

Bertie County Board of Commissioners



October 7, 2019
4:00 PM

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

BERTIE COUNTY BOARD OF COMMISSIONERS

October 7, 2019

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.

4:00 Work Session

- a) Presentation by Open Door Church representatives for proposed acquisition of 4.75-acre Wayland Street property
- b) Closed Session - Pursuant to N.C.G.S. § 143-318.11(a)(4) – Economic Development
- c) Presentation by the Carolina Rebuilders Ministry representatives for proposed long term lease and renovation of former DSS/Health department facilities on Wayland Street

6:00 Call to Order and Welcome by Chairman Trent, Windsor Community Building, Windsor

Invocation and Pledge of Allegiance by Commissioner Lee

Public Comments (3-minute time limit per speaker)

(A)

***** REPORTS AND APPOINTMENTS *****

- (1) VIDANT Bertie Hospital update by President, Brian Harville
- (2) Tax Administrator, Jodie Rhea, will present the 2020 Revaluation Schedule of Values for approval – public hearing was held on Monday, September 30th
- (3) Sheriff’s Update – school security initiative
- (4) Emergency Services Director, Mitch Cooper, and Chief Deputy, Kenny Perry, present the proposed listed of “impassable roads” as defined by the Road Safety and Maintenance Ordinance
- (5) Republic Services proposed one-year extension for the landfill host agreement presented to the Board by County Attorney, Lloyd Smith

Board Appointments (B)

- 1. DSS Board – Dr. John Hill
- 2. Region Q Workforce Development Board – Dr. Otis Smallwood, Mike Dail

Consent Agenda (C)

- 1. Approve Minutes for Work Session 8-27-19, 9-3-19
- 2. Approve Minutes for Regular Session 9-3-19
- 3. Approve Minutes for Closed Session 9-3-19
- 4. Approve Minutes for Emergency Session 9-3-19
- 5. Approve Minutes for Planning Session 9-16-19

- 6. Approve Minutes for Public Hearing – 9-30-19
- 7. Register of Deeds Fees Report – September 2019
- 8. Budget Amendments
- 9. Tax Release Journal – August 2019
- 10. ABC Funds Report for FY 2018-2019 prepared by Trillium Health Resources
- 11. ARHS 2018 Annual Child Fatality Prevention Report to the County Commissioners, Board of Health
- 12. FY2019-2020 Senior Center General Purpose Agreement
- 13. Approve 2020 Board of Commissioners meeting and State holiday schedule

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

Discussion Agenda (D)

- 1. Discuss request by the Timmons Group for the County to submit an NCDOT petition for Road Addition of Chowan Shores Drive, Owens Drive, and Small Circle at the Chowan Shore subdivision
- 2. Discuss Town of Colerain Historic District nomination for National Registry of Historic Places

Commissioners’ Reports (E)
County Manager’s Reports (F)
County Attorney’s Reports (G)
Public Comments Continued
Closed Session

RECESS

October 14 at 4:00 PM,
Windsor Town Hall



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: October 7, 2019

SECTION: Work Session

DEPARTMENT: Governing Body

TOPICS:

- a) Presentation by Open Door Church representatives for proposed acquisition of 4.75-acre Wayland Street property
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COUNTY MANAGER RECOMMENDATION: Discussion requested.

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

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

BERTIE COUNTY BOARD OF COMMISSIONERS

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Public Comments Continued
Closed Session

RECESS

October 14 at 4:00 PM,
Windsor Town Hall



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: October 7, 2019

SECTION: Appointments & Reports (A-1 to A-4)

DEPARTMENT: Governing Body

TOPICS:

- (1) VIDANT Bertie Hospital update by President, Brian Harville
- (2) Tax Administrator, Jodie Rhea, will present the 2020 Revaluation Schedule of Values for approval – public hearing was held on Monday, September 30th
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- (5) Republic Services proposed one-year extension for the landfill host agreement presented to the Board by County Attorney, Lloyd Smith – **Please see attachment (s)**

COUNTY MANAGER RECOMMENDATION OR COMMENTS: --

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

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



A-4

Bertie County Impassable Roads

Bertie County Sheriffs Office and Emergency Services was tasked with collecting Data for impassable roads that have been brought to the attention of the County Commissioners. Twenty-eight roads that are not DOT maintained have been assessed to verify if Emergency Vehicles can safely pass to provide Emergency Response to the citizens and visitors of Bertie County. The assessment was done with a 2011 Crown Victoria style police car that is a spare vehicle for Emergency Management. This vehicle was chosen to represent the lowest ground clearance vehicle in emergency response which is the Dodge Charger at 4.6 inches of clearance. These roads were assessed because a citizen determined a concern. If a road has not been listed, a request will need to be made for the assessment.

Each road was assessed by driving the vehicle the complete distance of the road and documentation was made for what is defined as a passable road in Article III, section b of the Road Safety and Maintenance Ordinance. Definition is as follows.

(b) The Private Road must be passable. "Passable" is defined as being clear of obstacles and capable of being traveled upon safely. Travel will be deemed safe when said private road is devoid of any and all holes, cracks, crevices, potholes or other breaks in the road which cause the bottom chassis of the vehicle to come into contact with the ground or water during non-extreme weather conditions.

As of October 2, 2019 under normal weather conditions without any prior extreme weather conditions there are four roads that are deemed as impassable by definition of the Road Safety and Maintenance ordinance. The roads that caused the chassis of the vehicle to come into contact with the ground are as follows.

- Ted Cherry Lane
- Nancy Boulevard
- Tina Lane
- David Drive

Pictures where supplied by using the Sheriffs Department Drone

See next page

Ted Cherry Lane







See next page

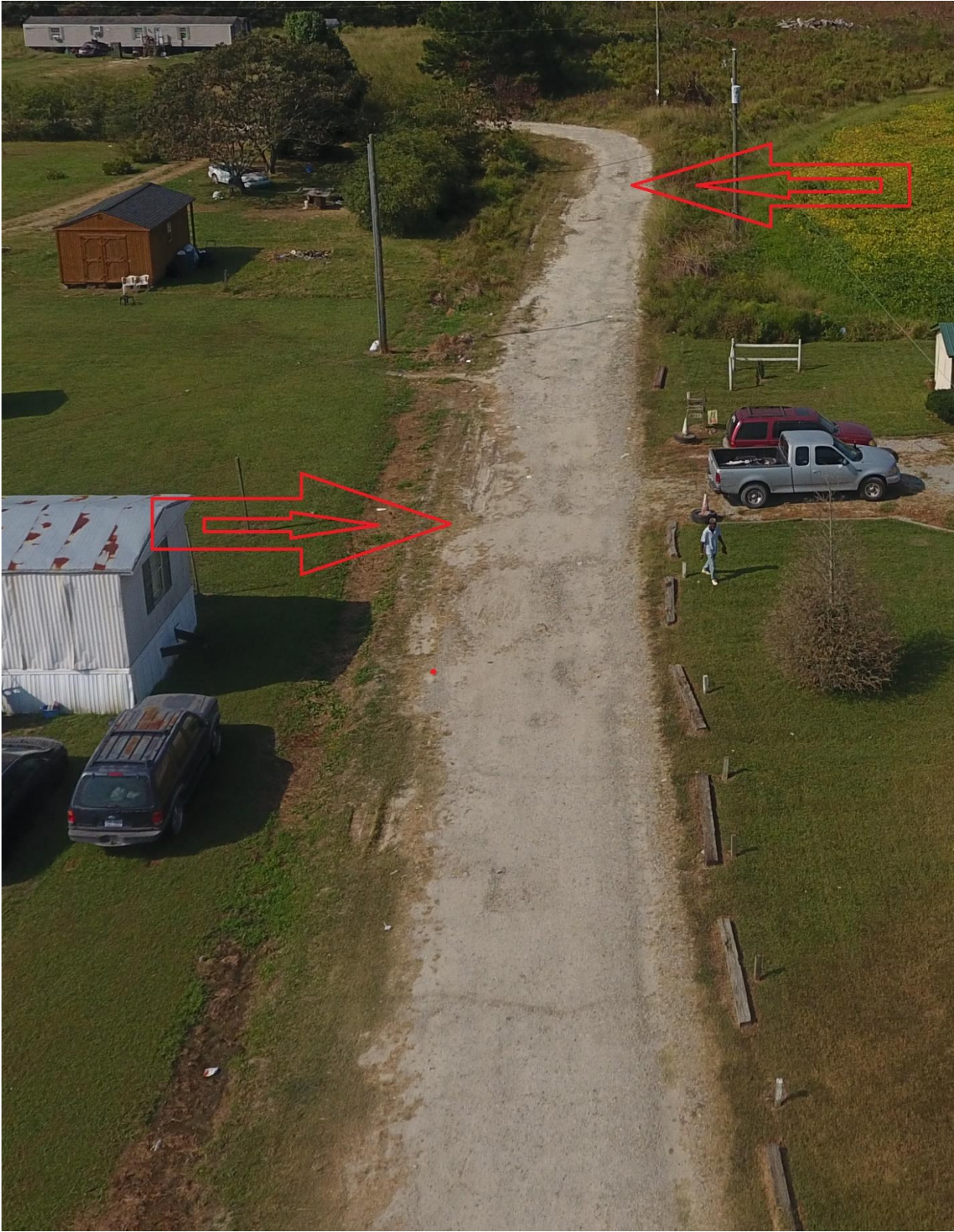
Nancy Boulevard



Tina Lane



David Drive





This concludes the latest assessment based on the definitions provided by the Road Safety and Maintenance ordinance

PRITCHETT & BURCH, PLLC

ATTORNEYS AT LAW

101 LAWYERS LANE – POST OFFICE DRAWER 100 – WINDSOR, NC 27983

Telephone (252) 794-3161- Facsimile (252) 794-2392

e-mail csmith@windsorlaw.com

LLOYD C. SMITH, JR. * +
JONATHAN E. HUDDLESTON
LLOYD C. (CLIF) SMITH, III
PEGGY T. SMITH

J.A. PRITCHETT (1897-1986)
WILLIAM W. PRITCHETT, JR. (1944-2001)

*Certified Mediator
+Certified Family Financial Mediator

Dear _____ :

Re:

You have been identified by Bertie County as the owner of _____ (address) _____ on which a private roadway exists. The County understands that this private roadway acts as an ingress and egress for at least one dwelling. On _____ Bertie County adopted "The Road Safety & Maintenance Ordinance" to protect safety and wellbeing of the citizens of Bertie County. This Ordinance requires all Private Roads, to be "passable for all. . . two or four wheel vehicles owned and operated by law enforcement, emergency management services or any fire department which are used in the execution of public services." A copy of said ordinance is attached to this letter.

This letter is to inform you that you are the owner of a private road that has been determined by the County to be in violation of this Ordinance.

Pursuant to the Ordinance you have forty-five (45) days to bring said road into compliance with the Ordinance. Failure to do so will result in enforcement provisions listed in Article V of the Ordinance, including but not limited to, a potential one hundred dollar (\$100.00) per day fine while the violation continues.

If you have any questions, please contact _____ to discuss this letter.

Sincerely,

John Trent
Chairman of the Board
Bertie County Commissioners

Road Name:	Intersecting Road	Township	# of Residents	Rating
Copeland LN.	Black Jack Rd.	Kelford	5	Moderate
Liverman Farm	Governors Rd	Kelford		Good
Tina LN	Ted Cherru LN	Kelford	4	Major
Ted Cherry LN	Governors Rd	Kelford	9	major
Nancy Blvd	Ted Cherry Ln	Kelford	0	Major
David Dr	Governors Rd	Kelford	9	Major
Country Court	Piney Woods R	Lewiston	3	Moderate
Lake Drive	Governors Rd	Lewiston	20	Moderate
Pine St	Governors Rd	Lewiston	19	Minor
Washington St	Pine St	Lewiston	16	Minor
Lassiter Ln	Governors rd.	Lewiston	3	Moderate
Kens Ct	Governors Rd	Windsor	0	Good
Mebane Cir	Governors rd.	Windsor	0	Good
Pine Forest In	Governors Rd	Windsor	0	Good
Tiffany's Lane	Governors Rd	Windsor	7	Minor
Jerrys Ln Ext	Tony's Ln	Windsor	3	Minor
Jerrys Ln	Tony's Ln	Windsor	20	Minor
Tony's Ln	Governors Rd	Windsor	18	Minor
Madison	School Rd	Windsor		Good
Tryon	School Rd	Windsor		Good
Dobbs Ln	School Rd	Windsor		Good
Thomasville Ln	Pierce Ln	Windsor	7	Moderate
Pierce Ln	School Rd	Windsor	2	Minor
Sand Pitt In	School Rd	Windsor		Good
Cabin Rd	Meadow Rd	Colerain	5	Major
Pioneer Ave	Meadow Rd	Colerain	12	major
Taylor park Rd	Meadow Rd	Colerain	4	Minor
Castello Park	Meadow Rd	Colerain	10	Minor

ROAD SAFETY AND MAINTENANCE ORDINANCE
FOR
BERTIE COUNTY, NORTH CAROLINA

ARTICLE I
INTRODUCTORY PROVISIONS

Section 101 Title

This Ordinance is entitled the *Bertie County Road Safety and Maintenance Ordinance*, and may be cited as the *Road Safety and Maintenance Ordinance*.

Section 102 Authority & Purpose

Bertie County being granted the authority under N.C.G.S. §153A-340 *et. seq.* and all other relevant North Carolina General Statutes, and, whereas, in order to promote the health, safety, and general welfare of the citizens of Bertie County, North Carolina; to allow for and provide for safe and timely emergency services to those citizens of Bertie County; and to abate and repair any deterrence to these services because of the conditions of any roadways which have been deemed to be detrimental to the public health, safety, and general welfare of a citizen of this county and said conditions have been determined to be a "public nuisance" and/or "safety hazard"; it is desirable and necessary to adopt the *Road Safety and Maintenance Ordinance*, for the territorial jurisdiction of Bertie County as herein set forth.

Section 103 Jurisdiction

Upon adoption, this ordinance shall govern every private and public road not maintained by the North Carolina Department of Transportation within Bertie County, North Carolina, where said road provides for public or private access to, at a minimum, two residences or dwellings which are used for residential purposes.

ARTICLE II
DEFINITIONS

Section 201 General

For the purpose of this ordinance, certain terms or words used herein shall be interpreted as set forth herein:

Section 202 Words Interpretation

For the purpose of this Ordinance, certain words shall be interpreted as follows:

- a) The word "may" is permissive
- b) The words "shall" and "will" are mandatory
- c) The present tense includes the future tense and the future tense includes the present tense.
- d) The singular includes the plural and plural includes the singular.
- e) The word "county" shall mean Bertie County, North Carolina
- f) The words "County Commissioners" shall mean the Bertie County Board of Commissioners.
- g) The word "person" includes firm, association, organization; trust, company, corporation, or any legal entity as well as an individual.
- h) The words "used" or "occupied" include the phrases: "intended to be occupied or used".

Section 203 Definitions

Dwelling- For the purpose of this Ordinance a dwelling, means any building, structure, manufactured home or mobile home, occupied, maintained or intended for use as a residence.

Enforcement Officer- The enforcement officers for Bertie County shall be the Emergency Management Services Director and Sheriff of Bertie County. Each is vested with the powers and authority granted under Article III of this Ordinance.

Private Road- A road or street that has not been accepted nor planned for acceptance by North Carolina Department of Transportation or other governmental entity, and which provides vehicular access to residential areas containing a minimum of two dwellings. A Private Road shall not include a private driveway providing ingress and egress to a single private residence.

Owner- The legal owner of the parcel or real property upon which any part of the private road is situated as documented in the Bertie County Tax Office. An owner will only be responsible pursuant to Article III of this ordinance for that portion or section of the private road which is found within the boundary of their parcel as defined by the Bertie County Tax and Mapping Department.

Residence- A place where a person or group of persons resides on a permanent or temporary basis.

Extreme Weather Conditions- For the purpose of this statute extreme weather conditions are those meteorological conditions which result in excessive precipitation, including ice, rain, or snow, that would make an otherwise passable private road unpassable; or a meteorological condition resulting in damage which causes a private road to not be passable. In the event said road is damaged as a result of said extreme

weather the owner shall have the same time allotted in Article IV Section 501 to repair said damage and bring said private road in compliance with this ordinance.

Obstacle: Any natural or manmade impediment or debris acting as a hinderance to vehicular travel on a road or street.

Vehicles: Two or Four Wheel drive vehicles owned and operated by law enforcement, emergency management services or any fire department which are used in the execution of public services.

ARTICLE III SPECIFICATIONS FOR PRIVATE ROADS

Section 301 General Provisions

Any Private Road within the jurisdiction of this ordinance will be subject to the specifications set forth within this article.

Section 302 Specifications

(a) All Private Roads must be passable for all vehicles defined in Article II Section 203.

(b) The Private Road must be passable. "Passable" is defined as being clear of obstacles and capable of being traveled upon safely. Travel will be deemed safe when said private road is devoid of any and all holes, cracks, crevices, potholes or other breaks in the road which cause the bottom chassis of the vehicle to come into contact with the ground or water during non-extreme weather conditions.

(c) The determination of what constitutes "passable" will be determined by the Enforcement Officer based upon the specifications contained herein.

Section 303 Exceptions

The specifications set forth in this ordinance do not apply during extreme weather conditions, or to situations where a private road becomes unpassable based upon extreme weather conditions.

Section 304 Maintenance

The owner of said Private Roads shall have a specific duty to maintain, repair, and bring up to standard, all private roads within the jurisdiction of this ordinance. Any and all private roads subject to this ordinance shall be subject to inspection by the Enforcement Officer to ensure compliance with the specification set forth in Article III, Section 302 above.

Section 305 Compliance

Any current owner of a private road subject to this Ordinance shall have 45 days to come into compliance with said Ordinance when served with a notice of violation. This notice of violation shall be served upon the land owner by the Bertie County Sheriff's Department. All new private roads subject to this Ordinance shall be built in compliance with the Specifications set forth in Article III, Section 302 above.

**ARTICLE IV
APPEAL**

Section 401 Notice of Appeal

Any current owner cited with a violation of said ordinance pursuant to this order, shall have ten (10) days upon service of notice of violation to file written notice of appeal with the County Clerk.

Section 402 Process of Appeal

- (a) If any owner or occupant makes a written request to the Board of Commissioners for hearing, such hearing shall be held before the Bertie County Board of Commissioners.
- (b) The hearing shall be held at the next available meeting after the request for a hearing was received.
- (c) The County shall mail a notice to the appealing party of the time and place of the hearing at least 10 calendar days prior to the hearing.
- (d) All parties shall have full opportunity to respond to and present evidence and witnesses.
- (e) The appellant shall have the burden of proving its position by clear and convincing evidence.
- (f) Hearings shall be informal and the rules of evidence as applied in the courts shall not apply. Irrelevant, immaterial and repetitious evidence shall be excluded.
- (g) The hearing shall be recorded, and the minutes of the meeting shall be approved by the Board of Commissioners at their next scheduled meeting.
- (h) The decision of the Board of Commissioners shall be issued within 10 calendar days following the hearing. Unless otherwise provided by law, the decision of the Board of Commissioners shall constitute the final decision.

**ARTICLE V
ENFORCEMENT**

Section 501 General Provisions

If the specifications required by this Ordinance are not met within 45 days following service of notice the violation, the private road owner shall be subject to a civil penalty pursuant to N.C.G.S. 153A-123(c) of \$100.00 per day for each day the violation continues, recoverable by the County in a civil action in the nature of a debt. The purpose of this civil fine is not punitive but intend to help defray any potential costs associated with repairing said private roads. In addition to all other remedies available either at law or in equity, as violation of this order is deemed a public nuisance the County may institute an action in the General Court of Justice, more specifically the Superior Court of Bertie County, seeking enforcement of the ordinance by injunction and order of abatement pursuant to N.C.G.S. §153A-123(d) and (e), including but not limited to, action by the County seeking an order of abatement requiring the private road owner to make the necessary improvements to said private road within the time allowed by the Court, whereupon noncompliance with the abatement order the County may execute the Order, making the necessary repairs and maintenance, creating a lien upon the owner's real property for the costs of executing said order.

Bertie County does hereby under the powers granted it pursuant to in N.C.G.S. §153A-123(c), specifically state and hold that violation of this ordinance shall not be a misdemeanor under N.C.G.S §14-4, and that a violation of this ordinance shall not be subject to a criminal penalty, other than those penalties assessed by a court pursuant to its contempt powers.

**PROCESS FOR ENFORCEMENT OF ROAD SAFETY
ORDINANCE**

1. Notice of Violation

- a. Upon complaint by citizen or any other concerned party, the Sheriff or Director of EMS will investigate designated area
- b. Sheriff or Director of EMS will determine if Road in Violation of Ordinance
- c. The County shall have Sheriff Department Personally serve a written notice of violation on any landowners in violation providing 45 days to repair Road

2. Appeal

- a. Land Owner will have ten days to provide written notice of appeal to County
- b. After appeal County will set the hearing at the next regularly scheduled meeting
- c. Following the hearing on the Appeal, the County has 10 days to provide a written decision


3. Enforcing Violation

- a. If after appeal or the expiration of the 45-day time limit the land owner has not made repairs, the County may file an action against the land owner in Superior Court. A fine of \$100.00 a day runs during this time period following the 45-day reprieve.
- b. Court may initially order the landowner to repair the road at cost within a certain time period.
- c. If landowner still refuses, County may get an order of abatement and hold the landowner in contempt.
- d. If County receives an Order of Abatement, the County can then go make repairs to road and place lien upon the property for the cost of said repair.

ADOPTION

The immediate operation of the provisions of this Ordinance is necessary for the preservation of the public health, public safety, and general welfare of Bertie County residents, and this Ordinance shall be in full force and effect immediately after its passing publication, and posting, as required by law. This Ordinance shall be effective upon adoption.

Ordinance hereby adopted on the 6th day of May, 2019.



John Trent, Chairman
Bertie County Commissioners

ATTEST:



Sarah Tinkham, Clerk to the Board
Bertie County



A-5

**FIFTH AMENDMENT TO
AMENDED AND RESTATED AGREEMENT
FOR DEVELOPMENT, USE AND
OPERATION OF NEW LANDFILL AND
RECYCLING FACILITY**

THIS FIFTH AMENDMENT (“Fifth Amendment”) is made effective this 7th day of October, 2019, to that certain April 19, 1994 Amended and Restated Agreement for Development, Use and Operation of New Landfill and Recycling Facility (“Restated Agreement”), by and between Bertie County, North Carolina, a political subdivision, organized and existing under the laws of the State of North Carolina (“County”), and Republic Services of North Carolina, LLC, a limited liability company organized and existing under the laws of Delaware (“Republic”).

RECITALS

WHEREAS, on April 19, 1994, the County and East Carolina Environmental, Inc. entered into the Restated Agreement for Development, Use and Operation of New Landfill and Recycling Facility; and

WHEREAS, on September 4, 1998, the County and East Carolina Environmental, Inc. entered into an Amendment to the Restated Agreement (“September 4, 1998 Amendment”); and

WHEREAS, on December 15, 1999, the County and East Carolina Environmental, Inc. entered into a second Amendment to the Restated Agreement; and

WHEREAS, on October 31, 2000, the County and Republic entered into a Third Amendment to the Restated Agreement; and

WHEREAS, on October 16, 2018, the County and Republic entered into a Fourth Amendment to the Restated Agreement; and

WHEREAS, the County and Republic desire to amend the Term set forth in Section 11.1 of the Restated Agreement as amended by the September 4, 1998 Amendment and the Fourth Amendment.

NOW, THEREFORE, the parties hereto agree as follows:

1. The recitals set forth above are true and correct and are hereby incorporated herein by reference. Capitalized terms used herein and not otherwise defined shall have the meanings given them in the Restated Agreement.

2. Section 11.1 of the Restated Agreement as amended by the September 4, 1998 Amendment and the Fourth Amendment is hereby deleted in its entirety and replaced with new Section 11.1 that reads as follows:

“11.1 Term. Subject to the terms and conditions of this Restated Agreement, the term of this Restated Agreement shall commence on the Effective Date (October 8, 1993) and shall continue for the reasonable duration of at least twenty seven (27) years thereafter (through and including October 8, 2020); provided, however, after twenty seven (27) years, the County may continue to use the New Landfill on a year-to-year basis under the same terms and conditions until such time as the New Landfill is, in Republic’s discretion, completely filled or otherwise rendered unusable or unfeasible for use as a sanitary landfill. The term of this Restated Agreement shall in no case exceed thirty (30) years (through and including October 8, 2023).”

4. Except as set forth herein, the Restated Agreement and subsequent amendments shall remain in full force and effect. In the event of a conflict between the terms of this Fifth Amendment and those contained in the Restated Agreement and subsequent amendments, the terms of this Fifth Amendment shall prevail and control.

6. This Fifth Amendment may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the County and Republic have caused their respective duly authorized officers to execute this Agreement as of the day and year first above written.

[SIGNATURE BLOCKS ON FOLLOWING PAGES]

ATTEST:

BERTIE COUNTY, NORTH CAROLINA

By: _____
Clerk to the Board

By: _____
John Trent
Chair

[County Seal]

Date: _____

APPROVED AS TO FORM:

By: _____
County Attorney

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

By: _____
County Finance Officer

ATTEST:

**REPUBLIC SERVICES OF NORTH
CAROLINA, LLC**

By: _____

[Corporate Seal]

By: _____

Shane Walker
Vice President

Date: _____



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: October 7, 2019

SECTION: Board Appointments (B-1 to B-2)

DEPARTMENT: Governing Body

TOPICS:

1. DSS Board – Dr. John Hill - **Please see attachment(s)**
2. Region Q Workforce Development Board – Dr. Otis Smallwood, Mike Dail - **Please see attachment(s)**

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: ---

DSS Board

Immediate Vacancies: 1

Position Vacancy:

Board	Term	Name	Began	End
DSS Board	--	Dr. John Hill	--	--

Special requirements: N/A

Notes: Individual has been recommended; application has been received.

Attendance of Current Members: N/A

Applications Received:

1

Current Members (unexpired):

1. --



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

Name: JOHN L. HILL

Home Phone Number: 252-356-1347 Mobile: 252-702-6449

Home Fax Number: NONE

Email Address: HILL, TRAP @ GMAIL, COM

Home Address: 617 NC HIGHWAY 42, COLERAUS (TRAP/MARSHALL)

Mailing Address: 617 NC HIGHWAY 42, COLERAIN, NC 27924

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

How long have you been a full-time resident of Bertie County? SINCE JANUARY 2006 (PART-TIME 1996-2005)

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

County Commissioner District: Colerain II
(This information can be obtained from the Bertie County Board of Elections at 252-794-5306)

Occupation: RETIRED UNIVERSITY PROFESSOR Employer: _____

Business Address: NONE

Business Phone Number: NONE Business Fax: NONE

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

1. SOCIAL SERVICES COMMISSION
2. _____
4. _____

Qualification for specific category: ALMOST 25 YEARS LEARNING ABOUT BERTIE AND ITS NEEDS THROUGH INVOLVEMENT IN DIFFERENT GROUPS OF BERTIE CITIZENS, FROM THE FIRST YEARS OF STEM HIGH SCHOOL, POLITICAL ACTIVITIES, LITERACY EFFORTS, BACKPACK AND OTHER NUTRITION EFFORTS, AND WORK ON OUTREACH OF ST. THOMAS EPISCOPAL CHURCH WINDSOR

Name of any Bertie County Board/Commission/Committee on which you presently serve:
NONE

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

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

I WOULD BRING CONTEMPORARY INVOLVEMENT IN BERTIE'S SOCIAL PROBLEMS FROM THE GOLDEN LEAF-FUNDED DIVERSITY PROJECT AT HOPE (2007-12), MY SERVICE ON GLOBAL GOALS COMMISSION OF EPISCOPAL DIOCESE OF EASTERN CAROLINA (2014-PRESENT) ON HUMAN TRAFFICKING AND OTHER PROBLEMS, AND EXPERIENCE OF CONFRONTING SUCH ISSUES IN OTHER SOCIETIES AS WELL.

Do you have any delinquent Bertie County taxes? Yes No

Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.) If necessary, you may add additional pages:

DUKE UNIVERSITY MA, PHD IN HISTORY, 42 YEARS TEACHING AND RESEARCH ON 19TH AND 20TH CENTURY SOCIETIES AND SOCIAL MOVEMENTS. HISTORIC HOPE FOUNDATION PRESIDENT (2008-10) AND BOARD MEMBER (2006-15); BERTIE DEMOCRATIC PARTY PRECINCT VICE-CHAIR & TREASURER 2011-18, ACTIVE IN HELPING TO ORGANIZE BACKPACK PROGRAM (WEEKEND FOOD FOR AT RISK ELEMENTARY STUDENTS IN BERTIE COUNTY), AND IN THE HISTORIC COLERAIN DISTRICT RECOGNITION EFFORT OVER LAST 3 YEARS.

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: 9/19/2019 Applicant's Signature: 

Return application to:

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

Note:

- *All information on this document is subject to the Public Records Law and will be released to the public upon request.
- **Interest to Service forms remain current for two years. Following that, the applicant may wish to contact the Clerk to the Board's Office for an updated form.
- ***Applications must be on file in the Clerk to the Board's Office 7 days prior to consideration for appointment.

FOR OFFICE USE ONLY

Date Received: _____

Received By: _____

Region Q Workforce Development Board

Immediate Vacancies: 2

Position Vacancy:

Board	Term	Name	Began	End
Region Q WFDB	2 years	Dr. Otis Smallwood – State Union employee	--	--
	2 years	Mike Dail – private sector	--	--

Special requirements: N/A

Notes: Application forthcoming; conditional approval urgently needed and requested by the Mid-East Commission.

Attendance of Current Members: N/A

Applications Received:

1 – both forthcoming

Current Members (unexpired):

1. --



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: October 7, 2019

SECTION: Consent (C-1 to C-13)

DEPARTMENT: Governing Body

TOPICS:

1. Approve Minutes for Work Session 8-27-19, 9-3-19 - **Please see attachment(s)**
2. Approve Minutes for Regular Session 9-3-19 - **Please see attachment(s)**
3. Approve Minutes for Closed Session 9-3-19 - **Please see attachment(s)**
4. Approve Minutes for Emergency Session 9-3-19 - **Please see attachment(s)**
5. Approve Minutes for Planning Session 9-16-19 - **Please see attachment(s)**
6. Approve Minutes for Public Hearing – 9-30-19 - **Please see attachment(s)**
7. Register of Deeds Fees Report – September 2019 - **Please see attachment(s)**
8. Budget Amendments - **Please see attachment(s)**
9. Tax Release Journal – August 2019 - **Please see attachment(s)**
10. ABC Funds Report for FY 2018-2019 prepared by Trillium Health Resources - **Please see attachment(s)**
11. ARHS 2018 Annual Child Fatality Prevention Report to the County Commissioners, Board of Health - **Please see attachment(s)**
12. FY2019-2020 Senior Center General Purpose Agreement - **Please see attachment(s)**

13. Approve 2020 Board of Commissioners meeting and State holiday schedule -
Please see attachment(s)

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

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

ATTACHMENTS: Yes, all items.

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



C-1

Windsor, North Carolina
August 27, 2019
WORK SESSION

The Bertie County Board of Commissioners met for a work session today at 10:00 AM inside the Roanoke-Cashie River Center, 112 W Water St, Windsor, NC. The following members were present or absent:

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

Absent: None

Staff Present: County Manager Scott Sauer
 Assistant County Manager Juan Vaughan, II
 Assistant County Attorney Jonathan Huddleston
 Assistant to the County Manager Dominique Walker
 Economic Development Director Steve Biggs
 Parks and Recreation Director Donna Mizelle

There were no media members present.

CALL TO ORDER

Chairman Trent called the meeting to order.

WORK SESSION

TGOW Planning and Site Development with Ms. Robin Payne, Project Consultant

The Board continued discussion of “Tall Glass of Water” (TGOW) planning and site development with Ms. Robin Payne. Topics discussed included review of RV and campground designs as income potential, state park examples, cabin designs, and horse sites. Ms. Payne

shared that one goal of the day was to outline the Board's vision of the TGOW site for development planners and consulting firms which will be assisting the County with the design for the site development. Commissioner Bazemore emphasized that the plan for improvements at the TGOW site should have something for the Bertie community and that it should have "something for everyone".

The Board discussed the possible placement of a welcome center along the future Interstate 87 corridor and establishing permanent access from both Bal Gra Road and NC 17. Assistant County Attorney Jonathan Huddleston discussed and clarified potential easement issues with the Board which remain unresolved.

Commissioner Bazemore made a **MOTION** for the Board to direct the County Attorney to initiate discussion with the Sawyers (adjoining property owners) and their representative Mike Neal about two easements connecting to the TGOW site from NC 17 with a minimum width of sixty feet. Chairman Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

Commissioner Wesson echoed similar statements of Commissioner Bazemore that the Board should discuss the needs of the Bertie community in the early planning process. Community representatives from Merry Hill expressed their concern with the lack of recreation activities in their area. Commissioner Lee shared that the needs of the community should be met first then as more finances become available then continue discussions for other larger activities.

Commissioner Lee noted that making the TGOW park handicap accessible needs to be a priority for the County, and the installation of permanent restrooms and picnic shelters are also important.

Vice Chairman Atkins expressed his support for developing income generation improvements and noted the need for planning and a timetable for this project. Economic Developer Steve Biggs expressed concern for plans to address erosion and to provide for beach renourishment.

County Manager Scott Sauer reiterated the meeting outcomes as establishing a list of all amenities and potential sites for future events to give to development planners. Mr. Sauer also shared that information from the meeting could be used for future grant applications.

Chairman Trent emphasized the need for providing entertainment for the County residents and a mobile amphitheater as an option to consider. The Board discussed site preparedness in lieu of weather and other potential natural disasters. Assistant County Manager Juan Vaughan II provided insight on the Board's plans for the site, future activities, and events.

Ms. Payne shared with the Board estimated capital costs for site development of TGOW and discussed having an on-site supervisor to oversee the site development. The Board also discussed handicap access options for the site. Ms. Payne led a discussion about location references regarding the Chowan River and Albemarle Sound. The Board reached a consensus to have the Albemarle Sound as the geographic reference for the TGOW site.

Economic Development, Funding & Capacity Building with Ms. Robin Payne, Project Consultant

Ms. Payne led the group discussion on job creation, business development and expansion, and workforce development. She shared the benefits from increased traffic for the County and community. Commissioner Wesson expressed the importance of the community visiting and using the TGOW property. Ms. Payne suggested that the Board consider creating an occupancy tax for future lodging opportunities. She also discussed four main models of funding for the Board to consider financing various activities on the property. The Board agreed to let Ms. Payne research examples of other counties' funding models. Assistant to the County Manager Dominique Walker pitched to the Board possibly sharing the County's story with the NC Association of County Commissioners "CountyCast" podcast as a means to bring awareness to the TGOW site and its future development and amenities. Commissioner Bazemore agreed, noting that we need to tell our story, and the NCACC podcast will help us.

First Colony Foundation

County Manager Scott Sauer provided an update to the Board on the First Colony Foundation's progress. He shared that the Foundation believes that the County land (TGOW) may have much more historical value than Site X based on the preliminary archeological survey. The Board agreed that the future welcome center would be located near or on the TGOW site.

Hurricane Matthew Recovery Update with Chris Hilbert of Holland Consulting Planners

At this time, the Board took a break for lunch.

Mr. Chris Hilbert of Holland Consulting Planners gave the Board an update on the acquisition process and demolition process of approved homes within the County.

Other Items

County Manager Scott Sauer provided an overview of the September draft agenda and noted that review of the Road Safety and Maintenance Ordinance was on the agenda for this meeting.

The Board briefly reviewed and discussed a compiled list of impassable roads within the County as recommended by law enforcement and emergency services staff.

Special Appropriations

County Manager Sauer asked for clarification of the Board's directive relative to limiting the expanding number of requests for donations and sponsorships. In light of recent Board approval

for two items, specifically the sponsorship for the Greater Wynn's Grove Baptist Church carnival event and West Roanoke Missionary Baptist Association's first annual fellowship banquet, Finance Director William Roberson has identified a potential conflict with a 2017 motion approved by the Board placing a freeze on donation requests which occur outside of the budget process. Based on this limit, current donations as of April 24, 2017 were to be capped and each donation or sponsorship will be itemized in the County's General Fund budget for special appropriations. The Board discussed that there would be no additional requests for sponsorships for the upcoming budget cycle. Commissioner Wesson made a **MOTION** to add two additional sponsorship requests to the FY 2019-2020 budget cycle based on the Board's recent approval. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

Retirement System Contribution-Based Benefit Cap

County Manager Scott Sauer shared with the Board a potential pension spiking issue regarding a long-term county employee, which has been identified by the State Treasurer's Office. The State now provides periodic reports to Chief Financial Officers of all local governments regarding contribution-based benefit cap legislation approved by the NC General Assembly in 2015. These reports identify potential financial liabilities which may exceed the benefit contributions by the employer and the employee. Mr. Sauer reminded the Board that in May of 2015 the County approved significant additional duties for the regional water system superintendent and a corresponding adjustment in compensation due to the merger and consolidation of several municipal and community water systems. With this compensation adjustment, the regional water system superintendent position is identified by the State Treasurer's Office as a potential financial liability for the County under the State's contribution-based benefit cap analysis. Finance Officer William Roberson reminded the Board that with each successive pay period the contribution-based benefit gap is narrowed, and will be minimized in subsequent months.

Hurricane Matthew Recovery Update

Mr. Chris Hilbert of Holland Consulting Planning reported on Hazard Mitigation Grant Program (HMGP) activities, including thirty-four (34) property acquisitions which were initially approved as part of this program. Four locations have been delayed due to their status, and of the thirty remaining properties, twenty-seven (27) houses have been acquired to date.

Demolition of these properties will soon follow, and eight (8) houses have been bid and one-half of them have been awarded to local contractors. Nine (9) additional demolition bids are prepared and ready, following the ten-day waiting period required by the State.

Four units have been bid for elevating the structures, two of which have recently been awarded, and two are already under contract according to Mr. Hilbert. Four additional elevation bids are being prepared by the engineers and will likely be awarded in October.

Mr. Hilbert also noted that two home owners have received relocation assistance for buying replacement homes, and he continues to work with other citizens who have already relocated. Assisting tenant occupied residences presents more of a challenge, and working to assist persons in this category will take significantly more time, possibly another six months.

Commissioner Wesson inquired about the DRA 2017 projects and the status of progress. In response Mr. Hilbert explained that the Williams property is completed and the Pierce house is under review by the State for this elevation work.

County Manager Sauer reported that there are still many challenges to address with respect to the CDBG-DR projects, and that Holland Consulting Planners have been very helpful in pulling the client information together.

Adjourn

Commissioner Wesson made a **MOTION** to adjourn. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

John Trent, Chairman

Sarah Tinkham, Clerk to the Board

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Windsor, North Carolina
September 3, 2019
WORK SESSION

The Bertie County Board of Commissioners met for work session today inside the Windsor Community Building, 201 S. Queen Street, Windsor, NC. 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: Ronald “Ron” Wesson, District I

Staff Present: County Manager Scott Sauer
 Assistant County Manager Juan Vaughan, II.
 Clerk to the Board Sarah Tinkham
 Finance Director William Roberson
 Assistant to the County Manager Dominique Walker
 Emergency Services Director Mitch Cooper

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

CALLED TO ORDER

Chairman Trent called the meeting to order.

OPEN SESSION

Commissioner Wesson made a **MOTION** to go into Closed Session pursuant to **N.C.G.S. § 143-318.11(a)(4)** and **N.C.G.S. § 143-318.11(a)(6)**. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board shifts into Closed Session.

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

RECESS

The Chairman **RECESSED** this meeting until 4:00 PM.

John Trent, Chairman

Sarah Tinkham, Clerk to the Board



C-2

**Windsor, North Carolina
September 3, 2019
REGULAR SESSION**

The Bertie County Board of Commissioners met for an emergency meeting today inside the Windsor Community Building, 201 S. Queen Street, Windsor, NC. The following members were present or absent:

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

Absent: Tammy A. Lee, District III

Staff Present: County Manager Scott Sauer
Assistant County Manager Juan Vaughan, II.
Clerk to the Board Sarah Tinkham
Finance Director William Roberson
Assistant to the County Manager Dominique Walker
Emergency Services Director Mitch Cooper
Parks and Recreation Director Donna Mizelle
Planning & Inspections Director Traci White

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

CALLED TO ORDER

Chairman Trent called the meeting to order.

PLEDGE OF ALLEGIANCE/INVOCATION

Vice Chairman Atkins asked Norman Cherry to deliver the Invocation, and Mr. Atkins also led the Pledge of Allegiance.

PUBLIC COMMENTS

Mr. Bill Blake of United Way was present to inquire if the County could give employees the opportunity to donate to the United Way via payroll deductions. Commissioner Wesson noted the United Way's commitment to non-profits in this area, and thanked him for the United Way's support.

At this time, County Manager Sauer gave a special presentation in honor of Dominique Walker who is currently serving her last day as Assistant to the County Manager today.

APPOINTMENTS & REPORTS

(1) Parks and Recreation Update by Parks and Recreation Director, Donna Mizelle

Parks and Recreation Director, Donna Mizelle, and Casey Owens of the Bertie County YMCA were both present to discuss the football program, and new season underway. The football league currently has 3 teams – 20 participants in the 7-8-year-old group, 22 kids in the 9-10-year-old group, and 27 in the 11-12-year-old age group. Ms. Mizelle thanked all of her coaching staff for their work since last season with the conditioning camps.

The program has seen significant growth since last year.

(2) Formal introduction of Superintendent Dr. Otis Smallwood, Bertie County Public Schools

Dr. Otis Smallwood was present introduce himself to the Board. He also wanted to request additional funding for the school district. The request was submitted in a letter that was delivered to the County at the end of August.

Dr. Smallwood discussed his desire to implement a 3% supplement for all certified staff at the Bertie County Public School system. If possible, he requested that \$151,000 be allocated to the school system which would provide one half of what is needed for the 3%, across the board supplement.

He emphasized how essential it is to maintain licensed teachers, and to compete with as many counties in the region as possible to ensure Bertie County students have what they need to succeed.

Commissioner Bazemore encouraged the Board to invest in the staff and students here in Bertie County, and that to attract industries, a qualified workforce is important.

Commissioner Wesson discussed the multiple voter referendum for quarter-cent sales tax that the County has made in several recent elections which could have funded supplements in the past. He discussed his concern with the County pushing the initiative, and that the he believed the initiative could have passed if only the entire BCPS staff voted in favor.

(3) Impassable Roads Report – re: Road Safety & Maintenance Ordinance by Emergency Services Director, Mitch Cooper

This item was deferred due to Hurricane Dorian preparations.

BOARD APPOINTMENTS

Albemarle Regional Library

Commissioner Wesson made a **MOTION** to reappoint Irene Walker to the Albemarle Regional Library Board. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

CONSENT AGENDA

1. Minutes for Regular Session 8-5-19, Work Session 8-5-19, Closed Session 8-5-19
Commissioner Bazemore noted a correction.
2. Fees Report – Register of Deeds – August 2019
3. Budget Amendments
4. AIA Grant Application – Water District I

Commissioner Bazemore made a **MOTION** to approve Consent Item#1 pending the amendments submitted. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

Commissioner Wesson made a **MOTION** to approve Consent Items 2-6. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

DISCUSSION

Discuss combining Fire Marshal duties with the new building inspector position for Fire Prevention Code Enforcement

The County Manager briefly summarized the discussions on this topic during the Work Session, and the Board will continue to move forward with review of this proposal before making this decision.

Review proposed 2020 meeting schedule and proposed calendar for Board meetings held in various community locations, plus consider adoption of the 2020 holiday schedule to coincide with the State calendar for office closings.

The Board would like to see the addition of Merry Hill to schedule, as well as to allow Commissioners meeting to still move forward on Planning Session days.

There was a consensus of the Board to do so, and make the desired changes.

Confirmation of 2019 Employee Appreciation Luncheon date – Thursday, December 5th

Commissioner Bazemore made a **MOTION** to confirm the 2019 Employee Appreciation Luncheon date on Thursday, December 5th. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

Agenda Preview – Work Session, September 16, 2019

The County Manager noted the draft work session agenda, and let the Board know that more items will most likely be added.

Other Items

Water Superintendent, Ricky Spivey, reported an issue that had arisen on Rupert Earl Road near Hardentown. He noted his concern regarding the lack of available customers, and that the water extension is estimated to cost \$47,000.

Commissioner Wesson expressed that he would like to see a policy or metric in place that could assist with requests like this in the future.

The Board discussed the area surrounding this residence and how the extension could be justified with only one citizen living on the road. The Board would like to further discuss this matter at an upcoming work session.

Commissioners' Reports

Commissioner Wesson noted that the community college ranking list had been released, and that the Martin Community College was ranked number four (4) in the State. The Windsor campus Administrator, Norman Cherry, was in the audience to receive this information.

Chairman Trent and Vice Chairman Atkins did not have any reports.

Commissioner Bazemore announced that she had attended the NCACC Annual Conference in Greensboro, and that this was one of the best conferences she had attended. She also discussed the opportunity for the County, school system, and other local agencies to partner together to improve life here in Bertie. She noted the importance of partnerships that promote career readiness and meeting the needs of today's job market.

County Manager's Reports

County Manager Sauer gave no remarks at this time.

Assistant County Manager's Reports

The Assistant County Manager gave no remarks at this time.

County Attorney's Reports

The County Attorney gave no remarks at this time.

Public Comments

A member of the Bertie County High School Alumni Association was present to announce the 50th anniversary of Bertie County High School. All graduates, teachers, current and former employees, and supporters are welcome to attend the parade event on Saturday, October 19 at 10:00am. Invitations and applications were submitted to the Board. Bands, performers, and a banquet are all planned for the event.

Commissioner Wesson suggested that she reach out to the Church of Evening Light as they are also hosting an event on the same day.

Tarsha Dudley was present to support Dr. Otis Smallwood, and also introduced the Interim Roanoke-Chowan Community College Interim President, Dr. Audre Levy.

Dominique Walker, Assistant to the County Manager, thanked the Board for their support over the last year and a half. She discussed her definition of public service, and was glad to be exposed to public service through county government for the very first time.

ADJOURN

Commissioner Bazemore made a **MOTION** to **ADJOURN** the meeting. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Chairman **ADJOURNED** the meeting at approximately 7:00 PM.

John Trent, Chairman

Sarah Tinkham, Clerk to the Board



C-4

Windsor, North Carolina
September 3, 2019
EMERGENCY MEETING

The Bertie County Board of Commissioners met for an emergency meeting today inside the Windsor Community Building, 201 S. Queen Street, Windsor, NC. The following members were present or absent:

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

Absent: Tammy A. Lee, District III

Staff Present: County Manager Scott Sauer
 Assistant County Manager Juan Vaughan, II.
 Clerk to the Board Sarah Tinkham
 Clerk of Superior Court Vasti F. James
 Emergency Services Director Mitch Cooper
 Tax Administrator Jodie Rhea
 Planning Director Traci White
 Economic Development Director Steve Biggs
 EMS Division Chief Crystal Freeman
 EMS Captain Shannon Williams

Leslie Beachboard of the Bertie Ledger-Advance was present from the media.

CALLED TO ORDER

Chairman Trent called the meeting to order.

HURRICANE DORIAN – STORM PREPARATIONS

County State of Emergency, report of storm preparations by Emergency Services Director, Mitch Cooper

Emergency Services Director, Mitch Cooper, summarized the latest model runs based on the 2:00 PM update from the National Hurricane Center. Possible rain totals and storm conditions were discussed, but Mr. Cooper stressed that this information could change in upcoming forecasts.

He also discussed the community partner meeting that will take place tonight at 6:00 PM at the Council on Aging. Mayors and town commissioners will come together to discuss their needs, as well as receive pertinent information from the County.

The County also signed into effect a County State of Emergency as of 9:00 AM today.

The Cashie Convention Center was also secured for \$300 a day to serve as a home base for aid workers visiting from out of town where shelter, meals, and showers will be provided.

Other storm related recommendations and communication needs were also discussed.

Resiliency Funding & Recovery Conference

County Manager Sauer discussed the conference that took place on August 28th where he and several county staff members were present including Commissioner Wesson.

Commissioner Wesson reported that faith-based communities had new grant opportunities available as it relates to storm needs.

RECESS

The Chairman **RECESSED** this meeting until 4:00 PM.

John Trent, Chairman

Sarah Tinkham, Clerk to the Board



C-5

**Windsor, North Carolina
September 16, 2019
PLANNING SESSION**

The Bertie County Board of Commissioners met for a PLANNING SESSION today inside the Roanoke-Cashie River Center, 112 W. Water Street, Windsor, NC. 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: County Manager Scott Sauer
Assistant County Manager Juan Vaughan, II.
Clerk to the Board Sarah Tinkham
Finance Director William Roberson
Tax Administrator Jodie Rhea
Economic Development Director Steve Biggs

There were no media members present.

CALLED TO ORDER

Chairman Trent called the meeting to order at 1:00 PM. The Board postponed their start time so that they could represent the County at the funeral of Robert “Bob” Spivey, former Bertie County Commissioner and former Windsor Town Mayor.

PLANNING SESSION

Revaluation update & presentation of the Schedule of Values

County Manager Sauer reiterated that the public hearing date for the 2020 revaluation schedule of values is set for September 30th at 6:00 PM inside the Windsor Community Building.

Members of the revaluation team present included Gary Piner, Renee McGinnis, and Gene Rountree.

Mr. Piner thanked the Board for allowing them to be here today, and that he and his team have enjoyed spending time in Bertie. Tax Administrator, Jodie Rhea, was also present for the discussion.

In summary, residents will receive letters of any property value changes in January 2020. He then asked Ms. McGinnis to begin summarizing the 2020 Schedule of Values for Bertie County. There was a lengthy review of the document with each Commissioner receiving a 3-inch binder with the materials enclosed.

Assistant County Attorney, Jonathan Huddleston, inquired if a real-life data table is used to devise the base rate for each category of property.

Commissioner Lee asked the Tax Administrator if he had any idea how things would end up, but he was not able to give a full picture about where the County would stand after revaluation is completed. He said the he did expect at least a moderate increase in values.

Chairman Trent reiterated to the staff and Commissioners that he will not be present at the September 30th public hearing since he is scheduled to be out of state for a week. The public hearing will take place at 6:00 PM inside the Windsor Community Building.

Land transfer & acquisition for Cashie Golf and Country Club property---update and next steps to facilitate the transfer to the Town of Windsor and establishment of firefighter training facilities in partnership with Martin Community College.

Assistant County Attorney Huddleston distributed a hand out to the Board and County staff present that summarized the history of the offer. Feedback was requested about how the Board would like him to proceed regarding the proposed increase in purchase price.

County Manager Sauer also distributed a hand out giving further background information that the Board jointly discussed including the resolution previously adopted by the Board on March 11, 2019 documenting his transaction.

In accordance with the Exchange of Property statutes, if approved by the Board for the Cashie River Golf Club, the updated purchase price will be re-advertised.

Chairman Trent reviewed the needed points for the sale. Commissioner Wesson made a **MOTION** to approve the updated price discussed at this meeting of \$16,350.71, and the re-

advertisement of the purchase price if the sale is approved by the Cashie River Golf Club. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

Old DSS/Health Department property disposition—two potential interested parties and discussion of strategies for long term lease with reversion clause, private sale of property with advertisement for upset bid, possible joint location for both interested parties or other recommendations from the governing body.

Commissioner Wesson discussed his involvement on the Board of Directors for the Carolina Rebuilding Ministry. He noted that the organization had received a \$600,000 grant from the Duke Endowment to span at least 6 years. He discussed that the group would like to come in and completely renovate and landscape the two buildings so that they could expand their services offered to area seniors. The main purpose would be to house volunteers in the area to complete major home renovations for those eligible under the program.

Vice Chairman Atkins inquired if zoning issues would arise, and if there was anything that needed to be addressed.

Another church group, Open Door Church, was also interested in the property but would perform a complete demolition and build a new church.

Commissioner Bazemore asked if we could have both groups attend an upcoming Board meeting to discuss the opportunity with each group.

The hope was that both groups would converse together to see if a mutual resolution could be reached before the Board revisits the matter.

Republic Services—request for two-year extension for landfill host agreement with no change in the current terms or conditions of the contract.

County Manager Sauer requested that the legal team follow up immediately with Republic Services' legal team. The Assistant County Attorney summarized a phone call he held with Republic's legal team just this morning, and he highlighted some of the changes in this agreement.

The contract would be in effect until October 8, 2021, all terms would remain the same, but Mr. Huddleston noticed a \$1 million financial assurance clause that he would like the Board to discuss.

There was some confusion about a 1-year extension previously approved and the reason for a 2-year extension of the agreement being presented now.

Commissioner Bazemore also expressed interest in the County working with a consultant in the future to ensure the County is still receiving the best service possible.

The consensus was for the legal team to research the matter further so that the Board may be able to discuss it more substantially at its next regular meeting on October 7, 2019.

OPIOID litigation legal update

Mr. Huddleston discussed an update he received regarding the federal OPIOID suit that was filed against Purdue Pharmaceuticals. Purdue Pharma is expected to file bankruptcy in the coming days, and a settlement is being presented to those currently participating in the suit.

County Manager Sauer emphasized that the Board would need to decide if the County should remain involved with the case as a plaintiff. A decision would need to be made by November 22, 2019.

Tall Glass of Water project update—Staff have scheduled meetings and site visit with both CAMA and PARTF representatives for later this month.

TGOW Easements—update from legal, review potential charitable donation in exchange for 60’ access easement to NC 17—meeting with property owner agent needs to be a priority.

TGOW—consideration for farm lease continuation, modification or cancelation

Commissioner Lee made a **MOTION** to discontinue the farming leasing at the TGOW site in favor of planting grass and leaving the area vacant. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

TGOW – RFQ for planning and site development (architect/engineer) design team; review and consider approval to proceed with distribution of RFQ document and proposed timetable for responses in order to prepare grant documents for PARTF application in May 2020.

An RFQ process was discussed including a timeline, and the County Manager was simply looking to receive approval to distribute the RFQ seeking interested consultants for planning and site development for the TGOW project. Mr. Sauer also highlighted the pertinent dates, including the deadline for submittals, noting that all copies should be sent to Interim County Manager, Juan Vaughan, by November 15.

Commissioner Bazemore made a **MOTION** to disallow hunting on County owned property. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

Consensus was also reached for the County Manager and Administrative staff to move forward with distributing and conducting the Request for Qualifications (RFQ) process.

NC LOW – next report just released, “Flood Dynamics in the Bertie Water Crescent” –

The County Manager noted that Bertie County will be featured in two upcoming documentaries that will also feature Dr. Stan Riggs.

In addition, Dr. Riggs would like to schedule a meeting with the County and the Town of Windsor to provide a project summary based on the latest report – copies were distributed by Mr. Sauer.

Various Project updates (items had no action but were briefly discussed):

Courthouse security, staffing update and facility signage – Staff positions are still vacant, and improved signage is also in the works to better direct citizens around the Administration Building and courthouse.

Commissioner Lee noted the improvement in cleanliness of the County Administration Building, and complimented the newest addition to the Maintenance Department on their efforts.

Animal Shelter – timetable for current fiscal year – This project has been budgeted for in this budget year, and the Chairman was asked to assist with the project. He mentioned he would have plans submitted to the rest of the Board within the \$80,000 budget requirement.

Library and Cooperative Extension—Lancaster Avenue damages & mitigation. Need to proceed with notice of adjoining property owner regarding demolition of old barn on County property. – A progress meeting is being held tomorrow afternoon, and the owner of the old barn has been contacted. The property in the barn is being removed and the barn will be demolished in the coming weeks. The Town of Windsor is assisting with repairs and improvements for Lancaster Avenue which will be scheduled at a later date.

Blue Jay Recreation Center – timetable for project completion – No project completion date has been confirmed yet. There has been no further word about a fire hydrant requirement either.

Long Branch Drainage project status, potential matching funds and State budget approval – There is no known change in status at this time.

Broadband Grant Projects – request an update from Roanoke Electric and new funding available through State Broadband Infrastructure program (Bertie allocation is \$641,000) – There is no known status at this time, but the County Manager would like Roanoke Electric to come back to deliver an update to the Board.

Personnel – Administration

The Assistant County Manager reported that the closing date for the Human Resources & Risk Management Director had passed. Mr. Vaughan requested that the Board grant him to ability

extend the application deadline in order potentially broaden the applicant pool. Mr. Vaughan noted that very few of the current candidates had HR experience. A total of 18 applications have been received. He noted that the Residency Requirement does present an additional hurdle in the recruitment process.

Commissioner Bazemore discussed her concerns with filling the position as quickly as possible especially in regards to salary changes for the respective DSS positions.

Interim County Manager

Commissioner Wesson make a **MOTION** to approve terms of employment and compensation as previously discussed to include \$1,000 per month increase for base pay, \$400 per month travel allowance, and \$50 per month mobile telephone stipend during the interim period. This change would become effective November 2, 2019. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

Special Project Consultation – Scott Sauer, post retirement

Chairman Trent inquired if there was interest to keep County Manager Sauer on as a consultant basis beginning December 1st. Vice Chairman Atkins expressed his interest, as well as Chairman Trent, and Commissioner Wesson. The State retirement system requires a 30-days break in service before a previous employee can return to work for a local government entity in any capacity.

With a retirement date of November 1st, the soonest the current County Manager could consult with the County would be December 1st.

Commissioner Bazemore would like to discuss the need for a consultant after the 30-days has passed.

Commissioner Wesson made a **MOTION** to contract with Scott Sauer on a consultant basis at \$5,000 a month for a period of 3-6 months beginning December 1st. Schedule of hours and location of workspace (in person or remote) will be at the discretion of the Interim County Manager. Vice Chairman Atkins **SECONDED** the motion. The **MOTION PASSED** in a 4-1 vote with Commissioner Bazemore voting against.

Additional Project updates (items had no action but were briefly discussed):

FY 2018-2019---Audit and preparation of Management Discussion & Analysis – The audit process begins next week and will last roughly one (1) month.

Golden LEAF Foundation---grant reporting for Library & Cooperative Extension, in addition to serving as owner's representative for construction project meetings and site visits

Hurricane Matthew Recovery—reporting, reimbursement and advocacy for project completion for CDBG-DR, EMS Station One, DRA-17 and HMGP coordination with Town of Windsor

Blue Jay Recreation Center—final grant reporting upon construction completion

Water Department—project completion for SCADA certification, and other existing projects. Discussions have begun with the Town of Powellsville for an engineering assessment and possible grant funding to facilitate possible merger and consolidation with County system. Water rate study for possible customer rate adjustments for FY 2019-2020.

Inspections Department—review of proposed realignment of Fire Marshal duties with Fire Prevention Code Enforcement building inspector responsibilities.

OPIOID litigation—assist County Attorney with preparation of documents to be filed

Voter referendum—local option quarter cent sales tax and preparation of materials

Fire Service District Tax—to achieve uniform funding for VFDs.

District Attorney – Vice Chairman Atkins noted that the District Attorney is moving into additional offices of the second floor of the Courthouse. County Manager Sauer was not aware of this change, and indicated he would verify the Clerk of Court.

Previous request made by Dr. Otis Smallwood, BCPS Superintendent -- \$151,267 for across the Board supplements for all school employees

Commissioner Bazemore asked to revisit the request made by the Bertie County Public School system for teacher supplements to retain qualified teachers. The school system is requesting approximately \$151,267 which would be added to the current expense appropriation.

Commissioner Bazemore made a **MOTION** to approve the request of \$151,267 to the Bertie County Public School system for across the Board supplements for all school employees.

There was further discussion on where this funding would be taken as it relates to the County budget noting that this is a one-time, non-recurring appropriation.

The Finance Director noted that this sum would have to come out of the County's fund balance.

County Manager Sauer reminded the Board that the fiscal year ended June 30, 2019 will likely reflect a decrease in the General Fund due to Hurricane Matthew recovery projects for which reimbursements remain outstanding of approximately \$750,000. Furthermore, he reminded the Board that with the completion of the Revaluation consulting contract, more than \$300,000 has been expended which was previously held in reserve. Mr. Sauer also noted that the recommended, proposed budget for FY2019-2020 included a nine-cent tax increase, of which only 3.5 cents was made effective on July 1, 2019.

Commissioner Wesson **SECONDED** the motion.

The topic of a quarter cent sales and use tax was discussed to aid in the teacher supplement issue as well. County Manager Sauer discussed the possibility of a special election so that this initiative was the only item listed on a ballot. This could work more favorably for the County if it were advertised as the only item on a ballot instead of on a more congested one.

Vice Chairman Atkins and Commissioner Lee both expressed their support for the Board of Education's request, but requested additional time to review the County's financial information prior to voting on this matter.

The **MOTION PASSED** in a 3-2 vote with Commissioners Lee and Atkins voting against.

Commissioner Lee again clarified that she was in support of the initiative, but was looking for more time to review the matter before participating in a formal vote.

Items deferred until the Board's regular meeting on October 7th

- Discussion of "impassable" road notifications--Road Safety and Maintenance Ordinance
- Review of proposed revisions and amendments—Ambulance Franchise Ordinance
- Combined job description – Building Codes Enforcement Officer/Fire Marshal

Commissioners Room Renovation Update

County Manager Sauer, at the request of the Commissioners, provided an update on the renovation project. Samples of granite were identified and review by the Board. Consensus was reached on which granite would be used to proceed with the project.

ADJOURN

Commissioner Wesson made a **MOTION** to **ADJOURN** the meeting. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Chairman **ADJOURNED** the meeting at approximately 4:00 PM.

John Trent, Chairman

Sarah Tinkham, Clerk to the Board



C-6

**Windsor, North Carolina
September 30, 2019
PUBLIC HEARING**

The Bertie County Board of Commissioners met for a public hearing today inside the Windsor Community Building, 201 S. Queen Street, Windsor, NC. The following members were present or absent:

Present: Ronald “Ron” Wesson, I
Greg Atkins, District II
Tammy A. Lee, District III

Absent: John Trent, District IV
Ernestine (Byrd) Bazemore, District V

Staff Present: County Manager Scott Sauer
Assistant County Manager Juan Vaughan, II.
Clerk to the Board Sarah Tinkham
Finance Director William Roberson
Tax Administrator Jodie Rhea

No media members were present.

2020 SCHEDULE OF VALUES – PUBLIC HEARING

Vice Chairman Atkins read a short statement into the record:

North Carolina General Statutes require counties to reassess real property every eight (8) years.

Bertie County’s real property assessment last occurred in 2012, and the Tax Office is preparing for revaluation of all real property, based on market values as of January 1, 2020.

The Board of Commissioners has engaged a third-party appraisal firm to assist the Tax Office with the re-assessment process for Bertie County’s 19,016 parcels. The purpose of tonight’s public hearing is to provide Bertie County citizens an opportunity to voice their opinion on the “schedule of values” which is the assessment tool used to establish market value for each parcel, residential dwelling, commercial buildings and farmland and buildings.

At this time, the Vice Chairman inquired if any public members were present.

It was noted by the County Manager that only County and revaluation staff were present for the hearing. County staff were also given the opportunity by the Vice Chairman to speak as a citizen, if they so needed.

There were no public comments.

Mr. Atkins asked if the Tax Administrator would like to provide any elaboration or remarks at this time.

Tax Administrator, Jodie Rhea, noted that on October 7th, the Board would be voting to approve the 2020 Schedule of Values. This action will be advertised four (4) times per State statute. The advertisement can be found for the next four (4) weeks in the Bertie-Ledger Advance.

Citizens will have the right to appeal until November 6th which is a firm date. Appeals cannot be requested after November 6th.

Commissioner Wesson thanked the revaluation team and Tax Administrator for all of their hard work. Commissioner Lee agreed and thanked those present for attending.

Vice Chairman Atkins called for a MOTION to ADJOURN.

ADJOURN

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

The Chairman **ADJOURNED** the meeting at approximately 6:05 PM.

John Trent, Chairman

Sarah Tinkham, Clerk to the Board



C-7



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 SEPTEMBER 2019 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-----	\$4,526.00
10-0030-4344-03	VITAL STATISTICS-----	\$1,183.00
10-0050-4839-02	MISCELLANEOUS(NOTARY OATHS/PHOTO COPIES, ETC)-----	\$142.65
10-0030-4344-04	NO. MARRIAGE LICENSE----- <u>7</u> @60.00	<u>\$420.00</u>
		<u>\$6,271.65</u>
10-0018-4240-01	N. C. STATE EXCISE STAMP TAX-----	\$4,543.00
10-0030-4344-10	STATE TREASURER FEE----- <u>145</u> @\$6.20	<u>\$899.00</u>
	STATE VITAL RECORDS----- <u>6</u> @14.00	<u>\$84.00</u>
		<u>\$11,797.65</u>
10-0000-1251-00	A/R IN/OUT(REFUND)-----	<u>\$3.50</u>
		<u>\$11,801.15</u>

Annie F. Wilson

REGISTER OF DEEDS - BERTIE COUNTY
By: *Shahedin L. Wilkerson, Asst.*

FOR INFORMATIONAL PURPOSES

D/T /MORTGAGES-----	<u>24</u> @\$6.20=	<u>\$148.80</u>
ADDITIONAL PAGES-----	@\$0.40=	
DEEDS & OTHER INSTRUMENTS-----	<u>136</u> @\$1.94=	<u>\$263.84</u>



C-8

BUDGET AMENDMENT

# 20-02				
INCREASE				INCREASE
10-0011-4111-35	\$ 6,000		10-4140-5399-01	\$ 6,000
INCREASE BUD FOR CONTRACT SERVICES - AUDITS TO PAY COUNTY TAX SERVICE (CTS)				
INCREASE				INCREASE
10-6100-5695-11	\$ 151,267		10-0090-4991-99	\$ 151,267
INCREASE SCHOOL EXPENSE BUD FOR ONE-TIME ACROSS THE BOARD SUPPLEMENTS				
INCREASE				INCREASE
10-4330-5570-00	\$ 16,351		10-0090-4991-99	\$ 16,351
ALLOCATE MONEY TO PURCHASE LAND (FIREFIGHTER TRAINING CENTER / MCC)				
INCREASE				INCREASE
10-4180-5399-00	\$ 7,055	ROD	10-0090-4991-99	\$ 15,841
10-4190-5351-08	\$ 3,778	BLUE JAY		
10-4950-5399-30	\$ 1,454	EFNEP		
10-4950-5399-32	\$ 1,272	ESMM		
10-4950-5400-21	\$ 200	L TO SWIM		
10-4950-5400-25	\$ 2,282	AG CAR.		
ADJUST GRANT MONEY/ CARRY OVER FROM PREVIOUS YEAR - CANCELLED PO'S:				
ROD - RECORD PRESERVATION				
PBDG - BLUE JAY PROJECT				
COOP - EXPANDED FOOD & NUTRITION				
COOP - EAT SMART-MOVE MORE				
COOP - LEARN TO SWIM				
COOP - AG CAROLINA - LIVESTOCK				
APPROVED ___ / ___ /2019				

William Roberson

From: Jodi Rhea
Sent: Thursday, August 29, 2019 8:59 AM
To: William Roberson
Subject: CTS

William,

I've got a \$6,000 invoice from CTS. I need that added to the line item so I can put in a PO

Thanks,

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

BERTIE COUNTY SCHOOLS

P.O. BOX 10
715 US HWY 13 N
WINDSOR, NORTH CAROLINA 27983
PHONE (252) 794-3173 – FAX: (252) 794-9727



Otis L. Smallwood, Ed.D.
Superintendent

BOARD MEMBERS
TARSHA DUDLEY, Chair
KURBANU CHERIK, Vice-Chairman
WESLEY DUNN
ROBERT FLEMING
BOBIE MCCOY

August 23, 2019

Mr. John Trent, Chairman
Bertie County Board of Commissioners
PO Box 530
Windsor, NC 27983

RE: 2019-20 Bertie County Schools Current Expense Fund Appropriation

Dear Chairman Trent and Commissioners:

On behalf of the Bertie County Board of Education, and Executive Director of Finance Mr. Steven Harrell, I am inquiring about the possibility of requesting additional funds from the county for Bertie County Schools' Current Expense Fund.

Earlier this year, the school board requested \$3,178,937.74 for current expenses. However, \$3,027,671 was appropriated. The difference is \$151,266.74. I am requesting that the said difference be appropriated to the Bertie County Schools Current Expense Fund in order to fund local supplements at an average of 3% for *all* staff in Bertie County Schools. If acquired, the additional funding you would provide will only cover about half of the supplements. The other half will be appropriated from existing local funds and/or the existing fund balance.

According to the latest edition of The State of the Teaching Profession released by the NC Department of Public Instruction (2018), Bertie County Schools is listed as one of five districts with the highest attrition rates (22.7%). Since July 1, 2019, there have already been approximately 10% of the teaching staff who have separated from the district and have gone to work in surrounding local education agencies (LEAs). Please note that each of those LEAs offers a local supplement and or signing bonuses. As of 2018, Bertie County Schools is one of only four LEAs state-wide that **DO NOT** offer any local supplement at all to its staff (*NC Policy Watch, 2018* – Please see attachment).

In my plan to move the district forward academically and produce positive outcomes for students, I will focus on three (3) major tenets: Learning and Teaching, Recruitment and Retention of Highly Qualified Staff, and Relationships among all Stakeholders. The research is clear that the focus and drive surrounding these three tenets have yielded positive results in transitioning high poverty school districts into high *performing* school districts. It is our ardent desire that Bertie County Public Schools will become one of these high performing districts in the near future. Please note that a high performing school district is synonymous, or “congruent,” if you will, with a thriving and prosperous local economy. If you choose to appropriate the

additional funds and match what was awarded for Current Expense the previous year, this expression of gratitude toward the employees of this school district will have a deep impact upon morale; and ultimately, staff and student performance.

As your new Superintendent of Schools, it is already very impressive to see the cooperation and support of these two governing bodies as we work together to Build a Better Bertie! I look forward to discussing this request at your next regular board meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Dr. Otis L. Smallwood". The signature is fluid and cursive, with a large initial "O" and "S".

Dr. Otis L. Smallwood
Superintendent

Previous request made by Dr. Otis Smallwood, BCPS Superintendent -- \$150,000 for across the Board supplements

Commissioner Bazemore asked to revisit the request made by the Bertie County Public School system for teacher supplements to retain qualified teachers. The school system is requesting approximately \$150,000.

Commissioner Bazemore made a **MOTION** to approve the request of \$150,000 to the Bertie County Public School system for across the Board supplements for all school employees.

There was further discussion on where this funding would be taken as it relates to the County budget noting that this is a one-time, non-recurring appropriation.

The Finance Director noted that this sum would have to come out of the County's fund Balance.

County Manager Sauer reminded the Board that the fiscal year ended June 30, 2019 will likely reflect a decrease in the General Fund due to Hurricane Matthew recovery projects for which reimbursements remain outstanding of approximately \$750,000. Furthermore, he reminded the Board that with the completion of the Revaluation consulting contract, more than \$300,000 has been expended which was previously held in reserve. Mr. Sauer also noted that the recommended, proposed budget for FY2019-2020 included a nine-cent tax increase, of which only 3.5 cents was made effective on July 1, 2019.

Windsor, North Carolina
September 16, 2019
PLANNING SESSION

The following was extracted from the minutes of the Bertie County Board of Commissioners PLANNING SESSION held at the Roanoke-Cashie River Center, 112 W. Water Street, Windsor, NC.

Land transfer & acquisition for Cashie Golf and Country Club property---update and next steps to facilitate the transfer to the Town of Windsor and establishment of firefighter training facilities in partnership with Martin Community College.

Assistant County Attorney Huddleston distributed a hand out to the Board and County staff present that summarized the history of the offer. Feedback was requested about how the Board would like him to proceed regarding the proposed increase in purchase price.

County Manager Sauer also distributed a hand out giving further background information that the Board jointly discussed including the resolution previously adopted by the Board on March 11, 2019 documenting his transaction.

In accordance with the Exchange of Property statutes, if approved by the Board for the Cashie River Golf Club, the updated purchase price will be re-advertised.

Chairman Trent reviewed the needed points for the sale. Commissioner Wesson made a **MOTION** to approve the updated price discussed at this meeting of \$16,350.71, and the re-advertisement of the purchase price if the sale is approved by the Cashie River Golf Club. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.



C-9



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

September 09, 2019

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 **August** 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 _____

Seq Nbr	Date	Account Number	Taxbill Number	Tax Code	Transaction Amount	Levy Amount	Penalty Amount	Addl Chgs	Interest Amount	Discont Amount	Trn Check Cde	Trans Rev Descriptn
1	08/16/19	33927	19A6815110915	G01	2035.61-	2035.61-	0.00	0.00	0.00	0.00	R	PG283
***		WFB ENTERPRISES LLC										
2	08/16/19	25662	19A25662.20	G01	4.82-	4.82-	0.00	0.00	0.00	0.00	R	PG283
***		CANON FINANCIAL SERVICES INC										
3	08/16/19	25662	19A25662.40	G01	13.03-	13.03-	0.00	0.00	0.00	0.00	R	PG283
***		CANON FINANCIAL SERVICES INC										
4	08/16/19	25662	19A25662.70	G01	45.48-	45.48-	0.00	0.00	0.00	0.00	R	PG283
***		CANON FINANCIAL SERVICES INC										
5	08/16/19	25662	19A25662.80	C08 G01	0.07- 16.16-	0.07- 16.16-	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	R	PG283
***		CANON FINANCIAL SERVICES INC										
6	08/16/19	25662	19A25662.90	G01	1.30-	1.30-	0.00	0.00	0.00	0.00	R	PG283
***		CANON FINANCIAL SERVICES INC										
Total for Group RLS*19*277					2116.47-	2116.47-	0.00	0.00	0.00	0.00		

Tax Code Totals
 C08*19- WINDSOR 0.07-
 G01*19- BRT TAX 2116.40-
 ***** Totals By Tax Cycle *****
 Cycle Current Delinquent
 A 0.00 2116.47-

RLS* 19* 243	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2019	8/5/2019	Leary, Carolyn 19A6818995154 OA exemption left off	G01	\$137.67		\$0.00		\$137.67
	8/5/2019	KeyBank National 19A33088.08	G01	\$543.76				\$543.76
	8/5/2019	Personal prop. Listed incorrectly	C08	\$91.15				\$91.15
	8/5/2019	Perdue Farms 19A5827545850 2012 value appeal credit (last one)	G01	\$38,990.97				\$38,990.97
	8/8/2019	Cherry, Susanna 19A5884099434 OA exemption left off	G01	\$216.25				\$216.25
	8/8/2019	Murphy, Shawn 19A6738133810 Land Use left off	G01	\$716.89				\$716.89
	8/8/2019	Ambrose, Kenneth 19A129.40 Estate closed, insolvent	G01	\$25.11				\$25.11
	8/20/2019	Davidson, Ernie 19A6829598825 Land Use left off	G01	\$115.11				\$115.11
	8/20/2019	Collier, Mitch 19A6856128842 Land Use left off	G01	\$287.39				\$287.39
	8/20/2019	Elliott, Janet 19A6843558437 Land Use left off	G01	\$182.63				\$182.63
	8/20/2019	Miller, Vandy 19A6940067032 Land Use left off	G01	\$201.60				\$201.60
	8/20/2019	Hoggard, Lisa 19A31315.30 Double Listed w/#222642	G01	\$155.44				\$155.44
	8/20/2019	Cherry, Vickie 19A33828.80 Double Listed w/#222225.80	G01	\$8.30				\$8.30
	8/20/2019	Cherry, Vickie 19A22225.80 Late list penalty added in error	G01			\$0.87		\$0.87
	8/30/2019	Willis Family Farms 19A6862956883 Land Use left off	G01	\$424.13				\$424.13
	8/30/2019	Willis Family Farms 19A6862975871 Land Use left off	G01	\$1,280.30				\$1,280.30
	8/30/2019	Lee, Thomas 19A18646.10 Double Listed	G01	\$71.71				\$71.71
	8/30/2019	Hardy, Timothy 19A26494.80	G01	\$3.79				\$3.79

		Double Listed	C08	\$0.64				\$0.64
8/30/2019	Hardy, Timothy 19A16805.80		G01	0.41				\$0.41
	Double Listed		C01	0.07				\$0.07
8/30/2019	Lipscomb, Edward 19A26770.80		G01	129.75				\$129.75
	Equip. sold in 2017 bus. Closed		C08	21.75				\$21.75
								<u>\$43,605.69</u>

RLS*19*243	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2018	8/8/2019	Ambrose, Kenneth 17A129.40	G01	\$24.09		\$0.00		\$24.09
		Estate closed, insolvent						
								<u>\$24.09</u>

RLS*19*243	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2017	8/8/2019	Ambrose, Kenneth 17A26037.40 Estate closed, insolvent	G01	\$32.03		\$0.00		\$32.03
	8/8/2019	Ambrose, Kenneth 17A129.40	G01	\$21.90		\$0.00		\$21.90
				\$0.00				\$0.00
								<u>\$53.93</u>

RLS*19*243	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2016	8/8/2019	Ambrose, Kenneth 16A26037.40	G01	\$34.95		\$0.00		\$34.95
		Estate closed, insolvent						
	8/8/2019	Ambrose, Kenneth 16A129.40	G01	\$26.05		\$0.00		\$26.05
				\$0.00				\$0.00
								\$61.00

RLS*19*243	DATE	NAME	CODE	LEVY	ADV	PEN	INT	TOTAL
2015	8/8/2019	Ambrose, Kenneth 15A26037.40	G01	\$38.62		\$0.00		\$38.62
		Estate closed, insolvent						
	8/8/2019	Ambrose, Kenneth 15A129.40	G01	\$85.08		\$0.00		\$85.08
				\$0.00				\$0.00
								\$123.70

Detail Transactions by Group

Effective Date 08/05/19

Abatement

Seq Nbr	Date	Account Number	Taxbill Number	Tax Code	Transaction Amount	Levy Amount	Penalty Amount	Add Chgs	Interest Amount	Discnt Amount	Trn Cde	Check Number	Trans Rev Descriptn
1	08/05/19	23138	19A6818995154	G01	137.67-	137.67-	0.00	0.00	0.00	0.00	R	PG283	
***			LEARY, CAROLYN D										
2	08/05/19	33088	19A33088.80	G01 C08	543.76- 91.15-	543.76- 91.15-	0.00 0.00	0.00	0.00	0.00	R	PG283	
***			KEYBANK NATIONAL ASSOCIATION										
3	08/05/19	26358	19A5827545850	G01	38990.97-	38990.97-	0.00	0.00	0.00	0.00	R	PG283	
***			PERDUE FOODS LLC										
4	08/08/19	2917	19A5884099434	G01	216.25-	216.25-	0.00	0.00	0.00	0.00	R	PG283	
***			CHERRY, SUSANNA										
5	08/08/19	33902	19A6738133810	G01	716.89-	716.89-	0.00	0.00	0.00	0.00	R	PG283	
***			MURPHY, SHAWN RAY										
6	08/08/19	26037	17A26037.40	G01	32.03-	32.03-	0.00	0.00	0.00	0.00	R	PG283	
***			AMBROSE, KENNETH R, HEIRS										
7	08/08/19	26037	16A26037.40	G01	34.95-	34.95-	0.00	0.00	0.00	0.00	R	PG245	
***			AMBROSE, KENNETH R, HEIRS										
8	08/08/19	26037	15A26037.40	G01	38.62-	38.62-	0.00	0.00	0.00	0.00	R	PG186	
***			AMBROSE, KENNETH R, HEIRS										
9	08/08/19	129	15A129.40	G01	85.08-	85.08-	0.00	0.00	0.00	0.00	R	PG103	
***			AMBROSE, KENNETH R										
10	08/08/19	129	16A129.40	G01	26.05-	26.05-	0.00	0.00	0.00	0.00	R	PG103	
***			AMBROSE, KENNETH R										
11	08/08/19	129	17A129.40	G01	21.90-	21.90-	0.00	0.00	0.00	0.00	R	PG186	
***			AMBROSE, KENNETH R										
12	08/08/19	129	18A129.40	G01	24.09-	24.09-	2.19-	0.00	0.00	0.00	R	PG245	
***			AMBROSE, KENNETH R										
13	08/08/19	129	19A129.40	G01	25.11-	22.83-	2.28-	0.00	0.00	0.00	R	PG259	

Detail Transactions by Group

Abatement

Effective Date 08/05/19

Tax Collections
09/09/19

Group Number RLS*19*243

Seq Nbr	Date	Account Number	Taxbill Number	Tax Code	Transaction Amount	Levy Amount	Penalty Amount	Addl Chgs	Interest Amount	Discnt Amount	Trn Cde	Check Number	Trans Rev Descriptn
***		AMBROSE, KENNETH R			25.11-	22.83-	2.28-	0.00	0.00	0.00	R	PG283	
14	08/20/19	33934	19A6829598825	G01	115.11-	115.11-	0.00	0.00	0.00	0.00	R	PG283	
***		DAVIDSON, ERNIE LEE			115.11-	115.11-	0.00	0.00	0.00	0.00	R	PG283	
15	08/20/19	23035	19A6856128842	G01	287.39-	287.39-	0.00	0.00	0.00	0.00	R	PG283	
***		COLLIER, MITCH WAYNE			287.39-	287.39-	0.00	0.00	0.00	0.00	R	PG283	
16	08/20/19	33092	19A6843558437	G01	182.63-	182.63-	0.00	0.00	0.00	0.00	R	PG283	
***		ELLIOTT, JANET LEE			182.63-	182.63-	0.00	0.00	0.00	0.00	R	PG283	
17	08/20/19	30605	19A6940067032	G01	201.60-	201.60-	0.00	0.00	0.00	0.00	R	PG283	
***		MILLER, VANDY NELSON			201.60-	201.60-	0.00	0.00	0.00	0.00	R	PG283	
18	08/20/19	31315	19A31315.30	G01	155.44-	155.44-	0.00	0.00	0.00	0.00	R	PG284	
***		HOGGARD, LISA BULGHER (AKA)			155.44-	155.44-	0.00	0.00	0.00	0.00	R	PG284	
19	08/20/19	33828	18A33828.80	G01	8.30-	8.30-	0.00	0.00	0.00	0.00	R	PG284	
***		CHERRY, VICKIE			8.30-	8.30-	0.00	0.00	0.00	0.00	R	PG284	
20	08/20/19	22225	19A22225.80	G01	0.87-	0.87-	0.87-	0.00	0.00	0.00	R	PG284	
***		CHERRY, VICKIE RAE BUNCH			0.87-	0.87-	0.87-	0.00	0.00	0.00	R	PG284	
21	08/30/19	34071	19A6862956883	G01	424.13-	424.13-	0.00	0.00	0.00	0.00	R	PG284	
***		WILLIS LANDING FARM LLC			424.13-	424.13-	0.00	0.00	0.00	0.00	R	PG284	
22	08/30/19	34071	19A6862975871	G01	1280.30-	1280.30-	0.00	0.00	0.00	0.00	R	PG284	
***		WILLIS LANDING FARM LLC			1280.30-	1280.30-	0.00	0.00	0.00	0.00	R	PG284	
23	08/30/19	18646	19A18646.10	G01	71.71-	71.71-	0.00	0.00	0.00	0.00	R	PG284	
***		LEE, THOMAS E			71.71-	71.71-	0.00	0.00	0.00	0.00	R	PG284	
24	08/30/19	26494	19A26494.80	G01 C08	3.79-	3.79-	0.00	0.00	0.00	0.00	R	PG284	
***		HARDY, TIMOTHY, SR			0.64-	0.64-	0.00	0.00	0.00	0.00	R	PG284	
25	08/30/19	16805	19A16805.80	G01 C08	4.43-	4.43-	0.00	0.00	0.00	0.00	R	PG284	
***					0.41-	0.41-	0.00	0.00	0.00	0.00	R	PG284	
					0.07-	0.07-	0.00	0.00	0.00	0.00	R	PG284	

Seq Nbr	Date	Account Number	Taxbill Number	Tax Code	Transaction Amount	Levy Amount	Penalty Amount	Addl Chgs	Interest Amount	Discont Amount	Trn Cde	Check Number	Trans Rev	Descriptn
***		HARDY, TIMOTHY ONEAL			0.48-	0.48-	0.00	0.00	0.00	0.00	R	PG284		
26	08/30/19	26770	19A26770.80	G01 C08	129.75- 21.75-	129.75- 21.75-	0.00 0.00	0.00	0.00 0.00	0.00	R	PG284		
***		LIPSCOMB, EDWARD LEE			151.50-	151.50-	0.00	0.00	0.00	0.00	R	PG284		
Tax Code Totals														
		C08*19- WINDSOR			113.61-	113.61-	0.00	0.00	0.00	0.00				
		G01*15- BRT TAX			123.70-	123.70-	0.00	0.00	0.00	0.00				
		G01*16- BRT TAX			61.00-	61.00-	0.00	0.00	0.00	0.00				
		G01*17- BRT TAX			53.93-	53.93-	0.00	0.00	0.00	0.00				
		G01*18- BRT TAX			32.39-	30.20-	2.19-	0.00	0.00	0.00				
		G01*19- BRT TAX			43483.78-	43480.63-	3.15-	0.00	0.00	0.00				
Total for Group					43868.41-	43863.07-	5.34-	0.00	0.00	0.00				
RLS*19*243														

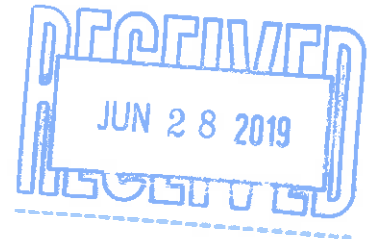
***** Totals By Tax Cycle *****
 Cycle Current Delinquent
 A 0.00 43868.41-



C-11



ALBEMARLE REGIONAL HEALTH SERVICES
Partners in Public Health



MEMORANDUM

TO: ARHS County Commissioners and Board of Health
(Bertie, Camden, Chowan, Currituck, Gates, Hertford, Pasquotank, and Perquimans counties)

FROM: Sara Davidson, Bertie County CFPT Chairperson
Sherry East, Camden County CFPT Chairperson
Amber Woodell, Chowan County CFPT Chairperson
Ashley Helms, Currituck County CFPT Chairperson
Karen Riddick, Gates County CFPT Chairperson
Valerie Pearce, Interim Hertford County CFPT Chairperson
Kathleen Foreman, Pasquotank County CFPT Chairperson
Susan Chaney, Perquimans County CFPT Chairperson

SUBJ: ARHS 2018 Annual Child Fatality Prevention Team Report to the
County Commissioners and Board of Health

DATE: June 26, 2019

Pasquotank

Perquimans

Camden

Chowan

Currituck

Bertie

Gates

Hertford

Local Child Fatality Prevention Teams (CFPT) review medical examiner reports, death transcripts, law enforcement reports, and other records for deceased county residents under age 18 whose fatalities are not due to abuse and neglect. Members discuss outcomes of services and circumstances surrounding the child's death and make recommendations as needed.

The purposes of the local CFPTs are to:

- identify deficiencies in the delivery of services to children and families by public agencies;
- make and carry out recommendations for changes that will prevent future child deaths; and
- promote understanding of the causes of child deaths.

The North Carolina statute and the CFPT Agreement Addenda with our local Health Department requires each local to submit in writing recommendations, if any, and advocate for system improvements and needed resources where gaps and deficiencies may exist annually to the board of county commissioners and the local board of health.

Attached for your review is the ARHS 2018 Annual Child Fatality Prevention Team Report to the County Commissioners and Board of Health for your review. Please feel free to contact the chairperson indicated for your respective county should you have any questions regarding this report.

Attachment

- cc: Scott T. Sauer, Bertie County Manager
Ken Bowman, Camden County Manager
Kevin Howard, Chowan County Manager
Daniel F. Scanlon, II, Currituck County Manager
Natalie Rountree, Gates County Manager
Loria Williams, Hertford County Manager
Sparty Hammett, Pasquotank County Manager
Frank Heath, Perquimans County Manager

R. Battle Betts, Jr., MPA, Health Director

P.O. Box 189 • 711 Roanoke Avenue • Elizabeth City, North Carolina 27907-0189

Tel: 252-338-4400 • Fax: 252-338-4449 • www.arhs-nc.org



Cause of Death	Bertie	Camden	Chowan	Currituck	Gates	Hertford	Pasquotank	Perquimans
Accidental poisoning by and exposure to other and unspecified drugs, medicants, and biological substances; mental and behavioral disorders due to multiple drug use and use of other psychoactive substances; poisoning by other opioids; poisoning by other synthetic narcotics				1*				
Birth defects; malformation of coronary vessels							1	
Drowning and submersion while in swimming pool; drowning and nonfatal submersion							1	
Edwards' syndrome, unspecified				1				
Exomphalos, neonatal cardiac dysrhythmia, [and] persistent fetal circulation	1							
Intentional self-harm by hanging, strangulation, and suffocation; asphyxiation		1						
Malignant neoplasm of prostate							1	
Necrotizing enterocolitis of newborn; respiratory distress syndrome, unspecified intraventricular (nontraumatic) hemorrhage of newborn				1				
Neonatal cardiac dysrhythmia					1			
Newborn affected by incompetent cervix, respiratory failure of newborn, neonatal cardiac dysrhythmia	1							
Newborn affected by premature rupture of membranes				1				
Other ill-defined and unspecified causes of mortality					1			
Other ill-defined and unspecified causes of mortality; unknown cause of mortality					1*			
Perinatal condition; intracranial (nontraumatic) hemorrhage of newborn, unspecified; birth asphyxia, unspecified							1	
Person injured in unspecified motor-vehicle accident, traffic; crushing injury of head, part unspecified					1			
Unspecified renal failure							1	
TOTAL	2	1	0	3*	4		5	0

Currituck: *Fatality held over from 2017 fourth quarter meeting for review of additional information; recommendation and local action was taken at 2018 first quarter meeting. See copy of attached letter. Currituck County High Schools hired an additional full time social worker to assist with coordination of care.

Gates: * Recommendation: Write a letter to the Gates County Housing Committee and Board of Commissioners to address safe affordable housing. A draft letter to the Gates County Housing Committee and Board of Commissioners is currently in process. Once the team reviews and approves the final letter it will be mailed.

Note: An ongoing identified problem occurs when a child dies out of state (i.e., CHKD), as the team is unable to obtain information across state lines, and in some instances, is unable to review the case, identify any gaps or system problems, and therefore no recommendations are made and no actions taken.



ALBEMARLE REGIONAL HEALTH SERVICES
Partners in Public Health

Albemarle Regional Health Services
2018 Annual Child Fatality Prevention Team Report
to the

County Commissioners and Board of Health

(Bertie, Camden, Chowan, Currituck, Gates, Hertford, Pasquotank, and Perquimans counties)

I. Introduction

In 1993, the North Carolina General Assembly established a network of local Child Fatality Prevention Teams (CFPT) across the state to confidentially review medical examiner reports, death certificates, and other records of deceased residents under age 18. Each local team consists of representatives of public and nonpublic agencies in the community such as Law Enforcement, EMS, Guardian Ad Litem, Department of Social Services, Health Department, Head Start (or daycare), School Superintendent designee, and parent of a deceased child, among others, who provide services to children and their families.

Pasquotank

Perquimans

Camden

Chowan

The purpose of this report is to give a summary of the causes of death, the number of cases reviewed, recommendations for prevention, if any, that have been made, and to share local team activities and accomplishments.

II. Role of the County Commissioners and Board of Health

- Receive annual reports which contain recommendations, and advocate for system improvements and needed resources, if requested.
- Appoint members of the local team as identified by the membership.

Currituck

Bertie

III. Child Deaths by Cause, System Problems Identified, Recommendations for Prevention and Proposed Action

In the ARHS district, CFPT teams reviewed fifteen child deaths, identified two potential system problems, and made recommendations for future prevention efforts, as indicated on page six of this report.

Gates

Hertford

CFPT Activities and Accomplishments

All ARHS Teams

- A report for each child death reviewed was completed by the local Review Team Coordinator and forwarded to the State Coordinator.
- The 2018 CFPT Focus Topic concentrated on education and prevention of substance use and abuse for children and youth under the age of 18. CFPT team members throughout the region participated on the Albemarle Overdose Prevention Coalition. The coalition membership consists of 44% of CFPT members throughout the district. CFPT members participating on the coalition received e-mails, attended meetings as schedules permitted, and provided updated information at CFPT meetings throughout 2018.



- All CFPT teams in the district collaborated together on the selection of five posters "Drugs and the Body", "Parents of Student Athletes", "It's Okay to Ask", "Mistaken Identity", and "Bullying" as indicated in county listing below (see attached). A total of 750 posters were printed locally by MMT Printer's which were distributed throughout the district to schools including Albemarle School and NEAAAT, recreation departments, community centers, etc.
- Emails received from the State Coordinator regarding webinars, trainings, etc., were forwarded to all CFPT chairpersons and team members. Chairpersons/members viewed webinars as schedules permitted and shared information at CFPT meetings.
- Various team members throughout the district participated in and/or shared information regarding 2018 local National and Regional Take Back day events.

Additional individual team information:

Bertie CFPT

- The annual CFPT 2018 Activity Summary was completed and submitted on-line by the date requested (March 20, 2019).
- Bertie CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- 2018 Focus Topic Posters:
Bertie County Schools received: 15 Parents of Athletes, 35 It's Okay to ask for Help, 35 Bullying, 35 Drugs & Body, 35 Mistaken Identity

Pasquotank

Perquimans

Camden

Camden CFPT

- The annual CFPT 2018 Activity Summary was completed and submitted on-line by the date requested (March 20, 2019).
- Camden CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- 2018 Focus Topic Posters:
Camden County Schools received: 3 Parents of Athletes, 6 It's Okay to ask for Help, 10 Bullying, 6 Drugs & Body, 4 Mistaken Identity

Camden County DSS received: 4 Parents of Athletes, 4 It's Okay to ask for Help, 4 Bullying, 4 Drugs & Body, 4 Mistaken Identity

Chowan

Currituck

Bertie

Gates

Hertford

Chowan CFPT

- The annual CFPT 2018 Activity Summary was completed and submitted on-line by the date requested (March 20, 2019).
- Chowan CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- 2018 Focus Topic Posters:
Chowan County Schools received: 3 Parents of Athletes, 5 It's Okay to ask for Help, 36 Bullying, 1 Drugs & Body, 3 Mistaken Identity

Chowan Vidant Hospital received: 5 Parents of Athletes, 5 It's Okay to ask for Help, 5 Bullying, 5 Drugs & Body, 5 Mistaken Identity
- Members reviewed quarterly Vidant Chowan Emergency Room non-identifying data in an effort to identify potential trends in the youth of Chowan County.



Currituck CFPT

- The annual CFPT 2018 Activity Summary was completed and submitted on-line by the date requested (March 20, 2019).
- Currituck CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- 2018 Focus Topic Posters:
Currituck County Schools received: 5 Parents of Athletes, 5 It's Okay to ask for Help, 5 Bullying, 5 Drugs & Body, 5 Mistaken Identity

Gates CFPT

- The annual CFPT 2018 Activity Summary was completed and submitted on-line by the date requested (March 20, 2019).
- Gates CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- 2018 Focus Topic Posters:
Gates County Schools received: 5 Parents of Athletes, 5 It's Okay to ask for Help, 5 Bullying, 5 Drugs & Body, 5 Mistaken Identity

Pasquotank

Perquimans

Camden

Chowan

Currituck

Bertie

Gates

Hertford

Hertford CFPT

The ARHS local Review Team Coordinator has worked diligently with the State Review Team Coordinator since July 2018 in order to rejuvenate the Hertford County team. Three Hertford County child fatalities have been held per the State Review Team Coordinator's instructions. The fatalities will be reviewed once the Hertford County team membership process is completed and a quarterly meeting schedule established. The State Review Team Coordinator will be present to train and assist Hertford County members with the fatality review process.

- The annual CFPT 2018 Activity Summary was completed and submitted on-line by the date requested (March 20, 2019).
- 2018 Focus Topic Posters:
Hertford County Schools received: 8 Parents of Athletes, 8 It's Okay to ask for Help, 8 Bullying, 8 Drugs & Body, 8 Mistaken Identity

Pasquotank CFPT

- The annual CFPT 2018 Activity Summary was completed and submitted on-line by the date requested (March 20, 2019).
- Pasquotank CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- 2018 Focus Topic Posters:
Pasquotank County Schools received: 39 Parents of Athletes, 39 It's Okay to ask for Help, 39 Bullying, 39 Drugs & Body, 39 Mistaken Identity



Albemarle School received: 2 Parents of Athletes, 2 It's Okay to ask for Help, 2 Bullying, 2 Drugs & Body, 2 Mistaken Identity

NEAAAT School received: 4 Parents of Athletes, 4 It's Okay to ask for Help, 4 Bullying, 4 Drugs & Body, 4 Mistaken Identity

Perquimans CFPT

- The annual CFPT 2018 Activity Summary was completed and submitted on-line by the date requested (March 20, 2019).
- Perquimans CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- 2018 Focus Topic Posters:
Perquimans County Schools received: 4 Parents of Athletes, 10 It's Okay to ask for Help, 20 Bullying, 10 Drugs & Body, 10 Mistaken Identity

Pasquotank

Perquimans County Recreational Center received: 1 Parents of Athletes, 1 It's Okay to ask for Help, 1 Bullying, 1 Drugs & Body, 1 Mistaken Identity

Perquimans

Perquimans County DSS received: 2 Parents of Athletes, 2 It's Okay to ask for Help, 2 Bullying, 2 Drugs & Body, 2 Mistaken Identity

Camden

Chowan

Perquimans Local Library received: 1 Parents of Athletes, 1 It's Okay to ask for Help, 1 Bullying, 1 Drugs & Body, 1 Mistaken Identity

Currituck

Conclusion

Bertie

Gates

Hertford

Thank you to the members of the ARHS Board of Health and County Commissioners for the opportunity to share with you the successes and dedicated work of the local teams as teams continue to review child fatalities, make recommendations, and take actions to prevent future child deaths. All CFPT teams continue to strive for the enhancement of resources and services to improve the lives of children and families in this area. The teams are committed to addressing the issues of safety and at risk concerns which will increase protection and proper care for children.

Please feel free to contact the Health Director or the CFPT Chairperson, respectively, should you have any questions about this report.



R. Battle Betts, Jr., Health Director
(252) 338-4405; rbetts@arhs-nc.org

5-30-17
Date



Sara Davidson, Bertie Chairperson
(252) 794-6228; sdavidson@arhs-nc.org

5-17-19
Date





C-12

STATE APPROPRIATION FOR SENIOR CENTERS THROUGH
THE 2019 SESSION OF THE
NC GENERAL ASSEMBLY

SENIOR CENTER GENERAL PURPOSE FUNDING

FY 2019-2020 APPLICATION PACKET

Mid-East Commission
Area Agency on Aging

Bertie County Council on Aging
103 W School Street
Windsor, NC 27983
Bertie County

The Mid-East Commission Area Agency reserves the right to request additional information, references, to accept or reject any or all proposals to waive technicalities, to accept proposals in whole or in part, and to award a contract(s) which, in the opinion of the grantee, best serves the older adults.

SENIOR CENTER GENERAL PURPOSE FUNDING

Introduction and Instructions

The Mid-East Commission Area Agency is pleased to announce the availability of funds for use by senior centers to support and develop programming and general operations or to construct, renovate, or maintain senior center facilities. \$1,265,316 in general purpose funding was allocated for senior centers for the current fiscal year. This funding is allocated to the Area Agencies on Aging for distribution to the centers within the region which provide full time programs or will utilize the funding to develop full time programs. Across the state 171 senior centers or developing senior centers will be funded.

The Division of Aging and Adult Services has worked hard to enhance and expand the statewide certification process for senior centers with standards that encourage centers across the state to strive for levels of 'merit' or 'excellence'. An intent of the certification process has been to increase base funding for those who have successfully completed the process. This ensures that funding is being well spent on readily identifiable programs and services and provides an incentive for centers that make investments to meet certification requirements. Therefore, in order to provide an incentive to work toward certification, and to reward those who achieve it, the Division has decided to fund senior centers equally, based upon their certification status. Centers of Merit will receive two shares of the funding of non-certified centers and Centers of Excellence will receive three times the funding of non-certified centers. The objectives for this year are to:

- Allocate funding equally to every center, based upon certification status;
- Require documentation and accountability for the use of funding, and;
- Provide incentives for centers to improve themselves through certification.

Again this year it has been decided to divide the annual appropriation into *shares* based on the total number of senior centers as determined by the Area Agencies on Aging plus extra shares for each senior center which

meets certification status. Uncertified, identified centers will receive one share.

For FY 2019-2020, total funding available to the counties in Region O will amount to Bertie County Council on Aging. Effective period: July 1, 2019-June 30, 2020.

Your center is eligible to receive:

FY 19-20	Senior Center General Purpose Funding	<u>\$3,524</u>
	Local Match (25%)	<u>\$1,175</u>
	TOTAL	<u>\$4,699</u>

It is the responsibility of the applicant to certify the availability of the local match. The funds require a 25% local match. The funds must be spent first before reimbursed and before **June 30, 2020**. Therefore, projected June expenditures must be reported with May services reported in June otherwise the unutilized portion of your allocation will revert to the state.

Application submissions should include:

- (1) A completed description of proposed activities (add additional pages as needed).
- (2) Certification of the availability of local match.
- (3) A budget for senior center general purpose activities.

APPLICATION FOR SENIOR CENTER GENERAL PURPOSE FUNDING

Applicant Information

Date: 09/11/2019

Project Name: Bertie County Council on Aging Senior Center

Name of Project Director: Venita C. Thompson

Telephone Number: 252-794-5315 FAX: 252-794-5351

E-Mail: venita.thompson@bertie.nc.gov

Name and Address of Applicant: Bertie County Council on Aging Senior Center, 103 W. School Street, Windsor, NC 27983-

Type of Agency Applying: Private-Non-Profit _____
Public X _____

Location of Project: Bertie County
(county)

ASSURANCES

Bertie County Council on Aging Senior Center (hereinafter referred to as "Subgrantee")
HEREBY AGREES THAT it will comply with all Federal statutes relating to
nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act
of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or
national origin; (b) Title IX of the Education Amendments of 1972, as amended (20
U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex;
and (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which
prohibits discrimination on the basis of handicaps.

Signature and Title of Authorized Official
[e.g., Director, Board Chairman]

Date

CERTIFICATION OF THE AVAILABILITY OF REQUIRED NON-FEDERAL
MATCH FOR SENIOR CENTER GENERAL PURPOSE FUNDING

It is understood that the following required 25 percent non-federal match will be used to match Senior Center General Purpose funds in FY 19-20 and will not be used to match any other federal or state funds during the contract period.

The provider shall expend the award in keeping with the attached project description indicating how funding will be utilized. Funding will not be disbursed until this application is received and approved by the Area Agency on Aging. The contractor shall make a final report indicating how funding was utilized in a format provided by the Area Agency on Aging.

FY 19-20		Example only:
Budget Request	\$ <u> 3,524 </u>	non certified center: \$4,069
Required 25% Match	\$ <u> 1,175 </u>	divided by .75=\$5,425 [Total projected budget]
Total FY 19-20		\$5,425 minus \$4,069=
Projected Budget	\$ <u> 4,699 </u>	\$ 1,356 [local match]
(up to the amount of the grant)		

Authorized Signature: _____

Title: _____

Date: _____

SENIOR CENTER GENERAL PURPOSE PROJECT DESCRIPTION

1. Senior Center to receive funding: Bertie County Council on Aging Senior Center
 2. Amount of funding: \$4,699
 3. Area served by Senior Center: Bertie County
-

4. Describe how the funding will be spent:

Volunteer Appreciation	\$ 800
COA Incentive Items	\$ 599
Older Americans Month Activities	\$ 800
Senior Citizens' Prom	\$1,000
Refinishing Gym Floor	\$ 500
Senior Citizens' Christmas Luncheon	\$1,000

STATE APPROPRIATIONS FOR SENIOR CENTER BUDGET INFORMATION
STATE FISCAL YEAR 2019-20

Organization Name: Bertie County Council on Aging

Senior Center Name: Bertie County Council on Aging Senior Center

Address: 10 W. School Street, Windsor, NC 27983

Period Covered: 07/01/2019 Date Prepared: 06/30/2020

<u>OBJECTS OF EXPENDITURE</u>	<u>AMOUNT</u>
Salary and Fringe Benefits	\$ _____
Supplies/Other Operating Costs	\$ <u>4,199</u> _____
Equipment	\$ _____
Capital Outlay (Real Estate, Construction, Renovation)	\$ <u>500</u> _____
Other _____	\$ _____
TOTAL BUDGET (Including local match) (Up to grant amount, only)	\$ <u>4,699</u> _____

Each organization that receives, uses or expends any state funds shall use or expend the funds only for the purposes for which they were appropriated by the General Assembly or collected by the State. State funds include federal funds that flow through the state. If the contractor is a governmental entity, such entity is subject to the provisions of the requirements of OMB Uniform Guidance 2 CFR Part 200 and the NC Single Audit Implementations Act. If the Contractor is a non-governmental entity, such entity is subject to the provisions of G.S. 143C-6-23. Additionally, any non-governmental entity except a for-profit corporation is subject to the provisions of OMB Uniform Guidance 2 CFR Part 200.

AUTHORIZED SIGNATURE: _____

TITLE: _____ DATE: _____



C-13

2020 MEETING SCHEDULE - BERTIE COUNTY BOARD OF COMMISSIONERS			
Meeting Date	Time	Meeting Area	Meeting Location
1/6/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
1/20/20	6:00 PM	Powellville	Town Hall, 160 E. Main Street, Powellville, NC 27967
2/3/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
2/17/20	10:00 AM	Commissioners Room	106 Dundee Street, Windsor, NC -- <i>Board Work Session</i>
	6:00 PM	Midway/Merry Hill	Community Building, 109 NC-45, Windsor, NC 27983
3/2/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
3/23/20	6:00 PM	Aulander	Community Bldg., 116 S. Commerce Street, Aulander, NC 27805
4/6/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
4/20/20	6:00 PM	Blue Jay	Fire Department, 1653 Indian Woods Road, Windsor, NC 27983
5/4/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
5/18/20	10:00AM	Commissioners Room	106 Dundee Street, Windsor, NC -- <i>Board Work Session</i>
	6:00PM	Commissioners Room	
6/1/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
6/15/20	7:00PM**	Commissioners Room	106 Dundee Street, Windsor, NC -- **BUDGET PUBLIC HEARING
7/6/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
8/3/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
8/17/20	6:00 PM	Colerain	Training Center, 108 N. Main Street, Colerain, NC 27924
9/7/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
9/14/20	10:00 AM	Commissioners Room	106 Dundee Street, Windsor, NC -- <i>Board Work Session</i>
	6:00PM	Commissioners Room	
10/5/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
10/19/20	6:00 PM	Lewiston-Woodville	Perdue Farms Training Room, 3539 Governors Rd., Lewiston-Woodville, NC 27849
11/2/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
12/7/20	6:00 PM	Commissioners Room	106 Dundee Street, Windsor, NC
If there are any questions regarding this calendar, please call the Clerk to the Board at (252) 794-6110.			
This schedule is subject to change. Please visit the County website (http://co.bertie.nc.us) to receive information			
about cancellations or meeting location changes. All meetings are scheduled on Mondays unless denoted with an asterick (*).			



Bertie County

Board of Commissioners

DISCUSSION ITEMS

MEETING DATE: October 7, 2019

SECTION: Discussion (D-1 to D-2)

DEPARTMENT: Governing Body

TOPICS:

1. Discuss request by the Timmons Group for the County to submit an NCDOT petition for Road Addition of Chowan Shores Drive, Owens Drive, and Small Circle at the Chowan Shore subdivision - **Please see attachment(s)**
2. Discuss Town of Colerain Historic District nomination for National Registry of Historic Places - **Please see attachment(s)**

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Discussion requested.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Discussion and/or approval as recommended.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



D-1



**BERTIE COUNTY
PLANNING & INSPECTIONS**

**PO BOX 530 106 DUNDEE STREET
WINDSOR, NC 27983**

PHONE (252)794-5336

Fax (252)794-5361

www.co.bertie.nc.us

MEMORANDUM

TO: Bertie County Board of Commissioners

FROM: Traci White, Bertie County Planning & Inspections Director

RE: **CHOWAN SHORES PETITION FOR STREET ACCEPTANCE BY NCDOT**

DATE: October 2, 2019

A request for a resolution signed by the Board of Commissioners has been made for the streets in the Chowan Shores Subdivision to be petitioned for acceptance by NCDOT for maintenance. Chowan Shores is located just outside of the Town of Colerain and is located partially in Colerain's ETJ and partially in Bertie County's jurisdiction.

Michael Hill, District Engineer from NCDOT, has taken a quick look at the streets and said that the improvements have not been made yet, but noted there would be no harm in the Board signing the resolution. The resolution is required by NCDOT to begin the process of working with the property owners and engineer to ensure the road will be improved to meet the standards for acceptance.

If anyone has any questions, concerns or would like to discuss, please feel free to call Traci White at 252-794-6185 / email traci.white@bertie.nc.gov.



1805 West City Drive
Unit E
Elizabeth City, NC 27909

P 252.621.5030
F 252.562.6974
www.timmons.com

August 28, 2019

Ms. Sarah Tinkham, Clerk to the Board
Bertie County
PO Box 530, 106 Dundee St.
Windsor, NC 27983

RE: Petition to NCDOT to Accept Chowan Shores Drive, Owens Drive, and Small Circle into the State Secondary Roadway System

Dear Ms. Tinkham:

We are requesting that Bertie County consider submitting an NCDOT Petition for Road Addition for Chowan Shores Drive, Owens Drive, and Small Circle located at Chowan Shores subdivision off Dew Drop Road in Colerain. There are enough occupied homes on these roads to meet the requirements for addition into the State's roadway system.

We are therefore asking the County Commissioners to adopt a resolution to make this petition to NCDOT at the Board's next opportunity.

Along with the petition, we are including two copies each of the recorded Subdivision Plats.

Please let us know if you require any additional information for the Board's consideration.

Sincerely,

Eddie Hyman, PLS

Cc: Owen & Small Family Ltd.

**North Carolina Department of Transportation
Division of Highways
Petition for Road Addition**

ROADWAY INFORMATION: (Please Print/Type)

County: Bertie Road Name: Chowan Shores Drive, Owens Drive, and Small Circle
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: Chowan Shores Length (miles): 1.10 total

Number of occupied homes having street frontage: 24 Located (miles): 0.05

miles N S E W of the intersection of Route 1336 and Route 1337.
(Check one) (SR, NC, US) (SR, NC, US)

We, the undersigned, being property owners and/or developers of Chowan Shores in
Bertie County, do hereby request the Division of Highways to add the above described road.

CONTACT PERSON: Name and Address of First Petitioner. (Please Print/Type)

Name: Owens & Small Family Ltd. (Mr. G. Elvin Small) Phone Number: 252-335-2600

Street Address: 103 E. Main Street, Elizabeth City, NC 27909

Mailing Address: (Same)

PROPERTY OWNERS

<u>Name</u>	<u>Mailing Address</u>	<u>Telephone</u>
-------------	------------------------	------------------

Owens & Small Family Ltd., Mr. Bill Owens and Mr. G. Elvin Small (the Developers) own Lots 1-5, 11-14, 21, 79-80, 84-87, and 94-98. The other 77 lots have been sold and houses constructed on 24 of them. Petitioner believes that 24 of the houses are occupied as principal residences.

INSTRUCTIONS FOR COMPLETING PETITION:

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach two (2) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

FOR NCDOT USE ONLY: Please check the appropriate block

- Rural Road
 Subdivision platted prior to October 1, 1975
 Subdivision platted after September 30, 1975

REQUIREMENTS FOR ADDITION

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

General Statute 136-102.6 states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>	<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>
Chowan Shores Dr	19	0.95 miles			
Owens Dr	1	0.06 miles			
Small Circle	4	0.09 miles			

**North Carolina Department of Transportation
Division of Highways
Request for Addition to State Maintained Secondary Road System**

North Carolina

County: Bertie

Road Description: 3 streets in the Chowan Shores development in Colerain, NC
Chowan Shores DR, Owens DR, Small Circle

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Bertie requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System, and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Bertie that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

CERTIFICATE

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Bertie at a meeting on the _____ day of _____, 2019.

WITNESS my hand and official seal this the _____ day of _____, 2019.

Official Seal

Clerk, Board of Commissioners
County: _____

PLEASE NOTE:

Forward direct with request to the Division Engineer, Division of Highways

Form SR-2 (3/2006)



D-2



**BERTIE COUNTY
PLANNING & INSPECTIONS**

**PO BOX 530 106 DUNDEE STREET
WINDSOR, NC 27983**

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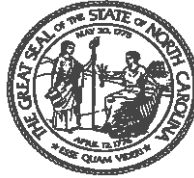
MEMORANDUM

TO: Bertie County Board of Commissioners
FROM: Traci White, Bertie County Planning & Inspections Director
RE: **COLERAIN HISTORIC DISTRICT**
DATE: October 2, 2019

The County has received a notification that the Town of Colerain is being considered as a historic district by the State Historic Preservation Office. The Board of County Commissioners is being given the opportunity to comment. Bill Harrell, Mayor, has informed me that this is not an official Town endeavor, but is an effort by a local citizens group to have Colerain declared a historic district. He also said that the Town is supportive of the effort.

Mr. Harrell said he would let the citizen group know that it may be discussed during the October 7th meeting.

If anyone has any questions, concerns or would like to discuss, please feel free to call Traci White at 252-794-6185 / email traci.white@bertie.nc.gov.



North Carolina Department of Natural and Cultural Resources
State Historic Preservation Office

Ramona M. Bartos, Administrator

Governor Roy Cooper
Secretary Susi H. Hamilton

Office of Archives and History
Deputy Secretary Kevin Cherry

September 3, 2019

John Trent, Chairman
Bertie County Board of Commissioners
P.O. Box 530
Windsor, N.C. 27983

RE: Colerain Historic District, Colerain, Bertie County, BR0636

Dear Chairman Trent:

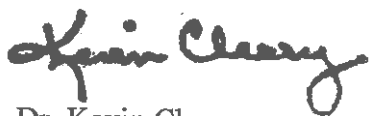
We are pleased to inform you that the nomination of the above-referenced property to the National Register of Historic Places has been scheduled for presentation to the North Carolina National Register Advisory Committee at its meeting on October 10, 2019 in Raleigh. The Committee will decide whether to recommend that I sign the nomination and submit it to the U.S. Department of the Interior, National Park Service, for final review and listing in the National Register.

The National Register is the nation's official list of historic buildings, districts, archaeological sites, and other resources worthy of preservation. Enclosed is a set of *National Register Fact Sheets* which includes a list of the criteria under which properties are evaluated. More than 3,000 North Carolina properties are now listed in the National Register. Listing in the National Register places no obligation or restriction on a private owner using private resources to maintain or alter the property. The effects of National Register listing are described on the enclosed *National Register Fact Sheet 1*.

As provided by the National Historic Preservation Act and the National Register program regulations (36 CFR 60) that implement the Act, local officials and all property owners are provided an opportunity to comment on the nomination of their property to the National Register. In addition, *private* property owners have the right to object to listing. If a private property owner chooses to object to the listing of his or her property, the objection must be submitted to me at 4610 Mail Service Center, Raleigh, NC 27699-4610. The procedure for objecting is described on the enclosed *National Register Fact Sheet 5*. We would appreciate receiving comments by October 9, 2019, but statements of objection may be submitted and will be counted until the actual date of listing, which usually takes place at least fifteen days but not more than forty-five days after the nomination is received by the Keeper of the National Register following the National Register Advisory Committee meeting.

A copy of the nomination and information on the National Register and Federal tax benefits for historic properties are available from the above address upon request.

Sincerely,

A handwritten signature in black ink that reads "Kevin Cherry". The signature is written in a cursive, flowing style.

Dr. Kevin Cherry
State Historic Preservation Officer

KC/kpb

Enclosures

cc: Mr. Thomas Waicul, Mayor
Town of Colerain