MINUTES
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS
OF EDGECOMBE COUNTY
DECEMBER 7, 2015 AT 7:00 P.M.
IN THE COMMISSIONERS' ROOM, COUNTY ADMINISTRATIVE BUILDING
TARBORO, NORTH CAROLINA 27886

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1. **MEETING CALLED TO ORDER BY CHAIRMAN LEONARD WIGGINS AT 7:00 P.M.**

   MEMBERS PRESENT: Mr. Leonard Wiggins, Chairman, Mr. Jonathan Felton, Vice-Chairman, Mr. Donald Boswell, Mrs. Evelyn Powell, Mrs. Viola Harris and Rev. E. Wayne Hines.

   MEMBERS ABSENT: Mr. William Wooten.

   OTHERS PRESENT: Mr. Eric Evans, County Manager, Mr. Mahlon DeLoatch, County Attorney and Ms. Frangie Mungo, Clerk to the Board.

2. **PRAYER.**
   Prayer was provided by Rev. E. Wayne Hines.

3. **MINUTES OF PREVIOUS MEETING PRESENTED FOR APPROVAL.**
   Mr. Felton moved to approve the minutes of the November 2, 2015 meeting as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

4. **ELECTION OF OFFICERS – 2016.**
   Mr. Wiggins turned the Chair over to Mr. DeLoatch for the purpose of electing officers for 2016.

   Mr. DeLoatch opened the floor for nominations.

   Board of Commissioners Chairman.
   Mr. Felton nominated Mr. Wiggins. There being no other nominations, Mr. Felton moved to approve the nomination of Mr. Wiggins as Chairman of the Board. Rev. Hines seconded the motion, which carried by unanimous vote.

   Mr. Wiggins thanked the Board of Commissioners for their continued support.

   Board of Commissioners Vice-Chairman.
   Rev. Hines nominated Mr. Felton. There being no other nominations, Rev. Hines moved to approve the nomination of Mr. Felton as Vice-Chairman of the Board. Mrs. Powell seconded the motion, which carried by unanimous vote.

   Mr. Felton thanked the Board of Commissioners for their continued support.

5. **PUBLIC HEARINGS:**

   (1) **Mr. Wiggins called a public hearing to order to hear comments on the proposals to purchase the assets utilized in the operation of the Edgecombe HomeCare & Hospice.**

   Mr. DeLoatch read the public notice as published.

   Mr. Evans stated that in considering selling the license to operate a Homecare and Hospice agency proposals were solicited and five offers were received. He stated that it is required to give the public the opportunity to review the proposals and make comments. The following offers were submitted:

   - **Mosc Enterprises $450,000**

- **Medical Services of America** **$500,000**
- **Well Care** **$600,000**
- **Liberty Homecare** **$2,100,000**
- **Kindred** **$2,250,000**

Mr. Evans stated that the proposals have been available for review in the Manager's office since November 18th and no comments were received.

Mr. Wiggins called for public comment. There being none the public hearing was adjourned.

No action was required.

(2) Mr. Wiggins called a public hearing to order to explain the Community Development Block Grant Commerce Fellows Program in which the County intends to submit an application to the NC Department of Commerce and to allow citizens an opportunity to comment and ask questions.

Mr. DeLoatch read the public notice as published.

Mr. Evans stated that Edgecombe County is eligible to submit an application to the North Carolina Department of Commerce for its Commerce Fellows/Building Community through Capacity and Knowledge Grant program. He stated that a public hearing is required to receive citizen input prior to submission of a grant application. This program is a partnership between the NC Department of Commerce, East Carolina University, Appalachian State University and UNC-Chapel Hill School of Government. This program would assist the County to develop its capacity in order to administer projects that will enhance our communities, provide decent housing, and expand economic opportunities. Selected counties will receive up to $22,500 and the opportunity to send one employee to participate in the Commerce Fellows training program. Mr. Evans stated that subject to any public comments received and/or input from the Board of Commissioner it is proposed to submit a grant application requesting $22,500 and Cynthia Jenkins, Planning Director, is selected to attend the training since her department works with most of our CDBG program.

Mr. Wiggins called for public comments. There being none, the public hearing was adjourned.

Rev. Hines moved to authorize staff to submit the grant application. Mr. Felton seconded the motion, which carried by unanimous vote.

SUPPLEMENTAL AGENDA ITEM.

(3) Mr. Wiggins called a public hearing to order to receive citizen comments and input regarding the issuance of a Special Use Permit to Leggett Solar, LLC for the construction of a solar energy system on property located on NC NW near Leggett.

Mr. DeLoatch read the public notice as published.

Mr. Evans stated that the Planning Board voted unanimously to recommend approval of this Special Use Permit.

Mr. Wiggins called for public comment. There being none the public hearing was adjourned.

Mr. Felton moved to approve the issuance of the Special Use Permit as recommended by the Planning Board. Mrs. Powell seconded the motion, which carried by unanimous vote.

6. **SCHEDULED APPOINTMENTS:**

(1) **Appointment of Mrs. Tarasa Lewis as Tax Administrator for a two year term.**
Mr. Evans stated that applications were received for the Tax Administrator position and he interviewed three qualified individuals including Mrs. Lewis. He stated that Mrs. Lewis interviewed very well and he felt that she was the most qualified person and she was selected to fill the position. He stated that Mrs. Lewis is already doing a great job in the County, starting in the Collector's office and now in the Assessor's office.

Mrs. Carol Allen White, Clerk of Court, administered the Oath of Office to Mrs. Lewis as Tax Administrator/Tax Assessor.

(2) **Mr. Sam Watts, S&ME: reported on the Engineering Excellence Award received for the Landfill Gas Project.**

Mr. Watts stated that the American Council of Engineering Companies is the largest member firm for the engineering profession and the North Carolina chapter has an annual engineering competition. He stated that this year one of the projects that was entered from S&ME was the Landfill Gas Energy Project that they did with Edgecombe County. He stated that the project was the Grand Award winner, which is the second best. He stated that S&ME submitted an application and the project is evaluated on criteria including impact to the local community, benefit to the engineering profession, and social and economic considerations. Mr. Watts stated that the project also won the People's Choice Award, which is voted on by all the member firms and award winners.

7. **PUBLIC PETITIONS.**
No petitioners came forward.

8. **OTHER BUSINESS:**

A. **Approval of budget amendments.**
Mrs. Harris moved to approve the budget amendments as presented. Mr. Wiggins seconded the motion, which carried by unanimous vote.

B. **Offer to purchase County owned property located at 216 Spring Street, Whitakers from Darius Smith for $1,000.00.**
Mr. Evans stated that an offer was received from Darius Smith to purchase property the County owns at 216 Spring Street, Whitakers. This property was acquired through tax foreclosure. The offer is for $1,000.00. If the offer to purchase is accepted by the Board, a minimum ten day public notice must then be given for upset bid. Mr. Evans stated that in order to remove this liability from the County's ownership, to recoup the costs the County has in the property, and to return it to taxable status, it is recommended that the Board of Commissioners accept this offer to purchase and direct staff to publish the aforementioned public notice.

Mr. Harris moved to approve acceptance of offer to purchase and direct staff to publish public notice for upset bid. Mrs. Powell seconded the motion, which carried by unanimous vote.

C. **Offer to purchase County owned property located at 607 Martin Drive, Princeville from Wayne Langston for $5,000.00.**
Mr. Evans stated that an offer to purchase County owned property located at 607 Martin Drive, Princeville for $5,000.00 was received by Wayne Langston. The property was acquired through tax foreclosure. If the offer to purchase is accepted by the Board, a minimum ten day public notice must then be given for upset bid. Mr. Evans stated that due to the relatively good condition of the home there could be other interested buyers willing to pay a higher price and recommended that the Board reject this offer to purchase.

Mrs. Harris stated that neighbors of the property mentioned to her that something

needed to be done about the property. She stated that they said the bushes were high and people were hanging out on the property.

Mr. Langston was present and was allowed to come forth and address the Board regarding this matter. He suggested that someone come by the property and take a look inside of the home. He stated that he has looked in the windows of the home and there is a considerable amount of work needed to be done. He stated that if his offer is accepted he could get the property cleaned up and back in shape.

Mr. Wiggins stated that staff seems to think that the property is valued more than Mr. Langston's offer.

Mrs. Harris asked if staff looked inside the home.

Mr. Evans stated no.

Mr. Wiggins stated that if staff recommendation is accepted, Mr. Langston can still come back and offer to purchase.

Mr. Felton moved to accept staff recommendation to reject the offer. Mrs. Boswell seconded the motion, which carried by unanimous vote.

Mr. Evans will schedule a time to meet with Mr. Langston at the property to take a closer look.

D. Approval of a grant and loan agreement, project ordinance and budget ordinance from NC Commerce for the WADA Farms project.
Mr. Evans stated that Edgecombe County has been selected to receive a CDBG-Building Reuse Grant from the North Carolina Department of Commerce in the amount of $500,000. The purpose of the grant is to assist WADA farms with the renovation of a vacant industrial building located at 5006 NC 33 East in order to create 25 full-time jobs. Mr. Evans recommended that the Board approve the grant agreement and loan agreement as well as the project ordinance and budget amendment.

Mr. Boswell moved to approve the grant agreement, loan agreement, project ordinance and budget amendment as presented. Mrs. Harris seconded the motion, which carried by unanimous vote.

E. Authorizing the Fire Marshall's Office to issue the necessary permits to S&W Productions, LLC to have fireworks display on December 12, 2015 for Curtis Beardon, 38 Sir Dillon Lane, Tarboro.

Rev. Hines moved to authorize the Fire Marshall's Office to issue the necessary permits. Mr. Boswell seconded the motion, which carried by unanimous vote.

F. Approval of Governor's Crime Commission grants for the Sheriff's Department.
Mr. Evans stated that Edgecombe County Sheriff's Office has been awarded three grants by the North Carolina Department of Public Safety, Division of Governor's Crime Commission. These grants are for the purpose of purchasing and maintaining law enforcement equipment. The amount of the grants are as follows:

Grant #1	Project #011002 Body cameras	$18,400 ($13,800 grant + $4,600 match)
Grant #2	Project #011093 Mobile Printers	$14,850 (no match required)
Grant #3	Project #011079 Tasers	$40,713.20 ($30,534.90 + $10,178.30 match)

Mr. Evans stated that funds are available to cover the match requirements in the Sheriff's budget and recommended that the Board approve the project ordinances and budget amendments.

Mr. Wiggins asked the Board for a motion on grant numbers two and three and recommended further discussion on grant number one (Body cameras).

Mrs. Harris moved to approve the project ordinance and budget amendments for project number 011093 and 011079 as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

Mr. Wiggins stated that the Board needed to consider a policy regarding the body cameras, as to how they will be used and how they will be accessed. He stated that the policy will protect the Board of Commissioners, Sheriff's department and others. Mr. Wiggins suggested the creation of a focus group consisting of the Sheriff, County Manager, County Attorney and others to come up with a policy and suggested that they look at policies that other communities have.

Mr. Felton agreed and made a motion that the grant be approved subject to the creation of a focus group to come up with a policy. Mr. Boswell seconded the motion.

Mr. Harris asked if it was the Sheriff's department's responsibility to come up with the policy. She stated that it is possible that he would already have a policy in place.

Mr. Wiggins stated that a policy would be the County's policy and the Sheriff will have a role in creating the policy along with the attorney.

Rev. Hines stated that if there is an established regulation for using body cameras the Board needs to stay out of it and let the Public Safety Division of the Governor's Crime Commission issue their statement.

Mr. Wiggins stated that if the state has a policy that the Board can adopt it, but the County still needs to adopt a policy.

Mr. Boswell stated that the focus group should be led by the Sheriff and legalities of the policy should be looked over by Mr. DeLoatch. He stated that he agrees with Mr. Wiggins that the Board needs to have some involvement in what happens.

After discussion the motion was carried by unanimous vote.

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REV. HINES MOVED TO RECESS THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND CONVENE AS GOVERNING BODY OF WATER AND SEWER DISTRICT NO. 5., MR. FELTON SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

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A. Approval of a resolution for the issuance of $675,000 in Water & Sewer Revenue Bonds for Water & Sewer District No. 5.

Mr. Evans stated that now that the sewer project for New Hope Church Road is complete, it is necessary that we convert the project's temporary financing to permanent financing. Mr. Evans presented a resolution for the issuance of $675,000 in Water & Sewer Revenue Bonds for Edgecombe Water & Sewer District No. 5. This will replace the Bond Anticipation Notes previously issued. Mr. Evans recommended that the Governing Body of Water and Sewer District No. 5 approve the resolution to proceed with the issuance of the bonds.

Mrs. Harris moved to approve the resolution as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

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REV. HINES MOVED TO ADJOURN THE MEETING OF THE GOVERNING BODY OF WATER AND SEWER DISTRICT NO. 5 AND RECONVENE THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS. MRS. POWELL SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

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9. PLANNING BOARD REPORT. ***Received***

Ms. Cynthia Jenkins, Director of Planning and Inspections, presented the Planning Board report.

A. Action items:

1. **Approval of minutes.**
2. **Plat for Hines Acre Ln Subdivision**
3. **Leggett Solar LLC Special Use Permit for Solar Energy System.**

Other Business.

B. Draft Minutes.

C. Next meeting scheduled for December 21, 2015.

10. APPOINTMENTS:

A. Tarboro-Edgecombe Airport Authority.deferred****

B. Adult Care Home Community Advisory Committee.

Mrs. Harris moved to appoint Ms. Lisa Moore. Rev. Hines seconded the motion, which carried by unanimous vote.

C. Nursing Home Community Advisory Committee.

Rev. Hines moved to appoint Ms. Alberta Pettaway. Mrs. Harris seconded the motion, which carried by unanimous vote.

D. Edgecombe County Planning Board.

Mr. Felton moved to appoint Mrs. Ada Barnes Morgan. Mrs. Powell seconded the motion, which carried by unanimous vote.

E. Edgecombe County Board of Adjustment.

Mr. Felton moved to appoint Mr. Billy Trevathan. Mr. Harris seconded the motion, which carried by unanimous vote.

F. Human Relations Commission.

Mrs. Harris moved to appoint Ms. Phyllis Talbot. Mr. Felton seconded the motion, which carried by unanimous vote.

11. CONTRACTS FOR REVIEW AND/OR APPROVAL.

Mr. Felton moved to approve the contracts as presented. Mrs. Harris seconded the motion, which carried by unanimous vote.

12. AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.

Mr. Felton moved to approve the afterlists and releases as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

13. DEPARTMENTAL REPORTS FOR REVIEW:*Received*****

A. Water Services.

B. Veterans Service.

C. Social Services.

D. Tax Administration.

14. MANAGER'S REPORT:*Received*****

A. Financial Summary report.

B. Economic/Workforce Indicators.

C. Martin Luther King, Jr. celebration activities.

D. SuddenLink.

E. Positive Image Campaign letter.

F. Approval letters from the Office of Emergency Medical Services:

- **EMS System renewal proposal**
- **Emergency Medical Dispatch Center**
- **Emergency Medical Service provider**

G. Edgecombe County Public Schools long range plan.

15. COMMISSIONERS' REPORT.
Mrs. Harris thanked the Board for the contribution to the Boys and Girls Club, stating that she attended their banquet.

Mr. Boswell expressed his concern of improving the County's website tremendously in the near future. Mr. Boswell also wanted to recognize Mrs. Marva Scott, DSS Director. He stated that he read the article regarding the Fatherhood Initiative Program and wanted to commend Mrs. Scott.

16. ATTORNEY'S REPORT.

17. CLOSED SESSION.
Rev. Hines moved to go into closed session to discuss economic development. Mr. Felton seconded the motion, which carried by unanimous vote.

Rev. Hines moved to go out of closed session and resume the regular meeting. Mr. Felton seconded the motion, which carried by unanimous vote.

18. MRS. POWELL MOVED TO ADJOURN THE MEETING UNTIL MONDAY, JANUARY 4, 2016 AT 7:00 P.M. MR. FELTON SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

Approved January 4, 2016.

Frangie Mungo, Clerk to the Board