

Bertie County Board of Commissioners



November 13, 2018
1:00 PM

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

BERTIE COUNTY BOARD OF COMMISSIONERS
November 13, 2018
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.

1:00 Work Session – Update from MHAWorks design team, Mr. Albi Mclawhorn – joint Cooperative Extension/Bertie County Library facility

3:00 Call to Order and Welcome by Chair Bazemore, Commissioners Room, Windsor

Invocation and Pledge of Allegiance by Commissioner White

Public Comments (3-minute time limit per speaker)

(A)

***** APPOINTMENTS *****

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

(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

Board Appointments (B)

1. Bertie County Library Board

Consent Agenda (C)

1. Approve Minutes for Regular Session 10-1-18
2. Approve Minutes for Work Session 10-16-18
3. Approve Minutes for Closed Session 10-16-18
4. Register of Deeds Fees Report – November 2018
5. Budget Amendments
6. Tax Release Journal – September 2018, October 2018
7. Social Media Policy
8. Firefighter Training Center final approval documents – land acquisition, transfer of property to Windsor, maps & survey as previously reviewed
9. Courthouse property for additional parking final approval documents – approval for purchase (\$18,000)

10. Longevity Pay – amendment for County Personnel Policy
11. Resolution – honoring Father Aaron Bazemore, historical highway marker
12. Approval of MHAworks Project Authorization and Additional Services Agreement #002 for completion of construction documents and construction administration services presented at October 16th Work Session
13. Work Authorization #3 – Hurricane Matthew NC-DRA for Holland Consulting Planners

*****OTHER ITEMS*****
Discussion Agenda (D)

1. EMS Station One – project update and expenditure report
2. Update – SECU/Teacher Housing grant initiative by Vice Chair Wesson
3. Update - Junior Commissioner initiative in advance of a visit from Superintendent on December 3
4. Voting Delegate designation – Legislative Goals Conference

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
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)
7. Water System – review of recent capital project activity and operational update
8. Calendar Reminders
 - Board's regular meeting December 3, 2018
 - Thursday, December 6, 2018, Employee Appreciation Luncheon

Commissioners' Reports (E)

County Manager's Reports (F)

County Attorney's Reports (G)

Public Comments Continued

Closed Session

Adjourn

Bertie County Board of Commissioners



November 13, 2018
6:00 PM

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

BERTIE COUNTY BOARD OF COMMISSIONERS
November 13, 2018
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.

1:00 Work Session – Update from MHAWorks design team, Mr. Albi Mclawhorn – joint Cooperative Extension/Bertie County Library facility

3:00 Call to Order and Welcome by Chair Bazemore, Commissioners Room, Windsor

Invocation and Pledge of Allegiance by Commissioner White

Public Comments (3-minute time limit per speaker)

(A)

***** APPOINTMENTS *****

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

(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

Board Appointments (B)

1. Bertie County Library Board

Consent Agenda (C)

1. Approve Minutes for Regular Session 10-1-18
2. Approve Minutes for Work Session 10-16-18
3. Approve Minutes for Closed Session 10-16-18
4. Register of Deeds Fees Report – November 2018
5. Budget Amendments
6. Tax Release Journal – September 2018, October 2018
7. Social Media Policy
8. Firefighter Training Center final approval documents – land acquisition, transfer of property to Windsor, maps & survey as previously reviewed
9. Courthouse property for additional parking final approval documents – approval for purchase (\$18,000)

10. Longevity Pay – amendment for County Personnel Policy
11. Resolution – honoring Father Aaron Bazemore, historical highway marker
12. Approval of MHAworks Project Authorization and Additional Services Agreement #002 for completion of construction documents and construction administration services presented at October 16th Work Session
13. Work Authorization #3 – Hurricane Matthew NC-DRA for Holland Consulting Planners

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

Discussion Agenda (D)

1. EMS Station One – project update and expenditure report
2. Update – SECU/Teacher Housing grant initiative by Vice Chair Wesson
3. Update - Junior Commissioner initiative in advance of a visit from Superintendent on December 3
4. Voting Delegate designation – Legislative Goals Conference

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
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)
7. Water System – review of recent capital project activity and operational update
8. Calendar Reminders
 - Board’s regular meeting December 3, 2018
 - Thursday, December 6, 2018, Employee Appreciation Luncheon

Commissioners’ Reports (E)

County Manager’s Reports (F)

County Attorney’s Reports (G)

Public Comments Continued

Closed Session

Adjourn



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 13, 2018

SECTION: Appointments

DEPARTMENT: Governing Body

TOPICS:

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

(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

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: November 13, 2018

SECTION: Board Appointments

DEPARTMENT: Governing Body

TOPICS:

1. Bertie County Library 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: ---



B-1

Bertie County Library Board

Immediate Vacancies: 1

Position Vacancy:

Board	Term	Name	Began	End
Bertie County Library Board	3 years	Lewis C .Hoggard, III.	8/6/2012	8/31/18

Special requirements: N/A

Notes: The individual has completed the required application.

Attendance of Current Members: N/A

Applications Received:

Lewis C. Hoggard, III.

Current Members (unexpired):

1. Lewis C. Hoggard, III.
2. Marion Lee
3. Kay Brantley
4. Thelma Law
5. Daphne Bond
6. Irene Walker



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 X No ___

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

Do you live within any corporate or town limits? YesX 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 Employer: Roanoke Chowan Community College

Business Address: 109 Community College Rd. Ahoskie NC 27910

Business Phone Number: 252-862-1277 Business Fax:

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

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

Qualification for specific category: _____

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

CPTA, Mid-East Commission, NCWorks Committee (WFDB)

If reapplying for a position you presently hold, how long have you served? 8 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 former Bertie County Commissioner, and understanding of county government and transportation barriers that we face in our rural counties, has afforded me the opportunity to learn and become a valuable asset to the CPTA Board of Directors.

Do you have any delinquent Bertie County taxes? Yes NoX

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: _____ 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.



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 13, 2018

SECTION: Consent

DEPARTMENT: Governing Body

TOPICS:

1. Approve Minutes for Regular Session 10-1-18
2. Approve Minutes for Work Session 10-16-18
3. Approve Minutes for Closed Session 10-16-18
4. Register of Deeds Fees Report – November 2018
5. Budget Amendments
6. Tax Release Journal – September 2018, October 2018
7. Social Media Policy
8. Firefighter Training Center final approval documents – land acquisition, transfer of property to Windsor, maps & survey as previously reviewed
9. Courthouse property for additional parking final approval documents – approval for purchase (\$18,000)
10. Longevity Pay – amendment for County Personnel Policy
11. Resolution – honoring Father Aaron Bazemore, historical highway marker
12. Approval of MHAworks Project Authorization and Additional Services Agreement #002 for completion of construction documents and construction administration services presented at October 16th Work Session
13. Work Authorization #3 – Hurricane Matthew NC-DRA for Holland Consulting Planners

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: ---

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



C-1

Windsor, North Carolina
October 1, 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
Economic Development Director Steve Biggs
Tax Administrator Jodie Rhea
Emergency Services Director Mitch Cooper
Building Code Enforcement Officer Chris Surgeon
Planning Director Traci White

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 Wesson led the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

Rhonda Henricks, Career Readiness Coordinator for the NC Department of Public Safety, was present to share a report about the recent successes of the Bertie County CADET program at Roanoke-Chowan Community College.

The program is now in its 3rd year and members of the third cohort are reportedly doing well.

Several program graduates were highlighted and had recently been accepted or are currently completing college coursework in Criminal Justice at areas universities.

Ms. Hendricks explained that the goal for these students was to expose them to as many possible careers in the field of Public Safety as possible – EMS, Fire, Police, Paramedicine, etc.

She also acknowledged Dr. Stanley Elliot, President of Roanoke-Chowan Community College for their continued partnership, and announced the Martin Community College will be adopting a similar program in the years to come.

At this time, Commissioner Trent thanked Joe Dehner of Republic Services for their donation of \$10,000 to the program, his wife, Ms. Beverly Trent, for her \$5,000 contribution, and Perdue Farms of Lewiston-Woodville for their \$2,000 commitment, respectively.

Vice Chairman Wesson inquired if NCDPS had any idea if a scholarship program could be made available to students during the “bridge” between finishing school and being employed by a local, Bertie County agency.

Commissioner Trent discussed that security guards were needed at Perdue Farms, and that the Plant Manager, Jeff Stalls, was interested in hiring on cadet graduates to serve in these positions.

Commissioner Lee acknowledged the difficult year NCDPS has had since the passing of the cadet program spear head, Ms. Gwen Norville.

Ms. Hendricks thanked the Board for their ideas and comments, and stated that a scholarship fund was in the works in honor of Ms. Norville as she truly cared a great deal about this initiative from infancy. Lastly, Ms. Henricks noted a Trunk or Treat event at the Bertie County Central Services Complex on October 31st from 5:00-7:30 PM.

Chair Bazemore concluded by thanking Ms. Hendricks for her report and stated that she knew the Board was looking forward to the continued partnership.

APPOINTMENTS

(1) Oath of Office – Commissioner Trent – Roanoke-Chowan Community College (RCCC) Board of Trustees, by Clerk of Superior Court, Vasti F. James

At this time, Chair Bazemore announced that there would be a special presentation in honor of Commissioner Trent.

In recent weeks, NC Governor, Roy Cooper, formally recommended the appointment of Mr. Trent to the RCCC Board of Trustees.

Clerk of Superior Court, Vasti F. James, came forward to administer Mr. Trent's oath. Dr. Stanley Elliot of RCCC was also present, and the Holy Bible was held by Mr. Trent's wife, Beverly.

After the oath was administered, there was a brief press photo opportunity.

(2) Revaluation Team Introductions – Tax Administrator, Jodie Rhea

Tax Administrator, Jodie Rhea, was unable to introduce the revaluation team at this time due to several members that are unable to be present.

However, he did update the Board on the prep work being completed for revaluation including the printing of property record cards and other required administrative tasks.

(3) Introduction of John White, Legislative Director for NC Department of Commerce

This item was deferred until the Board's November meeting.

(4) Introduction of Amtrak Passenger Rail Station in Weldon, NC by Economic Development Director, Steve Biggs

Economic Development Director, Steve Biggs, introduced an initiative that had been recently supported by several surrounding counties. The project would bring back an Amtrak passenger station to Weldon, NC in Halifax County.

The former train station would be reopened to Amtrak train passengers and a separate space of the building would also serve as Halifax County's public library.

Mr. Biggs asked that the Board formally recognize and vote to support this initiative.

Chair Bazemore requested that the County Manager read the resolution into the record:



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 SUPPORTING THE LOCATION OF A PASSENGER RAIL STATION &
SERVICE IN WELDON, NC**

WHEREAS, many towns and economic centers in northeastern North Carolina were formed along railroads and continue to rely on this critical infrastructure to support economic progress; and

WHEREAS, the Town of Weldon has a rich rail history as the home of the Wilmington and Weldon Railroad, the longest railroad in the world at the time of completion in 1840; and

WHEREAS, railroads continue to be vital to the growth of North Carolina's economy and to the development, strength and diversity of its businesses and education, cultural, and civic institutions; and

WHEREAS, the ability for the Weldon, Halifax County and the surrounding area to compete in a global economy requires an efficient and diverse transportation network to provide stable transportation costs and to increase travel between metropolitan communities and regions; and

WHEREAS, the location of a passenger rail station in Weldon will provide access to passenger rail for approximately 122,000 residents that live more than 30 minutes from a passenger rail station; and

WHEREAS, passenger trains offer an economical mode of transportation that is usually less expensive than driving or flying and CLOSER to communities than commercial airports; and

WHEREAS, passenger rail access in Weldon, NC will connect the Northeast region to education and employment opportunities in urban areas and improve the quality of life and income levels of its residents; and

WHEREAS, passenger rail service in Weldon, NC will stimulate economic activity and spur private investment in the area around the rail station; and

WHEREAS, a passenger rail station in Weldon, NC will support commercial activity by bringing visitors into proximity of shopping, retail, tourism, and other destinations, thereby increasing business activity and tax revenues; and

WHEREAS, the location of a passenger rail station and service in Weldon, NC is the highest priority rail project in Halifax County; and

WHEREAS, the Town of Weldon, by resolution, has authorized the Weldon Library as the location of passenger rail station.

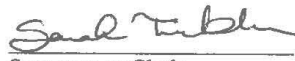
NOW, THEREFORE, BE IT RESOLVED by the Bertie Co. Commissioners **THAT:**

- The Board supports the NC Department of Transportation's (NCDOT's) plans to construct a second Roanoke River crossing which will include approximately 10.5 miles of double track across the National Gateway Corridor.
- The Board supports the location of an Amtrak Passenger Train Station in Weldon, North Carolina.

Adopted this 1st day of October, 2018.



Chairman



Secretary or Clerk

Commissioner Lee made a **MOTION** to approve and support the resolution for an Amtrak Passenger Rail Station in Weldon, NC as presented. Chair Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

In closing, Mr. Biggs thanked the Board for their support. He also announced that the State is now offering “Finish Line grants” to college students. The grants could assist students with unforeseen financial matters if they have completed at least three-quarters of their coursework. The grant was designed to keep students enrolled in college especially if they are close to graduation, but face financial challenges towards the end of their college career. The grants could assist with car repairs, rent, insurance, etc. Students are encouraged to visit the Finish Line grant website for more information, or to speak with their college directly.

BOARD APPOINTMENTS

Bertie County Library Board

Commissioner Lee made a **MOTION** to reappoint Irene Walker to the Bertie County Library Board. Chair Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

CONSENT AGENDA

The Consent Agenda was approved as follows:

1. **Minutes** – Regular Session 9-10-18 as amended with revised text provided by the County Attorney, Work Session 9-10-18, Closed Session 9-10-18
2. **Fees Report** – September 2018
3. **Budget Amendments - #19-02** (next page)
4. **Tax Release Journal** – August 2018
5. **Ordinance** – Solid Waste Landfill Disposal Franchise – effective today

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

Budget amendment #19-02 reads as follows:

BUDGET AMENDMENT				
# 19-02				
INCREASE			INCREASE	
10-5860-5399-95	\$	30,312	EDTAP	10-0025-4586-03 \$ 30,312
12-5380-5399-95	\$	1,974	EDTAP	12-0025-4586-03 \$ 1,974
12-5380-5399-94	\$	-	WF	12-0025-4531-10 \$ -
10-6100-5695-20	\$	44,564	RGP	10-0025-4585-04 \$ 44,564
TO SETUP/ADJUST BUDGET FOR ROAP TRANSPORTATION MONEY FROM STATE				
INCREASE			INCREASE	
12-5310-5499-90	\$	1,500		12-0070-3981-10 \$ 1,500
10-9800-5980-12	\$	1,500		10-0090-4991-99 \$ 1,500
ALLOCATE MONEY RECEIVED NEAR THE END OF JUNE TO PURCHASE SHREDDER				
APPROVED 10/01/2018				

DISCUSSION AGENDA

1. Fire Code Enforcement Updates by Planning Director, Traci White

Planning Director, Traci White, provided an outline in the Board’s agenda packet on pg. 73 that highlighted upcoming changes to the NC State Fire Code. The new changes would be effective beginning January 1, 2019.

The Board asked that this item be featured on an upcoming Work Session agenda for further deliberation.

2. Discuss Public Hearing for Airport Height Ordinance

The Board asked that this item be featured on an upcoming Work Session agenda for further deliberation.

3. Local Option Use and Sales Tax public education advertising

The Board briefly reviewed a potential advertising piece for the Local Option Use and Sales Tax initiative due to be on the November 6, 2018 ballot.

Vice Chairman Wesson reported that this item was being supported by the Democratic Party and will be a selected choice on the distributed sample ballots.

In addition to placing this advertisement into local newspapers, Commissioner Lee and Chair Bazemore inquired if this item could be sent home to students with BCPS.

Vice Chairman Wesson made a **MOTION** for County Administration staff to move forward with the advertising and distribution of the flyer as discussed. Commissioners Trent and Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

4. Discuss resolution submitted by Commissioner Lee – protecting NC farmers

County Manager Sauer prefaced this item by stating that the resolution being proposed was originally geared toward hog farmers, and that if the Board desired, additional work could be done to better include various types of farmers.

Vice Chairman Wesson and Commissioner Lee stated their support for the resolution as written.

Commissioner Lee made a **MOTION** to approve the resolution in support of protecting NC farmers in Bertie, and across the state in light of the recent lawsuit that was settled in the disfavor of hog farmers in Pender County. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

The resolution reads as follows:



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 "RON" WESSON, Vice Chairman
JOHN TRENT
TAMMY A. LEE
STEWART WHITE

**RESOLUTION BY THE BERTIE COUNTY BOARD OF
COMMISSIONERS TO PROTECT NORTH CAROLINA FARMERS**

WHEREAS, agriculture is one of the most significant drivers of North Carolina's economy, creating tens of billions in economic activity, employing 17 percent of the state's workers and accounting for nearly 20 percent of the state's economy; and

WHEREAS, 26 lawsuits have been filed in North Carolina asserting nuisance allegations against Murphy-Brown, a subsidiary of Smithfield Foods; and

WHEREAS, while the lawsuits name Murphy-Brown as a defendant, most of the farms affected by the lawsuit are independently-owned family farms who, despite operating their farms in a law-abiding manner, stand to lose their livelihoods as result of the litigation; and

WHEREAS, during the trial phase of a recent case, the jury was denied the ability to conduct a site visit to experience first-hand the conditions complained of and after verdicts were reached, a gag order was entered preventing farmers and their neighbors from publicly discussing the conditions on their farms or the effects of the lawsuits on their farming communities.

WHEREAS, the Bertie County Board of Commissioners fear that if this verdict is not overturned, it will set a precedent with far reaching ramifications devastating to North Carolina's agricultural economy, harmful to rural farming communities and will push hardworking family farmers into bankruptcy by stymying their ability to produce fruits and vegetables, raise livestock and seafood, and grow crops and grains.

NOW, THEREFORE BE IT RESOLVED that the Bertie County Board of Commissioners does hereby support not only the Swine Farmers of Eastern North Carolina, but the many poultry, crop, and livestock farmers in the State who stand to face similar claims in their communities here and across the country.

Approved this the 1st day of **October**, 2018.


Tammy Lee


Ernestine Bazemore


John Trent


Stewart White


Ronald "Ron" Wesson

5. Discuss proposed Social Media Comments and Public Records Policy – Bertie County Government Facebook page

The Board asked that this item be featured on an upcoming Work Session agenda for further deliberation.

6. Set 2018 Employee Appreciation Luncheon date – Thursday, December 6, 2018

The 2018 County Employee Appreciation Luncheon date was officially set for Thursday, December 6, 2018 and will coincide with the Windsor Christmas Parade.

COUNTY MANAGER’S REPORTS

The County Manager gave no remarks at this time.

COUNTY ATTORNEY REPORTS

The County Attorney had no remarks at this time.

PUBLIC COMMENTS

At this time, Chair Bazemore recognized Emergency Services Director, Mitch Cooper.

She asked Mr. Cooper to discuss his latest travels to storm effected areas around the state including both Sampson and Jones County.

There was a brief discussion about the needs that residents still have in the wake of the storm including tarps, building materials, and monetary donations.

In closing, Mr. Cooper mentioned how lucky and proud he felt to be working for Bertie County under the Board's direction.

The Board commended Mr. Cooper for his leadership and continued dedication to Bertie County.

Also, County Manager Sauer presented a brief PowerPoint highlighting a trip that he and several Board members took to Campbell University. The Board members and Mr. Sauer were given a tour of the new Osteopathic Medicine building and were given short demonstrations of the various technology including life like robots designed to present students with real-life medical scenarios.

County Manager explained for the audience that Campbell University, located in Harnett County, has a new President, Dr. J. Bradley Creed who is seeking to develop an outreach program in eastern North Carolina. Dr. Dennis Bazemore, the Vice President for Student Life at CU has family ties to the area and he suggested Bertie County for this initiative. In August, Dr. Bazemore and two of his colleagues visited Bertie County and discussed possible collaboration with the County and the public schools in the areas of public health, community paramedicine, science and sports. It is envisioned that this effort may create educational opportunities for local students and faculty training and leadership development for the school system explained Mr. Sauer. Board Chair Bazemore, Commissioner Lee and Commissioner White attended the campus tour and football game at Campbell University on September 29th.

Monica Lassiter of Lewiston-Woodville stated to the Board to "just hang in there" as she knows the County faces many challenges at one time.

A member of the Planning Committee for the NAACP was present to remind all of those present of the NAACP Veterans and EMS Banquet to be held on Saturday, October 13th at Chief's on the River in Windsor. Tickets are \$25 each and are still available for purchase.

COMMISSIONERS REPORTS

Chair Bazemore

Chair Bazemore reminded all of those present about several dates including the Mayors and Commissioners Dinner to be held on Thursday, October 11th at 7:00 PM. She also reminded the Board that they were invited to attend the Church of Evening Light's event on Saturday, October 20 at 7:00 PM.

Commissioner Trent

Commissioner Trent reported that the sally port in front of the courthouse had been completed, and that bullet proof glass would arrive in the coming days. The glass will enclose the ramp area that will later be used for security.

He also reported that EMS Station One's interior framing had been completed and that work was moving forward on the electrical, plumbing, and HVAC needs.

Also, Blue Jay Recreation Park's new gymnasium roof was near completion.

Lastly, he reported that the Town of Lewiston-Woodville had recently received a \$150,000 grant for demolition of old buildings, as well as for a community building, new ball parks, and other needed items.

Commissioner Lee

Commissioner Lee reminded all of those present that the Aulander Peanut Festival is this Saturday, October 3rd from 10:00AM to 7:00PM.

She also detailed a recent conference she attended at Elizabeth City State University about veterans being eligible for reduced or paid tuition. She also reported that ECSU was looking to add an aviation and unmanned drone program.

Commissioner White

Commissioner White thanked Mr. Biggs for his work in securing a new Dollar General in the Merry Hill Community. He also inquired if the Roxobel community was due to receive one as well. Mr. Biggs stated that this is being pursued but nothing concrete can be reported yet.

Vice Chairman Wesson

Vice Chairman Wesson shared his personal experience with Hurricane Florence and wanted to remind all in the County of how fortunate we were to not have received the brunt of the storm.

He also reported that he frequently speaks to citizens in other counties through his NC House campaign, and that they are always so curious to hear about what is happening in Bertie County.

RECESS

Chair Bazemore **RECESSED** the Board's meeting until Tuesday, October 16th at 9:00 AM for a Work Session.

Ernestine Bazemore, Chair

Sarah S. Tinkham, Clerk to the Board



C-2

Windsor, North Carolina
October 16, 2018
WORK SESSION

The Bertie County Board of Commissioners met for a work session today inside the Spivey Meeting Room at the Roanoke-Cashie River, 112 W. Water Street, Windsor. The October 1, 2018 meeting was recessed for the Board to meet for this work session. 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
 Finance Officer William Roberson
 ICMA/NCACC Management Fellow Dominique Walker
 Assistant County Attorney Jonathan Huddleston
 County Attorney Lloyd Smith (10:00am)
 Planning & Inspections Department Traci White (10:00am)
 Building Code Enforcement Officer Chris Surgeon (1:00pm)
 Assistant County Attorney Peggy Smith (2:00pm)
 DSS Director Cindy Perry (2:00pm)

There were no media members present.

RECONVENE

Chair Bazemore reconvened the October 1, 2018 meeting of the Bertie County Board of Commissioners at 9:00am today.

WORK SESSION

Golden LEAF Foundation grant agreement for expanded funding announced October 4th requires Board approval for the joint use facility including the public library, cooperative extension offices and community meeting room. The project amount approved is \$3,801,830 and the initial grant period is six months. Therefore, the County must file a grant extension request to accommodate the project schedule, project management plan and revised project budget to reflect the additional funding approved by the Golden LEAF Foundation.

The County must also submit proof of ownership for the land recently acquired by the County for this project. The County Attorney confirmed that the closing has been finalized and the deed for the four-acre tract has been recorded.

Chair Bazemore made a **MOTION** to approve the grant agreement document included in the Board's work session materials and authorized staff to move forward with this important project. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

The ABC Board has contacted the Board of Commissioners for approval to appoint a Chief Financial Officer (CFO) to the ABC Board. Per legal counsel and applicable statutes, the Board of Commissioners would need to approve the decision. This item was tabled until the November agenda.

Albi McLawhorn and MHAworks--design team review of revised project scope including community meeting space, public library and cooperative extension offices.

Mr. McLawhorn congratulated the County on receiving the \$3.8 million Golden Leaf grant. A new concept plan was presented to the Board depicting the latest layout for the building that will house the public library, cooperative extension, and a community meeting room.

Mr. McLawhorn explained that he has been directed by the county manager to prepare a revised project budget, scope of services, design concept incorporating the expanded programming and a new timetable for this project.

In December, the goal will be to have 65% of the construction drawings completed and preliminary plans submitted to the Governing Body. Then, in January of 2019, approvals are slated to be reviewed and received by the Governing Body. The County will then advertise for construction bid proposals and the bid opening would take place in March 2019.

As an estimate, the proposed project completion date will be sometime between 11 and 14 months from the start of construction, with completion during the second quarter of 2020. .

Mr. McLawhorn also noted several areas that could impact the process and construction including weather conditions, construction speed, contractor availability, etc.

Next step will include additional programming review and input from primary users and related adjustments to design concept for interior space and access to restrooms for staff and the public.

There was a lengthy discussion about expectations for the community room and events it could accommodate. The current square footage allows for conference space, town hall meetings, or annual County events. The estimated capacity for the room would be 200 people.

A generator option was discussed with the building being equipped with a transfer switch and emergency panel so that a generator could be brought in during emergency situations, if needed. The building was also discussed as a possible alternate location if needed during a storm event.

The Board also reviewed a preliminary lump sum cost proposal from MHAworks from final design through construction, and will revisit this item at its work session in March.

The Board briefly discussed changing the Board's regularly scheduled meeting in November to Tuesday, November 13th. The Board will begin with a work session at 1:00 PM to allow for the Board's review of the revised project documents, followed by the Board's regular meeting.

A full project budget and a construction summary will be submitted to the County Manager by Mr. McLawhorn by October 26th.

TGOW easement restrictions and revised appraisal report for adjoining property

An updated appraisal was included in the Board's packet for this work session. County Attorney Smith recommended a Closed Session pursuant to attorney/client privilege.

Tammy Lee made a **MOTION** to go into Closed Session pursuant to NCGS 143-318(a)(3) to consult with the County Attorney. Chair Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

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

Republic Services landfill host agreement extension pursuant to the Solid Waste Franchise Ordinance approved on October 1, 2018

The Board reviewed the Fourth Amendment to Amended and Restated Agreement for Development, Use and Operation of New Landfill and Recycling Facility.

County Manager Sauer informed the Board that the current contract has expired, and the contract being presented simply provides a new term, but otherwise, it mirrors the previous contract.

Vice Chair Wesson made a **MOTION** to approve the proposed contract amendment with Republic Services. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

Courthouse parking expansion at Dundee & Queen Street – status

The Board came to a consensus to return to the owner and offer \$15,000 for the corner lot that will be used for additional courthouse parking.

Hurricane Matthew Recovery Update – Chris Hilbert will review the HMGP buyout status, CDBG-DR and DRA programs

County Manager Sauer introduced Chris Hilbert and Ms. Donna Blackmon of Holland Consulting.

Mr. Hilbert reported that his area (Wilmington) was severely impacted by Hurricane Florence, so some things are slightly off schedule.

The Town of Windsor has been administering the HMGP grant agreement for the last several weeks, and Holland has met with approximately twenty (20) individuals who are participating in the buyout program, based on priority criteria established in 2017 by the County and the Town. Some unique ownership situations have been identified, but the initial paperwork phase has begun with relatively few issues or concerns.

Chair Bazemore asked how long the buyout process typically takes. Mr. Hilbert reviewed the required steps for competitive bids for professional services, e.g. surveying, legal, appraisals and title opinions—all of which must be completed before offers can be extended to property owners.

As soon as this is completed, the individuals listed on the elevation list will be contacted to begin that process, and Holland Consulting will also supervise the building and construction.

County Manager Sauer described that there had been some new leadership involved with CDBG-DR and NC Emergency Management and that historical information, which had already been submitted, was being resubmitted so that new staff members would be aware of the work that had already been completed by the County related to the RFP process, which concluded in December 2017. He further described the methodology employed by the Holland staff to identify appropriate grant funds from various sources to best serve the needs of County residents, in particular low to moderate income families.

Office of the State Fire Marshall—Daniel Austin will review the new fire prevention code compliance and proposed inspection schedule effective January 2019

County Manager Sauer and Planning Director Traci White introduced this next topic. The Board completed their preliminary review of the proposed fire code prevention ordinance at their October 1 regular meeting. Mrs. White discussed how the County will become compliant with State regulations.

Daniel Austin of the NC Office of the State Fire Marshall spoke about a recent review he had completed of various buildings in the County. He noted that there is a large portion of buildings within the County that are not up to date with their fire inspections. He stated that this is a challenge for areas like ours when there are just too few inspectors that are qualified to complete these inspections.

He discussed the pertinent statutes that apply to local governments, and how those requirements came into place, noting that the codes are based on physical hazards of the building or the number of people expected to frequent the building.

The Board asked who in the County would be qualified to complete these inspections, most of which could be done by the current Building Codes Enforcement Officer, Chris Surgeon. Mr. Surgeon currently has a Level 2 Probationary license under the fire category. He stated that he was able to complete most of the County's fire inspections, but that Kenny Perry and G.T. Pittman are currently the only other two people qualified to maintain the certificates needed to perform these inspections.

Commissioner Lee suggested having either local fire chiefs or designated individuals to take the required courses and exams as well.

There was a lengthy discussion on how to properly get each business up to code to maintain as much safety for the employees and patrons as possible.

Mr. Austin also cautioned that if the codes aren't being enforced that the State can come in and take over Bertie County inspections, but that all fees from the permits and fees would go to Bertie County. In closing, he encouraged the Board to keep moving forward, and noted that Northampton and Hertford County are facing similar challenges, and may be able to provide some advice on how to proceed.

Tri-County Airport Height Restriction Ordinance—review staff recommendations and timeline for public hearing/adoption

Planning Director, Traci White, was present to discuss the latest information about the Tri-County Airport height restriction ordinance, and her recent meeting with the Planning Board. She discussed that the Planning Board recommended that tree height be removed from the proposed height restriction ordinance. However, the County Manager is recommending that the language remain unchanged, which is consistent with other similar airport restrictions. She stated that in most cases, a pilot will report any issues with tree height that obstruct the flight path approach area, but currently nothing had been brought to the attention of the Tri-County Airport Authority.

Commissioners Trent inquired where the proposed draft ordinance originated from, and the Planning Director and Commissioner Lee (who sits on the Tri-County Airport Authority Board) mentioned that the ordinance came from the Tri-County Airport originally, and that the Planning Board simply reviewed and provided their recommendations.

The requirement would be a recommended 50ft. height restriction. She discussed a map that had also been received from the Tri-County Airport Authority showing where each county overlaps with others in the tri-county area, and which homes would be the most impacted by this change.

In addition, there were concerns raised by Commissioner White and Commissioner Trent regarding waterfowl impoundments which, if created in the future, may impact the restricted aircraft approach zones for the airport. Assistant County Attorney Jonathan Huddleston directed the governing body to Section 1.04 for the draft ordinance (Use restrictions) where “no use may be made of land or water within any approach zone—create bird strike hazards or otherwise endanger the landing, taking-off, or maneuvering of aircraft intending to use the Tri-County Airport.”

The Board briefly discussed each concern and recommendation made by the Planning Board. Most notably that the Board of Commissioners should serve as the Board of Adjustment since it is a quasi-judiciary board. This would mean the Board of Commissioners would be the main decision-making body on behalf of Bertie County under the airport authority umbrella.

Assistant County Attorney, Jonathan Huddleston, also noted his concerns specifically with the height restriction section, both paragraph A and B. The ordinance seems to allow for the height to be taller than 50ft. based on the wording used.

The consensus of the Board was to move forward with the feedback received by the legal team.

It was also recommended that the Board schedule a public hearing date for the very near future.

NCSU Dr. Barbara Doll's report—discuss dates for rescheduling this event

County Manager Sauer asked when the Board would like to invite Dr. Doll back to the County. The Board asked for Dr. Doll to submit available dates for the end of this year, and into early next year.

NCLOW—discuss dates for update from Dr. Stan Riggs

The Board discussed having Dr. Riggs submit his available dates for the same time parameters as well.

Campbell University leadership visit to Bertie County-November 27th

County Manager Sauer reported that the President, Vice President and Dean of the School of Public Health have committed to visiting Bertie County on November 27th to begin discussions for collaborative programming with the County and the school system. It was discussed to host the Campbell University leadership at the Scotch Hall Preserve. The time is yet to be determined, but most likely this would be considered a luncheon event.

Social media policy-pending legal review

This item will be placed on the November consent agenda for approval. The legal team did not see a need for any changes.

Comprehensive Recreation plan status

County Manager Sauer noted that the 4th draft of the Comprehensive Recreation plan was still under review. He noted that community surveys and stakeholder interviews identified the “facilities most needed” in Bertie County—in rank order as: swimming pools, hiking and jogging trails, fitness centers, gymnasiums, and bike paths. Mr. Sauer is suggesting that the photos and graphics include local citizen participation to highlight priorities which he believed needed to reflect the vision and needs of the citizens.

He showed several example photos of things that he would like for the ECU team to include in the recreation plan. There is more to come on this matter.

Additionally, the County shared areas of the report which need to be enhanced regarding the “inventory analysis of existing facilities” to include more in-depth discussion of the John B. Bond School, the J.P. Law School, the “Place of Possibilities” school facilities and the Powellsville Wellness Center (2nd floor of Dr. Ferguson’s medical building). Ms. Dominique Walker ICMA/NCACC Management Fellow is assisting with this addendum to the report.

Commissioner Lee and Chair Bazemore also suggested that the former daycare facility on NC305 in Aulander be included in the inventory analysis.

County Manager Sauer recommended replacing the report’s cover photo of the golf course at Scotch Hall with a photo (s) of Bertie County children participating in swimming lessons since the citizen input and community meetings identified swimming facilities as the “most needed” in Bertie County. Likewise, he noted that the draft report included numerous photos depicting activities at the Hope Plantation, and did not adequately represent the historical significance of the Blue Jay Recreation Committee in the Indian Woods community.

Chair Bazemore thanked the County Manager for his diligence in trying to make sure this document reflects Bertie as realistically as possible.

Bertie Martin Regional Jail – request received from Chowan County and feasibility study to evaluate feasibility and costs (capital & operating) to expand current facility

The request has been received from Chowan County to partner with Bertie and Martin counties to expand the facility to include inmates from Chowan County. These discussions are very preliminary at this time, and the Jail Commission will review this matter for further consideration at its next meeting.

Quarter cent sales tax referendum – final push for voter information

The Board will see ads in both the Bertie-Ledger Advance and the Roanoke-Chowan News Herald within the next couple of weeks as approved by prior Board action. Some Board members also shared the conversations they had been having about the initiative with Board of Education members and teachers.

**Department of Social Services—review of memorandum of understanding with DHHS.
Also, discuss change in legal services for Child Protective Services and Board member
rotation for Commissioner representative.**

Department of Social Services Director, Cindy Perry, was present for this portion of the discussions. She also introduced new hired contract attorney, Ms. Peggy Smith who will be handling Child Protective Services court proceedings and Child Welfare cases.

Commissioner White took a brief opportunity to thank Ms. Perry and members of her staff who volunteer to work the shelters during Hurricane Florence. He wanted to respectfully thank them for their commitment and dedication to Bertie County especially during times of need.

At this time, Director Perry reviewed several pieces of data that were listed incorrectly based on DHHS information recently shared. She discussed each category and the errors found in various DSS Departments.

She also discussed changes and procedures that are being implemented to ensure DHHS is receiving the most accurate data for any other reports that may be released.

The Board also discussed the likelihood of regionalizing DSS Departments, and what the ramifications may mean if that were to happen such as service delay or disruption, and possible job losses.

**Cancellation of November 5th meeting, new November meeting date of November 13th with
work session and regular meeting beginning at 1:00pm**

Commissioner Lee made a **MOTION** to cancel the November 5th meeting in favor of scheduling a work session and to recess today's session until the regular meeting on November 13th. . .
Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

RECESS

Chair Bazemore **RECESSED** this meeting until 1:00PM on November 13th in the County Commissioners Room.

Ernestine Bazemore, Chair

Sarah S. Tinkham, Clerk to the Board



C-4



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 OCTOBER 2018 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-----	\$4,161.00
10-0030-4344-03	VITAL STATISTICS-----	\$1,371.00
10-0050-4839-02	MISCELLANEOUS(NOTARY OATHS/PHOTO COPIES, ETC)-----	\$339.20
10-0030-4344-04	NO. MARRIAGE LICENSE----- 5 @60.00	\$300.00
		<u>\$6,171.20</u>
10-0018-4240-01	N. C. STATE EXCISE STAMP TAX-----	\$2,679.00
10-0030-4344-10	STATE TREASURER FEE----- 120 @\$6.20	\$744.00
	STATE VITAL RECORDS----- 6 @14.00	\$84.00
		<u>\$9,678.20</u>
10-0000-1251-00	A/R IN/OUT(REFUND)-----	
		<u>\$9,678.20</u>

Annie F. Wilson

REGISTER OF DEEDS - BERTIE COUNTY

By: *Shamedia R. Williams, Asst.*

FOR INFORMATIONAL PURPOSES

D/T /MORTGAGES-----	22 @\$6.20=	\$136.40
ADDITIONAL PAGES-----	5 @\$0.40=	\$2.00
DEEDS & OTHER INSTRUMENTS-----	120 @\$1.94=	\$232.80



C-5

BUDGET AMENDMENT

		# 19-03		
		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		
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		
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		
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		
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		
10-4330-5570-00	\$	14,500	10-0090-4991-99	\$
14,500				
ALLOCATE MONEY TO PURCHASE LAND (FIREFIGHTER TRAINING CENTER / MCC)				
		INCREASE		
10-4190-5697-26	\$	18,000	10-0090-4991-99	\$
18,000				
ALLOCATE MONEY TO PURCHASE LAND (COURTHOUSE PARKING : CORNER OF DUNDEE/QUEEN STREETS)				
		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				

Windsor, North Carolina
March 12, 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
County Attorney Lloyd Smith
Finance Officer William Roberson
Planning Director Traci White

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

At 6:00 p.m. Board Chair Ernestine Bazemore called the meeting to order, which was held in the Commissioners meeting room, Windsor, NC. Commissioner John Trent requested Rev. Anthony Ward provide the invocation and then Commissioner Trent led the Pledge of Allegiance.

Board Chair Bazemore indicated that there was one additional discussion item for the agenda requested by Commissioner Lee, regarding a proposed height restriction ordinance for the Tri-County Airport.

Public comment: Sheriff John Holley provided a brief report regarding recent threats on public facilities including Bertie Middle School, the Board of Education offices, the Courthouse and March 9th's "soft lock down" impacting all school facilities. Commissioner Lee commended the Sheriff's Office for its recent response coverage at Bethel Christian Academy. Mr. Norman Cherry, campus administrator for Martin Community College's Windsor campus introduced newly appointed Martin Community College President, Dr. Paul Hutchins. Dr. Hutchins shared his vision and gratitude for the opportunity to serve Bertie County in this new role. Two local farmers, Mr. Sid Copeland and Mr. Charles Harden, spoke as representatives of the next generation of young farmers and their desire to see Bertie County maintain its leadership as an agricultural producing community, as evidenced by recent statistics reflecting farm income in

northeastern North Carolina. Each Commissioner expressed support and encouragement for these young leaders. Reverend Anthony Ward spoke on behalf of the South Windsor Water Association and reported the merger with Bertie County Water District III and the related capital project construction is now complete. Reverend Ward commended the Commissioners for their commitment to this project and thanked them for a “job well done.” He also commended the project leadership of Mr. Ricky Spivey, Superintendent for Bertie County’s Regional Water System.

Mr. Bryant Buck, Executive Director of the Mid-East Commission provided a summary of the 2020 Census LUCA program, known as the Local Update of Census Addresses which is an effort to improve the data integrity of geographic data points. He emphasized the importance of the initial steps for the County to insure the resulting census information yields accurate information and documentation for low to moderate income residents, which will assist the County in qualify for federal grant funds. Vice Chairman Wesson further explained the potential loss of \$1,600 per resident annually, if documentation is not accurate during the census process. Mr. Buck presented three potential strategies where the Mid-East Commission can provide services to improve the LUCA process for the County. Board Chair Bazemore offered a Motion to approve the first option, a complete update of address points for a cost of \$17,500 and to engage the Mid-East Commission for these services. Commissioner Trent seconded the motion and the vote was unanimous.

Mr. Buck, also updated the governing body regarding the CDBG Broadband grant project and recommended that the Board approve a grant administration agreement with the Mid-East Commission to complete the reporting documentation. As a unit of local government and given the extensive grant administration experience of the Mid-East Commission staff, no formal procurement process is required, explained Mr. Buck. Commissioner Trent offered a Motion to approve the recommendation, and Vice Chairman Wesson seconded the Motion, which passed by unanimous vote.

Mr. Buck reported that two key citizen appointments for the workforce development board remain vacant, one for the private sector and one for the public-sector (or labor union) representative. Vice Chairman Wesson offered a Motion to nominate Mr. Ron Robertson for the private sector and suggest that the Superintendent of Schools make a recommendation for the public-sector vacancy. The Motion was amended at the suggestion of Commissioner Lee, to insert the requirement that these appointments be subject to submission of the required citizen appointment application to the Clerk to the Board. Commissioner Trent offered a Second to the motion, which passed by unanimous vote.

Mr. Joe Dehner, General Manager for Republic Services presented a letter requesting the Board’s initiation of the franchise renewal process, including the extension of the landfill host agreement using the statutory criteria for the “life of site” process. Mr. Dehner explained that the franchise expires in October of 2018 and the “life of site” process is predicated on the current

William Roberson

From: Jodi Rhea
Sent: Wednesday, November 7, 2018 10:07 AM
To: William Roberson
Subject: CTS

I've got an invoice from CTS for \$1,200

Jodi Rhea
Tax Administrator
Bertie County
252-794-6152
Jodi.rhea@bertie.nc.gov



DIVISION OF SOCIAL SERVICES

FUNDING SOURCE: CRISIS INTERVENTION PAYMENT

EFFECTIVE DATE: 07/01/2018

AUTHORIZATION NUMBER: 2

ALLOCATION PERIOD

FROM JUNE 2018 THRU MAY 2019 SERVICE MONTHS

FROM JULY 2018 THRU JUNE 2019 PAYMENT MONTHS

Co. No.	COUNTY	Initial Allocation		Additional Allocation		Grand Total Allocation	
		Federal	Total	Federal	Total	Federal	Total
01	ALAMANCE	77,000.00	77,000.00	598,849.00	598,849.00	675,849.00	675,849.00
02	ALEXANDER	16,000.00	16,000.00	124,461.00	124,461.00	140,461.00	140,461.00
03	ALLEGHANY	6,500.00	6,500.00	52,127.00	52,127.00	58,627.00	58,627.00
04	ANSON	22,500.00	22,500.00	173,389.00	173,389.00	195,889.00	195,889.00
05	ASHE	13,500.00	13,500.00	105,665.00	105,665.00	119,165.00	119,165.00
06	AVERY	8,500.00	8,500.00	64,529.00	64,529.00	73,029.00	73,029.00
07	BEAUFORT	34,000.00	34,000.00	264,941.00	264,941.00	298,941.00	298,941.00
08	BERNIE	18,500.00	18,500.00	146,162.00	146,162.00	164,662.00	164,662.00
09	BLADEN	33,500.00	33,500.00	262,279.00	262,279.00	295,779.00	295,779.00
10	BRUNSWICK	54,500.00	54,500.00	425,905.00	425,905.00	480,405.00	480,405.00
11	BUNCOMBE	108,000.00	108,000.00	842,669.00	842,669.00	950,669.00	950,669.00
12	BURKE	49,500.00	49,500.00	386,420.00	386,420.00	435,920.00	435,920.00
13	CABARRUS	68,500.00	68,500.00	535,603.00	535,603.00	604,103.00	604,103.00
14	CALDWELL	44,500.00	44,500.00	345,249.00	345,249.00	389,749.00	389,749.00
15	CAMDEN	3,000.00	3,000.00	22,158.00	22,158.00	25,158.00	25,158.00
16	CARTERET	27,000.00	27,000.00	211,040.00	211,040.00	238,040.00	238,040.00
17	CASWELL	14,500.00	14,500.00	113,901.00	113,901.00	128,401.00	128,401.00
18	CATAWBA	68,000.00	68,000.00	530,814.00	530,814.00	598,814.00	598,814.00
19	CATHAM	23,500.00	23,500.00	182,692.00	182,692.00	206,192.00	206,192.00
20	CHEROKEE	15,500.00	15,500.00	122,196.00	122,196.00	137,696.00	137,696.00
21	CHOWAN	10,000.00	10,000.00	78,830.00	78,830.00	88,830.00	88,830.00
22	CLAY	5,500.00	5,500.00	41,305.00	41,305.00	46,805.00	46,805.00
23	CLEVELAND	67,000.00	67,000.00	524,111.00	524,111.00	591,111.00	591,111.00
24	COLUMBUS	47,500.00	47,500.00	370,074.00	370,074.00	417,574.00	417,574.00
25	CRAVEN	51,000.00	51,000.00	395,686.00	395,686.00	446,686.00	446,686.00
26	CUMBERLAND	216,000.00	216,000.00	1,684,282.00	1,684,282.00	1,900,282.00	1,900,282.00
27	CURRITUCK	7,500.00	7,500.00	58,080.00	58,080.00	65,580.00	65,580.00
28	DARE	11,500.00	11,500.00	89,291.00	89,291.00	100,791.00	100,791.00
29	DAVIDSON	80,500.00	80,500.00	627,946.00	627,946.00	708,446.00	708,446.00
30	DAVIE	15,500.00	15,500.00	121,331.00	121,331.00	136,831.00	136,831.00
31	DUPLIN	41,500.00	41,500.00	322,280.00	322,280.00	363,780.00	363,780.00
32	DURHAM	143,000.00	143,000.00	1,116,769.00	1,116,769.00	1,259,769.00	1,259,769.00
33	EDGECOMBE	51,500.00	51,500.00	399,806.00	399,806.00	451,306.00	451,306.00
34	FORSYTH	190,500.00	190,500.00	1,485,064.00	1,485,064.00	1,675,564.00	1,675,564.00
35	FRANKLIN	31,500.00	31,500.00	243,736.00	243,736.00	275,236.00	275,236.00
36	GASTON	114,000.00	114,000.00	889,487.00	889,487.00	1,003,487.00	1,003,487.00
37	GATES	6,500.00	6,500.00	50,203.00	50,203.00	56,703.00	56,703.00
38	GRAHAM	5,000.00	5,000.00	39,064.00	39,064.00	44,064.00	44,064.00
39	GRANVILLE	26,000.00	26,000.00	202,580.00	202,580.00	228,580.00	228,580.00
40	GREENE	15,500.00	15,500.00	119,283.00	119,283.00	134,783.00	134,783.00
41	GUILFORD	290,500.00	290,500.00	2,263,835.00	2,263,835.00	2,554,335.00	2,554,335.00
42	HALIFAX	51,500.00	51,500.00	399,411.00	399,411.00	450,911.00	450,911.00
43	HARNETT	68,500.00	68,500.00	532,060.00	532,060.00	600,560.00	600,560.00
44	HAYWOOD	31,000.00	31,000.00	242,765.00	242,765.00	273,765.00	273,765.00
45	HENDERSON	40,000.00	40,000.00	309,999.00	309,999.00	349,999.00	349,999.00
46	HERTFORD	22,000.00	22,000.00	171,441.00	171,441.00	193,441.00	193,441.00
47	HOKE	35,500.00	35,500.00	276,171.00	276,171.00	311,671.00	311,671.00

	COUNTY	Initial Allocation		Additional Allocation		Grand Total Allocation	
		Federal	Total	Federal	Total	Federal	Total
48	HYDE	4,000.00	4,000.00	29,645.00	29,645.00	33,645.00	33,645.00
49	IREDELL	51,000.00	51,000.00	398,473.00	398,473.00	449,473.00	449,473.00
50	JACKSON	21,500.00	21,500.00	167,180.00	167,180.00	188,680.00	188,680.00
51	JOHNSTON	87,000.00	87,000.00	678,800.00	678,800.00	765,800.00	765,800.00
52	JONES	8,000.00	8,000.00	61,879.00	61,879.00	69,879.00	69,879.00
53	LEE	34,500.00	34,500.00	269,705.00	269,705.00	304,205.00	304,205.00
54	LENOIR	50,000.00	50,000.00	387,784.00	387,784.00	437,784.00	437,784.00
55	LINCOLN	32,500.00	32,500.00	253,519.00	253,519.00	286,019.00	286,019.00
56	MACON	17,000.00	17,000.00	134,282.00	134,282.00	151,282.00	151,282.00
57	MADISON	11,500.00	11,500.00	88,377.00	88,377.00	99,877.00	99,877.00
58	MARTIN	19,500.00	19,500.00	153,744.00	153,744.00	173,244.00	173,244.00
59	MCDOWELL	27,500.00	27,500.00	213,618.00	213,618.00	241,118.00	241,118.00
60	MECKLENBURG	416,000.00	416,000.00	3,273,883.00	3,273,883.00	3,689,883.00	3,689,883.00
61	MITCHELL	8,000.00	8,000.00	61,258.00	61,258.00	69,258.00	69,258.00
62	MONTGOMERY	16,500.00	16,500.00	127,488.00	127,488.00	143,988.00	143,988.00
63	MOORE	34,500.00	34,500.00	268,232.00	268,232.00	302,732.00	302,732.00
64	NASH	56,000.00	56,000.00	434,971.00	434,971.00	490,971.00	490,971.00
65	NEW HANOVER	106,000.00	106,000.00	826,348.00	826,348.00	932,348.00	932,348.00
66	NORTHAMPTON	18,500.00	18,500.00	144,114.00	144,114.00	162,614.00	162,614.00
67	ONSLow	75,500.00	75,500.00	590,763.00	590,763.00	666,263.00	666,263.00
68	ORANGE	45,500.00	45,500.00	355,119.00	355,119.00	400,619.00	400,619.00
69	PAMLICO	7,000.00	7,000.00	52,728.00	52,728.00	59,728.00	59,728.00
70	PASQUOTANK	24,000.00	24,000.00	185,087.00	185,087.00	209,087.00	209,087.00
71	PENDER	30,500.00	30,500.00	239,361.00	239,361.00	269,861.00	269,861.00
72	PERQUIMANS	8,000.00	8,000.00	62,435.00	62,435.00	70,435.00	70,435.00
73	PERSON	21,500.00	21,500.00	166,870.00	166,870.00	188,370.00	188,370.00
74	PITT	117,500.00	117,500.00	916,576.00	916,576.00	1,034,076.00	1,034,076.00
75	POLK	8,500.00	8,500.00	65,953.00	65,953.00	74,453.00	74,453.00
76	RANDOLPH	67,500.00	67,500.00	525,944.00	525,944.00	593,444.00	593,444.00
77	RICHMOND	44,500.00	44,500.00	345,966.00	345,966.00	390,466.00	390,466.00
78	ROBESON	138,000.00	138,000.00	1,077,491.00	1,077,491.00	1,215,491.00	1,215,491.00
79	ROCKINGHAM	53,000.00	53,000.00	411,915.00	411,915.00	464,915.00	464,915.00
80	ROWAN	72,500.00	72,500.00	563,453.00	563,453.00	635,953.00	635,953.00
81	RUTHERFORD	41,000.00	41,000.00	317,950.00	317,950.00	358,950.00	358,950.00
82	SAMPSON	46,000.00	46,000.00	356,477.00	356,477.00	402,477.00	402,477.00
83	SCOTLAND	35,500.00	35,500.00	274,669.00	274,669.00	310,169.00	310,169.00
84	STANLY	26,500.00	26,500.00	205,463.00	205,463.00	231,963.00	231,963.00
85	STOKES	19,000.00	19,000.00	147,499.00	147,499.00	166,499.00	166,499.00
86	SURRY	40,500.00	40,500.00	313,894.00	313,894.00	354,394.00	354,394.00
87	SWAIN	7,500.00	7,500.00	56,280.00	56,280.00	63,780.00	63,780.00
88	TRANSYLVANIA	16,500.00	16,500.00	128,422.00	128,422.00	144,922.00	144,922.00
89	TYRRELL	3,500.00	3,500.00	26,208.00	26,208.00	29,708.00	29,708.00
90	UNION	63,000.00	63,000.00	489,767.00	489,767.00	552,767.00	552,767.00
91	VANCE	39,000.00	39,000.00	305,071.00	305,071.00	344,071.00	344,071.00
92	WAKE	284,000.00	284,000.00	2,212,127.00	2,212,127.00	2,496,127.00	2,496,127.00
93	WARREN	16,000.00	16,000.00	126,715.00	126,715.00	142,715.00	142,715.00
94	WASHINGTON	11,000.00	11,000.00	87,235.00	87,235.00	98,235.00	98,235.00
95	WATAUGA	24,500.00	24,500.00	190,680.00	190,680.00	215,180.00	215,180.00
96	WAYNE	87,500.00	87,500.00	682,371.00	682,371.00	769,871.00	769,871.00
97	WILKES	39,000.00	39,000.00	304,370.00	304,370.00	343,370.00	343,370.00
98	WILSON	57,500.00	57,500.00	449,719.00	449,719.00	507,219.00	507,219.00
99	YADKIN	16,000.00	16,000.00	124,587.00	124,587.00	140,587.00	140,587.00
100	YANCEY	11,000.00	11,000.00	84,097.00	84,097.00	95,097.00	95,097.00
150	Jackson Indian	0.00	0.00	0.00	0.00	0.00	0.00
187	Swain Indian	0.00	0.00	0.00	0.00	0.00	0.00
	Total	5,000,000.00	5,000,000.00	38,982,501.00	38,982,501.00	43,982,501.00	43,982,501.00

FUNDING SOURCE: Federal Low Income Home Energy Assistance Funds
CFDA Number: 93.568
CFDA Name: Low-Income Home Energy Assistance
Award Name: Low-Income Home Energy Assistance
Award Number: G18B1NCLIEA & G19B1NCLIEA
Award Date: FFY 2018 & 2019
Federal Agency: DHHS/ACF

GRANT INFORMATION: This represents 100% federal dollars.
This allocation represents the entire amount as designated in Session Law 2018-5 (Senate Bill 99).

XS411 Heading: CRISIS
Tracked on XS411: Federal Share 100%

OBLIGATIONS INCURRED AND EXPENDITURES MADE UNDER THIS ADVICE WILL BE SUBJECT TO LIMITATIONS PUBLISHED BY FEDERAL AND STATE AGENCIES AS TO THE AVAILABILITY OF FUNDS

AUTHORIZED SIGNATURE

DATE:



July 3, 2018

BERTIE COUNTY BOARD OF COMMISSIONERS

November 13, 2018

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.

1:00 Work Session – Update from MHAWorks design team, Mr. Albi Mclawhorn – joint Cooperative Extension/Bertie County Library facility

3:00 Call to Order and Welcome by Chair Bazemore, Commissioners Room, Windsor

Invocation and Pledge of Allegiance by Commissioner White

Public Comments (3-minute time limit per speaker)

(A)

***** APPOINTMENTS *****

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

(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

Board Appointments (B)

- 1. Bertie County Library Board

Consent Agenda (C)

- 1. Approve Minutes for Work Session 10-16-18
- 2. Approve Minutes for Closed Session 10-16-18
- 3. Register of Deeds Fees Report – November 2018
- 4. Budget Amendments
- 5. Tax Release Journal – September 2018
- 6. Social Media Policy
- 7. Firefight Training Center final approval documents – land acquisition, transfer of property to Windsor, maps & survey as previously reviewed
- 8. Courthouse property for additional parking final approval documents – approval for purchase (\$18,000)
- 9. Longevity Pay – amendment for County Personnel Policy

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

Discussion Agenda (D)

- 1. Update – SECU/Teacher Housing grant initiative by Vice Chair Wesson
- 2. Update - Junior Commissioner initiative in advance of a visit from Superintendent on December 3
- 3. Voting Delegate designation – Legislative Goals Conference
- 4. Introduction of historical marker effort for the 2nd Carolina Colored Infantry by Earl L. Ljames, Curator, NC Museum of History scheduled for the December 3 agenda
- 5. Water System – review of recent capital project activity and operational update
- 6. Calendar Reminders
 - Board’s regular meeting December 3, 2018
 - Thursday, December 6, 2018, Employee Appreciation Luncheon

Commissioners’ Reports (E)

County Manager’s Reports (F)

County Attorney’s Reports (G)

Public Comments Continued

Closed Session

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

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

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

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

Adjourn

BERTIE COUNTY BOARD OF COMMISSIONERS
November 13, 2018
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.

1:00 Work Session – Update from MHAWorks design team, Mr. Albi Mclawhorn – joint Cooperative Extension/Bertie County Library facility

3:00 Call to Order and Welcome by Chair Bazemore, Commissioners Room, Windsor

Invocation and Pledge of Allegiance by Commissioner White

Public Comments (3-minute time limit per speaker)

(A)

***** APPOINTMENTS *****

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

Board Appointments (B)

- 1. Bertie County Library Board

Consent Agenda (C)

- 1. Approve Minutes for Work Session 10-16-18
- 2. Approve Minutes for Closed Session 10-16-18
- 3. Register of Deeds Fees Report – November 2018
- 4. Budget Amendments
- 5. Tax Release Journal – September 2018
- 6. Social Media Policy
- 7. Firefight Training Center final approval documents – land acquisition, transfer of property to Windsor, maps & survey as previously reviewed
- 8. Courthouse property for additional parking final approval documents – approval for purchase (\$18,000)
- 9. Longevity Pay – amendment for County Personnel Policy

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

Discussion Agenda (D)

- 1. Update – SECU/Teacher Housing grant initiative by Vice Chair Wesson
- 2. Update - Junior Commissioner initiative in advance of a visit from Superintendent on December 3
- 3. Voting Delegate designation – Legislative Goals Conference
- 4. Introduction of historical marker effort for the 2nd Carolina Colored Infantry by Earl L. Ljames, Curator, NC Museum of History scheduled for the December 3 agenda
- 5. Water System – review of recent capital project activity and operational update
- 6. Calendar Reminders
 - Board’s regular meeting December 3, 2018
 - Thursday, December 6, 2018, Employee Appreciation Luncheon

Commissioners’ Reports (E)

County Manager’s Reports (F)

County Attorney’s Reports (G)

Public Comments Continued

Closed Session

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

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

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

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

Adjourn

BERTIE COUNTY
SALARIES/BENEFITS

Coop Extension

	Co. %	Hire Date	Years of Service	Increase							Total	
				Salary	FICA	Medicare	Retirement	Hospo Ins	Unemp Ins	Long		
Coop 4950	50.00%	7/1/2016	02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0
	34.00%	2/1/2007	11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0
	50.00%	12/8/2008	09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0
	50.00%	1/5/2009	09	\$ 792	\$ 49	\$ 11	\$ 129	\$ -	\$ -	\$ -	\$ -	982
	70.00%	7/1/2013	05	\$ 5,000	\$ 310	\$ 73	\$ 814	\$ -	\$ -	\$ -	\$ -	6,197
	50.00%	11/6/2017	01	\$ 975	\$ 60	\$ 14	\$ 159	\$ -	\$ -	\$ -	\$ -	1,208
	100.00%	12/11/2017	00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0
\$ 22,741				\$ 6,767	\$ 420	\$ 98	\$ 1,102	\$ 0	\$ 0	\$ -	\$ -	8,387
	7	Totals										



C-6



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

October 01, 2018

William Roberson
Bertie County Finance Officer
Windsor, NC 27983

Dear Mr. Roberson:

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

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

Respectfully Submitted,


Tax Administrator

Approved on _____ 20____

=====

Balance a Group

=====

Group: RLS*18*273
Type: A Abatement/Relea
Status: O Open

Group Total:	\$1,356.64-	Group Transaction Count:	36
Transactions Total:	\$1,356.64-	Transaction File Count:	36
Difference:	\$0.00	Difference:	0

=====

Enter certify batch as balanced(B) or cancel(XX)

RLS*18*273	DATE	NAME	CODE	LEWY	ADV	PEN	INT	TOTAL
2018	9/6/2018	Simons, Ervin 18A33767.10 Late list fee added in error	G01	\$0.00		\$9.79		\$9.79
	9/6/2018	Speller, Tommie 18A12292.80 Less than \$1.00	G01	\$0.07 \$0.00		\$0.00		\$0.07 \$0.00
	9/6/2018	Jones, Laverne 18A6840083294 Listed in Error	G01	\$8.47	\$0.00	0		\$8.47
	9/6/2018	Faison, Carlton III 18A4440.50 Double listed w/#33812	G01 C04	43.08 18.68		4.31 1.87		\$47.39 \$20.55
	9/6/2018	Norris, Larry 18A33172.80 Listed in error	G01 C08	11.18 1.95				\$11.18 \$1.95
	9/6/2018	White, Helen 18A5883672846 Elderly Exempt. Left off	G01	251.13				\$251.13
	9/6/2018	Etheridge, Timothy 18A32116.80 Double listed w/#33727	G01	28.8		2.88		\$31.68
	9/6/2018	Hardy, Timothy 18A26494.80 Not in town limits	G01 C08	4.03 0.71				\$4.03 \$0.71
	9/7/2018	Jones, Gail 18A7322.60 Listed in Error	G01	34.86		3.49		\$38.35
	9/7/2018	Alston, Peter 18A5896814331 Use Value left off	G01	175.47				\$175.47
	9/7/2018	Younger, Kim 18A27439.80 Sold, listed in error	G01 C08	2.57 0.45		0.26 0.05		\$2.83 \$0.50

9/7/2018	Johnson, Eddie 18A32034.80 Listed in error	G01	74.04			\$74.04
9/25/2018	Ray, Sylvia 18A10943.80 Double listed w/#33151	G01	10.64	1.07		\$11.71
9/25/2018	Gilliam, Yashica 18A27299.40 Double listed w/#31965	G01 C06	38.93 15.48	3.89 1.55		\$0.00 \$42.82 \$17.03
						<u>\$749.70</u>

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2017	9/6/2018	Etheridge, Timothy 17A32116.80 Double listed w/#33727	G01	31.65		3.17		\$34.82
	9/6/2018	Bond, Charlie 17A1259.80 Less than \$1.00	G01 C08	0.13 0.02				\$0.13 \$0.02
	9/7/2018	Younger, Kim 17A27439.80 Sold, listed in error	G01 C08	2.83 0.49		0.28 0.05		\$3.11 \$0.54
	9/7/2018	Gilliam, Arthur 17A4990.80 Sold	G01 C08	25.23 4.41		2.52 0.44		\$27.75 \$4.85
	9/24/2018	Ray, Sylvia 17A10943.80 Double listed w/#33151	G01	11.7		1.17		\$12.87
	9/25/2018	Gilliam, Yashica 17A27299.40 Double listed w/#31965	G01 C06	41.58 16.53		4.16 1.65		\$0.00 \$45.74 \$18.18
								<u>\$148.01</u>

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2016	9/6/2018	Etheridge, Timothy 16A32116.80	G01	34.79		3.48		\$38.27
		Double listed w/#33727						
	9/6/2018	Williams, Thomas 16A5849325819	G01	0.66				\$0.66
		Less than \$1.00	AO	0	0.02			\$0.02
	9/7/2018	Younger, Kim 16A27439.80	G01	3.11		0.31		\$3.42
		Sold, listed in error	C08	0.54		0.05		\$0.59
	9/7/2018	Gilliam, Arthur 16A4990.80	G01	26.98		2.7		\$29.68
		Sold	C08	4.71		0.47		\$5.18
								\$77.82

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2015	9/7/2018	Younger, Kim 15A27439.80	G01	3.46		0.35		\$3.81
		Sold, listed in error	C08	0.6		0.06		\$0.66
	9/7/2018	Gilliam, Arthur 15A4990.80	G01	29.15		2.92		\$32.07
		Sold	C08	5.03		0.5		\$5.53
								\$42.07

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2014	9/7/2018	Younger, Kim 14A27439.80	G01	3.8		0.38		\$4.18
		Sold, listed in error	C08	0.66		0.07		\$0.73
	9/7/2018	Gilliam, Arthur 14A4990.80	G01	30.49		3.05		\$33.54
		Sold	C08	5.26		0.53		\$5.79
								\$44.24

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2013	9/7/2018	Gilliam, Arthur 13A4990.80	G01	32.68		3.27		\$35.95
		Sold	C08	5.64		0.56		\$6.20
								<u>\$42.15</u>

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2012	9/7/2018	Younger, Kim 12A27439.80	G01	4.26		0.43		\$4.69
		Sold, listed in error	C08	0.78		0.08		\$0.86
	9/7/2018	Gilliam, Arthur 12A4990.80	G01	31.82		3.18		\$35.00
		Sold	C08	5.83		0.58		\$6.41
								\$46.96

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2011	9/7/2018	Gilliam, Arthur 11A4990.80	G01	34.09		3.41		\$37.50
		Sold	C08	6.56		0.66		\$7.22
								<u>\$44.72</u>

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2010	9/7/2018	Gilliam, Arthur 10A4990.80	G01	39.16		3.92		\$43.08
		Sold	C08	7.53		0.75		\$8.28
								\$51.36

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2009	9/7/2018	Gilliam, Arthur 09A4990.80	G01	39.16		3.92		\$43.08
		Sold	C08	7.53		0.75		\$8.28
								<u>\$51.36</u>

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2008	9/7/2018	Gilliam, Arthur 08A4990.80	G01	42.04		4.2		\$46.24
		Sold	C08	8.09		0.81		\$8.90
								<u>\$55.14</u>

RLS*18*273	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2007	9/7/2018	Gilliam, Arthur 07A4990.80	G01	2.61		0		\$2.61
		Sold	C08	0.5		0		\$0.50
								<u>\$3.11</u>

Line	Date	Account Number	Tax Unit	Transaction Code	Transaction Amount	Levy Amount	Special Amount	Addl Chgs	Interest Amount	Discnt Amount	Yr Code	Check Number	Trans Rev
1	09/06/18	SIMONS, ERVIN C	501	5.13	5.13	0.00	0.00	0.00	0.00	0.00	R	P6255	
2	09/06/18	1861229.80	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
3	09/06/18	SPELLER, TOMMIE	501	1.87	1.87	0.00	0.00	0.00	0.00	0.00	R	P6255	
4	09/06/18	JONES, LAVERNE	501	0.47	0.47	0.00	0.00	0.00	0.00	0.00	R	P6255	
5	09/06/18	154440.50	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
6	09/06/18	FAISON, CHARLTON, III	501	1.87	1.87	0.00	0.00	0.00	0.00	0.00	R	P6255	
7	09/06/18	1863317.80	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
8	09/06/18	NORRIS, SNEY I	501	1.95	1.95	0.00	0.00	0.00	0.00	0.00	R	P6255	
9	09/06/18	14651	501	15.13	15.13	0.00	0.00	0.00	0.00	0.00	R	P6255	
10	09/06/18	18456257.84	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
11	09/06/18	WHITE, HELSP	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
12	09/06/18	18632113.80	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
13	09/06/18	ETHERIDGE, JIMOTHY E	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
14	09/06/18	32114	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
15	09/06/18	174311.80	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
16	09/06/18	ETHERIDGE, JIMOTHY E	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
17	09/06/18	16A32115.00	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
18	09/06/18	ETHERIDGE, JIMOTHY E	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
19	09/06/18	1862494.80	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
20	09/06/18	HARRY, THOMAS, JR	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
21	09/06/18	14900	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
22	09/06/18	16F584525513	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
23	09/06/18	WILLIAMS, THOMAS E	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	
24	09/06/18	17A1250.80	501	0.07	0.07	0.00	0.00	0.00	0.00	0.00	R	P6255	

Pay Collections
 09/07/18
 Group Number RL8*18*273

Default Transactions by GSA
 Statement
 Attachment

DRG	ACCT#	YR	BIT	ACCT#	YR	BIT	Transactio	Levy	Priority	Addl	IT	Trans	Trans	
	Number		Number	Number		Number	Amount	Amount	Amount	Chgs	Amount	Amount	Rev	
													Descr	
													ipth	
09/07/18	7322	001	001	BOND	001	001	1,15-	0.15-	0.00	0.00	0.00	0.00	R	P6244
09/07/18	1547322.60						38.38-	38.86-	3.49-		0.00			
09/07/18	27430	001	001	JONES	001	001	3,25-	3.82-	0.57-	0.00	0.00	0.00	R	P6265
09/07/18	1352706.1400						175.47-	175.47-	0.00		0.00			
09/07/18	27439	001	001	ALSTON	001	001	3,37-	3.57-	0.20-	0.00	0.00	0.00	R	P6265
09/07/18	16427439.80						3.57-	3.57-	0.00		0.00			
09/07/18	27437	001	001	YOUNGER	001	001	3,32-	3.02-	0.30-	0.00	0.00	0.00	R	P6265
09/07/18	1747439.90						2.83-	0.33-	0.50-		0.00			
09/07/18	27438	001	001	YOUNGER	001	001	3,40-	3.10-	0.30-	0.00	0.00	0.00	R	P6244
09/07/18	1352742.80						3.11-	0.53-	0.58-		0.00			
09/07/18	27436	001	001	YOUNGER	001	001	4,91-	3.55-	1.36-	0.00	0.00	0.00	R	P6195
09/07/18	15427439.80						3.55-	3.55-	0.00		0.00			
09/07/18	27435	001	001	YOUNGER	001	001	4,30-	3.30-	1.00-	0.00	0.00	0.00	R	P6192
09/07/18	14627439.80						0.77-	0.26-	0.51-		0.00			
09/07/18	27434	001	001	YOUNGER	001	001	1,91-	1.40-	0.51-	0.00	0.00	0.00	R	P631
09/07/18	12567439.80						4.80-	4.80-	0.00		0.00			
09/07/18	27433	001	001	YOUNGER	001	001	5,55-	5.04-	0.51-	0.00	0.00	0.00	R	P6271
09/07/18	16427439.80						4.80-	4.80-	0.00		0.00			
09/07/18	27432	001	001	JOHNSON	001	001	74,194	74,194	0.00	0.00	0.00	0.00	R	P6265
09/07/18	1743999.100						2,700	2,700	0.00		0.00			
09/07/18	27431	001	001	GILLIAM	001	001	4,95-	4.95-	0.00		0.00			
09/07/18	1644390.00						32,30	29,00-	3,30-	0.00	0.00	0.00	R	P6244
09/07/18	27430	001	001		001	001	25,00-	25,00-	0.00		0.00			

Seq#	Date	Account Number	Yacht Number	Fee Code	Transaction Amount	Lev Amount	Penalty Amount	Addl Chgs	Interest Amount	Prctd Amount	Trns Check Cds Number	Trns Rev Description
1	09/07/18	4990	1564990.80	601	34.86	34.86	0.00	0.00	0.00	0.00	R	PG185
2	09/07/18	4990	1464990.80	601	37.60	37.60	0.00	0.00	0.00	0.00	R	PG102
3	09/07/18	4990	1394990.80	601	39.33	39.33	0.00	0.00	0.00	0.00	R	PG31
4	09/07/18	4990	1264990.80	601	41.41	41.41	0.00	0.00	0.00	0.00	R	PG12
5	09/07/18	4990	1134990.80	601	44.77	44.77	0.00	0.00	0.00	0.00	R	PG271
6	09/07/18	4990	1004990.80	601	48.83	48.83	0.00	0.00	0.00	0.00	R	PG250
7	09/07/18	4990	874990.80	601	51.26	51.26	0.00	0.00	0.00	0.00	R	PG209
8	09/07/18	4990	744990.80	601	55.14	55.14	0.00	0.00	0.00	0.00	R	PG114
9	09/07/18	4990	614990.80	601	59.81	59.81	0.00	0.00	0.00	0.00	R	PG20
10	09/25/18	10943	18910943.80	601	11.77	11.77	0.00	0.00	0.00	0.00	R	PG123

72

Seq	Date	Account Number	Account Name	Seq	Transact Code	Transact Amount	Levy Amount	Abatement	Chgs	Intrest Amount	Discrt Amount	PG	Check Number	Trans Rev
28	09/20/18	10943	RAY, SYLVIA MARIE	60	11-1-	11.17	11.70	0.00	0.00	0.00	0.00	N	PG256	
29	09/20/18	17297	RAY, SYLVIA MARIE	10	12-87-	12.87	13.17	0.00	0.00	0.00	0.00	R	PG244	
30	09/20/18	17297	RAY, SYLVIA MARIE	10	45-74-	45.74	46.56	0.00	0.00	0.00	0.00	R	PG244	
31	09/20/18	17297	RAY, SYLVIA MARIE	10	13-12-	13.12	13.52	0.00	0.00	0.00	0.00	R	PG244	
32	09/20/18	27299	GILLIAM, VASHICA	60	53-72-	53.72	55.11	0.00	0.00	0.00	0.00	R	PG244	
33	09/20/18	182730	GILLIAM, VASHICA	60	42-82-	42.82	36.94	0.00	0.00	0.00	0.00	R	PG256	
34	09/20/18	182730	GILLIAM, VASHICA	60	17-02-	17.02	17.90	0.00	0.00	0.00	0.00	R	PG256	
35	09/20/18	182730	GILLIAM, VASHICA	60	50-80-	50.80	51.41	0.00	0.00	0.00	0.00	R	PG256	

Seq	Date	Account Number	Bill Number	Trans Code	Transaction Amount	Pay Amount	Penalty Amount	Addl Chgs	Interest Amount	Discont Amount	Tran Chect	Trans Rev
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												
26												
27												
28												
29												
30												
31												
32												
33												
34												
35												
36												
37												
38												
39												
40												
41												
42												
43												
44												
45												
46												
47												
48												
49												
50												
51												
52												
53												
54												
55												
56												
57												
58												
59												
60												
61												
62												
63												
64												
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												

THIS PAGE WAS INTENTIONALLY LEFT BLANK.



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

November 05, 2018

William Roberson
Bertie County Finance Officer
Windsor, NC 27983

Dear Mr. Roberson:

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

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

Respectfully Submitted,


Tax Administrator

Approved on _____ 20____

=====

Balance a Group

=====

Group: RLS*18*304
Type: A Abatement/Relea
Status: 0 Open

Group Total:	\$40,287.36-	Group Transaction Count:	32
Transactions Total:	\$40,287.36-	Transaction File Count:	32
Difference:	\$0.00	Difference:	0

=====

Enter certify batch as balanced(B) or cancel(XX)

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2007	10/17/2018	Springhill Clasic Car Club 07A5836885393	G01	4.45	4			\$8.45
		Foreclosure	C05	\$3.14				\$3.14
								<u>\$11.59</u>

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2008	10/17/2018	Springhill Clasic Car Club 08A5836885393	G01	4.45	4			\$8.45
		Foreclosure	C05	\$3.43				\$3.43
								<u>\$11.88</u>

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2009	10/17/2018	Springhill Clasic Car Club 09A5836885393	G01	4.45	4			\$8.45
		Foreclosure	C05	\$3.43				\$3.43
								<u>\$11.88</u>

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2010	10/17/2018	Springhill Clasic Car Club 10A5836885393	G01	4.45	4			\$8.45
		Foreclosure	C05	\$3.43				\$3.43
								\$11.88

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2011	10/17/2018	Springhill Classic Car Club 11A5836885393	G01	4.45	2.5			\$6.95
		Foreclosure	C05	\$3.43				\$3.43
	10/17/2018	Swain, Joe 11A6719079171	G01	\$24.58	\$2.50			\$27.08
		Foreclosure						
								<u>\$37.46</u>

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2012	10/17/2018	Springhill Classic Car Club 12A5836885393	G01	4.45	2.5			\$6.95
		Foreclosure	C05	\$3.43				\$3.43
	10/17/2018	Swain, Joe 12A6719079171	G01	\$24.58	\$2.50			\$27.08
		Foreclosure						
								\$37.46

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2013	10/17/2018	Springhill Clasic Car Club 13A5836885393	G01	4.8	2.5			\$7.30
		Foreclosure	C05	\$3.43				\$3.43
	10/17/2018	Swain, Joe 13A6719079171	G01	\$52.94	\$2.50			\$55.44
		Foreclosure						
								\$66.17

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2014	10/17/2018	Croom, Kevin 14A31650.40	G01	2.52				\$2.52
		Taxed in Northampton County	C02	2.28				\$2.28
	10/17/2018	Springhill Clasic Car Club 14A5836885393	G01	4.8	2.5			\$7.30
		Foreclosure	C05	\$3.43				\$3.43
	10/17/2018	Swain, Joe 14A6719079171	G01	\$52.94	\$2.50			\$55.44
		Foreclosure						
								<u>\$70.97</u>

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2015	10/17/2018	Springhill Classic Car Club 15A5836885393	G01	4.8				\$4.80
		Foreclosure	C05	\$3.43				\$3.43
	10/17/2018	Swain, Joe 15A6719079171	G01	\$52.94	\$2.50			\$55.44
		Foreclosure						
								\$63.67

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2016	10/17/2018	Croom, Kevin 16A31650.40	G01	2.49		0.25		\$2.74
		Taxed in Northampton County	C02	2.28		0.23		\$2.51
	10/17/2018	Springhill Clasic Car Club 16A5836885393	G01	4.74	2.5			\$7.24
		Foreclosure	C05	\$3.43				\$3.43
	10/17/2018	Swain, Joe 16A6719079171	G01	\$52.31	\$2.50			\$54.81
		Foreclosure						
								<u>\$70.73</u>

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2017	10/17/2018	Croom, Kevin 17A31650.40	G01	2.49		0.25		\$2.74
		Taxed in Northampton County	C02	2.28		0.23		\$2.51
	10/17/2018	Springhill Clasic Car Club 17A5836885393	G01	4.74	2.5			\$7.24
		Foreclosure	C05	\$3.43				\$3.43
	10/17/2018	Swain, Joe 17A6719079171	G01	\$52.31	\$2.50			\$54.81
		Foreclosure						
								\$70.73

RLS*18*304	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2018	10/3/2018	Askew, Dinah 18A32015.10 Not in Town Limits	C03	\$62.57		\$0.00		\$62.57
	10/3/2018	Faison, Carlton III 18A4440.50.1 Double Listed w/#33812	G01 C04	\$2.49 \$1.08		\$0.00		\$2.49 \$1.08
	10/3/2018	Warren, Elizabeth 18A6882-09-7795 Market Adjustment left off	G01	\$374.21	\$0.00	0		\$374.21
	10/11/2018	Perdue Foods 18A5827545850 2012 Appeal release	G01	38,990.97				\$38,990.97
	10/11/2018	Baker, Al 18A6941115444 Release/rebuil w/discover for ckn. House	G01	240.42				\$240.42
	10/17/2018	Croom, Kevin 18A31650.40 Taxed in Northampton County	G01 C02	2.49 2.28		0.25 0.23		\$2.74 \$2.51
	10/17/2018	Walton, Derrick 18A31424.90 Disability exemption left off	G01	72.38				\$72.38
	10/17/2018	Savage, Whaley, Heirs 18A1562.50 Town Down in 2016	G01 C04	8.3 3.6		0.83 0.36		\$9.13 \$3.96
	10/17/2018	Springhill Clasic Car Club 18A5836885393 Foreclosure	G01 C05	4.74 \$3.43				\$4.74 \$3.43
	10/17/2018	Swain, Joe 18A6719079171 Foreclosure	G01	\$52.31				\$52.31
								\$39,822.94

Line	Item	Unit	Quantity	Unit Price	Amount	Interest	Disc't	Net	Trans	Rev
1	PERMIDILL CLASSIC 100	501	11.99	4.00	47.96	0.00	0.00	47.96	PG209	
2	PERMIDILL CLASSIC 100	501	4.45	3.00	13.35	0.00	0.00	13.35		
3	PERMIDILL CLASSIC 100	501	4.00	3.00	12.00	0.00	0.00	12.00		
4	PERMIDILL CLASSIC 100	501	11.99	4.00	47.96	0.00	0.00	47.96	PG174	
5	PERMIDILL CLASSIC 100	501	4.45	3.00	13.35	0.00	0.00	13.35		
6	PERMIDILL CLASSIC 100	501	4.00	3.00	12.00	0.00	0.00	12.00		
7	PERMIDILL CLASSIC 100	501	11.99	4.00	47.96	0.00	0.00	47.96	PG20	
8	PERMIDILL CLASSIC 100	501	4.45	3.00	13.35	0.00	0.00	13.35		
9	PERMIDILL CLASSIC 100	501	4.00	3.00	12.00	0.00	0.00	12.00		
10	PERMIDILL CLASSIC 100	501	11.99	4.00	47.96	0.00	0.00	47.96	PG123	
11	PERMIDILL CLASSIC 100	501	4.45	3.00	13.35	0.00	0.00	13.35		
12	PERMIDILL CLASSIC 100	501	4.00	3.00	12.00	0.00	0.00	12.00		
13	PERMIDILL CLASSIC 100	501	11.99	4.00	47.96	0.00	0.00	47.96	PG250	
14	PERMIDILL CLASSIC 100	501	4.45	3.00	13.35	0.00	0.00	13.35		
15	PERMIDILL CLASSIC 100	501	4.00	3.00	12.00	0.00	0.00	12.00		
16	PERMIDILL CLASSIC 100	501	11.99	4.00	47.96	0.00	0.00	47.96	PG371	
17	PERMIDILL CLASSIC 100	501	4.45	3.00	13.35	0.00	0.00	13.35		
18	PERMIDILL CLASSIC 100	501	4.00	3.00	12.00	0.00	0.00	12.00		
19	PERMIDILL CLASSIC 100	501	11.99	4.00	47.96	0.00	0.00	47.96	PG12	
20	PERMIDILL CLASSIC 100	501	4.45	3.00	13.35	0.00	0.00	13.35		
21	PERMIDILL CLASSIC 100	501	4.00	3.00	12.00	0.00	0.00	12.00		
22	PERMIDILL CLASSIC 100	501	11.99	4.00	47.96	0.00	0.00	47.96	PG31	
23	PERMIDILL CLASSIC 100	501	4.45	3.00	13.35	0.00	0.00	13.35		
24	PERMIDILL CLASSIC 100	501	4.00	3.00	12.00	0.00	0.00	12.00		
25	PERMIDILL CLASSIC 100	501	11.99	4.00	47.96	0.00	0.00	47.96	PG102	
26	PERMIDILL CLASSIC 100	501	4.45	3.00	13.35	0.00	0.00	13.35		
27	PERMIDILL CLASSIC 100	501	4.00	3.00	12.00	0.00	0.00	12.00		

10/17/18
 10/17/18
 10/17/18
 10/17/18

Seq	Date	Account Number	Party Number	Yr	Party Code	Amount	Party Amount	Add Chgs	Interest Amount	Disctn Amount	Trns Check	Trns Rev
51	10/17/18	SWAIN, JOE LOUIS, RETRS	174671807917	80	AD	52.31	0.00	2.50-	0.00	0.00	R	PC185
52						52.31	0.00	2.50-	0.00	0.00		
53						54.81	0.00	2.50-	0.00	0.00	R	PG244
54						52.31	0.00	0.00	0.00	0.00		
55						52.31	0.00	0.00	0.00	0.00	R	PG256
56												
57												
58												
59												
60												
61												
62												
63												
64												
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												

Seq	DEFA	Account Number	Trans Number	Amount	Trans Description	Trans Rev
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						
36						
37						
38						
39						
40						
41						
42						
43						
44						
45						
46						
47						
48						
49						
50						
51						
52						
53						
54						
55						
56						
57						
58						
59						
60						
61						
62						
63						
64						
65						
66						
67						
68						
69						
70						
71						
72						
73						
74						
75						
76						
77						
78						
79						
80						
81						
82						
83						
84						
85						
86						
87						
88						
89						
90						
91						
92						
93						
94						
95						
96						
97						
98						
99						
100						

=====
 Tax Collections
 11/02/18
 Group Number RLS#18*30
 =====
 RTO020303
 Page 6
 Effective Date 10/03/18
 =====

Account Number	Account Description	Current	Delinquent	Total
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				
45				
46				
47				
48				
49				
50				
51				
52				
53				
54				
55				
56				
57				
58				
59				
60				
61				
62				
63				
64				
65				
66				
67				
68				
69				
70				
71				
72				
73				
74				
75				
76				
77				
78				
79				
80				
81				
82				
83				
84				
85				
86				
87				
88				
89				
90				
91				
92				
93				
94				
95				
96				
97				
98				
99				
100				



C-7



Bertie County Social Media Comments Policy & Public Records Statement

This is the official Facebook page for the government entity of Bertie County, North Carolina (referred to as “Bertie County Government”). This page is updated as needed and may not always be regularly monitored for questions or comments especially outside of normal business hours. Any communication via this page (whether by a County employee, community partner, or the general public) may be subject to monitoring and disclosure to third parties as a public record.

Content Disclaimer:

Bertie County Government makes use of a variety of forms of media to communicate to the public in an accurate, timely, and open manner. To this end, this Bertie County Government page is one way to provide communication to the public. The County welcomes participation and feedback from the public on this site. Once posted, the County reserves the right to delete comments that:

- Contain vulgar language
- Are personal attacks of any kind via “trolling” or other means
- Are offensive
- Are prejudiced or hurtful remarks made toward any person or entity, including any ethnic, racial or religious group
- Are spam or links to other sites, or files containing viruses that could damage the operation of other people’s computers or mobile devices
- Include sales/promotion of goods or services or links to other sites
- Advocate any kind illegal activity
- Promote people, services, products or political organizations
- Infringe on personal privacy, copyrights, or trademarks
- Are requests for emergency services (please DIAL 911)

*Please note that comments expressed on the County’s Facebook page do not reflect the opinions or positions of Bertie County Government, its employees or elected officials.



C-8



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 13, 2018

SECTION: Consent

DEPARTMENT: Governing Body

SUBJECT: Firefighter Training Center final approval documents – land acquisition, transfer of property to Windsor, maps & survey as previously reviewed

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes

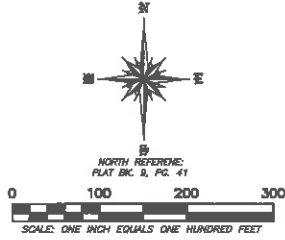
LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

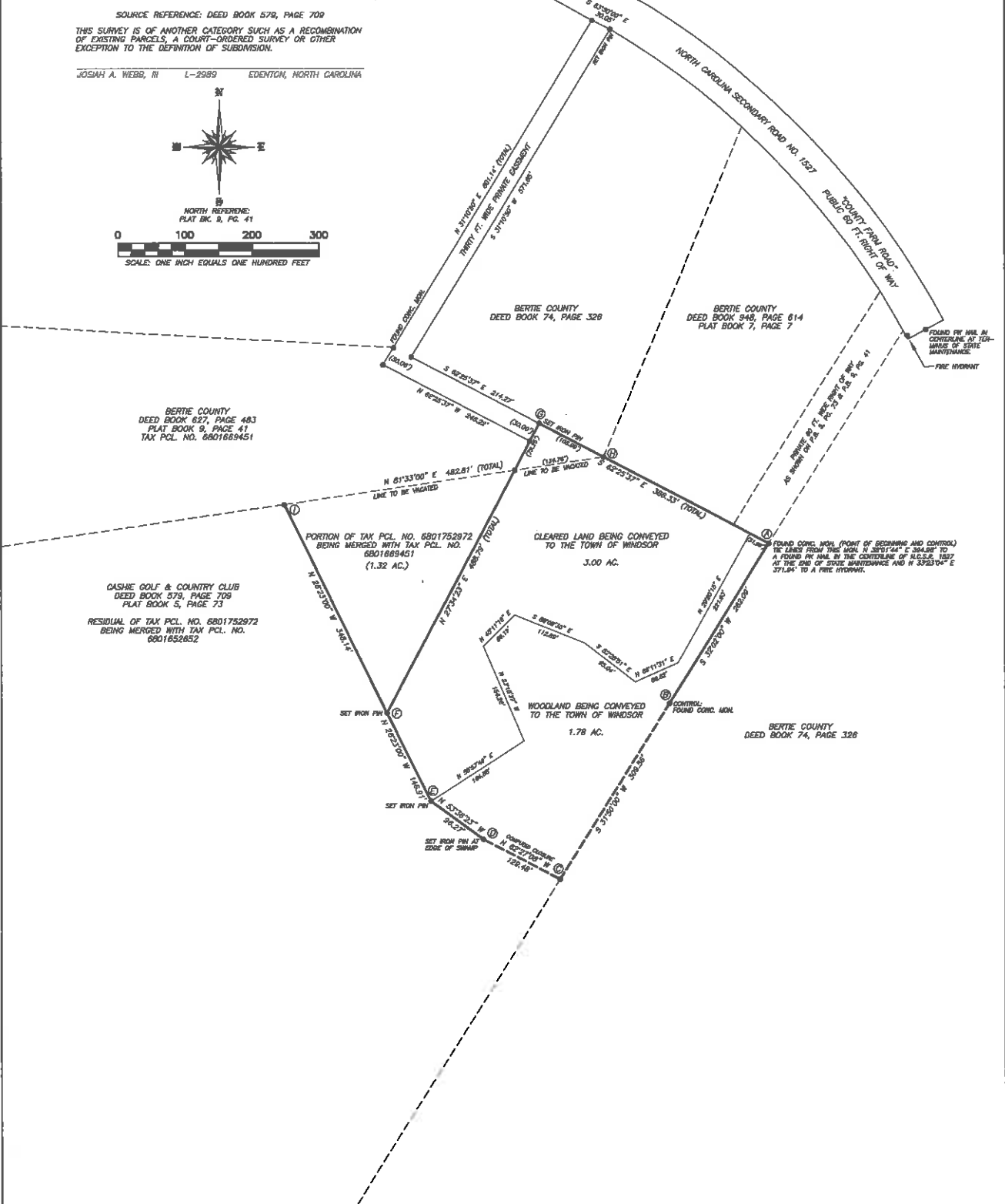
**A RECOMBINATION SURVEY AND PLAT FOR
BERTIE COUNTY**
WINDSOR TOWNSHIP - BERTIE COUNTY - NORTH CAROLINA
SCALE: 1"=100'

SOURCE REFERENCE: DEED BOOK 578, PAGE 709
THIS SURVEY IS OF ANOTHER CATEGORY SUCH AS A RECOMBINATION
OF EXISTING PARCELS, A COURT-ORDERED SURVEY OR OTHER
EXCEPTION TO THE DEFINITION OF SUBDIVISION.

JOSIAH A. WEBB, III L-2989 EDENTON, NORTH CAROLINA



A-B-C-D-E-F-J-H-A AREA BEING CONVEYED FROM CASHE
GOLF & COUNTRY CLUB TO BERTIE COUNTY = 6.00 AC.
A-B-C-D-E-F-G-A AREA SUBSEQUENTLY BEING CONVEYED
FROM BERTIE COUNTY TO TOWN OF WINDSOR = 4.78 AC.
AREA WITHIN 30 FT. WIDE PRIVATE EASEMENT = 0.56 AC.
(ALL AREAS COMPUTED BY THE COORDINATE METHOD)



<p>SURVEYOR'S SEAL</p>	<p>SURVEYOR'S CERTIFICATE:</p> <p>NORTH CAROLINA CHOWAN COUNTY</p> <p>I, JOSIAH A. WEBB, III, CERTIFY THAT THIS PLAT WAS DRAWN FROM AN ACTUAL SURVEY CONDUCTED BY ME, THAT COURSES NOT SURVEYED ARE SHOWN AS BROKEN LINES AND ARE AS TAKEN FROM P.L.B. 5, PG. 73 & P.L.B. 9, PG. 41, THAT THE RATE OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1:16,000+ AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 1ST DAY OF NOVEMBER 2018.</p> <p>JOSIAH A. WEBB, III L-2989 EDENTON, NORTH CAROLINA POST OFFICE BOX 381 EDENTON, N.C. 27834-0381</p>	<p>REVIEW OFFICER'S CERTIFICATE:</p> <p>NORTH CAROLINA BERTIE COUNTY</p> <p>I, TRACI WHITE, REVIEW OFFICER OF BERTIE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.</p> <p>DATE: TRACI WHITE</p>	<p>VICINITY SKETCH</p>	<p>REGISTRAR'S CERTIFICATE:</p> <p>PRESENTED FOR RECORDATION THIS _____ DAY OF _____, 2018 AT _____ O'CLOCK _____ M. AND RECORDED IN PLAT CABINET OR BOOK _____, PAGE OR SLIDE _____</p> <p>REGISTER OF DEEDS</p>
-------------------------------	---	--	-------------------------------	--

Firefighter Training Center Timeline

December 11, 2017

A letter addressed to Windsor Mayor Hoggard was sent proposed a meeting date of January 22, 2018 as a meeting date for a joint Board meeting between the Town of Windsor and Bertie County Board of Commissioners. A topic of discussion listed on the proposed outline was entitled, “fire training facility on County Farm Road in partnership with Martin Community College.” Meeting date was later confirmed by the Town of Windsor.

January 22, 2018

At Board of Commissioners work session, “discussed [was had] for a land donation for development of Martin Community College fire training facility on County Farm Road (2.0 acres).”

February 26, 2018

Martin Messenger - MCC

On February 26, Martin Community College presented the town of Windsor with a check for \$20,000 to assist the community in constructing a Public Safety Training Facility on County Farm Road.

These funds will be used to construct a fire training building out of Conex boxes (used shipping containers).

According to Mitch Cooper, Bertie County’s Director of Emergency Management Services (EMS), “This facility will be the first of several buildings planned for inclusion in Bertie County’s Public Safety Complex. Eventually, this site will host Bertie County’s Emergency Operations Center and become a CRDP (Central Receiving and Distribution Point) during times of crisis - like hurricanes or flooding.” “This contribution is a great way for MCC to support the town of Windsor as well as Bertie County,” states Larry Johnson, MCC’s Coordinator of Fire and Rescue Training. “Plus, it enhances Bertie Co. [and] MCC’s ability to provide better and broader training. It’s a win-win for everyone concerned.”

Firefighter Training Center Timeline

May 5, 2018

The County Manager reminded the Board of the partnership with the Town of Windsor and Martin Community College to establish a firefighter training facility, on property to be donated by the County for this project on County Farm Road behind the Sheriff's Office.

Commissioner Trent stated that he thought it was important for the Board to consider moving forward with the 26-acre tract and begin preliminary negotiations with the owner.

The Board agreed collectively to allow Vice Chairman Wesson to begin the negotiations with the respective owners of the County Farm Road tract with the expectation that he would bring back updates on the discussions as necessary.

June 4, 2018

At this time, Vice Chairman Wesson updated the Board on his meeting with the executive team of Cashie Golf & Country Club. He stated that the County had negotiated an offer of \$14,500 for a 5.2-acre piece of property for a firefighter training facility in conjunction with Martin Community College and the Town of Windsor.

Deed filing transfer fees (including for the ¾ acre piece currently being used as the Club's driving range) would be handled by the Cashie Golf & Country Club and all legal fees will be the responsibility of each entity.

Vice Chairman Wesson made a **MOTION** to move forward with this transaction under the terms discussed. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

July 31, 2018

The Board also received the latest about the Cashie Golf & Country Club property. No official agreement on paper has been drafted yet. Surveying was supposed to be completed by now, but due to rain, this has been postponed – survey should be completed soon in order to facilitate the transfer of two acres to the Town of Windsor for the firefighter training center to be operated by Martin Community College.

Firefighter Training Center Timeline

August 6, 2018

The Board also received the latest about the Cashie Golf & Country Club property. No official agreement on paper has been drafted yet. Surveying was supposed to be completed by now, but due to rain, this has been postponed – survey should be completed soon in order to facilitate the transfer of two acres to the Town of Windsor for the firefighter training center to be operated by Martin Community College.





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. LEI
JOHN TRENT

December 11, 2017

The Honorable James Hoggard, Mayor
Town of Windsor
128 South King Street
PO Box 508
Windsor, NC 27983

Dear Mayor Hoggard,

Greetings. On behalf of the Bertie County Board of Commissioners, I am writing to propose a joint meeting with the Town of Windsor to review current projects, recent successes and preparing the groundwork for 2018. Since the Town of Windsor has two new Commissioners, I think it is also very important that our two Boards get reacquainted and familiar with our common goals and challenges for the year ahead. I would like to propose the date of Monday January 22nd 2018 at 7:00 p.m. for this meeting. And perhaps we could start with a dinner together prior to the meeting.

County Manager Scott Sauer and Town Administrator Allen Castelloe are developing a draft outline of project updates and discussion points that may include, but are not limited to the following:

- 1) Fire training facility on County Farm Road in partnership with Martin Community College.
- 2) Land acquisition for the new public library and cooperative extension offices.
- 3) Recent Golden LEAF Foundation grant announcements for the Town and the County.
- 4) Hurricane Matthew resiliency planning and redevelopment efforts for the downtown area.
- 5) Cashie River Basin Drainage studies by NC State University and ECU.
- 6) Countywide Comprehensive Recreation Planning and proposal to include Town facilities and programs.
- 7) Abrams Restaurant joint grant funding and job creation.
- 8) GIS mapping coordination for town and county data accessible to the public.

Mayor Hoggard, both of our Boards have much to discuss and to be thankful for as we reflect on the developments in 2017, and I look forward to working with you to advance our mutual goals and common interests. Please extend my heartfelt greetings to the Windsor Board of Commissioners, and let's talk soon about how to proceed in the coming months.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Ernestine Bazemore", with a long horizontal flourish extending to the right.

Ernestine Bazemore
Chair, Bertie County Board of Commissioners



TOWN OF WINDSOR

Windsor, North Carolina 27983

128 South King Street
Post Office Box 508
(252) 794-3121
(252) 794-2331
(252) 794-5909 (fax)
www.windsornc.com

MAYOR
James F. Hoggard

COMMISSIONERS
Cathy E. Wilson
Randy Walston
Lawrence Carter, Jr.
Randy Whitaker
David O. Overton

TOWN ADMINISTRATOR
L. Allen Castelloe

December 18, 2017

The Honorable Ernestine Bazemore, Chair
Bertie County Commissioners
PO Box 530
Windsor, NC 27983

Dear Ms. Bazemore,

At our regular meeting last week our board enthusiastically reviewed your letter. We would like to meet with you on January 22. A dinner would be a great addition. The items on your list are very important to all our citizens and they bear review.

Also I would like to thank the county for an unparalleled level of support and involvement in the myriad of flood matters. We have done much and there is much left to do but I am confident that synergies developed by our joint work can move our area forward.

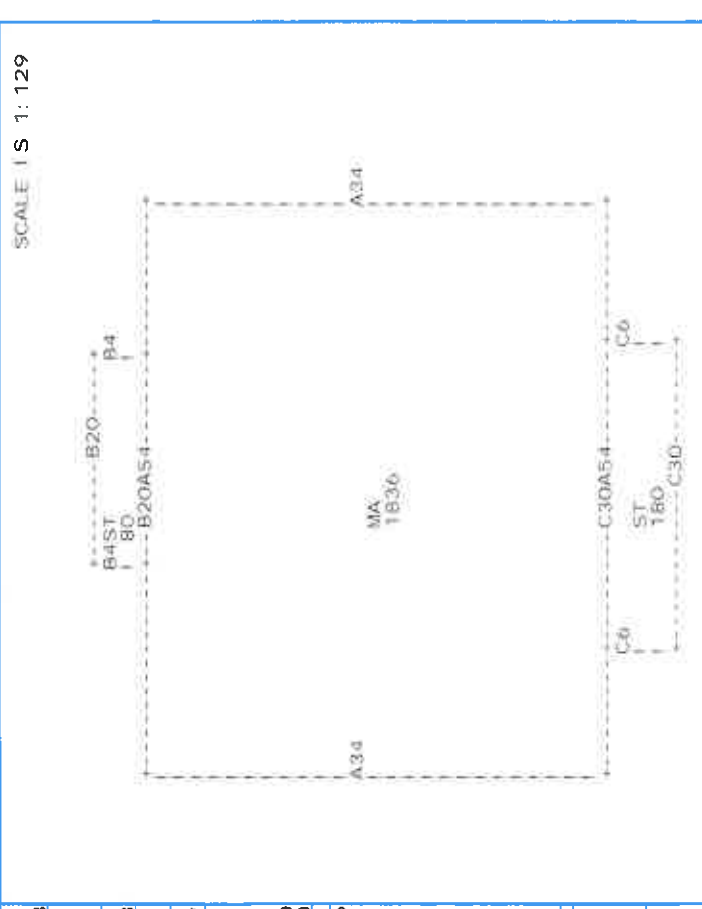
I wish you a happy, healthy, and successful New Year.

Sincerely,

James F. Hoggard, Mayor
Town of Windsor



C-9

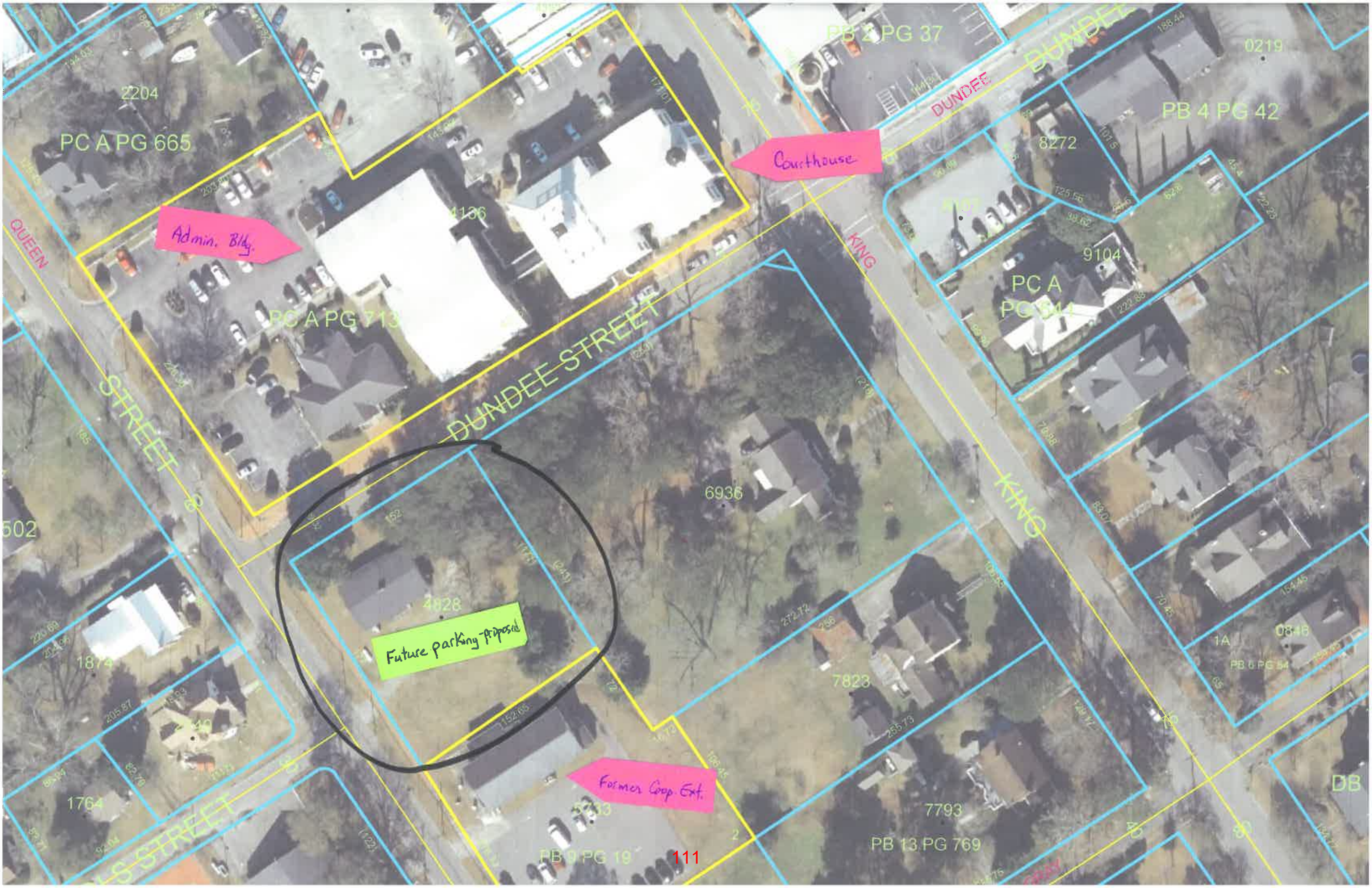


ACCOUNT NUMBER	71 NDSOR	MAP SHEET	6802.15	PIN NUMBER	6802-73-4828	ROUTE	28R	SPECIAL DISTRICTS	CO8				
OWNER NAME	GILLAM, MARTHA R (PAT)												
PROPERTY DESCRIPTION / PROPERTY ADDRESS	203 S KING ST DUPLEX APT 101 DUNDEE ST												
DATE TRANS	STAMPS QUAL	DEED REFERENCE	SOIL MAP	ASCS TRACT NO.	DATE APPRD	BY	INFO	PREVIOUS VALUES					
12/76	0.0	600/131	GIS	052611	05/26/11	RHP	E	27,703					
OWNER ADDRESS	WI NDSOR, NC 27983-6717												
LAND USE	UTILITIES	NEIGHBORHOOD	LANDSCAPE QUALITY	TOPOGRAPHY	ROAD	EXEMPT	R	LAND BUILDINGS	16,556				
	EWS	A	A	F	PS	N	T	11,147					
						CRP:		0.00					
						WDS:							
						APA:							
						DLP:							
#	MTD/TPI	ACRES	ACTHFRNTG	EFFRNTG	AVG-DEPTH	DPTHFRAC	UNIT \$	GRD	CLS	SOL-TYP	% ADJ	APPRAISED VAL	USE VALUE
1	L9	0152.00	173.00	01.06	106	100	MMB					\$16,556	\$16,556

METHOD: R DESCRIPTION: OFFICE-DUPLEX		BUILDING DEPRECIATION		BUILDING CLASS		BUILDING TAX VALUE																							
SECTIONS:	REMARKS:	PHYSICAL:	53	FUNCTIONAL:	ECONOMIC:	V 80	% COMPLETE	USE	26	BUILDING TAX VALUE	\$11,147	BUILDING REPLACEMENT VALUE	\$118,587																
TYPE	AREA	OCCUP. ANCY	STYLE	STOR. RES	FNDTN	BSMT AREA	EXTERIOR WALLS	ROOFING	ROOF #	FLOOR TYPE	FRM BR	ATTC INTERIOR % WALL	BSMT % FIN	BUILT-INS	HEATING	AIR COND	PLUMBING	FIREPLACE	GRADE	STK	OPN	VAL YEAR BUILT	EFF YEAR	CONDI-TION	SECTION-DEPR PHYS	FUNC	SECTION REPL VALUE	SECTION TAX VALUE	
MA A	1836	1	D	1.0	M	0	BR	A	G	8	4	PL	PD	O	F	Y	2.0	10	C	1956	A	PI					\$10,836	\$113	\$198
ST B	180															N	0.0												
ST C	180															N	0.0												

BUILDING #	METHOD	DESCRIPTION	REMARKS	PHYS	FNCT-DEPR	ECON-DEPR	TYPE	AREA	STRIES	EW	FL	IR	W	GRADE	YEAR BLT	COND	SIZE	TAX VALUE

LAND	APPRAISED VALUE SUMMARY	USE VALUE SUMMARY	TOTAL TAX VALUE
LAND BUILDINGS	\$16,556	\$11,147	\$27,703
TOTAL APPRAISED VALUE:	\$27,703	TOTAL USE VALUE:	\$27,703



PC A PG 665

PB 2 PG 37

PB 4 PG 42

Admin. Bldg.

Courthouse

PC A PG 713

PC A PG 511

Future parking proposed

Former Coop. Ext.

111

DUNDEE STREET

KING

KING

STREET

KINGS STREET

DB



C-10

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.



C-11



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.

Ernestine Bazemore, Chair of the Board



C-12

October 15, 2018

Mr. Scott T. Sauer
County Manager
Bertie County, NC
PO Box 530, 106 Dundee St.
Windsor, NC 27983
scott.sauer@bertie.nc.gov
Phone: (252) 794-5300
Fax: (252) 794-5327

RE: New Bertie County Library & Cooperative Extension Building
MHAworks Project Proposal – Additional Services Agreement #002

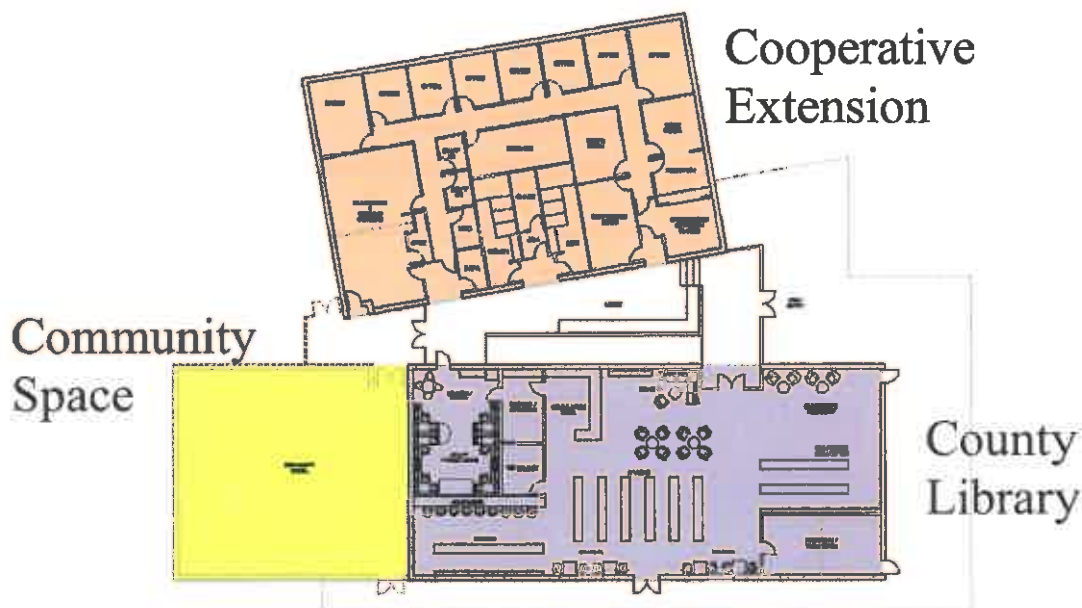
Dear Mr. Sauer:

Our team is extremely excited for Bertie County to have obtained additional funds from the Golden Leaf Foundation and that these funds will greatly contribute to the project's ability to meet your needs. Please accept our proposal for Additional Services Agreement #002 as requested.

Scope of the Work:

We understand the Scope of Work to include providing professional design services for a new County Library and Cooperative Extension Office to be located on a newly subdivided parcel of approximately 4 acres adjacent to the intersection of Lancaster Avenue and King Street in Windsor, NC.

Based on programming information completed to-date, we understand the facility will have approximately 12,500 SF of space to accommodate both of the core tenants (County Library and Cooperative Extension), but that the additional funding will also allow a community room to be added to the programming. The additional community space should be capable of accommodating approximately 200 people at an event. The plan below was developed by MHAworks as part of the programming / preliminary design to-date. This plan has been shared and vetted with stakeholders, although minor tweaks are anticipated.



October 15, 2018

Bertie County Library & Cooperative Extension Proposal – ASA #002

Page 2

We understand that the project budget is as follows:

\$3,250,000 – Initial funding including \$2,750,000 Grant Reserve for construction

\$1,051,830 – Additional funding from Golden Leaf

\$4,301,830 – Total Budget

While we may not be aware of all project expenses, the professional services fees to-date include:

\$57,400 – Initial Programming & Advance Planning Agreement with MHAworks

\$16,905 – Geotechnical & Legal Description associated with the previous site

We understand that the budget should cover design and construction, but that other soft costs such as equipment, land, furniture, etc. are costs which fall outside the budget.

From a standpoint of design, it is our understanding that the Bertie County Commissioners like the aesthetic of the Washington Estuarium and that this building should serve as a precedent for the general look of the building facades.

Assumptions & Exclusions:

1. The base file, 3D model, and general site plans developed to-date reasonably represent the intended design direction and can be further developed into Construction Documents.
2. Up to two (2) additional space planning meetings are anticipated with stakeholders until plans are finalized.
3. Up to three (3) versions of elevations will be presented for approval.
4. Limited Interior Design (i.e. finish & furniture selection) is included. Additional Interior Design is excluded but may be performed as an Additional Service if requested in writing by the Owner.
5. Permit and fee costs are not included herein.
6. Only those consultants and services explicitly described herein are included.
7. Designs will be based on the 2018 NC Building Code and associated current codes for new construction.
8. The entire scope of work will be awarded to a General Contractor as a single prime contract.
9. The maximum duration of Construction Administration is fourteen (14) months.

Deliverables:

Up to 15 total hard copy sets of the deliverables plus PDFs are included herein.

- i) Contract Documents including:
 - (1) Specifications
 - (2) Title Sheet / Appendix B Summary
 - (3) Life Safety Plan
 - (4) Survey – *Spruill & Associates*
 - (5) Site / Civil Plans – *Ark Consulting Group*
 - (6) Floor plan
 - (7) Exterior Elevations

October 15, 2018

Bertie County Library & Cooperative Extension Proposal – ASA #002

Page 3

- (8) Building Section / Wall Sections
- (9) Interior elevations (for items not supplied by the dental equipment supplier)
- (10) Roof Plan
- (11) Ceiling Plan
- (12) Details (as needed)
- (13) Structural Plans / Sections – *RPA Engineering*
- (14) MEP & FP Plans & Site Lighting – *Engineering Source of NC*

Names of Consultants:

- a) Ark Consulting Group – Civil / Site Engineering (Scott Anderson, PE)
- b) RPA Engineering – Structural Engineering (Mark Roy, PE)
- c) Engineering Source of NC – MEP Engineering (Wilson Pou, PE)

Schedule:

We understand the Owner needs to demonstrate aggressive progress on the project to the Golden Leaf Foundation. To that end we propose the following schedule:

- Nov 2018 – CD Base files to Consultants
- Dec 2018 – 65% Construction Documents
- Owner Review in mid-December
- Jan 2019 – Construction Documents Complete
- Feb 2019 – Submit for permitting/approvals
- Mar 2019 – Open Bids
- Apr 2019 – Award Construction Contract / Issue NTP

While we believe the project can be constructed in 11 to 14 months, we would plan for a completion date of late June 2020.



Lump Sum Fee Proposal:\$440,400

- **Basic Services Lump Sum Fee..... \$385,000**
 - 1) Architecture / Design Meetings = \$213,650
 - 2) Site / Civil Design = \$41,000
 - 3) Structural Engineering = \$30,000
 - 4) MEP & FP Engineering (incl. Site lighting design) = \$78,000
 - 5) Project Coordination (@ 15% of consultants) = \$22,350

 - **Additional Services (included)..... \$55,400**
 - 1) Surveyor (Survey, parcel subdivision, etc.) = \$26,475
 - 2) Geotechnical = \$3,700
 - 3) Special Inspections = \$10,000
 - 4) Testing (Concrete and Soils) = \$8,000
 - 5) Project Coordination (@ 15% of consultants) = \$7,225**
- ** *Additional Services contracted directly to the Owner are not subject to a project coordination mark-up of 15%.*

Basic Services shall be invoiced as follows unless specifically noted otherwise:

- Schematic Design (SD) – 15%
- Design Development (DD) – 20%
- Construction Documents (CD) – 30%
- Bidding – 5%
- Construction Administration – 30%

- MHAworks bills monthly for work performed during the billing period.
- Any services beyond the Scope of Work outlined above shall be billed using the current published hourly rates for the party in question. (A 15% coordination charge will be applied to all sub-consultants.)
- Reimbursable Items – Any items not explicitly listed in the deliverables shall be invoiced at cost plus 15%
- Any invoices not paid within 30 days may be subject to a 1.5% monthly interest penalty for late payment.
- Travel expenses are included for up to 80 visits (up to 60 total by MHAworks and up to 20 by consultants as part of Basic Services). Any additional travel will be billed using the federal reimbursement rate.

Please return one executed proposal letter to our office. Alternatively, if an alternative contract format is required, we will be glad to facilitate the desired format.

Sincerely,



Albrecht McLawhorn, AIA, NCARB
 Executive Vice President & Director, Greenville Office
 MHAworks

Proposal Accepted by: _____ (Name/Title/Date)

Bertie County Cooperative Extension & Library Building



CSI DIVISIONS		Cost Estimate 10.25.2018		Unit Cost	Unit
BUILDING SQUARE FOOTAGE		14,547			
1	GENERAL	General Conditions	10%	\$219,493.12	
		General Contractor (O&P)	10%	\$219,493.12	
		DIVISION TOTAL	\$30.18	\$438,986.25	
2	SITWORK	Mobilization & Bonding	1	\$15,000.00	\$15,000.00 LS
		Site Clearing/Stripping	4,000	\$32,000.00	\$8.00 CY
		Rough Grading & Fill	9,000	\$121,500.00	\$13.50 CY
		Select Fill & Fine Grading	6,000	\$69,000.00	\$11.50 CY
		Storm Water	1	\$50,000.00	\$50,000.00 LS
		Water & Sanitary Sewer	1	\$70,000.00	\$70,000.00 LS
		Concrete Walks, Curbs, etc.	5,000	\$37,500.00	\$7.50 SF
		Pavers and Masonry walls	1	\$20,000.00	\$20,000.00 LS
		Pavement (Asphalt with base)	3,500	\$105,000.00	\$30.00 SY
		Landscape	1	\$32,000.00	\$32,000.00 LS
		Site Furnishings	1	\$10,000.00	\$10,000.00 LS
		Site Lighting	1	\$12,000.00	\$12,000.00 LS
		DIVISION TOTAL	\$39.46	\$574,000.00	
3	CONCRETE WORK	Foundation	1	\$46,000.00	\$46,000.00 LS
		Slab on Grade	180	\$46,800.00	\$260.00 CY
		DIVISION TOTAL	\$6.38	\$92,800.00	
4	MASONRY	NA	0	\$0.00	\$27.60 SF
		DIVISION TOTAL	\$0.00	\$0.00	
5	METALS	Structural Steel Trusses	40	\$240,000.00	\$6,000.00 Ton
		Misc. Steel	8	\$40,000.00	\$5,000.00 Ton
		Bollards	0	\$0.00	\$600.00 Ea
		Metal Roof Deck (20ga)	20,000	\$100,000.00	\$5.00 SF
		DIVISION TOTAL	\$26.12	\$380,000.00	
6	ROUGH CARPENTRY	Blocking to roof & general wall blocking	14,547	\$7,273.50	\$0.50 SF
		Millwork	400	\$196,000.00	\$490.00 LF
		DIVISION TOTAL	\$13.97	\$203,273.50	
7	MOISTURE PROTECTION	Metal Roof w/ 5" Rigid Insulation	13200	\$211,200.00	\$16.00 SF
		Flat TPO Roof with Rigid Insulation	6800	\$81,600.00	\$12.00 SF
		Metal Panels w/ 2" Rigid Insulation	11000	\$154,000.00	\$14.00 SF
		Roof cope/downspouts/gutters	980	\$19,600.00	\$20.00 LF
		Misc. Trim	14,547	\$27,930.24	\$1.92 SF
		DIVISION TOTAL	\$33.98	\$494,330.24	
8	DOORS & WINDOWS	Storefront	3000	\$105,000.00	\$35.00 SF
		Doors	55	\$20,900.00	\$380.00 Ea
		HM Frames (fully welded)	55	\$10,725.00	\$195.00 Ea
		Hardware Sets	55	\$37,950.00	\$690.00 Ea
		DIVISION TOTAL	\$12.00	\$174,575.00	
9	ROOMS	Paint	18000	\$20,700.00	\$1.15 SF
		Steel Structure	10000	\$12,500.00	\$1.25 SF
		3 5/8" Metal stud w/ Gyp. Bd. B.S.	18000	\$105,300.00	\$5.85 SF
		Ceramic Tile	2500	\$27,500.00	\$11.00 SF
		VCT	3500	\$8,750.00	\$2.50 SF
		Carpet Tile	880	\$35,200.00	\$40.00 SY
		Rubber Base	835	\$1,252.50	\$1.50 LF
		Ceiling Systems	12500	\$62,500.00	\$5.00 SF
		Walk-Off	500	\$2,250.00	\$4.50 SF
		Lockers	0	\$0.00	\$400.00 Ea
		DIVISION TOTAL	\$18.97	\$275,952.50	
10	SPECIALTIES**	NA	0	\$0.00	\$0.00 SF
		DIVISION TOTAL	\$0.00	\$0.00	
11	EQUIPMENT	None			
		DIVISION TOTAL	\$0.00	\$0.00	\$0.00
GENERAL CONSTRUCTION (with Site)			\$181.06	\$2,633,917.49	
GENERAL CONSTRUCTION (without Site)			\$141.60	\$2,059,917.49	

CSI DIVISIONS			Cost Estimate 10.25.2018		Unit Cost	Unit
BUILDING SQUARE FOOTAGE			14,547			
15	MECHANICAL**	Mechanical	14,547	\$392,769.00	\$27.00	SF
		Sprinkler	0	\$0.00	\$6.50	SF
		Plumbing	14,547	\$130,923.00	\$9.00	SF
		DIVISION TOTAL	\$36.00	\$523,692.00		
26, 27, 28	ELECTRICAL**	Electrical Interior - LED lighting	14,547	\$203,658.00	\$14.00	SF
		Electrical Interior - Power	14,547	\$130,923.00	\$9.00	SF
		Fire Alarm	14,547	\$101,829.00	\$7.00	SF
		DIVISION TOTAL	\$30.00	\$436,410.00		
BUILDING SUBTOTAL - BASE BID			\$247.06	\$3,594,019.49		
Add for single prime			10%	\$96,010.20		
Subtotal				\$3,690,029.69		
Bonds & Insurance			2.50%	\$92,250.74		
Location Factor			-0.01	-\$37,822.80		
ESTIMATED CONSTRUCTION COST				\$3,744,457.63		
Contract Construction Budget				\$3,787,125.00		
Inflation/Escalation				\$0.00	6	Months
DELTA		<small>Contract Construction Budget - Estimated Construction Cost</small>		\$47,667.37	99%	
Contract Contingency			3%	\$113,613.75		

Soft Cost Incurred To-Date	\$	74,305.00
Basic Professional Services	\$	385,000.00
Additional Services Soft Costs (testing, survey, etc.)	\$	55,400.00
Owner Expenses (Misc.)	\$	-
SOFT COST SUB-TOTAL	\$	514,705.00
Total Project Funding		\$4,301,830.00



C-13

Work Authorization #3 (October 1, 2018 through December 31, 2018)
Contract for Consultant Services
Holland Consulting Planners, Inc. and Bertie County
Hurricane Matthew NC Disaster Recovery Act of 2017 (NC-DRA) Project, HCP #5644

Background

WHEREAS, Bertie County (the County) has received funding for a Hurricane Matthew NC Disaster Recovery Act of 2017 (NC-DRA) Project, and wishes to continue with the initial (preconstruction) phase of the project, including homeowner meetings and surveying.

General Conditions

During completion of the work defined in this Work Authorization, Bertie County (the County) and Holland Consulting Planners (the Consultant), agree to abide by all of the terms and conditions outlined in the Contract for Consultant Services for administration of the Hurricane Matthew NC Disaster Recovery Act of 2017 (NC-DRA) Project dated December 4, 2017.

Tasks Approved By This Work Authorization

General Administration and Contract Administration Tasks

- Coordinate homeowner informational process; document citizen concerns and questions; maintain homeowner database.
- Maintain case files.
- Meet with governing body as requested.
- Coordinate project activities with local staff (including financial management).
- Coordinate project activities with designated state agencies; resolve program support and code violation issues.

Programmatic Tasks

- Prepare and distribute updated project information package to applicants.
- Obtain complete packages from applicants and set up case files.
- Procure and coordinate surveying, and asbestos inspection services in accordance with 44CFR13 and OMB A-87.
- Complete housing assessments, environmental screening process and SHPO forms where necessary.
- Initiate surveys and structural feasibility inspections for eligible units included in the project.
- Complete program amendment.
- Complete work writeups and bid package for rehabilitation.

Fee

For completion of the work items described above, the County agrees to pay the Consultant a not-to-exceed fee of \$10,000. Payment terms, including terms for payment of additional services, shall be in accordance with the Contract for Consultant Services dated December 4, 2017 (see billings section on page 2 of contract). Monthly invoices may include ongoing tasks from previous work authorizations. Hourly rates for the Consultant's personnel are agreed to as follows:

Staff Position	Hourly Rate
Holland Consulting Planners, Inc.	
T. Dale Holland, AICP, Principal	\$160.00
Chris Hilbert, Program Manager	\$100.00
Jessie Miars, Program Administrator/Coordinator	\$85.00
Gary Miller, Senior Housing Inspector	\$85.00
Keith Jenkins, Housing Inspector	\$75.00
Donna Blackmon, Asst/ Program Administrator/Coordinator	\$75.00
Administrative Services	\$60.00

Time Schedule

The tasks approved by this Work Authorization shall extend through December 31, 2018.

The County and the Consultant hereby agree to the full performance of the covenants contained herein.

IN WITNESS HEREOF, they have executed this authorization, this day and year first above written.

HOLLAND CONSULTING PLANNERS, INC.

BERTIE COUNTY, NC



T. Dale Holland, President

Ernestine Bazemore, Chair



Witness

Clerk to the Board

This authorization has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer

Date

(SEAL)



D-1



1
glytdbud

BERTIE COUNTY
YEAR-TO-DATE BUDGET REPORT

11/08/2018 09:48
wroberso

FOR 2019 06

ACCOUNTS FOR: 40 NEW EMS BUILDING	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
0025 RESTRICTED INTERGOVERNMENT							
400025 RESTRICTED INTERGOVERNMENT							
400025 430120 NC DEPT OF COMMERCE	0	-300,000	.00	.00	.00	-300,000.00	.0%
TOTAL RESTRICTED INTERGOVERNMENT	0	-300,000	.00	.00	.00	-300,000.00	.0%
0050 MISCELLANEOUS							
400050 MISCELLANEOUS							
400050 485110 REIMB FEMA-HURRICANE	0	-284,299	-213,224.54	.00	.00	-71,074.46	75.0%
TOTAL MISCELLANEOUS	0	-284,299	-213,224.54	.00	.00	-71,074.46	75.0%
8150 NEW EMS BUILDING							
408150 NEW EMS BUILDING							
408150 539502 SITE PREPARATION	0	145,000	30,900.00	.00	.00	29,075.00	79.9%
408150 539601 CONSTRUCTION	0	257,012	176,262.96	.00	.00	8,356.18	96.7%
408150 539612 ENGINEERING	0	34,253	34,252.50	.00	.00	.50	100.0%
408150 539629 PERMITS REIMBURSABLE	0	20,000	.00	.00	.00	20,000.00	.0%
408150 540000 BUILDING & EQUIPMENT	0	68,735	78,346.46	.00	.00	-9,611.46	114.0%
408150 549990 EQUIP - UNDER \$5000	8,000	8,000	6,229.98	.00	.00	1,770.02	77.9%
408150 551000 CAPITAL OUTLAY - EQU	0	32,000	.00	.00	.00	32,000.00	.0%
408150 599100 CONTINGENCY	0	19,299	.00	.00	.00	19,299.00	.0%
TOTAL NEW EMS BUILDING	8,000	584,299	325,991.90	.00	.00	100,889.24	82.7%
TOTAL NEW EMS BUILDING	8,000	0	112,767.36	.00	.00	-270,185.22	100.0%
TOTAL REVENUES	0	-584,299	-213,224.54	.00	.00	-371,074.46	
TOTAL EXPENSES	8,000	584,299	325,991.90	.00	.00	100,889.24	

ACCOUNT	ACCOUNT DESCRIPTION	REVISED BUDGET	ENCUMBRANCE / REQ	YTD ACTUAL	ENCUMBRANCE / REQ	EFF DATE	SRC	AMOUNT	INVOICE #	CHECK #	VENDOR NAME
40 -0050-485110	REIMB FEMA-HURRICANE MATTHEW	\$ (284,299.00)	\$ (213,224.54)	\$ (71,074.46)		05/02/2018	GCR	\$ (136,012.93)	H. MATTHEW-REIMB ES EXPENS		
						06/30/2018	GEN	\$ (12,880.43)	A/R FEMA REIMB. H. MATTHEW		
						06/30/2018	GEN	\$ (17,608.22)	A/R FEMA REIMB. H. MATTHEW		
						09/10/2018	GCR	\$ (46,722.96)	FEMA-HURRICANE MATTHEW		
	Total 0050 MISCELLANEOUS	\$ (284,299.00)	\$ (213,224.54)	\$ (71,074.46)							
40 -8150-539502	SITE PREPARATION	\$ 145,000.00	\$ 30,900.00		85,025.00	05/21/2018	API	\$ 17,125.00	4444-1STPAY-MAIN	181314	BOYD COPELAND CONTRA
						06/05/2018	API	\$ 9,575.00	4455-EMS-MAIN	181621	BOYD COPELAND CONTRA
						06/30/2018	API	\$ 6,400.00	6854-1STPAY-ES-MAIN	182282	PEELE PLUMBING
						06/30/2018	APM	\$ (4,300.00)	6854-1STPAY-ES-MAIN	182282	PEELE PLUMBING
						08/07/2018	API	\$ 8,019.16	4403-EMS-MAIN	182748	ALEXANDER DESIGN
						08/10/2018	APM	\$ (8,019.16)	4403-EMS-MAIN	182748	ALEXANDER DESIGN
						09/06/2018	API	\$ 6,875.00	PAY1-NEWBLDG-EMS	183158	MOBLEY, TONY
						09/06/2018	API	\$ 2,400.00	9/18-NEWBLDG-EMS	183221	COOPER'S CONSTRUCTIO
						09/18/2018	API	\$ 5,293.60	544-MAIN	183321	W&W TRUSS
						09/26/2018	API	\$ 6,875.00	FINPAY-EMS-MAIN	183624	MOBLEY, TONY
						10/10/2018	APM	\$ (6,875.00)	PAY1-NEWBLDG-EMS	183158	MOBLEY, TONY
						10/10/2018	APM	\$ (6,875.00)	FINPAY-EMS-MAIN	183624	MOBLEY, TONY
						10/10/2018	APM	\$ (5,293.60)	544-MAIN	183321	W&W TRUSS
						10/10/2018	APM	\$ (2,400.00)	9/18-NEWBLDG-EMS	183221	COOPER'S CONSTRUCTIO
						10/12/2018	API	\$ 2,100.00	ZNDPAY-EMS BLDG-MAIN	183833	PEELE PLUMBING
								\$ 30,900.00			
							'PO ET	\$ 82,825.00	'BOYD COPELAND CONTRACT INC.		'SITE WORK FOR EMS
							'PO ET	\$ 4,300.00	'PEELE PLUMBING		'EMT CONSTRUCTION
						'87570	'LIQ/II	\$ (2,100.00)	'PEELE PLUMBING		'EMT CONSTRUCTION 2019
								\$ 2,200.00			
								\$ 85,025.00			
40 -8150-539601	CONSTRUCTION	\$ 257,012.00	\$ 174,329.33		30,957.54	05/07/2018	API	\$ 5,000.00	1STPAY-4365-EMS-MAIN	181117	ALEXANDER DESIGN
						07/09/2018	API	\$ 58,164.21	4394-ES	182137	ALEXANDER DESIGN
						08/10/2018	APM	\$ 8,019.16	4403-EMS-MAIN	182748	ALEXANDER DESIGN
						10/05/2018	API	\$ 50,447.63	4417-ES-MAIN	183788	ALEXANDER DESIGN
						06/05/2018	API	\$ 1,192.52	WATERMTR-EMSBLDG	181575	TOWN OF WINDSOR
						10/05/2018	API	\$ 187.41	27189-EMS-MAIN	183650	RIVERBANK BUILDING S
						10/05/2018	API	\$ 370.00	09-18011-MAIN	183704	HARDWARE SPECIALTIES
						10/05/2018	API	\$ 25.46	70947-MAIN	183724	BASNIGHT & CO INC,WH
						10/05/2018	API	\$ 2,795.74	71112-MAIN	183724	BASNIGHT & CO INC,WH
						10/10/2018	API	\$ 15,000.00	3835-EMS-MAIN	183824	JERNIGAN ELECTRICAL
						10/10/2018	APM	\$ 6,875.00	PAY1-NEWBLDG-EMS	183158	MOBLEY, TONY
						10/10/2018	APM	\$ 6,875.00	FINPAY-EMS-MAIN	183624	MOBLEY, TONY
						10/10/2018	APM	\$ 5,293.60	544-MAIN	183321	W&W TRUSS
						10/10/2018	APM	\$ 2,400.00	128-EMS-MAIN	183221	COOPER'S CONSTRUCTIO
						10/12/2018	API	\$ 200.00	9/18-NEWBLDG-EMS	183834	COOPER, NORRIS
						10/22/2018	API	\$ 4.83	71747-MAIN	184096	BASNIGHT & CO INC,WH
						10/22/2018	API	\$ 2,813.77	1916935.001-EM-MAIN	184120	CAROLINA PLUMBING
						10/29/2018	API	\$ 2,150.00	1STPAY-EMS-MAIN	184200	BROWNING, ALVIN
						10/29/2018	API	\$ 2,150.00	FINPAY-EMS-MAIN	184201	BROWNING, ALVIN
						10/29/2018	API	\$ 4,365.00	DRYWALL-EMS-MAIN	184202	BERNAL, RAUL
								\$ 174,329.33			
JOURNAL	EFF DATE	REF1	PO/REF2	REF3	REFEI AMOUNT	VDR NAME/ITEM DESC	COMMENTS				
521	'10/24/2018	4 '003932	'1951		'PO ET \$ 3,106.03	'LOWES	'DRYWALL AND SUPPLIES				
639	'10/30/2018	4 '013075	'2017		'PO ET \$ 3,030.00	'BRABBLE INSULATION	'EMS BUILDING CONSTRUCTION				
651	'10/30/2018	4 '013131	'2045		'PO ET \$ 1,305.55	'SHERWIN WILLIAMS INC	'PAINT FOR EMS BUILDING				

651	'10/30/2018	4	'015036	'2046	'PO EI \$	200.00	GEORGE CLAY COWARD JR.	'EMS CONSTRUCTION BUILDING SITE				
47	'11/05/2018	4	'000188	'2119	'PO EI \$	15.96	'ADVANCE AUTO PARTS	'BULBS FOR EMS BUILDING				
47	'11/05/2018	4	'004160	'2125	'PO EI \$	20,000.00	'JERNIGAN ELECTRICAL SERV	'EMS BUILDING ELECTRICAL SYSTEM				
295	'07/20/2018	4	'012424	'246	'PO EI \$	3,300.00	'WILLIS CABLE CONSTRUCTION	'Fiber for EMS Building				
					ENCUMBRANCE	\$ 30,957.54						
					REQUISITIONS	\$ 35,650.00	HEAT/AIR, PUMPING STATION	(28,500 + 6,950 + 200)				
40	-8150-539612	ENGINEERING			08/28/2017	APM	\$ 2,500.00	5730-EMS-PLANS	177160	SMITH ENGINEERING		
					09/13/2017	API	\$ 8,400.00	5757-EMS-PLANS	177364	SMITH ENGINEERING		
					01/09/2018	API	\$ 1,800.00	5803-EMS	179281	SMITH ENGINEERING		
					09/13/2017	API	\$ 6,266.25	10635-AUG17-EMS	177362	GREEN ENGINEERING		
					12/11/2017	API	\$ 13,733.75	10727-EMSBLDG	178870	GREEN ENGINEERING		
					06/12/2018	API	\$ 1,552.50	10934-EMSBLDG	181730	GREEN ENGINEERING		
							\$ 34,252.50					
40	-8150-540000	BUILDING & EQUIPMENT RENT			11/17/2017	API	\$ 27,378.80	101/103-ELECT/RENT	178401	BERTIE CO BD OF EDUC		
					12/15/2017	API	\$ 5,000.00	DEC17-RENT-ES	178881	BERTIE CO BD OF EDUC		
					12/15/2017	API	\$ 786.70	NOV17-ELEXT-ES	178881	BERTIE CO BD OF EDUC		
					01/22/2018	API	\$ 5,000.00	JAN18RENT-ES	179364	BERTIE CO BD OF EDUC		
					01/22/2018	API	\$ 1,117.93	DEC17-ELECT-ES	179364	BERTIE CO BD OF EDUC		
					02/06/2018	API	\$ 5,000.00	FEB18-RENT-ES	179592	BERTIE CO BD OF EDUC		
					02/06/2018	API	\$ 1,526.47	JAN18-ELECT-ES	179592	BERTIE CO BD OF EDUC		
					03/06/2018	API	\$ 5,000.00	MAR18RENT-ES	180090	BERTIE CO BD OF EDUC		
					03/06/2018	API	\$ 1,398.54	FEB18-ELECT-ES	180090	BERTIE CO BD OF EDUC		
					04/17/2018	API	\$ 1,409.14	107-MAR18-ES-ELEC	180743	BERTIE CO BD OF EDUC		
					04/17/2018	API	\$ 5,000.00	APR18-ES-RENT	180743	BERTIE CO BD OF EDUC		
					05/07/2018	API	\$ 1,199.08	APR18-ELECT-ES	180983	BERTIE CO BD OF EDUC		
					05/07/2018	API	\$ 5,000.00	MAY18-RENT-ES	180983	BERTIE CO BD OF EDUC		
					06/05/2018	API	\$ 2,500.00	JUN18RENT-ES	181561	BERTIE CO BD OF EDUC		
					06/05/2018	API	\$ 805.43	MAY18ELECT-ES	181561	BERTIE CO BD OF EDUC		
					06/30/2018	API	\$ 612.72	JUN18-ELECT-ES	182149	BERTIE CO BD OF EDUC		
					07/09/2018	API	\$ 2,500.00	JULY18-ES-RENT	182085	BERTIE CO BD OF EDUC		
					08/07/2018	API	\$ 679.15	JUL18-ELECT-ES	182643	BERTIE CO BD OF EDUC		
					08/07/2018	API	\$ 2,500.00	AUG18-RENT-ES	182643	BERTIE CO BD OF EDUC		
					09/06/2018	API	\$ 2,500.00	SEP18-RENT-ES	183139	BERTIE CO BD OF EDUC		
					09/06/2018	API	\$ 722.68	AUG18-ELECT-ES	183139	BERTIE CO BD OF EDUC		
					10/05/2018	API	\$ 709.82	SEP18-EMS	183652	BERTIE CO BD OF EDUC		
							\$ 78,346.46					
40	-8150-549990	EQUIP.-UNDER \$5000			10/22/2018	API	\$ 6,229.98	PLX5168/6936-IT	184095	CDW GOVERNMENT INC.		
							\$ 6,229.98					
		Expense Total					\$ 324,058.27					
		Revenue Total					\$ (213,224.54)					
							\$ 110,833.73					
		ENCUMBRANCE					\$ 115,982.54					
		REQUISITIONS					\$ 35,650.00					
							\$ 262,466.27					



FOR 2019 05	ACCOUNTS FOR:	ORIGINAL	REVISED	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE	PCT
40	NEW EMS BUILDING	APPROP	BUDGET				BUDGET	USED
0025	RESTRICTED INTERGOVERNMENT							
400025	RESTRICTED INTERGOVERNMENT	0	-300,000	.00	.00	.00	-300,000.00	.0%
400025	430120 NC DEPT OF COMMERCE	0	-300,000	.00	.00	.00	-300,000.00	.0%
	TOTAL RESTRICTED INTERGOVERNMENT							
0050	MISCELLANEOUS							
400050	MISCELLANEOUS	0	-284,299	-213,224.54	.00	.00	-71,074.46	75.0%
400050	485110 REIMB FEMA-HURRICANE	0	-284,299	-213,224.54	.00	.00	-71,074.46	75.0%
	TOTAL MISCELLANEOUS							
8150	NEW EMS BUILDING							
408150	NEW EMS BUILDING	0	145,000	30,900.00	.00	85,025.00	29,075.00	79.9%
408150	539502 SITE PREPARATION	0	257,012	174,329.33	.00	66,607.54	16,075.13	93.7%
408150	539601 CONSTRUCTION	0	34,253	34,252.50	.00	.00	.50	100.0%
408150	539612 ENGINEERING	0	20,000	.00	.00	.00	20,000.00	.0%
408150	539629 PERMITS REIMBURSABLE	0	68,735	78,346.46	.00	.00	-9,611.46	114.0%
408150	540000 BUILDING & EQUIPMENT	8,000	8,000	6,229.98	.00	.00	1,770.02	77.9%
408150	549990 EQUIP.-UNDER \$5000	0	32,000	.00	.00	.00	32,000.00	.0%
408150	551000 CAPITAL OUTLAY - EQU	0	19,299	.00	.00	.00	19,299.00	.0%
408150	599100 CONTINGENCY	0	19,299	.00	.00	.00	19,299.00	.0%
	TOTAL NEW EMS BUILDING	8,000	584,299	324,058.27	.00	151,632.54	108,608.19	81.4%
	TOTAL NEW EMS BUILDING	8,000	0	110,833.73	.00	151,632.54	-262,466.27	100.0%
	TOTAL REVENUES	0	-584,299	-213,224.54	.00	.00	-371,074.46	
	TOTAL EXPENSES	8,000	584,299	324,058.27	.00	151,632.54	108,608.19	

11/06/2018 11:53
wroberso

BERTIE COUNTY
YEAR-TO-DATE BUDGET REPORT

P 2
glytdbud

FOR 2019 05

ORIGINAL -APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
8,000	0	110,833.73	.00	151,632.54	-262,466.27	100.0%

GRAND TOTAL

** END OF REPORT - Generated by William Roberson **



D-3

Do YOU want YOUR VOICE to be HEARD??



COULD THIS BE YOU?

Attention, Juniors and Seniors!

See your school counselor to inquire about becoming part of the first ever:

JUNIOR BERTIE COUNTY COMMISSIONERS PROGRAM!

ONE junior and ONE senior will be selected to be on the County Board—one as a member and one as an alternate, in the event the actual junior member cannot attend a meeting.

MUST MEET ALL REQUIREMENTS! DEADLINE TO APPLY – NOVEMBER 12!



APPLICATION FOR APPOINTMENT TO 2018-19 BERTIE COUNTY JUNIOR COMMISSIONER PROGRAM

OVERVIEW

BACKGROUND

Bertie County Schools in a partnership with the Bertie County Board of Commissioners have formed the Bertie County Junior Commissioner Program which is dedicated to promoting the youth voice in local government and decision-making.

BENEFITS OF BEING A YOUTH COMMISSIONER

- Learn about the local government process first hand.
- Learn how to make change in your community through the existing government.
- Play an active role in improving the services, programs, and opportunities provided for youth in the county.
- Be a leader in your community working to create positive change.
- Gain valuable skills in community organizing.
- Gain experience and skills that will be beneficial to you in college or the workplace.
- Have fun and meet new friends.

ELIGIBILITY

- Bertie County School students (juniors and seniors)
- Junior Commissioner will need to commit to a term from December 7, 2018 through June 30, 2019.
- Appointment is for one school year

APPLICATION PROCESS

1. Complete and submit application by November 12th, 2018. The application must include two letters of reference. One of reference letters must be from a school administrator or teacher.
2. Applicants under consideration for a position will receive an interview with the nominating committee from Bertie High School or Bertie Early College High School.
3. Bertie County Schools will recommend an applicant for appointment (and an alternate) to the Bertie County Board of Commissioners who then make the appointments in December, 2018.
4. You will be notified of decisions by the end of November, 2018.

TIME COMMITMENTS & RESPONSIBILITIES

1. **Trainings:** Dates and times to be determined. Training focuses on getting to know Commissioners, roles and responsibilities, community research, creating community change, and parliamentary procedure. Trainings will be provided by the Bertie County Board of Commissioners.
2. **Meetings:** There are generally two meetings per month. The Junior Commissioner will be required to attend one meeting per month.
3. **Subcommittees:** The Junior Commissioner is expected to serve on sub-committees as requested.
4. **Special Events & Fundraisers:** The Junior Commissioner is expected to actively participate in all special events and fundraisers that the Bertie County Board of Commissioners supports or offers.
5. **General Behavior:** The Junior Commissioner is expected to maintain a high level of behavior and citizenship in school and in the community. The Junior Commissioner represents Bertie County and should behave accordingly. BCS reserves the right to remove the Junior Commissioner from service.

**BERTIE COUNTY BOARD OF COMMISSIONERS
BERTIE COUNTY SCHOOLS**

**APPLICATION FOR APPOINTMENT TO THE
BERTIE COUNTY JUNIOR COMMISSIONER PROGRAM**

APPLICATION

NAME: _____

AGE: _____ DATE OF BIRTH: _____ GRADE (Fall 2018): _____ SCHOOL (Fall 2018): _____

INTEREST/ EXPERIENCE/ BACKGROUND:

PLEASE PROVIDE ANSWERS TO THE REQUIRED QUESTIONS ON A SEPARATE PIECE OF PAPER AND ATTACH

- 1) What strengths do you bring that would support your efforts as a junior commissioner? Please describe any personal talents, skills and experiences you feel would benefit the Bertie County Junior Commissioner Program.
- 2) How will you represent to voice of the students? How will you communicate the concerns of your fellow students to the Bertie County Board of Commissioners?
- 3) What specific youth or community issues would you like to see addressed by the commission? Do you have any ideas on how you might address those issues?
- 4) Why do you want to serve as a Junior Commissioner?
- 5) What makes you a good leader? Describe a situation (school, family, community, peers) where you had to use your leadership skills. What did you accomplish?

The Bertie County Board of Commissioners will meet monthly. Will you be able to meet the attendance obligations of this position? Yes No

APPLICATIONS MUST BE RECEIVED IN PERSON by 3 pm on November 12th, 2018.

Submit the application to the designated Junior Commissioner Program leader at your school

DATE: _____ YOUTH SIGNATURE _____

I hereby give my child permission to apply for selection as a Junior Commissioner on the Bertie County Board of Commissioners. If selected, I will be responsible for providing transportation for my child to and from board meetings.

DATE: _____ PARENT/GUARDIAN SIGNATURE _____
(IF UNDER AGE 18)

Complete your contact information below-- (will be confidential and for Bertie County staff use only)

RESIDENCE ADDRESS: _____

MAILING ADDRESS: _____

PHONE NUMBERS: HOME: _____ CELL: _____

E-MAIL: _____ FAX: _____

Student Representatives to the Bertie County Board of Commissioners

Purpose

1. The purpose of the student representatives to the Bertie County Commissioners is to serve as liaison between the governing body of the School District and high school students.
2. Two high school student representatives, a Junior and a Senior, will serve as liaisons to the Board of Commissioners. The student representatives will provide insight and support to the Board's understanding of student issues and perspectives at Bertie High School and Bertie Early College High School.
3. The student representatives shall represent Bertie High School in accordance with the following qualifications, selection procedures, and responsibilities.

Term of Office

1. The representatives shall be selected in the spring of the year for the following year.
2. The term of office will be for one school year, beginning in December and concluding in June.
3. In the event of a vacancy during the school year, a student will be selected from qualified applicants to serve the remaining term of the school year.

Qualifications for Application

1. The students must be in grade 11 and 12 during their term as student representative, and attend Bertie High School or Bertie Early College High School at least three (3) periods per day.
2. The students must be in proper academic standing equivalent for participation in athletics or other student activities, and maintain proper academic standing throughout his or her term.
3. The students will be expected to maintain personal standards of behavior appropriate to participation in student activities.

4. The students must be willing to convey student opinion to the Board of Commissioners and report Board deliberations and actions to the student body.

5. If the selected student representatives are not a member of the Student Government Association, the student representatives will become a member of the Student Government Association of their school.

Application Process

1. Students will submit a complete Student Representative Application to the guidance counselor at their school.

2. Students must obtain approval signatures from parents and the Bertie High School or Bertie Early College High School principal.

3. Students must submit two (2) reference letters, at least one from a teacher or administrator.

4. Selected applicants will be interviewed by one or more Directors, the Superintendent, the High School Principal, and the High School Advisor. The committee will recommend student representatives to the Board of Commissioners for approval.

Removal

1. The student representatives serve at the discretion of the Board of Commissioners.

2. The Board may remove the student representatives for failure to fulfill his or her duties, for failure to maintain academic standards, or for behaviors that the Board deems unacceptable as a member of the Board of Commissioners or embarrassing to the School District

Responsibilities of the Student Representative:

The student representative will:

1. Adhere to all the rules and regulations pertaining to Board of Commissioner members.

2. Attend all regular Board meetings, which occur while school is in session. Since regular Board meetings occur during the evening hours of a school night, the

Board of Commissioners may grant permission for the student representative to leave a meeting before the conclusion if the student report has been given.

3. Dress appropriately for Board meetings.

4. Attend special meetings or study sessions if requested, excluding Executive Sessions.

5. Review the Board of Commissioners Board packet and reading materials prior to all regular Board meetings.

6. Participate in discussion at regular, open meetings of the Board when applicable. However, the student representative may not make any motions or vote.

7. Provide reports to the Board during the agenda item titled "Student Representative Report." The reports will include student activities, topics and concerns, which the Bertie Student Association may choose to apprise the Board.

8. Refrain from committing the Student Government Association to any position or action that has not been previously approved by the Student Government Association.

9. Report Board deliberations and actions to High School Student Government Association as applicable.

10. Orient a new student representative.

11. Participate in Board training sessions, when invited. When these sessions occur on school days, student representatives will follow the established, prearranged absence procedures at the high school.

Responsibilities of the Superintendent and the Board of Commissioners

The Superintendent and the Board of Commissioners will:

1. Establish the Bertie High School Advisor (Danny Perry) as the advisor for the student representatives.

2. Meet with the student representatives and advisor at the beginning of the school year to review expectations, responsibilities, and participation.

3. Meet with the student representatives monthly to assess the experience and plan for future activities.

Other

Student representatives will receive elective credit for each semester of successful Board service.



D-4



Voting Delegate Designation Form
Legislative Goals Conference
January 10-11, 2019 (Thursday – Friday)
Raleigh Marriott Crabtree Valley – Wake County

NOTE: Please place this action on your board meeting agenda.

Each Board of County Commissioners is hereby requested to designate a commissioner or other official as a voting delegate for the 2019 Legislative Goals Conference. Each voting delegate should complete and sign the following statement and **return it to the Association no later than Friday, December 28, 2018.**

Please return form to Alisa Cobb, Executive Assistant, by email at alisa.cobb@ncacc.org or by fax at 919-733-1065.

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the North Carolina Association of County Commissioners 2019 Legislative Goals Conference.

Signed: _____

Title: _____

Article VI, Section of the Association's Constitution provides:

"On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its County Commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the Board of County Commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues."



D-5



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 "RON" WESSON, Vice Chairman
JOHN TRENT
TAMMY A. LEE
STEWART WHITE

October 26, 2018

Research Branch
Office of Archives and History
4610 Mail Service Center
Raleigh, NC 27699-46101

Dear Mr. Jones,

On behalf of the Bertie County Board of Commissioners, we'd like to extend our support for the Historic Highway Marker for the famed 2nd North Carolina Colored Infantry, also known as the 36th United States Colored Troops. Recognition of this famed Civil War Regiment has been long overdue, and is more than worthy of an honorable designation. The legacy of the 36th has endured from their hidden triumphs during the War, through the adversities of the Reconstruction Era to being 'Jim Crowed' from our history books in the 20th century.

The Bertie High School in Bertie County is an ideal site selection for the highway marker. This marker will serve as a history lesson for students, faculty, and the public, in general. A history that deserves to be remembered for decades to come. The local community will be constantly reminded of the heroism that was necessary to break the chains of slavery. Furthermore, young people from a socio-economically marginalized community like Bertie can begin immediately getting more social capital and historical equity that contributes toward a greater sense of pride in being a North Carolinian and an American.

The 36th USCT Historic Highway Marker will also be a destination for Civil War enthusiasts and cultural/historical tourism in general. Bertie County and northeastern North Carolina can always use additional cultural and historical assets like this marker that will contribute toward the local and state economy residually. We strongly feel the 36th deserves this place in history inside Bertie County.

As you know and have well stated the 36th United States Colored Troops fought for their freedom while simultaneously freeing everyone from the scourge of slavery. The timing is perfect to recognize the heroism of these brave North Carolinians who sought freedom

under the most adverse conditions. Let us now join l'esprit de corps of the Church Ladies in Perquimans County who erected a monument to these American Heroes of the 36th USCT over a century ago. That USCT Monument was the first memorial known to the United States Colored Troops. These ladies place marked them in history for us in 1911- until such a time as this!

In closing, thank you on behalf of the Bertie County Board of Commissioners for keeping this legacy alive in our community.

Sincerely,

A handwritten signature in black ink, appearing to read "Ernestine Bazemore", with a long horizontal flourish extending to the right.

Ernestine Bazemore, Chair
Bertie County Board of Commissioners

From: Ijames, Earl
Sent: Tuesday, October 23, 2018 11:22 AM
To: Dominique Walker <dominique.walker@bertie.nc.gov>
Cc: pdfcoastalnet@gmail.com; Scott Sauer <scott.sauer@bertie.nc.gov>; Marvin Jones (marvin@marvintjones.com) <marvin@marvintjones.com>
Subject: RE: Highway Historical Marker - Bertie County
Importance: High

Dear Ms. Walker,

Thank you for your reply. Please make a correction to the previous email message.

There will be no \$1,500- \$2,000 fee to contract the foundry and produce the historic highway marker if it is approved. I repeat. There will be no fees associated with the nomination of the highway marker that Bertie County will encumber.

Please be sure to convey this message to the Bertie Commissioners and County Manager.

We look forward to hearing from you soon as we intend to complete the nomination this week. Thank you again.

Sincerely,

Earl L. Ijames, Curator
North Carolina Museum of History
5 East Edenton Street
Raleigh, N. C. 27601-1101
(tel) 919.807.7961
(fax) 919.715.6628
earl.ijames@ncdcr.gov



Email correspondence to and from this address is subject to the North Carolina Public Records Law and may be disclosed to third parties.

[Facebook](#) [Twitter](#) [Instagram](#) [YouTube](#)

Visit the museum's newest online exhibit site: www.nccivilrights.org

A Change is Gonna' Come: Black, Indian and White Voices for Racial Equality, 1830-1980

E-mail correspondence to and from this address may be subject to the North Carolina Public Records Law "NCGS.Ch.132" and may be disclosed to third parties by an authorized state official.



D-6

§ 160A-266. Methods of sale; limitation.

(a) Subject to the limitations prescribed in subsection (b) of this section, and according to the procedures prescribed in this Article, a city may dispose of real or personal property belonging to the city by:

- (1) Private negotiation and sale;
- (2) Advertisement for sealed bids;
- (3) Negotiated offer, advertisement, and upset bid;
- (4) Public auction; or
- (5) Exchange.

(b) Private negotiation and sale may be used only with respect to personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of similar items. Real property, of any value, and personal property valued at thirty thousand dollars (\$30,000) or more for any one item or group of similar items may be exchanged as permitted by G.S. 160A-271, or may be sold by any method permitted in this Article other than private negotiation and sale, except as permitted in G.S. 160A-277 and G.S. 160A-279.

Provided, however, a city may dispose of real property of any value and personal property valued at thirty thousand dollars (\$30,000) or more for any one item or group of similar items by private negotiation and sale where (i) said real or personal property is significant for its architectural, archaeological, artistic, cultural or historical associations, or significant for its relationship to other property significant for architectural, archaeological, artistic, cultural or historical associations, or significant for its natural, scenic or open condition; and (ii) said real or personal property is to be sold to a nonprofit corporation or trust whose purposes include the preservation or conservation of real or personal properties of architectural, archaeological, artistic, cultural, historical, natural or scenic significance; and (iii) where a preservation agreement or conservation agreement as defined in G.S. 121-35 is placed in the deed conveying said property from the city to the nonprofit corporation or trust. Said nonprofit corporation or trust shall only dispose of or use said real or personal property subject to covenants or other legally binding restrictions which will promote the preservation or conservation of the property, and, where appropriate, secure rights of public access.

(c) A city council may adopt regulations prescribing procedures for disposing of personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of items in substitution for the requirements of this Article. The regulations shall be designed to secure for the city fair market value for all property disposed of and to accomplish the disposal efficiently and economically. The regulations may, but need not, require published notice, and may provide for either public or private exchanges and sales. The council may authorize one or more city officials to declare surplus any personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of items, to set its fair market value, and to convey title to the property for the city in accord with the regulations. A city official authorized under this section to dispose of property shall keep a record of all property sold under this section and that record shall generally describe the property sold or exchanged, to whom it was sold, or with whom exchanged, and the amount of money or other consideration received for each sale or exchange.

(d) A city may discard any personal property that: (i) is determined to have no value; (ii) remains unsold or unclaimed after the city has exhausted efforts to sell the property using any applicable procedure under this Article; or (iii) poses a potential threat to the public health or safety. (1971, c. 698, s. 1; 1973, c. 426, s. 42.1; 1983, c. 130, s. 1; c. 456; 1987, c. 692, s. 2; 1987 (Reg. Sess., 1988), c. 1108, s. 9; 1997-174, s. 6; 2001-328, s. 4; 2005-227, s. 3.)

§ 153A-176. Disposition of property.

A county may dispose of any real or personal property belonging to it according to the procedures prescribed in Chapter 160A, Article 12. For purposes of this section references in Chapter 160A, Article 12, to the "city," the "council," or a specific city official are deemed to refer, respectively, to the county, the board of commissioners, and the county official who most nearly performs the same duties performed by the specified city official. For purposes of this section, references in G.S. 160A-266(c) to "one or more city officials" are deemed to refer to one or more county officials designated by the board of county commissioners. (1868, c. 20, ss. 3, 8; Code, ss. 704, 707; Rev., ss. 1310, 1318; C.S., ss. 1291, 1297; 1973, c. 822, s. 1; 1983, c. 130, s. 2.)

Subject: November 13th consent agenda

Warm weather is finally here and it's time for some spring cleaning. There's your worn out office chair, that dented file cabinet whose drawers are stuck shut, those obsolete computers, and goodness-knows-what that is gathering dust in the public works warehouse. You hate to throw the stuff away. If someone will buy it (some people will buy anything!), you might generate a little much needed cash for your unit. Or, perhaps a local non-profit would be grateful to have some of these items (after all, your office chair isn't *that* old). Maybe some of your co-workers would be interested in buying some of the items (again, some people will buy anything!). Can you post the items on GovDeals and hope for the best? Can you call a local charity and ask them to haul the stuff away? Can you conduct an "in-house" sale open only to employees of your unit? What are your options?

Disposing of surplus property is governed by **Article 12 of Chapter 160A (G.S. 153A-176** for counties[1]). The property disposal statutes generally require some method of competitive sale to ensure that a unit of government gets the highest value when it disposes of property purchased with taxpayers' dollars. There are several exceptions to this general rule, such as conveyances to other units of government (**G.S. 160A-274**), selling land to volunteer fire departments or rescue squads (**G.S. 160A-277**), certain conveyances for economic development purposes (**G.S. 158-7.1**), sales to private entities that will put the property to continued public use (**G.S. 160A-279**), and donations to nonprofits (**160A-280**).

Small Surplus Item Disposal

Competitive sale is also not required when disposing of what I refer to as "small surplus items." **G.S. 160A-266** authorizes private negotiation and sale (meaning negotiating price and selling directly to a single buyer without using a competitive sale method) for personal property valued at less than thirty-thousand dollars (\$30,000). The \$30,000 threshold may apply to either one item, such as a surplus vehicle or heavy equipment, or to a group of similar items, like a collection of old computers. Note that this authorization applies only to personal property – vehicles, office equipment, computers, etc. Real property cannot be sold by this method.

G.S. 160A-266 provides two methods for private negotiation and sale of small surplus items. One method requires governing board approval. The other method allows the board to delegate this authority to an individual officer or employee to conduct these sales without board approval. Both methods are discussed below.

Procedural Requirements with Board Approval

Under **G.S. 160A-266(b)**, the procedural requirements for private negotiation and sale of small surplus items are set out in **G.S. 160A-267**. Once the items have been identified, the governing board must authorize the private sale of these items by resolution adopted at a *regular* meeting (not a special or emergency meeting). The resolution authorizes an individual official or employee to sell the items by private sale at a negotiated price. The resolution must identify the property to be sold and may, but is not required to, set a minimum sale price. After the resolution is adopted, a public notice summarizing the contents of the resolution must be published once in a

newspaper of general circulation within the jurisdiction (electronic notice is not statutorily authorized). While negotiations with the potential buyer can occur prior to governing board approval and during the published notice period, the sale cannot take place until 10 days after publication of the notice. In short, private negotiation and sale is a three-step process:

Step 1: Governing board adopts resolution at a regular meeting authorizing the negotiated sale.

Step 2: Notice of the resolution is published.

Step 3: 10 days after publication, sale can take place.

Does this mean that every time you want to get rid of an old office chair or a dented filing cabinet you must get governing board approval (by resolution at a regular meeting), publish notice, and wait 10 days after publication? Basically, yes.

If this process seems cumbersome or impedes your ability to efficiently dispose of small surplus items, or if you think your board may get tired of adopting resolutions every time you have a small surplus item to dispose of, there is another option.

Procedural Requirements without Board Approval

To avoid the procedural requirements outlined above, governing boards may adopt regulations authorizing an individual officer or employee to conduct small surplus item sales without governing board approval (**G.S. 160A-266(c)**). The statute specifies the following regarding the content of the regulations:

1. The procedures must be designed to secure fair market value for the surplus items.
2. The procedures must enable disposals to be done efficiently and economically.
3. Published notice does not have to be required (although it may be).
4. Sales may be accomplished either by private negotiation or public sale.
5. Private and public exchanges of property may be authorized.
6. The individual authorized to conduct the sales may set the fair market price of the item(s).
7. The individual authorized to conduct the sales may transfer title once the sale is completed.
8. Governing board approval need not be required (although it may be).

Once a local regulation is adopted,^[2] the officer or employee authorized to conduct small surplus item sales may then do so at any time without published notice or governing board approval unless required by the local policy. The officer or employee must keep a record of the items sold, including a general description of the disposed property, to whom it was sold or with whom it was exchanged, and the sale price or other consideration received by the unit.

Unless restricted by local regulation, the authorized officer or employee may choose the particular method by which to sell small surplus items. Private negotiation and sale is an efficient method of disposal if a willing buyer is already identified. If not, interest among potential buyers can be generated by posting notice on the unit's website

of the opportunity to purchase the item. Another option is to put the item up for auction on an electronic auction site like **GovDeals** or **Public Surplus**. Some units provide information about electronic auction items on their own websites (for examples, see **Catawba County** and the **City of Asheville**).

Donations to Nonprofits

What about donating those old computers to a local nonprofit? Article 12 authorizes two different methods for donating property to private organizations.

The first option, G.S. 160A-279 authorizes *only* cities and counties (no other units of local government) to convey both personal *and real* property to a private entity if the city or county has the legal authority to appropriate funds to that entity for carrying out a public purpose. Actually having appropriated funds to that entity is not required; it is sufficient that the city or county has the legal authority to appropriate funds to that entity for a public purpose. For example, a city or county has the legal authority to appropriate funds to the local SPCA to operate an animal shelter which serves a public purpose. In lieu of appropriating funds to the SPCA, the city or county may convey property to the SPCA to carry out the public purpose of operating the animal shelter. The property can be conveyed by sale at fair market value, less than fair market value, or for no consideration at all.[3]

The authority to convey property to a private entity under this statute is not unlimited. First, the entity cannot be a for-profit corporation, and second, the property to be conveyed cannot have been acquired by eminent domain. When a city or county conveys property under this statute, it must attach covenants or conditions to the conveyance to ensure that the recipient will continue to put the property to public use.

When conveying property under this statute, the city or county must follow the three-step process for private negotiation and sale discussed above (**G.S. 160A-267**; resolution adopted by board at regular meeting; published notice of resolution; sale takes place 10 days after publication). This process is required *even if* the governing board has adopted local regulations authorizing an official or employee to conduct private sales of small surplus items.

The second option for donating to nonprofits, **G.S. 160A-280**, authorizes units of local government[4] to donate personal property (but not real property) to other units of government anywhere in the United States, nonprofit organizations incorporated by the United States or any state, or a “sister-city.”[5] To make a donation under this statute, the governing board must adopt a resolution declaring that the property to be donated is surplus, obsolete, or unused, and giving its approval for the donation. While not required, the resolution should include a description of the donated property and identify the recipient. Public notice of the resolution must be posted at least five days prior to the resolution’s adoption (formal published notice does not appear to be required). After the governing board adopts the resolution, the property may be donated. As with private negotiation and sale, donating personal property under this statute involves a three-step process:

Step 1: Post public notice of intent to approve donation at least five days before the board meeting at which the resolution approving donation will be considered.

Step 2: Governing board adopts resolution approving donation.

Step 3: Make donation.

Selling Small Surplus Items to Employees

What about conducting an “in-house” sale open only to employees of your unit? While G.S. 160A-266 does not limit with whom the unit may negotiate the private sale of small surplus items, other factors should be taken into consideration, such as potential public criticism for allowing government employees an exclusive opportunity to purchase public property.

In addition, the prohibition against self-benefiting under a public contract, **G.S. 14-234**, prohibits a public officer or employee, or his or her spouse, from receiving a direct benefit from a public contract that the officer or employee is involved in making or administering. A direct benefit prohibited under this statute includes acquiring property. So, if the employee is involved in the decision to surplus a particular item (which would constitute making or administering the contract), both that employee and his or her spouse are prohibited from purchasing that item – in other words, you can’t sell surplus property to yourself. For more discussion of this topic, our former colleague Eileen Youens authored two excellent blog posts ([click here](#) and [here](#)) on selling surplus items to employees.

Sample Resolutions, Notices, Local Policy, and Other Resources

If you want to propose to your board that it adopt a local policy authorizing an individual officer or employee to dispose of small surplus items, or if not, if you need examples of resolutions and notices for private sales and donations as well as for other property disposal methods, see our Local Government Purchasing website (www.ncpurchasing.unc.edu). On this site, under the “Forms” link in the left-hand menu of the main page, you’ll find sample resolutions, notices for publication, and a sample local policy ([click here](#) to go directly to the property disposal sample forms page). Also on our purchasing website under the “Tools” link are charts outlining property disposal options ([click here](#)) and the step-by-step procedures for each property disposal method ([click here](#)). Another great resource is David Lawrence’s *Local Government Property Transactions in North Carolina* (2nd ed., 2000).

[1] Article 12 of Chapter 160A also applies to local schools (**G.S. 115C-518(a)**), ABC Boards (**G.S. 18B-701(12)**), community colleges (**G.S. 115D-15(a)**), community colleges also can dispose personal property under procedures adopted by the N.C. Department of Administration), airport authorities (**G.S. 63-53(4)**), sanitary districts (**G.S. 130A-55(20)**), regional solid waste authorities (**G.S. 153A-427(b)**), and joint municipal assistance agencies (**G.S. 159B.44(12)**).

[2] The term “regulation” is used in G.S. 160A-266(c). The small surplus item disposal policy may take the form of an ordinance, resolution, or policy, so long as it is formally adopted by the governing board.

[3] The North Carolina Supreme Court has held that continued public use is a constitutionally adequate form of consideration. *Brumley v. Baxter*, 225 N.C. 691, 36 S.E.2d 281 (1945).

[4] The authority to donate personal property under G.S. 160A-280 is not restricted to cities and counties; however, local school boards are constitutionally restricted from donating property. See, *Boney v. Board of Trustees*, 229 N.C. 136, 48 S.E.2d 56 (1948).

[5] A “sister-city” is a city in another county that has entered into a formal, written agreement or MOU with a local government in North Carolina for establishing a long-term partnership to promote communication, understand, and goodwill, and to develop mutually beneficial activities, programs, and ideas (G.S. 160A-280(a)).

Like this:



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