

**Windsor, North Carolina
November 4, 2019
REGULAR MEETING**

The Bertie County Board of Commissioners met for its regularly scheduled meeting on Monday, November 4th inside the Board of Commissioners Room, 106 Dundee Street, Windsor. The following members were present or absent:

Present: Ronald “Ron” Wesson, I
Greg Atkins, District II
Tammy A. Lee, District III
John Trent, District IV
Ernestine (Byrd) Bazemore, District V

Absent: None

Staff Present: Interim County Manager Juan Vaughan, II.
Assistant County Attorney Jonathan Huddleston
Clerk to the Board Sarah Tinkham
Finance Director William Roberson
Emergency Services Director Mitch Cooper
Finance Officer William Roberson
Cooperative Extension Director Billy Barrow
Elections Director Sheila Holloman

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

RECONVENE

Chairman Trent reconvened the Windsor Town Board of Commissioners.

INVOCATION/PLEDGE OF ALLEGIANCE

Commissioner Wesson gave the Invocation/Pledge of Allegiance.

PUBLIC COMMENTS

There were no public comments.

REPORTS & APPOINTMENTS

Oath of Office for Interim County Manager Juan Vaughan, II administered by the Honorable Cy Grant, Superior Court Judge

The Honorable Cy Grant was present to administer the Oath of Office for Interim County Manager, Juan Vaughan, II. Members of Mr. Vaughan's family were present, and his wife, Austin, participated in the ceremonial oath.

Upon completion of the oath, Mr. Vaughan took a few moments to thank all of the citizens and staff present, as well as his family for their love and support during this transitional process. He also stated that he was excited to serve in this new capacity.

Library & Cooperative Extension construction project update MHAworks Project Architects Ms. Dani Hoff and Ms. Amber Idol —and presentation of Change Order Number One.

Two representatives from MHAworks, Ms. Dani Hoff, and Ms. Amber Idol, were present to provide a brief update to the Board on the joint facility project.

It was also discussed that approval for Change Order Number One was needed to move forward with the project. The change order summarizes an addition of 22 days to the project schedule which would delay the date of completion the project until October 20, 2020 and additional cost of \$31,898.

Commissioner Wesson made a **MOTION** to approve Change Order #1. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

A “blessing ceremony” was also suggested in the near future, weather permitting.

Chairman Trent commended MHAworks for the good work, and encouraged them to press onward.

Emergency Services Update from Mitch Cooper—to review EMS and Non-Emergency Transport services as the County enters year seven for this program.

Emergency Services Director, Mitch Cooper, provided a presentation to the Board covering several topics including: new equipment in use, non-emergency transport (NET) call volume, a summary of EMS operations and the operation of four (4) advanced life support (ALS) ambulances at the Paramedic level, critical chute and response times.

It was noted that there have been approximately 790 less patients being transported via EMS in Bertie County in the most recent fiscal year. Reasons for that decrease include cardiac arrest, those choosing to see their primary care provider instead of an Emergency Room, on scene treatment, etc.

Several commissioners noted the positive feedback they continue to receive about the care being provided to patients before their arrival to area ERs, and commended Director Cooper for his and his staffs’ efforts.

BOARD APPOINTMENTS

Jury Commission

Commissioner Bazemore made a **MOTION** to reappoint Vernon Lee to the Jury Commission. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

CONSENT AGENDA

1. **Minutes:** Work Session 10-7-19, Regular Session 10-7-19, Closed Session 10-7-19, Joint Meeting 10-14-19
2. **Register of Deeds Fees Report** – October 2019
3. **Budget Amendments** – #20-03
4. **Tax Release Journal** – September 2019
5. **Property acquisition and transfer** related to Cashie Golf & Country Club, Town of Windsor and Martin Community for the establishment of a regional firefighter training center – re-advertising of the property transfer - the Bertie County Board of Commissioners resolves that the County Manager and the County attorney are directed to prepare all deeds, settlement statements, and other documents necessary to accomplish the following exchange: the conveyance by the County of a 0.88-acre parcel of land to the Club, the payment by the County of **\$16,350.71** to the Club, and the conveyance by the Club of a 6.0-acre tract of land to the County.
6. **Approval of request for Request for Library & Cooperative Extension Project Modification** – Extension Request for Golden LEAF Foundation original grant agreement deadline (June 30, 2020) to realign construction schedule completion (October 20, 2020) with the funding agreement.

Commissioner Lee made a **MOTION** to approve the items C-1, C-2, and C-4 through C-9 of the Consent Agenda. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

DISCUSSION

1. Final review and approval of 2020 meeting schedule for the Board of Commissioners

Several members of the Board expressed that the currently proposed meeting schedule was still not ready for approval.

Commissioner Wesson noted that some meetings listed on the schedule could be considered on an “as needed basis,” instead of included on the Board’s regular meeting schedule.

Other Board members discussed the possibility of less community meetings than currently proposed.

Commissioner Wesson made a **MOTION** for the Board to conduct four (4) community meetings instead of the currently proposed six (6) meetings. Commissioner Atkins **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board requested that changes be made to the current schedule, and for a new schedule to be proposed.

2. Review proposed lease of Wayland tract (former DSS and Health Department) by Cross Coalition LTD., doing business as Carolina Rebuilding Ministry, a North Carolina non-profit corporation

The Board discussed several points of clarification with Assistant County Attorney, Jonathan Huddleston.

The discussion was based on an email that was submitted by Mr. Huddleston submitted to County Administration and the Governing Body on October 31, 2019.

Additional work to this lease was requested before approval could be granted.

3. Discuss dates for Special Election to Consider an Additional One-Quarter Cent County Sales and Use Tax for the purpose of providing sustainable revenue for school employee supplemental pay increases

Board of Elections Director, Sheila Holloman, was present to answer any questions about a request to include the one-quarter cent County sales and use tax referendum during a special election.

It was reported that the soonest this initiative could be placed on a ballot would be for the March 2020 primary election.

Commissioner Wesson made a **MOTION** for County Administration to file the required resolution with the Bertie County Board of Elections to place this initiative on the March 2020 ballot. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

4. Review and approval of contract services agreement for special projects and consultation with Scott T. Sauer

The Board briefly discussed the contract services agreement for former County Manager, Scott Sauer, and that current contract could use more finite terms as it relates to weekly working hours.

After a brief discussion, Commissioner Wesson made a **MOTION** to require a weekly working schedule of at least 25 hours per week at a monthly rate of \$5,000. Commissioner Lee also mentioned the requirement of a daily log of activities be submitted to the Interim County Manager. Commissioner Lee also **SECONDED** the motion. The **MOTION PASSED** unanimously.

Commissioners' Reports

Commissioner Atkins apologized for being a few minutes late for tonight's meeting, and congratulated Mr. Vaughan on his new position.

Commissioner Wesson stated pride for the renovation of the Commissioners Room as well as all of the recent upgrades to the Administration Building and County Courthouse. He emphasized to all of those present that this room is "your place," and that all are welcome to participate in their local government. On another note, he reminded the Board of his current seat on the Martin County Board of Trustees. He has recently learned that classes in the trades will soon be offered at the Bertie-Martin campus in Windsor.

Commissioner Bazemore thanked the Junior Commissioners for their participation in tonight's meeting, and insisted they return for the next Board on December 2nd to be officially sworn in. She also noted that due to a scheduling conflict, she would not be able to attend the Employee Appreciation Luncheon on December 5th.

Commissioner Lee reported that at 11:00 AM, the mobile food pantry will be distributing food in Powellsville. She also noted that she was unable to attend the Employee Appreciation Luncheon on December 5th.

Junior Commissioner Report

Qudre Joyner, Alexis Parker

Both Junior Commissioners expressed their excitement to participate in the program this year, and are looking forward to their swearing in during the December meeting.

County Manager's Reports

Introduction of new Human Resources & Risk Management Director

Interim County Manager Vaughan introduced Cortney Ward as Bertie County's new Human Resources & Risk Management Director. She will be coming from Washington Regional Medical Center, and will begin her duties in Bertie County on November 25th.

County Attorney's Reports

Status of notification to property owners for Road Safety & Maintenance Ordinance violations

Assistant County Attorney Huddleston reported that Ted Kent Cherry, Sr. had been served with the County's notice of violation letter and a copy of the newly approved Road Safety & Maintenance Ordinance, and his deadline to comply with the Ordinance is December 1st. The other owner has not yet been served.

Public Comments Continued

Michael Freeman, Chairman of the Bertie County Board of Elections, reminded the public that a municipal election was scheduled to take place tomorrow, November 5th. Elections will be held in all eight (8) municipalities.

CLOSED SESSION

A Closed Session was requested by the Interim County Manager 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.

Commissioner Wesson made a **MOTION** to going into Closed Session as requested. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

ADJOURN

Chairman Trent called for a **MOTION** to adjourn.

Commissioner Lee made a **MOTION** to **ADJOURN** tonight's meeting. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

John Trent, Chairman

Sarah Tinkham, Clerk to the Board