

**Windsor, North Carolina
November 13, 2018
REGULAR MEETING**

The Bertie County Board of Commissioners met for their regular meeting today inside the Commissioners Room, 106 Dundee Street, Windsor, NC. The following members were present or absent:

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

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah Tinkham
Assistant County Attorney Jonathan Huddleston
Finance Officer William Roberson
ICMA/NCACC Management Fellow Dominique Walker
Emergency Services Director Mitch Cooper

Around 3:30pm, Gene Motley of the Roanoke-Chowan News Herald was present from the media.

CALL TO ORDER

Chair Bazemore called the meeting to order.

INVOCATION/PLEDGE OF ALLEGIANCE

Commissioner White led the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

Ishmeal Muldrow of Lewiston-Woodville, and Director of Hope Community Center, and Tim Bazemore Jr. spoke to the Board regarding their concerns during the most recent election.

APPOINTMENTS

(1) Broadband Grant Update by Kevin Richards of Mid-East Commission, and Curtis Wynn of Roanoke Electric Cooperative

Mr. Kevin Richards reminded the Board that the CDBG Broadband grant award date was on January 5, 2018 in the amount of \$250,000. The release of funds date was slated for June 21, 2018. However, the current status shows that the release of funds was deferred due to the need to move antenna pole locations that were originally submitted in the grant application.

The consultant on the project became aware that the locations submitted were not ideal locations and has since provided new pole locations. The revised information has been resubmitted to the grant agency, and they are now requiring us to review the Environmental Review Record and to report the request for release of funds.

If the environment review process is not done correctly, Mr. Richards advised that the grant agency could terminate the grant. He assured that great care was taken to avoid that from happening.

The requirements will be fulfilled no later than early next week. At that time, and if approved, it would take approximately 30 days for the funds to be released.

(2) Presentation of LUCA (Local Update of Census Addresses) initiative for 2020 Census by Mid-East Commission, Executive Director, Bryant Buck as requested by the Board in March 2018

Mid-East Commission, Executive Director, Bryant Buck provided an update about the preparations being taken for the upcoming 2020 Census. In summary, the LUCA initiative is working to ensure as many residents as possible in Bertie are accounted for the next Census.

Addresses are being cross checked between various departments and agencies including the Bertie County Tax Office, 911 Emergency system, Bertie County Tax Mapping Office, and are being merged with parcel numbers both for residential and commercial purposes.

BOARD APPOINTMENTS

Bertie County Library Board

Commissioner Lee made a **MOTION** to reappoint Lewis C. Hoggard, III. to the Bertie County Library Board. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

Vice Chair Wesson encouraged all citizens present to review the available vacancies on the County's website and to submit their names for appointment to the County's many boards and committees.

CONSENT AGENDA

The Consent Agenda was approved as follows:

1. **Minutes** – Regular Session 10-1-18, Work Session 10-16-18, Closed Session 10-16-18
2. **Fees Report** – October 2018
3. **Budget Amendments** - #19-03 (next page)
4. **Tax Release Journal** – September 2018, October 2018
5. **Policy** – Social Media comments
6. **Approval Documents** – Firefighter Training Center - land acquisition, transfer of property to Windsor, maps & survey as previously approved to purchase 6.0 acres from Cashie Golf & Country Club per attached survey in the amount \$14,500 as approved June 4, 2018. It is also requested via motion that the County Attorney be authorized to prepare appropriate documentation for the transfer of 4.78 acres to the Town of Windsor for the establishment of the firefighting training facility and establishment of a thirty-foot easement (0.56 acres) per attached survey. Per Board approval, the preparation of a deed would be required to transfer approximately $\frac{3}{4}$ acre to Cashie Golf and Country Club (driving range overlap) upon completion of final boundary survey.
7. **Approval Documents** - Courthouse property for additional parking– approval for purchase (\$18,000) of property at the corner of Queen and Dundee Streets, parcel number 6802-73-4828.
8. **Longevity Pay** – amendment for County Personnel Policy
9. **Resolution** – honoring Father Aaron Bazemore, historical highway marker

10. **Project authorization and additional services agreement #002** – completion of construction documents and construction administration services presented at October 16th Work Session

12. **Work Authorization #3** – Holland Consulting Planners, Hurricane Matthew NC-DRA

Vice Chair Wesson made a **MOTION** to approve the Consent Agenda in its entirety. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

Budget amendment #19-03 reads as follows:

BUDGET AMENDMENT			
		# 19-03	
	INCREASE		INCREASE
10-4190-5351-06	\$ 56,470		10-0090-4991-99 \$ 56,470
PO'S NOT COMPLETED IN LAST YEAR, REALLOCATE IN NEW YEAR AND OPEN NEW PO			
COURTHOUSE IMPROVEMENTS			
	INCREASE		INCREASE
10-4190-5351-08	\$ 150,161		10-0090-4991-99 \$ 150,161
PO'S NOT COMPLETED IN LAST YEAR, REALLOCATE IN NEW YEAR AND OPEN NEW PO			
BLUE JAY IMPROVEMENTS			
	INCREASE		INCREASE
10-6100-5697-26	\$ 17,500		10-0090-4991-99 \$ 17,500
ALLOCATE MONEY TO UPDATE ADDRESS POINTS USING MID-EAST - APPROVED : 3/12/18.			
	INCREASE		INCREASE
10-0011-4111-35	\$ 1,200		10-4140-5399-01 \$ 1,200
INCREASE BUD FOR CONTRACT SERVICES - AUDITS TO PAY COUNTY TAX SERVICE (CTS)			
	INCREASE		INCREASE
12-0025-4531-02	\$ 32,059	DSS	12-5380-5399-70 \$ 32,059
TO INCREASE BUDGET TO MATCH REVISED CRISIS MONEY BY THE STATE			
	INCREASE		INCREASE
10-4330-5570-00	\$ 14,500		10-0090-4991-99 \$ 14,500
ALLOCATE MONEY TO PURCHASE LAND (FIREFIGHTER TRAINING CENTER / MCC)			
	INCREASE		INCREASE
10-4190-5570-00	\$ 18,000		10-0090-4991-99 \$ 18,000
ALLOCATE MONEY TO PURCHASE LAND (COURTHOUSE PARKING : CORNER OF DUNDEE/QUEEN STREETS)			
	INCREASE		INCREASE
10-4950-5121-00	\$ 6,767		10-0090-4991-99 \$ 8,387
10-4950-5181-00	\$ 518		
10-4950-5182-00	\$ 1,102		
INCREASE BUD FOR COOP EXTENSION			
LEGISLATIVE UPDATES AND JOB RE-EVALUATIONS			
APPROVED ___ / ___ /2018			

The new County longevity policy reads as follows:

week and law enforcement officers working an average 42 hours per week, will be determined by dividing the average number of hours scheduled per year into the annual salary established for the position.

Section 16. Longevity Pay

Full and part-time employees of the County are compensated for continuous years of service with the County by payment of a longevity supplement based on continuous years of service as of November 30 of each year. Longevity payments will be made in December of each year. Continuous service is continuous employment including any approved leave or involuntary reduction in force.

Longevity amounts shall be as follows:

<u>Years of Service</u>	<u>Amount</u>
0 - 5 years	\$ 200
5 - 10 years	\$ 400
10 - 15 years	\$ 600
15 - 20 years	\$ 800
20 - 25 years	\$1,000
25 - 30 years	\$1,200
30 - 35 years	\$1,400
35 - 40 years	\$1,600
40 - 45 years	\$1,800
45 - 50 years	\$2,000

Longevity pay will be issued in December or as designated by the County Manager.

Section 17. Pay for "Interim" Assignment in a Higher Level Classification

An employee who is formally designated for a period of at least one month to perform the duties of a job that is assigned to a higher salary grade than that of the employee's regular classification shall receive an increase for the duration of the "interim" assignment. The employee shall receive a salary adjustment to the entry level (Hiring rate) of the job in which the employee is acting or an increase of 10%. Criteria involved in determining the amount of compensation shall include

- a) the difference between the existing job and that being filled on a temporary basis, and
- b) the degree to which the employee is expected to fulfill all the duties of the temporary assignment.

The salary increase shall be temporary and the employee shall go back to the salary he or she would have had if not assigned to the "acting" role upon completion of the assignment.

The resolution honoring Father Aaron Bazemore was also read into the record, and is below:



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**

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

*Resolution
Honoring the Historical Highway Marker
For Father Aaron Bazemore*

WHEREAS, Father Aaron Bazemore lived a life of service from 1881-1992; and

WHEREAS, Father Bazemore founded the St. John Church of God in Christ (COGIC) in 1911; and

WHEREAS, Father Bazemore, who led by the grace of God, pioneered the COGIC denomination in North Carolina; and

WHEREAS, through Father Bazemore’s spiritual leadership, over 150 COGIC denominated churches were established in Edenton, Greenville, and Washington; and

WHEREAS, Father Bazemore navigated the racial divisions during the Jim Crow era, welcoming all people to the COGIC denomination; and

WHEREAS, in 1980, Bazemore Temple Church of God in Christ (COGIC) was dedicated in the name of Father Aaron Bazemore; and,

WHEREAS, at 111 years of age, Father Bazemore passed away in 1992 and is buried in the cemetery of his church’s name sake; and

WHEREAS, for his valiant effort and historical significance, Father Bazemore will be honored at the unveiling of his historical highway marker at NC 308 (Governors) Road on November 17, 2018; and

NOW, THEREFORE, THE BERTIE COUNTY BOARD OF COMMISSIONERS DOES HEREBY express their support for the historical highway marker and extends congratulations to the late Father Bazemore, and his decedents, for a much-deserved achievement.

This the 13th day of **November**, 2018.

A handwritten signature in black ink, appearing to read "Ernestine Bazemore", written over a horizontal line.

Ernestine Bazemore, Chair of the Board

DISCUSSION AGENDA

1. EMS Station One – project update and expenditure report

County Manager Sauer reported that construction is nearly complete and expenditures for the hard construction of the facility total \$267,217 or \$53.44 per square foot as of this date. Engineering, site work and utilities are anticipated at an additional \$238,736 or \$47.75 per square foot. Construction of this 5,000 square foot facility is on target to be \$101.00 per square foot.

2. Update – SECU/Teacher Housing grant initiative by Vice Chair Wesson

Vice Chairman Wesson advised that this item has not moved much in the last several months due to the legislature not being scheduled to review this matter again until early 2019. He reiterated that this item was approved by the State Employees Credit Union, and that the money has been appropriated for the project, but they would need a final decision from the legislature before the project could move forward. Mr. Wesson stated that SECU was okay with the delay and that they would revisit the project once it moves through the appropriate channels.

3. Update - Junior Commissioner initiative in advance of a visit from Superintendent on December 3

The Board Chair briefly reviewed this item and hoped that all Commissioners had received enough clarity for this item to move forward. Up to two students would be submitted to the County and would be sworn in at the Board's next meeting on December 3, 2018.

4. Voting Delegate designation – Legislative Goals Conference

Vice Chair Wesson made a **MOTION** to make current Chair, Ernestine Bazemore, the designated voting delegate for Bertie County at the 2019 Legislative Goals Conference. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

5. Introduction of historical marker effort for the 2nd Carolina Colored Infantry by Earl L. Ijames, Curator, NC Museum of History scheduled for the December 3 agenda

County Manager Sauer briefly introduced this item to the Board and the desired letter of support was available in the Board's agenda packet.

ICMA/NCACC Management Fellow also came forward to report that the Bertie County Poverty Commission would be reviewing the letter of support and would be putting it to a vote at their next meeting on November 27th.

The Poverty Commission's recommendation would then be brought to the Board of Commissioners on December 3rd where the Board will also receive a presentation from Dr. Ijames.

6. Authorization for County Finance Officer to sell county equipment with an asset value of less than \$1,000 by private negotiation or public sale per NCGS 160A-266(c)

A request had been recently received by Maintenance Superintendent, Anthony Rascoe, for the ability to sell items worth less than \$1,000 in order to conserve valuable storage space in his maintenance building. Per NCGS 160A-266(c), a local governing body or entity can via their Finance Director to dispose of items at or below this dollar value via private negotiation or public sale.

The Board had no issue with the request, but Vice Chair Wesson did ask if a list of real property could be generated for the Board to review for potential sale outside of an official County auction sale either via local advertising or other means.

Commissioner Trent made a **MOTION** to grant the request made by Maintenance Superintendent Anthony Rascoe for the County Finance Officer to have the authority to sell county equipment with an asset value of less than \$1,000 by private negotiation or public sale per NCGS 160A-266(c). Vice Chair Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

7. Water System – review of recent capital project activity and operational update

Water Superintendent, Ricky Spivey, was present for this portion of the meeting.

Mr. Spivey and County Manager Sauer briefly discussed some of the latest updates to the County's telemetry system, and some recent issues that have been experienced by customers in limited areas around the County.

Some citizens have reported increased water pressure which was desired, but that has led to some expanding joints that needed to be addressed.

Ultimately, the telemetry improvements have been a success, but the Water Department will continue to monitor and evaluate the need for other adjustments.

Vice Chair Wesson reported that some citizens in South Windsor had experienced a spitting or sputtering like noise upon turning on the taps in their homes. Mr. Spivey stated that this could be apart of the transitional process caused by trapped air bubbles between the new and old system, and that it should not take much longer for the problem to subside.

Commissioner Lee commended Mr. Spivey for his diligence and quick service when she has requests from citizens regarding water, water pressure, etc.

8. Calendar Reminders

- **Board's regular meeting December 3, 2018 at 6:00 PM**
- **Thursday, December 6, 2018, Employee Appreciation Luncheon at 1:00 PM**

The Board was reminded of these events.

COUNTY MANAGER'S REPORTS

County Manager Sauer stated that word had been received from Holland Consulting Planners that the buy out process for eligible citizens in the County would begin in early 2019. Two families living on NC 13/17 south of Windsor will be assisted as part of the NCDRA 2017 program.

COUNTY ATTORNEY REPORTS

The County Attorney had no reports at this time.

PUBLIC COMMENTS

Ishmeal Muldrow forwarded a concern he had received while working the election polls in Lewiston-Woodville during the November mid-terms. He stated that he had heard from several citizens that multiple voting sites should be brought back for early voting during the next election. That many sites should be available for early voting purposes so that citizens have better access to vote where it is more convenient.

COMMISSIONERS REPORTS

Chair Bazemore

Chair Bazemore expressed how thankful we as a County should feel the Hurricane Florence did not impact us the way it impacted other parts of our state. That she had been told by Dr. Stan Riggs who is completing our flood mitigation study that the Board would not even be sitting in the Board Room tonight. That our area would still be devastated from that storm and would remain that way for a time to come. She reiterated her desire for control over the variables that cause flooding in Windsor, and to prepare for the future even if that means moving the Town of Windsor, so to speak, to higher ground.

Commissioner Trent

Commissioner Trent reported that work on the new EMS Station One was near completion and that revitalization plans for the Town of the Lewiston-Woodville were steaming ahead as well with the addition of a community building, and recreation features, among other improvements.

Commissioner Lee

Commissioner Lee reminded all of those present that the Perrytown Fire Department would be hosting its annual herring cooking fundraiser this Friday.

She also reported that logging at the Tri-County Airport Authority was nearly complete, and some additional money from the sale of the timber was a positive addition to the budget.

The Airport is proceeding forward with a runway extension.

There is some additional logging needed but weather conditions have prevented that from continuing for the time being.

Ms. Lee also mentioned that the BINGO event hosted for the Bertie County Humane Society was a success and that she enjoyed her time at that event.

Commissioner White

In his last remarks as a Commissioner, Mr. White stated that it was his honor and privilege to serve as a member of the Board for the last four years. He also extended his prayers to Mr. Bond, Basketball Coach for Bertie County High School, who was involved in a car accident recently and was still in the hospital in critical care.

Vice Chairman Wesson

Vice Chair Wesson thanked the community for their support during his recent NC House campaign. He stated that he had wished the outcome were different, but that “life goes on” and he is looking forward to the rest of his term as a Bertie County Commissioner.

He also stated that he was looking forward to continuing to serve on the Mid-East Commissioner Director’s Board where he is currently the Vice President.

There were no other reports at this time.

ADJOURN

Chair Bazemore **ADJOURNED** the meeting at 4:45 PM.

Ernestine Bazemore, Chair

Sarah S. Tinkham, Clerk to the Board