MINUTES
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS
OF EDGECOMBE COUNTY
OCTOBER 5, 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.**

Mr. Wiggins introduced the new County Manager, Mr. Eric Evans.

MEMBERS PRESENT: Mr. Leonard Wiggins, Chairman, Mr. Donald Boswell, Mr. William Wooten, Mrs. Evelyn Powell, Mrs. Viola Harris, and Rev. E. Wayne Hines.

MEMBERS ABSENT: Mr. Jonathan Felton.

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.**
Mrs. Powell moved to approve the minutes of the September 8, 2015 meeting as presented. Mr. Boswell seconded the motion, which carried by unanimous vote.

4. **PUBLIC PETITIONS.**
Mr. Wiggins called for public petitions.

Mr. Calvin Sherrod, 909 King Avenue, Princeville, came forward and presented a petition to the Board of Commissioners signed by Princeville citizens concerned about the increase in water bills. He stated that the older people and those on fixed incomes cannot afford to pay the water bills. Mr. Sherrod asked the Board to change the water rates back to what they were when LGC had control of the Town. He stated that some citizens have $200 to $300 water bills. He stated that the citizens did not receive any warning about an increase.

Mr. Wiggins asked Mr. Evans to address this.

Mr. Evans stated that customers with $200 and $300 bills should contact staff so it can be looked into immediately. He stated that Mr. Matthews, Utilities Director, has been working with citizens with leaks. Mr. Evans stated that the County's rate structure is different from what the Town had before. The County has the same rate in District No. 6 (Princeville) as in all the other districts. He stated that in order to alleviate some of the burden for the transition to the County's new rate system Mr. Matthews is giving a waiver for late fees for the first cycle of bills and pushed back the cut-off date about two weeks to the first of the month. He stated that this will be done again for the next billing cycle. Mr. Evans stated that the rates for all the districts will be looked at as we get further in this budget year. He stated that it was necessary to increase the rates. It is not just a matter of taking the cost that we pay for the water and divide it by the number of customers, it is also a matter of the maintenance on the system now and ongoing.

Mrs. Harris asked if it was possible that Mr. Evans could have a meeting with the Town, because it needs to be explained to them what the rate is and how it is figured by gallons. She stated that they should know that what the County is figuring it on now is not what it was figured on originally for them. She stated that the County should explain this and not just say the rates went up. Mrs. Harris stated that since

the County did not send an advance notice of the increase we owe it to them. She stated that we need to explain to them about the $9 million worth of work that the system needs just to bring it up to date.

Mr. Evans agreed and stated that as a starter he and Mr. Matthews are scheduled to be at their Princeville's Council Work Session on October 22nd and if they need to go back and have meetings beyond that we will.

Mr. Wiggins stated that the County is going to do the things that can be done. One of the problems with the water system was that the rates were not sufficient at that time to pay for the services. He stated that the County had to get those rates consistent with the other districts. Mr. Wiggins stated that there is no promise that the rates will decrease for the Princeville system, but a study of the rates for all the districts will be done and the county will continue to seek out grant funds. He stated that the County has acknowledged that notices should have been sent out regarding the rate increase.

Mr. Sherrod stated that the Town of Princeville is in the process of getting its police department back. He asked the Board to give the Town two Sheriff's Department vehicles from their surplus.

Mr. Wiggins stated that staff will work with Princeville's Board and Manager on those concerns.

5. OTHER BUSINESS:

A. Approval of budget amendments.

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

B. Approval of adopting the revised Emergency Operations Plan.

Mr. Evans presented to the Board for their approval a revised Emergency Operations Plan. He stated that per Presidential Directive #5, the plan was updated and reformatted according to a new National Planning Framework. This new framework ensures proper planning, response continuity and appropriate coverage of prescribed emergency response functions. It also integrates the National Incident Management (NIMS) training, in which a number of staff has taken over the last several years. Mr. Evans stated that this is a county-wide plan, therefore upon adoption of it, staff will then work with all of our municipalities to adopt it as well.

Mr. Boswell moved to adopt the revised Emergency Operations Plan as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

C. Approval of contract extension for disaster debris removal.

Mr. Evans stated that Edgecombe County currently has a contract with CrowderGulf to provide debris management services following a natural or manmade disaster. Having a contract in place is necessary so that we are prepared to respond following a disaster, and it is needed to get state and federal reimbursement if a disaster is declared. Mr. Evans stated that as we were nearing the end of the current contract with CrowderGulf, we solicited proposals from qualified firms to provide the same service. At the close of the bid period, we had not received a bid. We will resolicit for proposals, however we do not want our current contract to end before we have a new one in place, especially considering we are in hurricane season. CrowderGulf has offered to extend our current contract with the existing terms through November 2015. Mr. Evans recommended that the contract extension be approved.

Mr. Wooten moved to approval the contract extension with CrowderGulf for disaster debris removal as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

D. <u>Approval of appointing the Deputy Tax Collector</u>.
Mr. Evans stated that the tax offices were reorganized in 2013 to better align the work of the Collector and the Assessor's offices. In doing so, the Tax Administrator position was created. The Tax Administrator holds the duties of both Tax Collector and Tax Assessor. He stated that we do have both a Deputy Tax Collector and Deputy Tax Assessor who serve in the absence of the Tax Administrator. Mr. Evans stated that stature requires the Deputy Tax Collector to be officially designated as such by the Board of Commissioner. Therefore it is recommended that the Board take action to officially appoint Lisa Warren as the Deputy Tax Collector, who was promoted to the role on December 6, 2013.

Mrs. Harris moved to appoint Lisa Warren as Deputy Tax Collector. Rev. Hines seconded the motion, which carried by unanimous vote.

E. <u>Approval of an offer to purchase County owned property at 3003 North Main Street, Tarboro.</u>
Mr. Evans stated that an offer to purchase the property at 3003 North Main Street (former Health and DSS offices) was previously received in the amount of $500,000 from Adrian Moscogiuri of Mosc Enterprises, LLC. That offer was rejected, and a follow-up offer was made of $550,000, which was accepted. Since that time, he was not able to get financing because of the appraised value. Therefore, that Offer to Purchase expired, and we have continued to market the property for sale. In over twelve months since then, we have not received another offer, and have donated all of the modular unites to local organizations. Mr. Evans stated that Mr. Moscogiuri has continued to express interest in the property, and visited it several times. Recently, another offer was received from him for $350,000. Considering we have had no other offers, the modular unites no longer being included in the property to sell, the ongoing costs of maintaining the property, including utilities and lawn care being over $35,000, and the likelihood that the buildings will slowly deteriorate the longer they are unoccupied. Mr. Evans recommended that the Board accept the offer and advertise for upset bids.

Mr. Wooten asked how has the County attempted to market the properties.

Mr. Evans stated that a sign is posted on the property, it has been posted on the County's web site and listed with an agency that Carolinas Gateway Partnership uses.

Mr. Wooten stated that the tax value is $5.4 million and asked if the County could engage a commercial real estate agency.

Mr. Wiggins stated that the property has already been broken up into three parcels.

Mr. Wooten suggested offering one of the three parcels to MOSC Enterprise, LLC.

After discussion Mr. Boswell moved to offer Mosc Enterprises, LLC one parcel for $350,000. Mr. Wooten seconded the motion. The motion carried by unanimous vote.

Mr. Wiggins stated that Mr. Evans will have to bring the parcel back to the Board.

F. <u>Approval of the FY 2015-2016 Rural Operating Assistance (ROAP) Application</u>.
Mr. Evans stated that we apply each year to reimburse the following eligible transportation expenses from July 1, 2015 through June 30, 2016:
Elderly and Disabled Transportation Assistance Program - $64,523.00

Work First/Employment - $18,492.00
Rural General Public - $64,561.00

Rev. Hines moved to approve the FY 2015-2016 Rural Operating Assistance application as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

G. Approval of calling for a public hearing for Commerce Fellows application.
Mr. Evans stated that Edgecombe County is eligible to submit an application to the North Carolina Department of Commerce for its Commerce Fellows Program. A public hearing is required to receive citizen input prior to submission of a grant application. The Commerce Fellows program is offered through funding available from the U.S. Housing and Urban Development community Development Block Grant funding program. CDBG funds are available to assist local governments with projects that enhance the vitality of communities by providing decent housing and suitable living environments and expanding economic opportunities. These grants primarily serve persons of low- and moderate-incomes.

Rev. Hines moved to call for and hold a public hearing at the Board of Commissioners November 2, 2015 meeting. Mrs. Powell seconded the motion, which carried by unanimous vote.

H. Approval of contracts with The Wooten Company for the Speed Sewer Project.
Edgecombe County has received $2,981,569 in CDBG Infrastructure funds from the NC Department of Environment and Natural Resources – Division of Water Infrastructure for the Speed Sewer Project. Part of implementing the project is selecting a firm to administer the grant and a firm provide engineering services. In doing so, we have gone through the formal bid process which our procurement policy require. We only received one response initially, and therefore solicited proposals a second time. Then again, only receiving one proposal, which was from The Wooten Company. We are currently awaiting approval from NC DENR to proceed with sole source procurement. However, we have a very narrow window for predevelopment and project implementation per the grant agreement. Therefore, I request that the Board of Commissioners approve the two contracts with The Wooten Company, contingent upon approval from NC DENR.
Mr. Evans stated that on today he received approval from NC DENR.

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

I. Approval of adding an additional position to the Pay Plan.
Part of the work in many of Social Services programs includes helping clients find and keep a job. It is critical that families are stabilized through gainful employment. In Work First, job training and placement is a mandated service, and in Child Support, we aren't able to collect support from absent parents who have no source of income. To improve our services, we need a staff person dedicated to making a connection with employers who are willing to hire our clients. Therefore, we would like to repurpose one of our Social Worker II positions, already included in the approved budget, to fill this role.

It is recommended that you approve the addition of a Human Resources Placement Specialist – Social Services at a grade 14 on the County's Pay Plan.

Mrs. Harris moved to approve the addition of the Human Resources Placement Specialist position to the Pay Plan as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

J. Approval of a Resolution in Recognition of Rev. Richard Joyner and the Conetoe Family Life Center.

Mr. Wiggins asked Mr. Boswell to read the following resolution:

RESOLUTION IN RECOGNITION OF
Rev. Richard Joyner and The Conetoe Family Life Center

WHEREAS, the Rev. Richard Joyner saw the need to positively impact the lives of young people in and around the Town of Conetoe, and

WHEREAS, he also saw the opportunity to improve the health of residents in the area by addressing the "food desert" and growing fresh, nutritious food; and

WHEREAS, for the last decade he has led efforts through the Conetoe Family Life Center to work with more than eighty (80) youth, managing a twenty five (25) acre farm, and providing over 50,000 pounds of fresh food per year; and

WHEREAS, those efforts have been recognized nationally, including being chosen as a 2015 CNN Hero nominee.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF EDGECOMBE COUNTY hereby recognizes the efforts of Rev. Richard Joyner and the Conetoe Family Life Center in making a positive impact here in Edgecombe County and beyond.

Leonard Wiggins, Chairman of the Board of Commissioners

ATTEST:

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Frangie Mungo, Clerk to the Board

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

Mr. Wiggins recognized Rev. Joyner and asked if anyone had any comments.

Tobias Hopkins, Princeville resident, came forward and stated that he is a part of the Conetoe Family Life Center and thanked the Board for their recognition of Rev. Joyner and the impact he has made, and continues to make, in the area.

Mrs. Harris stated that the mobile unit that the Board gave to Conetoe Family Life Center has been turned into a mobile of learning. She thanked Rev. Joyner for the good work.

K. <u>Approval of a resolution adopting CDBG updated plans.</u>
Mr. Evans stated that Edgecombe County at any given times has a number of open Community Development Block Grants (CDBG). We receive these grants for housing, infrastructure and economic development projects. A requirement of the CDBG program is that we have updated plans that address various rules and regulations connected to the CDBG program. We have updated the plans and are prepared to submit them to the necessary state agencies. He recommended that the Board approve a resolution to officially adopt the updated plans.

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

L. <u>Approval of a resolution for extensions of credit and incumbency certificate</u>.
Mr. Evans stated that the document needs to be approved for the County's banking institution (PNC) which adds his name as County Manager and changes the last name of the Finance Director to JoAnne Crabtree.

Rev. Hines moved to adopt the resolution as presented. Mr. Boswell seconded the motion, which carried by unanimous vote.

6. **PLANNING BOARD REPORT.**

Ms. Cynthia Jenkins, Planning/Inspections Director, presented the report.

A. Action items:

1. **July Minutes.**
2. **Planning Board Bylaws and Procedures.**

Ms. Jenkins stated that currently the Unified Development Ordinance (UDO) states that all Planning Board members are to serve three terms of five years each. The Planning Board recommends that the term limit be exhausted. They would like to continue serving on the Board, even though some are coming up on term expiration as far as serving their three consecutive terms.

Mr. Wiggins stated that staff is recommending against this. He felt that the five year term is too long. He felt that they should be reduced to two consecutive, three year terms and be reappointed after one year off of the Planning Board.

Mrs. Harris and Mr. Wooten agreed.

Mr. Boswell, having served on the Planning Board, stated that it is very hard to find people who are willing to serve.

Mr. Wiggins stated that they are getting burnt out and the County is moving and will need a very active Planning Board.

After discussion the Board agreed to further research the text and recommended that the item be placed on the next Commissioner's agenda.

3. **Update to Planning Board from the Board of Commissioners September meeting.**

B. Draft minutes of the September 21, 2015 meeting.

C. Next meeting scheduled for October 19, 2015.

7. **APPOINTMENTS.**

A. Tourism Development Authority.

Mr. Evans stated that Session Law 2013-55 which authorized the creation of the Edgecombe County Tourism Development Authority states that the Board of Commissioners annually "shall designate one member of the Authority as chair..." At their regular meeting on September 22nd, the members of the ECTDA voted to recommend the reappointment of Mr. Rusty Holderness as Chairman. He stated that the TDA also voted to recommend the reappointment of Commissioner Evelyn Powell, whose term expires this month.

Mr. Boswell moved to reappointment Mr. Holderness as Chairman and to reappoint Commissioner Evelyn Powell as recommended. Rev. Hines seconded the motion, which carried by unanimous vote.

B. NEED, Inc. Board of Directors.

With the Boards consensus Rev. Hines agreed to represent Edgecombe County on the Board, due to the unapproved absences of his alternate.

C. Jury Commission.

Mr. Boswell moved to reappoint Mr. Rueben Thompson IV. Mrs. Powell seconded the motion, which carried by unanimous vote.

D. Edgecombe County Development Corporation.

Mr. Evans stated that property owned at Fountain Industrial Park is held in the name of the Edgecombe County Development Corporation. Its sale or any other legal action involving the property requires the approval of the ECDC. The ECDC has not met for some time, and therefore we need for the Board of Commissioners to reappoint the following members:

Ex-Officio Positions:

County Commissioner

County Manager
Eric Evans

Mayor and Manager of Rocky Mount
Mayor David Combes
Charles Penny

Mayor and Mana ger of Tarboro
Mayor Rick Page
Alan Thornton

Mayor and Manager of Pinetops
Mayor Vines Cobb
Greg Bethea

Other Municipalities
Mayor Wilbert Harrison, Speed
Other Positions:
Banking: Helen Collins, BB&T
Real Estate: Rusty Holderness, Rural Equity Corp
Existing Industry: Bryan Mayo, Mayo Knitting Mill
At-Large Appointments:
Mears Pitt, ACE Hardware
Joyce Dickens, Rocky Mount-Edgecombe CDC

Mr. Boswell moved to appoint the slate of names as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

Mr. Harris moved to appoint Mr. Wooten to the required Edgecombe County Commissioner position. Rev. Hines seconded the motion, which carried by unanimous vote.

8. CONTRACTS FOR REVIEW AND/OR APPROVAL.
Mrs. Powell moved to approve the contracts and presented. Mr. Wiggins seconded the motion, which carried by unanimous vote.

9. AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.
Mrs. Harris moved to approve the afterlists and releases as presented. Mr. Boswell seconded the motion, which carried by unanimous vote.

10. DEPARTMENTAL REPORTS FOR REVIEW.*Received*****
A. Water Services.
B. Veterans Service.

SUPPLEMENTAL AGENDA

A. Approval of the proposed settlement agreement with Food Lion.
Mr. Evans presented a letter from the attorney assisting us with the settlement negotiations with Food Lion. We have reached an agreement that addresses leasehold improvements made in the three stores here in Edgecombe County. The proposed settlement is for 20% of the total leasehold improvements made in those three stores to be taxed as business personal property for tax years 2003-2008, which was in their original appeal, as well as for 2009 through 2016. With this agreement, Food Lion will pay $47,800 for 2003-2008 and $16,300 for 2009-2015. Mr. Evans recommended Board of Commissioners approve the proposed settlement agreement.

Mrs. Harris moved to approve the Food Lion settlement agreement as presented. Mr. Wooten seconded the motion, which carried by unanimous vote.

11. **MANAGER'S REPORT.***Received*****

A. **Financial Summary report.**

B. **Economic/Workforce Indicators.**

C. **Edgecombe County Employee Service Awards**
Wednesday, October 14, 2015, 11:30 a.m. – 2:00 p.m.
Administrative Building Auditorium

12. **COMMISSIONERS' REPORT.**

Mrs. Harris stated that she received a car in the mail from Secretary Roy Cooper inviting the Board to Nash Community College on October 12, 2015 at 6:00 p.m.

Mr. Boswell mentioned Rev. Joyner's involvement in finding a house for the family affected by the murder tragedy that took place in the County earlier in the year.

13. **ATTORNEY'S REPORT.**

14. **CLOSED SESSION.**

Mr. Boswell moved to enter into closed session to discuss economic development. Mr. Wooten seconded the motion, which carried by unanimous vote.

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

15. **REV. HINES MOVED TO ADJOURN THE MEETING UNTIL MONDAY, NOVEMBER 2, 2015 AT 7:00 P.M. MR. WOOTEN SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.**

Frangie Mungo, Clerk to the Board