

Deferred Items

- 1. Salary Study Implementation**
- 2. SECU Housing Initiative grant**
- 3. Hotel Feasibility Study**
- 4. Environmental Enhancement Grant – NC Attorney General’s Office—discussed at September 14th work session. Letter of intent was due September 30th.**
- 5. Active Shooter Training session (review videos) – all employees**
- 6. Facility Signage – Sheriff’s Office, County Administration outside lettering**
- 7. Facility dedication plaques – Courthouse, Sheriff’s Office**
- 8. Animal Shelter Renovations – for enclosing dog & puppy runs**
- 9. Planning for Courthouse security and staffing/procedure recommendations**

Projects & Activities initiated, advanced or completed

1. Sheriff Relocation—including HVAC improvements for Communications Center work station area to address temperature control for new equipment
2. Board of Education—emergency funding request, correspondence with LGC and DPI
3. Water District III system improvements and related implementation:
 - a. Sale of Bond Anticipation notes – Local Government Commission approved Water District III application on September 6th for \$1,717,000 interim financing.
 - b. Construction began November 10th following pre-construction meetings with contractors, engineers, NCDOT, Construction Inspectors, USDA, Ricky Spivey
 - c. Date of Bond Anticipation Note sale closing—September 29th and maturing, due and payable on May 29th 2018.
4. Other Active Water Projects:
 - a. Water District II SRF-\$1,366,137 for Water Loss Reduction Improvements and SCADA (telemetry controls) system installation.
 - b. Water District IV SRF-\$1,712,121 for Roxobel system merger & consolidation including \$500,000 principal forgiveness.
 - c. Water District IV NC Rural Development Center -\$197,721 for 2009 Project reauthorization for Town of Kelford system improvements including \$72,263 in grants funding.
 - d. Water District IV-\$88,000 for Infrastructure Asset Inventory & Assessment Grant
 - e. Water Districts I and III--\$150,000 each for Infrastructure Asset Inventory & Assessment Grants—pending Board approval of application on February 6th.
5. EMS – USDA Rural Development financing for Ambulance Procurement –bids approved at January 3rd Board meeting. Extensive staff work for review of specs and bidding criteria to satisfy USDA guidelines.
6. County building renovations
 - a. Courthouse – interior – 2nd floor painting, carpet in court rooms, and window frame casements completed. Restrooms (both levels) and 2nd floor hallway floor covering will be scheduled to begin this spring.
 - b. Administration Building – HVAC controls and ductwork installation completed.

7. Auctions for property disposal--November 2016 (2 sales)
 - a. Tax Foreclosure sale by County Attorney
 - b. Remaining surplus property
8. Storm Debris RFP and two bidding cycles
9. School financial review of prior audits and consult with Jeff Best, County Attorney, interim Superintendent and lead auditor for Board of Education.
10. Bertie County Facebook page established!
11. Perdue property tax appeal—discussions pending
12. Regional 911 PSAP Back-up project with Martin County
13. Countywide Recreation Master Plan—consultants to update the Board on February 6th
14. TGOW—PARTF grant agreement approved and reimbursement documentation for receipt of \$500,000 is in process—must document covenants and deed restrictions.
15. Blue Jay Recreation Park improvements—work has begun for parking and entrances
16. 2016 Election process-- IT staff - telephone lines, set up/break down at all 12 polling sites
17. EMS Lease for school building at Bertie Early College—final details pending
18. EMS Grant approved—Kate B. Reynolds Charitable Trust for \$51,450 for flood recovery
19. Raising Bertie film screenings (2)—staff assistance from County
20. Electronic Monitoring Program— legal review of Corrisoft contract finalized.
21. NRCS – USDA -- Office space lease renewal with federal government
22. Completed review of claim for damaged homes near BHS -- Lloyd Smith
23. Comp Time Use clarification and amendment to personnel policy—Lloyd Smith
24. Preparation for review of County Manager’s contract--Lloyd Smith
25. QSCB sinking fund—continue to monitor market conditions

26. OPEB actuarial analysis complete—presentation on January 31st.
27. Renewal and replacing of retiree health insurance for 2017—complete.
28. Charters of Freedom monument –site selection complete, site clearing soon.
29. National Geographic article – flooding in Windsor
30. WRAL Documentary interview—comparison of Bertie and Wake County schools
31. Audit & Financial statements—near complete for June 30, 2016
32. Ordinance Development—final drafts, discussion for enforcement & public hearings are near completion for:
 - a. Dangerous Weapons
 - b. Smoking Restrictions
 - c. Private Roads
33. Disaster Relief Employment staffing agreement through CADA and Mid-East Commission—approved January 3, 2017. Staffing assignments pending.
34. Hazard Mitigation & Flood Recovery—Holland Consulting Planners engaged assisting Bertie County residents, citizen outreach and preparation of inventory of households requiring disaster recovery/flood mitigation assistance; and development of interlocal agreement between Bertie County and the Town of Windsor related to the application and project management process for Hurricane Matthew Disaster Recovery and Flood Mitigation.
35. EMS Station One – FEMA assistance to be determined.
36. Lawrence Memorial Library—options for possible relocation pending.
37. Cooperative Extension Service—temporary offices in former Sheriff’s building.
38. Long range planning phase one--Hydrology Study—joint efforts with Town of Windsor, discussions have begun. Opportunity to capitalize on technical support offered by East Carolina University and NC State University needs further discussion with Windsor.
39. NOAA 2017 Coastal Community Resilience Grant opportunity—just announced.
40. Kate B. Reynolds—next grant application with encouragement from KBR staff.

Other Items for discussion:

- 1) Travel Policy
- 2) Marketing
- 3) USDA Rural Development – Broadband grant opportunity—possible joint venture with Roanoke Electric Cooperative or other entity, community college
- 4) NC Recreation Trails Program—next grant cycle—which location?
- 5) TGOW PARTF—next grant application cycle—Regional Coordinator for NC Parks will be at the 2:00 p.m. work session on February 6th prior to the 4:00 p.m. regular meeting.

On the near horizon:

- 1) Audited financial statements for the fiscal year ended June 30, 2016
- 2) Budget Development process for FY 2017-2018
- 3) Collaborative and strategic partnerships to build on the success with the Criminal Justice and EMT Cadet programs with RCC and the high school; and the welding program coordinated by MCC. Explore joint use of facilities and infrastructure and encourage cooperation to make the most appropriate use of public assets (including Albemarle Sound water recreation public access area).

On the far horizon, but within site:

- 1) Property Tax Revaluation for 2020 (assessed value as of January 1, 2020)—request for proposals will be presented for distribution in July 2017 and the Board will need to review the scope of work and alternative options for these specifications.
- 2) Renewal, negotiations and consideration of franchise ordinance and landfill host agreement with Republic Services which is due to expire in October 2018.

