

Bertie County Board of Commissioners



June 6, 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

June 6, 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.

8:30AM-12:00PM – Morning Work Session – FY2016-2017 Budget

12:00PM – Lunch

1:00PM-3:30PM – Afternoon Work Session – FY2016-2017 Budget

3:30PM – Break

4:00-4:05 Call to Order and Welcome by Chairman Trent

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

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

(A)

*** **APPOINTMENTS** ***

4:25-4:35 (1) Presentation of the proposed FY2016-2017 budget plan by County Manager, Scott Sauer

Board Appointments (B)

1. ABC Board
2. Choanoke Public Transportation Authority (CPTA)
3. Planning Board
4. Juvenile Crime Prevention Council (JCPC)
5. Vidant Bertie Director’s Council
6. Child Fatality Prevention Team

Consent Agenda (C)

1. Approve minutes for Regular Session 5-23-16
2. Accept Register of Deeds Fees Report – May 2016
3. Wrap Up: June 4th surplus property auction – approval of real estate bids for final sale
4. Memorandum of Agreement – NC Wildlife Commission – long term addition of portable toilets and trash receptacles at Weeping Mary Road Boat Access Area
5. Budget Amendment - #16-12

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

Discussion Agenda (D)

1. Calendar Reminders – budget work sessions June 7-8, and public hearing for budget at next meeting on June 20th
2. Pending Items/Updates

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.

Adjourn



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: A-1

DEPARTMENT: Administration

SUBJECT: Presentation of the proposed FY2016-2017 budget plan by County Manager, Scott Sauer

COUNTY MANAGER RECOMMENDATION OR COMMENTS: ---

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: No

ITEM HISTORY: ---

From: Scott Sauer
Sent: Wednesday, June 01, 2016 3:06 PM
To: John Trent (jotrent50@gmail.com); 'JOHN TRENT (abjtrent3@outlook.com)'; Ernestine (Byrd) Bazemore (ernestinebyrd@yahoo.com); Tammy A. Lee (lee4bertie@gmail.com); Ronald Wesson (ronald.wesson@gmail.com); Stewart White
Cc: Sarah Tinkham; William Roberson; Lloyd Smith, Jr. (lsmith@windsorlaw.com); Jonathan E. Huddleston (JHuddleston@windsorlaw.com); csmith@windsorlaw.com; DBF
Subject: FY 2016-2017 Budget Message
Attachments: FY 2016-2017 Proposed Budget_all funds summary.pdf

June 1, 2016

Chairman Trent
Vice Chairman Bazemore
Commissioner Lee
Commissioner Wesson
Commissioner White

To the Board of Commissioners and the citizens and taxpayers of Bertie County:

As required by the NC Local Government Budget and Fiscal Control Act, submitted for your review is the proposed budget plan for FY 2016-2017.

Accompanying this budget message is a balanced statement of projected revenues and estimated expenditures for the General Fund which totals \$22,286,578 which is an increase of 4.19 percent over the adopted budget for the current year.

This budget plan attempts to meet the stated goals of the governing body, and provides flexibility for the discussion and changes that may be warranted based on the Board's upcoming deliberations. First and foremost, this proposed budget does not contain a tax rate increase and the recommended appropriation of fund balance reserves is more than \$100,000 less than the adopted budget ordinance for the current year. The estimated tax base for FY 2016-2017 is \$1.3 billion assessed value and the net yield for each cent on the tax rate is \$125,858.

The Board of Commissioners has made a significant investment in the County's human capital—its employees. Last year the Board took significant steps toward establishing an improved working wage for staff beginning with the lowest job classifications across all departments. The Board of Commissioners approved a supplemental 401(k) retirement contribution of 2% for all non-law enforcement personnel who receive a 5% supplemental 401(k) contribution as required by NC General Statutes. The Board of Commissioners also established an employee assistance programs for employees and their families, and established a flexible spending account for out of pocket medical expenses with a \$200 contribution for each employee.

The proposed budget for FY 2016-2017 continues this effort, and funding is included to increase the contribution for 401(k) supplemental retirement to 2.5% beginning July 1, 2016 and continues the provision of a \$200 contribution per employee for the flexible spending account to assist with the cost of meeting deductibles and prescription copayments.

There are no new full time positions added to the budget as proposed for FY 2016-2017, and the only additional part-time position is for the senior nutrition site in Kelford.

During the current fiscal year, the Board engaged a consulting firm to review the County's job classification and compensation for all positions within the organization. This study and its recommendations will be presented during the

budget work session as determined by the Board. Implementation of these recommendations in the next fiscal year, or phased in over a period of years will represent a significant investment in the County's human resources and extend our ability to recruit and retain qualified staff. I would recommend strongly that the Board consider placing priority on two areas where the County has struggled with position turnover during the past several years—law enforcement and social services. To assist the Board with identifying funds to cover the cost of this implementation process, projected sales tax receipts have been held flat with no increase for FY 2016-2017. Notable in this discussion will be the anticipated expansion of sales tax and the revised distribution formula approved by the NC General Assembly to be effective beginning next fiscal year. Impact for Bertie County has ranged from an increase of \$500,000 per year to figures much higher. The Board has the flexibility to proceed cautiously, to examine the sales tax receipts in the first quarter or first half of the year, and place priority on salary adjustments that may warrant immediate attention as needed.

School current expense funding is recommended at \$3,003,000 and is above the State's minimum requirement of \$2,674,812 which maintains the County's eligibility for low wealth supplemental funding and other critical State revenues.

School capital outlay funding is recommended at \$375,000.

In order to avoid a tax increase for FY 2016-2017 there remain several program requests which are not recommended for funding in the proposed budget. In recognition of the difficult decisions and discussions that will take place, the Finance Officer has identified unallocated funds totaling \$125,394 which have been placed in the contingency line item for the General Fund are available for appropriation by the Board of Commissioners, or for use in reducing the tax rate by one cent.

During the past couple of years, the governing body closing examined the County's ability to provide health insurance coverage for existing staff and qualifying retirees. In January of 2016, the Board took action approving the County's participation in the NC State Health Insurance program, a decision that greatly reduced annual premiums and lowered deductible limits. Future obligations for existing staff and the accompanying retiree health insurance remain a long term unfunded liability. Premium costs for the County's existing retirees are budgeted at \$350,000 for next fiscal year.

The proposed budget for FY 2016-2017 includes utilization of the County's savings generated by its participation in the state health plan to establish a financing plan for the long term post-employment health care costs for retirees. This accrued unfunded liability has grown significantly in recent years as indicated by the County's audited financial statements :

FY 2012	\$2,386,998
FY 2013	\$2,963,144
FY 2014	\$3,385,713
FY 2015	\$3,849,010

One of the Board's top financial priorities for 2016 is to adopt a strategy to address this long term liability, and the proposed FY 2016-2017 includes a funding strategy based on depositing \$100 per month per authorized position in an irrevocable trust fund account, with these monies permanently restricted for post-employment health insurance costs for retirees. Funding is included in the Special Appropriations category, identified as "OPEB Trust" for this purpose in the amount of \$242,400 for FY 2016-2017.

Additionally, the proposed budget plan outlines a strategy to curtail future post-employment benefit costs related to retiree health insurance. At present, the County's benefit plan provides 100% percent of the premium cost for retiree health insurance for an employee retiring with 20 years continuous service, or 25 years non-continuous service to the County regardless of age. Coverage continues until the employee/retiree becomes Medicare eligible, at which time the County converts coverage to a Medicare Supplement policy. Likewise the County pays 50% of the cost of health

insurance premiums for an employee who is at least 55 years of age and retiring with 15 years of continuous service under the current personnel resolution.

In an effort to mitigate the growing burden for retiree health insurance costs facing current and future taxpayers, several adjustments to the County's personnel resolution are outlined below:

- 1) New hires—after July 1, 2016 no retiree health insurance coverage is offered.
- 2) Current employees with at least 10 years of service as of July 1, 2016 will maintain full (100%) health insurance coverage at 20 years of continuous service or 25 years of non-continuous service regardless of age.
- 3) Employees with at least 5 years of service, but less than 10 years as of July 1, 2016 will be eligible for retiree health insurance as follows:
 - 100% coverage of health insurance premium with 30 years of service to the County.
 - 75% coverage of health insurance premium with 25 years of service to the County.
 - 50% coverage of health insurance premium with 20 years of service to the County.
- 4) Current employees with less than 5 years of service as of July 1, 2016 will be eligible for retiree health insurance as follows:
 - 75% coverage of health insurance premium with 30 years of service to the County.
 - 50% coverage of health insurance premium with 25 years of service to the County.
- 5) Service time credit with the County will be calculated based on actual service time and any sick leave time that is on balance with the County at the time of retirement, which is consistent with current County policy.

Again, the strategy outlined above is recommended, and is subject to change based on review and consideration by the Board of Commissioners. At a minimum, these five strategies will bring to focus, the pertinent issues contributing to the future financial liability for the County.

At present, the County has 209 authorized full time positions. The adoption of the FY 2015-2016 budget added 8 new positions, and the start-up of the County's paramedic and non-emergency transport programs have added 46 new staff positions since the program's inception in December 2013. Projecting forward, the County's staffing and future obligations for post-employment benefits (retiree health insurance) will require the governing body to be proactive in its financial planning to meet these liabilities, which are presently unfunded.

Other priorities funded in this proposed budget included full year implementation of the core staffing plan for the Cooperative Extension office as previously approved by the Board, in cooperation with NC State University. There is continued support for the Board's community based recreation efforts utilizing resources allocated through the Recreation Department and the YMCA to serve joint programming and services throughout the County. As these efforts continue to grow, it is recommended that a joint memorandum of understanding be developed to clearly identify roles and responsibilities for the community based recreation programming.

Continued emphasis on preventive maintenance and upkeep for various County facilities is reflected in the Public Buildings budget with a recommended amount of \$255,851 for capital improvements. Several items have been deferred including parking lot paving at various locations, which reduced the requested capital figure of \$339,301 for next fiscal year. In addition, \$50,000 is earmarked in the Animal Control budget for improvements to the animal shelter including weatherization and temperature control in an effort to meet state regulatory standards set by the NC Department of Agriculture. Also, the County recently formalized its relationship with the Blue Jay Recreation community association with a long term facility lease, and in addition to seeking grants for Blue Jay park improvements, the proposed FY 2016-2017 budget includes \$83,450 for the first phase of upgrades at the facility.

Funding for the Bertie County Regional Water system totals \$2,821,400 and reflects the combined funding for all four (4) water districts and the recent increased customer base with the addition of the South Windsor, Lewiston-Woodville and Roxobel systems. The Board has also successfully sought capital financing for three major projects which have been approved with a total of \$1,574,000 in grant funding and \$4,234,900 in long term financing, of which \$2,517,850 is zero interest. During the budget work sessions, the Water Superintendent and I want to address potential usage rate changes for non-residential customers. Additionally, beginning July 1, 2016 the water department personnel will begin billing for sewer customers served by the Town of Windsor who were previously part of the South Windsor. The Town of Windsor has agreed to reimburse the County a 2% collection fee which is also paid by the Towns of Lewiston-Woodville, Askewville and Colerain. Having a single point of contact for billing will eliminate confusion and save time for customers.

I am indebted to the department heads and agency directors who have been very diligent in preparation of funding requests, and to Mr. William Roberson the County's Finance Director, for his careful review and assistance in developing this budget proposal.

Respectfully,

Scott Sauer
County Manager



Scott T. Sauer – County Manager
[Bertie County, NC](#)
(252) 794-6112

GENERAL FUND	
Governing Body	\$ 221,083
Administration	\$ 242,845
HR & Risk Management	\$ 79,603
Finance	\$ 255,950
Tax	\$ 590,208
Legal	\$ 135,000
Court Facilities	\$ 89,872
Elections	\$ 143,884
Register of Deeds	\$ 302,108
Public Buildings & Grounds	\$ 892,113
Data Center	\$ 235,816
Sheriff	\$ 2,452,637
Communications	\$ 430,867
Emergency Management	\$ 407,654
Emergency Medical Service	\$ 2,495,425
Non-Emergency Transport	\$ 620,012
Planning/Building Inspections	\$ 314,314
Medical Examiner	\$ 6,000
Animal Control	\$ 174,160
Solid Waste	\$ 472,308
Economic Development	\$ 166,275
Cooperative Extension	\$ 277,779
Soil Conservation	\$ 80,946
Health	\$ 98,000
Veterans Service Office	\$ 27,132
Council on Aging/Nutrition	\$ 492,310
Parks & Recreation	\$ 290,173
Transfers-Social Services	\$ 1,249,130
Transfers-Revaluation	\$ 60,000
Transfers-Debt-QZAB	\$ 212,181
Transfers-Debt-Middle School	\$ 457,470
Transfers-Debt-DSS	\$ 251,548
Transfers-Debt-QZAB-Bertie High	\$ 109,461
Transfers-Debt-Health	\$ 71,925
Transfers-Debt-Hospital	\$ 826,651
Transfers-Debt-Bertie High School (2012 A/B)	\$ 1,189,236
Transfers-Capital School Reserve	\$ 210,000
Appropriations-Other Agencies	\$ 5,729,108
Contingency	\$ 125,394
GENERAL FUND APPROPRIATIONS	\$ 22,486,578
SOCIAL SERVICES FUND	
Social Services	\$ 4,761,800
SOCIAL SERVICES FUND APPROPRIATIONS	\$ 4,761,800

GENERAL FUND		
Ad Valorem-Prior Years	\$	309,800
Motor Vehicle-Prior Years	\$	5,600
Penalties and Interest	\$	125,000
Sales Tax -1% Pt of Collection	\$	325,000
1/2 Cent Sales Tax Article 40	\$	825,000
1/2 Cent Sales Tax Article 42	\$	350,000
Sales Tax Law Change	\$	1,000
Payment in Lieu of Taxes-Federal Land	\$	28,000
Other Taxes	\$	55,200
Unrestricted Intergovernmental	\$	99,500
Restricted Intergovernmental	\$	605,380
Permits & Fees	\$	278,550
Medical Service Fees	\$	900,000
Non-Emergency Transport Fees	\$	925,000
Landfill Fees	\$	1,859,563
Sales & Service	\$	74,501
Hospital Lease	\$	826,651
Miscellaneous	\$	197,100
Interest Earned	\$	20,000
Indirect Cost Water Systems	\$	241,640
Transfers from Lottery	\$	-
Transfers from School Capital Reserve	\$	2,343,346
FUND BALANCE APPROPRIATED	\$	1,476,348
AD VALOREM TAXES	\$	9,323,962
MOTOR VEHICLE TAXES	\$	1,290,437
GENERAL FUND REVENUES		<u>\$ 22,486,578</u>
SOCIAL SERVICES FUND		
State and Federal Assistance	\$	3,509,670
Health Choice	\$	3,000
Transfer from General Fund	\$	1,249,130
SOCIAL SERVICES FUND REVENUES		<u>\$ 4,761,800</u>
911 WIRE/WIRELESS FUND		
Interest Earned	\$	500
User Charges and Fees	\$	161,740
FUND BALANCE APPROPRIATED	\$	-
911 WIRE/WIRELESS FUND REVENUE		<u>\$ 162,240</u>



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: B-1

DEPARTMENT: Governing Body

SUBJECT: ABC 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: ---

ABC Board

Immediate Vacancies: ---

Position Vacancy:

Board	Term	Name	Began	End
ABC Board	3 years	Miles Davis	6/30/2013	6/30/2016

Special requirements: N/A

Notes: Miles Davis is seeking a reappointment, but two (3) additional applications have been received, and are included with this attachment.

Attendance of Current Members: N/A

Applications Received:

3 – Miles Davis, James Everett, and Thomas Asbell

Current Members (unexpired):

1. William M. Freeman
2. James S. Pugh

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Expires: 6/30/2018



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

Name: Miles Davis

Home Phone Number: 252-482-8340 Mobile: 919-523-5336

Home Fax Number:

Email Address: Miles_Davis@msn.com

Home Address: 146 Davis Road, Windsor, NC 27983-8611

Mailing Address: 146 Davis Road, Windsor, NC 27983-8611

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

How long have you been a full-time resident of Bertie County? 46 years

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

County Commissioner District: II (Merry Hill/ Whites)

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

Occupation: Purchasing Agent Employer: NCDOT

Business Address: 1 South Wilmington Street, Raleigh, NC 27601

Business Phone Number: 919-707-2632 Business Fax:

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

- 1. Bertie County ABC Board 3.
2. 4.

Qualification for specific category: Presently I am Chair of the Board and serve as a Director on the NC Association of ABC Boards. The NC Association Board has allowed me to be an advocate for Bertie County on a statewide level.

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

If reapplying for a position you presently hold, how long have you served? 6 years

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

Since being appointed to the Board the Bertie County ABC System went from being in a deficit to now making a profit. I (along with the other Board members) place emphasis on the control aspect of ABC and education of our school system of underage drinking.

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:

BS Degree from Appalachian State University

Past President, Bertie County Arts Council

Past Member, Martin Community College – Bertie Campus Board of Directors

Worked in North Carolina House of Representatives Majority Leader, Milton Fitch, Jr office before going to the purchase and Contracts section of NCDOT.

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: 03/17/2016 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: 3/14/16

Received By: Sarah S. Tinkham

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This document will expire on 6/30/18

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

Name: JAMES E. EVERETTE

Home Phone Number: 252-348-2892 Mobile: _____

Home Fax Number: _____

Email Address: JAMES.EVERETTE@REPUBLICSERVICES.COM

Home Address: 302 PIERCE STREET- LEWISTON-WOODVILLE, N.C. 27849

Mailing Address: SAME

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: LEWISTON

County Commissioner District: JOHN TRENT

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

Occupation: SCALE OPERATOR- LANDFILL Employer: REPUBLIC SERVICES

Business Address: 1922 REPUBLICAN ROAD- AULANDER, N.C. 27805

Business Phone Number: 252-584-0022 Business Fax: 252-348-3395

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

- | | |
|--------------------------|----------|
| 1. <u>ABC BOARD</u> | 3. _____ |
| 2. <u>JAILCOMMISSION</u> | 4. _____ |

Qualification for specific category: _____

N.C. HIGHWAY - TEN YEARS

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

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

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

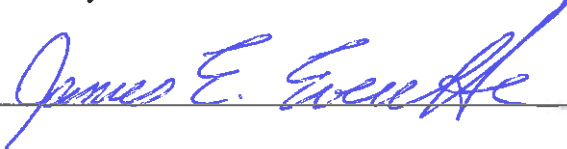
I WANT TO DO ALL I CAN TO MAKE OUR COUNTY BETTER

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:

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: 04/20/2016 Applicant's Signature: 

Return application to:

Misty Gibbs, Assistant County Manager/Clerk to the Board
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
misty.gibbs@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: 4/28/16

Received By: 

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This document will expire on 6/30/18

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

Name: Thomas Elliott Asbell

Home Phone Number: 252-332-6997 Mobile: 252-209-7710

Home Fax Number: --

Email Address: tasbell8@gmail.com

Home Address: 204 East Main St.

Mailing Address: P.O. Box 300

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

How long have you been a full-time resident of Bertie County? 45 yrs

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

County Commissioner District: District 3

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

Occupation: Mayor/Administrator Employer: Town of Powellville

Business Address: 106 East Main St. (P.O. Box 22)

Business Phone Number: 252-332-5933 Business Fax: 252-332-8126

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

- | | |
|---|---------------------------------------|
| 1. <u>ABC Board</u> | 3. <u>Planning Board</u> |
| 2. <u>Economic Development commission</u> | 4. <u>Workforce Development Board</u> |

Qualification for specific category: _____

Core Qualifications (1)Leading change (2)Leading People (3) Getting Results (4)Business Acumen (5)Building Coalitions

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

Child Fatality Prevention / Community Child Protection Team----- Tri-County Airport Authority

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

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

Successful Performance in my ability to bring strategic change, meet orginizational goals and the ability to establish a vision to include the implementation of goals in a changing enviroment.

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:

It has been an honor and a privilege to serve the citizens of Bertie County for 31 years as Town Commissioner and currently as Mayor / Administrator for The Town of Powellville, My commitment and decisions on tough issues have always been in the best interest of the citizens, I am committed to preserving essential services , keeping our communities safe, building a vibrant business community, improving schools and addressing important issues, therefore i feel my experience and dedication to community service is an important asset to any past or future appointments,

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: 4/21/2016 Applicant's Signature: 

Return application to:

Misty Gibbs, Assistant County Manager/Clerk to the Board
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
misty.gibbs@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: 4/28/16

Received By: Sarah S. Timblan



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: B-2

DEPARTMENT: Governing Body

SUBJECT: Choanoke 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: N/A

ITEM HISTORY: ---

CPTA Board

Immediate Vacancies: 2

Position Vacancy:

Board	Term	Name	Began	End
CPTA	2 years	Lewis C. Hoggard, III.	6/2/2014	6/2/2016
CPTA	2 years	Morris Rascoe	6/2/2014	6/2/2016

Special requirements: N/A

Notes: Both Mr. Hoggard and Mr. Rascoe are seeking reappointments to the CPTA Board.

Attendance of Current Members: N/A

Applications Received:

2 – Morris Rascoe and Lewis C. Hoggard, III.

Current Members (unexpired):

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If applying for a position you presently hold, how long have you served? WDB (8+ yrs.); EDC (2 yrs.);

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

The knowledge and work experience gained from working with local government is very beneficial to the Board's that I serve on. My knowledge of Bertie County and the needs of the county and its citizens helps to make sure funding is appropriately received within the county through the agencies providing these services. The contacts that I have made on State and National level helps.

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:

My educational background in public service, financial background, people skills and the fact that I know the county and the citizens of Bertie County know me, helps a lot. When citizens have issues, they can always contact me. I have extensive knowledge of government practices and have made a lot of contacts over the years. I have a willingness to serve and attend meetings. I have a good working relationship with other Board members and staff. I have been able to have civic organizations to become involved in various Boards and Committees.

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: May 10, 2015 Applicant's Signature: *Morris Lee Kasece*

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: 5/12/15

Received By: *Sarah S. Tinkham*

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If applying for a position you presently hold, how long have you served? WDB (8+ yrs.); EDC (2 yrs.);

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

The knowledge and work experience gained from working with local government is very beneficial to the Board's that I serve on. My knowledge of Bertie County and the needs of the county and its citizens helps to make sure funding is appropriately received within the county through the agencies providing these services. The contacts that I have made on State and National level helps.

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:

My educational background in public service, financial background, people skills and the fact that I know the county and the citizens of Bertie County know me, helps a lot. When citizens have issues, they can always contact me. I have extensive knowledge of government practices and have made a lot of contacts over the years. I have a willingness to serve and attend meetings. I have a good working relationship with other Board members and staff. I have been able to have civic organizations to become involved in various Boards and Committees.

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: May 10, 2015 Applicant's Signature: *Morris Lee Kasece*

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:

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FOR OFFICE USE ONLY

Date Received: 5/12/15

Received By: *Sarah S. Tinkham*

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This document will expire on

6/30/17



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

Name: Lewis C. Hoggard III

Home Phone Number: _____ Mobile: 252-724-1665

Home Fax Number: _____

Email Address: lchoggard7059@roanokechowan.edu

Home Address: 401 Ghent Street Windsor NC 27983

Mailing Address: _____

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

How long have you been a full-time resident of Bertie County? 47 years

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

County Commissioner District: 1

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

Occupation: NCWorks Career Center Manager/HRD Coordinator Employer: Roanoke Chowan Community College

Business Address: 109 Community College Rd Ahoskie NC 27910

Business Phone Number: 252-862-1257 Business Fax: 252-862-1270

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

- | | |
|--|----------|
| 1. <u>Region Q Workforce Development</u> | 3. _____ |
| <u>Board</u> | 4. _____ |
| 2. _____ | |

Qualification for specific category: _____

Name of any Bertie County Board/Commission/Committee on which you presently serve: Tri County Airport Authority, Mid-East Commission CTPA, Lawrence Memorial Library

If reapplying for a position you presently hold, how long have you served? 2 years

Based on your qualifications and experiences, briefly describe why your services on this Authority/Board/Commission/Committee would be beneficial to the County: Served Three Terms (12) as Bertie County Commissioner. Understand County Finances. I do believe time serving the people of Bertie County as a commissioner has afforded me the opportunity to learn a most valuable experience in learning how county government and various committees and board function

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: 5/15/15 Applicant's Signature: Lewis C. Haggard

Return application to:

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

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- ***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: 5/15/15

Received By: Sarah S. Tinkham



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: B-3

DEPARTMENT: Governing Body

SUBJECT: Planning 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: ---

Planning Board

Immediate Vacancies: 1 – District IV

Position Vacancy:

Board	Term	Name	Began	End
Planning Board	2 years	Carl Bond (District V)	6/30/2013	6/30/2016
Planning Board	2 years	Thomas Asbell (District III)	---	---

Special requirements: N/A

Notes: Carl Bond is seeking reappointment representing District V. Rodney Mumma, current member representing in an At Large position, has chosen not to be reappointed. Thomas Asbell is seeking an initial appointment to replace Rodney Mumma in the At Large position.

There is still an immediate vacancy available for a representative from District IV.

Attendance of Current Members: N/A

Applications Received:

2 – Carl Bond and Thomas Asbell

Current Members (unexpired):

1. Gregory Hughes
2. Jodey Sarey
3. Terry Pratt
4. Nayland Collier

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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:

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- ***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
38

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This document will expire on 6/30/18

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

Name: Thomas Elliott Asbell

Home Phone Number: 252-332-6997 Mobile: 252-209-7710

Home Fax Number: --

Email Address: tasbell8@gmail.com

Home Address: 204 East Main St.

Mailing Address: P.O. Box 300

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

How long have you been a full-time resident of Bertie County? 45 yrs

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

County Commissioner District: District 3

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

Occupation: Mayor/Administrator Employer: Town of Powellville

Business Address: 106 East Main St. (P.O. Box 22)

Business Phone Number: 252-332-5933 Business Fax: 252-332-8126

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

- | | |
|---|---------------------------------------|
| 1. <u>ABC Board</u> | 3. <u>Planning Board</u> |
| 2. <u>Economic Development commission</u> | 4. <u>Workforce Development Board</u> |

Qualification for specific category: _____

Core Qualifications (1)Leading change (2)Leading People (3) Getting Results (4)Business Acumen (5)Building Coalitions

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

Child Fatality Prevention / Community Child Protection Team----- Tri-County Airport Authority

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

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

Successful Performance in my ability to bring strategic change, meet orginizational goals and the ability to establish a vision to include the implementation of goals in a changing enviroment.

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:

It has been an honor and a privilege to serve the citizens of Bertie County for 31 years as Town Commissioner and currently as Mayor / Administrator for The Town of Powellville, My commitment and decisions on tough issues have always been in the best interest of the citizens, I am committed to preserving essential services , keeping our communities safe, building a vibrant business community, improving schools and addressing important issues, therefore i feel my experience and dedication to community service is an important asset to any past or future appointments,

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: 4/21/2016 Applicant's Signature: 

Return application to:

Misty Gibbs, Assistant County Manager/Clerk to the Board
PO Box 530
106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
misty.gibbs@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: 4/28/16

Received By: Sarah S. Timblan



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: B-4

DEPARTMENT: Governing Body

SUBJECT: Juvenile Crime Prevention Council (JCPC)

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: ---

Juvenile Crime Prevention Council (JCPC)

Immediate Vacancies: 2

Position Vacancy:

Board	Term	Name	Began	End
JCPC	2 years	Tekeita Thompson	---	---

Special requirements: N/A

Notes: Ms. Thompson mailed in an application listing JCPC as one of her preferences on which to serve. If appointed, there will be one additional vacancy on the Council.

Attendance of Current Members: N/A

Applications Received:

1 – Tekeita Thompson

Current Members (unexpired):

1. Ernestine Bazemore (Commissioner Representative)
2. Lisa Mizelle
3. Larree Cherry
4. Morris Rascoe
5. Anne Mitchell
6. James Heckstall
7. William Ledford

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This document will expire on 6/30/16

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

Name: Tekeita Nicole Outlaw Thompson

Home Phone Number: 252-724-1911 Mobile: 252-724-1911

Home Fax Number: N/A

Email Address: tekeita.nicole@gmail.com

Home Address: 149 Sans Souci Rd. Windsor, NC 27983

Mailing Address: _____

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

How long have you been a full-time resident of Bertie County? 3 1/2; previously lived here from birth until 1999

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: Human Resources Employer: Bertie County Schools

Business Address: 715 US Hwy 13 N Windsor, NC 27983

Business Phone Number: 252-794-6000 Business Fax: 252-794-9727

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

- | | |
|-------------------------------------|-------------------------------------|
| 1. <u>Child Fatality Prevention</u> | 3. <u>Workforce Development</u> |
| 2. <u>Economic Development</u> | 4. <u>Juvenile Crime Prevention</u> |

Qualification for specific category: My work experience with children from ages birth-18 years. Also, I have experience with public service and economic development.

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

N/A

If reapplying for a position you presently hold, how long have you served? N/A

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

My services would be beneficial to the county because I have the ability to connect county agencies as they relate to our public school system. I would also serve as an advocate for our children and their education and safety.

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:

As a personnel specialist for Bertie Co. Schools and district volunteer coordinator, I believe my occupational background relies heavily on community activity and engagements. Also, I am currently pursuing a BA in Social Sciences to add to my AS in Business Administration. My future goal is to acquire status in Public Administration.

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: 5/2/16 Applicant's Signature: Jakifa Nicole Thompson

Return application to:

Misty Gibbs, Assistant County Manager/Clerk to the Board
PO Box 530
.106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
misty.gibbs@bertie.nc.gov

Note:

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FOR OFFICE USE ONLY

Date Received: 5/5/16

Received By: Sarah S. Tindham



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: B-5

DEPARTMENT: Governing Body

SUBJECT: Vidant Bertie Director's Council

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: ---



VIDANT HEALTH™

May 24, 2016

Mr. John Trent, Chairman
Bertie County Commission
County of Bertie
Post Office Box 530
Windsor, North Carolina 27983

Dear Commissioner Trent:

The Vidant Bertie Hospital Directors Council approved the recommendation of Mr. Scott Sauer, Bertie County Manager to fill the Council's vacancy that occurred as a result of a resignation.

In accordance with the lease agreement, this recommendation will require a nomination from the Bertie County Commissioners to the Vidant Community Hospitals Board. I would like to request that this item of business be placed on the commission's agenda for action at the next meeting on June 6, 2016. Mr. Sauer's biography is enclosed for review. Thank you for your assistance in this matter.

Sincerely,

Jeffrey N. Sackrison
President

[Enclosure]

cc: Glenwood Mitchell, Chairman
Roger Robertson
File

Scott T. Sauer

P.O. Box 101 Windsor, NC 27983 252-794-6112 (o); 910-985-1283(c)
Email: sauerkayaker@gmail.com; scott.sauer@bertie.nc.gov

Education & Professional Training:

Indiana University, School of Public and Environmental Affairs
M.P.A. Concentration: Policy Analysis, 1985
B.S. Majors: Urban Affairs and Transportation, 1983

- County Administration Certificate, UNC-Chapel Hill 1996
- ICMA Credentialed Manager – Executive Board approved June 2005
- Public Executive Leadership Academy, UNC-Chapel Hill 2007
- Senior Executive Institute, University of Virginia 2010

North Carolina experience:

County Manager Bertie County, NC	July 1, 2013 to present
County Manager Harnett County, NC	February 1, 2009 to December 3, 2012
County Manager Sampson County, NC	February 23, 2004 to January 31, 2009
County Manager Scotland County, NC	March 1, 1994 to February 2, 2004
County Manager Caswell County, NC	January 14, 1991 to February 25, 1994

Previous employment:

Budget & Management Analyst II Fairfax County, VA	September 1986 to December 1990
Graduate Management Intern-Budget Analyst Arlington County, VA	September 1985 to August 1986
Legislative Intern, Office of the Governor (Indiana), Hall of the States Washington, DC	June 1985 to August 1985

Personal: Married with two daughters and two step daughters

Hometown: Mount Healthy, Ohio



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: B-6

DEPARTMENT: Governing Body

SUBJECT: Child Fatality Prevention Team (CFPT)

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: ---

Child Fatality Prevention Team (CFPT)

Immediate Vacancies: 1

Position Vacancy:

Board	Term	Name	Began	End
CFPT	3 years	Tekeita Thompson	---	---

Special requirements: N/A

Notes: See Item Abstract for purpose and missions of this board. Ms. Thompson mailed in an application listing CFPT as her number one preference on which to serve.

Attendance of Current Members: N/A

Applications Received:

1 – Tekeita Thompson

Current Members (unexpired):

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

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This document will expire on 6/30/16

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

Name: Tekeita Nicole Outlaw Thompson

Home Phone Number: 252-724-1911 Mobile: 252-724-1911

Home Fax Number: N/A

Email Address: tekeita.nicole@gmail.com

Home Address: 149 Sans Souci Rd. Windsor, NC 27983

Mailing Address: _____

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

How long have you been a full-time resident of Bertie County? 3 1/2; previously lived here from birth until 1999

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: Human Resources Employer: Bertie County Schools

Business Address: 715 US Hwy 13 N Windsor, NC 27983

Business Phone Number: 252-794-6000 Business Fax: 252-794-9727

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

- | | |
|-------------------------------------|-------------------------------------|
| 1. <u>Child Fatality Prevention</u> | 3. <u>Workforce Development</u> |
| 2. <u>Economic Development</u> | 4. <u>Juvenile Crime Prevention</u> |

Qualification for specific category: My work experience with children from ages birth-18 years. Also, I have experience with public service and economic development.

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

N/A

If reapplying for a position you presently hold, how long have you served? N/A

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

My services would be beneficial to the county because I have the ability to connect county agencies as they relate to our public school system. I would also serve as an advocate for our children and their education and safety.

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:

As a personnel specialist for Bertie Co. Schools and district volunteer coordinator, I believe my occupational background relies heavily on community activity and engagements. Also, I am currently pursuing a BA in Social Sciences to add to my AS in Business Administration. My future goal is to acquire status in Public Administration.

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: 5/2/16 Applicant's Signature: Jakifa Nicole Thompson

Return application to:

Misty Gibbs, Assistant County Manager/Clerk to the Board
PO Box 530
.106 Dundee Street
Windsor, NC 27983
Fax: (252) 794-5327
misty.gibbs@bertie.nc.gov

Note:

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- ***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: 5/5/16

Received By: Sarah S. Tindham



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: C-1

DEPARTMENT: Governing Body

SUBJECT: Approve minutes for Regular Session 5-23-16

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: No

ITEM HISTORY: ---

Windsor, North Carolina
May 23, 2016
Regular Meeting

The Bertie County Board of Commissioners convened for its regular meeting at 7:00PM inside the Blue Jay Fire Department located at 1653 Indian Woods Road. 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
Tax Administrator Jodie Rhea
Sheriff John Holley
Maintenance Superintendent Anthony Rascoe
Water Superintendent Ricky Spivey

Gene Motley of the Roanoke-Chowan News Herald was present from the media.

CALL TO ORDER – BERTIE COUNTY BOARD OF EDUCATION

Chairman Trent called the meeting to order, and thanked the Blue Jay community for hosting and for providing a meal. He also thanked all citizens present for their attendance.

INVOCATION/PLEDGE OF ALLEGIANCE

Commissioner White led the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

Bertie County Water Superintendent, Ricky Spivey, was present to announce that the County had received a commemorative plaque for “significant achievement” in the creation of a wellhead protection program. The award was given to Mr. Spivey at a ceremony on May 18. Mr. Spivey thanked the Board for their dedication to the project, and the Board commended Mr. Spivey for his contributions to the program.

Adam Caldwell, staff liaison with NC Senator Thom Tillis, was present to introduce himself to the Board and community, as well as to assure the Board that he was available to assist with County initiatives when requested. He stated that he enjoys being involved in local government and look forward to working with the County as a resource.

The Board paused briefly for media photographs.

APPOINTMENTS

Convene as the Board of Equalization and Review to discuss FY2015-2016 appeal presented on 5-2-16

Chairman Trent called for a motion to convene as the Board of Equalization and review. The session is being called in order to discuss the appeal request presented on 5-2-16.

Commissioner Wesson made a **MOTION** to convene as the Board of Equalization and Review. Vice Chairman Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board convenes as the Board of Equalization and Review.

Tax Administrator, Jodie Rhea, was present to clarify the requested topic of “inventory and spare parts on hand” regarding business personal property.

He referenced an instruction sheet that is mailed to each business owner along with a Business Personal Property Listing report.

Mr. Rhea reiterated that Mr. Dunlow of Dunlow Dozer Service was not seeking an appeal of the taxes owed, only the penalties that have been newly enforced.

Commissioner Wesson stated that “ignorance of the law is no excuse,” and that he believed the Board should follow the procedures set forth in the current law. Similar appeals have been made in the recent past, and the Board has also voted to uphold those penalties.

Commissioner Wesson made a **MOTION** to deny the request to waive the penalties for Dunlow Dozer Services. Vice Chairman Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

Chairman Trent called for a motion to end deliberations as the Board of Equalization and Review for FY2015-2016.

Vice Chairman Bazemore made a **MOTION** to end deliberations as the Board of Equalization and Review for FY2015-2016. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

**Presentation by Planning Board member, Terry Pratt, regarding
solar/wind farms**

Planning Board member, Terry Pratt, was present to shed light on various research he had collected regarding the overall health impacts on solar and wind farms. The information provided to the Board detailed some negative mental impacts of solar farms in particular.

The Board also received information from the NC Utilities Commission from a meeting held on March 26, 2015.

In light of this information, Mr. Pratt referred to a Memorandum from Planning Board Chair, Nayland Collier, calling for the implementation of a moratorium to new solar farms in Bertie County until the matter can be researched and studies by appropriate experts to ensure the safety of solar panels to the health of Bertie citizens.

After some discussion, the Board noted that solar farms were currently being used in a number of other states, and that they were confident in the research already completed that have vetted their level of safety.

Chairman Trent expressed that he did not believe it was right for the County to tell a land owner what to do with his property, and wanted to leave the decisions solely up to the farmers about whether or not to sell land to solar companies. He also stated that he believed in the positive economic impact of solar farms which have contributed a large amount of jobs to Bertie County residents, and stated that he was glad to see Bertie on the cutting edge of this technology.

Commissioner Wesson also touted the economic impacts of solar farms regarding new jobs, and that solar farms had played a key role in the County's unemployment rate. In years past, Bertie had shown the highest unemployment numbers, and now Bertie has the second lowest unemployment rate. He attributed some of that change to the addition of solar farms in the County.

Commissioner Wesson made a **MOTION** to deny the requested a moratorium on the continued development of solar and wind farms in Bertie County. Vice Chairman Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

Budget presentation by Heritage Collegiate Leadership Academy (HCLA) by Executive Director, Dr. Kashi B. Hall

Heritage Collegiate Leadership Academy (HCLA) Principal, Nick Shook, was present to update the Board on HCLA's current needs for FY2016-2017.

In summary, HCLA currently serves 295 children in grades K-4. Plans to add a 5th grade class are slated to happen in the coming school year. HCLA transports students from the following counties: Hertford, Bertie, Chowan, Washington, and Martin.

He mentioned that the main focus for the upcoming budget would be on capital outlay items such as additional clubs and extracurricular activities, lunch & learn sessions, teaching conference and seminars, recreational sports, as well as playground equipment.

Dr. Kashi B. Hall, Founder and Executive Director of HCLA, also presented the school's budget request for additional funding. She stated that the additional funding would help secure e-readers for every child, as well as assist in the acquisition of a permanent school facility at the Cashie Convention Center.

The ultimate goal in the coming years as well is for the charter school to receive a long term charter spanning anywhere from 10-15 years, and additional funding in cash reserves could assist in that effort.

There was a brief discussion regarding available grant funding and Dr. Hall also presented 5-year projections to the Board.

Dr. Hall expressed her desire to come together with the school system and other partners to create an "innovation think tank" to share ideas that could benefit all students in Bertie County regardless of where they receive their education.

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

The Consent Agenda was approved as follows:

1. **Tax Release Journal** – April 2016
2. **Minutes** – Regular Session 5-2-16, Closed Session 5-2-16, Joint Meeting 5-9-16
3. **Fees Report** – Register of Deeds – April 2016
4. **Contracts** – FY 2015-2016 audit services contract with Carr, Riggs, & Ingram; contractual agreement with Council on Aging and Interim Healthcare-Morris Group for senior citizen home care services

DISCUSSION AGENDA

Discuss NC Wildlife Commission's Memorandum of Agreement – long term contract with County vendor's for trash receptacles and portable toilets at the Weeping Mary Road Boat Access area

County Manager Sauer discussed the ribbon cutting and dedication ceremony of the new Weeping Mary Road Boat Access event back on Wednesday, April 27th.

Since that event, the County has corresponded with the Town of Lewiston and a portable toilet company in order to provide trash receptacles and portable toilets at the Boat Access site on a long term basis.

The agreements would also include service and maintenance for the trash cans as well as the portable toilets on a weekly basis.

The Board reached a consensus with the terms provided in a draft, example agreement that was supplied by the NC Wildlife Commission. A similar agreement would need to be in place for Bertie County if the County were to move forward with long term arrangements for trash cans and portable toilets at the Weeping Mary Road Boat Access site.

Discuss updates regarding Regional back-up PSAP grant application and approval for the interlocal agreement which is subject to successful grant funding to construct the regional back up PSAP

After a brief discussion, Commissioner White made a **MOTION** to approve the interlocal agreement with Martin County which is subject to successful grant funding to construct the regional back up PSAP. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

Pending Items/Updates

County Manager Sauer provided a brief update about the latest grant results for additional recreational opportunities and features for Blue Jay Recreation. Unfortunately, the most recent grant application from the NC State Trails program was denied, but assured the community that additional grants were in the works.

He also discussed plans to upgrade fencing, and the current ball park, as well as the addition of restroom facilities, and pavilion at the current Blue Jay Recreation Park which will be discussed during the upcoming budget work sessions in June.

Commissioner Wesson took a moment to discuss the recent County decision for all 501(c)(3) organizations that fit JCPC criteria should apply through JCPC only, and would not be funded in the County's budget for the upcoming fiscal year.

He mentioned that in light of the decision, some "unintended consequences" had been discovered. In essence, the Board came to a consensus to reopen the matter during their upcoming budget work sessions which will begin on Monday, June 6.

COMMISSIONER'S REPORTS

Commissioner Wesson announced that he would be participating in Windsor Elementary's upcoming Career Day event. He also announced that Dr. Karen Rhea had been made aware of an endowment that would provide funding to Blue Jay for its fire department needs.

Vice Chairman Bazemore discussed her time at County Assembly Day on May 18th. The main focuses of discussion included wider broadband access as well as the interest in law that would disallow school systems from suing local Counties due to funding disagreements. She also announced that interviews were due to take place for a new Social Services Director. Interviews are slated for tomorrow, Tuesday, May 24th.

Chairman Trent announced that Casey Owens was now the new CEO of the Windsor YMCA.

Commissioner Lee informed the public that grants were available from Wells Fargo for minority farmers and small business owners.

Commissioner White thanked the Blue Jay community for hosting tonight's meeting, as well as providing a meal. He stated that he would like to "agree to disagree" on the issue pertaining to solar farms in Bertie County. He stated that he understood both sides, and knows that the County has to "move forward," but that he does have "reservations" about solar farms.

COUNTY MANAGER'S REPORTS

The County Manager gave no remarks at this time.

COUNTY ATTORNEY'S REPORTS

The County Attorney gave no remarks at this time.

PUBLIC COMMENTS

James S. Pugh of Lewiston-Woodville stated that he would like to see the County continue to push NCDOT for additional road improvements in the area.

Ronald Rascoe of Blue Jay's Community Recreation thanked the Board for their support in securing new and improved recreation items for their community.

Minnie Outlaw of the Indian Woods community stated that she was a "public schools advocate," and stated that the charter school funding should only be considered after appropriate arrangements have been for the public school system.

Anthony Smallwood of Blue Jay's Community Recreation thanked the Board for their support as well.

Robert Cherry, Blue Jay Fire Chief, thanked the Board for coming out tonight to hold their meeting in the Blue Jay Community, and requested that the Board continue to do so. He also thanked all of the local volunteers who made this evening's meeting and meal possible.

ADJOURN

Chairman Trent the meeting at 8:45PM.

John Trent, Chairman

Sarah S. Tinkham, Clerk to the Board



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: C-2

DEPARTMENT: Governing Body

SUBJECT: Accept Register of Deeds Fees Report – May 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 Register of Deeds

Annie F. Wilson
Register of Deeds

P.O. Box 340
Windsor, NC 27983
252-794-5309
www.bertie-live.inttek.net

NORTH CAROLINA
BERTIE COUNTY

TO: THE BOARD OF COUNTY COMMISSIONERS:

Agreeable to and in compliance with Chapter 590 of the Public Local Laws of North Carolina, Sessions 1913, I beg leave to submit the following statement of all fees, commissions, etc. of any kind collected by me as Register of Deeds for the month of MAY 2016 and for an itemized statement thereof, I respectfully refer you to the following books in my office.

AMOUNT SUBJECT TO GS 161-50.2

10-0030-4344-01	REAL ESTATE REGISTRATION-----	\$3,476.20
10-0030-4344-03	VITAL STATISTICS-----	\$1,140.00
10-0050-4839-02	MISCELLANEOUS(NOTARY OATHS/PHOTO COPIES, ETC)-----	\$254.80
10-0030-4344-04	NO. MARRIAGE LICENSE----- 4 @\$60.00-----	\$240.00
		\$5,111.00
10-0018-4240-01	N. C. STATE EXCISE STAMP TAX-----	\$6,503.00
10-0030-4344-10	STATE TREASURER FEE----- 114 @\$6.20-----	\$706.80
	STATE VITAL RECORDS----- 4 @14.00	\$56.00
		\$12,376.80
10-0000-1251-00	A/R IN/OUT(REFUND)-----	\$26.00
		\$12,402.80

Annie F. Wilson
REGISTER OF DEEDS - BERTIE COUNTY
By: *Shahedin L. Williams, Asst.*

FOR INFORMATIONAL PURPOSES

D/T /MORTGAGES-----	21 @\$6.20=	\$130.20
ADDITIONAL PAGES-----	5 @\$0.40=	\$2.00
DEEDS & OTHER INSTRUMENTS-----	108 @\$1.94=	\$209.52



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: C-3

DEPARTMENT: Governing Body

SUBJECT: Wrap Up: June 4th surplus property auction – approval of real estate bids for final sale

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: No

LEGAL REVIEW PENDING: Yes

ITEM HISTORY: ---



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: C-4

DEPARTMENT: Governing Body

SUBJECT: Memorandum of Agreement – NC Wildlife Commission – long term addition of portable toilets and trash receptacles at Weeping Mary Road Boat Access Area

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: No

ITEM HISTORY: ---

MEMORANDUM OF AGREEMENT

AGREEMENT TO DESIGN, PERMIT, RENOVATE, OPERATE AND MAINTAIN A PUBLIC BOATING ACCESS FACILITY

This agreement is made and entered into this the ___ day of ___ 2016, by and between the **NORTH CAROLINA WILDLIFE RESOURCES COMMISSION**, hereinafter referred to as the **COMMISSION**, and **BERTIE COUNTY**, hereinafter referred to as the **COUNTY**.

I. PURPOSE OF THE AGREEMENT

It is mutually agreed that the COMMISSION and the COUNTY will cooperate to provide free public boating access at the boat landing located on parcel owned by the COMMISSION at 838 Weeping Mary Road in Bertie County, NC.

II. RESPONSIBILITIES

A. The COMMISSION agrees to:

1. Provide design development for construction of the public boat landing, fishing pier and associated parking area.
2. Obtain all regulatory permits required for construction and improvements.
3. Construct all future repairs and improvements to the boat landing, fishing pier, parking area and docks.
4. Fund one-half of the cost of on-site porta johns.

B. The COUNTY agrees to:

1. Install trash receptacles at site in locations approved by the COMMISSION.
2. Empty trash receptacles as needed.
3. Maintain the grounds surrounding the site keeping the grass mowed at regular intervals year round and litter removed regularly.
4. Install porta johns on site in a location approved by the COMMISSION.
5. Send COMMISSION invoices for one-half the cost of porta john service.

C. The COUNTY and the COMMISSION agree to:

1. Manage the access area as a COMMISSION facility with no closure of the site except for repair purposes, emergency situations, limited special uses or best management practices. The facility will be posted with COMMISSION boating access area regulations using kiosks and signage.
2. Place COUNTY signage at the site to represent the partnership with the COMMISSION.

III. TERMINATION

It is mutually agreed that either party may terminate its involvement in this agreement by written notice to the other at least 120 days in advance of the date on which termination is to become effective. If the agreement is terminated by the COUNTY before the end of the agreement as described below, the COUNTY will reimburse the COMMISSION the pro-rated costs of the infrastructure improvements based on a 25-year life expectancy.

IV. TERM OF AGREEMENT

This agreement shall become effective upon full execution and shall continue in effect for a period equal to 25 years.

IN TESTIMONY WHEREOF, this Cooperative Agreement has been executed by the parties hereto, in duplicate originals, as of the date first above written.

Bertie County

N.C. Wildlife Resources Commission

John Trent, Chairman
Bertie County Board of Commissioners

Brian McRae, Section Chief
Land and Water Access

Date

Date

ATTEST

ATTEST

Sarah Tinkham, Clerk to the Board
Bertie County Board of Commissioners

Steven Bailey, Facility Construction Engineer
Engineering Section

Date

Date



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: C-5

DEPARTMENT: Finance

SUBJECT: Budget Amendment - #16-12

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

# 16-12						
INCREASE			DECREASE			
12-5380-5399-95	\$	8,239	EDTAP	10-5860-5399-95	\$	8,239
12-0025-4586-03	\$	8,239		10-0025-4586-03	\$	8,239
TO MOVE ROAP TRANSPORTATION MONEY FROM COA TO DSS						
INCREASE			INCREASE			
17-0090-4991-99	\$	95,000	ETSF	17-4327-5510-00	\$	95,000
E911 FUND BALANCE APPROPRIATED FOR TWO (2) CAD SERVERS, THIRD RADIO AND LICENSE FOR THIRD WORKSTATION						
APPROVED ____ / ____ /2016						



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: D-1

DEPARTMENT: Governing Body

SUBJECT: Calendar Reminders – budget work sessions June 7-8, and public hearing for budget at next meeting on June 20th

COUNTY MANAGER RECOMMENDATION OR COMMENTS: ---

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

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: June 6, 2016

AGENDA ITEM: D-2

DEPARTMENT: Various

SUBJECT: Pending Items/Updates

COUNTY MANAGER RECOMMENDATION OR COMMENTS: ---

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

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---