10A940.90	G01	\$7.80	\$0.00	\$0.78		\$8.58
		Listed in error	C05	\$6.00		\$0.60		\$6.60
	3/21/2016	Powell, Roy L. 10A22913.60	G01	\$13.81		\$1.38		\$15.19
		Sold in 2009		\$0.00		\$0.00		\$0.00
	3/21/2016	Hyman, Christmas, Heirs 10A6810216436	G01	\$33.37	\$4.00	0		\$37.37
		Foreclosure						
								<u>\$67.74</u>

RLS*16*91	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2009	3/21/2016	Belangia, Julie 09A940.90	G01	\$7.80	\$0.00	\$0.78		\$8.58
		Listed in error	C05	\$6.00		\$0.60		\$6.60
								\$15.18

RLS*16*91	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2008	3/21/2016	Belangia, Julie 08A940.90	G01	\$7.80	\$0.00	\$0.78		\$8.58
		Listed in error	C05	\$6.00		\$0.60		\$6.60
								\$15.18

Detail Transactions by Group
Abatement

Tax Collections
04/07/16
Group Number RLS*16*91

Seq Nbr	Date	Account Number	TaxpYr	TaxpID	Tax Code	Transaction Amount	Levy Amount	Penalty Amount	Add'l Chgs	Interest Amount	Discnt Amount	Trns Rev	Check Number	Descrptn
1	03/21/16	14681	16A14681.20		G01	32.71-	29.74-	2.97-	0.00	0.00	0.00			PG97
2	03/21/16	14486	13A5842250E53		G01 AD	0.00	0.00	0.00	0.00	0.00	0.00			
3	03/21/16	14486	13A5842250E53		G01 AD	11.54-	11.54-	0.00	0.00	0.00	0.00			PG9
4	03/21/16	14486	14A5842250E53		G01 AD FLF	14.04-	14.04-	0.00	0.00	0.00	0.00			PG9
5	03/21/16	14486	15A5842250E53		G01	11.54-	11.54-	0.00	0.00	0.00	0.00			PG27
6	03/21/16	14486	12A5842250E53		G01 AD	11.54-	11.54-	0.00	0.00	0.00	0.00			PG97
7	03/21/16	14486	11A5842250E53		G01 AD	14.99-	14.99-	0.00	0.00	0.00	0.00			PG268
8	03/21/16	940	08A940.90		G01 C05	17.49-	17.49-	0.00	0.00	0.00	0.00			PG248
9	03/21/16	940	09A940.90		G01 C05	15.18-	15.18-	1.38-	0.00	0.00	0.00			PG19
10	03/21/16	940	10A940.90		G01 C05	15.18-	15.18-	1.38-	0.00	0.00	0.00			PG172
11	03/21/16	940	11A940.90		G01 C05	15.18-	15.18-	1.38-	0.00	0.00	0.00			PG207

Detail Transactions by Group
 Abatement

Add'l Interest-Discnt Trn Check Trans Rev
 Amount Amount Cde Number Description

Seq Nbr	Trans Nbr	Account Nbr	Taxpayers	Tax Code	Transaction Amount	Levy Amount	Penalty Amount	Add'l Chgs	Interest-Discnt Amount	Trn Cde	Check Number	Rev Description
***			BELANGIA, JULIE		15.18-	13.80-	1.38-	0.00	0.00	R	PG248	
12	03/21/16	940	12A940.90	G01 C05	8.58- 6.60-	7.80- 6.00-	0.78- 0.60-		0.00 0.00			
***			BELANGIA, JULIE		15.18-	13.80-	1.38-	0.00	0.00	R	PG268	
13	03/21/16	940	13A940.90	G01 C05	9.24- 8.76-	8.40- 8.08-	0.84- 0.60-		0.00 0.00			
***			BELANGIA, JULIE		15.84-	14.40-	1.44-	0.00	0.00	R	PG9	
14	03/21/16	940	14A940.90	G01 C05	8.24- 8.60-	9.40- 8.00-	0.84- 0.60-		0.00 0.00			
***			BELANGIA, JULIE		15.84-	14.40-	1.44-	0.00	0.00	R	PG27	
15	03/21/16	940	15A940.90	G01 C05	2.24- 8.60-	2.40- 8.00-	0.84- 0.60-		0.00 0.00			
***			BELANGIA, JULIE		15.84-	14.40-	1.44-	0.00	0.00	R	PG97	
16	05/21/16	30531	14A30531.50	G01	85.56-	77.78-	7.78-	0.00	0.00	R	PG27	
***			LEET RACHELLE		85.56-	77.78-	7.78-	0.00	0.00	R	PG27	
17	03/21/16	30531	15A30531.50	G01	81.77-	74.34-	7.43-	0.00	0.00	R	PG97	
***			LEE, RACHELLE		81.77-	74.34-	7.43-	0.00	0.00	R	PG97	
18	03/21/16	22913	15A22913.60	G01	11.18-	10.16-	1.02-	0.00	0.00			
***			POMELLE, RBY-L		11.18-	10.16-	1.02-	0.00	0.00			
19	03/21/16	22913	14A22913.60	G01	11.83-	10.75-	1.08-	0.00	0.00			
***			POMELLE, RBY-L		11.83-	10.75-	1.08-	0.00	0.00			
20	03/21/16	22913	15A22913.60	G01	12.75-	11.59-	1.16-	0.00	0.00			
***			POMELLE, RBY-L		12.75-	11.59-	1.16-	0.00	0.00			
21	03/21/16	22913	12A22913.60	G01	12.27-	11.15-	1.12-	0.00	0.00			
***			POMELLE, RBY-L		12.27-	11.15-	1.12-	0.00	0.00			
22	03/21/16	22913	11A22913.60	G01	13.21-	12.01-	1.20-	0.00	0.00			
***			POMELLE, RBY-L		13.21-	12.01-	1.20-	0.00	0.00			
23	03/21/16	22913	10A22913.60	G01	15.19-	13.81-	1.38-	0.00	0.00			
***					15.19-	13.81-	1.38-	0.00	0.00			

Tax Collections
 04/07/16
 Group Number RLS*16*91
 Account Number POWELL, ROY L
 Taxpayer Name
 Tax Code
 Transaction Amount
 Levy Amount
 Penalty Amount
 Abatement Amount
 Detail Transactions by Group
 Effective Date 03/09/16
 Page 3
 RTO2020303
 Trans-Rev-
 Descrptn

Seq	Date	Account Number	Taxpayer Name	Tax Code	Transaction Amount	Levy Amount	Penalty Amount	Abatement Amount	Addl Chgs	Interest Amount	Discont Amount	Trns-Rev- Descrptn
***					15.19	15.61	1.38		0.00	0.00	0.00	R P6207
24	03/23/16	29772	10A6810216436	G01 AD	33.37 4.00	33.37 4.00	0.00 0.00		0.00	0.00		
***					37.37	37.37	0.00		0.00	0.00	0.00	R P6207
25	03/23/16	29772	11A6810216436	G01 AD	33.37 2.50	33.37 2.50	0.00 0.00		0.00	0.00		
***					35.87	35.87	0.00		0.00	0.00	0.00	R P6248
26	03/23/16	29772	12A6810216436	G01 AD	33.37 2.50	33.37 2.50	0.00 0.00		0.00	0.00		
***					35.87	35.87	0.00		0.00	0.00	0.00	R P6268
27	03/23/16	29772	13A6810216436	G01 AD	35.94 2.50	35.94 2.50	0.00 0.00		0.00	0.00		
***					36.44	36.44	0.00		0.00	0.00	0.00	R P69
28	03/23/16	29772	14A6810216436	G01 AD PLF	35.94 2.50 3565.83	35.94 2.50 3565.83	0.00 0.00 0.00		0.00	0.00		
***					3608.27	3608.27	0.00		0.00	0.00	0.00	R P627
29	03/23/16	29772	15A6810216436	G01	35.94	35.94	0.00		0.00	0.00		
***					35.94	35.94	0.00		0.00	0.00	0.00	R P697

Tax Collections
 04/07/16
 Group Number RLS*16*91
 Account Number
 Taxb(1)
 Number
 Effective Date 03/09/16
 Trans Rev
 Description

Detail Transactions by Group
 Abatement

Seq Nbr
 Tax Code
 Transaction Amount
 Levy Amount
 Penalty Amount
 Addt Chgs
 Interest Amount
 Discht Amount
 Cde Number
 Description

Seq Nbr	Tax Code	Transaction Amount	Levy Amount	Penalty Amount	Addt Chgs	Interest Amount	Discht Amount	Cde Number	Description
1	Totals	4.00	4.00	0.00	0.00	0.00	0.00		
2	40*10 - ADVERT	4.00	4.00	0.00	0.00	0.00	0.00		
3	40*11 - ADVERT	5.00	5.00	0.00	0.00	0.00	0.00		
4	40*12 - ADVERT	2.00	2.00	0.00	0.00	0.00	0.00		
5	40*13 - ADVERT	2.00	2.00	0.00	0.00	0.00	0.00		
6	C05*08 - LEMISTON	2.50	2.50	0.00	0.00	0.00	0.00		
7	C05*09 - LEMISTON	2.50	2.50	0.00	0.00	0.00	0.00		
8	C05*10 - LEMISTON	2.50	2.50	0.00	0.00	0.00	0.00		
9	C05*11 - LEMISTON	2.50	2.50	0.00	0.00	0.00	0.00		
10	C05*12 - LEMISTON	2.50	2.50	0.00	0.00	0.00	0.00		
11	C05*13 - LEMISTON	2.50	2.50	0.00	0.00	0.00	0.00		
12	C05*14 - LEMISTON	2.50	2.50	0.00	0.00	0.00	0.00		
13	C05*15 - LEMISTON	2.50	2.50	0.00	0.00	0.00	0.00		
14	FLF*14 - FLF TAX	7194.24	7194.24	0.00	0.00	0.00	0.00		
15	G01*08 - BRT TAX	6.58	6.58	0.00	0.00	0.00	0.00		
16	G01*09 - BRT TAX	57.14	57.14	0.00	0.00	0.00	0.00		
17	G01*10 - BRT TAX	45.30	45.30	0.00	0.00	0.00	0.00		
18	G01*11 - BRT TAX	49.21	49.21	0.00	0.00	0.00	0.00		
19	G01*12 - BRT TAX	27.47	27.47	0.00	0.00	0.00	0.00		
20	G01*13 - BRT TAX	154.11	154.11	0.00	0.00	0.00	0.00		
21	G01*14 - BRT TAX	182.38	182.38	0.00	0.00	0.00	0.00		
22	G01*15 - BRT TAX	170.12	170.12	0.00	0.00	0.00	0.00		
23	Totals for Group	7885.81	7849.45	36.36	0.00	0.00	0.00		
24	RLS*16*91								

***** Totals By Tax Cycle *****
 Cycle Current Delinquent
 A 0:00 7885.81



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: C-2

DEPARTMENT: Administration

SUBJECT: Approve minutes for Regular Session 4-4-16

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: Yes

ITEM HISTORY: N/A

Windsor, North Carolina
April 4, 2016
Regular Meeting

The Bertie County Board of Commissioners met for a special joint meeting with the Board of Education at 4:00pm inside the County Administration Building, 106 Dundee Street, Windsor, NC 27983. 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
Assistant County Attorney Jonathan Huddleston
Finance Officer William Roberson
Network Administrator Joe Wilkes
Emergency Services Director Mitch Cooper
Economic Development Director Steve Biggs
Sheriff John Holley
Nuisance Abatement Officer Barry Anderson
EMS Division Chief Crystal Freeman
Interim Cooperative Extension Director Craig Ellison
Council on Aging Director Venita Thompson
Human Resources/Risk Mgmt. Director Carolyn Fornes

Leslie Beachboard of the Bertie Ledger-Advance and Gene Motley of the Roanoke-Chowan News Herald were present from the media.

CALL TO ORDER

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

INVOCATION/PLEDGE OF ALLEGIANCE

Chairman Trent led the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

There were no Public Comments during this session.

APPOINTMENTS

Food Service Bid presentation by Council on Aging Director, Venita Thompson

County Manager Sauer presented this item and stated that Trump's Restaurant was the only bid received for the Senior Center meal program. The bid remains unchanged at \$4.90 per meal.

The Board had no problem with the bid, but Commissioner Wesson raised concerns regarding the provision in the bid which mentioned the project not being sent out on a yearly basis.

County Manager Sauer reiterated that this recommendation was for only a 12 month contract as done in previous years.

Vice Chairman Bazemore stated that she would like to see additional bids from vendors inside the County.

After some discussion, Commissioner Lee made a **MOTION** to approve the 1 year contract with Trump's Restaurant for Senior Center food service meals. Commissioner White **SECONDED** the motion. The **MOTION PASSED** in a 4-1 vote with Commissioner Wesson voting against.

Announcement of Spring Litter Sweep by Nuisance Abatement Officer, Barry Anderson

Nuisance Abatement Officer, Barry Anderson, was present to announce the Spring Litter Sweep event due to take place April 16-30.

Mr. Anderson discussed with the Board his process of recruiting volunteers for the sweep. He stated that he networks with the public and private schools, local churches, and other local organizations in securing volunteers for this effort.

County Manager Sauer enlisted the help of the media members present as well to get the word out about the event.

Mr. Anderson assured the Board that any organization looking to help can contact him in advance so that he can then get the proper supplies out to them before the sweep begins.

The Board encouraged all local churches to not only get out there and assist in the cleanup in their communities, but to also consider “adopting a highway” in their community so that a cleaning initiative could take place on a regular basis in more areas of the County.

Parks and Recreation Trust Fund (PARTF) Application

County Manager Sauer stated that this portion of the meeting was to update the Board about the upcoming completion of Bertie County’s PARTF Application. The application is being completed by the County’s grant writer, Emily Miller of McAdams & Associates.

Emily Miller of McAdams and Associates reported on her efforts to complete the Parks and Recreation Trust Fund application which will be submitted by the May 2nd deadline, seeking \$500,000 for land acquisition cost reimbursement from the State.

In addition, Chairman Trent called for public comments and feedback from those present about the County’s recent purchase of water front property on the Chowan River in support of the Parks and Recreation Fund grant application. The property is being explored for beach access and recreational use.

Board of Education member, Jo Johnson, was present to introduce a program idea to the Board that could be a good addition to the future plans of this water front property.

Ms. Johnson also brought along Tracy Gregory, Principal, Aulander Elementary, Wesley Dudley, Principal, West Bertie Elementary, Mona Gilliam, Principal, Windsor Elementary, and Jean Boller, Teacher, Aulander Elementary.

Ms. Johnson and each of her colleagues discussed a program called, “Sound to Sea,” in which students from all over the State are able to travel from their home counties to visit the Trinity Center in Salter Path, NC. The program is designed to introduce school aged children in grades 2-12 to various water based habitats. The habitats include a sound/salt marsh, a beach, freshwater pond, as well as a maritime forest. The students, parents, and teachers, are then immersed in the ecosystems and habitats of each, as well as learn about environmental protection initiatives that can preserve these habitats, and the creatures inside, for generations to come.

Students wade through ponds and salt water to study animal and plant life, as well as dissect marine life to study life cycles, and participate in conservation efforts.

These classes and programs are taught by specialized teachers and UNC and NC State faculty and staff.

The educators envision development of year-round environmental education programs for Bertie students similar to the experience provided by field trips taken to the “Sound to the Sea” program at the Trinity Center on the coast. Windsor Elementary Principal, Ms. Mona Gilliam presented a video taken during a recent field trip and she noted that this was a life changing experience for these children, many of whom had never traveled away from home prior to this trip. “We hope to make this kind of experience available right here in Bertie County so that all of our students will have access to this environmental education program, “ said Ms. Gilliam.

In 2015, students from Bertie County visited the Trinity Center for a 2 night stay, which for most of the students was the first time they’ve ever been away from home, or near these water based environments. To document their experiences, each student wrote and drew in their own journal, and excerpts from each student’s journal were then used to create a published book.

Ms. Johnson and her colleagues also emphasized how important these opportunities are for the students of Bertie County, and that they hope to be able to offer this program to as many students as possible in the years to come.

Unfortunately, due to State funding cuts in recent years, teachers who support this program have had to severely limit the amount of time students are able to spend at the Center.

If the County were to include this program in the plans for the water front access project, then students would be able to attend these programs while staying close to home.

A citizen, John Davis, was present to encourage the Board to seek any funding possible so that programs like this can still be accessible to the students of Bertie. He stated that this current Board of Commissioners has already completed very ambitious projects, and hoped that with their support, more students would be able to take advantage of such a “beneficial” program closer to home in their own county.

Mr. Davis stated that this additional funding from PARTF could bring so many needed opportunities to students in the area who otherwise would not have the means to travel, and stated that this program, as well as many others, could positively impact ecotourism.

The Board commended the Principals and teachers, as well as Ms. Johnson, present today to give their feedback on the project, and thanked those who work so hard each day ensuring that students of Bertie have beneficial learning opportunities.

The Board of Commissioners reviewed the Parks and Recreation Trust Fund grant application for the 137 acre tract of land on the Albemarle Sound which is being developed to provide public access to the beach area, water recreation, restroom, picnic and camping facilities in the first phase. In the second phase, it is the governing body's goal to develop a comprehensive master plan for the site with recreational features, both land and water based. Additionally, the Board of Commissioners envisions this site as an educational venue for the natural sciences and historical exploration along the 2,200 linear feet of coastal waters on the "inner banks" of North Carolina.

Commissioner Wesson made a **MOTION** for Ms. Miller, with assistance from the County where needed, to move forward in the submission of the PARTF application. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

BOARD APPOINTMENTS

There were no Board Appointments.

CONSENT AGENDA

Upon review by Chairman Trent, Vice Chairman Bazemore made a **MOTION** to approve the Consent Agenda in its entirety as presented. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Consent Agenda was approved as follows:

1. **Minutes** – Regular Session 3-21-16, Special Meeting 3-21-16
2. **Fees Report** – Register of Deeds, March 2016

DISCUSSION AGENDA

Discuss mental health program consolidation as proposed by NCDHHS – Vice Chairman Bazemore represents Bertie County on the Trillium Board

County Manager Sauer stated that this item was for informational purposes only at this point, and any questions could be directed to Vice Chairman Bazemore as she is a member of the Trillium Board.

Discuss Assistance to Firefighters grant application

Emergency Services Director, Mitch Cooper, was present to inform the Board that a grant of \$93,190 was received for “personal protective equipment” to assist County fire personnel.

Mr. Cooper requested permission from the Board to begin using that funding.

Commissioner Wesson made a **MOTION** granting permission to the Emergency Services Director, Mitch Cooper, to begin using the mentioned grant funding for its outlined purpose. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board also briefly discussed required Hepatitis B vaccinations with EMS Division Chief, Crystal Freeman. She stated that a discussion about required vaccines for County employees, and what, if any, cost responsibility fell on the County, was already in progress.

Shared & Vacation Leave (maximum accumulation) Policy – first introduced on 3-7-16

After a short discussion, Commissioner Wesson made a **MOTION** to conditionally approve this item pending changes and additions from the Human Resources/Risk Management Director, Carolyn Fornes. Commissioner White and Lee both **SECONDED** the motion. The **MOTION PASSED** unanimously.

Discuss adoption of Public Comment Rules & Procedures

County Manager Sauer introduced this item for the first time which is simply a set of Public Comment Rules & Procedures that could be utilized for all public meetings.

After some discussion, the Board concurred that an addition should be made which gives the Chairman the authority to either shorten or extend the allotted time for public comments, if so needed.

Changes will be made accordingly and the policy will be resubmitted to the Board at a later date.

Pending Items/Updates

All pending items and updates were presented at the Board's Special Meeting earlier today at 2:00PM.

Surplus property resolution approval – hiring of Bill Forbes of Forbes Realty & Auctions, LLC.

Assistant County Attorney, Jonathan Huddleston, updated the Board on the current standing of the surplus property auction slated to take place on June 4th at 10:00 over at the Council on Aging Senior Center Gymnasium.

He briefly discussed the various paperwork items needed to be in place before things could continue forward, and those items include resolutions and contracts for both real and personal property.

The County would also need to officially hire Bill Forbes of United County Forbes Realty & Auctions, LLC.

Mr. Huddleston also discussed the need for terms regarding online bidding and discussed that an online auction would take place a few days prior to the live bidding auction. This online bidding would be the most cost and time efficient way of selling some of the personal property, and not having to move it from its current location to the Senior Center Gymnasium. The items will be photographed from their current location and then posted online for a bidding window.

Vice Chairman made a **MOTION** to approve the documents provided by the County Attorney and continue efforts to prepare for the auction on June 4th. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

COMMISSIONER'S REPORTS

Commissioner Wesson thanked the Board for allowing him to serve on the County Commissioners Planning Initiative Board, and also reminded the community of the Kate B. Reynolds Foundation Community Forum to be held on Wednesday, April 27th from 6:00-8:00PM.

Vice Chairman Bazemore had no reports at this time, but forwarded a concern that she had received from a citizen regarding the lunch time hours of the Planning & Inspections Department.

Commissioner Lee announced that it was almost time for Farmer's Market season and encouraged all to purchase local fruits and vegetables, and that area Farmer's Markets were feverishly working on ways to accept EBT cards as a form of payment. She also reported that she had recently participated in a Three Rivers Healthy Carolinians initiative in which a throat cancer survivor was present to speak with students at Bertie High School.

Commissioner White announced the 4-H Strawberry Fundraiser, and encouraged all who were able to participate. He also encouraged those present to be involved in their local communities in "keeping Bertie clean" and free of trash and litter.

COUNTY MANAGER'S REPORTS

The County Manager gave no remarks at this time.

COUNTY ATTORNEY'S REPORTS

Assistant County Attorney, Jonathan Huddleston, covered his remarks under the Discussion section, but did remind the Board of a needed Closed Session.

PUBLIC COMMENTS

Bertie County Register of Deeds, Annie Wilson, was present to announce that her colleague, Shakedia Williams, had recently received her certification as an Assistance Register of Deeds.

She would receive a formal recognition of her accomplishment at an annual conference in September in Asheville, NC.

The Board commended Ms. Williams for her accomplishment, and thanked Ms. Wilson for her leadership.

Ms. Wilson then thanked her entire staff for their hard work and diligence in serving the citizens of Bertie County.

CLOSED SESSION

Commissioner Lee made a **MOTION** to go into Closed Session 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.

Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board shifts into Closed Session.

OPEN SESSION

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

ADJOURN

Chairman Trent adjourned the meeting at 5:45PM.

John Trent, Chairman

Sarah S. Tinkham, Clerk to the Board



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: C-3

DEPARTMENT: Administration

SUBJECT: Approve Work Session minutes for 4-4-16

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: Yes

ITEM HISTORY: N/A

Windsor, North Carolina
April 4, 2016
Special Meeting

The Bertie County Board of Commissioners met for a special joint meeting with the Board of Education at 2:00pm inside the County Administration Building, 106 Dundee Street, Windsor, NC 27983. 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
Assistant County Attorney Jonathan Huddleston
Finance Officer William Roberson

There were no media members present.

CALL TO ORDER

Chairman Trent called the meeting to order and thanked those present for their attendance. The Chairman also informed the public that the Board just finished up a luncheon meeting with various staff members at the Bertie County Cooperative Extension Office.

The Board received a programmatic update from the staff as well as participated in a luncheon.

However, due to a scheduling conflict, the Legislative Briefing did not take place as noted on the agenda. A new date for that briefing will be discussed soon.

Work Session – Public Safety Access for emergency response vehicles on private roads

County Manager Sauer introduced the Board to various private roads in the County that have been reported to the County by citizens and by emergency response staff as being very difficult to navigate for emergency personnel vehicles.

The Board also discussed additional roads not already submitted, and consulted with the Assistant County Attorney about developing a strategy.

Assistant County Attorney, Jonathan Huddleston, presented a draft ordinance to the entitled, “Private Road Safety & Maintenance Ordinance.”

In the ordinance, provisions are listed that could be enforced to ensure private roads are passible for all residents, as well as for emergency vehicles.

After discussion and suggested changes, the Board concurred that a new draft of the ordinance should be considered at a later a date and the Board requested that the fire code requirements for fire access roads be included in the next draft.

Bertie County Chapter of the NAACP – Diamond Sponsorship request

County Manager Sauer informed the Board of a sponsorship request received from the Bertie County Chapter of the NAACP.

The 33rd Annual Freedom Fund Banquet is due to take place on Saturday, April 16, 2016 at 6:00PM.

Chairman Trent made a **MOTION** for the County to become a Diamond sponsor for the event with a donation of \$500. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** in a 4-1 vote with Commissioner Lee voting against the motion.

Calendar Updates/Reminders

County Manager Sauer reminded the Board of the event scheduled for this Wednesday, April 6th at 10:00AM. Members of the North Carolina Association of County Commissioners will be present in Bertie County to participate in a pontoon boat ride of the new Windsor treehouse project. The District Meeting will also be held this Wednesday beginning with dinner at 5:30PM at the Vernon James Center in Washington County.

Next, the County Manager inquired about whether or not the Board would like to meet with Representative Howard Hunter and Senator Smith-Ingram on Monday, April 11th at 5:00PM. After some discussion, the Board stated that they were looking forward to seeing Rep. Hunter and Senator Smith-Ingram at the 2016 NC Summit on April 18th and 19th in Raleigh.

Also, County Manager Sauer reminded the Board that the Mayors and Commissioners dinner for this quarter would be taking place at the Scotch Hall Preserve on Wednesday, April 14th at 7:00PM.

On Thursday, April 21st, the Mid-East Commission will also be hosting its annual meeting and dinner at the Ahoskie Inn in Ahoskie at 6:30PM.

Lastly, County Manager Sauer proposed the date of Wednesday, April 27th as the dedication ceremony for the new boat access area on Weeping Mary Road in West Bertie. The time proposed was 11:00AM. The Board is also encouraged to attend the Kate B. Reynolds Foundation Community Forum on the same day from 6:00-8:00PM at the Council on Aging.

JCPC funding presentation – follow up

County Manager Sauer stated that certified minutes from the Clerk to the Board will be submitted to Laree Cherry demonstrating the new funding process for at-risk youth community organizations as discussed at a previous Commissioners meeting.

Other Items

The Board also discussed the various projects currently under way, and those that have been recently completed including the new Water Department equipment shelter, County Maintenance garage extension, and the new Sheriff's Office on County Farm Road – all items were either recently completed, or were currently on track for completion.

A suggestion was made by Vice Chairman Bazemore to showcase the progress of County projects such as these via flat screen televisions near the Water Department, Courthouse, and other areas within the County buildings so that the public could be informed of current projects and their status.

Before the close of this Special Meeting, the Board also discussed a tour of the renovations to the Bertie-Martin Regional Jail, the new Economic Development website, as well as discussed an upcoming visit from Rod Lewis of the Charters of Freedom organization.

RECESS

Chairman Trent recessed the Bertie County of Commissioners until the regular 4:00PM meeting.

John Trent, Chairman

Sarah S. Tinkham, Clerk to the Board



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: C-4

DEPARTMENT: Administration

SUBJECT: Approve Closed Session minutes for 4-4-16

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: ---

LEGAL REVIEW PENDING: Yes

ITEM HISTORY: ---



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: C-5

DEPARTMENT:

SUBJECT: Approve Public Comments Rules and Procedures – first discussed 4-4-16

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

**PUBLIC COMMENTS RULES AND PROCEDURES
BERTIE COUNTY BOARD OF COMMISSIONERS**

The Bertie County Board of Commissioners is committed to allowing members of the public an opportunity to offer comments and suggestions for the efficient and effective administration of government. In order to balance the need and desire for such citizen input with the necessity of disposing of its regular business in the course of the meeting, the Board does hereby establish the following Public Comment Procedures:

1. During the Board’s regular meetings, Public Comments will be limited to two 15 minute periods– one at the beginning of the meeting, and another towards the conclusion of the meeting.
2. In regards to Public Hearings, persons who wish to address the Board during the Public Comment period of these meetings will register on the sign-up sheet located at the entrance of the meeting location. Sign-up sheets will be available thirty (30) minutes before the start of the hearing.
3. Each speaker will have three (3) minutes to make his/her remarks at both regular meetings and public hearings. A timekeeper will be designated by the Board Chair, who will begin timing the speaker and will announce “time” when the allotted time expires.
4. Speakers will be acknowledged by the Board Chair in the order in which their names appear on the sign-up sheet. Speakers will address the Board from the podium at the front of the room and begin their remarks by stating their name and address.
5. It is recommended that groups or delegations select their spokespersons in advance of the meeting.
6. Speakers will address all comments to the Board or County as a whole and not to one individual commissioner or to any individual County staff member. Discussion between speakers and members of the audience is not allowed.
7. Speakers will be courteous and respectful in their language and presentation and must refrain from personal attacks and the use of profanity. Willfully interrupting, disturbing or disrupting a meeting and then refusing to leave when directed to do so by the Chair is a criminal offense.
8. During regular meetings, citizens are allowed to speak during both public comments sections (therefore, receive a total of two (2) three-minute sessions), if needed, and if time allows.
9. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the Clerk to the Board prior to the start of the meeting.
10. At the end of a speaker’s comments, any member of the Board may ask the speaker such questions or make such comments as they might deem appropriate.
11. At any time, the Board Chairman or designee may shorten or lengthen the Public Comment period based on the public’s amount of interest to address the Board.
12. Copies of these Rules and Procedures will be available on the table located near the entrance of the meeting room as well as on line in the “Meetings” section of the website homepage located at www.co.bertie.nc.us.

Adopted by the Board of Commissioners this the ___ day of _____, 2016.

ATTEST:

Sarah S. Tinkham, Clerk to the Board

John Trent, Chairman
Bertie County Board of Commissioners



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: C-6

DEPARTMENT: Administration

SUBJECT: Budget Amendment # 16-11

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

BUDGET AMENDMENT

# 16-11				
DECREASE				DECREASE
12-0025-4531-03	\$ 169,678	DAYCARE	12-5380-5399-57	\$ 169,678
SUBSIDIZED DAY CARE FUNDING WAS DECREASED BY 23%				
THIS IS DUE TO A CHANGE IN ALLOCATION FORMULA				
INCREASE				INCREASE
10-0025-4433-23	\$ 84,719		10-4335-5433-23	\$ 93,190
DECREASE				
10-4335-5290-02	\$ 8,471			
DEPT OF HOMELAND SECURITY - FY 14 ASSISTANCE TO FIREFIGHTERS GRANT				
ALONG WITH COUNTY MATCH OF 10% - APPROVED ON 4/4/16 MEETING.				
INCREASE				INCREASE
17-0090-4991-99	\$ 256,447	ETSF	17-4327-5510-00	\$ 25,000
			17-4327-5510-00	\$ 231,447
E911 FUND BALANCE APPROPRIATED FOR 911 CONSOLE FURNITURE / PHONE SYSTEM				
- TO SUPPORT THREE DISPATCH STATIONS AT NEW SHERIFF'S OFFICE				
INCREASE				INCREASE
10-0011-4111-36	\$ 8,600		10-4140-5399-01	\$ 8,600
INCREASE BUD FOR CONTRACT SERVICES - AUDITS TO PAY COUNTY TAX SERVICE (CTS)				
DECREASE				DECREASE
10-5860-5399-95	\$ 803	EDTAP	10-0025-4586-03	\$ 803
12-5380-5399-95	\$ 535	EDTAP	12-0025-4586-03	\$ 535
ADJ BUDGET TO MATCH ACTUAL ROAP TRANSPORTATION MONEY FROM STATE				
APPROVED / /2016				

BUDGET AMENDMENT

BUDGET AMENDMENT				
		# 16-11		
	DECREASE			DECREASE
12-0025-4531-03	\$	169,678	DAYCARE	12-5380-5399-57
				\$ 169,678
SUBSIDIZED DAY CARE FUNDING WAS DECREASED BY 23%				
THIS IS DUE TO A CHANGE IN ALLOCATION FORMULA				

William Roberson

From: Melissa Surgeon
Sent: Thursday, March 03, 2016 10:02 AM
To: William Roberson
Subject: FW: Day Care Funding

Importance: High

FYI William, the \$25,000 has been requested and I will let you know when we receive it.

From: Linda Speller
Sent: Tuesday, November 03, 2015 4:43 PM
To: Cindy Perry <cindy.perry@bertie.nc.gov>; Doris Powell <doris.powell@bertie.nc.gov>
Cc: Melissa Surgeon <melissa.surgeon@bertie.nc.gov>
Subject: Day Care Funding
Importance: High

Good Afternoon,

This is to let you know that our Subsidized Day Care funding has been decreased by 23%: from \$833,983.00 to \$664,305.00. This is due to a change in the allocation formula.

This means that we are now projected to overspend.

We can request an additional reallocation of funding. Here's the catch: we can request up to \$25,000.00 with no county match, however, anything over \$25,200 will require a 20% county match.

Linda D. Speller, Director
linda.speller@bertie.nc.gov
Bertie County Dept. of Social Services
PO Box 627
Windsor, NC 27983
Telephone: (252) 794-5320, ext. 6255
Fax: (252) 794-5344

"Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review by third parties."



Account

- Detail
- Months
- Seg Find
- Totals

Fund 12 ... SOC SYCS Acct 12 -0025-453103
 Org 130025 ... RESTRICTED Acct name DAY CARE
 Object 453103 ... DAY CARE Type Revenue - Status Active - Budget R
 Project ... MultiY Fund Account

4 Year Comparison	Current Year	History
Yr/Per 2016/09	Fiscal Year 2016	Fiscal Year 2015
Original Budget	-833,983.00	-833,983.00
Transfers In	.00	.00
Transfers Out	.00	.00
Revised Budget	-833,983.00	-833,983.00
Actual (Memo)	-404,909.20	-657,895.10
Encumbrances	.00	.00
Requisitions	.00	
Available	-429,073.80	-176,087.90
Percent used	48.55	78.89

Display detail information for current account.



- Detail
- Months
- Seg Find
- Totals

Account

Fund 12 ... SOC SVCS Acct 12 -5380-539957

Org 125380 ... SS PROGRAM Acct name DAYCARE

Object 539957 ... DAYCARE Type Expense Status Active Budget R

Project ... MultYr Fund Account

4 Year Comparison	Current Year		History	
	Fiscal Year 2016		Fiscal Year 2015	Fiscal Year 2014
Yr/Per 2016/09				
Original Budget	833,983.00		833,983.00	838,757.00
Transfers In	.00		.00	.00
Transfers Out	.00		.00	.00
Revised Budget	833,983.00		833,983.00	838,757.00
Actual (Memo)	404,909.20		657,671.10	672,244.05
Encumbrances	.00		.00	.00
Requisitions	.00			
Available	429,073.80		176,311.90	165,512.95
Percent used	48.55		78.86	80.27

Display detail information for current account.

BUDGET AMENDMENT

# 16-11				
	INCREASE			INCREASE
10-0025-4433-23	\$ 84,719		10-4335-5433-23	\$ 93,190
	DECREASE			
10-4335-5290-02	\$ 8,471			
DEPT OF HOMELAND SECURITY - FY 14 ASSISTANCE TO FIREFIGHTERS GRANT				
ALONG WITH COUNTY MATCH OF 10% - APPROVED ON 4/4/16 MEETING.				



1. Applicant Acknowledgements		
2. Overview		
3. Contact Information		
4. Applicant Information		
5. Applicant Characteristics (1)		
6. Applicant Characteristics (1)		
7. Department Call Volume		
8. Request Information		
9. Request Details		
10. Budget		
11. Assurances and Certifications		
12. Review Application		
13. Submit Application		
Print Application Return to Status Logout		
Privacy Statement Disclaimer		
d. Equipment		\$ 93,190
e. Supplies		\$ 0
f. Contractual		\$ 0
g. Construction		\$ 0
h. Other		\$ 0
i. Indirect Charges		\$ 0
j. State Taxes		\$ 0
Federal and Applicant Share		
Federal Share		\$ 84,719
Applicant Share		\$ 8,471
Applicant Share of Award (%)		10
* Non-Federal Resources (The combined Non-Federal Resources must equal the Applicant Share of \$ 8,471)		
a. Applicant		\$ 8,471
b. State		\$ 0
c. Local		\$ 0
d. Other Sources		\$ 0
If you entered a value in Other Sources other than zero (0), include your explanation below. You can use this space to provide information on the project, cost share match, or if you have an indirect cost agreement with a federal agency.		
Total Budget		\$ 93,190



FEMA

Mr. Matt Leicester
Bertie County Emergency Services
106 Dundee St. Ste. 201
Windsor, North Carolina 27983-6770

Re: Award No.EMW-2014-FO-02883

Dear Mr. Leicester:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2014 Assistance to Firefighters Grant has been approved in the amount of \$84,719.00. As a condition of this award, you are required to contribute a cost match in the amount of \$8,471.00 of non-Federal funds, or 10 percent of the Federal contribution of \$84,719.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system.

By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2014 Assistance to Firefighters Grant Funding Opportunity Announcement.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept

your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,



Brian E. Kamoie
Assistant Administrator for Grant Programs

William Roberson

From: Sarah Tinkham
Sent: Wednesday, April 06, 2016 3:35 PM
To: William Roberson
Subject: Firefighter's Grant Blurb - Minutes - 4/6/16

Now, this may need tweaking:

Discuss Assistance to Firefighters grant application

Emergency Services Director, Mitch Cooper, was present to inform the Board that a grant of \$93,190 was received for "personal protective equipment" to assist County fire personnel.

Mr. Cooper requested permission from the Board to begin using that funding.

Commissioner Wesson made a **MOTION** granting permission to the Emergency Services Director, Mitch Cooper, to begin using the mentioned grant funding for its outlined purpose. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board also briefly discussed required vaccinations with EMS Division Chief, Crystal Freeman. She stated that a discussion about required vaccines for County employees, and what, if any, cost responsibility fell on the County, was already in progress.

Sincerely,

Sarah S. Tinkham

Clerk to the Board/Exec. Asst. to the County Manager
Bertie County Board of Commissioners
106 Dundee Street
PO Box 530
Windsor, NC 27983
Switchboard: (252) 794-5300
Fax: (252) 794-5327
sarah.tinkham@bertie.nc.gov



Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review by third parties.

BUDGET AMENDMENT

# 16-11				
	INCREASE			INCREASE
17-0090-4991-99	\$ 256,447	ETSF	17-4327-5510-00	\$ 25,000
			17-4327-5510-00	\$ 231,447
E911 FUND BALANCE APPROPRIATED FOR 911 CONSOLE FURNITURE / PHONE SYSTEM				
- TO SUPPORT THREE DISPATCH STATIONS AT NEW SHERIFF'S OFFICE				



SALES QUOTATION Original

Wireless Ventures, LLC
 4996 Indiana Ave
 Winston Salem NC 27106
 USA

Quotation No.: 26759
 Quotation Date: 03/03/16
 Due Date: 04/03/16
 Customer No.: 2266
 Customer Ref. No.:
 Page No.: Page 1 of 1

BILL TO
Bertie County Sheriff Bertie County Accounts Payable PO Box 530 Windsor NC 27983

SHIP TO
Bertie County Sheriff 104 Dundee Street Windsor NC 27983 USA

TOTAL DUE
\$ 42,724.88 by 04/03/16

Sales Employee: Lyman Ferguson
 Phone:
 Terms: N30

Ship Via: - Installation

Item No.	Description	Quantity	Unit Price	Total
Item	Details Below:	1.000	\$ 40,023.30	\$ 40,023.30
Wright Line three position 911 console with installation & shipping. Tax not included.				

PAYMENT PLAN OPTIONS				
12 Months	24 Months	36 Months	48 Months	60 Months
\$ 3,738.43/m	\$ 1,973.89/m	\$ 1,360.79/m	\$ 1,072.39/m	\$ 899.79/m

Subtotal	\$ 40,023.30
Shipping Tax	\$ 2,701.58
Total Order Value	\$ 42,724.88

Wright Line three positions 911 Dispatch Console Furniture

Remarks: Wright Line Three Positions 911 Dispatch Console Furniture with Installation & Shipping included.

Signature _____ Date _____

I agree to the terms and conditions set by Amerizon Wireless : <http://www.amerizonwireless.com/terms-and-conditions/>

Lease Payment Terms and Conditions:

- First and last payments are due in advance
 - 24+ months Time in Business Required
 - Documentation Fee: \$125
- Subject to credit approval by Lease Corporation of America.



April 6, 2016

Customer: Bertie County

Quote: Vesta 9-1-1 Phone System

QTY	DESCRIPTION	TOTAL
1	Geo-Diverse Vesta 9-1-1 Phone System including:	\$ 97,222.22
3	1 Year of Software Support	
3	Vesta Call Taker Workstations	
3	22" Touchscreen Monitors	
3	24 Key keypads	
3	CDR License for ECaTS	
1	Recommended Spare Parts	\$ 4,144.29
2	CommandPost Units w/Docking Stations & Monitors	\$ 33,654.13
1	Shipping	\$ 1,119.79
1	Turn Key Installation	\$ 38,875.75
1	Remote FE Service	\$ 6,000.00
3	Call Taker and Administrator Training	\$ 2,172.00
1	24x7 Remote Monitoring Service	\$ 14,753.75
1	Spectracom Netclock Command Center Package	\$ 10,055.13
Options:		
1	SMS Integration	\$ 23,449.50
Total:		\$ 231,446.55
<i>(This is a turnkey quote for the E9-1-1 system including installation, training, warranty and software support for 1 year. The Vesta 9-1-1 system requires a NENA approved NetClock.)</i>		

William Roberson

From: JW Stalls
Sent: Friday, April 01, 2016 5:37 PM
To: Scott Pearce; William Roberson
Subject: Fwd: Recorder Quote
Attachments: image001.png; ATT00001.htm; Bertie County Recorder Quote 021516.pdf; ATT00002.htm

JW Stalls
Communications Supervisor
Bertie County Sheriff's Office
252-794-5330 office
252-794-5346 fax
252-209-9299 cell

Begin forwarded message:

From: "Tapler, Marsha" <marsha.tapler@nc.gov>
Date: April 1, 2016 at 3:09:26 PM EDT
To: JW Stalls <jw.stalls@bertie.nc.gov>
Subject: RE: Recorder Quote

Since this is for the primary PSAP, it would be eligible for 911 funds.

Thank you,

Marsha

*Marsha Tapler
Financial Analyst, North Carolina 911 Board
NC Department of Information Technology
919.754.6344 office
marsha.tapler@nc.gov
www.nc911.nc.gov*

BUDGET AMENDMENT

		# 16-11		
		INCREASE		INCREASE
10-0011-4111-36	\$	8,600	10-4140-5399-01	\$ 8,600
INCREASE BUD FOR CONTRACT SERVICES - AUDITS TO PAY COUNTY TAX SERVICE (CTS)				

William Roberson

From: Jodi Rhea
Sent: Thursday, April 07, 2016 4:42 PM
To: William Roberson
Subject: CTS invoice

I got another invoice from CTS for \$8,600.

Jodi Rhea
Tax Administrator
Bertie County Tax Department
P.O. Box 527
106 Dundee Street
Windsor, NC 27983
(252)-794-6152
Fax: (252)-794-5357
jodi.rhea@bertie.nc.gov

BUDGET AMENDMENT

# 16-11				
DECREASE				DECREASE
10-5860-5399-95	\$ 803	EDTAP	10-0025-4586-03	\$ 803
12-5380-5399-95	\$ 535	EDTAP	12-0025-4586-03	\$ 535
ADJ BUDGET TO MATCH ACTUAL ROAP TRANSPORTATION MONEY FROM STATE				

**Rural Operating Assistance Program Semi-Annual Report
July 1, 2015 through December 31, 2015**

COUNTY/Eligible AUTHORITY: Bertie Co. / CPTA

Finance Officer Signature: William Reiser

Date: 3/31/2016

		EDTAP	EMPL	RGP	TOTALS
1	Enter September ROAP Disbursement Amount Rec'd by the County	\$12,229	\$1,897	\$12,628	\$26,754
2	Enter November ROAP Disbursement Amount Rec'd by the County				\$0
3	Enter any Post-November ROAP Disbursement Amount Rec'd by the County	\$35,350	\$5,691	\$37,884	\$78,925
4	Regional System transfer of ROAP funds TO another county from this one			\$15,742	\$15,742
5	Regional System transfer of ROAP funds FROM another county to this one			\$0	\$0
6	ROAP Funds transferred to JARC, New Freedom, 5310 and/or a 5311 operating project for matching funds as of 12/31/2015			\$0	\$0
7	Number of One Way ROAP Trips Provided as of 12/31/2015 (Do not include any trips funded with the matching funds reported in Line #5)	1,632	0	2,285	3,917
8	Amount Expended on ROAP Funded Trips as of 12/31/2015 (Do not include any of the ROAP funds reported in Line #5. Any RGP reported expense should include the county's matching funds.)	\$10,564.00	\$0.00	\$36,171.55	\$46,735.55
9	Total Expended on ROAP funded trips as of 12/31/2015 (includes required matching funds in RGP expended total)	\$10,564.00	\$0.00	\$36,171.55	\$46,735.55
10	Total amount of ROAP Funds Requested by the County for FY2016	\$47,549	\$7,588	\$50,512	\$105,649
11	Balance of ROAP Disbursements available to spend after transfers	\$47,579	\$7,588	\$34,770	\$89,937
12	ROAP Funds used as of 12/31/2015	\$10,564.00	\$0.00	\$32,554.40	\$43,118.40
13	Matching Funds used as of 12/31/2015			\$3,617.16	\$3,617.16
14	Percent of FY2016 ROAP Funds expended after transfers as of 12/31/2015	22.2%	0.0%	93.6%	48.0%

BUP

COA - 803
DSS - 535
DSS + 7588 - 7588 TRANSFER EMPL TO EDTAP



Account

Fund 10 ... GENERAL FU Acct 10 -0025-458603
 Org 100025 ... RESTRICTED Acct name ELDERLEY & DISABLED TRANSPORTA
 Object 458603 ... E/D TRANSP Type Revenue Status Active
 Project ...

4 Year Comparison	Current Year		History		Fiscal Year 2015		Fiscal Year 2014		Fiscal Year 2017	
	Yr Per 2016/09	Fiscal Year 2016	Fiscal Year 2016	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2014	Fiscal Year 2017	Fiscal Year 2017
Original Budget		.00	<input type="button" value="0"/>	<input type="button" value="0"/>	.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>
Transfers In		-29,350.00	<input type="button" value="0"/>	<input type="button" value="0"/>	-29,251.00	<input type="button" value="0"/>	-21,277.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>
Transfers Out		.00	<input type="button" value="0"/>	<input type="button" value="0"/>	5,926.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>
Revised Budget		-29,350.00	<input type="button" value="0"/>	<input type="button" value="0"/>	-23,325.00	<input type="button" value="0"/>	-21,277.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>
Actual (Memo)		-28,547.63	<input type="button" value="0"/>	<input type="button" value="0"/>	-23,324.60	<input type="button" value="0"/>	-21,277.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>
Encumbrances		.00	<input type="button" value="0"/>	<input type="button" value="0"/>	.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>
Requisitions		.00	<input type="button" value="0"/>	<input type="button" value="0"/>	.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>
Available		-802.27	<input type="button" value="0"/>	<input type="button" value="0"/>	-1.40	<input type="button" value="0"/>	.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>
Percent used		97.27	<input type="button" value="0"/>	<input type="button" value="0"/>	100.00	<input type="button" value="0"/>	100.00	<input type="button" value="0"/>	.00	<input type="button" value="0"/>

Display detail information for current account.

- 803
28,547



Account

- Detail
- Months
- Seg Find
- Totals

Fund 12 SOC SVCS Acct 12 -0025-458603
 Org 120025 RESTRICTED Acct name ELDERLEY & DISABLED TRANSPORTA
 Object 458603 E/D TRANSP Type Revenue Status Active
 Project Multitr Fund Budget Rollup Group Account Notes

4 Year Comparison	Current Year	History	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2017
Yr Per 2016/09						
Original Budget	.00		.00	.00	.00	.00
Transfers In	-27,154.00		-40,365.00	-31,915.00	.00	.00
Transfers Out	.00		5,936.00	.00	.00	.00
Revised Budget	-27,154.00		-34,429.00	-31,915.00	.00	.00
Actual (Memo)	-26,619.75		.00	-30,719.00	.00	.00
Encumbrances	.00		.00	.00	.00	.00
Requisitions	.00		.00	.00	.00	.00
Available	-534.25		.00	-1,195.00	.00	.00
Percent used	98.03		100.00	96.25	.00	.00

2 4 4 Attachments

Display detail information for current account.

-535
26619



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: C-7

DEPARTMENT: Council on Aging

SUBJECT: Approve FY 2016-2017 contract with Chonaoke Area Public Transportation Authority (CPTA)

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: Yes

ITEM HISTORY: N/A



CHOANOKE PUBLIC TRANSPORTATION AUTHORITY

Post Office Box 320
Rich Square, North Carolina 27869

Phone: (252) 539-2022

Fax: (252) 539-2533

Connie Perry
Board Chair

Pamela Perry
Executive Director

April 4, 2016

*Ms. Venita Thompson
The County of Bertie
103 West School Street
Windsor, NC 27983*

Dear Ms. Thompson:

In looking at budget preparations for FY 16/17, the Board of Directors approved for rates to remain the same as last year.

Attached you will find the new fiscal year contract. Please sign and return one copy to us prior to July 1, 2016.

We look forward to serving your transportation needs. Please call me if you have any questions at (252) 539-2022 Ext. 226.

Sincerely,

A handwritten signature in black ink, appearing to read "Pamela Perry", is written over a large, stylized, handwritten "P" that extends across the line.

*Pamela Perry
Executive Director*

AGREEMENT FOR TRANSPORTATION SERVICES

This agreement, made and entered into by and between Choanoke Public Transportation Authority, hereafter called Provider; and THE COUNTY OF BERTIE, hereafter called Contractor;

WITNESSETH:

WHEREAS, the Provider is a body corporate and politic created by the joint resolution of the Boards of Commissioners of the counties of Bertie, Halifax, Hertford and Northampton, North Carolina, for the purpose of meeting the Public Transportation needs in the four-county area; and

WHEREAS, the Contractor is desirous of the transportation services provided by the Provider; and

WHEREAS, the Provider and the Contractor have negotiated the terms of understanding whereby the Provider agrees to provide the needed transportation services to the Contractor upon the compensation basis set forth below; and

WHEREAS, the Provider and the Contractor acknowledge that it is in the best interests of each that they make and enter into this agreement.

NOW, THEREFORE, in consideration of the premises and in further consideration of the terms and provisions set forth below, the receipt and sufficiency of which is hereby respectively acknowledged, the Provider and the Contractor agree as follows:

1. PERIOD. The period of performance of this agreement shall begin on JULY 1, 2016 and shall terminate automatically on JUNE 30, 2017.
2. PROVIDER'S RESPONSIBILITIES.
 - A. Provide transportation services for Older Americans 60 years of age and older who reside in Bertie County, to the Nutrition Sites in Aulander, Windsor, and Colerain and to other destinations as specified by the County.
 - B. Notify the Contractor immediately of emergencies that may interrupt the transportation schedule.

- C. The Provider reserves the right to refuse transportation of a Contractor's client when it has been determined by the Provider that to do so would endanger the driver and other passengers being transported.
- D. The Provider's liability shall end when passengers leave the Provider's vehicles. At no time shall employees of the Provider's enter the Contractor's premises escorting the Contractor's clients.
- E. Maximize it's efforts to deliver Older Americans to the Aulander, Windsor, and Colerain Nutrition Sites at 10:30 a.m.
- F. Call the Nutrition Site no later than 11:00 a.m. if there will be a delay in delivering the participants on time. The Provider further agrees that if the participants are not delivered by 12 noon and no telephone call is received by the sire, that day's charges for that bus will be canceled.
- G. Have the participants sign in when they board the bus and to give the above mentioned signature sheet to the site manager.
- H. Provide special trips for the Contractor within the Provider's limitation. All trips must be requested at least one week prior to delivery date.
- I. Notify the Contractor immediately of any condition that affects the transportation schedule. When conditions, such as ice and snow occur, the provider will make announcements through local radio stations concerning the transportation schedule.

3. CONTRACTOR'S RESPONSIBILITIES.

- A. To fax names, addresses, destinations and changes in schedules to the Provider by 10:00 a.m. the day before transportation is to be provided.
- B. The Contractor will notify the Provider of any cancellations by 4:00 p.m. on the day before. Failure to meet this deadline will result in the Contractor being charged with one-way trips.

- C. Notify the Provider concerning holidays or closings at least one week in advance. Except in cases of emergencies the Provider shall be notified as soon as possible.
- D. Provide emergency information on all agency clients scheduled for transportation. Such information shall include: parent or guardian's name and address, phone number, family physician and any special medical and/or physical conditions or special needs. Such information shall be kept in strict confidence by the Provider.
- E. The Contractor shall be responsible for escorting passengers needing assistance to and from the Provider's vehicles. In addition, the Contractor shall be responsible for arranging for caretakers once the Provider returns their clients to the final destination.
- F. To reimburse the Provider at a rate of \$19.80 per round trip or \$9.90 per unit of service in the agreement by the 25th day of the month.
- G. The Contractor will supply any special equipment needed by its clients.
- H. The Contractor will provide chaperones or escorts for any of its clients needing such services while such clients are being transported by the Provider.
- I. Notify the Provider of any special trip needs at least one week in advance.

4. SPECIAL CONDITIONS.

PROVIDER: The following holidays will be observed by the Provider.

Independence Day	---	JULY 4, 2016
Labor Day	---	SEPTEMBER 5, 2016
Thanksgiving Days	---	NOVEMBER 24 & 25, 2016
Christmas Days	---	DECEMBER 23 & 26, 2016
New Year's Day	---	JANUARY 2, 2017
Dr. King's Birthday	---	JANUARY 16, 2017
Easter	---	APRIL 14, 2017
Memorial Day	---	MAY 29, 2017

In order to better communicate with you during inclement weather conditions you may call (252) 539-2022 Ext. 222 to be able to hear our schedule. We also have announcements on the following television stations:

WITN (Channel 7) Washington, NC
WRAL (Channel 5) Raleigh, NC

If you should see (**Severe Weather Plan**) this message means that Driver's do not operate and office staff more than likely will have a delayed time.

5. **COMPENSATION.** The Contractor agrees to pay the Provider for its transportation services, upon invoice, at the following rates and terms:

\$9.90 per unit of service (Unit of Service meaning one-way trip)
Agency will be charged for a one-way trip for no shows, unless cancellation is made by 4:00 p.m. on the day before services are scheduled to be provided.

1 ½% service charge will be added for all past due accounts beyond 60 days.

Checks shall be made payable to: Choanoke Public Transportation Authority.

6. **RATE INCREASES.** Rate increases will be based on several factors such as the cost of fuel, operating expenses, local support, etc. The provider will notify the contractor immediately of any rate increase. All increases shall take affect within ten (10) days of such notification.
7. **RELATIONSHIP.** The Provider is an independent contractor and no employee-employer or agency relationship exists between the Provider and the Contractor. Drivers and other employees of the Provider are not subject to the control or supervision of the Contractor.
8. **INDEMNITY.** To the extent of its liability insurance coverage, the Provider agrees to indemnify the Contractor of and from any and all personal injury and property damage claims which may result from the Provider's operation of its motor vehicles. The Provider shall provide the contractor proof of insurance upon request.

9. **SAFETY POLICIES.** To ensure the safe transportation of passengers, the motor vehicles of the Provider shall be operated in a careful and prudent manner and in compliance with the motor vehicle and highways laws of the State of North Carolina. Each driver shall hold a current North Carolina Drivers License issued by the Division of Motor Vehicles. The Provider maintains a statement of safety policies for the protection of its passengers and drivers, a copy of which has been provided to the Contractor, and the Contractor agrees to use its best efforts to encourage passengers to honor these policies.
10. **EARLY TERMINATION.** This agreement may be terminated at anytime with the mutual consent of the Provider and the Contractor, and it may be terminated unilaterally by either party upon thirty (30) days written notice to the other.
11. **AMENDMENTS.** This agreement may be amended or modified anytime with the mutual consent of the Provider and the Contractor. Amendments shall be in writing and in an instrument or equal dignity with this agreement.
12. **COMMUNICATIONS.** The mailing address of the Provider is **CHOANOKE PUBLIC TRANSPORTATION AUTHORITY, PO BOX 320, RICH SQUARE, NC 27869** and its telephone number is **(252) 539-2022**. The contact person is **PAMELA PERRY, EXECUTIVE DIRECTOR**. The mailing address of the Contractor is **103 WEST SCHOOL STREET WINDSOR, NC 27983** and its telephone number is **(252) 794-5315**. The contact person for the Contractor is **Venita Thompson**.
13. **INTERPRETATION.** This agreement shall be interpreted in accordance with the laws of the State of North Carolina.
14. **CAPTIONS.** The captions in this agreement are for convenience only, and they shall not be interpreted to diminish or amplify the terms hereof.
15. **ENTIRE AGREEMENT.** These terms of this agreement constitute the entire agreement between the Provider and the Contractor, and there are no contemporaneous oral agreements contrary hereto.

IN WITNESS WHEREOF, the Provider, by its Executive Director and by Authority duly given by its Board of Directors, and the Contractor, by its Board and by Authority duly given, hereby execute this agreement in duplicate originals, one of which is retained by each, this the 4th day of April 2016.

CHOANOKE PUBLIC TRANSPORTATION AUTHORITY

Dorche Clark

WITNESS

BY

[Handwritten Signature]

THE COUNTY OF BERTIE

WITNESS

BY



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: D-1

DEPARTMENT: Governing Body

SUBJECT: JROTC Military Ball request for funding (\$750) by Senior Army Instructor, Randy M. Cherry

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Discussion requested.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



**DEPARTMENT OF THE ARMY
BERTIE HIGH SCHOOL ARMY JROTC BATTALION
716 US HIGHWAY 13, NORTH
WINDSOR, NC 27983-0715**



MEMORANDUM FOR Bertie County Commissioners

19 May, 2016

SUBJECT: Donation of funds for Military Ball

Dear Chairman Trent:

On behalf of the Bertie High School JROTC, we would like to ask the Bertie County Commissioners to help us celebrate our Annual JROTC Military Ball, on May 7th, by donating \$750.00 toward the cost of our ball. The total cost will be \$2,500.00

We are expecting approximately 300 Students, parents', faculty and staff. We truly appreciate any funds that you can donate.

Thanking you in advance for your help and consideration of this donation,

Sincerely,

Randy M. Cherry
CW3(R), US Army
Senior Army Instructor



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: D-2

DEPARTMENT: Governing Body

SUBJECT: Discuss approval of Relay for Life 2016 resolution, and consider additional funding for this year's event per national award recognition

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Discussion requested.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



BERTIE COUNTY

106 DUNDEE STREET
POST OFFICE BOX 530
WINDSOR, NORTH CAROLINA
27983
(252) 794-5300
FAX: (252) 794-5327
WWW.CO.BERTIE.NC.US

BOARD OF COMMISSIONERS

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

PROCLAMATION FOR AMERICAN CANCER SOCIETY'S RELAY FOR LIFE BERTIE COUNTY – MAY 13, 2016

WHEREAS, the American Cancer Society is the nation's largest and most respected voluntary health organization since 1913 and has funded research which has contributed to every known method for detecting cancer and techniques for treating cancer; thereby increasing the cancer survival rates, and is dedicated to eliminating cancer through research, education, advocacy and service; and

WHEREAS, cancer, (a group of diseases characterized by uncontrolled growth and spread of abnormal cells, which if not controlled, can result in premature death), is predicated to strike one out of every three Americans sometime in our lifetime; and

WHEREAS, 142 new cases of cancer are projected to occur in Bertie County in 2016, and 53 Bertie County citizens are expected to die from cancer this year; and

WHEREAS, Bertie County Relay For Life of the American Cancer Society is a voluntary community coalition of local citizens dedicated to increasing vital financial support to fund research, and also by providing educational awareness for cancer prevention, screenings, and resources available; and

WHEREAS, Bertie County Relay For Life, sponsored by the American Cancer Society, will celebrate, remember, and honor, Bertie County citizens and their families that have been affected by cancer; and

WHEREAS, Bertie County Relay For Life of the American Cancer Society is an event that brings together the entire community with the same goal of making a difference in the battle against cancer and celebrating more birthdays:

NOW THEREFORE, We the Bertie County Board of Commissioners, do hereby proclaim the month of **May 2016** as **Relay For Life Month** throughout the County and encourage all Bertie County residents to recognize the American Cancer Society's many contributions to improving the quality of life for all of our citizens; and

BE IT FURTHER RESOLVED that We the Bertie County Board of Commissioners do hereby proclaim Bertie County Relay For Life as a **Paint Your World Purple** Campaign, and encourage all citizens to join the celebrations and activities of Relay for Life on May 13, 2016.

This the **2nd** day of May, 2016

Ron Wesson, Chairman

Sarah S. Tinkham, Clerk to the Board



Dear Bertie County Board of Commissioners,

As an American Cancer Society Relay For Life of Bertie County volunteer, I would like to offer my sincere thanks for your continued support and financial donations in the past.

This year we will be celebrating our 23rd consecutive event on Friday, May 13, 2016 at the Roy Bond Stadium/Bertie High School from 6pm — midnight.

Thanks to the dedicated and continued support of Bertie County businesses, churches, schools, and individuals, many dollars have been raised to the support research to fight cancer.

The American Cancer Society is the top non-government funder of research. Nearly every form of cancer detection known was developed using funding through the American Cancer Society. Many treatments were also developed through ACS funding. The Hope Lodge in Greenville was built using dollars raised in Eastern NC.

Bertie County's Relay For Life event has been recognized as #1 Nationwide per capita for population approximately 10 times over the years. Several Nation Impact Awards have been received including Youth participation, A Heart of Relay Award For Diversity , and A Power Of Hope Award for Survivor participation.

We have a lot to be proud of!

This is where you, the Commissioners are a vital part of our event. The financial donation over the years has been greatly appreciated! Each and every dollar brings us closer to the CURE, this is why I am requesting your continued support. Also would you consider an increase to the customary \$500 donation? Cancer touches all of us, maybe someone close to you. How better to serve ALL Bertie County citizens than with a financial donation to the American Cancer Society's Relay For Life Event ? \$5000 this year would be a tremendous help. Will you?

While one of the main goals of Relay For Life is to raise the much needed funds to assist in research through the American Cancer Society, it is also about bringing the community together. This event truly brings our community together regardless of age, race, gender, or socio-economic background.

Again, Thank You for your continued support of Relay For Life of Bertie County and consideration of our request. I look forward to seeing you at Relay and participating in the opening ceremonies.

Respectively,
Jo Ann Jordan, Relay volunteer

Ivy Lane is Business of the Month

Page A3



Bertie Ledger-Adv

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VOL. 86 - NO. 8

WEDNESDAY • February 24 • 2016

50 Cents



GOOD MORNING,

Leroy Speller Jr.
of Willingboro, NJ

Thanks for
subscribing!

NUMBER ONE IN THE NATION

Relay For Life of Bertie County recognized for 2015

By THADD WHITE
Bertie Ledger-Advance

WINDSOR - Back to No. 1.

The American Cancer Society recently recognized Relay For Life of Bertie County as the best in the nation in its population category.

The recognition is for per capita fundraising for the population category of 15,000-19,999.

"We are very proud of the Relay For Life volunteers in Bertie County," said April Smith, ACS Community Manager in the American Cancer Society's South Atlantic Division. "Ev-

eryone works hard to make this event successful. Achieving a high national ranking like this one is proof that their work is being recognized, and that this community is dedicated to the fight against cancer."

The 2015 event in Bertie County was led by Diane Cow-

and, JoAnn Jordan and Bobbie Parker, who stepped in after the untimely death of Event Chair Artie Johnson.

The event ultimately grossed \$238,406.28 with a net of \$11.77 per capita.

See ONE, Page A5

BCSO

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Bertie County Relay For Life leaders celebrate the proclamation of being No. 1 per capita in the United States.

One

From **PAGE A1**

“The funds raised through Relay For Life events enable us to continue our investment in the fight against cancer through research, education, advocacy and patient services,” Smith said. “Thanks to the generosity of our

volunteers and donors, the money raised by Relay For Life of Bertie County participants goes directly to the American Cancer Society’s life-saving programs.”

The Bertie County Relay For Life event is the oldest in North Carolina, and one of the oldest on the Atlantic Seaboard. It has tra-

ditionally been one of the highest grossing events per capita in the nation.

This year’s event will be held from 6 p.m. until midnight on Friday, May

To become a part of Relay For Life, call 252-333-5277 or log on to www.relayforlife.org.



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: D-3

DEPARTMENT: Governing Body

SUBJECT: Review status of JCPC grants for non-profit agencies

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

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

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY:

April 12, 2016 - Juvenile Crime Prevention Council met to review funding proposals for next fiscal year. Only one of the three nonprofit agencies previously funded by the County, submitted an application to the JCPC for consideration—Visions for View.

For planning purposes, Mr. Roberson and I had suggested that the same aggregate figure of \$42,500 should be used by the JCPC as it plans and prepares for its FY 2016-2017 budget allocations.

Esquires for Education	-	\$7,500.00
Visions for View	-	\$10,000.00
Family Resource Center	-	<u>\$25,000.00</u>
		\$42,500.00

March 7, 2016 – Board approved funding agreement with the NC Public Safety for reviewing juvenile justice programs at the community level for the following agencies:

- a.) Visions in View
- b.) Esquires for Education
- c.) The Hive House



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: D-4

DEPARTMENT: Governing Body

SUBJECT: Discuss resolution in honor of service and retirement of former DSS Director, Linda Speller

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

**RESOLUTION HONORING THE RETIREMENT OF
DSS DIRECTOR, LINDA D. SPELLER**

THAT, WHEREAS, Linda D. Speller, Bertie County DSS Director, will retire on April 30, 2016, after 32 years of outstanding and meritorious service to Bertie County; and

WHEREAS, Linda began her career with the County on October 22, 1984 and on November 8, 2012, she became the first African American Female Director of Bertie County DSS; and

WHEREAS, as a result of her diligent work and demonstrated dedication to the citizens of Bertie County, she initiated an outreach plan for the Low Income Energy Assistance Program to include the nutrition sites in an effort to ensure that seniors had the opportunity to apply, successfully guided two major NC FAST implementations for Food & Nutrition Services and Medicaid, a provision of office space at DSS for Child Support one day per week to eliminate the inconvenience of citizens having to travel to Winton for services, ensured that Food & Nutrition Services applications were processed at or above the 95% timeliness rate established by the USDA, established an Employee Safety Policy, and also held three balanced budgets during her tenure; and

WHEREAS, Ms. Speller’s contributions have spanned outside of the DSS office where she served on the Bertie County Juvenile Crime Prevention Council and the Child Fatality Prevention Team / Community Child Protection Team; and

WHEREAS, throughout her many years of service, Linda 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 Linda D. Speller our sincere and grateful appreciation for her dedicated service to Bertie County, our congratulations on her well-earned retirement, and our best wishes to her for continued success, happiness, and good health in the years to come.

Adopted this 2nd day of **May**, 2016.

Tammy Lee

Ernestine Bazemore

John Trent

Stewart White

Ronald “Ron” Wesson



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 2, 2016

AGENDA ITEM: D-5

DEPARTMENT: Administration

SUBJECT: Approve (2) grant funding resolutions for Water Districts II and IV for financing the cost of performing asset inventory and assessments of water and sanitary sewer system components for recently acquired municipal water systems (Town of Lewiston-Woodville and Town of Roxobel)

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

The Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of performing Asset Inventory and Assessments of water and sanitary sewer system components, and the County will apply for this funding (via Green Engineering) for Water Districts II and IV.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

R _____

**RESOLUTION BY BERTIE COUNTY BOARD OF COMMISSIONERS
WINDSOR, NORTH CAROLINA**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of performing Asset Inventory and Assessments of water and sanitary sewer system components, and
- WHEREAS, The **Bertie County Water District II** has need for and intends to prepare an Asset Inventory and Assessment of the water system currently under the District's operations and control, and
- WHEREAS The Bertie County Water District II has authorized Green Engineering, PLLC, on their behalf, to prepare and submit to the North Carolina Department of Environmental Quality – Division of Water Infrastructure an application for funding for an Asset Inventory and Assessment of the County's water system, and
- WHEREAS The maximum grant available for each application shall not exceed \$150,000.00, of which the Bertie County Water District II will be required to match in the amount of 5.00% the awarded grant amount per application,
- WHEREAS, The Bertie County Water District II intends to request state grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BERTIE COUNTY BOARD OF COMMISSIONERS

That the **Bertie County Water District II**, the **Applicant**, will arrange financing for all remaining costs required for the assessment and inventory, up to 5% of the grant not to exceed \$7,500, if approved for a State grant award.

That the **Applicant** will adopt and place into effect on or before completion of the asset management assessment and inventory a schedule of fees and charges and other available funds which will provide adequate funds for proper completion of the asset management assessment and inventory.

That the **Applicant** will continue to provide for efficient operation and maintenance of the water systems currently under County operations and control.

That Scott T. Sauer, County Manager, shall be designated as the Bertie County Authorized Representative, is hereby authorized to execute and file an application and associated documents on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the performance and preparation of the Asset Inventory and Assessment of the County's water systems.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the Asset Inventory and Assessment: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this day _____ by the Bertie County Board of Commissioners, Bertie County Board meeting room, Windsor, North Carolina.

John Trent, Chairman of the Board of Commissioners

ATTEST

Sarah Tinkham, Clerk to the Board

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting (CLERK) of the BERTIE COUNTY BOARD OF COMMISSIONERS does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the BERTIE COUNTY BOARD OF COMMISSIONERS duly held on the_____ day of _____, 2016; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this - _____ day of _____, 2016.

(Signature of Recording Officer)

(Title of Recording Officer)

R _____

**RESOLUTION BY BERTIE COUNTY BOARD OF COMMISSIONERS
WINDSOR, NORTH CAROLINA**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of performing Asset Inventory and Assessments of water and sanitary sewer system components, and
- WHEREAS, The **Bertie County Water District IV** has need for and intends to prepare an Asset Inventory and Assessment of the water system currently under the District's operations and control, and
- WHEREAS The Bertie County Water District IV has authorized Green Engineering, PLLC, on their behalf, to prepare and submit to the North Carolina Department of Environmental Quality – Division of Water Infrastructure an application for funding for an Asset Inventory and Assessment of the County's water system, and
- WHEREAS The maximum grant available for each application shall not exceed \$150,000.00, of which the Bertie County Water District IV will be required to match in the amount of 5.00% the awarded grant amount per application,
- WHEREAS, The Bertie County Water District IV intends to request state grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BERTIE COUNTY BOARD OF COMMISSIONERS

That the **Bertie County Water District IV**, the **Applicant**, will arrange financing for all remaining costs required for the assessment and inventory, up to 5% of the grant not to exceed \$7,500, if approved for a State grant award.

That the **Applicant** will adopt and place into effect on or before completion of the asset management assessment and inventory a schedule of fees and charges and other available funds which will provide adequate funds for proper completion of the asset management assessment and inventory.

That the **Applicant** will continue to provide for efficient operation and maintenance of the water systems currently under County operations and control.

That Scott T. Sauer, County Manager, shall be designated as the Bertie County Authorized Representative, is hereby authorized to execute and file an application and associated documents on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the performance and preparation of the Asset Inventory and Assessment of the County's water systems.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the Asset Inventory and Assessment: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this day _____ by the Bertie County Board of Commissioners, Bertie County Board meeting room, Windsor, North Carolina.

John Trent, Chairman of the Board of Commissioners

ATTEST

Sarah Tinkham, Clerk to the Board

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting (CLERK) of the BERTIE COUNTY BOARD OF COMMISSIONERS does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the BERTIE COUNTY BOARD OF COMMISSIONERS duly held on the_____ day of _____, 2016; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this - _____ day of _____, 2016.

(Signature of Recording Officer)

(Title of Recording Officer)