

**Windsor, North Carolina
November 2, 2020
REGULAR MEETING**

The Bertie County Board of Commissioners met for a regularly scheduled meeting today inside the Commissioners Room, 106 Dundee Street, Windsor, NC. Because of the COVID-19 pandemic, this meeting was hosted partially in person, and partially via Zoom (conference call). 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 (Zoom)

Absent: None

Staff Present: County Manager Juan Vaughan, II.
Finance Director William Roberson
County Attorney Lloyd C. Smith, Jr.

Staff Present (Zoom): HR/Risk Management Director Cortney Ward
Maintenance Superintendent Anthony Rascoe
Water Superintendent Ricky Spivey
Planning Director Traci White

CALL TO ORDER

Chair Wesson called the meeting to order.

INVOCATION/PLEDGE OF ALLEGIANCE

Vice Chair Lee gave the Invocation and led the Pledge of Allegiance.

APPOINTMENTS & REPORTS

Public Hearing for Bertie County Ordinance Amendments for NCGS 160D Local Planning & Development Regulation – Planning Director Traci White

Vice Chair Lee made a **MOTION** to begin the public hearing. Commissioner Trent **SECONDED** the motion. The **MOTION** passed unanimously.

Planning Director Traci White mentioned the need to update the following ordinances to reflect the changes made to Article 18 of NCGS 153A: Flood Damage Prevention Ordinance, Tri-County Airport Height Restriction Ordinance, Planning Board Ordinance, Development Agreement Ordinance, and Subdivision Ordinance.

Vice Chair made a **MOTION** to adopt the changes presented effective January 1, 2021. Commissioner Trent **SECONDED** the motion. The **MOTION** passed unanimously.

Commissioner Trent made a **MOTION** to close the public hearing. Vice Chair Lee **SECONDED** the motion. The **MOTION** passed unanimously.

Solar Operations & Maintenance/Roanoke Connect Project – Roanoke Electric Cooperative CEO Curtis Wynn

Roanoke Electric Cooperative CEO Curtis Wynn made a presentation via Zoom to summarize the services that Roanoke Electric is able to provide regarding the operations and maintenance of solar facilities.

CEO Wynn also highlighted the broadband initiative called the Roanoke Connect Project. He explained that this project has been time consuming; however, the plan is for this project to be far-reaching. There are currently 600 subscribers to this broadband service and the goal is to gain thousands.

The Board thanked CEO Wynn and his team for their virtual presence at the meeting and the work they're doing to service Bertie County residents.

Manager Vaughan thanked CEO Wynn and his staff for the assistance provided to the tornado survivors and the services being provided to the County's trailer campers used as temporary housing for displaced families.

**Library & Cooperative Extension construction project update - MHAworks Project
Architects Dani Hoff and Amber Idol**

MHAworks Project Architect Amber Idol summarized the latest construction activities and provided an overview of the updated schedule. Architect Idol stated there have been COVID-related delays. Based on the schedule provided by AR Chesson, the expected date of completion is approximately December 11th, with the exception of special glazing that won't be completed until January. However, temporary walls will be put in place so that furniture can be moved in before the glazing is complete.

Chair Wesson mentioned that the COVID-related delays are understandable and how exciting the completion of this project is for the Board as well as the citizens of Bertie County.

**Introduction of newly hired Albemarle Regional Library Executive Director Hugh
Davis**

Albemarle Regional Library Executive Director Hugh Davis stated that he came on board March 25th and COVID has prevented him from getting around to meet the various funding agencies, but Bertie County is the first. He mentioned the Library's virtual programming that is currently taking place due to COVID.

Vice Chair Lee mentioned that her recent visit to the Library was very pleasant and commended the staff on being helpful and maintaining a safe environment.

Chair Wesson mentioned his desire to have a grand opening of the new library facility for our citizens. Director Davis agreed to remain in communication to coordinate this event.

CONSENT AGENDA

1. Approve Minutes for Regular Meeting 9-8-20
2. Approve Minutes for Closed Session 9-8-20
3. Approve Minutes for Joint Meeting 9-29-20
4. Approve Minutes for Regular Meeting 10-5-20

Commissioner Trent made a **MOTION** to approve Consent Agenda Items #1-4. Vice Chair Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

5. Budget Amendments

After brief discussion by Finance Director William Roberson, Vice Chair Lee made a **MOTION** to accept and approve the budget amendments presented. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

BUDGET AMENDMENT

# 20-14					
INCREASE			INCREASE		
10-0050-4852-13	\$	48,996	Overtime	10-6360-5126-02	\$ 48,914
			Dept Supplies	10-6360-5290-02	\$ 82
FEMA REIMBURSEMENT FOR CORONAVIRUS RESPONSE					
INCREASE			INCREASE		
10-0050-4852-13	\$	20,065	Overtime	10-6360-5126-02	\$ 20,065
FEMA REIMBURSEMENT FOR CORONAVIRUS RESPONSE					
APPROVED ___ / ___ /2020					

**Department of Homeland Security
Federal Emergency Management Agency**

General Info

Project #	148712	Project Type	Work Completed / Fully Documented
Project Category	B - Emergency Protective Measures	Applicant	Bertie County (015-99015-00)
Project Title	Covid-19 Expenses for County 5-31 to 7-4	Event	4487DR-NC (4487DR)

Damage Description and Dimensions

The Disaster # 4487DR, which occurred between 01/20/2020 and , caused:

Damage #398699; Damage for Project [148712] Covid-19 Expenses for County 5-31 to 7-4

This DDD is unfinished

Final Scope

398699 Damage for Project [148712] Covid-19 Expenses for County 5-31 to 7-4

Dashboard

My Organization

Bertie County (015-99015-00)

- Organization Profile
- Organization Personnel
- Applicant Event Profiles
- Exploratory Calls
- Recovery Scoping Meetings
- Projects
- Damages
- Work Order Requests
- Work Orders

My Tasks

Calendar

Utilities

Intelligence



Project

OPTIONS

REPORTS

4487DR-NC (4487DR)
 / Bertie County (015-99015-00)
 / [148712] Covid-19 Expenses for County 5-31 to 7-4

Stats / Summary

Project Brief Description

This is for overtime work for Bertie County EMS system has accrued due to Covid-19 . Having additional man power and having staff out for exposer has increased the amount of overtime the system has had to use. Also this medical supplies and PPE have increased greatly to help fight Covid-19. Providers are having to wear additional PPE for safety and the amount of medical supplies has gone up due to calls for Covid. Materials used for cleaning and disinfection of county buildings and employee use.

Project Summary

Cost Summary

Process Summary

	# DAMAGES	APPROX. COST	SENT TO APPL. DATE
1		\$51,898.57	--
	# RFIS	CRC GROSS COST	APPL. SIGNED DATE
0		--	--

Budget Estimate

Over time - 48913.78 (JUNE)

Supplies for Cleaning and medical - 2984.79

$$F1 20 - 81.97 + OT = 48,995.75$$

$$F1 21 - 2,902.82 = 2,902.82$$

$$\hline 51,898.57$$

**Department of Homeland Security
Federal Emergency Management Agency**

General Info

Project #	155117	Project Type	Work Completed / Fully Documented
Project Category	B - Emergency Protective Measures	Applicant	Bertie County (015-99015-00)
Project Title	Covid-19 Expenses for County 3-8 to 3-21	Event	4487DR-NC (4487DR)

Damage Description and Dimensions

The Disaster # 4487DR, which occurred between 01/20/2020 and , caused:

Damage # 407135; Emergency Protective Measures (Damage for Project [155117] Covid-19 Expenses for County 3-8 to 3-21)

During the incident period of 1/20/2020 through [End Date], COVID-19 created an immediate threat to the health and safety of the general public requiring emergency response and protective measures.

- Provided management, control, and reduction of immediate threats to public health and safety for Emergency Medical Services Truck Units disinfection for employees and community, during the COVID-19 pandemic response at 106 Dundee St Windor, North Carolina 27983 (35.997102, -76.946437) from 3/8/2020 to 3/21/2020.

Final Scope

407135 Damage for Project [155117] Covid-19 Expenses for County 3-8 to 3-21

Work Completed

In response to the COVID-19 Public Health Emergency, the applicant utilized force account labor in taking the Emergency Protective Measures of Bertie County.

The cost share of this version is 75%. All works and costs in the project fall between 3/08/2020 and 3/21/2020.

Bertie County:

- A. Provided management, control, and reduction of immediate threats to public health and safety for sanitizing of Emergency Medical Service Truck units.

Work Completed Totals

1. Force Account Labor: \$20,064.76

Work Completed Total: \$20,064.76

Project Notes:

Date Downloaded: 10/29/20 11:59am EDT

1 of 5

William Roberson

From: Victoria Hoggard
Sent: Friday, October 23, 2020 10:14 AM
To: William Roberson
Subject: Covid money

We are going to get back another \$20,064.70 for over time for ems for 3/8/20 to 3/21/20. I know you are trying to wrap up last year and this 20k will help some more.

Victoria Hoggard
Bertie County Emergency Services
Administrative Assistant
252-794-5302
Victoria.Hoggard@bertie.nc.gov

6. Approve Register of Deeds Fees Report – September 2020

Commissioner Bazemore made a **MOTION** to approve the Register of Deeds Fees Report for September 2020. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.



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 2020** 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-----		\$4,404.20
10-0030-4344-03	VITAL STATISTICS-----		\$1,091.00
10-0050-4839-02	MISCELLANEOUS(NOTARY OATHS/PHOTO COPIES, ETC)-----		\$86.35
10-0030-4344-04	NO. MARRIAGE LICENSE-----	7 @60.00	\$420.00
			\$6,001.55
10-0018-4240-01	N. C. STATE EXCISE STAMP TAX-----		\$12,605.00
10-0030-4344-10	STATE TREASURER FEE-----	134 @\$6.20	\$830.80
	STATE VITAL RECORDS-----	5 @14.00	\$70.00
			\$19,507.35
10-0000-1251-00	A/R IN/OUT(REFUND)-----		
			\$19,507.35

Annie F. Wilson
REGISTER OF DEEDS - BERTIE COUNTY
By: *Shamedia R. Williams, Asst.*

FOR INFORMATIONAL PURPOSES

D/T /MORTGAGES-----	28 @\$6.20=	\$173.60
ADDITIONAL PAGES-----	@\$0.40=	
DEEDS & OTHER INSTRUMENTS-----	125 @\$1.94=	\$242.50

7. Approve and authorize the sale by public auction of additional personal property for online

After Manager Vaughan summarized the additions of personal property, Commissioner Bazemore made a **MOTION** to approve and authorize the sale of the additional personal property mentioned for the online auction scheduled for November 14, 2020. Vice Chair Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

8. North Carolina Community College System College Budget FY 2020-21 for Roanoke-Chowan Community College

Commissioner Bazemore made a **MOTION** to approve the North Carolina Community College System Budget FY 2020-21 for Roanoke-Cowan Community College. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

DISCUSSION

Update on Water Customer outreach regarding disconnections resuming November 2020 by Water Superintendent Ricky Spivey

Water Superintendent highlighted the steps taken to inform water customers of the County's intent to continue water disconnections during the month of November. Communications were made via US mail, Facebook, County website, Bertie Ledger, and robocalls.

The Board expressed its appreciation for the Water Department's effort to reach citizens and asked water customers to contact the Water Department to arrange payment plans so their water services would not be interrupted.

Maintenance Updates & Animal Shelter Upgrade Plans – Maintenance Director Anthony Rascoe

Maintenance Director Anthony Rascoe provided some maintenance updates, including the upcoming completion of repairs to four County buildings that experienced some damage from Hurricane Isaias. Bathroom renovations in the courthouse are complete and bathroom renovations in the administration building will begin in the coming weeks.

Director Rascoe also mentioned his recent conversations with the Humane Society President

regarding the winterizing of the open pens at the animal shelter. Director Rascoe has received two drawings of plans for upgrading the animal shelter.

Director Rascoe will follow up with the Humane Society President and County Manager Vaughan to discuss next steps.

**Early Voting & Absentee Ballot Update for General Election 2020 by Board of Elections
Director Sheila Holloman**

Board of Elections Director Sheila Holloman was not able to join the meeting. Chair Wesson mentioned his observation of a huge turnout thus for early voting and encouraged citizens to continue using their voices to vote.

Confirmation of Plans for Employee Appreciation 2020

Manager Vaughan stated we would have a drive through luncheon for our employees on Thursday, December 3rd. The 2020 Windsor Christmas Parade has not been confirmed or cancelled as of yet.

We will have door prizes to give away as usual and we will recognize our employees reaching new tiers of service years.

Commissioners' Reports (E)

Commissioner Bazemore

Commissioner Bazemore noted the need for the Board to consult with the Democratic Party regarding the recommendation of a Commissioner to fill her seat if she wins the Senator seat for our district. The candidate must be a Democrat and live in District V.

Commissioner Atkins

Commissioner Atkins gave no remarks at this time.

Vice Chair Lee

Vice Chair Lee mentioned the similarity of schedules between the Library/Cooperative Extension facility and the Tri-County Airport, both with anticipated completion dates of mid-December. There have also been COVID related delays in the airport construction. The furniture has begun arriving for the new airport. Vice Chair Lee expressed her excitement and how proud she believes our citizens will be of the finished product.

Commissioner Trent

Commissioner Trent stated that he was asked to be on the Legislative Goals Committee, which consists of about 22 members throughout the state. The Lewiston Community Center passed its inspection and has electricity. A certificate of occupancy is expected soon. COVID related issues have also caused delays with this project.

Chair Wesson

Chair Wesson mentioned that Martin Community College has just implemented a lineman training program and there are some slots available for interested citizens. Chair Wesson again encouraged citizens to exercise their right to vote.

County Manager's Reports (F)

County Manager Juan Vaughan thanked County employees for continuing to serve the citizens of Bertie County. He also thanked the citizens for showing up in such big numbers thus far to cast their votes in the 2020 General Election.

County Attorney's Reports (G)

County Attorney Lloyd Smith stated that the courts have reopened and if the Board is ready, Mr. Cherry can be served as mentioned previously for violation of the County's Road Safety and Maintenance Ordinance. There has been tremendous difficulty serving the other individual who lives out of the County.

Chair Wesson confirmed the Board's desire for Mr. Cherry to be served as previously discussed.

Public Comments

Chair Wesson presented another opportunity for the public to provide comments. Director Courtney Ward confirmed there were no additional comments.

CLOSED SESSION

Vice Chair Lee made a **MOTION** to go into Closed Session pursuant to N.C.G.S. § 143-318.11(a)(3). Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

OPEN SESSION

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

ADJOURN

Commissioner Trent made a **MOTION** to adjourn the meeting at 8:20 PM. Vice Chair Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.