

The Northampton County Board of Commissioners will meet in Regular Session on Monday, June 20, 2016 at 6:00 p.m. in the Commissioners' Meeting Room located at 100 West Jefferson Street, Jackson, North Carolina. The purpose of the meeting is to conduct public business as indicated on the following agenda.

<u>TAB</u>	<u>TIME</u>	<u>DESCRIPTION</u>
	5:50	Agenda Work Session
1	6:00	Approval of Regular Session Minutes for June 6, 2016 3
2		Approval of Closed Session Minutes for June 6, 2016
3		Approval of Agenda for June 20, 2016..... 58
4	6:05	Mr. Marshall Cherry, COO, Roanoke Electric Cooperative Roanoke Connect Initiative
5	6:20	Mrs. Joslyn Reagor, Office on Aging Director HCCBG Public Hearing..... 61
6	6:35	Ms. Kimberly Turner, County Manager Public Budget Hearing..... 65
7	6:50	Mr. Jason Morris, Public Works Director 1) Solid Waste Availability Fee 72 2) Microcomm Service Contract Agreement 74
8	7:05	Mr. John White, Acting Health Director Accreditation Commission for Health Care, Inc. Contract..... 81
9	7:20	Ms. Kimberly Turner, County Manager 1) FY 16-17 General Fund Operating Budget Adoption 98 2) Back-up 911 Emergency Communications Agreement 115 3) Appointments to the Turning Point Workforce Development Board 121
10	7:35	4) Management Matters Citizens/Board Comments
	8:05	Adjourn

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 1

Agenda Time: 6:00

Presenter and/or Subject Matter:

Approval of Regular Session Minutes for June 6, 2016

Michelle Nelson
Clerk to the Board

1 Approval of Regular Session Minutes for June 6, 2016

**NORTHAMPTON COUNTY
REGULAR SESSION
June 6, 2016**

Be It Remembered that the Board of Commissioners of Northampton County met on June 6, 2016 with the following present: Fannie Greene, Joseph Barrett, Chester Deloatch, Virginia Spruill, and Robert Carter.

Others Present: Kimberly Turner, Scott McKellar, and Michelle Nelson

Agenda Work Session:

A 10-minute work session was held to discuss today's agenda items. Chairwoman Greene called upon County Manager Kimberly Turner for input. Ms. Turner said to remove Tab 8, and to add a budget work session as Tab 17 with no stated time.

Regular Session:

Chairwoman Greene called the meeting to order, welcomed everyone, and announced when citizens could make comments. Vice-Chairman Barrett gave the Invocation, and the Pledge of Allegiance was recited.

Approval of Special Meeting Minutes for May 4, 2016:

A motion was made by Chester Deloatch and seconded by Virginia Spruill to approve the Special Meeting Minutes for May 4, 2016. **Question Called: All present voting yes. Motion carried.**

Approval of Regular Meeting Minutes for May 16, 2016:

A motion was made by Virginia Spruill and seconded by Chester Deloatch to approve the Regular Meeting Minutes for May 16, 2016. **Question Called: All present voting yes. Motion carried.**

Approval of Closed Session Minutes for May 16, 2016:

A motion was made by Joseph Barrett and seconded by Robert Carter to approve the May 16th Closed Session Minutes. **Question Called: All present voting yes. Motion carried.**

Approval of Special Meeting Minutes for May 25, 2016:

A motion was made by Robert Carter and seconded by Virginia Spruill that the Special Meeting Minutes for May 25, 2016 be approved. **Question Called: All present voting yes. Motion carried.**

Approval of Agenda for June 6, 2016:

A motion was made by Virginia Spruill and seconded by Chester Deloatch to approve the amended agenda for June 6, 2016. **Question Called:** *All present voting yes.* **Motion carried.**

Letter of Support- Work Ready Community Initiative:

Ms. Duna Dickenson, from the Roanoke Valley Chamber of Commerce, appeared before the Board to ask for a letter of support for the Work Ready Community Initiative. Ms. Dickenson also introduced Doug Miller and Angie Jenkins to help explain the Work Ready program. She explained that this is a collaborative effort that they are doing with the Northampton County Chamber of Commerce, the School System, Halifax Community College, Roanoke-Chowan Community College, Enviva, Economic Development Commission, Turning Point Work Force Development and NC Works. Mr. Miller explained that the school system gives their students the test, and people who are unemployed can take the test as well. It gives the business community a sense of what kind of personnel is available.

A motion was made by Chester Deloatch and seconded by Robert Carter to approve the letter of support. **Question Called:** *All present voting yes.* **Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**

From: Stockton "Duna" Dickinson [mailto:sdickinson@rvchamber.com]
Sent: Tuesday, May 31, 2016 1:47 PM
To: 'Michelle Nelson'
Cc: millerd@northampton.k12.nc.us
Subject: RE: Letter of Support

The Roanoke Valley Chamber of Commerce along with businesses, schools and government officials are working towards the Work Ready Community Certification for Halifax and Northampton Counties.

Work Ready Community Certification

How do we reach certification? The Roanoke Valley Chamber of Commerce, the Northampton County Chamber of Commerce and other key stakeholders including Halifax County Government, the City of Roanoke Rapids, Halifax County Schools, Northampton County Schools, Weldon City Schools, Roanoke Rapids Graded Schools, Halifax Community College, Roanoke-Chowan Community College, Halifax County Economic Development, Northampton County Economic Development, NC Works and the Workforce Investment Board, Reser's Fine Foods and Enviva Pellets, Northampton have all signed a letter of support for the Roanoke Valley Work Ready Certification. We began this process in December 2016 and are asking for Northampton County Commissioners' support. To support the Work Ready Certification, we only need a letter of support. There is no charge. The application for the counties can be found at the following link:

What is a Career Readiness Certificate? The assessments, National Career Readiness Certificates (NCRC) were created by the National ACT organization. There are over 2000 Roanoke Valley citizens who have passed these assessments which can help businesses determine if an applicant has the skills needed for the job they are seeking to fill. The CRC assesses a person's skill level for Reading for information, Applied math and Locating information. The potential employee is given a Bronze, Silver, Gold or Platinum credential that corresponds to a potential employees' skill level. The Certificate is based on established WorkKeys® assessment tests. (WorkKeys is a comprehensive skills assessment tool recognized by thousands of companies in the U.S. and by state and federal agencies.) To earn a Career Readiness Certificate, individuals undergo testing related to reading, applied math, and locating information through the WorkKeys skills assessment system.

What is ACT Work Ready Communities ? Work Ready Communities (WRC) are counties or regions with data, process and tools that drive economic growth. Participants are leveraging the National Career Readiness Certificate (NCRC™) to measure and close the skills gap — and building common frameworks that link, align and match their workforce development efforts.

By participating in ACT's Work Ready Communities initiative, counties, regions and states are helping:

- Business and industry know exactly what foundational skills they need for a productive workforce — and to easily communicate their needs
- Individuals understand what skills are required by employers — and how to prepare themselves for success
- Policy makers consistently measure the skills gap in a timely manner at the national, state and local levels
- Educators close the skills gap, via tools integrated into career pathways with stackable industry-recognized credentials
- Economic developers use an on-demand reporting tool to market the quality of their workforce

It is simple to support, free to employers and can make a big difference for our community. More information can be found at <http://workreadycommunities.org/NC>

Again there is no cost to this.

Thank you for your consideration and please help this effort by providing a letter of support.

Duna

Stockton "Duna" Dickinson
Roanoke Valley Chamber of Commerce
Business Education Partnership Manager
280 Premier Blvd.
Roanoke Rapids, NC 27870
(252)519-2612
[Twitter](#)

NCWorks

Certified Work Ready Community

The purpose of the **NCWorks Certified Work Ready Community (CWRC)** initiative is to provide **counties** with a framework to validate that they have a skilled workforce ready to fill current and future jobs. Strategic partners in the CWRC initiative include, the North Carolina Community Colleges System, the North Carolina Department of Public Instruction, the North Carolina Department of Commerce, the North Carolina Chamber, and numerous economic/workforce development entities throughout the state. Success of the CWRC initiative will be achieved when established goals of individuals earning a **National Career Readiness Certificate (NCRC)** are met; along with business recognition and recommendation of qualified NCRC applicants in their hiring process.

Sign up [here](#) to receive CWRC updates



Application Package

***Presented by:
North Carolina Chamber Foundation***

CONTENTS

1. Frequently Asked Questions
2. Checklist to apply
3. Criteria for certification
4. Application
5. Letters of Commitment-*sample*
6. Calendar

NCWorks Certified Work Ready Community

Frequently Asked Questions

1. **What is a National Career Readiness Certificate (NCRC)?** The NCRC, is an industry-recognized, portable, evidence-based credential that certifies essential skills for workplace success. Go to www.act.org/certificate. The NCRC measures skills employers believe are critical to job success. Individuals can earn the NCRC by taking three WorkKeys® assessments:
 - Applied Math
 - Locating Information
 - Reading for Information
2. **Where does an individual obtain an NCRC?** The certificates may be obtained as an enrolled customer at one of the state's Career Centers or receiving services through Workforce Investment Act (WIA) contractors. The North Carolina Community Colleges may offer this service to employers and employees. Secondary schools offer the certificate in North Carolina to students who complete a Career and Technical Education concentration.
3. **How will being a Work Ready Community help the community?** Current and potential employers who may consider your community will want to know about the quality of your workforce. Certification answers many questions and tells employers you are serious about meeting their needs. Being part of the Certified Work Ready Community initiative will give your community exposure on North Carolina's website as well as ACT's national website.
4. **Who is eligible?** Any county in North Carolina may apply. Upon review and approval, the county may be granted a Certified Work Ready Community "in Progress" status after the application is filed and accepted. No unit smaller than a county may apply, counties in a region may be considered for regional status only after all included counties meet the certification requirements.
5. **How does a county achieve certification?** A county will become eligible for certification when it reaches its goals. Goals and process are explained in the application packet and individual county goals can be found at <http://www.workreadycommunities.org/NC>. By clicking on the North Carolina map, every county in North Carolina can be accessed and choosing a specific county will display the intended goals. Additional information can be found on the CWRC website.
6. **Is there a fee to apply?** No, there is no fee to apply.

7. **How does a community apply?** First a local committee, as outlined in the application process, will need to be formed. A signed commitment letter (*sample included*) from each member of the local team is required, along with narrative plans for achieving the posted county goals. The application packet can be completed online with all other documents attached and submitted; or it can be mailed along with narratives and commitment letters to: NCWorks Certified Work Ready Community c/o NC DPI Career and Technical Education, 6361 Mail Service Center, Raleigh, NC 27699-6361 Attn: Jo Anne Honeycutt. Faxing is also permissible to the attention of Jo Anne Honeycutt at 919-807-3899.
8. **How long will a community have to meet the criteria to achieve CWRC status?** A community will have up to two years to accomplish the goals and meet the criteria to become certified.
9. **What is the difference between a Certified Work Ready Community and a Certified Work Ready Community "In Progress" status?** The Certified Work Ready Community "in Progress" status is for communities who have not yet reached the goals set for them, but have plans in place to achieve those goals. The "in Progress" status will be granted after the submission and acceptance of their application. The Certified Work Ready Community refers to a community that has achieved its goals and been granted this status by the North Carolina Chamber Foundation.
10. **When can a community apply?** It may apply at any time, but the applications will only be reviewed two times a year. **The first deadline will be September 30, 2014.** The next application due date will be March 31, 2015. Please refer to the calendar following the application package.
11. **Who will have the final determination for awarding certification?** A review committee will evaluate the application and recommend the certification status to the North Carolina Chamber Foundation Board of Directors, who will grant final approval.

NCWorks Certified Work Ready Community

CHECKLIST

Congratulations on the decision to become a NCWorks Certified Work Ready Community. This list includes recommended and required steps for application completion.

✓ **Organize the local team/committee**

Counties are encouraged to build their teams with local stakeholders. Members should have a strong commitment to this effort as they will be essential to the long term outcome. Each team needs a leader who will have the time to ensure success for the county. Each team should include members from local Chambers of Commerce, Economic Development Professionals, County Commissioner/local government officials, Education Leadership (K-12), local Workforce Investment Boards, local employers, and local community colleges.

✓ **Assess the county goals, using Framework provided**

The workreadycommunities.org site contains a map of North Carolina and each county has goals specific to its population (small, medium, and large). By clicking on your county local goals will be viewable. These goals have been chosen by CWRC strategic partners and are based on the 2010 Census.

✓ **Develop the county plan to reach threshold criteria**

A plan for achieving the county goals will be part of your application. When the plan is approved, your county will be given the Work Ready Community in Progress status. Supplemental narratives regarding your community that your Team considers significant information may also be submitted.

✓ **Prepare Application**

The applicant will be required to gather letters of commitment from each of its Team members. A sample for this letter may be found in the application package. The name of the primary contact person for the CWRC will also need to be included.

✓ **Mail to: NCWorks CWRC c/o NC DPI Career and Technical Education**

**Jo Anne Honeycutt
Mail Service Center 6361
Raleigh, NC 27699-6361**

NCWorks Certified Work Ready Community

CRITERIA FOR CERTIFICATION

Community Commitment-*required*

Evidence of strong commitment from key stakeholders is a necessity. This allows a community to demonstrate true collaboration and progress toward achieving strategic goals that bring together education, workforce, and economic development.

Certified Work Ready Community- Application must show support including signed letters of commitment from each one of these required stakeholders:

Committee Makeup

1. Chamber of commerce representative
2. Economic development professional
3. Elected Official (county commissioner, city council member, mayor)
4. Education Representative (superintendent, administrator, school board member, career tech education leader)
5. Community college representative
6. Local Workforce Development-Workforce Investment Board

National Career Readiness Certificate (NCRC)-*required*

This assessment is accepted throughout the nation by employers and is being used in 44 states. It is a measure for employers to ensure job seekers possess a qualified degree of work readiness.

Certified Work Ready Community- Each North Carolina county must achieve the assigned goal numbers of credentials for their local workforce.

These goal numbers have been determined by county size (small, medium and large). The determination was made by the CWRC strategic partners. They are posted on the website for Certified Work Ready Communities, under the map of North Carolina at workreadycommunities.org.

Businesses Support-required

Attaining business support for the Certified Work Ready Communities initiative will be essential to each county's success.

Certified Work Ready Community - Businesses will submit an Employer Commitment Form and agree to recognize, prefer or recommend the National Career Readiness Certificate (NCRC) in their hiring. The Employer Commitment Form can be found at <http://www.workreadycommunities.org/business/form>.

Participating businesses and county derived goals will be posted on the national Work Ready Communities site, as well as on the North Carolina website for the NCRC. Business engagement goals were determined by the CWRC strategic partners based on county size.

Graduation Rate-required

In addition to meeting CWRC goals for the workforce and goals for business engagement, NCWorks Certified Work Ready Communities must also meet goals for high school graduation rates. Your community should have a plan in place to increase your high school graduation rate, working to keep students from dropping out.

To be a certified Work Ready County, a county must have:

- a 4-year graduation rate of at least 94%; **OR**
- a 4-year graduation rate of at least 75% with average annual increases of 1% over the past five years; **OR**
- an average increase of 2% per year for the previous five years if the 4-year graduation rate is less than 75%.

NCWorks Certified Work Ready Community

APPLICATION

1. Name of County _____

2. Commitment of Key Stakeholders(check)

Organization Name _____

Important: The steering committee must be compromised at a minimum of the following individuals representing the following:

Local Chamber of Commerce	<input type="checkbox"/>	_____
Economic Development	<input type="checkbox"/>	_____
Elected Official(s)	<input type="checkbox"/>	_____
Education (K-12)	<input type="checkbox"/>	_____
Community College	<input type="checkbox"/>	_____
Workforce Development – Local WIB	<input type="checkbox"/>	_____
Employer	<input type="checkbox"/>	_____

Attach commitment letters from committee members; other organizations supporting your effort are helpful–[see sample letter](#)

3. Narratives for Criteria supporting NCRC and employer engagement-*required*

A narrative that outlines plans to reach established goals within a certain period of time must be completed and submitted (three pages maximum). The plan should:

a) Explain your county plan for achieving the NCRC numbers required for certification.

Be specific in your explanation as it relates to the numbers in these categories:

Transitional – unemployed workers/job seekers

Emerging – graduating students

Current Workforce – workers currently employed in the private or public sector

Veterans

b) Include strategies to build employer support and recognition of the NCRC in your county.

c) Describe the county's plan to engage employers in this initiative and for reaching the established goals.

4. Narrative for Criteria supporting increase in high school graduation rates-*required*

5. Your Steering Committee Leader (Primary contact for your county application)
Contact Information

(Name)	(Phone)
(email)	(Address)

Your checklist before mailing electronically, faxing, or posting: FAX: (919)-807-3899

Signed Commitment Letters from Steering committee members	
Narrative plan for your community's effort to meet NCRC goals	
Narrative plan for your community's initiative to meet employer engagement goals	
Are you including supplemental information? If so, describe.	

NCWorks Certified Work Ready Community

LETTERS OF COMMITMENT - *SAMPLE*

Dear NCWorks Certified Work Ready Communities Review Committee:

Please consider this letter documentation of our commitment to the NCWorks Certified Work Ready Communities initiative for _____ County.

_____(organization name) commits to participation in the program, and will encourage and promote the CWRC in our local communities.

In addition to the above, we will also send our representative to all necessary meetings in preparation for this effort; recommend the National Career Readiness Certificate to local employers and job seekers; and acknowledge the certificate in our hiring practices.

Organization Name _____

Company
Website _____

Key
Contact _____

Contact
Title/Role _____

Contact Phone Number _____

Contact E-mail _____

Address _____

City _____ County _____

Zip _____

Signature and
Date _____

Public Hearing Request- HCCBG Grant:

Mrs. Joslyn Reagor, Office on Aging Director, appeared before the Board to ask for a date and time for a HCCBG Grant Public Hearing.

Chairwoman Greene asked the Clerk for a date and time. Ms. Nelson gave a date and time of June 20, 2016 at 6:20 pm.

A motion was made by Joseph Barrett and seconded by Robert Carter to approve a Public Hearing on June 20th at 6:20 pm. **Question Called: All present voting yes. Motion carried.**

Motor Vehicle Refunds:

Mrs. Cathy Allen, Tax Administrator, appeared before the Board to obtain approval to release or refund Ad Valorem taxes assessed in the amount of \$2,006.27 on 40 appeals.

A motion was made by Joseph Barrett and seconded by Virginia Spruill to approve the motor vehicle refunds in the amount of \$2,006.27. **Question Called: All present voting yes. Motion carried.**

Roanoke Electric Co-Op Grant and Vidant Health Grants:

Mr. Craig Ellison, Cooperative Extension Director, appeared before the Board with Tammy Vincent, Nutrition Program Assistant to ask the Board's approval to apply for a Roanoke Electric Grant. The grant will be used to help facilitate a field day with area school children in the fourth grade.


A motion was made by Robert Carter and seconded by Joseph Barrett to honor the request from Cooperative Extension to apply for the grant. **Question Called: All present voting yes. Motion carried.**

Mr. Ellison also mentioned that Cooperative Extension has been awarded two grants from Vidant Health to provide education to citizens. One grant is for Diabetes Education in the amount of \$1,000, and the second grant is for healthy living and eating education in the amount of \$3,000.

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**



Roanoke Electric Cooperative

Your Touchstone Energy Partner 

ROANOKE ELECTRIC CARE TRUST, INC.

P.O. Box 1326
Ahoskie, NC 27910
Phone: (252) 209-2236
www.roanokeelectric.com

APPLICATION FOR OPERATION ROUNDUP GRANT FOR ORGANIZATION/AGENCY

NOTE: If you have previously received a grant from February 2004 to the present, then you **MUST** submit a activity sheet detailing how you used the grant funds **BEFORE** you will be awarded any further grants from Roanoke Electric Care Trust, Inc. Click [here](#) to submit an activity sheet.

All applications must be submitted by the deadline.

NOTE: Instructions for submitting additional information can be found at the bottom of this application.

Submit this form by clicking the "Submit Form" button at the bottom of the form. (Please **DO NOT** submit by printing and faxing this form. We can serve you more accurately and effectively if you submit the form electronically.)

Fields marked with a red asterisk * are required.

Organization Profile:

*Name of organization: Northampton Co Extension Dept

*Amount requested: \$1192.00

Provide a short summary of project/program you would like RoundUp to fund:

*Project Summary:

Did you know a cow produces more than 100 glasses of milk a day? Did you know pigs are the 4th most intelligent animals in the world? Did you know honeybees never sleep? Despite the fact that agriculture is the number one business in the Northampton County, many of today's youth do not realize what is growing and being produced around them. They have a strong disconnect with agriculture and many think their food comes from a grocery store.

In an effort to educate the students of Northampton County, the North Carolina Cooperative Extension Service would like to reimplement the Agriculture Day that was first held in 2001. Ag Day is a one-day event that targets public and

*Address: PO Box 636

*City: Jackson

*State: NC

*Zip: 27845

*Phone Number: (252) 534-2711

Fax Number: (252) 534-1827

*Contact Name: Beth Burchell

*Contact Phone Number:

Contact Fax Number:

*Contact E-mail Address:

If your organization has received an Operation RoundUp grant(s) previously, provide date(s) of grant(s) received:

*Dates Grants Received: 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2011

Is the organization requesting funding exempt from payment of income tax?

Tax Exempt: Yes ☒

If tax exempt, you must attach a copy of Form 501(c)3 letter or a letter indicating your non-profit status from the Internal Revenue Service. A copy of financial statements(s) from at least the previous two years must be provided. If your organization is less than two years old, you must provide most recent financial statements. You must provide a copy of your program's income and expenditures. You MUST include these statements in order to be eligible. Do NOT send bank statements or income tax reports - these do not qualify as financial reports. Instructions for including additional documentation can be found at the bottom of this application.

Provide the number of individuals, families, or groups that you estimate are served by your organization in Halifax, Northampton, Hertford, Bertie, Gates, Chowan or Perquimans counties in the last year.

*Number Served: 21,187 in 2015

Does your agency serve outside the counties listed above?

Outside Listed Counties: ☒

If yes, please provide information on number served and in which counties.

*Outside Services:

There is an Extension Office in every county in North Carolina and the Cherokee Reservation. In 2015, Cooperative Extension Agents and staff made 2,008,771 face-to-face contacts and 3,533,510 non-face-to-face contacts statewide.

State purpose/mission of this grant request.

*Grant Purpose:

4. to demonstrate how each student is affected by agriculture.

Ag Day is a community event. Representative from the NC Cooperative Extension Service, Farm Bureau, North Carolina Beekeepers Organization, and other organizations serve as presenters. In addition, many local livestock producers not only bring animals for the students to see but also present the information in an enjoyable yet educational manner.

(See attached for full Summary.)

How much money are you requesting for this grant? Detail how the funds you have itemized in the Budgetary Items Form (below) will be used. Will you accept partial funding? If so, how will you find the rest of the money needed to make the project happen?

*Funding Summary:

If Extension receives the grant for \$1192, the money will be used to rent Port-A-Johns and tents, purchase lunches for presenters and volunteers, pay for insurance and cover the cost of mileage and water for the presenters. We will accept partial funding and seek donations from other sources and local businesses to cover the cost of holding this event.

BUDGETARY ITEMS

Page 3 of 6

*Name: Kay Winn
 *Address:
 *City:
 *State:
 *Zip:
 *Phone Number:
 E-Mail Address:

Second Reference:

Name: Verlene Stephenson
 Address:
 City:
 State:
 Zip:
 Phone Number:
 E-Mail Address:

Third Reference:

Name: Joe Martin
 Address:
 City:
 State:
 Zip:
 Phone Number:
 E-Mail Address:

This information contained in this statement is for the purpose of obtaining funding from the Roanoke Electric Care Trust, Inc., on behalf of the undersigned. Each undersigned understands that the information provided herein is used in deciding to grant funding, and each undersigned represents and warrants that the information provided is true and complete and that the Roanoke Electric Care Trust, Inc. may consider this statement as continuing to be true and correct until a written notice of a change is provided. The Roanoke Electric Care Trust, Inc. is authorized to make all inquiries they deem necessary to verify the accuracy of the statements made herein.

[Click here to draw your signature.](#)

Signature of Representative

Date of Signature:

CHECKLIST:

Have you filled out the forms completely and signed them?
 Have you included proof of your 501(c)3 or non-profit status?
 Have you provided financial statements for at least the past two years?
 If your organization is less than two years old, have you provided the most recent statements?

Instructions for submitting additional documents:

There are five methods available for submitting additional documentation.

Method 1: Postal Mail

Mail copies of pictures and paper documents to the address below.

NOTE: If you send additional information by mail, do not bind, use staples, or put your documents in a portfolio. Use only paper clips to hold information together.

Method 2: Electronic Mail

After submitting this online application, you will receive a confirmation email. By replying to this email you can submit electronic copies of scanned images and PDFs by attaching them. Use the personalized subject provided to ensure your documents get delivered to the right place.

Method 3: Fax

Fax copies of pictures and paper documents to the fax number below.

Method 4: Document Upload Tool

After you submit the online application, you can provide additional materials by using our online document upload tool. You will receive more information about the upload tool after the application is submitted.

Method 5: Electronic File Upload

You can submit electronic copies of images or PDF documents with the file attachment tool below. If you have multiple files, you can combine your electronic documents into one zip file (using your zip software) and attach the zip file to this application.

Attach Document: Choose Files no files selected

Susan Tann
 Manager, Member Services
 Roanoke Electric Cooperative
 P.O. Box 1326
 Ahoskie, NC 27910

stann@roanokeelectric.com
 Phone: 252-209-2236
 Fax: 252-209-5043

Submit Form

Project summary:

Did you know a cow produces more than 100 glasses of milk a day? Did you know pigs are the 4th most intelligent animals in the world? Did you know honeybees never sleep? Despite the fact that agriculture is the number one business the Northampton County, many of today's youth do not realize what is growing and being produced around them. They have a strong disconnect with agriculture and many think their food comes from a grocery store.

In an effort to educate the students of Northampton County, the North Carolina Cooperative Extension Service would like to reimplement the Agriculture Day that was first held in 2001. Ag Day is a one-day event that targets public and private school fourth graders in Northampton County. Fourth grade was chosen because the material covered in Ag Day fits the End of Grade testing requirements for North Carolina history, which is taught in fourth grade. Classes will rotate through a series of stations that cover a variety of agricultural topics. We plan to include station topics on poultry, crop production, hogs, cattle, sheep, goats, horses, bees, farm to food, and wildlife.

Grant Purpose:

There are four main objectives to Ag Day:

1. To promote and increase the visibility of agriculture by youth, and by extension, their families
2. To increase the understanding of agriculture by youth and their families.
3. To involve volunteers in promoting local industry.
4. To demonstrate how each student is affected by agriculture.

Ag Day is a community event. Representative from the NC Cooperative Extension Service, Farm Bureau, North Carolina Beekeepers Organization, and other organizations serve as presenters. In addition, many local livestock producers not only bring animals for the students to see but also present the information in an enjoyable yet educational manner.

May 31, 2016

Mr. Craig Ellison
North Carolina Cooperative Extension
Northampton County
PO Box 636
Jackson, NC 27845

Dear Craig,

Congratulations! The Vidant Health Foundation has approved funding in the amount of **\$3,000 for Northampton County Cooperative Extension**. The grant is for one year of funding from July 1, 2016 – June 30, 2017 through the Vidant Health Foundation's Community Benefit Grants program and the Community Benefit Grant Committee of Vidant Roanoke-Chowan Hospital for *the Expanded Food and Nutrition Program for Adults with families in the county*.

We are pleased to provide support for your project, as we believe it offers needed services to your community. **A meeting is scheduled for Thursday, July 21, 2016 at 4:30 PM at Vidant Roanoke-Chowan Hospital in the Private Dining Room in Ahoskie, at which time you will receive the grant funds.** We will also discuss grant guidelines and requirements that will need your review and signature. Kahla Hall, Director of Community Benefit, Vidant Health will be attending.

We invite you to briefly share accomplishments of your 2015-2016 CBG Grant with the Community Benefit Grant Committee as well as the other organizations that will be receiving funding for the coming year.

We look forward to hearing about the successes of your 2016-2017 Project throughout this coming grant year! Thank you for taking the initiative to increase the health and wellness of individuals in your community.

Sincerely,

Sandra Woodard
Director of Development, Roanoke-Chowan Hospital

Cc: Kahla Hall, Director of Community Benefit, Vidant Health
Sue Lassiter, President, Vidant Roanoke-Chowan Hospital
Reba Green-Holley, CBG/Mission Committee Chair, Roanoke-Chowan Foundation, Inc.
Tammy Vincent, EFNEP PA, NC Cooperative Extension, Northampton County

May 31, 2016

Mr. Craig Ellison
Northampton County Cooperative Extension
PO Box 636
Jackson, NC 27845

Dear Craig,

Congratulations! The Vidant Health Foundation has approved funding in the amount of **\$1,000 for Northampton County Diabetes Support program**. The grant is for one year of funding from July 1, 2016 – June 30, 2017 through the Vidant Health Foundation Community Benefit Grants program and the Community Benefit Grant Committee of Vidant Roanoke-Chowan Hospital for *Diabetes Support Group Education classes and hands on educational activities on a monthly basis for two county sites*.

We are pleased to provide support for your project, as we believe it offers needed services to your community. **A meeting is scheduled for Thursday, July 21, 2016 at 4:30 PM in the Private Dining Room at Vidant Roanoke-Chowan Hospital in Ahoskie, at which time you will receive the Community Benefit Grant funds.** We will also discuss grant guidelines and requirements that will need your review and signature. Kahla Hall, Director of Community Benefit, Vidant Health will be attending.

2016-2017 CBG grant recipients will also be sharing highlights of their grants with the Community Benefit Grant Committee.

We look forward to hearing about the successes of your new CBG Grant – Northampton County Diabetes Support program throughout this coming grant year! Thank you for taking the initiative to increase the health and wellness of individuals in your community.

Sincerely,

Sandra Woodard
Director of Development, Vidant Roanoke-Chowan Hospital

Appointments to the Northampton Memorial Library Board of Trustees, Letter of Support-Herring Fishing, Request Date and Time for Public Budget Hearing:

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain approval to reappoint/appoint members to the Northampton Memorial Library Board of Trustees. A request came to reappoint Mr. Stephen Jackson and Ms. Frankie Harvey for a three-year term and appoint Ms. Lynn Edwards to the Board for a three-year term.

A motion was made by Virginia Spruill and seconded by Joseph Barrett to reappoint Mr. Stephen Jackson and Ms. Frankie Harvey to the Northampton County Memorial Library Board of Trustees for a three-year term expiring June 30, 2019 and appoint Ms. Lynn Edwards to the Northampton County Memorial Library Board of Trustees for a three-year term expiring on June 30, 2019. **Question Called: All present voting yes. Motion carried.**

Ms. Turner also presented a letter of support regarding a request from a group of citizens at the last meeting to restore legal herring fishing. It was requested that we send the letter to the Governor as well as other agencies.

A motion was made by Joseph Barrett and seconded by Virginia Spruill that the Board offer a letter restoring legal herring fishing by individuals in commercial fishing that has been listed on our agenda. **Question Called: All present voting yes. Motion carried.**

Commissioner Carter asked that a copy of the letter be sent to Roger Coffield.

Chairwoman Greene mentioned that when she and Vice-Chairman Barrett attended Assembly Day in Raleigh, this item was discussed. They were told that herring fishing was not supported by the State right now. However, she said that we will still send the letter of support.

Ms. Turner also asked if she could wait to ask for the date and time for the Budget Public Hearing until after the budget work session.

She also wanted to remind the Board about the Annual Chamber of Commerce meeting on June 16th beginning at 5:45 pm.

Finally, Ms. Turner noted that the Board of Education wanted to set up a meeting with the Commissioners on either June 14th, 15th, or 16th. She stated that we could discuss that further during the budget work session.

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**

DECISION PAPER

TO: The Northampton County Board of Commissioners

FM: Kimberly L. Turner, County Manager 

DT: April 27, 2015

RF: Reappointments/Appointment to Library Board

PURPOSE:

To obtain the Board's approval to reappoint/appoint members to the Northampton Memorial Library Board of Trustees.

FACTS:

1. Each member of the Library Board of Trustees serves a three-year term.
2. Mr. Stephen Jackson, Ms. Frankie Harvey, and Ms. Wanda Guest, members of the Library Board of Trustees, terms will expire on June 30, 2016.
3. The Library Board of Trustees recommended the reappointment of Mr. Stephen Jackson and Ms. Frankie Harvey for another three-year term expiring on June 30, 2019.
4. The Library Board of Trustees recommended the appointment of Ms. Lynn Edwards to replace Ms. Wanda Guest for a three-year term expiring on June 30, 2019.

RECOMMENDATION:

That the Board reappoint Mr. Stephen Jackson and Ms. Frankie Harvey to the Northampton Memorial Library Board of Trustees for a three-year term expiring June 30, 2019 and appoint Ms. Lynn Edwards to the Northampton Memorial Library Board of Trustees for a three-year term expiring on June 30, 2019.

Action by the Commissioners:

Approved: _____
 Disapproved: _____
 Other: _____

*Northampton Memorial Library
PO Box 427
207 West Jefferson Street
Jackson, NC 27845*



May 13th 2016

Northampton County Board of Commissioners
P O Box 808
Jackson, NC 27845

To the Board of Commissioners:

The Northampton Memorial Library Board of Trustees met on Monday, March 14, 2016, and unanimously recommended the following two Trustees whose terms expire in June 2016, to serve a three-year term on the Board pending your final decision.

Stephen D. Jackson

Frankie Harvey

We appreciate the faithful support you generously give to our Library. It speaks volumes to our county that you recognize the importance of our facility and in these tough economic times, continue to fund the free educational and technological services offered through the County Library.

Sincerely,

Wanda T. Guest

Wanda T. Guest
Secretary
Board of Trustees

Northampton Memorial Library
PO Box 427
207 West Jefferson Street
Jackson, NC 27845

May 13th 2016



Northampton County Board of Commissioners
P O Box 808
Jackson, NC 27845

To the Board of Commissioners:

The Northampton Memorial Library Board of Trustees met on Monday, April 4th 2016, and unanimously recommended appointment for **Lynn Edwards** to the Northampton Memorial Library Board of Trustees for three years effective July 1st 2016, to replace Wanda T. Guest, whose term expires June 30th 2016. Lynn Edwards accepted nomination pending County approval.

Lynn Edwards

Thank you for your attention to this matter.

Sincerely,

Wanda T. Guest

Wanda T. Guest
Secretary
Board of Trustees

Northampton County

"A GREAT PLACE TO RAISE FAMILIES, PROFITS AND EXPECTATIONS"

BOARD OF COMMISSIONERS

P. O. BOX 808

JACKSON, N. C. 27845

PHONE (252) 534-2501 • FAX (252) 534-1186

June 6, 2016

Governor Pat McCrory
North Carolina Office of the Governor
20301 Mail Service Center
Raleigh, NC 27699-0301

Re: Restoring Legal Herring Fishing by Individuals and Commercial Fisherman

Dear Governor McCrory:

During our Regular Session meeting on May 16, 2016, our Board was made aware of an issue where citizens and/or commercial fisherman are not allowed to fish for herring in our local waters. Our concerned fisherman gave personal accounts where they've noticed that herring is currently plenteous in our region.

We are writing this letter in support of the efforts of the Albemarle Fishermen's Association and the North Carolina Fisheries Association to pass Senate Bill 871 sponsored by Senators Cook, Sanderson, Tillman and McInnis. Section 7 of this bill specifically states that "The Division of Marine Fisheries shall review its Fishery Management Plan for river herring and report no later than December 15, 2016, to the Joint Legislative Oversight Committee on Agriculture and Natural and Economic Resources regarding the continuing validity and scientific bases for the continued status of both species as "overfished."

According to the accounts that we have heard, herring is in abundance and is at or above historical levels. We feel that herring should be available to the people of our wonderful state for personal and commercial use.

Thank you for your consideration.

Sincerely,

Fannie P. Greene, Chair
Northampton County Board of Commissioners

Cc: Secretary of NCDENR
Chairman of Marine Fisheries
Halifax County Commissioners
Hertford County Commissioners
Bertie County Commissioners

Utility Cloud Services Agreement:

Mr. Jason Morris, Public Works Director, appeared before the Board to obtain approval to enter into a new contract service agreement with Advanced Enterprise Systems Corporation. Mr. Morris stated that this is a cloud based utility mapping program. He's been using it over the last 11 months on a trial basis to help map the fire hydrants all over the County as well as sewer man holes in different districts.

A motion was made by Joseph Barrett and seconded by Virginia Spruill that the Board of Commissioners approve to enter into a contract services agreement with Advanced Enterprise Systems Corporation for the annual fee of \$1,356. **Question Called:** *All present voting yes.* **Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**

DECISION PAPER

To: Northampton County Board of Commissioners

From: Jason S. Morris, Public Works Director

Date: June 6, 2016

Reference: Service Agreement for Utility Cloud

Purpose: The purpose of this Decision Paper is to obtain approval by the Board of Commissioners for the authorization to enter into a new contract services agreement with Advanced Enterprise Systems Corporation.

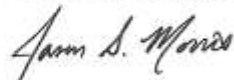
Facts:

1. Northampton County does not currently have a composite map of all assets in our water and sewer systems.
2. Contract term will be for 1 year and will renew automatically each year. Northampton County can cancel the contract at any time. All data mapped is property of Northampton County and can be released to Northampton County upon cancellation of contract.
3. Contract cost is for one user and data storage. The total cost per year is \$1,356.00
4. The cost of this contract services agreement has been budgeted in the new fiscal year budget for 2016-2017.
5. If approved, contract to become effective as of July 1, 2016.

Discussion: Entering into this services agreement will allow public works employees to map our existing water and sewer systems for Northampton County. Data can be shared from this software program to our County GIS and Emergency Services Systems. Attached is a preview of data collected through a trial use of this mapping system.

Recommendation: The Public Works Department recommends the Board of Commissioners approve to enter into a contract services agreement with Advanced Enterprise Systems Corporation.

Respectfully submitted,



Jason S. Morris
Public Works Director

Coordination:

Finance Officer

Concur Leslie H. Edwards

Non-concur _____

Concur with comment _____

County Manager

Concur Kimberly L. Durr

Non-concur _____

Concur with comment _____

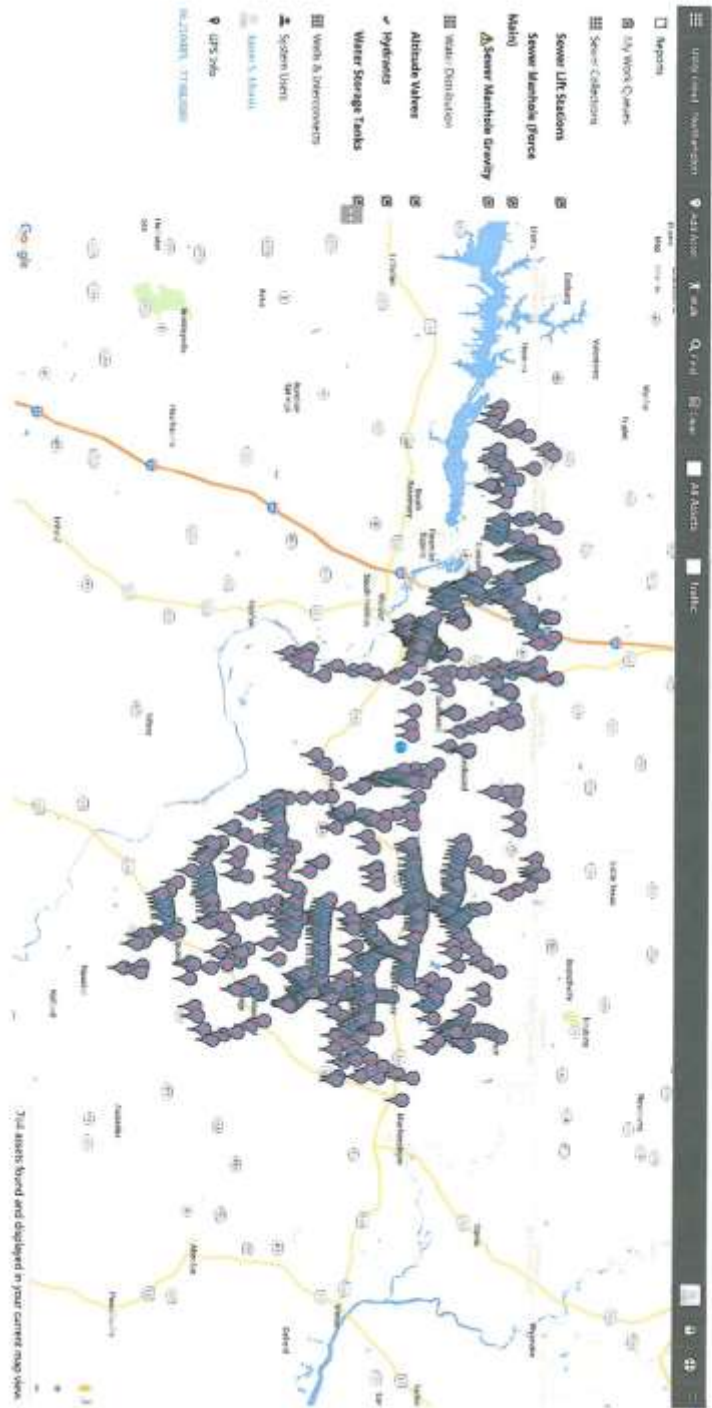
Action by Decision Makers

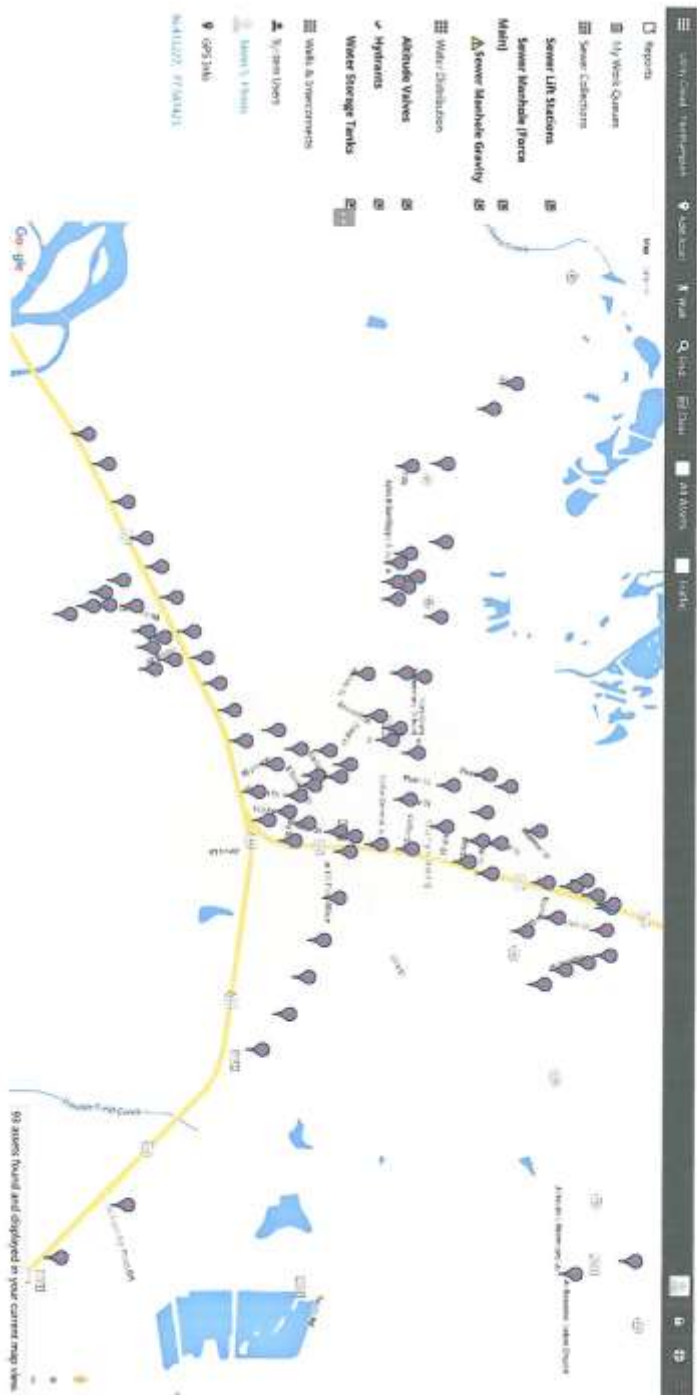
Approved _____

Disapprove _____

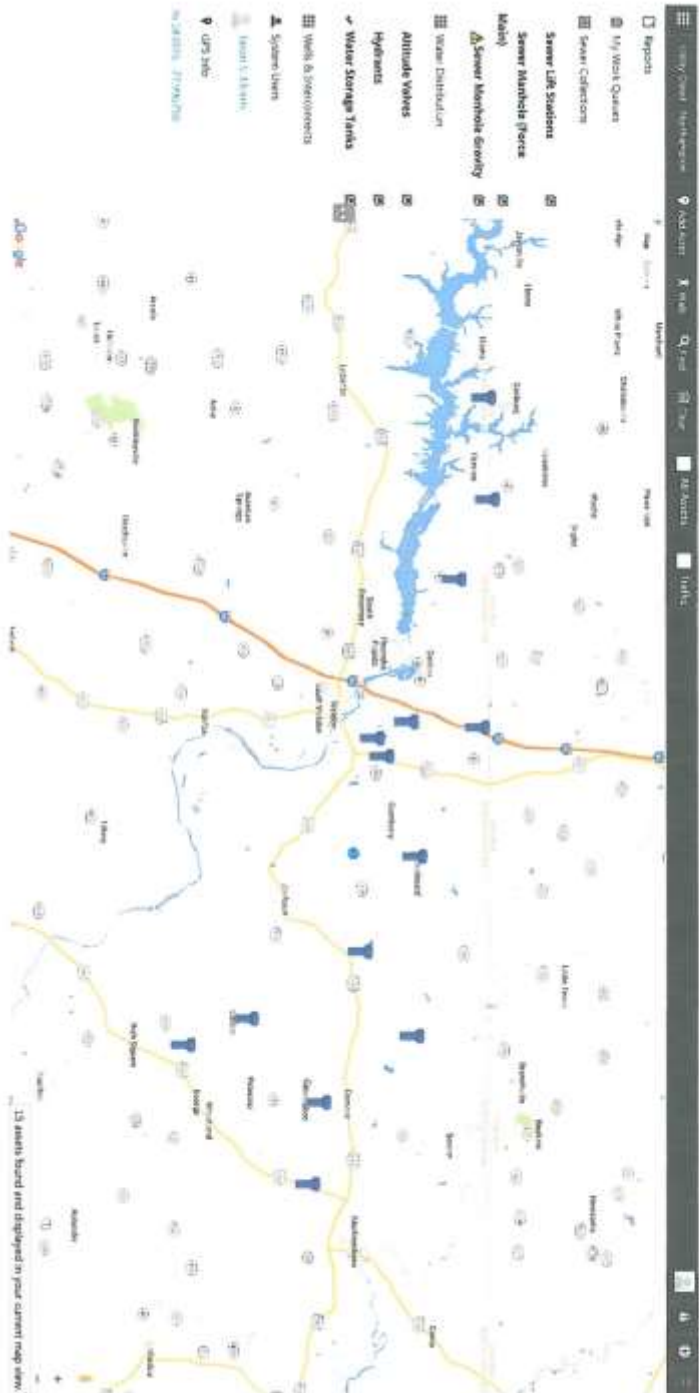
Other _____

NORTHAMPTON COUNTY		CONTRACT/VENDOR	
CONTRACT		Advanced Enterprise Systems	
CONTROL SHEET		Address	11 Robert Toner Rd, Ste 5-279, North Attleboro, M
VENDOR #		Contact	Ricky Langley 252-714-5791
		<u>2</u>	Originals <u>0</u> Copies
CONTRACT #		Amount \$ 1,356.00	
New Contract <u>YES</u>			
Renewal		Date originally approved by the Board of Commissioners	
Cost or Material Changes			
Original Contract sent to Contract Administrator		Date: <u>5/23/2016</u>	
Originating Department/Individual: Public Works/Jason Morris		Item or Service: Utility Mapping	
Department Involved: Public Works/Water and Sewer Div.		Type of Contract: Services Agreement	
Line Item Budgeted: 61-7110-519-900		Period of Coverage: 1 Year/Automatic Renewal	
GRANTS			
Board approval for Application		Approved _____	Set _____ Verified _____
Board approval for Acceptance		Approved _____	Set _____ Verified _____
COUNTY ATTORNEY		Date Received: <u>5/23/2016</u>	Date Approved: <u>5/24/2016</u>
Approved as to Form: <u>YES</u>		Approved as to Legal Sufficiency: <u>YES</u>	
Revisions Necessary? <u>YES</u>		Board Action Necessary? <u>YES</u>	
Date Revisions were made? <u>5/24, By Atty.</u>		<u>Scott V. Keen</u>	
FINANCE <u>AHE</u>		Date Received: <u>5/20/16</u>	Date Audited: <u>5/20/16</u>
Non encumbered contract Yes _____ No _____			
ASSISTANT COUNTY MANAGER		Date Received	Date Approved:
COUNTY MANAGER		Date Received <u>5/31/16</u>	Date Approved: <u>5/31/16</u>
BOARD OF COMMISSIONERS		CLERK TO THE BOARD <u>5/31/16</u>	
Date approved by Board		Date Received	Date Attested:
CONTRACT ADMINISTRATOR			
Attorney _____	Finance _____	Asst Cty Mgr _____	Cty Mgr _____ Clerk _____
Outside Agency Signatures:		Date Sent : _____	Date received: _____
Copies Delivered to Appropriate Departments:		ORIGINATING _____	FINANCE _____
Original to Outside Agency: (Departments to deliver)		Date: _____	
File County Original / Add to Database:		Date: _____	
NOTES:			
<p>____ copies sent to originating department with instruction to obtain signatures and return 1 executed original to Legal</p> <p>____ copies sent to originating departments with note to forward to vendor</p>			
PROBLEMS:			
Corrective Action:		Date: _____	Initial: _____









MASTER SERVICES AGREEMENT

PROFESSIONAL SERVICES AND SOFTWARE MAINTENANCE SUBSCRIPTION

This Agreement (the "Agreement") is made and entered into by ADVANCED ENTERPRISE SYSTEMS CORPORATION, doing business as and hereinafter referred to as AESC, and NORTHAMPTON COUNTY, hereinafter referred to as OWNER, as of the "Effective Date" as signed by OWNER herein. The parties agree as hereinafter set forth.

RECITALS:

WHEREAS, the OWNER wishes to use AESC professional services hereinafter referred to as LABOR and;

WHEREAS, the OWNER wishes to use the Utility Cloud Operations Management System that is a Software as a Service (SaaS) and not a product hereinafter referred to as the SERVICE;

NOW, THEREFORE, the parties agree as follows:

1. PURPOSE OF AGREEMENT

1.1 LABOR. This agreement serves as a master agreement that governs the LABOR provided for the duration of this agreement. LABOR is procured using written Task Orders containing a scope of work, schedule, and cost estimate. No LABOR shall be completed without an approved task order.

1.2 SERVICE. Use of the SERVICE is governed by the End User License Agreement (hereinafter referred to as EULA). SERVICE is procured using written Task Orders containing an itemized Estimate of licensing items and duration governed by the terms and rates defined in its estimate. No SERVICE shall be provided without an approved task order.

The OWNER agrees use of the SERVICE requires the configuration of assets, asset classes, workflows and reports. The OWNER agrees that AESC is not responsible for the customized configuration associated with the OWNER's needs unless approved via LABOR Task Order.

2. FEES AND EXPENSE

The SERVICE is a SaaS that is not purchased as a product and has no upfront costs, but rather is subscribed to as software maintenance licensing. The OWNER agrees that license to the SERVICE is paid in advance for the forthcoming period, and LABOR are paid at the conclusion of associated task order. OWNER agrees that if payments due are not received within 30 days of invoice date, or for any material breach of this agreement, AESC reserves the right to disable the subscription service without notice and without any liability for direct, indirect, or consequential damages that may arise from not having access to the service.

SERVICE or LABOR fees are included in each proposed task order as an estimate. Rates are defined in the attached task order estimates.

Subscription rates may adjust annually by no more than the annual inflation rate based on the Consumer Price Index (CPI) as published by the US Bureau of Labor Statistics - all urban consumers all items, or three-percent, whichever is greater.

The OWNER authorizes a task order by signing the task order's attached estimate.

Termination Fees. In the event OWNER chooses to cancel the subscription service prior to the conclusion of the current subscription period, OWNER agrees to pay a cancellation fee equal to the remaining prorated subscription fee for the current subscription period.

Payments. All fees for SERVICE or LABOR are due within 30 calendar days unless other terms are agreed to in writing.

3. INTELLECTUAL PROPERTY

The OWNER agrees that information related to LABOR and SERVICE technology, features, and pricing is confidential and protected intellectual property of AESC and will not be disclosed or demonstrated to any other person, party, or entity without prior written consent of AESC.

4. TERM AND TERMINATION

This Agreement shall remain in force and effect until the earliest occurrence of written notice from either party to terminate the Agreement.

5. SERVICE OBSOLESCENCE

If the SERVICE becomes unsupported by AESC or its successors, AESC will provide an option to the OWNER to purchase a non-exclusive use license and copy of the compiled code and applications for a fee equal to one-year of the subscription services so SERVICE use may continue to run under the hosting support of the OWNER on their equipment. Under this provision, software supplied to the OWNER will be supplied as-is with no warranty expressed or implied.

6. LIMITATION OF LIABILITY

AESC provides LABOR to the OWNER "as is" and without warranty of any kind, express, statutory, implied or otherwise, including without limitation any warranty of merchantability, fitness for a particular purpose or non-infringement. No oral or written information or advice given to OWNER by any AESC employee, representative or distributor will create a warranty for the SERVICE, and you may not rely on any such information or advice. The warranties above are exclusive and in lieu of all other warranties and conditions, expressed, implied or statutory, including, but not limited to, the warranties of merchantability and fitness for a particular purpose, title or non-infringement.

The OWNER agrees AESC shall not be liable for any indirect, incidental, special, punitive, or consequential damages, or any loss of revenue or profits, data, or data use. AESC's maximum liability for any damages or fees pursuant of, arising out of or related to this SERVICE or LABOR whether in contract or tort, or otherwise, shall in no event exceed SERVICE Fees paid to AESC for one year of the SERVICE license.

7. NOTICES

Any notice, consent, demand, or request required or permitted by this Agreement shall be in writing, shall be effective upon receipt, and shall be transmitted by prepaid certified mail, return receipt requested, and addressed as follows:

AESC:

Mark Moreau
 AESC
 11 Robert Toner Blvd, STE 5-279
 North Attleboro, MA 02763

OWNER:

Jason Morris
 Northampton County
 Public Works Director
 PO Box 68
 Jackson, NC 27845

8. GENERAL

- A. **Governing Law:** This Agreement shall be administered and interpreted under the laws of the State of North Carolina.
- B. **Assignment:** This Agreement may not be assigned without prior, written consent of the other.
- C. **Severability and Waiver:** If any term in this Agreement is found by competent judicial authority to be unenforceable in any respect, the validity of the remainder of this Agreement will be unaffected, provided that such unenforceability does not materially affect the parties' rights under this Agreement.
- D. **Survival:** Unless otherwise agreed to in writing, the provisions set forth in this Agreement will survive after termination of this Agreement for a period of one (1) year.
- E. **Except for actions for nonpayment or breach of AESC's proprietary rights, no action, regardless of form, arising out of or relating to the agreement may be brought by either party more than six months after the cause of action has accrued.**
- F. **Customer Reference:** OWNER agrees that AESC may identify you as a recipient of services and use your logo in sales presentations, marketing materials, press releases, and to develop a brief customer profile for use by AESC for promotional purposes.

IN WITNESS WHEREOF, the parties hereto have, through duly authorized representatives, executed this Agreement as of the date first above written.

AESC

Signature:



Mark Moreau

Advanced Enterprise Systems Corp.

OWNER

Signature:

Name:

Northampton County

Date:

END AGREEMENT

This Instrument has been pre-audited in the manner as

Per NC.G.S. 159-28 (a) Lissie A. Edwards
 Finance Officer

END USER LICENSE AGREEMENT

The terms of this end user license agreement (EULA) govern the use of the Utility Cloud Operations Management Service hereafter referred to as the "SERVICE". By using the SERVICE, you agree to be bound by the terms of this EULA. If you do not agree to the terms of this EULA, you may not use the SERVICE.

1. DEFINITIONS

"You" means the natural person or the system that is accessing the SERVICE represented by the licensed login credentials.

"SERVICE" means the Utility Cloud Operations Management Service licensed to You under this EULA, including any application programming interfaces, scripts, and files provided with the SERVICE, as well as associated media, online or electronic documentation, and any updates, upgrades, and maintenance releases thereto.

2. GRANT AND USE RIGHTS FOR SERVICE.

2.1 License. The SERVICE is licensed per concurrent user login via subscription and not sold. You may use a user login from any device or location. Use of the same login on two or more devices at the same time is prohibited.

You may create as many user logins as desired without affecting your license fees. A single concurrent license is consumed when a user logs in once or more within a 24-hour period UTC 12:00 AM thru 11:59:59 PM UTC. For example, if your account has (10) users configured for access, but only three log in on a given day, your "concurrent user day" license count used is (3). Monthly concurrent total is calculated using the average of the (5) highest "concurrent user days".

2.2 License Limitations. (a) You may not copy the SERVICE; (b) You may not remove or modify any titles, trademarks or trade names, copyright notices, legends, or other proprietary markings on the SERVICE; (c) You may not transfer Your rights under this EULA or share user passwords or grant access to any other individual to use the SERVICE for any purpose without AESC's prior written consent; (d) You may not decompile, disassemble, reverse engineer, or otherwise attempt to derive source code from the SERVICE; (e) You may not modify or create derivative works based upon the SERVICE; and/or (f) You may not create, develop, license, install, use, or deploy any SERVICE or services to circumvent, enable, modify or provide access to permissions or rights which violate the technical restrictions of the SERVICE or impinge in any way on AESC's intellectual property or other rights. You are not granted any rights to any trademarks or service marks of Utility Cloud. Utility Cloud as applicable; retain all rights not expressly granted to You in this EULA.

2.3 Restrictions. You may not (a) sell, lease, license, sublicense, distribute or otherwise transfer in whole or in part the SERVICE to another party; (b) provide, disclose, divulge or make available to, or permit use of the SERVICE in whole or in part by, any third party without AESC's prior written consent.

2.4 Data Collection and Privacy. You agree that AESC may collect, use, store and transmit technical and related information about Your use of the SERVICE which may include internet protocol address, hardware identification, operating system, application SERVICE, peripheral hardware, and non-personally identifiable

SERVICE usage statistics ("Collected Data") to facilitate the provisioning of updates, support, invoicing or online services to You.

All data associated with your account is your property. AESC stakes no claim to the data and agrees not to distribute or sell any data associated with your accounts unless permitted by you in writing.

AESC will maintain appropriate administrative, physical, and technical safeguards, consistent with generally accepted industry practices, for protection of the security, confidentiality and integrity of all of Customer's electronic data and information;

AESC will hold all Customer information in confidence, will not disclose Customer information to any third party and will not use Customer information for any purpose other than the performance of its obligations under the Agreement;

AESC agrees that any data created by the OWNER shall remain their property and shall be made available to the OWNER within thirty (30) days following cancellation of service. AESC reserves the right to provide electronic access for the specific time period to allow the OWNER to download all data, as needed. Further, AESC agrees to provide storage of data for a period of ninety (90) days following the cancellation of the subscription service.

2.5 Audit Rights. During the term of this EULA and for two (2) years after termination or expiration of the EULA or support and subscription services for the applicable SERVICE, You grant AESC the right to audit your use of the SERVICE, sufficient to provide evidence of compliance with the terms of this EULA. In the event that any such audit reveals an underpayment by You during the period being audited, or that You have breached any term of the EULA, then, in addition to paying to AESC any underpayments for SERVICE licenses and Support and Subscription fees.

2.6 Copyright. You represent that any data files uploaded to the SERVICE are in compliance with all associated copyright laws and regulations, and that You has the appropriate license or permission to use such data files.

3. TITLE. As between You and AESC, AESC retains all right, title, and interest in and to the SERVICE and in all related copyrights, trade secrets, patents, trademarks, and any other intellectual and industrial property and proprietary rights, including registrations, applications, renewals, and extensions of such rights.

4. FEEDBACK

4.1 Feedback. Any feedback You provide Utility Cloud relating to the SERVICE or the Utility Cloud Platform, or any other technical information You provide to Utility Cloud, may be used for any Utility Cloud business purposes without restriction or compensation, including for product support and product development purposes.

5. TERMINATION AND CONTINUATION

5.1 Termination. Either party may terminate this EULA upon written notice to the other party. This EULA will terminate automatically, immediately, and without notice if You fail to comply with any term of this EULA.

5.2 Effect of Termination. In the event of termination, You must stop accessing the Utility Cloud suite of products, close all accounts, and destroy all copies of the documentation. Any obligations to pay fees incurred prior to termination of this EULA shall survive termination for any reason.

5.3 Continuation. From time to time, Utility Cloud may change the terms of this EULA. Utility Cloud will notify You of such change in writing. You shall agree to such changes in writing for them to be effective.

6. LIMITED WARRANTY AND LIMITATION OF LIABILITY

6.1 No Warranty. AESC and its licensors provide the SERVICE as-is and with all faults and expressly disclaim all warranties, conditions, representations or terms, express or implied, whether by statute, common law, custom, usage or otherwise as to any matter, including but not limited to performance, security, non-infringement of third party rights, integration, merchantability, quiet enjoyment, satisfactory quality or fitness for any particular purpose.

6.2 limitation of liability. To the maximum extent permitted by applicable mandatory law, in no event will either party and its licensors be liable for any lost profits or business opportunities, loss of use, business interruption, loss of data, or any other indirect, special, incidental, or consequential damages under any theory of liability, whether based in contract, tort, negligence, product liability, or otherwise. Because some jurisdictions do not allow the exclusion or limitation of liability for consequential or incidental damages, the preceding limitation may not apply to you. either party and its licensors' liability under this EULA will not, in any event, exceed the license fees for the given year, if any, paid by you for the SERVICE licensed to you under this EULA. The foregoing limitations shall apply to the maximum extent permitted by applicable law, regardless of whether either party or its licensors have been advised of the possibility of such damages and regardless of whether any remedy fails of its essential purpose.

Either party will indemnify and hold harmless the other party for any third party claim arising out of use of the Service, except to the extent caused by the other party's negligence, violation of law or breach of this agreement.

AESC does not guarantee that the services will be performed error-free or uninterrupted, or that AESC will correct all services errors. You acknowledge that AESC does not control the transfer of data over communications facilities, including the internet, and that the service may be subject to limitations, delays, and other problems inherent in the use of such communications facilities. AESC is not responsible for any delays, delivery failures, or other damage resulting from such problems.

7. GENERAL

7.1 Entire Agreement. This Agreement sets forth AESC's entire liability and Your exclusive remedy with respect to the SERVICE and supersedes the terms of any purchase orders and any other communications or advertising with respect to the SERVICE. You acknowledge that this Agreement is a complete statement of the agreement between You and Utility Cloud with respect to the SERVICE's use, and that there are no other prior or contemporaneous understandings, promises, representations, or descriptions with respect to the SERVICE. Headings under this EULA are intended only for convenience and shall not affect the interpretation of this EULA. No failure of either party to exercise or enforce any of its rights under this EULA will act as a

waiver of those rights. If any provision of this EULA is found illegal or unenforceable, it will be enforced to the maximum extent permissible, and the legality and enforceability of the other provisions of this EULA will not be affected.

7.2 Governing Law. This EULA will be governed by North Carolina law and the United States of America, without regard to its choice of law principles. The United Nations Convention for the International Sale of Goods shall not apply.

7.3 Trademarks. Utility Cloud, Utility Badger, Utility Works, Utility Connect, are trademarks and/or registered trademarks of AESC in the United States and/or various jurisdictions.

7.4 Contact Information. If You have any questions about this EULA, or if You want to contact AESC for any reason, please direct all correspondence to: Advanced Enterprise Systems Corporation, via email to: admin@utilitycloud.us.

END USER LICENSE AGREEMENT

TASK ORDER 100

INITIAL SETUP AND TRAINING LABOR WITH FIRST YEAR SERVICE

SCOPE

This task order is designed to provide setup and training of the SERVICE for the envisioned initial scope of use.

Task 101 - USER ACCOUNT SETUP AND TRAINING

Access. AESC will setup the SERVICE account for 1 user including one OWNER administrator user account. The administrator account may use their rights to manage the configuration of system and additional users.

Training. AESC will provide (4) four-hours of web training with the OWNER. The training will cover the basics of how to use the Utility Cloud system including importing data, creating assets, creating workflows, generating work orders, using off-line work queues, mining data using the native reporting tools and the administrative functions.

FEES

SERVICE fees are an annual cost and are shown for the first year in the attached estimate.

END TASK ORDER

Citizens/Board Comments:

Chairwoman Greene called for Citizens Comments.

Ms. Belinda Joyner asked about the exact location of the substation for the natural gas pipeline that will be coming through the County. Ms. Turner noted that the Atlantic Coast Pipeline representatives have not given us the exact location, but it will be in the Pleasant Hill area. Ms. Joyner also asked to speak to the County Attorney. Mr. McKellar stated that he could update her on the Redwine lawsuit. He said in May, Mr. Redwine obtained council. The County's proposed settlement terms have been on the table for a long time. Judge Grant has set the case on a trial calendar, but Mr. McKellar will be filing a motion if necessary in August. If it is not resolved, he will be filing a dispositive motion to have the case concluded in August.

Chairwoman Greene called for Board Comments.

None were heard.

A motion was made by Joseph Barrett and seconded by Robert Carter to recess regular session.

Question Called: All present voting yes. Motion carried.

A motion was made by Robert Carter and seconded by Virginia Spruill to into Closed Session for the purpose of G.S. 143-318.11(a)(6), G.S. 143-318.11(a)(5), and G.S. 143-318.11(a)(4). **Question**

Called: All present voting yes. Motion carried.

Closed Session G.S. 143-318.11(a)(6), G.S. 143-318.11(a)(5), G.S. 143-318.11(a)(4):

A motion was made by Chester Deloatch and seconded by Robert Carter to adjourn Closed Session.

Question Called: All present voting yes. Motion carried.

A motion was made by Joseph Barrett and seconded by Robert Carter to enter into Regular Session.

Question Called: All present voting yes. Motion carried.

Mr. McKellar stated that there are two resolutions, one for parcel 04-00709 concerning a current offer from Bishop Curtis Ransom. There is a proposed resolution authorizing the upset bid procedure for sale of this property that has been submitted.

A motion was made by Joseph Barrett and seconded by Virginia Spruill to approve the resolution as amended in closed session. **Question Called: All present voting yes. Motion carried.**

Mr. McKellar stated that the second resolution concerns parcel 07-01429, a current offer to purchase County owned property by William R. Futrell, Jr.

A motion was made by Virginia Spruill and seconded by Robert Carter to approve the resolution as amended in closed session. **Question Called: yes (Commissioners Spruill, Carter, Barrett, and Greene); no (Commissioner Deloatch). Motion carried.**

Chairwoman called for a break for lunch.

Ms. Turner started the budget work session and announced that she and the Finance Officer have a balanced budget. The following are the changes that they made after the first work session:

- They reduced the hospitalization costs from 100% to 90%.
- They removed excess hospitalization costs from the budget. Not every employee is on the health insurance, however they budgeted in each department for every employee for hospitalization. They went back and reduced those costs.
- They removed four new EMTs at a cost of \$170,860.
- They added \$33,881 of revenue to ad valorem taxes
- They added \$500,000 of revenue to sales tax. That is the estimated amount the County is supposed to get from the redistribution plan.
- The appropriation to the school system had been changed. They reduced current expense to \$3,650,000, and kept capital outlay at \$795,000.
- The reclassifications are not included
- They added to capital outlay a vehicle to governing body's budget
- They removed \$2,500 from the Senior Center
- They removed \$500 from Roanoke River Basin
- They removed \$500 from R-Chowan Safe
- They added fund balance in the amount of \$2,912,830.

A motion was made by Joseph Barrett and seconded by Robert Carter that the Public Works' W/S Tech II and III positions be reclassified for the position upgrade coming out of their current funds- no additional County funds. **Question Called:** *All present voting yes.* **Motion carried.**

Ms. Turner also wanted to note that the two new positions—Training Officer (EMS Department) and Custodian (Buildings and Grounds Department) are still in the budget.

There was a discussion concerning the position reclassifications for the Health Department. It was a Board consensus that no Health Department positions be reclassified.

There was a detailed discussion about the capital outlay budget that was submitted to the Board for Northampton County Schools 2016-17. Ms. Turner also reminded the Board that she needs a decision from them concerning the Board of Education's request for an increase in their stipend.

A motion was made by Robert Carter to support the \$200 a month increase for the Board of Education stipend. **Question Called:** *yes (Commissioners Carter, and Greene); no (Commissioners Deloatch, Spruill, and Barrett).* **Motion failed.**

Ms. Turner asked the Board for a date and time for a Budget Public Hearing. She said she would like to do it on the 20th, and asked the Clerk for a time. Ms. Nelson gave a time of 6:35 pm.

A motion was made by Joseph Barrett and seconded by Virginia Spruill that we hold a Public Hearing on the budget on June 20, 2016 at 6:35 pm. **Question Called: All present voting yes. Motion carried.**

Ms. Turner also reminded the Board that we need a date and time to hold a meeting with the Board of Education. It was a Board consensus to ask the Superintendent to check with her Board to see if they are available on June 14th at either 10:00/11:00 am or 2:00/3:00 pm.

A motion was made by Chester Deloatch and seconded by Robert Carter to adjourn. **Question Called: All present voting yes. Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**

Proposed General Fund Budget (Operational) 2016/2017 Budget							
ORG	Department	2016 2015/2016 Approved	2017 Depart Request	2017 Admin Approved	2017 Changes 1st WS	2017 Other Changes	2017 Board Approved
4110	Commissioners	86,623	\$105,882	\$105,882	\$105,882	\$112,854	
4120	Administration	205,223	\$251,306	\$253,306	\$253,306	\$250,822	
4122	Human Resources	200,507	\$204,675	\$208,205	\$208,205	\$198,245	
4132	Retiree's Hosp	248,000	\$280,314	\$280,314	\$280,314	\$280,314	
4130	Finance	588,820	\$646,489	\$646,489	\$646,489	\$642,349	
4140	Tax Department	657,427	\$651,062	\$661,683	\$661,683	\$645,927	
4144	Land Records	178,015	\$180,514	\$187,128	\$187,128	\$184,644	
4150	Legal	70,605	\$70,375	\$70,375	\$70,375	\$70,375	
4160	Court	19,050	\$23,050	\$23,050	\$23,050	\$23,050	
4168	RRS	285,301	\$290,351	\$290,351	\$290,351	\$287,867	
4170	Elections	231,939	\$224,886	\$218,497	\$218,497	\$218,497	
4180	Reg of Deeds	203,390	\$230,427	\$253,642	\$253,642	\$242,854	
4190	Bldgs & Grounds	763,718	\$890,699	\$891,679	\$921,818	\$905,366	
4210	Mis	264,275	\$280,138	\$280,138	\$280,138	\$279,310	
4220	Central Garage	82,364	\$81,495	\$82,641	\$82,641	\$81,825	
4250	Bulk Fuel	24,200	\$19,800	\$19,800	\$19,800	\$19,800	
4270	Central Stores	14,200	\$14,700	\$14,700	\$14,700	\$14,700	
4310	Sheriff	2,495,773	\$2,767,690	\$2,530,608	\$2,530,608	\$2,465,283	
4312	Sheriff School Res. Offers.	140,592	\$141,304	\$147,635	\$147,635	\$145,772	
4316	Sheriff Execution Accounts	27,000	\$27,000	\$27,000	\$27,000	\$27,000	
4320	Jail	1,412,355	\$1,464,695	\$1,465,061	\$1,465,061	\$1,396,997	
4321	Youth Detention	50,000	\$50,000	\$50,000	\$50,000	\$50,000	
4325	Emer. Communica	947,275	\$905,634	\$934,445	\$934,445	\$897,329	
4330	Emer. Manag.	122,315	\$137,384	\$137,722	\$137,722	\$136,894	
4331	Forestry Program	90,840	\$91,877	\$91,877	\$91,877	\$91,877	
4350	Bldg Insp.	177,592	\$204,492	\$211,907	\$211,907	\$209,423	
4360	Medical Examiner	10,000	\$10,000	\$10,000	\$10,000	\$10,000	
4370	Ambulance	2,897,661	\$2,964,821	\$3,096,705	\$3,355,267	\$3,106,940	
4371	Contrib: Rescue	14,000	\$14,000	\$14,000	\$14,000	\$14,000	
4380	Animal Control	105,279	\$98,617	\$101,535	\$101,535	\$100,707	
4910	Planning	159,992	\$176,363	\$178,719	\$178,719	\$177,063	
4920	EDC	179,764	\$193,459	\$195,269	\$195,269	\$193,613	
4950	Cooperative Exten.	265,074	\$276,255	\$276,535	\$276,535	\$276,535	
4960	Soil Conservation	99,236	\$111,251	\$114,820	\$114,820	\$113,164	
5311	DSS Co.'s Share	1,998,985	\$2,358,332	\$2,358,332	\$2,358,332	\$2,322,299	
5811	Aging	53,487	\$57,943	\$58,501	\$58,501	\$57,073	
6120	Recreation	239,612	\$265,971	\$246,558	\$246,558	\$256,246	
5820	Veterans	49,258	\$57,700	\$53,576	\$53,576	\$52,748	
5190	E & H	66,574	\$111,153	\$111,153	\$111,153	\$111,153	
5196	Block Grant	91,500	\$92,500	\$92,500	\$92,500	\$92,500	
5196	Match-Block Grant	0	\$0	\$0	\$0	\$0	
5833	CBA Programs	91,844	\$87,873	\$87,873	\$87,873	\$87,873	
5833	Co's share CBA	8,785	\$8,788	\$8,788	\$8,788	\$8,788	
6121	Recreation Prgms	13,348	\$13,345	\$13,345	\$13,345	\$13,345	
5850	JCPC	0	\$6,241	\$6,241	\$6,241	\$6,241	
5110	Health Programs	4,614,982	\$4,834,544	\$4,834,544	\$4,834,544	\$4,879,951	
5210	Mental Health	77,614	\$77,614	\$77,614	\$77,614	\$77,614	

Proposed General Fund Budget (Operational) 2016/2017 Budget							
ORG	Department	2016 2015/2016 Approved	2017 Depart Request	2017 Admin Approved	2017 Changes 1st WS	2017 Other Changes	2017 Board Approved
5210	5 cent Bottle Tax	4,000	\$4,000	\$4,000	\$4,000	\$4,000	
	Schools:						
5900	Current Expense	3,300,000	\$3,850,000	\$3,850,000	\$3,850,000	\$3,650,000	
5900	C.O.	345,000	\$1,263,000	\$1,263,000	\$795,000	\$795,000	
5900	Fines	84,000	\$85,000	\$80,000	\$70,000	\$70,000	
4923	SW Pick Up	150,000	\$170,000	\$170,000	\$170,000	\$170,000	
9800	Contingency	100,000	\$100,000	\$100,000	\$100,000	\$100,000	
4730	Drain-Watershed	4,000	\$4,000	\$4,000	\$4,000	\$4,000	
5816	Faison Sen Ctr.	0	\$2,500	\$2,500	\$2,500	\$0	
5850	Food Bank	0	\$0	\$0	\$0	\$0	
	Contributions:						
5000	Rest Home Comm.	1,200	\$1,200	\$1,200	\$1,200	\$1,200	
6110	Library	137,981	\$156,430	\$156,430	\$156,430	\$156,430	
5920	Halifax CC	15,000	\$25,000	\$25,000	\$20,000	\$20,000	
6140	Museum	3,000	\$8,000	\$8,000	\$4,000	\$4,000	
4930	Upper Plains	9,943	\$9,805	\$9,805	\$9,805	\$9,805	
5920	RC Comm Coll	15,000	\$20,000	\$20,000	\$20,000	\$20,000	
4930	CADA	2,500	\$43,455	\$43,455	\$2,500	\$2,500	
4930	Chumbr of Commerce	10,000	\$16,509	\$16,509	\$16,509	\$16,509	
4731	Lake Gaston Weed	75,000	\$116,000	\$116,000	\$116,000	\$116,000	
	Roanoke River Partners	1,000	\$1,000	\$1,000	\$1,000	\$1,000	
5850	RPO	5,782	\$5,782	\$5,782	\$5,782	\$5,782	
4531	CPTA	2,500	\$13,000	\$13,000	\$2,500	\$2,500	
4530	Tri-County Airport	12,000	\$14,000	\$14,000	\$15,000	\$15,000	
4530	Regional Airport	12,000	\$25,000	\$25,000	\$15,000	\$15,000	
5000	Caswell	390	\$390	\$390	\$390	\$390	
9800	Tax Revaluation	50,000	\$50,000	\$50,000	\$50,000	\$50,000	
9800	Debt Service	1,404,572	\$1,595,116	\$1,595,116	\$1,595,116	\$1,415,116	
4930	Four River	500	\$500	\$500	\$500	\$500	
4920	Enviva Incentive	363,000	\$373,000	\$373,000	\$373,000	\$373,000	
6123	Cultural Recreation	8,322	\$8,510	\$8,510	\$8,510	\$8,510	
5601	Senior Tarheel Leg.	0	\$600	\$600	\$600	\$600	
	Roanoke River Basin	0	\$2,132	\$2,132	\$500	\$0	
	R-Chowan Safe	0	\$3,000	\$3,000	\$500	\$0	
	Insurance Savings	-40,250					
	Vol. Fire Departments	14,500	\$14,500	\$14,500	\$14,500	\$14,500	
	COL						
	Total Expenditures	26,715,334	\$30,034,438	\$29,997,172	\$29,734,286	\$28,878,569	

Proposed General Fund Budget (Operational) 2016/2017 Budget							
ORG	Department	2016 2015/2016 Approved	2017 Depart Request	2017 Admin Approved	2017 Changes 1st WS	2017 Other Changes	2017 Board Approved
	REVENUES						
	Advalorem Taxes	18,031,512	\$17,940,578	\$17,940,578	\$17,940,578	\$17,978,959	
	Proposed tax increa.						
	Other Taxes & Lic	110,400	\$110,500	\$110,500	\$110,500	\$110,500	
	Sales Tax	1,625,300	\$1,625,300	\$1,625,300	\$1,625,300	\$2,125,300	
	Intergov. Unrestricted	133,662	\$118,220	\$118,220	\$118,220	\$118,220	
	Categorical Grants	483,007	\$478,242	\$478,242	\$478,242	\$478,242	
	Intergov. Restricted	269,018	\$269,018	\$269,018	\$269,018	\$269,018	
	Health F/S Restric	1,555,100	\$1,564,672	\$1,564,672	\$1,564,672	\$1,564,672	
	Permits/Fees	221,700	\$229,200	\$229,200	\$229,200	\$229,200	
	Sales/Services	1,543,392	\$1,568,235	\$1,568,235	\$1,568,235	\$1,568,235	
	Health Sales/Services	1,291,808	\$1,322,215	\$1,322,215	\$1,322,215	\$1,322,215	
	Miscellaneous	201,226	\$201,178	\$201,178	\$201,178	\$201,178	
	Fund Balance Approp	1,249,209	\$1,354,439	\$1,354,439	\$1,354,439	\$2,912,830	
	Total Revenue	26,715,334	\$26,781,797	\$26,781,797	\$26,781,797	\$28,878,569	
	Difference		-\$3,215,375	-\$2,952,489	-\$2,952,489	\$0	
	Other Funds:						
66	Solid Waste	2,276,912	\$2,323,235	\$2,323,235			
61	Enterprise	3,158,533	\$3,213,096	\$3,213,096			
251	Tourism Dev.	46,696	\$57,600	\$57,600			

Position Upgrade and Reclassification 2016-2017

Department	Current Position		Reclassified Position Title	In Range Adjustment	Grade Reclass	Current Grade/Step	Reclassified Grade/Step	Current Salary (Annual)	Reclassified Salary (Annual)	Increased Amt Cost (Annual)	Co Cost	St Cost
Health	Public Health Nurse II	Clinical	PHN II		YES	72/2	73/2	\$ 43,393.00	\$ 46,700.00	\$ 3,307.00	0%	100%
Health	Public Health Nurse II	Home Health	PHN II		YES	72/5	73/5	\$ 46,730.00	\$ 50,291.00	\$ 3,561.00	0%	0%
		Clinical	PHN III		YES	72/15	73/15	\$ 59,816.00	\$ 64,376.00	\$ 4,560.00	0%	100%
Health	Public Health Nurse II	Home Health	PHN III		YES	72/7	73/7	\$ 49,094.00	\$ 52,837.00	\$ 3,743.00	0%	0%
		Clinical	PHN III		YES	72/5	73/5	\$ 46,730.00	\$ 50,291.00	\$ 3,561.00	0%	100%
Health	Public Health Nurse II	Home Health	PHN III		YES	72/8	73/8	\$ 50,321.00	\$ 54,159.00	\$ 3,838.00	0%	0%
		Clinical	PHN III		YES	72/5	73/5	\$ 46,730.00	\$ 50,291.00	\$ 3,561.00	0%	100%
Health	Public Health Nurse II	Clinical	PHN III		YES	72/4	73/4	\$ 45,588.00	\$ 49,004.00	\$ 3,416.00	0%	100%
	Animal Shelter Attendant		Animal Shelter Attendant	YES		56/5	56/6	\$ 21,407.00	\$ 22,490.00	\$ 1,083.00	40%	60%
Health	Admin Officer II		Admin Officer II	YES		70/2	70/4	\$ 39,359.00	\$ 42,383.00	\$ 3,024.00	100%	0%
	Admin Assistant II		Admin Assistant II	YES		65/2	65/3	\$ 30,838.00	\$ 32,399.00	\$ 1,561.00	100%	0%
	Medical Office Assistant		Medical Office Assistant		YES	54/8	57/4	\$ 20,910.00	\$ 22,477.00	\$ 1,567.00	0%	100%
Health	Public Health Nurse Supervisor	Clinical	PHN Supervisor II (Title Unchanged)	YES		76/10	76/12	\$ 64,263.00	\$ 69,203.00	\$ 4,940.00	100%	0%
	Public Health Nurse Supervisor	Home Health	PHN Supervisor II (Title Unchanged)			76/5	76/7	\$ 56,601.00	\$ 61,165.00	\$ 4,564.00	0%	0%
Health	W/S Tech II		Lead W/S Tech II	YES		63/11	63/13	\$ 34,632.00	\$ 37,617.00	\$ 2,985.00	0%	0%
Public Works	W/S Tech II		Lead W/S Tech II	YES		63/8	63/8	\$ 30,876.00	\$ 33,248.00	\$ 2,372.00	0%	0%
	W/S Tech III		W/S Tech III (Title Unchanged)	YES		65/12	65/14	\$ 39,475.00	\$ 42,510.00	\$ 3,035.00	0%	0%
Public Works			Maintenance Mechanic	N/A								
No Changes												
Total Cost										\$ 54,238.00		

Home Health generates revenue to support increases

Clinical generates revenue; however, numbers are down, which means that there could be county costs associated with increases

Enterprise Funds will support increases

*

Michelle Nelson, Clerk to the Board
“r.m. 06-06-16”

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 2

Agenda Time: 6:00

Presenter and/or Subject Matter:

Approval of Closed Session Minutes for June 6, 2016 (omitted)

Michelle Nelson
Clerk to the Board

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 3

Agenda Time: 6:00

Presenter and/or Subject Matter:

Approval of Agenda for June 20, 2016

Michelle Nelson
Clerk to the Board

3 Approval of Agenda for June 20, 2016

The Northampton County Board of Commissioners will meet in Regular Session on Monday, June 20, 2016 at 6:00 p.m. in the Commissioners' Meeting Room located at 100 West Jefferson Street, Jackson, North Carolina. The purpose of the meeting is to conduct public business as indicated on the following agenda.

<u>TAB</u>	<u>TIME</u>	<u>DESCRIPTION</u>
	5:50	Agenda Work Session
1	6:00	Approval of Regular Session Minutes for June 6, 2016
2		Approval of Closed Session Minutes for June 6, 2016
3		Approval of Agenda for June 20, 2016
4	6:05	Mr. Marshall Cherry, COO, Roanoke Electric Cooperative Roanoke Connect Initiative
5	6:20	Mrs. Joslyn Reagor, Office on Aging Director HCCBG Public Hearing
6	6:35	Ms. Kimberly Turner, County Manager Public Budget Hearing
7	6:50	Mr. Jason Morris, Public Works Director 1) Solid Waste Availability Fee 2) Microcomm Service Contract Agreement
8	7:05	Mr. John White, Acting Health Director Accreditation Commission for Health Care, Inc. Contract
9	7:20	Ms. Kimberly Turner, County Manager 1) FY 16-17 General Fund Operating Budget Adoption 2) Back-up 911 Emergency Communications Agreement 3) Appointments to the Turning Point Workforce Development Board 4) Management Matters
10	7:35	Citizens/Board Comments
	8:05	Adjourn

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 4

Agenda Time: 6:05

Presenter and/or Subject Matter:

Mr. Marshall Cherry, COO, Roanoke Electric Cooperative

Roanoke Connect Initiative

Michelle Nelson
Clerk to the Board

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 5

Agenda Time: 6:20

Presenter and/or Subject Matter:

Mrs. Joslyn Reagor, Office on Aging Director
HCCBG Public Hearing

Michelle Nelson
Clerk to the Board

5 HCCBG Public Hearing

DECISION PAPER

To: Northampton County Board of Commissioners
From: Office on Aging
Date: June 20, 2016
Reference: Home and Community Care Block Grant Allocations for FY 2016-2017

Purpose: To obtain the Board's approval of the Home and Community Care Block Grant allocations and services for FY 2016-2017.

Facts:

- 1) Each year Northampton County is allocated monies through the Home and Community Care Block Grant for services for eligible senior adults.
- 2) The Office on Aging was appointed Lead Agency by the County Board of Commissioners in 1995 and an Advisory Board on Aging was also formed to serve as the Block Grant Committee.
- 3) It is the responsibility of the Office on Aging Financial Advisory Board to recommend which services to fund and how much is to be allocated to each service. (see Attachment 1)
- 4) The Financial Advisory Board has reviewed sealed proposals.
- 5) The preliminary schedule of federal and state funding for fiscal year 2016-2017 for Northampton County is \$288,295. Northampton County Office on Aging has been advised that it may be a reduction in allocation contingent on Legislature approval.

Discussion:

The Financial Advisory Board met on May 15, 2016 to review sealed proposals and to receive block grant providers' presentations. Providers and allocations were voted on by the Office on Aging Advisory Committee. The J. W. Faison Senior Center, Lake Gaston Retirement Village Foundation, Inc. and Department of Social Services, are responsible for their own 10% match and the county Match the Health Department.

Conclusion:

Approval of this funding will allow senior adults in Northampton County to continue to receive services as listed on Attachment 1.

Recommendation:

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June 20, 2016

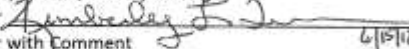
That the Board of Commissioners approves the Home and Community Care Block Grant allocations and local match for county agencies as identified in Attachment 1.

Respectfully Submitted


Joslyn Debraux-Reagor
Northampton County Office on Aging

Coordination:

Kimberly Turner, County Manager

Concur 
Concur with Comment 6/15/16
Non-Concur _____

Leslie Edwards, County Finance Director

Concur 
Concur with Comment _____
Non-Concur _____

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June 20, 2016

Attachment 1

HCCBG Allocation FY 2016-2017

Health Department	
Home Delivered Meals	74,000
<u>Lake Gaston RVF, INC.</u>	
Medical Trans	700
General Trans.	100
Home Improvement	<u>5,000</u>
	5,800
<u>J. W. Faison Senior Center</u>	
Senior Operations	44,373
Congregate	20,649
Medical Trans.	7,578
General Trans.	<u>13,500</u>
	86,100
<u>DSS</u>	
In Home Level I	28,811
In Home Level II	82,778
Adult Care	3,859
Adult Day Health	<u>6,947</u>
	122,395
 <u>TOTAL</u>	 <u>288,295</u>

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 6

Agenda Time: 6:35

Presenter and/or Subject Matter:

Ms. Kimberly Turner, County Manager

Public Budget Hearing

Michelle Nelson
Clerk to the Board

Public Budget Hearing



OFFICE OF THE
COUNTY MANAGER

Northampton County

"A GREAT PLACE TO RAISE FAMILIES, PROFITS AND EXPECTATIONS"

P.O. Box 808
Jackson, NC 27845
Phone (252) 534-2501
Fax (252) 534-1166

June 20, 2016

Northampton County Board of Commissioners
Jackson, NC 27845

RE: FY 2016-2017 Budget Message

Commissioners:

In accordance with the Local Government and Fiscal Control Act, the Proposed General Fund Operating Budget for the fiscal year beginning July 1, 2016 is presented herewith for your consideration and approval. North Carolina State Law requires a two-week notice of the budget public hearing and that the Budget Ordinance is adopted by July 1, 2016. The public hearing for the budget is scheduled for today, June 20, 2016 at 6:35 p.m. in the County Commissioners' Meeting Room. The date, place, and time for the public hearing have been published as required by law.

The FY 16-17 Budget was formulated based on no change to the Ad Valorem Tax Rate of \$0.92 per \$100 of value and sustaining County operations and services at a basic, but effective level. This budget does require a \$2,857,043 appropriation from the undesignated fund balance. One cent on the tax rate generates \$169,866.

This budget provides for an increase of \$332,576 in General County Government; a \$169,069 or a 2% increase in Public Safety; and it sustains effective funding levels in Environmental Protection, Economic and Physical Development, and Health and Human Services.

This budget levies a tax per \$100 value of real and personal properties located within that district in the amount of and for the following fire service tax districts:

- Roanoke-Wildwood Fire Service District-3.1 cents
- Roanoke-Wildwood Fire Service District A-3.1 cents
- Jackson Fire Service District-3.93 cents
- Rich Square Fire Service District-5 cents
- Gaston Fire Service District-7 cents
- Lasker Fire Service District-5.09 cents
- Seaboard Fire Service District-5.75 cents
- Garysburg Fire Service District-6 cents
- Woodland Fire Service District-7.42 cents

FY 2016-2017 Budget Message
June 20, 2016
Page 2

Tax dollars levied for the two Roanoke-Wildwood Volunteer Fire Department Service Districts, the Jackson, Rich Square, Lasker, Garysburg, Woodland, Gaston, and Seaboard Volunteer Fire Department Service Districts will be passed directly to the Volunteer Fire Departments on a monthly basis. This budget does not levy a tax for the Lake Gaston Watershed Improvement District.

BUDGET SUMMARY

The total General Fund Operating Budget is \$33,719,237 which reflects an increase of \$1,782,729 or a 5% increase compared to current funding levels. This budget satisfies a debt liquidation schedule of \$1,415,116 of which \$635,000 is Schools; \$780,116 is general County debt; and, retains a Contingency Fund in the amount of \$100,000.


NORTHAMPTON COUNTY SCHOOLS

This budget appropriates \$4,515,000 to the Northampton County School System. Of that amount, \$3,650,000 is allotted to current expense; \$795,000 to Capital Outlay; and \$70,000 from fines and forfeitures.

The Department of Social Services state and federal funding has been identified within the General Fund Operating Budget.

This budget only has the capability of addressing un-programmed expenditures through a draw down on the Contingency Account or the re-programming of funds from other budgeted line items.

Respectfully submitted,



Kimberly L. Turner
County Manager

cc: Ms. Leslie Edwards, Northampton County Finance Officer
Ms. Michelle Nelson, Clerk to the Northampton County Board of Commissioners

6/20/2016

Northampton County



"A Great place to raise families, profits, and expectations"

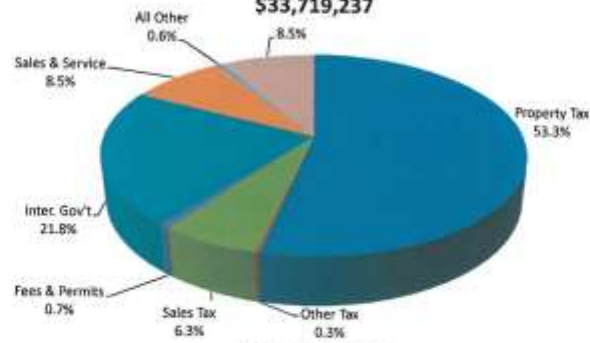
FY 2016/2017

Projected Revenues

By Sources

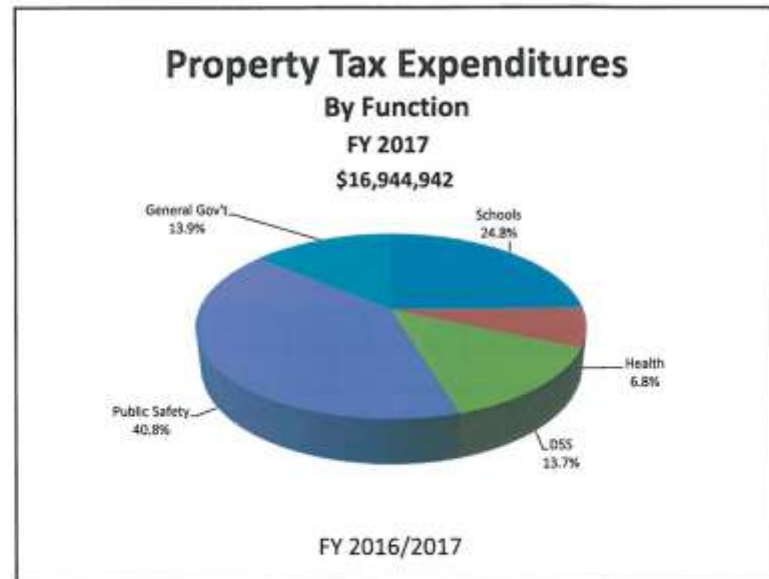
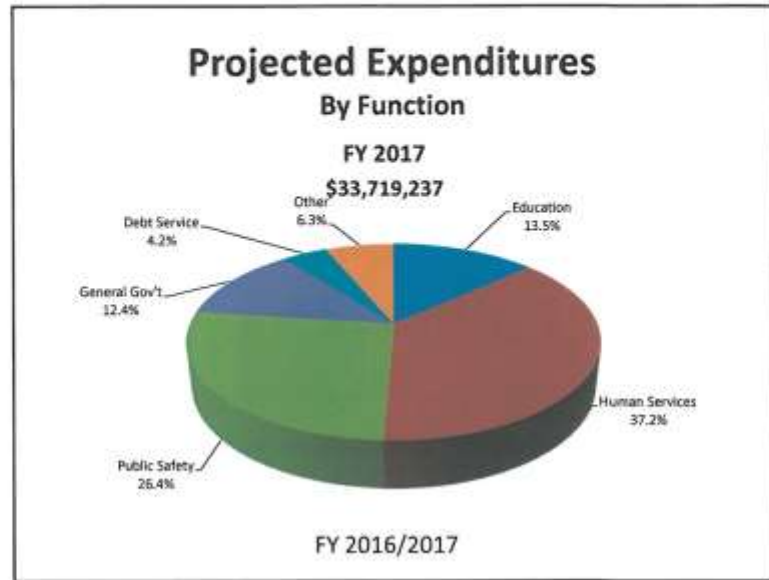
FY 2017

\$33,719,237

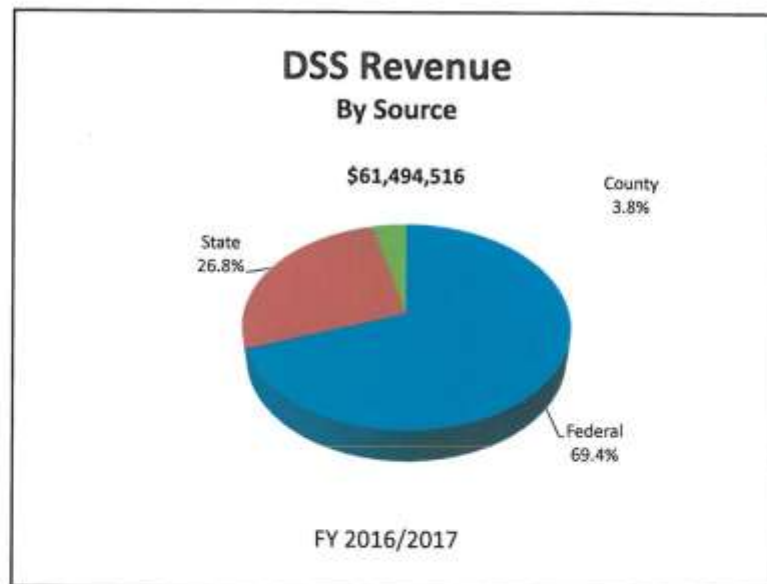
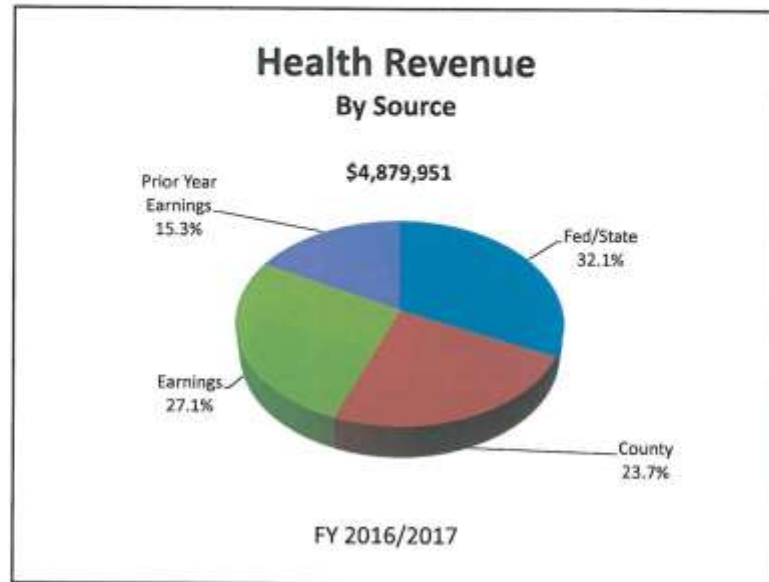


FY 2016/2017

6/20/2016



6/20/2016



6/16/2016

Northampton County



"A Great place to raise families, profits, and expectations"

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 7

Agenda Time: 6:50

Presenter and/or Subject Matter:

Mr. Jason Morris, Public Works Director
1) Solid Waste Availability Fee
2) Microcomm Service Contract Agreement

Michelle Nelson
Clerk to the Board

1) Solid Waste Availability Fee

DECISION PAPER

To: Northampton County Board of Commissioners

From: Jason S. Morris, Public Works Director

Date: June 20, 2016

Reference: Solid Waste Availability Fees

Purpose: The purpose of this Decision Paper is to obtain approval by the Board of Commissioners for an increase of Solid Waste Availability Fees.

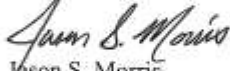
Facts:

1. The Solid Waste Enterprise Fund is operated like a business and is a service fee based program.
2. The last increase approved for the Solid Waste Availability fee was effective as of July 1, 2013.
3. The Solid Waste Availability Fee needs to be increased. The Proposed rate increase would be \$0.53 per month per improved property.

Discussion: This increase is needed to provide the Solid Waste Budget with funds to operate under the proposed balanced budget for Fiscal Year 2016-2017. This recommended increase is directly related to an increase in operational costs and an increase in contract costs imposed each year based on the percentage in the Consumer Price Index for the Southeast Region for the transportation, collection and disposal costs for municipal solid waste.

Recommendation: Public Works Department recommends the Board of Commissioners approve recommended Rate Changes for Solid Waste Availability Fees to be effective July 1, 2016.

Respectfully submitted,


 Jason S. Morris
 Public Works Director

Coordination:

Finance Officer

Concur Reslie A. Edwards

Non-concur _____

Concur with comment _____

County Manager

Concur Kimberly B. Durr 6/13/14

Non-concur _____

Concur with comment _____

Action by Decision Makers

Approved _____

Disapprove _____

Other _____

2) Microcomm Service Contract Agreement

DECISION PAPER

To: Northampton County Board of Commissioners

From: Jason S. Morris, Director Public Works

Date: June 20, 2016

Reference: MICROCOMM Service Contract Agreement

Purpose: The purpose of this Decision Paper is to obtain approval by the Board of Commissioners for the authorization of a service agreement with MICROCOMM for the upcoming Fiscal year 2016/2017.

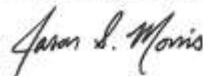
Facts:

1. The Water and Sewer Division's MICROCOMM water scada system was originally installed in July 2002.
2. We currently have twenty three (23) water sites that are monitored by this scada system. These sites include: Water Booster Pump Station sites, Well sites, Water Tank sites, and the Base Station site.
3. The terms and conditions of this agreement have been slightly modified from its original contract approval that was approved on May 19, 2014 and renewed on July 20, 2015.
4. There is an increase in the service agreement cost of \$250.00 from the previous year. If approved, this agreement will become effective on 8/1/16.

Discussion: This agreement has helped reduced the maintenance cost of having to replace technical items as they near the end of their intended life cycle. With the age of the current MICROCOMM scada system, issues can arise from malfunctioning equipment that would prevent the needed monitoring of the water system. Replacement parts for the very technical items can get very costly.

Recommendation: Public Works Department recommends the Board of Commissioners approve to enter into a service agreement with MICROCOMM for the amount of \$6,500.00 annually to be renewed on a yearly basis.

Respectfully submitted,



Jason S. Morris
Director, Public Works

Coordination:

Finance Officer

Concur Melie A. Edwards

Non-concur _____

Concur with comment _____

County Manager

Concur Kimberly L. Lamm

Non-concur _____

Concur with comment As long as the increase is funded in already submitted FY16-17 Budget

Action by Decision Makers

Approved _____

Disapprove _____

Other _____

NORTHAMPTON COUNTY CONTRACT CONTROL SHEET		CONTRACT/VENDOR MICROCOMM	
VENDOR # 14281		Address	15895 S. Plumm Rd., Olathe, KS 66062
		Contact	Mark Stockton, ph: 913-390-4500
		1	Originals 0 Copies
CONTRACT #		Amount \$	6,500.00
New Contract	No		
Renewal	Yes	Date originally approved by the Board of Commissioners 5/19/2014	
Cost or Material Changes No			
Original Contract sent to Contract Administrator		Date:	6/13/2016
Originating Department/Individual: Public Works/Jason Morris		Item or Service:	Water Scada System
Department Involved: Public Works/Water and Sewer Div.		Type of Contract:	Service Agreement
Line Item Budgeted: 61-7110-5352-00		Period of Coverage:	12 months
GRANTS			
Board approval for Application		Approved	Set Verified
Board approval for Acceptance		Approved	Set Verified
COUNTY ATTORNEY	Date Received: 6/13/2016	Date Approved:	6/13/2016
Approved as to Form: YES		Approved as to Legal Sufficiency:	YES
Revisions Necessary? NO		Board Action Necessary?	YES
Date Revisions were made? N/A		<i>Signature</i>	
FINANCE <i>Att</i>	Date Received: 6/14/16	Date Audited	6/14/16
Non encumbered contract Yes No			
ASSISTANT COUNTY MANAGER		Date Received	Date Approved:
COUNTY MANAGER		Date Received 6/15/16	Date Approved: 6/15/16
BOARD OF COMMISSIONERS		CLERK TO THE BOARD	6/15/16
Date approved by Board		Date Received -	Date Attested:
CONTRACT ADMINISTRATOR			
Attorney	Finance	Asst Cty Mgr	Cty Mgr Clerk
Outside Agency Signatures:		Date Sent:	Date received:
Copies Delivered to Appropriate Departments:		ORIGINATING	FINANCE
Original to Outside Agency: (Departments to deliver)		Date:	
File County Original / Add to Database:		Date:	
NOTES:			
_____ copies sent to originating department with instruction to obtain signatures and return 1 executed original to Legal _____ copies sent to originating departments with note to forward to vendor			
PROBLEMS:			
Corrective Action:		Date:	
		Initial:	



15895 S. Plumm Rd.
Olathe, KS 66062
(913) 390-4500
FAX: (913) 390-4550
www.micro-comm-inc.com

6/9/16

Attn Chris Wheeler
North Hampton County Public Works
PO BOX 68
Jackson NC 27845

Re: Extended Service Warranty Proposal

Dear Chris Wheeler:

According to our records, your Micro-Comm telemetry system (Job number(s) 02-031 is no longer under warranty. We would like to let you know that we can provide a service plan for \$6500.00 annually that will provide phone support, internet troubleshooting, and Micro-Comm manufactured parts even if they are damaged by lightning! Plus, under the terms of the service contract you will pay a reduced labor rate of \$90/hr in the event travel to your site is required.

Since most insurance companies don't understand telemetry, it is impossible to purchase this type of coverage from anyone else. Likewise, your insurance money is best spent to cover vandalism, flooding, accidents, etc.

The service contract program was designed with you in mind-for example, one of your Micro-Comm telemetry units is down and you need parts. Simply give us a call and the parts will be immediately shipped to you for free. Simply return the broken parts so they may be repaired and returned to stock for future use.

Please read and review the following:

Terms and Conditions of the Service Plan:

1. Micro-Comm, Inc. shall be liable only for the cost or repair of any Micro-Comm manufactured equipment including radio, power supply, batteries, RTU and CTU Battery backup units, relays, phone dialers; light bulbs, external modems, MC L5A and Keller Well Transducers, Minco sensors, relays, and associated equipment required for system operation as designed (see below #6).
2. In the event of equipment failures or equipment damaged by lightning, Micro-Comm will supply troubleshooting, using phone and internet log in to determine parts necessary to complete repairs and return system to previous level of operation. Parts will be shipped by the quickest method available to job site. Customer shall supply labor for removal and installation of equipment at customer's premises. Return of defective equipment to Micro-Comm is customer responsibility.
3. In the event exact replacement parts are no longer available, Micro-Comm will (at its discretion) replace the existing equipment or components with similar or "current production" materials in order to restore the control system back to its original level of operation. Prior to replacement, Micro-Comm will identify the materials to be used, estimate labor to update software, records, drawings and software documentation. Update labor rate of \$90 hour will apply, any new or additional features that are available with this replacement equipment will be offered to the customer for an additional expense, parts plus labor to be quoted upon request.
4. This plan is void and does not apply if damage to equipment is caused by: flooding, high winds, tornado, hurricanes, freezing, fire, chemical damage, vandalism, improper installation, improper maintenance, accident, alteration, abuse, or misuse, (by other than

Micro-Comm, Inc. or it's designates).

- 5 Micro-Comm's sole obligation in case of its equipment failure will be to provide the service specified above. Micro-Comm will not be liable for any consequential or incidental damage to any other manufacturer's equipment arising from Micro-Comm system failures. Micro-Comm will not be liable for downtime, i.e. Overtime labor and travel to and from sites.
6. The plan is for Micro-Comm manufactured parts only. The following list is an example of items; not covered: Non-Micro Comm PLC's, VFD's, BW probes, Omega sensors, chart recorders, chart pens, and paper, phase monitors, pump alternators. Flow meters, flow sensors, chemical feed and chemical monitoring equipment., computers, keyboards, monitors, Computer Battery backup units, printers, routers, switches, external wiring, and cabling.
- 7 The Service Plan coverage provided by Micro-Comm, Inc. begins when current system warranty ends and provides coverage for one calendar year from warranty end date. Warranty end date will be extended when a signed copy of Service Plan and payment are received. Non-Warranty Customer warranty date will be assigned when a signed copy of Service Plan and payment has been received.

Micro-Comm's normal service rates are \$125/hour with a four hour minimum on site service, plus \$50/hour travel time to and from job site, expenses (airfare, car rental, parking + 10%), \$200 overnight (meals and lodging), or \$50 day meals and expenses charge.

Software changes and remote site modifications can be purchased for \$750 per modification, plus \$125 per hour to bring drawings, records, and software up to date for requested changes, quotes will be supplied for requested changes. System upgrades and expansion work can be requested through our sales department.

Under the terms of this service plan, a reduced service rate is provided as part of coverage. \$90/hour with a four hour minimum, plus \$40/hour travel time, expenses (airfare, car rental, parking + 10%), and \$200 overnight (meals and lodging), or \$50 day meals and expenses charge for onsite service. ISP router assistance, Internet configuration, network router/switch assistance, and new or backup computer setup of equipment not provided by Micro-Comm will be billed at \$90/hour with a four hour minimum will apply.

Software changes (adding outputs, inputs, flow meter change out, chemical pumps, control group modifications, station type changes) and remote site modifications will be included as part of service contract coverage. Customer will be charged \$90 per hour (4 hour minimum) to bring drawings, records, and software up to date for requested changes. Service Contract customers will receive a discount on new computers, software additions, and same version software updates completed by a Micro-Comm technician.

System upgrades and expansion work will receive a 10% cost savings through system service contract coverage. Discussion of these options and all service matters is available by contacting Mark Stockton, Service Manager, Micro-Comm, Inc. or our sales department at any time convenient for you.

Should you choose to purchase/renew this service plan YOU MUST complete the form below, and return this letter to us with a check payable to Micro-Comm, Inc.

Customers that require an invoice number, please indicate requirement on the returned proposal with a P.O. Number and you will be invoiced as requested. Please write Service Plan number on your check and P.O. If you have any questions, feel free to contact me at any time.

Sincerely,

MICRO-COMM, INC.



Mark Stockton
Service Manager

15895 S. Plumm Rd.
Olathe, Kansas 66062
913-390-4500 office
913-909-3195 cell
mstockton@mc-mail.com

Enclosure

I have read and fully understand the terms and conditions of the Service Plan as stated above.

Accepted by: _____

Date: ____/____/____

Amount of Check Enclosed: _____

Optional, P.O. Number: _____

This Instrument has been pre-audited in the manner as

Per NC.G.S. 159-28 (a) Leslie A. Edwards
Finance Officer

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 8

Agenda Time: 7:05

Presenter and/or Subject Matter:

Mr. John White, Acting Health Director

Accreditation Commission for Health Care, Inc. Contract

Michelle Nelson
Clerk to the Board

8 Accreditation Commission for Health Care, Inc. Contract



NORTHAMPTON COUNTY HEALTH DEPARTMENT

9495 NC 305 HIGHWAY
POST OFFICE BOX 635
JACKSON, NORTH CAROLINA 27845



DECISION PAPER

TO: Northampton County Board of County Commissioners

FROM: Northampton County Health Department

MEETING DATE: June 20, 2016

RE: The Accreditation Commission for Health Care, Inc. (ACHC) for Accreditation Services

PURPOSE:

The purpose of this decision paper is to request the Board of Commissioners' approval of a contract between The Accreditation Commission for Health Care, Inc. (ACHC) and Northampton County Health Department's Home Health Agency for the purpose of providing accreditation services for the home health agency.

FACTS:

1. Northampton County's Home Health Agency must be accredited in order to bill insurance for the services they provide.
2. Accreditation will eliminate the need for DFS to come in and audit/evaluate the agency yearly.
3. Accreditation last for three years and assures the agency is providing quality care to its patients.
4. This contract was sent to Scott McKellar, county attorney on June 7, 2016 to go through the contract process.
5. The Board of Health adopted this contract at their meeting held on June 9, 2016.

DISCUSSION:

Northampton County's Home Health Agency strives to provide quality, efficient care for its patients. When the agency is accredited, the State is assuring that quality care is being provided. The accreditation process occurs every three years. If the agency is not accredited, it will have to undergo annual visits for inspection from the Division of Facility Services (DFS). Accreditation is also necessary for the agency to be able to bill insurance for services provided. The contract was sent to Scott McKellar on June 7, 2016 to go through the contract process. The Board of Health adopted this contract at their June 9, 2016 meeting.

RECOMMENDATIONS:

The Northampton County Health Department's Home Health Agency recommends that the Commissioners approve the proposed contract between Northampton County Health Department's Home Health Agency and The Accreditation Commission for Health Care, Inc. (ACHC) for the purpose of providing accreditation services as presented above.

Respectfully submitted,



John L. White
Acting Health Director

COORDINATION:

County Manager:

Concur *Kimberly B. Jones*

Concur with Comment Please make sure the cost for this service is included in already

Non-concur Submitted FY 16-17 Budget

Finance Director:

Concur *Keslie A. Edwards*

Concur with Comment _____

Non-concur _____

NORTHAMPTON COUNTY		CONTRACT/VENDOR	
CONTRACT CONTROL SHEET		The Accreditation Commission for Health Care, Inc.	
VENDOR #	5709	Address	139 Weston Oaks Ct. Cary, NC 27513
		Contact	Catherine Bailey, Account Advisor
		2	Originals 0 Copies
CONTRACT #		Amount \$	1,500.00 (Deposit) & 8,200.00 (contract execution)
New Contract	Yes		
Renewal		Date originally approved by the Board of Commissioners	
Cost or Material Changes			
Original Contract sent to Contract Administrator	Date:	6/7/2016	
Originating Department/Individual:	John L. White, Acting H.D.	Item or Service:	Accreditation
Department Involved:	Health Department	Type of Contract:	Contract
Line Item Budgeted:	115154-549100	Period of Coverage:	3 years from signing
GRANTS			
Board approval for Application	Approved	Set	Verified
Board approval for Acceptance	Approved	Set	Verified
COUNTY ATTORNEY	Date Received:	6/7/2016	Date Approved: 6/10/2016
Approved as to Form:	YES	Approved as to Legal Sufficiency:	YES
Revisions Necessary?	YES	Board Action Necessary?	YES
Date Revisions were made?	6/10, By Atty.		
FINANCE	Date Received:	6/13/16	Date Audited 6/13/16
Non encumbered contract	Yes	No	
ASSISTANT COUNTY MANAGER	Date Received	Date Approved:	
COUNTY MANAGER	Date Received 6/15/16	Date Approved: 6/15/16	
BOARD OF COMMISSIONERS	CLERK TO THE BOARD	6/15/16	
Date approved by Board	Date Received	Date Attested:	
CONTRACT ADMINISTRATOR			
Attorney	Finance	Asst Cty Mgr	Cty Mgr Clerk
Outside Agency Signatures:	Date Sent :	Date received:	
Copies Delivered to Appropriate Departments:	ORIGINATING	FINANCE	
Original to Outside Agency:	(Departments to deliver)	Date:	
File County Original / Add to Database:		Date:	
NOTES:			
_____ copies sent to originating department with instruction to obtain signatures and return 1 executed original to Legal _____ copies sent to originating departments with note to forward to vendor			
PROBLEMS:			
Corrective Action:		Date:	
		Initial:	

April 5, 2013

Northampton County Health Department
9495 NC 305 Highway
Jackson, NC 27845

Dear Customer:

The Accreditation Commission for Health Care, Inc. ("ACHC") has received the correspondence and documentation related to your company's participation in ACHC's Accreditation Program.

Please read the enclosed Accreditation Agreement carefully to ensure that you understand its contents and confirm that you agree with these terms and that the following information is complete and accurate:

1. The Signature and other information under "For Provider" on page 9
2. The fees and payment due dates in Addendum A and in Addendum C
3. The discount and deposit in Addendum A
4. The information about your organization and services offered listed on Addendum A.
5. The information about your locations and services that is listed on Addendum B
6. The Contact Information listed on Addendum A.

Once you have carefully reviewed and understand the entire Accreditation Agreement, please sign and date the Agreement on Page 9, and then proceed with one of the following steps:

- Fax a signed copy to (919) 785-3011; or
- E-mail a signed copy to cgregory@achc.org; or
- Mail the original signed copy to:
Accreditation Commission for Health Care, Inc.
Attn: Catherine Gregory
139 Weston Oaks Ct.
Cary, NC 27513

The entire signed Accreditation Agreement must be returned to ACHC by fax, e-mail, or mail by April 25, 2013 in order to continue the accreditation process.

Please contact our office if you have any questions about the Accreditation Agreement.

Sincerely,

Catherine Gregory
Accreditation Advisor
(919) 785-1214 ext. 229
cgregory@achc.org

AGREEMENT FOR ACCREDITATION SERVICES

This Agreement for Accreditation Services is made and entered into by and between the ACCREDITATION COMMISSION FOR HEALTH CARE, INC., ("ACHC") a North Carolina nonprofit corporation with its main office located at 139 Weston Oaks Ct. in Cary, North Carolina, and Northampton County Health Department (hereinafter called "**PROVIDER**"), with its main office located at 9495 NC 305 Highway in Jackson, NC.

RECITALS

ACHC is a national accrediting body that has developed accreditation standards for a variety of health care services, including accreditation standards for each of *the Services to be Surveyed* that are identified in Addendum A to this Agreement, and can assess PROVIDER's compliance with ACHC's accreditation standards for those services.

PROVIDER furnishes each of the Services to be Surveyed at each *Provider Location* identified in Addendum B. PROVIDER has reviewed each of the following documents all of which are available at ACHC's Customer Central Website (<http://cc.achc.org>):

ACHC's Accreditation Policies and Procedures;

ACHC's list of all Accredited Programs and Services; and

ACHC's Accreditation Standards for each of the Services to be Surveyed.

PROVIDER wishes to attain Accreditation through ACHC, and also comply with the post-accreditation steps needed to retain that Accreditation, in order to demonstrate to the recipients of its services, and to the government programs and health insurance companies that provide reimbursement for its services, that during the entire period of its Accreditation by ACHC, it has organized the delivery of those services in compliance with industry standards, and will continue to meet those standards as they evolve.

NOW THEREFORE, PROVIDER and ACHC hereby enter into this Accreditation Agreement (the "**Agreement**") and agree as follows:

I. BASIC UNDERSTANDINGS

ACHC and PROVIDER agree on each of the following Basic Understandings concerning the Accreditation Services provided by ACHC under this Agreement:

- 1.1. **Purpose of this Agreement.** PROVIDER is entering into this Agreement to contract with ACHC for an *Accreditation Survey* in order to seek Accreditation from ACHC which, upon PROVIDER's successful completion of ACHC's accreditation process, would extend for three years ("*the Accreditation Period*").
- 1.2. **Effective Date.** This Agreement shall be effective on the date it is signed by ACHC's authorized representative, and except for those terms specified in Section 1.16 that will survive termination of this Agreement, will remain in effect until the last of the following events: i) a final determination by ACHC that PROVIDER will not receive Accreditation after an Accreditation Survey; ii) any termination of PROVIDER's Accreditation by ACHC under Section 2.7 of this Agreement or iii) the expiration of PROVIDER's Accreditation Period.
- 1.3. **Continuity of ACHC Accreditation.** PROVIDER understands and agrees that PROVIDER's receipt of Accreditation from ACHC, after the Accreditation Survey, will indicate to recipients of Provider's services, and to other health care service providers and to agencies and organizations which pay for health care services, that during the Accreditation Period, all the services offered by PROVIDER at each PROVIDER Location meet all pertinent ACHC standards. Therefore, PROVIDER understands and agrees that the continued

validity of PROVIDER's Accreditation is contingent upon compliance with the Post-Accreditation Compliance provisions in Section 3.5, during the Accreditation Period.

- 1.4. **Applicable ACHC Accreditation Standards and Policies and Procedures.** In light of the need to remain current with evolving industry standards, which is a key interest of PROVIDER in attaining and maintaining Accreditation, and in consideration of ACHC's performance of its obligations under this Agreement, PROVIDER agrees that, unless otherwise specified in this Agreement:
 - 1.4.1 ACHC's services under this Agreement will be furnished in accordance with the most current version of the ACHC Accreditation Policies and Procedures in effect on the date of the Accreditation Survey, any other survey, or the date of performance of an obligation by either party under this Agreement ("*the Applicable ACHC Policies and Procedures*"), except to the extent that the Applicable ACHC Policies and Procedures contradict a provision of this Agreement, in which case this Agreement will control. ACHC typically revises its policies and procedures in February of each year and any changes become effective on the following June 1. The Applicable ACHC Policies and Procedures will contain eligibility requirements that define the circumstances under which PROVIDER will be deemed to be ready to have an Accreditation Survey.
 - 1.4.2 In conducting the Accreditation Survey, and any other follow up survey under Section 3.5, ACHC will apply the Accreditation Standards for the Services to be Surveyed which are in effect on the date of the Accreditation Survey or other survey ("*the Applicable ACHC Accreditation Standards*").
- 1.5. **Confidentiality of PROVIDER Information.** ACHC will maintain the confidentiality of information received from PROVIDER as follows:
 - 1.5.1 While conducting an Accreditation Survey, a Surveyor will be likely to encounter some Individually Identifiable Health Information, as defined by the rules adopted under Health Insurance Portability and Accountability Act (HIPAA) by the U.S. Department of Health and Human Services. ACHC Surveyors may take notes and abstract data during their review of PROVIDER's records, but ACHC Surveyors will not make photocopies of any of PROVIDER's records, or create any record containing Individually Identifiable Health Information. ACHC will enter a reasonable Business Associate Agreement to assist PROVIDER's compliance with requirements under the HIPAA Privacy and Security Rules. However, PROVIDER will remain solely responsible to ensure its compliance with its obligations as a "Covered Entity" under HIPAA and the HIPAA Privacy and Security Rules.
 - 1.5.2 As to other information received from PROVIDER which does not contain Individually Identifiable Health Information, ACHC and the Surveyor will maintain the confidentiality of all information received or collected from PROVIDER during the accreditation process, including the information contained in PROVIDER's Application for Accreditation and Preliminary Evidence Report, unless ACHC is required by law or legal process to disclose the information.
 - 1.5.3 Notwithstanding any other provision of this Agreement, PROVIDER understands and agrees that under the laws of the United States and under the laws of each pertinent jurisdiction, ACHC and its Surveyors will have a duty to report to regulatory agencies any fraud or abuse committed against, and any abuse of, any reimbursement program maintained by a governmental agency, private insurer, or other source as well as any abuse, neglect or exploitation of any recipient of PROVIDER's Health Care Services that is observed, documented or otherwise becomes apparent during the survey process.

- 1.5.4 Notwithstanding any other provision of this Agreement, if ACHC receives a subpoena or request for information, ACHC may notify PROVIDER, unless such notice is prohibited by law. However, ACHC shall be under no other obligation to contest any lawful request for information concerning PROVIDER that ACHC has; and PROVIDER shall have the sole responsibility to arrange for any services required to contest any such subpoena or other request.
- 1.6. **ACHC's Proprietary Information.** PROVIDER acknowledges and agrees that all versions of the ACHC Accreditation Standards and the ACHC Accreditation Policies and Procedures, and ACHC logo and other materials, are the property of ACHC and subject to its rights under copyright and trademark law. PROVIDER's use of these materials or any other ACHC materials is licensed only for the duration of the Accreditation Period if PROVIDER attains Accreditation after the Accreditation Survey, and under the express terms of the Agreement. PROVIDER agrees to follow ACHC's branding standards in its use of all ACHC branded materials. PROVIDER also agrees that the expertise that ACHC or its surveyors develop in the course of providing services under this Agreement, as well as any changes or refinements to the ACHC Accreditation Standards, the ACHC Accreditation Policies and Procedures, or any other document which is developed or amended as a consequence of ACHC's performance of its obligations under this Agreement, shall remain the exclusive property of ACHC.
- 1.7. **Publicity.** PROVIDER agrees that at any point that ACHC determines appropriate after PROVIDER's execution of this Agreement, ACHC may publish news about the formation of this Agreement with PROVIDER, the nature of PROVIDER's business, and the number of PROVIDER's sites, on ACHC's website and also in ACHC's newsletter. If PROVIDER achieves Accreditation, then PROVIDER agrees that its status as an accredited organization may be published on ACHC's website and also in ACHC's newsletter.
- 1.8. **ACHC Acts as Independent Contractor.** The manner in which ACHC renders its services to PROVIDER under this Agreement will be solely within ACHC's control and discretion; and ACHC will act at all times as an independent contractor and not an employee of PROVIDER. Therefore, ACHC agrees that none of its employees or independent contractors are entitled to receive any wages, benefits, or any other consideration paid to employees of PROVIDER.
- 1.9. **No Assignment.** Except for the assignment of surveys to trained independent contractors, ACHC may not assign its obligations under this Agreement to any other person, agency, or organization without PROVIDER's prior written consent.
- 1.10. **No Third-Party Beneficiaries.** The parties agree that there are no third-party beneficiaries who are intended to have any rights under this Agreement.
- 1.11. **Governing Law.** This Agreement shall be governed and interpreted according to the Laws of the State of North Carolina.
- 1.12. **Dispute Resolution.** [This Section is not part of the Agreement and is intentionally left blank with numbering intact in order to preserve parallel citations with other ACHC agreement forms for other accreditation services.]
- 1.13. **Communications and Notices.** Recognizing that prompt, reliable and effective communication is essential to the accreditation process, ACHC and PROVIDER each agree to appoint individuals who will be responsible to maintain these lines of communication. ACHC shall identify an Accreditation Advisor in Addendum A, and PROVIDER shall identify one or more representatives in Addendum A, each of whom shall be authorized to serve as a principal point of contact between PROVIDER and ACHC before, during and after the Accreditation Survey. PROVIDER and ACHC agree that except as specifically provided elsewhere in this Agreement, any communications from one party to the other may be made

via E-mail to the designated E-mail address for each designated representative of the other party. During the term of this Agreement, ACHC and PROVIDER each may change the designation of these individuals, or their contact information, by notifying the designated representative of the other party of any such change, in accordance with the procedures in this Section.

- 1.14. **Entire Agreement Set Forth Herein.** PROVIDER and ACHC agree that this written document shall constitute the entire Agreement between them concerning ACHC's services to PROVIDER and that the written terms of this Agreement replace and supersede all prior oral and written understandings and communications between PROVIDER and ACHC, and there are no terms or conditions of the Agreement, nor are there any considerations or inducements which have led either ACHC or PROVIDER to enter into this Agreement, except those that are specifically set forth in this Agreement.
- 1.15. **Amendments and Waivers.** PROVIDER and ACHC agree that the performance required by each party under this agreement is complex and detailed, involving a large number of interdependent steps and considerations so that any change in the terms of this Agreement will require careful consideration by each party. Accordingly, PROVIDER and ACHC agree that this Agreement may only be amended by a written document that is signed by an authorized representative of each party. No Surveyor has authority to amend this Agreement on behalf of ACHC. The failure of PROVIDER or ACHC to insist on strict performance or observance of any provision of this Agreement shall not constitute a waiver of such performance in that instance or in any other instance.
- 1.16. **Survival of Obligations after Termination.** The provisions of Sections 1.5, 1.6, 1.7, 1.10, 1.11, 1.12, 1.13, 1.14, 1.15, 1.16, 2.7, 3.3, and 3.4 will continue in effect after the expiration or termination of this Agreement. In addition, any applicable provisions of a Business Associate Agreement will continue in effect.

II. ACHC'S ACCREDITATION SERVICES

In consideration of PROVIDER's assent to all and its performance of its obligations under the terms of this Agreement, ACHC agrees as follows:

- 2.1. **This section is not part of the Agreement and is intentionally left blank with numbering intact in order to preserve parallel citations with other ACHC Agreements.**
- 2.2. **ACHC Survey of PROVIDER.** ACHC will furnish a survey of each of the Services to be Surveyed, at each PROVIDER Location identified in Addendum B. The Accreditation Survey provided by ACHC under this Agreement will assess PROVIDER's system for the delivery of the Services to be Surveyed, and will involve a review of PROVIDER's general organizational structure and management, its safety practices, and its systems and procedures for the delivery of the Services to be Surveyed, including a review of a sample of PROVIDER's records relating to those services.
- 2.3. **Scheduling and Conduct of the Accreditation Survey.** ACHC will furnish an Accreditation Survey for the Services to be Surveyed at one or more of the PROVIDER Locations.
 - 2.3.1 PROVIDER understands and agrees that the scheduling of the Accreditation Survey will be established according to the ACHC Policies and Procedures that are in effect on the date ACHC receives the Preliminary Evidence Report from PROVIDER and that ACHC has no obligation in regard to scheduling an Accreditation Survey of any PROVIDER Location beyond what is expressly stated in that version of the ACHC Policies and Procedures.

- 2.3.2 The Accreditation Survey will be conducted in accordance with this Agreement and with ACHC's Policies and Procedures in effect at the time of the Accreditation Survey.
- 2.3.3 The ACHC surveyor will comply with all of PROVIDER's site rules and regulations while on PROVIDER's premises, except to the extent that any such rule or regulation conflicts with the Applicable Accreditation Policies and Procedures, or otherwise hinders that effective and efficient performance of the Accreditation Survey.
- 2.4. **Accreditation Survey Results.** After the Accreditation Survey has been completed and the results have been analyzed pursuant to the Applicable ACHC Accreditation Policies and Procedures ACHC will review the status of PROVIDER's fee payments. If, at that time, all fees due from PROVIDER under the terms of Addendum A have been received by ACHC according to Sub-Section 3.3.2 of this Agreement, then ACHC will send an Accreditation Decision Letter and a Summary of Findings Report to each contact person identified by PROVIDER in Addendum A.
 - 2.4.1 The Summary of Findings Report shall include a summary of the grounds for any finding that PROVIDER did not meet a particular portion of the Applicable ACHC Accreditation Standards.
 - 2.4.2 If, after review and final scoring of the Accreditation Survey documentation, PROVIDER achieves the threshold result that is prescribed in the Applicable ACHC Accreditation Policies and Procedures at the time ACHC is determined to have received, under Sub-Section 3.3.2, payment in full of all sums due under Section 3.3 of this Agreement, then as evidence of PROVIDER having achieved Accreditation, ACHC shall enclose with the Accreditation Decision Letter an Accreditation Certificate for each PROVIDER Location identified in Addendum B, with an Accreditation Date which is the same as the Accreditation Decision Letter.
 - 2.4.3 If PROVIDER achieves Accreditation, its Accreditation Period will last for three (3) years and will expire on the third anniversary of the date shown on the Accreditation Certificate, except as limited by the provisions of Section 2.7.
 - 2.4.4 ACHC also shall begin to list PROVIDER as accredited by ACHC on the first Regulatory Report that is submitted to CMS after ten (10) business days have passed since the date of PROVIDER's Accreditation Certificate, and will identify the effective date of PROVIDER's Accreditation. ACHC will continue to list PROVIDER on Regulatory Reports to CMS during the Accreditation Period, unless ACHC terminates PROVIDER's Accreditation under Section 2.7.
- 2.5. **PROVIDER's Use of Accreditation Status.** If PROVIDER achieves Accreditation, ACHC will hereby grant PROVIDER a limited license effective during the Accreditation Period, to use the ACHC Accreditation Certificate, ACHC's Logo, and to refer to the current accreditation status of any of PROVIDER's health care services in accordance with the ACHC's Branding Standards. PROVIDER understands and agrees with each of the following points relating to any accreditation by ACHC:
 - 2.5.1 Accreditation by ACHC does not constitute a warranty by ACHC of PROVIDER's ongoing compliance with the Applicable ACHC Accreditation Standards, or with any standard of care, during the Accreditation Period, and accreditation is not a substitute for continuous monitoring and assessment by PROVIDER of the quality of its goods and services.
 - 2.5.2 Accreditation by ACHC in no way guarantees that PROVIDER will be eligible to participate in programs administered or controlled by, any government agency, organization, or institution, including any managed care organization, other third-

party payment source, or federal or state government agency such as CMS; or to receive referrals from any healthcare system, network, purchasing group, or other organization or association. All such programs are administered and operated by individuals and organizations over which ACHC has no control.

- 2.5.3 Except as specifically provided in Sections 2.4.4 of this Agreement, ACHC assumes no responsibility for communicating the results of any Accreditation Survey to any agency or organization and as provided in Section 3.4 of this Agreement, PROVIDER is solely responsible to provide all such notifications.
- 2.6. **Record Retention and Audits.** ACHC will maintain complete and accurate records of the Services performed under this Agreement for the Retention Period defined in ACHC's Control of Quality Records Policy or other internal ACHC policies, as they may be amended from time to time, at ACHC's discretion and without notice to PROVIDER.
- 2.7. **Termination of PROVIDER's Accreditation by ACHC.** ACHC may terminate PROVIDER's Accreditation effective on a date determined by ACHC, under any of the following circumstances:
 - 2.7.1 PROVIDER fails to provide notice of any Change in Organization or Change in Service Delivery, as required by Sub-Sections 3.5.1;
 - 2.7.2 PROVIDER fails to submit evidence of its compliance with revised ACHC Accreditation Standards within the time prescribed by ACHC, as required by Sub-Section 3.5.2; or
 - 2.7.3 PROVIDER fails to submit satisfactory corrective action within the time prescribed by ACHC, as required by Sub-Sections 3.5.3 and 3.5.4.
 - 2.7.4 PROVIDER fails to submit a payment that is due under Addendum A or Addendum C, within 30 days after ACHC issues notice to each PROVIDER Representative identified in Addendum A that the payment is past due. ACHC will report the termination of PROVIDER's Accreditation and the effective date of that termination to CMS on the next scheduled Regulatory Report, if applicable. Upon receipt of notice by PROVIDER's designated representative of the termination of its Accreditation, PROVIDER shall immediately cease all use of the ACHC Accreditation Certificate, ACHC Logo and cease all references to the Accreditation by ACHC of any of PROVIDER's health care services.

III. PROVIDER'S OBLIGATIONS REGARDING ACCREDITATION

In consideration of ACHC's assent to and its performance of its obligations under the terms of this Agreement, PROVIDER agrees and certifies as follows:

- 3.1. **Surveyor to be Designated by ACHC.** PROVIDER understands and agrees that ACHC has sole authority to designate each Surveyor who will participate in the Accreditation Survey and that each designated Surveyor may be an independent contractor retained by ACHC. PROVIDER agrees to report promptly any conduct by the Surveyor that is inappropriate or offensive to ACHC's designated Accreditation Advisor.
- 3.2. **Information Furnished by PROVIDER to ACHC.** PROVIDER understands and agrees that the provision of accurate and complete information to ACHC and to each Surveyor is essential to the integrity of the accreditation process.
 - 3.2.1 By its execution of this Agreement, PROVIDER certifies that: a) all of the information that it has furnished to ACHC is accurate and complete; b) PROVIDER holds all licenses required to offer the Services to be Surveyed; and c) PROVIDER's operations at each Provider Location listed in Addendum B comply with all state,

federal and local rules and regulations, including all Medicare Conditions of Participation. PROVIDER also certifies that PROVIDER has informed ACHC of any of the following events, at any PROVIDER Location:

- Suspension, Revocation or any probationary condition on a license;
- Revocation of a Medicare, Medicaid or Third Party Provider Number;
- A Civil Penalty of \$10,000.00 or more; or
- Any open investigation by a regulatory or governmental authority.

3.2.2 PROVIDER agrees to submit accurate information in its Application for Accreditation and Preliminary Evidence Report to ACHC as part of the process to obtain renewal of its Accreditation. PROVIDER further agrees to furnish accurate and complete copies of all information, documents, records and other materials requested by ACHC, at any time during the Accreditation Period, including before, during, and after the Accreditation Survey.

3.2.3 At any time during the Accreditation Period, including before, during, and after the Accreditation Survey, PROVIDER agrees to arrange for a Surveyor or other ACHC officer or employee to contact and interview any person whom ACHC determines to have information needed for the accreditation process. This includes PROVIDER'S Service Recipients and their family members; any person whom PROVIDER employs full-time or part-time; any person engaged by PROVIDER as an independent contractor; and representatives of any organization that furnishes goods or services to PROVIDER.

3.2.4 PROVIDER agrees that if it determines that any information it has furnished to ACHC is inaccurate or incomplete, PROVIDER will correct or supplement the information promptly.

3.3. **PROVIDER Payment of Fees to ACHC.** PROVIDER agrees to pay all Accreditation Fees identified in Addendum A of this Agreement, and agrees that ACHC may charge these fees to the account which is identified in Addendum A.

3.3.1 PROVIDER agrees to pay the additional fees set forth in Addendum C, if any of the events listed in Addendum C occur.

3.3.2 PROVIDER understands and agrees that Accreditation Survey results and an Accreditation Certificate (if applicable based on the Accreditation Survey result) will not be released to PROVIDER until all fees due to ACHC under this Agreement are paid, and are determined to have been received by ACHC. PROVIDER agrees that for all purposes under this Agreement, any payment by PROVIDER shall be determined to have been received by ACHC on the date when ACHC's bank confirms that funds forwarded by PROVIDER in the form of a check or other transmission are available in ACHC's account.

3.4. **PROVIDER's Dissemination of Accreditation Status.** ACHC will confirm PROVIDER's Accreditation in its Regulatory Reports to CMS as provided in Sections 2.4.4, but PROVIDER is solely responsible to notify any other agency or organization about PROVIDER's Accreditation, including managed care organizations, third-party payment sources, healthcare systems, networks, and purchasing groups.

3.5. **PROVIDER's Post Accreditation Compliance.** In consideration of PROVIDER's ability to continue to publicize its Accreditation, during the Accreditation Period, PROVIDER shall remain in compliance with all of ACHC's Accreditation Standards for each of the Services to be Surveyed, as those Accreditation Standards are revised by ACHC from time to time; and PROVIDER also agrees to comply with the following steps during the Accreditation Period:

- 3.5.1 At least 30 days before the occurrence of any *Change in Organization, Change in Ownership, or Change in Service Delivery*, as those terms are defined in the Applicable ACHC Policies and Procedures, PROVIDER agrees to send prompt and complete notice to ACHC's Designated Accreditation Advisor and to follow the procedures set forth in ACHC's Applicable Policies and Procedures in regard to any such change.
- 3.5.2 In light of changing regulatory requirements and evolving industry standards, and to continue its Accreditation, PROVIDER agrees to adopt changes to the organization and delivery of the Services to be Surveyed that are required to maintain its conformity with all changes to the Applicable ACHC Accreditation Standards which are adopted by ACHC during the Accreditation Period; and to document its compliance according to the Applicable ACHC Policies and Procedures.
- 3.5.3 PROVIDER understands and agrees that any PROVIDER Location may be selected for an unannounced Random Follow-Up Accreditation Survey, conducted at no additional charge. However, if any such Random Follow-Up Accreditation Survey results in the finding of a non-compliance with a particular portion of the Applicable ACHC Accreditation Standards then PROVIDER must submit evidence of corrective action to ACHC within the time prescribed by ACHC in order to maintain the continuity of its Accreditation by ACHC.
- 3.5.4 PROVIDER also agrees that should ACHC receive a complaint concerning PROVIDER's Health Care Services during the Accreditation Period, PROVIDER shall cooperate fully with ACHC and its designated representatives in the conduct of a follow-up investigation of the complaint. If such a Complaint Investigation results in finding of a non-compliance with a particular portion of the Applicable ACHC Accreditation Standards for any of the Services to be Surveyed, then in order to maintain its Accreditation, PROVIDER must submit evidence of corrective action to ACHC within the time prescribed by ACHC, and PROVIDER agrees to pay an additional fee as set forth in Addendum C.

IN WITNESS OF THE FOREGOING UNDERSTANDINGS, ACHC and PROVIDER have caused this Agreement to be executed in duplicate counterparts with one counterpart to be retained by each of them, but both counterparts constituting a single Agreement.

FOR PROVIDER:

**FOR ACCREDITATION COMMISSION
FOR HEALTH CARE, INC.:**

Authorized Signature

Brittany Bouwer
Accreditation Manager

Print Name and Title (manager or higher authority required)

Date

Date

Internal Use Only: C#31335App#2.0.10469

ADDENDUM A**PROVIDER Information:**

Northampton County Health Department
 566000325
 9495 NC 305 Highway
 Jackson, NC 27845

ACHC Accreditation Advisor Contact Information:

Catherine Gregory
 Accreditation Advisor
 (919) 785-1214 ext. 229
 cgregory@achc.org

PROVIDER Contact Information:

Anneke Revelle
 Home Health Supervisor
 (252) 534-1291
 anneke.revelle@nhcnc.net

PROVIDER's Program/Services being Contracted:

Home Health

Home Health Aide Services, Occupational Therapy Services, Physical Therapy Services,
 Skilled Nursing Services, Speech Therapy Services

Deposit Received:

(\$1,500.00)

Discount (if applicable):

\$0.00

Remaining Balance: \$8,450.00

\$8,450.00 will be due net 30 days from the printed invoice.

Credit Card Information:

Type of Card: VISA _____ MASTERCARD _____ AMEX _____

Name on Card: _____

Card #: _____

Expiration Date: _____ Security Code: _____

Checks made payable to:

Accreditation Commission for Health Care, Inc.

ADDENDUM B

List of all PROVIDER Locations where Health Care Services to be surveyed are offered:

Northampton County Health Department - Jackson, NC

Home Health Services

This instrument has been procured in the manner as

Per NC.G.S. 159-28 (a) Lessie A. Edwards
Finance Officer

ADDENDUM C

The following pricing indicates the prices your organization will be charged if any of the following events occurs. Please review your Accreditation Policies and Procedures for a description of the following events.

Dependent Survey	80% of the original contract amount
Focus Survey (resulting from a Branch Addition, Service Addition or Change in Ownership)	\$3,200.00 per day
Complaint Survey (if Condition Level or patient care deficiency is found)	\$3,450.00 per day
Disciplinary Action Survey	\$4,300.00 per day
Refusal Fee	\$4,300.00
Postponement Fee	\$1,500.00
Service Addition (with no survey)	\$400.00
Branch Addition (with no survey)	\$600.00
Change in Ownership (with no survey)	\$600.00
Additional Survey Day (resulting from updated information identified on-site during survey)	\$3,200.00

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 9

Agenda Time: 7:20

Presenter and/or Subject Matter:

Ms. Kimberly Turner, County Manager
1) FY 16-17 General Fund Operating Budget Adoption
2) Back-up 911 Emergency Communications Agreement
3) Appointments to the Turning Point Workforce Development Board
4) Management Matters

Michelle Nelson
Clerk to the Board

1) FY 16-17 General Fund Operating Budget Adoption

DECISION PAPER

TO: The Northampton County Board of Commissioners

FM: Ms. Kimberly L. Turner, County Manager

DT: June 20, 2016

RF: Adoption of FY 2016-2017 General Fund Operating Budget

PURPOSE:

The purpose of this decision paper is to obtain approval and formal adoption by the Board of Commissioners of Northampton County's Fiscal Year 2016-2017 General Fund Operating Budget.

FACTS:

1. The total general fund operating budget is \$33,719,237 and reflects an increase of \$1,782,729 or a 5% increase compared to current year budget.
2. This budget requires a \$2,857,043 appropriation from the un-designated fund balance.
3. This budget satisfies a debt liquidation schedule of \$1,415,116.
4. This budget requires no increase in the ad valorem tax rate.
5. This budget does provide for a 2.5 percent cost of living increase for employees and shifts the health insurance costs from 80/20 to 90/10 wherein the County pays 90 percent and employees pay 10 percent.
6. This budget provides for a mileage reimbursement rate of \$0.55 per mile.

DISCUSSION:

The FY 16-17 operating budget was formulated based on an ad valorem tax rate of \$.92 cents per \$100 of assessed value; maintaining the County's un-designated fund balance at a fiscally responsible level and sustaining County operations and services at a basic but effective level.

RECOMMENDATION:

That the Board of Commissioners approve and adopt the Fiscal Year 2016-2017 General Fund Operating Budget as presented and in the amount of \$33,719,237.

Coordination:

Finance Officer:

Concur _____

Non-concur _____

Concur with comments _____

Action by the Commissioners:

Approved: _____
 Disapproved: _____
 Other: _____

FISCAL YEAR 2016-2017

NORTHAMPTON COUNTY BUDGET ORDINANCE

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF
NORTHAMPTON COUNTY, NORTH CAROLINA:

SECTION 1: The following amounts are hereby appropriated in the General Fund for the operation of the County Government and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the chart of accounts heretofore established for Northampton County:

I. General Government:

1 Governing Body	112,854	
2 Administration	250,822	
3 Human Resources	198,245	
4 Finance	642,349	
5 Tax	645,927	
6 Land Records Management	184,644	
7 Legal	70,375	
8 Court System	23,050	
9 Board of Elections	218,497	
10 Register of Deeds	242,854	
11 Buildings and Grounds	905,366	
12 MIS	279,310	
13 Central Stores	14,700	
14 Insurance-Retirees	280,314	
15 Central Garage	81,825	
16 Bulk Fuel	19,800	
Total General Government		\$ 4,170,932

II. Public Safety:

17 Building Inspector	209,423
18 Sheriff	2,465,283
19 Sheriff's Execution Account	27,000
20 Sheriff's School Resource Officers	145,772
21 Jail	1,396,997
22 Youth Detention	50,000
23 Emergency Communications	897,329
24 Emergency Management	136,894

Page 2 of 16
6/16/2016
2016-2017 Budget Ordinance

25 Volunteer Fire Department	14,500		
26 Medical Examiner	10,000		
27 Ambulance Service	3,106,940		
28 Animal Control	100,707		
29 Tri County Airport	15,000		
30 Regional Air Port Contribution	15,000		
31 CPTA	2,500		
32 Contribution to Rescue Squads	14,000		
33 Recidivism Reduction Services	287,867		
Total Public Safety		\$	8,895,212

III. Environmental Protection:

34 Soil Conservation	113,164		
35 Forestry Program	91,877		
36 Drainage and Watershed	4,000		
37 Lake Gaston Weed Control	116,000		
38 Four Rivers	500		
39 RR Patner	1,000		
Total Environmental Protection		\$	326,541

IV. Contributions to Outside Agencies

40 Upper Coastal Plains	9,805		
41 Senior Tarheel Leg.	600		
42 Caswell	390		
43 CADA	2,500		
44 Rest Home Committee	1,200		
Total Contributions to Outside Agencies		\$	14,495

V. Economic/Physical Development:

45 Planning	177,063		
46 Economic Dev. Commission	193,613		
47 Cooperative Extension	276,535		
48 Northampton Chamber of Commerce	16,509		
49 Lowe's Solid Waste Pick-Up	170,000		
50 Enviva Incentive	373,000		
Total Economic/Physical Development		\$	1,206,720

VL Human Services:
Health:

51 Health	847,390	
52 Communicable Diseases	27,278	
53 Healthy Start Initiative	-	
54 Immunization Plan	3,043	
55 Aid to Counties	129,669	
56 Family Planning Outreach	-	
57 Carolina Access III	296,920	
58 TB Program	17,007	
59 Community Health	-	
60 Jail Site Testing	59,061	
61 Breast and Cervical Cancer	30,795	
62 Home Health	1,288,041	
63 School Nurse Funding	150,000	
64 Healthy Communities	33,967	
65 Child Health	63,812	
66 Child Service Coordinator	58,701	
67 Health Check	40,250	
68 Maternal Child Health	123,086	
69 Family Planning	270,183	
70 Adult Health	47,317	
71 Head Start	33,892	
72 WIC Programs	126,883	
73 Wise Woman Project	12,454	
74 Bioterrorism	31,664	
75 Environmental Health	200,898	
76 Home Delivered Meals	113,247	
77 Wic Breastfeeding Peer Counselor	8,232	
78 Nurse Family Partnership	522,246	
79 Nurse Family Partnership - Nash	125,000	
80 Pregnancy Care Mgmt.	86,872	
81 Aids Program	29,634	
82 Prescription Drugs	1,123	
83 Mosquito Control	-	
84 STD Prevention	579	
85 Susan G. Komen	-	
Sub-Total Health	\$	4,779,244

VII. Other Human Services:

86 CBA	87,873	
87 Mental Health	81,614	
88 Veterans Service	52,748	
89 DSS's County Share	2,322,299	
90 Elderly & Handicapped Tran.	111,153	
91 JCPC	6,241	
92 Office on Aging	57,073	
93 Home & Community Block Grant	92,500	
94 Family Care Giver	-	
95 RPO	5,782	
96 Block Grant Match	-	
97 County Match -CBA Programs	8,788	
98 Roanoke Domestic Violence	-	
Subtotal Other Human Services		\$ 2,826,071

VIII. Education:

99 School's Current Expense	3,650,000	
100 Fines & Forfeitures	70,000	
101 School's Capital Outlay	795,000	
102 Halifax Community College	20,000	
103 Roanoke-Chowan Community College	20,000	
104 NCHS - Electric Vehicle Rally	-	
Total Education		\$ 4,555,000

IX. Cultural and Recreation:

104 Library	156,430	
105 Recreation	256,246	
106 Recreation Programs	13,345	
107 Museum	4,000	
108 Cultural Arts/Recreation	8,510	
Total Cultural and Recreation		\$ 438,531

X. Transfers:

109 Debt Service	1,415,116	
110 Tax Revaluation	50,000	
111 Transfer to Solid Waste Fund	-	
112 Transfer to schools capital reserve	-	
Total Transfers		\$ 1,465,116

XI. <u>Contingency:</u>			
	113 Contingency	100,000	
	Total Contingency	\$	100,000
XII. Less COL			
	Less Insurance Saving	\$	-
	Total General Fund Expenditures	\$	28,777,862
XIII. <u>DSS Federal and State</u>			
XIV. Expenditures			
			\$4,941,375
	TOTAL OPERATING BUDGET	\$	33,719,237

SECTION II. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

I. <u>Taxes Ad Valorem:</u>			
	1 Current Year Taxes	15,704,942	
	2 Current Year Motor Vehicles Taxes	1,240,000	
	3 Prior Year Taxes	750,000	
	4 Interest on Back Taxes	217,000	
	5 Penalty on Back Taxes	28,000	
	6 Return Check Charge	2,000	
	7 Ahoskie Drainage	5,500	
	8 Tax Foreclosure	31,517	
	Sub-Total Taxes	\$	17,978,959
II. <u>Other Taxes and Licenses:</u>			
	9 Occupancy Tax	1,100	
	10 Privilege Licenses	600	
	11 Excise Tax	40,000	
	12 Beer and Wine Tax	62,000	
	13 Utility Tax	6,800	
	Sub Total Other Taxes	\$	110,500

III. Sales Tax:

14 ½ Cent Sales Tax	300	
15 1% County	275,000	
16 ½ Cent -County	610,000	
17 ½ Cent - School	740,000	
18 Additional Sales Tax	500,000	
Sub-Total Sales Tax	\$	2,125,300

IV. Intergovernmental-Unrestricted:

19 Court Costs	20,000	
20 Indirect Cost-Enterprise	91,220	
21 ABC Profits	2,000	
22 Emergency Food	5,000	
23 DSS Indirect Cost Reimbursement	-	
Sub-total Intergovernmental	\$	118,220

V. Grants:

24 Aging Block Grant	92,500	
25 Recidivism Reduction Services	287,867	
26 Soil/Water	15,000	
27 Emergency Management	20,700	
28 ROAP	-	
29 DOT-Rural Public Transportation	51,181	
30 Cultural Arts Grant	8,510	
Sub-Total Grants	\$	475,758

VI. Inter-Governmental Restricted:

31 ABC 5 cent Bottle Tax	4,000	
32 ABC 1 cent Bottle Tax	100	
33 Court Facility Fees	25,000	
34 Fines and Forfeitures	70,000	
35 Elderly and Handicapped	59,972	
36 Recreation Booster	1,500	
37 CBA	87,873	
Sub-Total Inter-Governmental Restricted	\$	248,445

VII. Health Revenues:

38 Health Aid-Designated (Aid to Counties)	83,000	
39 Health Aid (Regular Health)	21,240	
40 Communicable Disease	16,740	
41 Immunization Action	3,043	
42 TB	16,545	
43 Comprehensive Breast/Cervical Cancer	-	
44 Smart Start	-	
45 Mosquito Control	-	
46 Child Health	39,062	
47 Child Health Medicaid	23,950	
48 Child Service	50,515	
49 Child Service Medicaid	-	
50 United Way	2,000	
51 MCH	16,446	
52 MCH-Medicaid	13,000	
53 Family Planning	99,791	
54 Family Planning-Medicaid	16,500	
55 Adult Health-Medicaid	4,000	
56 Head Start	33,617	
57 WIC	117,852	
58 Aging Block Grant	75,000	
59 AIDS (State - TB)	15,762	
60 Aging-USDA	8,804	
61 Wic Breast Feeding Peer Counseling	8,000	
62 Wise Woman	11,403	
63 Healthy Start-Initiative	-	
64 Environmental Health Fees	-	
65 Bioterrorism Prepared Response	31,664	
66 Medicaid earnings	-	
67 HIV-STD	1,123	
68 Family Planning Outreach	-	
69 Community Health Grant	-	
70 Jail Site Testing	58,587	
71 Pregnancy Care Management	69,700	
72 School Nurse Funding	150,000	
73 BCCCP	27,795	
74 Healthy Communities	26,708	
75 Nurse Family Partnership	522,246	
75 Susan K Grant	-	
76 STD Preventive	579	
Sub-total Health	\$	1,564,672

VIII. Permits and Fees:

77 Civil Licenses Revocation	1,000	
78 Insulation Fees	3,500	
79 Register of Deed Fees	80,000	
80 Marriage Licenses	3,000	
81 Building Permits Fees	65,000	
82 Plumbing Fees	8,500	
83 Mechanical Fees	9,500	
84 Electrical Inspections	21,000	
85 Home Owner	1,500	
86 Zoning Permits	6,000	
87 Fire Safety Inspection	1,900	
88 Concealed Weapons Permits	14,500	
89 Jail-Social Security Reimb	1,800	
90 Re-inspection Fees (Other)	2,000	
91 Wellness Center Membership	10,000	
Sub-Total Permits and Fees		\$ 229,200

IX. Sales and Services:

92 Computer Generated Revenue	2,000	
93 Sheriff's Fees	20,000	
94 Reimbursement - School Resource Officers	145,772	
95 Jail Fees-Clerk of Court	1,500	
96 Inmate Housing-SMCP Program	120,000	
97 Inmate Housing-State	140,000	
98 Rescue Squad Fees	775,000	
99 Town Motor Vehicle Collection Fees	21,000	
100 Ambulance Medicaid Reimbursement	320,000	
101 Municipal Elections	1,000	
102 Sale of Assets	100	
Sub-Total Sales & Services		\$ 1,546,372

X. Sales & Services-Health:

103 Animal Control Fees	400	
104 Clinic Fees	4,000	
105 Pap Smears	100	
106 Home Health Third Party	954,000	
107 Environmental Health Fees	12,000	
108 Meals Program Income	4,000	
109 General Clinic	4,000	
110 Vaccine Reimbursement	3,000	

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6/16/2016
2016-2017 Budget Ordinance

111 Contribution for meals	200		
112 CR III	-		
113 MCH Fees	500		
114 Family Planning Client Fee	4,000		
115 Adult Health	-		
116 Child Health Fees	800		
117 Community Care of NC	294,041		
118 Meals-United Way	-		
119 Health Check	39,674		
120 Drug Screening	1,500		
Sub-Total Health Sales & Services		\$	1,322,215
XI. <u>Miscellaneous Revenue:</u>			
121 ASCS Rent	22,178		
122 Miscellaneous	7,000		
123 Interest Earned	3,000		
124 Investment Earnings	1,000		
125 Sheriff's Special Accounts	27,000		
126 Insurance Reimbursement	8,000		
127 Sale of Assets	4,000		
128 Wellness Center Rents	9,000		
129 Special Project Revenue	12,000		
130 Recreation Vending Proceeds	8,000		
131 Receipt of Bank Financing	100,000		
Sub-Total Miscellaneous		\$	201,178
XIII. <u>Fund Balance</u>			
132 Fund Balance Appropriation	2,857,043		
Sub-Total Fund Balance Appropriated		\$	2,857,043
Total General Fund Revenues		\$	28,777,862
XIV. <u>DSS Federal and State</u>			
DSS Fed & State Revenue			\$4,941,375
TOTAL OPERATING BUDGET		\$	33,719,237

SECTION III. The Following amounts are hereby appropriated in the Revaluation Fund for future revaluation of property in Northampton County during the fiscal year beginning July 1, 2016 and ending June 30, 2017, in accordance with the chart of accounts heretofore established for Northampton County:

Tax Revaluation Operating Budget	17,142		
Revaluation Fund on Investment	32,858		
Total Estimated Expenditures		\$	50,000

SECTION IV: It is estimated that the following revenues will be available in the Revaluation Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Contributions from General Fund	50,000		
Total Estimated Revenue		\$	50,000

SECTION V: The following amounts are hereby appropriated in the Enterprise Fund for the operation of the County Water and Sewer System for the fiscal beginning July 1, 2016 and ending June 30, 2017 in accordance with the chart of accounts heretofore established for Northampton County:

Operation Budget	2,131,822		
Debt Service	1,081,274		
Capital Purchases	-		
Total Appropriations		\$	3,213,096

SECTION VI: It is estimated the following revenues will be available in the Enterprise Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Farm Water	7,500		
Water & Sewer Sales	3,183,596		
Installation Fees	20,000		
Interest Income	2,000		
Total Estimated Water/Sewer Revenue		\$	3,213,096

SECTION VII: The following amounts are hereby appropriated in the Enterprise Fund. For the operation of the Solid Waste Program for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the chart of accounts heretofore established for Northampton County:

Operating Budget	2,318,222		
Total Appropriations		\$	2,318,222

SECTION VIII: It is estimated the following revenues will be available in the Solid Waste fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the chart of accounts heretofore established for Northampton County:

White Goods Tax	-		
Scrap Tire Tax	26,000		
Solid Waste Availability Fees	2,202,222		
Tipping Fees	32,000		
Interest on Solid Waste Fees	40,000		
Grant Revenue	3,000		
Electronic Revenue	2,000		
Solid Waste Disposal Tax	11,000		
Scrap Metal	2,000		
Total Estimated Revenues		\$	2,318,222

SECTION IX. The following amounts are hereby appropriated in the Debt Service Fund for the payment of principal and interest on the outstanding debt of the County and the expenses relating thereto for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Principal on Bonds maturing And/or Loans	635,000		
Interest on Bonds and/or Loans	166,673		
Interest/Principal on USDA Loans(Non Water)	613,443		
Total Appropriations		\$	1,415,116

SECTION X: It is estimated that the following revenues will be available in the Debt Service fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Contribution from General Fund	1,195,116		
DSS Fed/State	220,000		
Total Estimated Revenue		\$	1,415,116

SECTION XI. The following amounts are hereby appropriated in the E-911 Fund for the operations of the County's E-911 program for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the chart of accounts heretofore established for Northampton County:

Operating Budget	564,292		
Reserve on Investment	-		
Total Appropriations		\$	564,292

SECTION XII It is estimated that the following revenues will be available in the E-911 Fund beginning July 1, 2016 and ending June 30, 2017:

E-911 Fund	170,312		
Fund Balance	393,980		
Total Estimated Revenues		\$	564,292

SECTION XIII. The following amounts are hereby appropriated in the Volunteer Rescue Squad fund for fiscal year beginning July 1, 2016 and ending June 30, 2017 for the following Rescue squads:

Gaston Rescue Squad	140,000		
Jackson Rescue Squad	-		
Eastside Rescue Squad	100,000		
Total Appropriations		\$	240,000

SECTION XIV It is estimated that the following revenues will be available in the Volunteer Rescue Squad fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Rescue Squad fees	240,000		
Total Estimated revenues		\$	240,000

SECTION XV. The following amounts are hereby appropriated in the Town ad valorem tax fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Town Ad Valorem Tax	699,600		
Total Appropriations		\$	699,600

SECTION XVI. It is estimated the following revenues will be available in the Town ad valorem fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

Town Ad Valorem Tax	699,600	
Total Estimated revenues	\$	699,600

SECTION XVII: There is hereby levied a tax at the rate of ninety two cents (\$.92) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016, for the purpose of raising revenue included in "Ad valorem Taxes Current Year" in the General Fund in Section II of the Ordinance.

This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,788,057,979. The estimated collection rate is 95.47%. The estimated rate of collection is based on current year collections.

SECTION XVIII: There is hereby levied a tax rate of two and ninety one hundredth cents (\$.031) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016 for the purpose of raising revenue to provide fire service protection within a Fire Service District.

This rate of levy is based on the estimated total valuation of property for the purpose of taxation of \$115,003,568 located within the **Fire Service District A supported by the Roanoke-Wildwood Volunteer Fire Department**. The estimated rate of collection is 95.47%. The estimated rate of collection is based on current year collections.

SECTION XIX: There is hereby levied a tax rate of two and seven hundredth cents (\$.031) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016 for the purpose of raising revenue to provide fire service protection within a Fire Service District.

This rate of levy is based on the estimated total valuation of property for the purpose of taxation of \$510,390,046 located within the Fire Service District supported by the **Roanoke-Wildwood Volunteer Fire Department**. The estimated rate of collection is 95.47%. The estimated rate of collection is based on current year collections.

SECTION XX There is hereby levied a tax rate of five cents (\$.05) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016 for the purpose of raising revenue to provide fire service protection within a Fire Service District.

This rate of levy is based on the estimated total valuation of property for the purpose of taxation of \$157,808,537 located within the Fire Service District supported by the **Rich Square Volunteer Fire Department**. The estimated rate of collection is 95.47%. The estimated rate of collection is based on current year collections.

SECTION XXI: There is hereby levied a tax rate of seven cents (\$.07) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016 for the purpose of raising revenue to provide fire service protection within a Fire Service District.

This rate of levy is based on the estimated total valuation of property for the purpose of taxation of \$252,592,599 located within the Fire Service District supported by the **Gaston Volunteer Fire Department**. The estimated rate of collection is 95.47%. The estimated rate of collection is based on current year collections.

SECTION XXII: There is hereby levied a tax rate of three and ninety three hundredth cents (\$.0393) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016 for the purpose of raising revenue to provide fire service protection within a Fire Service District.

This rate of levy is based on the estimated total valuation of property for the purpose of taxation of \$91,556,433 within the Fire Service District supported by the **Jackson Volunteer Fire Department**. The estimated rate of collection is 95.47%. The estimated rate of collection is based on current year collections.

SECTION XXIII: There is hereby levied a tax rate of five and nine hundredth cents (\$.0509) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016 for the purpose of raising revenue to provide fire service protection within a Fire Service District.

This rate of levy is based on the estimated total valuation of property for the purpose of taxation of \$43,361,201 within the Fire Service District supported by the **Lasker Volunteer Fire Department**. The estimated rate of collection is 95.47%. The estimated rate of collection is based on current year collections.

SECTION XXIV: There is hereby levied a tax rate of six cents (\$.06) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016 for the purpose of raising revenue to provide fire service protection within a Fire Service District.

This rate of levy is based on the estimated total valuation of property for the purpose of taxation of \$128,115,740 within the Fire Service District supported by the **Garysburg Volunteer Fire Department**. The estimated rate of collection is 95.47%. The estimated rate of collection is based on current year collections.

SECTION: XXVII. There is hereby levied a tax rate of five and seventy five hundredths (\$.0575) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016 for the purpose of raising revenue to provide fire service protection within a Fire Service District.

This rate of levy is based on the estimated total valuation of property for the purpose of taxation of \$112,313,570 within the Fire Service District supported by the **Seaboard Volunteer Fire Department**. The estimated rate of collection is 94.65%. The estimated rate of collection is based on current year collections.

SECTION: XXVIII. There is hereby levied a tax rate of seven and forty two hundredths (\$.0742) per one hundred dollars (\$100) valuation of property listed as of January 1, 2016 for the purpose of raising revenue to provide fire service protection within a Fire Service District.

This rate of levy is based on the estimated total valuation of property for the purpose of taxation of \$61,668,383 within the Fire Service District supported by the **Woodland Fire Department**. The estimated rate of collection is 95.47%. The estimated rate of collection is based on current year collections.

SECTION XXV: The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He/she may transfer amounts between line item expenditures within a department without limitations and without a report being required. These changes should not result in increases in recurring obligations such as salaries.
- b. He/she may transfer amounts up to \$5,000 between departments including contingency appropriations, within the same fund. He/she must make an official report on such transfer at the next regular meeting of the Board of Commissioners.

- c. He/she may not transfer any amounts between funds, except as approved by the Board of Commissioners in the Budget Ordinance as amended.

SECTION XXVI The Finance Officer may make cash advances between funds for period not to exceed 60 days without reporting to the Board of County Commissioners. The Board must approve any advances that extend beyond 60 days. The Board must approve all advances that will be outstanding at the end of the fiscal year.

SECTION XXVII: All fixed assets costing \$5,000 or more will be capitalized in the accounts for General Fixed Assets.

SECTION XXVIII: A purchase order must be issued for the purchase of \$300 or more. The Department Head may approve purchases valued at \$299.99 or less. This authority may not be further delegated. Purchases divided into multiple purchases of \$299.99 are not authorized and will be viewed as intent to circumvent this ordinance.

SECTION XXIX: Travel reimbursement is \$.55 per mile for the year beginning July 1, 2016 and ending June 30, 2017.

SECTION XXX: Copies of the Budget Ordinance shall be furnished to the Clerk to the Board of commissioners and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this the _____ day of June 2016

SEAL

ATTEST:

Clerk to the Board

Chairman, Board of Commissioners

Clerk to the Board

Budget Officer

Clerk to the Board

Finance Officer

2) Back-up 911 Emergency Communications Agreement

DECISION PAPER

TO: The Northampton County Board of Commissioners

FM: Ms. Kimberly L. Turner, County Manager 

DT: June 20, 2016

RF: Back-up 911 Emergency Communications Agreement

PURPOSE:

To obtain the Board's approval to enter into an agreement with Halifax County for mutual aid in utilizing the other's 911 emergency communications system.

FACTS:

1. Currently, by mutual understanding, if there is an issue with our respective 911 communications systems due to a natural disaster, unpredictable events, or temporary disability Northampton County and Halifax County rely on each other to continue 911 emergency communications for Northampton and Halifax County.
2. There has never been a formal agreement in place and now the State is requiring a formal agreement setting out the terms.
3. The 911 Director, Mrs. Tammie Piland, and I met with Halifax County representatives to review and discuss the agreement on June 15, 2016 and all parties agreed to the terms of this agreement.
4. The agreement was forwarded to our County Attorney and he had no revisions to the agreement.

DISCUSSION:

The purpose of this agreement is to formally agree to allow Halifax County to utilize our 911 emergency communications system to dispatch emergency calls in case of natural disaster, other unpredictable events, or temporary disability of their system and to allow Northampton County to utilize their 911 emergency communications system to dispatch emergency calls in case of natural disaster, unpredictable events, or temporary disability of our system.

RECOMMENDATION:

That the Board of Commissioners approve the agreement between Northampton and Halifax County for mutual aid in utilizing each other's 911 emergency communications system in case of natural disaster, other unpredictable events, or temporary disability.

Action by the Commissioners:

Approved: _____
 Disapproved: _____
 Other: _____

NORTHAMPTON COUNTY CONTRACT CONTROL SHEET		CONTRACT/VENDOR Halifax County	
VENDOR # _____		Address	10 N. King St. Halifax, NC.
CONTRACT # _____		Contact	Tony Brown
New Contract <u>Yes</u>		1 Originals	0 Copies
Renewal _____		Amount \$ 0.00	
Cost or Material Changes _____		Date originally approved by the Board of Commissioners _____	
Original Contract sent to Contract Administrator _____		Date: 6/10/2016	
Originating Department/Individual: Administration		Item or Service: Agreement	
Department Involved: Northampton County E-911		Type of Contract: Back-Up 911 Center Agmt	
Line Item Budgeted: _____		Period of Coverage: Indefinitely	
GRANTS			
Board approval for Application		Approved	Set
Board approval for Acceptance		Approved	Set
COUNTY ATTORNEY		Date Received: 6/10/2016	Date Approved: 6/10/2016
Approved as to Form: YES		Approved as to Legal Sufficiency: YES	
Revisions Necessary? NO		Board Action Necessary? YES	
Date Revisions were made? N/A		Signature: <i>[Signature]</i>	
FINANCE		Date Received: _____	Date Audited: _____
Non encumbered contract Yes _____ No _____			
ASSISTANT COUNTY MANAGER		Date Received: _____	Date Approved: _____
COUNTY MANAGER		Date Received: 6/15/16	Date Approved: 6/15/16
BOARD OF COMMISSIONERS		CLERK TO THE BOARD 6/15/16	
Date approved by Board		Date Received: _____	Date Attested: _____
CONTRACT ADMINISTRATOR			
Attorney	Finance	Asst. Cty Mgr	Cty. Mgr
Outside Agency Signatures: _____		Date received: _____	
Copies Delivered to Appropriate Departments: _____		ORIGINATING _____ FINANCE _____	
Original to Outside Agency: _____ (Departments to deliver)		Date: _____	
File County Original / Add to Database: _____		Date: _____	
NOTES:			
_____ copies sent to originating department with instruction to obtain signatures and return 1 executed original to Legal			
_____ copies sent to originating departments with note to forward to vendor			
PROBLEMS:			
Corrective Action: _____		Date: _____	
		Initial: _____	

NORTH CAROLINA

NORTHAMPTON AND HALIFAX COUNTIES

This AGREEMENT made and entered into by and between Northampton County, North Carolina ("Northampton") and Halifax County, North Carolina ("Halifax"), collectively referred to herein as the "Parties";

WITNESSETH:

WHEREAS, Northampton and Halifax are both bodies politic and corporate under Article 2, Chapter 153A of the North Carolina General Statutes; and

WHEREAS, both Northampton and Halifax operate 911 emergency communications systems; and

WHEREAS, during times of natural disaster and other unpredictable events, a county's 911 communications system may be temporarily disabled; and

WHEREAS, Northampton and Halifax each desire to serve as a Backup 911 Center to the other; and

WHEREAS, Northampton recognizes the economy and benefits of utilizing Halifax's 911 emergency communications system; and

WHEREAS, Halifax recognizes the economy and benefits of utilizing Northampton's 911 emergency communications system; and

WHEREAS, the parties desire to set forth in this AGREEMENT the terms by which Northampton and Halifax may utilize the other's 911 emergency communications centers for the benefit of the people in Northampton and Halifax Counties.

Now, therefore, in consideration of the terms, conditions, and covenants expressed herein, the parties agree as follows:

1. Purpose of Agreement

- 1.1 The purpose of this AGREEMENT is to establish a formal arrangement whereby Northampton utilizes Halifax as its Backup 911 Center located at 10 North King Street, Halifax, North Carolina, during such times as Northampton may experience failure to its primary 911 emergency call and dispatch center, and Halifax utilizes Northampton as its Backup 911 Center located at 132 Landfill Road, Jackson, North Carolina, during such times as Halifax may experience failure to its primary 911 emergency call and dispatch center subject to the terms of this AGREEMENT.

2. Term

- 2.1 This AGREEMENT shall commence upon last date of execution indicated below and will continue in effect until one of the Parties delivers a notice of intent to terminate effective at least twelve (12) months prior to the end of the subsequent fiscal year.
- 2.2 Either party may terminate this agreement upon a breach by the other party. However, if either party desires to terminate this AGREEMENT based upon a breach, it shall first deliver a notice of breach to the other party by registered or certified mail, expressing its intent to terminate. Upon receipt of such notice, the other party shall have sixty (60) days to remedy the condition(s) constituting the breach. If remedied within the time prescribed, the notice of termination shall be withdrawn. If not remedied within the time prescribed, the termination shall become immediately effective without further notice.

3. Responsibilities of Northampton

- 3.1 Northampton agrees to program the Northampton 911 telephone system with a Halifax profile, trunked phone lines and appropriate number of digit telephone lines for Halifax's use in answering emergency telephone calls during a Halifax failure at Northampton's expense.
- 3.2 Northampton agrees to program the Northampton radios and radio consoles with necessary frequencies for Halifax's use during a Halifax failure at Northampton's expense.
- 3.3 Northampton agrees to provide space in their recording system to capture all telephone and radio traffic associated with Halifax during a Halifax failure at Northampton's expense.
- 3.4 Northampton agrees to maintain its 911 emergency communications system operational, functional and as technologically up to date as is reasonable.
- 3.5 Northampton shall give the Halifax 911 Director as much advance notice as practicable under the then existing circumstances of its need and intent to transfer, receive and dispatch emergency calls of service through the Halifax 911 emergency communications system.
- 3.6 Northampton agrees to process all Halifax medical calls utilizing Priority Dispatch protocols and all fire and law enforcement calls based on procedures provided by Halifax.
- 3.7 Northampton shall work with Halifax to help train Halifax telecommunicators in dispatch methods for Northampton.
- 3.8 To the extent allowed by law, Northampton will hold Halifax harmless and indemnify Halifax from any and all claims and expenses related thereto which may arise out of or relate to Northampton's use of Halifax as a Backup 911 center.

4. Responsibilities of Halifax

- 4.1 Halifax agrees to program the Halifax 911 telephone system with a Northampton profile, trunked phone lines and appropriate number of digit telephone lines for Northampton's use in answering emergency telephone calls during a Northampton failure at Halifax's expense.
- 4.2 Halifax agrees to program the Halifax radios and radio consoles with necessary frequencies for Northampton's use during a Northampton failure at Halifax's expense.
- 4.3 Halifax agrees to provide space in their recording system to capture all telephone and radio traffic associated with Northampton during a Northampton failure at Halifax's expense.
- 4.4 Halifax agrees to maintain its 911 emergency communications system operational, functional and as technologically up to date as is reasonable.
- 4.5 Halifax shall give the Northampton 911 Director as much advance notice as practicable under the then existing circumstances of its need and intent to transfer, receive and dispatch emergency calls of service through the Northampton 911 emergency communications system.
- 4.6 Halifax agrees to process all Northampton medical calls utilizing Priority Dispatch protocols and all fire and law enforcement calls based on procedures provided by Northampton.
- 4.7 Halifax shall work with Northampton to help train Northampton telecommunicators in dispatch methods for Halifax.
- 4.8 To the extent allowed by law, Halifax will hold Northampton harmless and indemnify Northampton from any and all claims and expenses related thereto which may arise out of or relate to Halifax's use of Northampton as a Backup 911 center.

5. Amendment

This AGREEMENT may not be modified or amended except by subsequent written modification approved and authorized by the governing boards of each party and signed by the authorized representatives of each party.

6. Entire Agreement

This AGREEMENT contains the entire agreement between the parties, and no statement, oral or written, made by either party or agent of either party that is not contained in this written AGREEMENT shall be valid or binding.

7. Remedies

This AGREEMENT shall be enforceable by each party by all remedies available at law or in equity. Failure or delay to exercise any right, remedy, or privilege hereunder shall not operate as a waiver of such right, remedy, or privilege, nor prevent subsequent enforcement.

8. Duplicate Originals

This agreement shall be executed by the parties in duplicate originals, each of which when executed shall constitute the same AGREEMENT.

IN WITNESS WHEREOF, this AGREEMENT is adopted as of the last date of execution indicated below.

NORTHAMPTON COUNTY

By: _____
Chairman, Board of County Commissioners

Date: _____

ATTEST:

Clerk to the Board

HALIFAX COUNTY

By: _____
Chairman, Board of County Commissioners

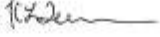
Date: _____

ATTEST:

Clerk to the Board

3) *Appointments to the Turning Point Workforce Development Board*

DECISION PAPER

TO: The Northampton County Board of Commissioners
FM: Ms. Kimberly L. Turner, County Manager 
DT: June 20, 2016
RF: Appointments to the Turning Point Workforce Development Board

PURPOSE:

To obtain the Board's approval to appoint new members to the Turning Point Workforce Development Board.

FACTS:

1. Northampton County has four members that serve on the Workforce Development Board: Ms. Catherine Moody, Mr. Clinton Williams, and two vacant seats.
2. The composition of the Board appointments have to be revised due to changes to the Workforce Innovation and Opportunity Act. That change created two vacant seats.
3. The Turning Point Workforce Development Board recommends the appointment of Gale Lashley and Samuel Teruel-Velez to serve a two-year term.
4. Ms. Moody and Mr. Williams terms expire in 2017.

RECOMMENDATION:

That the Board of Commissioners appoint Gale Lashley and Samuel Teruel-Velez to the Turning Point Workforce Development Board for a two-year term.

Action by the Commissioners:

Approved: _____
 Disapproved: _____
 Other: _____

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 06-20-16

Agenda Tab Number: 10

Agenda Time: 7:35

Presenter and/or Subject Matter:

Citizens/Board Comments

Michelle Nelson
Clerk to the Board