

The Northampton County Board of Commissioners will meet in Regular Session on Monday, July 3, 2017 at 10:00 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>
	9:50	Agenda Work Session
1	10:00	Approval of Regular Meeting Minutes for June 19, 2017 3
2		Approval of Closed Session Minutes for June 19, 2017
3		Approval of Special Meeting Minutes for June 27, 2017 36
4		Approval of Agenda for July 3, 2017 66
5	10:05	Mrs. Pam Brett, Northampton Memorial Library Branch Manager
6	10:15	Ms. Allison Pair, Youth Voice Summit Update on 4-H Programs
7	10:25	Dr. Monica Smith-Woofter, Superintendent New Construction Funding
8	10:40	Mr. Paul Boone, Soil & Water Conversation Four Rivers RC & D 72
9	10:50	Mr. Surapon Sujjavanich, Architects, PA Old DSS Building/Courthouse Renovations Project
10	11:00	Ms. Leslie Edwards, Finance Director Budget Amendments..... 75
11	11:05	Mrs. Cathy Allen, Tax Administrator 1) Ad Valorem Tax Appeals 80 2) Pearson Appraisal Services, Inc. 82
12	11:15	Mr. Nathan Pearce, Asst. County Manager 1) Request Date and Time for Public Hearing 2) Board Appointment to Community Advisory Committee 90
13	11:25	Ms. Kimberly Turner, County Manager Managements Matters
14	11:35	Citizens/Board Comments
	12:05	Adjourn

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 1

Agenda Time: 10:00

Presenter and/or Subject Matter:

Approval of Regular Meeting Minutes for June 19 2017

Komita Hendricks
Clerk to the Board

1 Regular Meeting Minutes for June 19, 2017

**NORTHAMPTON COUNTY
REGULAR SESSION
June 19, 2017**

Be It Remembered that the Board of Commissioners of Northampton County met on June 19, 2017, with the following present: Fannie Greene, Chester Deloatch, Charles Tyner, Geneva Faulkner, and Robert Carter.

Others Present: Kimberly Turner, Scott McKellar, Nathan Pearce, and Komita Hendricks

Chairman Carter called the meeting to order.

A motion was made by Fannie Greene and seconded by Chester Deloatch to enter into closed session for the purpose of G.S. 143-318.11 (a)(4). **Question Called: All present voting yes. Motion carried.**

A motion was made by Chester Deloatch and seconded by Fannie Greene to adjourn closed session. **Question Called: All present voting yes. Motion carried.**

Agenda Work Session:

A work session was held to discuss today's agenda items. Chairman Carter called upon County Manager, Kimberly Turner, for input. Ms. Turner requested to add under Tab 7 item #3 for Mr. Jason Morris, Public Works Director, to present Engineering Plans for Squire Road Project. Chairman Carter called upon Commissioners for input. Commissioner Tyner requested updates on the Audit and Finance.

Regular Session:

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

Approval of Regular Session Minutes for June 5, 2017:

A motion was made by Chester Deloatch and seconded by Fannie Greene to approve the Regular Session Minutes for June 5, 2017. **Question Called: All present voting yes. Motion carried.**

Approval of Closed Session Minutes for June 5, 2017:

A motion was made by Fannie Greene and seconded by Chester Deloatch to approve the Closed Session Minutes for June 5, 2017. **Question Called: All present voting yes. Motion carried.**

Approval of Agenda for June 19, 2017:

A motion was made by Geneva Faulkner and seconded by Fannie Greene to adopt the agenda as amended to include under Tab 7, Item #3 for Public Works Director to get approval of Engineering Plans and designation of authorized Representative to sign permit application.

Question Called: *All present voting yes.* **Motion carried.**

Public Hearing- Home and Community Care Block Grant:

Chairman Carter recessed Regular Session to enter into a Public Hearing.

Mrs. Joslyn Reagor, Office on Aging Director, appeared before the Board to obtain approval of the Home and Community Care Block Grant allocations and services for FY 2017-2018.

Chairman Carter called for Board comments.

Commissioner Tyner asked was the county's match tax payer's money. County Manager explained the match was part of DSS and Health Department budget from county appropriation.

Chairman Carter called for public comments.

None were heard.

Chairman Carter closed the Public Hearing to enter back into the Regular Session.

A motion was made by Geneva Faulkner and seconded by Fannie Greene that the Board of Commissioners approve the Home and Community Care Block Grant allocations and the local match for county agencies as identified in attachment number 1. **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: Office on Aging
Date: June 19, 2017
Reference: Home and Community Care Block Grant Allocations for FY 2017-2018

Purpose: To obtain the Board's approval of the Home and Community Care Block Grant allocations and services for FY 2017-2018.

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 committee has reviewed the sealed proposals.
- 5) The preliminary schedule of federal and state funding for fiscal year 2017-2018 for Northampton County is \$284,150.

Discussion:

The Financial Advisory Board met on May 25, 2017 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:

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.

Page 2
June 19, 2017

Respectfully Submitted

Joslyn Debraux-Reagor

Joslyn Debraux-Reagor

Northampton County Office on Aging

Coordination:

Kimberly Turner, County Manager

Concur *Kimberly Turner* _____

Concur with Comment *6/19/17* _____

Non-Concur _____

Leslie Edwards, County Finance Director

Concur *Leslie A. Edwards* _____

Concur with Comment _____

Non-Concur _____

Page 3
June 19, 2017

Attachment 1

HCCBG Allocation FY 2017-2018

Health Department	
Home Delivered Meals	70,000
<u>Lake Gaston RVF, INC.</u>	
Medical Trans	600
Home Improvement	<u>5,500</u>
	6,100
<u>J. W. Faison Senior Center</u>	
Senior Operations	44,373
Congregate	20,649
Medical Trans.	7,578
General Trans.	<u>13,055</u>
	85,655
<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>284,150</u>

Delta Sigma Theta Sorority, Inc.

Dr. Felecia Whitaker, President of Delta Sigma Theta Sorority Inc., appeared before the Board to give a brief overview of the organization that may be able to help Northampton County citizens.

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

Delta Sigma Theta Sorority, Incorporated

A Service Sorority Founded in 1913

1707 New Hampshire Avenue N.W. ▲ Washington, DC 20009 ▲ (202) 986-2400 ▲ Telefax (202) 986-2513

BACKGROUNDER: Delta Sigma Theta Sorority, Inc.

Mission and History

Delta Sigma Theta Sorority, Inc. is a private, non-profit organization whose purpose is to provide assistance and support through established programs in communities throughout the world. Delta Sigma Theta Sorority was founded on January 13, 1913 by twenty-two collegiate women at Howard University in Washington, D.C.

These young women wanted to use their collective strength to promote academic excellence; to provide scholarships; to provide support to the underserved; to educate and stimulate participation in the establishment of positive public policy; and to highlight issues and provide solutions for problems in their communities.

Programs

Delta Sigma Theta Sorority's major programs are based upon the organization's Five-Point Programmatic Thrust, which consists of:

- Economic Development;
- Educational Development;
- International Awareness and Involvement;
- Physical and Mental Health; and
- Political Awareness and Involvement.

Some of the Sorority's national programs and initiatives include:

- **The Dr. Betty Shabazz Delta Academy**, an educational program which provides an opportunity for local chapters to collaborate or work independently with at-risk young women between the ages of 11 and 14;
- **Delta GEMS: Growing and Empowering Myself Successfully**, a program that helps at-risk young women between the ages of 14 and 18 to realize their dreams;
- **Delta Days in the Nation's Capital**, the Sorority's annual legislative conference;
- **Delta Days at the United Nations**, an annual forum held at the UN;
- **The Healthy Lifestyle Initiative- The Total Woman: Mind, Body and Spirit**, an effort to educate and facilitate lifestyle changes for the physical, mental and spiritual well-being of Delta members and the communities they serve;
- **Financial Fortitude**, a program designed to help participants develop a blueprint to address all aspects of their personal finances;
- **Project ART: Actively Redefining Together**, is a collective effort of the Sorority's membership to support, nurture and uplift positive programming while rejecting demeaning and harmful images in all forms of entertainment and media; and
- **Water Tanks and Wells**, a collaboration with Water for Children Africa that provided financial support for the placement of 7 water tanks in the Machachos School District outside Nairobi, Kenya.

Dr. Paulette C. Walker
National President

Beverly E. Smith
National First Vice President

Taylor McCain
National Second Vice President

Cheryl A. Hickman
National Secretary

Deborah A. Jerns-Buggs
National Treasurer

Roseline McKinney
Executive Director

Organizational Structure

The organizational structure and governance of the Delta Sigma Theta Sorority is invested in the Grand Chapter, which meets in National Convention biennially. Regional Conferences are held in the seven geographic regions of the organization during non-convention years. In the interim, the Executive Board, consisting of elected and appointed members, acts to establish and implement policies, as needed. A paid professional staff, under the leadership of the Executive Director, operates the National Headquarters office in Washington, D.C.

Delta Sigma Theta Sorority, Inc. conducts all of its activities in accordance with the rules that govern organizations whose tax status is 501 (c)(7).

Membership

A sisterhood of more than 200,000 predominately Black college educated women, the Delta Sigma Theta Sorority currently has over 900 chapters located in the United States, England, Japan (Tokyo and Okinawa), Germany, the Virgin Islands, Bermuda, the Bahamas and the Republic of Korea.

The members of Delta Sigma Theta Sorority represent a unique segment of the nation's demographic profile. Delta women are movers and shakers--they hold political offices, own businesses and are influential in a range of fields from medicine to law to education. A recent survey of members showed that 97 percent of all Deltas are registered to vote; they are well-educated, earn competitive incomes and maintain positions of influence and respect within the greater community.

Alumnae Deltas comprise the largest portion (76 percent) of the membership, while collegiate Deltas comprise 24 percent of the membership. Most Deltas are employed in education as teachers, school administrators, counselors, professors, and higher education administrators. Other occupations frequently reported include management, social sciences, social work, medicine/health, law, engineering, architecture, the performing arts, information sciences, public administration (federal, state, and local levels), the judiciary, journalism, and religion.

A great number of the most astute professionals, entrepreneurs, corporate leaders, political leaders, educators and key influencers from around the world hold membership in Delta Sigma Theta. Some of the organization's most distinguished members include: former U.S. Secretary of Labor, The Honorable Alexis Herman; Attorney General Loretta Lynch; Congresswomen Marcia L. Fudge (D-OH), Joyce Beatty (D-OH), Yvette Clark (D-NY) and Brenda Lawrence (D-MI); and renowned journalists Gwen Ifill, Soledad O'Brien and Melissa Harris-Perry.

Adult Expanded Food and Nutrition Education Program:

Mr. Craig Ellison, Cooperative Extension Director, appeared before the Board to obtain approval to receive grant funds from the Vidant Community Benefits Grants Program which will provide support toward resources used in education classes for citizens living in Northampton County.

A motion was made by Fannie Greene and seconded by Chester Deloatch to grant County Manager and Finance Officer, permission to sign this agreement to allow grant funds to disburse to the county. **Question Called:** *All present voting yes.* **Motion carried.**

Northampton County Diabetes Support Program:

Mr. Craig Ellison, Cooperative Extension Director, appeared before the Board to obtain approval to receive grant funds from the Vidant Community Benefits Grants Program which will provide diabetes support and education classes for citizens living with Type II Diabetes in Northampton County.

A motion was made by Charles Tyner and seconded by Fannie Greene to grant County Manager and Finance Officer, permission to sign this agreement to allow grant funds to disburse to the county. **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: Craig Ellison, Northampton County Extension Director Cooperative Extension

DATE: June 19, 2017

RE: Adult EFNEP – Expanded Food and Nutrition Education Program – Northampton County

PURPOSE: To appear before the Northampton County Board of Commissioners to obtain approval to receive grant funds from the Vidant Community Benefit Grants Program which will provide support toward resources used in education classes for citizens living in Northampton County.

DISCUSSION: The Expanded Food and Nutrition Education Program (EFNEP) reaches out to limited resource families with young children, pregnant women and teen parents through a series of lessons, taught over several months by paraprofessionals, many of whom are indigenous to the target population. The program utilizes curricula developed collaboratively with the Division of Public Health, Nutrition Services Branch and Physical activity and Nutrition Branch and NC State University called EFNEP's Families Eating Smart and Moving More (EFESMM). The curriculum consists of 22 lessons under five major headings:

- *Introduction to the EFNEP Program
- *Moving More, Everyday, Everywhere
- *Eating Smart on the run (Smart Breakfast/Lunch Choices)
- *Eating Smart at Home (Planning, Shopping)
- *Eating Smart Throughout the Life cycle

RECOMMENDATION:

That the Board grant Kimberly Turner, County Manager, and Leslie Edwards, Finance Officer, permission to sign this agreement to allow grant funds to be disbursed to the county.

Respectfully Submitted,

Craig Ellison
County Extension Director

Coordination:

Kimberly Turner, County Manager

Concur: Kimberly L. Turner

Concur with Comment: 4/13/17

Non-Concur: _____

Leslie Edwards, County Finance Director

Concur: Leslie A. Edwards

Concur with Comment: _____

Non-Concur: _____

Decision Paper

TO: Northampton County Board of Commissioners

FROM: Craig Ellison, Northampton County Extension Director Cooperative Extension

DATE: June 19, 2017

RE: Northampton County Diabetes Support Program

PURPOSE: To appear before the Northampton County Board of Commissioners to obtain approval to receive grant funds from the Vidant Community Benefit Grants Program which will provide diabetes support and education classes for citizens living with Type 2 Diabetes in Northampton County.

DISCUSSION: Northampton County Cooperative Extension will provide Diabetes Support and Education classes to citizens living with Type 2 Diabetes in Northampton County. Diabetes Support and Education teaches persons with diabetes about the importance of managing their diabetes through the use of medications, diet, exercise, and managing stress. The 2016-2017 Vidant Community Benefit Grant allowed NC Cooperative Extension to establish monthly diabetes support groups in the communities of Jackson and Rich Square. This program has given citizens on-going access to self-management skills otherwise unavailable to them. We are requesting \$2,000.00 to further enhance these newly established groups. In addition, we will partner with Northampton County Health Department to increase our efforts by establishing a group on the central to western end of Northampton County. These funds will be used to purchase educational supplies and extenders, such as, food models, taste testing supplies, scales, educational displays and games. These supplies will allow the participants to have hands-on experience with daily self-management of diabetes. Funds will also be used in promoting diabetes prevention behaviors in adults and youth throughout the community.

RECOMMENDATION:

That the Board grant Kimberly Turner, County Manager, and Leslie Edwards, Finance Officer, permission to sign this agreement to allow grant funds to be disbursed to the county.

Respectfully Submitted,

Craig Ellison
County Extension Director

Coordination:

Kimberly Turner, County Manager

Concur: Kimberly L. Turner

Concur with Comment: 6/13/17

Non-Concur: _____

Leslie Edwards, County Finance Director

Concur: Leslie A. Edwards

Concur with Comment: _____

Non-Concur: _____

Contract for Inspections Services:

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain approval of a service agreement with Mr. Charlie J. Watson to provide inspections services.

A motion was made by Chester Deloatch and seconded by Fannie Greene to approve the contract with Mr. Charlie J. Watson to provide inspections services. **Question Called:** *All present voting yes.* **Motion carried.**

Gaston Fire Service District

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain a decision on the proposed increase for Gaston Fire Service District tax from 7 cents to 8 cents.

A motion was made by Charles Tyner and seconded by Fannie Greene to keep the rate at 7 cent for Gaston Fire Service District. **Question Called:** *All present voting yes.* **Motion carried.**

Policy Updates:

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain a motion on the updated and revised personnel policy.

Ms. Turner suggested to the Board a motion to adopt the updated and revised personnel policy as was presented effective July 1, 2017 and allow the Sheriff to obtain his merit for August, 2017.

A motion was made by Charles Tyner and seconded by Geneva Faulkner to approve the recommendation of the County Manager. **Question Called:** *All present voting yes.* **Motion carried.**

Letter to Wildlife Supporting the Boat Landing:

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain approval of a letter to Wildlife Resources Commission in support of the project.

A motion was made by Charles Tyner and seconded by Fannie Greene to approve the letter to Wildlife Resources Commission. **Question Called:** *All present voting yes.* **Motion carried.**

House Bill 467/Senate Bill 460 and Senate Bill 594/House Bill 608:

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain approval of a letter for House Bill 467/Senate Bill 460 and Resolution for Senate Bill 594/House Bill 608 that was prepared by the County Attorney.

A motion was made by Fannie Greene and seconded by Chester Deloatch that the letter and resolution be approved and submitted to State Representatives. **Question Called:** *All present voting yes.* **Motion carried.**

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

**STATE OF NORTH CAROLINA
COUNTY OF NORTHAMPTON**

SERVICE AGREEMENT

THIS AGREEMENT, executed and entered into as of 19 June 2017, by and between the County of Northampton, State of North Carolina, a body politic and corporate, hereinafter called "the County", as party of the first part; and Charlie J. Watson, hereinafter "Watson", as party of the second part;

WITNESSETH:

WHEREAS, Northampton County has no full or part-time employee with the necessary certification from the State of North Carolina required to perform fire inspection services for Northampton County Schools, rest homes, daycare centers, etc., and;

WHEREAS, Watson is licensed by the State of North Carolina as a Level III inspector certified for inspection of plumbing, mechanical and fire inspections. Watson is licensed by the State of North Carolina as a Level II inspector certified for inspection of building and electrical inspections, and;

WHEREAS, the County and Watson reached a verbal agreement for Watson to perform the above described services as an independent contractor for the County on an as needed basis and both parties desire that the terms of said verbal agreement be set forth in the form of a written service agreement.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1. DUTIES AND RELATIONSHIP OF PARTIES:

The County agrees to confer upon Watson the duties of fire inspection of all trades for Northampton County, which inspections shall include, but are not limited to, all building, electrical, plumbing, mechanical and fire inspections. Watson accepts such conferment and agrees to be available to the County during the term of this Agreement for the purposes of fulfilling all necessary inspection services required by the County.

It is expressly understood and agreed that all services performed by Watson under the terms of this agreement shall be on an independent contractor basis. Watson acknowledges and defines himself as being an independent contractor of the County and not an employee or agent thereof, and shall at no time hold himself out as an employee or agent of the County.

SECTION 2. TERM:

This agreement shall continue in full force and effect until terminated by either party as set forth in Section 5 of this Agreement.

SECTION 3. SALARY:

County agrees to pay Watson the sum of \$50 per hour, plus \$.55 per mile in travel or in mileage allowance to and from his Murfreesboro, North Carolina home to Jackson, North Carolina building inspections office, such fees to be payable upon receipt of invoice submitted to the County from

Watson. There shall be no charge for travel time. Watson is to receive no fringe benefits whatsoever and is not to be covered by any County insurance policy or workman's compensation and is not to operate any County motor vehicle.

SECTION 4. OTHER TERMS AND CONDITIONS OF EMPLOYMENT:

During the continuation of this agreement, Watson agrees to be responsible for and keep current all State of North Carolina inspection certification requirements necessary to fulfill the duties herein set forth. Watson also agrees that he will at all times perform his duties under the supervision and direction of Nathan Pearce, Northampton County Assistant Manager.

SECTION 5. TERMINATION:

Each party hereto shall have the right to terminate this agreement at any time upon thirty (30) days of written notice of intention to do so.

SECTION 6. INDEMNIFICATION:

Watson shall defend and indemnify the County against and hold the County harmless from all claims, losses, liabilities, damages and expenses (including attorneys' fees) asserted against or incurred by the County (a) arising from or related to any breach of this agreement by Watson, (b) any injury to or death of any person arising from or related to negligent acts or omissions or wrongful misconduct of Watson or Watson's agents, employees and contractors, and (c) loss of or damage to any property arising from or related to negligent acts or omissions or wrongful misconduct of Watson or Watson's agents, employees and contractors.

SECTION 7. E-VERIFY CERTIFICATION:

Employers and their subcontractors with twenty-five (25) or more employees in the State of North Carolina as defined in Article 2 of Chapter 64 of the North Carolina General Statutes must comply with E-Verify requirements in order to contract with governmental units. E-Verify is a program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees. Watson certifies that he is aware of and in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes. In addition, Watson certifies that to the best of his knowledge, any subcontractors employed by it as a part of this agreement are in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes. Watson acknowledges and agrees that local governments are prohibited from contracting with persons or entities that do not comply with E-Verify requirements and that the County is relying on the certifications set forth herein in order to contract with Watson.

SECTION 8. GOVERNING LAW AND CONSENT TO JURISDICTION:

This agreement shall be construed and enforced with the laws of the State of North Carolina notwithstanding its conflict of law principles. Watson agrees that any legal action or proceeding arising out of or relating to this agreement shall be instituted in the Superior Court of Northampton County, North Carolina. Watson consents to the jurisdiction of such court and waives any objection relating to the basis for personal or in rem jurisdiction or to venue.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed the day and year first above written.

NORTHAMPTON COUNTY, NORTH CAROLINA

By: _____
Robert V. Carter, Chair
Northampton County Board of Commissioners

ATTEST:

Komita Hendricks, Clerk to the Board
Northampton County

Charlie J. Watson (SEAL)

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

Leslie H. Edwards
Leslie H. Edwards, Northampton County Finance Officer

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) 534-1166

**RESOLUTION OF THE
NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SB594 / HB608 FAMILY/CHILD PROTECTION AND ACCOUNTABILITY ACT**

WHEREAS, protecting children from maltreatment is of the utmost importance and is a primary function of county departments of social services; and

WHEREAS, Part I of SB594 / HB608 (Family/Child Protection and Accountability Act), entitled *Regional Social Services Departments; Working Group*, calls for the development of a plan to regionalize the County Department of Social Services into thirty (30) or fewer Regional Departments of Social Services; and

WHEREAS, hundreds of children, families and adults are served each day by the Northampton County Department of Social Services; and

WHEREAS, over the past several years Northampton County has observed positive results in child welfare through multiple programs administered by the Northampton County Department of Social Services; and

WHEREAS, this Board attests that these positive results have been achieved through collective County vision, agency mission, commitment and persistence; they have been achieved through vital community partnerships with agencies such as the court system, Guardian ad Litem program, local school system, community college system, law enforcement and multiple other partner agencies; and

WHEREAS, this Board believes the child welfare and protection system in Northampton County is not broken and it is not in need of an extreme structural change; and

WHEREAS, this Board wants what is best for Northampton County's children and families; it supports a thorough and inclusive study to determine the most effective approach for our State as a whole; and it urges the North Carolina General Assembly to consider that perhaps one-size will not fit all; and

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) 534-1166

WHEREAS, changing the administrative structure of social services within our State is not a small endeavor; we must thoroughly study and evaluate what will be the best structural model for our State; this Board believes all stakeholders such as County Directors of Social Services, County Boards of Social Services, County Boards of Human Services, Social Services Attorneys, County Commissioners and County Managers should be included in determining the best model for social services administration in our State.

NOW THEREFORE, BE IT RESOLVED, that we, the Northampton County Board of Commissioners, oppose SB594 / HB608 as currently drafted and implore the State of North Carolina and the members of the North Carolina General Assembly to be diligent, thoughtful, proactive and open-minded regarding possible service delivery models for social services administration in the State of North Carolina. This Board further urges the members of the North Carolina General Assembly, and specifically Senator Erica Smith-Ingram and Representative Michael H. Wray, to support amendments to Part I of SB594 / HB608 which would require a study commission to thoroughly evaluate all possible models of social services administration and include all stakeholders in the study process prior to a decision being made regarding a specific model.

This the 19th day of June, 2017.

Robert V. Carter, Chair
Northampton County Board of Commissioners

ATTEST:

Komita Henricks, Clerk to the Board

BATTLE, WINSLOW, SCOTT & WILEY, P. A.

MARSHALL A. GALLOP, JR.
G. VINCENT DURHAM, JR.
M. GREG CRUMPLER
W. DUDLEY WHITLEY, III
KATHERINE WIGGINS FISHER
A. SCOTT McKELLAR *
ELEANOR M. REDHAGE
WILLIAM A. FULLY, II

ATTORNEYS AT LAW
2343 PROFESSIONAL DRIVE
POST OFFICE BOX 7100
ROCKY MOUNT, NORTH CAROLINA 27804-0100

TELEPHONE: (252) 937-2200
FACSIMILE: (252) 937-8100

www.bwsw.com

SAMUEL S. WOODLEY, JR.
RANDALL B. PRIDGEN
OF COUNSEL

KEMP D. BATTLE (1888-1971)
FRANCIS E. WINSLOW (1888-1976)
ROBERT M. WILEY (1925-1998)

* Board certified specialist
in bankruptcy law

June 19, 2017

WRITER'S E-MAIL:
smckellar@bwsw.com

VIA FIRST-CLASS MAIL & E-MAIL

Representative Michael H. Wray
North Carolina House of Representatives
300 N. Salisbury Street, Room 503
Raleigh, NC 27603-5925
michael.wray@ncleg.net

Re: Session Law 2017-11, House Bill 467 / Senate Bill 460
An Act to Clarify the Remedies Available in Private Nuisance Actions
Against Agricultural and Forestry Operations

Dear Representative Wray:

I have been instructed to write you on behalf of the Northampton County Board of Commissioners regarding the bill referenced above, which you sponsored in the House and which was enacted into law on May 11, 2017.

As you know, multiple commercial hog farming operations are located in Northampton County. The hog farms spray adjoining fields with liquified swine waste that causes offensive odors and could potentially create health, environmental or other problems to nearby County landowners. The Board believes that the property rights of its citizens should not be curtailed in favor of the hog industry. As Governor Cooper stated in his veto of the bill, "... nuisance laws can be used to protect property rights and make changes for good. Special protection for one industry opens the door to weakening our nuisance laws in other areas which can allow real harm to homeowners, the environment and everyday North Carolinians."

Accordingly, the Board wanted me to convey to you its opposition to this bill and its disappointment that you sponsored it. It hopes you will reconsider your position on this matter and take future action to restore the rights lost to the citizens of Northampton County.

Very truly yours,

A. Scott McKellar
Northampton County Attorney

Engineering Plans for Squire Road:

Mr. Jason Morris, Public Works Director, appeared before the Board to obtain approval of Engineering Plans for the waterline relocation for Squire Road and obtain approval for a Designated Authorized Representative.

A motion was made by Fannie Greene and seconded by Chester Deloatch to approve the engineering plans prepared by Green Engineering, PLLC for the water line relocation on Squire Road and appoint the County Manager as the authorized representative to sign documents related to the permit application. **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 19, 2017

Reference: Approval of Engineering Plans and Designation of Authorized Representative to Sign Permit Application

Purpose: The purpose of this decision paper is to obtain approval by the Board of Commissioners of the Engineering Plans for the waterline relocation for Squire Road and obtain approval for a Designated Authorized Representative for the Board of Commissioners.

Facts:

1. Plans prepared by Green Engineering have been submitted and approved by the Northampton County Public Works Department.
2. Plans must be submitted to NCDEQ to be approved before construction can begin.
3. Authorized designee needed to sign related documents for permit application to speed the application process.

Discussion: Application and engineering plans are ready for submittal to NCDEQ for the review process.

Recommendation: It is the recommendation of the Public Works Department that the Board of Commissioners accept and approve the engineering plans prepared by Green Engineering, PLLC for the water line relocation on Squire Road and appoint the county manager as the authorized representative to sign documents related to the permit application.

Respectfully submitted,


Jason S. Morris
Public Works Director

Coordination:

Finance Officer

Concur _____

Non-concur _____

Concur with comment _____

County Manager

Concur _____

Non-concur _____

Concur with comment _____

Action by Decision Makers

Approve _____

Disapprove _____

Other _____

**North Carolina Department of Environmental Quality
Division of Water Resources
Public Water Supply Section**

Application for Approval of Engineering Plans and Specifications For Water Supply Systems

Applicant	Design Engineer
Northampton County, North Carolina <small>(Name of Board, Council or Owner - the Applicant)</small>	Jonathan L. Meade, Ph.D, P.E. <small>(Name of Design Engineer of Record)</small>
Kimberly Turner, County Manager <small>(Name and Title of Authorized Official or Representative of the Applicant)</small>	Green Engineering, PLLC <small>(Name of Engineering Firm)</small>
108 W. Jefferson St. <small>(Mailing Address)</small>	P.O. Box 609 <small>(Mailing Address)</small>
Jackson, NC 27845 <small>(City, State & ZIP)</small>	Wilson, NC 27894 <small>(City, State & ZIP)</small>
252-534-2501 <small>(Phone Number)</small>	252-237-5365 <small>(Phone Number)</small>
252-534-1166 <small>(FAX Number)</small>	252-243-7489 <small>(FAX Number)</small>
Kimber.Turner@nhcnc.net <small>(Email address)</small>	j.meade@greeneng.com <small>(Email address)</small>
 <small>(Signature of Authorized Official or Representative of the Applicant)</small>	

Project Name: Northampton County Water System-Squire Rd. Water System Improvements
(Name of Project to appear on Public Water Supply Section records and tracking system)

This project will include relocation and installation of approximately 850 LF of 6-inch SDR-21(200PSI rating)PVC water mains and 275 LF of 2-inch SDR-21(200PSI rating)PVC water mains, and installation of 1 EA Fire Hydrant Assemblies and 2" Post Hydrant with misc. compact fittings and other appurtenances.
(description of project)

located 3.4 miles west of the Town of Gaston along Squire Rd. at the intersection of NC Highway 46 and Squire Rd.,
(general location of project)

in Northampton County.

Date _____
(for DEQ use only)

Serial No. _____
(for DEQ use only)

Application for Approval of Engineering Plans and Specifications for Water Supply Systems

To: Division of Water Resources,
Department of Environmental Quality

The **Applicant** applies under and in full accord with the provision of NCGS 130A-317, and such other statutes and rules as relate to public water systems. The **Authorized Official or Representative** of the **Applicant** represents that he is authorized to act for the **Applicant**. The **Authorized Official or Representative** of the **Applicant** understands and agrees to the following:

1. The **Applicant** shall not award contracts or begin construction without first receiving "Authorization to Construct" from DEQ.
2. The **Applicant** shall make no change or deviation from the engineering plans and specifications approved by DEQ except as allowed by 15A NCAC 18C .0306 or with the written consent and approval of DEQ.
3. The **Applicant** shall obtain Final Approval in accordance with 15A NCAC 18C .0306 prior to placing the project (or any portion thereof) into service.
4. Digital (PDF) submittals are true image copy of the original sealed/signed documents.

An authorized representative of the **Public Water System** (not always the same as the **Applicant**) is to complete and sign the following WSMP section.

Status of Water System Management Plan (WSMP)

Check one of the following, and if applicable, provide the required information:

- ☐ The WSMP for the project, as defined in the attached engineering plans and specifications, has not been submitted.
- ☐ Three copies of the WSMP for the project, as defined in the attached engineering plans and specifications, are submitted with this application.
- ☒ The WSMP that includes this project, as defined in the attached engineering plans and specifications, was previously submitted.

Provide the following:

Public Water System Name: Northampton-Lake Gaston

Owner Name: Northampton County, N.C.

Water System No.: NC 04-66-110

Serial Number of Deemed Complete WSMP: 99-02455

By my signature below, I certify that the previously submitted WSMP contains the information required by 15A NCAC 18C .0307(c) for the project defined in the attached engineering plans and specifications.

Kimberly Turner
(Type or print name of authorized representative of Public Water System)

County Manager
(Title of authorized representative of Public Water System)

(Signature of authorized representative of Public Water System)

(Date)

Application for Approval of Engineering Plans and Specifications for Water Supply Systems

In accordance with NCGS 130A-328, the Public Water Supply Section charges a fee for plan review. **Any documents submitted for review must be accompanied by a check payable to DEQ-Public Water Supply Section before the review will begin.**

There is a \$25 fee for returned checks.

The charges for review of plans are shown below. Check one of the following.

Distribution System fees

- | | | |
|-------------------------------------|---|--------------|
| <input checked="" type="checkbox"/> | Construction of water lines, less than 5000 linear feet | \$150 |
| <input type="checkbox"/> | Construction of water lines, 5000 linear feet or more | \$200 |
| <input type="checkbox"/> | Other construction or alteration to a distribution system | \$ 75 |

Ground Water System fees

- | | | |
|--------------------------|--|--------------|
| <input type="checkbox"/> | Construction of a new ground water system or adding a new well | \$200 |
| <input type="checkbox"/> | Alteration to an existing ground water system | \$100 |

Surface water system fees

- | | | |
|--------------------------|---|--------------|
| <input type="checkbox"/> | Construction of a new surface water intake or treatment facility | \$250 |
| <input type="checkbox"/> | Alteration to existing surface water intake or treatment facility | \$150 |

Other fees

- | | | |
|--------------------------|--|--------------|
| <input type="checkbox"/> | Water System Management Plan review | \$ 75 |
| <input type="checkbox"/> | Miscellaneous changes or maintenance not covered above | \$ 50 |

Notes:

1. Projects for Tank Rehabilitation use separate "Application for Water Tank Reconditioning Plan Approval."
2. The fee is not refundable if the plans are not approved.
3. Revisions to plans to address the Public Water Supply Section's or other state agency's comments do not incur an additional fee.
4. If one set of plans has multiple related items (such as a new well with construction of water lines) only one fee must be submitted for highest price item. The amounts are not cumulative, except for fees for Water System Management Plans.
5. **If the appropriate plan review fee is not received within ten days after the receipt of plans, specifications, and reports for approval, then all plan documents will be recycled. A new set of documents must then be submitted with the appropriate fee for approval.**

This approval does not address all applicable laws, rules, standards and criteria, and other approvals and licenses that may be required by the local, state or federal government.

The Public Water Supply Section has stamped and sealed the official copies of plans and specifications accompanying this application with the serial number of this application _____. Any erasures, additions or alterations of the proposed improvements except those permitted in 15A NCAC 18C .0306 make this approval null and void.

This approval does not constitute a warranty of the design, construction or future operation of the water system.

Signed: _____

Robert W. Midgette, P.E., Operations Branch Head
Public Water Supply Section
Division of Water Resources

Application for Approval of Engineering Plans and Specifications for Water Supply Systems

Other Information and Checklist Page

- ☒ Attached is a check for the proper plan review fee amount, in accordance with NCGS 130A-328. See note 4 on page 3.

This submittal includes one paper original with two digital (PDF) CDs of the following items, each item in separate folders:

- ☒ This completed "Application for Approval of Engineering Plans and Specifications for Water Supply Systems"
- ☒ The sealed plan drawings, separate file in PDF format for each drawing. Cover sheet must include drawings index;
- ☒ The project-specific Engineering Report (ER) describing the scope and purpose of the project and addressing each of the items listed in 15A NCAC 18C .0307(b), including the design basis of the project. [15A NCAC 18C .0307(b) (12)];
- ☒ Specifications for this project; **OR**
- ☐ The project will use the following system's previously approved standard specifications for waterline extensions:

Name of System: _____

Serial Number: _____

The Serial Numbers for previously approved standard specifications can be found at the following website:

<http://www.ncwater.org/?page=424>

One of the following:

- ☐ Attached is a letter signed by an authorized representative of the Public Water System agreeing to serve the project and stating that the system has adequate supply;

OR

- ☒ The **Applicant** is the Public Water System.

If the project has sought funding (for example, DWSRF loan) list the program and (if available) the application or funding number below:

Program Name	Application or Funding Number, if available

- Yes No
- ☐ ☒ Project will be completed with significant expenditure of state moneys, greater than ten million dollars (\$10,000,000) in accordance with G.S. 113A-9 (7a).
- ☐ ☒ Project will cause substantial, permanent land-disturbing activity of an area greater than 10 acres of public lands in accordance with G.S. 113A-9 (11).

NORTHAMPTON COUNTY WATER SYSTEM
SQUIRE RD. WATER SYSTEM IMPROVEMENTS

NORTHAMPTON COUNTY
NORTH CAROLINA

COUNTY MANAGER
KIMBERLY TURNER

ASSISTANT COUNTY MANAGER
NATHAN PEARCE

PUBLIC WORKS DIRECTOR
JASON MORRIS

COUNTY COMMISSIONERS
ROBERT V. CARTER - CHAIRMAN
CHESTER DELOATCH - VICE-CHAIRMAN
CHARLES R. TYNER
GENEVA RIDDICK
FANNIE P. GREENE



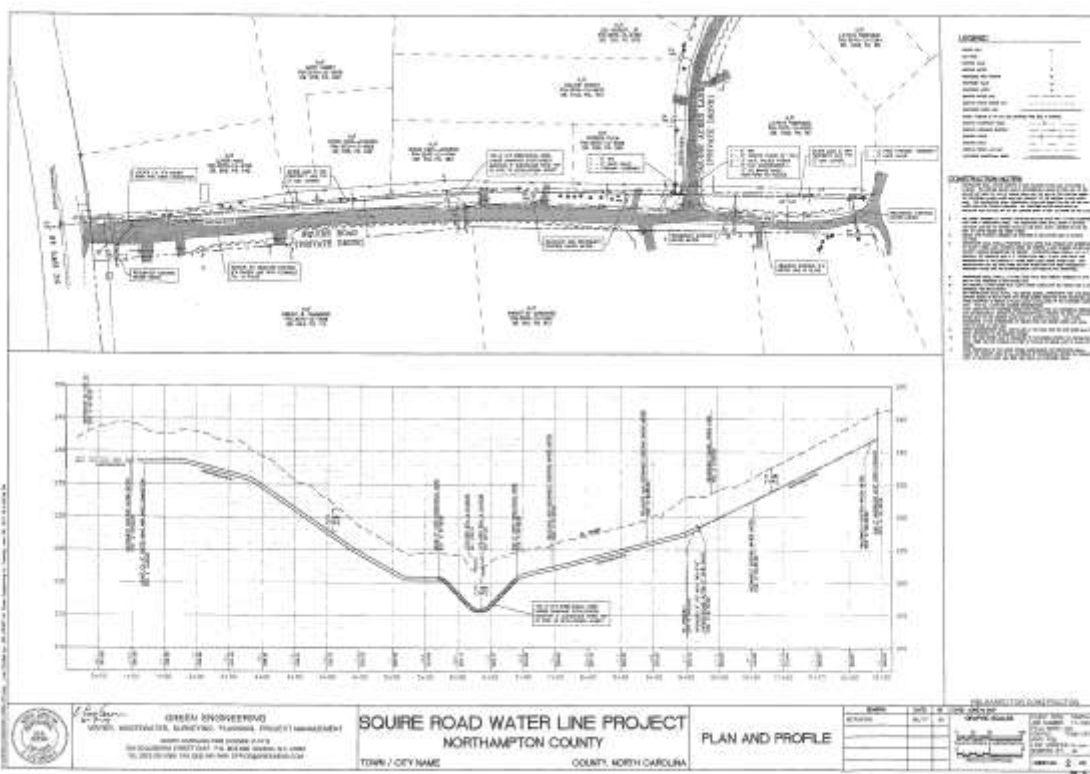
LOCATION MAP
FIGURE 5-100

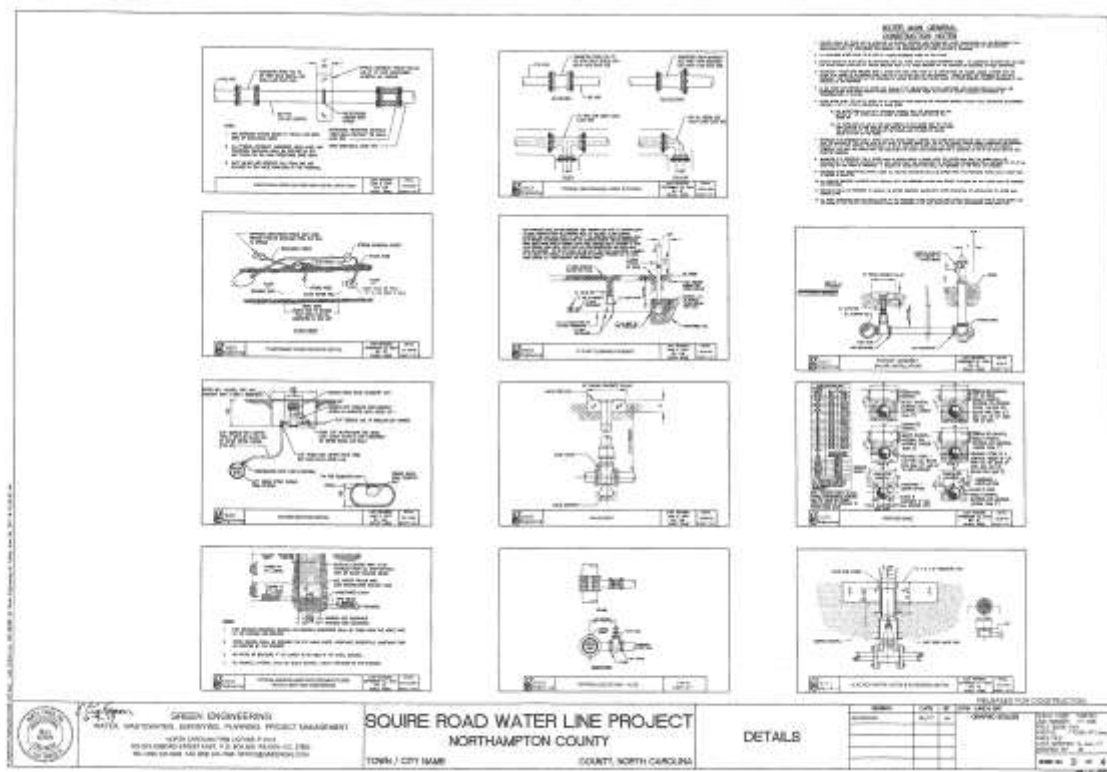


GREEN ENGINEERING
WATER, WASTEWATER, SURFICIAL FLUVIALS, PROJECT MANAGEMENT
ALL FORMS OF CIVIL
900 COLONY RD. S.W. • FORT WORTH, TEXAS 76106
TEL: 817.342.1660 • FAX: 817.342.1661 • WWW.GREENENGINEERING.COM

CENTRAL:

INDEX	ENTRY NAME
1	CLARK, WENDY
2	CLARK, WENDY WENDY
3	CLARK, WENDY WENDY
4	CLARK, WENDY WENDY
5	CLARK, WENDY WENDY
6	CLARK, WENDY WENDY





Chairman Carter extended an invitation to Dr. Jimmy Tate, RCCC President to address the Board.

Dr. Tate, President RCCC, thanked the Board for their generous support to the college. Dr. Tate stated that in December they were able to move into the Creekville site in the middle of budget year. He also stated some of the courses that are offered at the site and future classes. Dr. Tate stated he is here to ask for an extra contribution to help support the students at Northampton High School with transportation needs to and from the Creekville campus.

Citizens/Board Comments:

Chairman Carter called for Citizens Comments.

None heard.

Chairman Carter called for Board Comments.

Commissioner Tyner thanked the citizens for attending. He also made comments in reference to the Budget Public Hearing on June 27 at 1:00 pm. He reminded everyone the reason for him being a part of the Board and it's a process of moving Northampton County forward.

Vice-Chairman Deloatch stated that he echoes the statement from Commissioner Tyner.

Commissioner Greene made comments in reference to pollen and farmers spraying in the fields.

Commissioner Faulkner thanked the citizens and Delta's for attending. She made comments referencing joining Committees/Boards and the Budget Public Hearing.

Ms. Kimberly Turner, County Manager, provided the Board an update on the Audit. She also made comments referencing the Budget Public Hearing and where the Budget can be viewed.

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

Komita Hendricks, Clerk to the Board
"r.m. 06-19-17"

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 2

Agenda Time: 10:00

Presenter and/or Subject Matter:

Approval of Closed Meeting Minutes for June 19, 2017

(omitted)

Komita Hendricks
Clerk to the Board

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 3

Agenda Time: 10:00

Presenter and/or Subject Matter:

Approval of Special Meeting Minutes for June 27, 2017

(omitted)

Komita Hendricks
Clerk to the Board

3 Special Meeting Minutes for June 27, 2017

Special Called Meeting Northampton County June 27, 2017

Present: Robert Carter, Fannie Greene, Chester Deloatch, Geneva Faulkner, and Charles Tyner

Others Present: Kimberly Turner, Nathan Pearce, Leslie Edwards, and Komita Hendricks

Chairman Carter called the meeting to order.

Commissioner Tyner gave the Invocation.

A motion was made by Fannie Greene and seconded by Chester Deloatch to approve the agenda for June 27, 2017. **Question Called:** *All present voting yes.* **Motion carried.**

A motion was made by Chester Deloatch and seconded by Fannie Greene to recess Regular Meeting and enter into a Public Hearing. **Question Called:** *All present voting yes.* **Motion carried.**

Chairman Carter called the Public Hearing in session.

Ms. Kimberly Turner, County Manager, appeared before the Board to hold a Budget Public Hearing to present the Proposed General Fund Operating Budget for the fiscal year beginning July 1, 2017 for the Board's consideration and approval.

Ms. Turner started with her FY 2017-2018 Budget Message, and gave a presentation on Projected Revenues, Projected Expenditures, and Property Tax Expenditures.

Chairman Carter called for Board questions.

Commissioner Faulkner asked if the education portion includes community colleges and the public school system.

Ms. Turner replied it does.

Chairman Carter wanted to note that the General Fund Operating Budget is \$32,737,122 with no change to Ad Valorem Tax Rate of \$0.92 per \$100 of value.

Chairman Carter called for questions from the public.

None were heard.

Chairman Carter declared the Public Hearing closed.

A motion was made by Chester Deloatch and seconded by Geneva Faulkner to close the public hearing. **Question Called:** *All present voting yes.* **Motion carried.**

A motion was made by Fannie Greene and seconded by Geneva Faulkner to reconvene the regular session. **Question Called:** *All present voting yes.* **Motion carried.**

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



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 27, 2017

Northampton County Board of Commissioners
Jackson, NC 27845

RE: FY 2017-2018 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, 2017 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, 2017. The public hearing for the budget is scheduled for today, June 27, 2017 at 1:00 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 17-18 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 \$1,196,747 appropriation from the undesignated fund balance. One cent on the tax rate generates \$191,912.

This budget provides for a decrease of \$73,876 in General County Government; a \$22,948 or a 0.3% 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 2017-2018 Budget Message
 June 27, 2017
 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 \$32,737,122 which reflects a decrease of \$982,115 or a 3% decrease compared to current funding levels. This budget satisfies a debt liquidation schedule of \$1,562,341 of which \$778,898 is Schools; \$784,443 is general County debt; and, retains a Contingency Fund in the amount of \$150,000.

CAPITAL PROJECTS

Expected capital projects include renovations to the historic courthouse, renovations to the former Department of Social Services building, wastewater extension project from the Town of Seaboard to West Fraser, and the Severn Peanut Building Re-Use Project. When complete, these projects will expend approximately \$3,429,577.


NORTHAMPTON COUNTY SCHOOLS

This budget appropriates \$4,253,000 to the Northampton County School System. Of that amount, \$3,500,000 is allotted to current expense; \$695,000 to Capital Outlay; and \$58,000 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. Komita Hendricks, Clerk, Northampton County Board of Commissioners

Northampton County



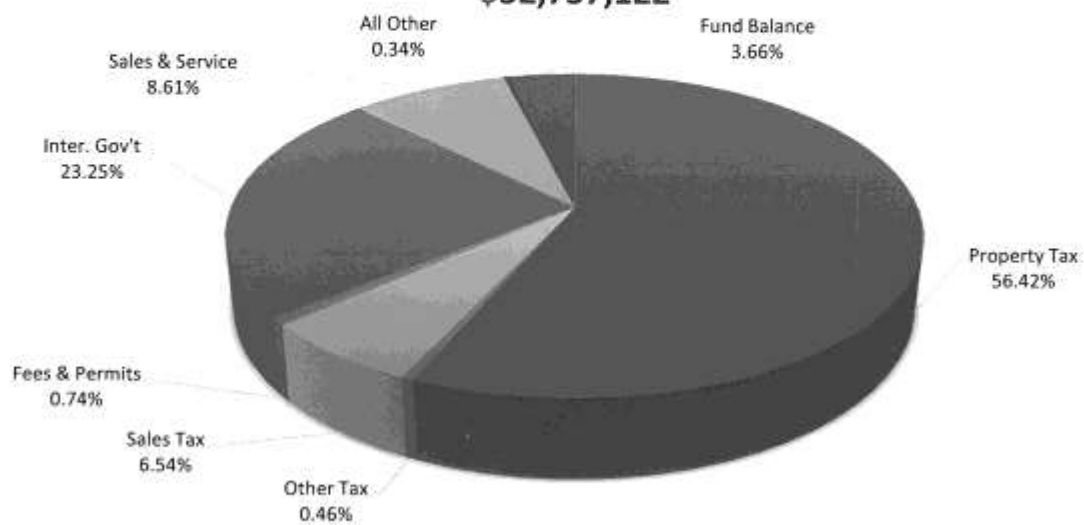
"A Great place to raise families, profits, and expectations"

FY 2017/2018

Projected Revenues By Sources

FY 2018

\$32,737,122

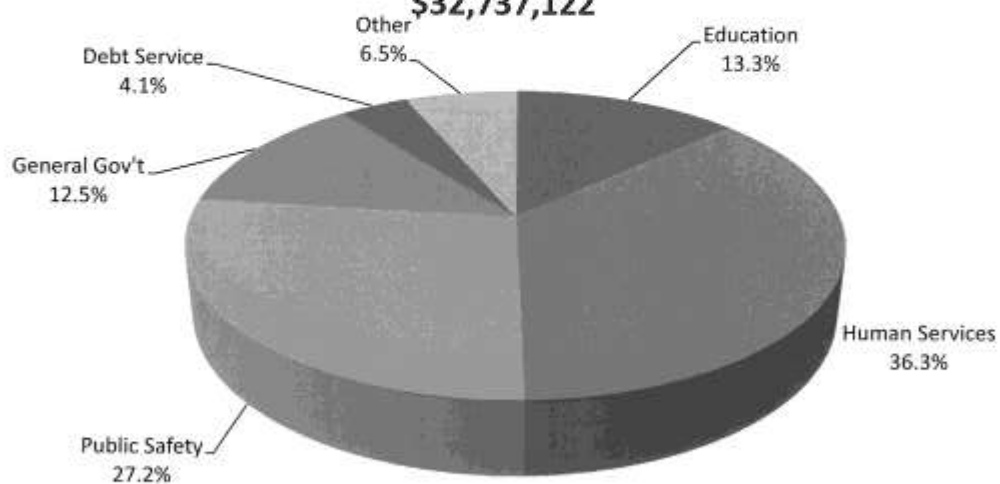


FY 2017/2018

Projected Expenditures By Function

FY 2018

\$32,737,122



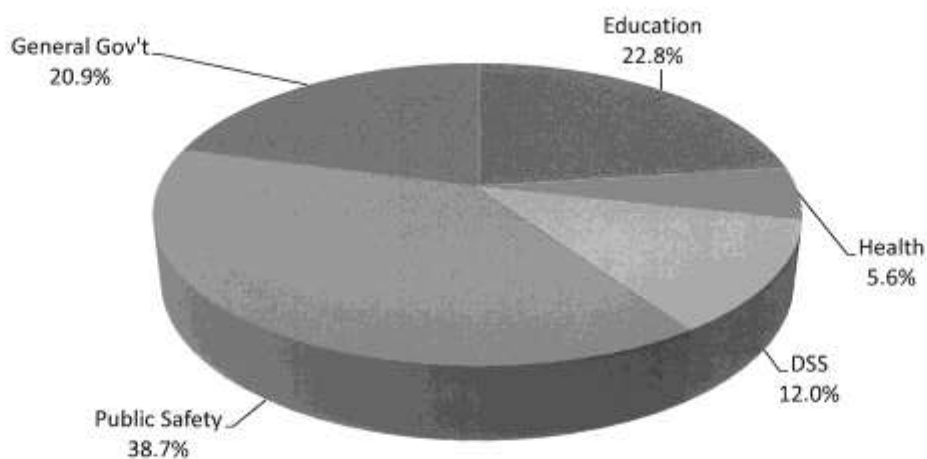
FY 2017/2018

Property Tax Expenditures

By Function

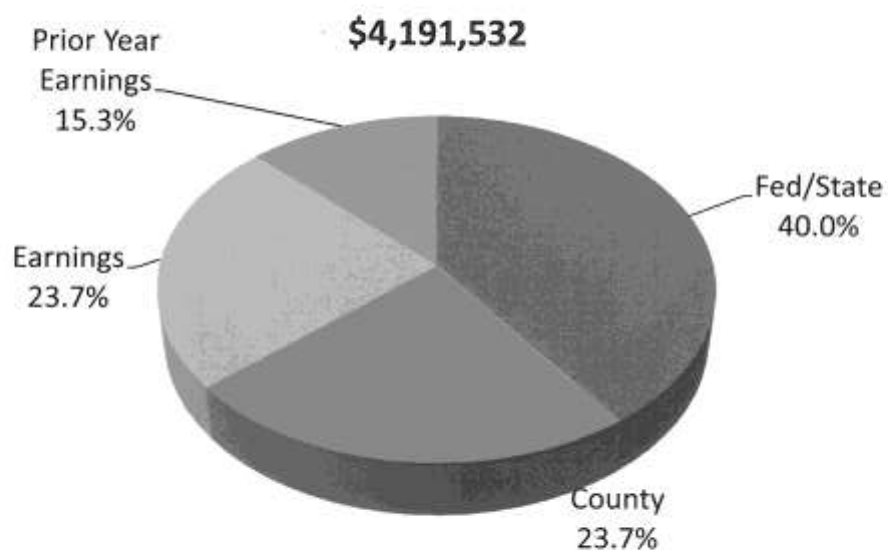
FY 2018

\$17,689,330



FY 2017/2018

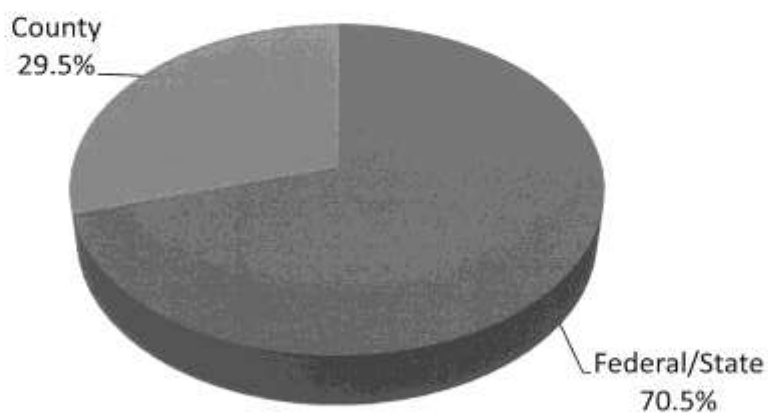
Health Revenue By Source



FY 2017/2018

DSS Revenue By Source

\$7,204,669



FY 2017/2018

Adoption of FY 17-18 General Fund Operating Budget:

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain approval and formal adoption by the Board of Commissioners of Northampton County's Fiscal Year 2017-2018 General Fund Operating Budget.

Commissioner Tyner stated to the Board to consider a Contingency Budget until the completion of the audit and receive fund balance.

A motion was made by Fannie Greene and seconded by Chester Deloatch to approve and adopt the FY 2017-2018 General Fund Operating Budget as presented in the amount of \$32,737,122.

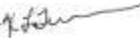
Question Called: *Yes (Commissioners Carter, Deloatch, and Greene); No (Commissioner Faulkner, Tyner).* **Motion carried.**

Chairman Carter applauded the County Manager, Finance Officer, and Staff for a hard and dedicated job well done in preparing a budget.

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

DECISION PAPER

TO: The Northampton County Board of Commissioners

FM: Ms. Kimberly L. Turner, County Manager 

DT: June 27, 2017

RF: Adoption of FY 2017-2018 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 2017-2018 General Fund Operating Budget.

FACTS:

1. The total general fund operating budget is \$32,737,122 and reflects a decrease of \$982,115 or a 3% decrease compared to current year budget.
2. This budget requires a \$1,196,747 appropriation from the un-designated fund balance.
3. This budget satisfies a debt liquidation schedule of \$1,562,341.
4. This budget requires no increase in the ad valorem tax rate.
5. This budget does provide for merit increases, longevity pay, and Christmas bonuses for employees; health insurance premium costs of 90/10 wherein the County pays 90 percent and employees pay 10 percent; and critical capital outlay in the amount of \$291,906.
6. This budget provides for a mileage reimbursement rate of \$0.55 per mile.

DISCUSSION:

The FY 17-18 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 2017-2018 General Fund Operating Budget as presented and in the amount of \$32,737,122.

Coordination:

Finance Officer:

Concur  _____

Non-concur _____

Concur with comments _____

Action by the Commissioners:

Approved: _____
 Disapproved: _____
 Other: _____

FISCAL YEAR 2017-2018

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, 2017 and ending June 30, 2018 in accordance with the chart of accounts heretofore established for Northampton County:

I. <u>General Government:</u>		
1 Governing Body	112,230	
2 Administration	238,651	
3 Human Resources	207,235	
4 Finance	639,504	
5 Tax	601,397	
6 Land Records Management	180,757	
7 Legal	70,375	
8 Court System	18,400	
9 Board of Elections	233,224	
10 Register of Deeds	216,348	
11 Buildings and Grounds	918,287	
12 MIS	269,626	
13 Central Stores	200	
14 Insurance-Retirees	284,452	
15 Central Garage	101,370	
16 Bulk Fuel	5,000	
Total General Government		\$ 4,097,056
II. <u>Public Safety:</u>		
17 Building Inspector	181,457	
18 Sheriff	2,373,741	
19 Sheriff's Execution Account	27,000	
20 Sheriff's School Resource Officers	141,858	
21 Jail	1,363,791	
22 Youth Detention	30,000	
23 Emergency Communications	867,951	
24 Emergency Management	133,317	

Page 2 of 16
6/26/2017
2017-2018 Budget Ordinance

25 Volunteer Fire Department	14,500		
26 Medical Examiner	12,000		
27 Ambulance Service	3,314,726		
28 Animal Control	90,461		
29 Tri County Airport	20,000		
30 Regional Airport Contribution	25,000		
31 CPTA	2,500		
32 Contribution to Rescue Squads	14,000		
33 Recidivism Reduction Services	305,858		
Total Public Safety		\$	8,918,160
III. <u>Environmental Protection:</u>			
34 Soil Conservation	109,227		
35 Forestry Program	94,584		
36 Drainage and Watershed	4,000		
37 Lake Gaston Weed Control	116,000		
38 Four Rivers	500		
39 RR Partners	1,000		
Total Environmental Protection		\$	325,311
IV. <u>Contributions to Outside Agencies</u>			
40 Upper Coastal Plains	9,733		
41 Senior Tarheel Leg.	600		
42 Caswell	390		
43 CADA	2,500		
44 Rest Home Committee	1,200		
Total Contributions to Outside Agencies		\$	14,423
V. <u>Economic/Physical Development:</u>			
45 Planning	149,402		
46 Economic Dev. Commission	182,199		
47 Talon Building	5,000		
48 Cooperative Extension	274,558		
49 Northampton Chamber of Commerce	18,459		
50 Lowe's Solid Waste Pick-Up	170,000		
51 Enviva Incentive	367,370		
Total Economic/Physical Development		\$	1,166,988

VI. Human Services:

Health:

52 Health	811,021	
53 Communicable Diseases	7,440	
54 Healthy Start Initiative	-	
55 Immunization Plan	9,014	
56 Aid to Counties	90,329	
57 Family Planning Outreach	-	
58 Carolina Access III	-	
59 TB Program	33,437	
60 Community Health	-	
61 Jail Site Testing	58,587	
62 Breast and Cervical Cancer	17,030	
63 Home Health	1,097,114	
64 School Nurse Funding	150,000	
65 Healthy Communities	40,712	
66 Child Health	88,011	
67 Child Service Coordinator	50,515	
68 Health Check	40,243	
69 Maternal Child Health	124,323	
70 Family Planning	263,599	
71 Adult Health	41,947	
72 Head Start	34,152	
73 WIC Programs	116,235	
74 Wise Woman Project	12,531	
75 Bioterrorism	31,664	
76 Environmental Health	197,274	
77 Home Delivered Meals	101,290	
78 Wic Breastfeeding Peer Counselor	7,351	
79 Nurse Family Partnership	543,141	
80 Nurse Family Partnership - Nash	125,000	
81 Pregnancy Care Mgmt.	71,745	
82 Aids Program	26,604	
83 Prescription Drugs	1,123	
84 Mosquito Control	-	
85 STD Prevention	100	
86 Susan G. Komen	-	
Sub-Total Health	\$	4,191,532

VII. Other Human Services:

87 CBA	87,873		
88 Mental Health	81,614		
89 Veterans Service	50,952		
90 DSS's County Share	2,122,299		
91 Elderly & Handicapped Tran.	111,153		
92 JCPC	5,241		
93 Office on Aging	55,195		
94 Home & Community Block Grant	91,755		
95 Family Care Giver	-		
96 RPO	6,649		
97 Block Grant Match	-		
98 County Match -CBA Programs	8,888		
99 Roanoke Domestic Violence	-		
100 Kings Kitchen	1,000		
Subtotal Other Human Services		\$	2,622,619

VIII. Education:

101 School's Current Expense	3,500,000		
102 Fines & Forfeitures	58,000		
103 School's Capital Outlay	695,000		
104 Halifax Community College	30,000		
105 Roanoke-Chowan Community College	60,000		
106 NCHS - Electric Vehicle Rally	-		
Total Education		\$	4,343,000

IX. Cultural and Recreation:

107 Library	156,430		
108 Recreation	264,514		
109 Recreation Programs	-		
110 Museum	4,000		
111 Cultural Arts/Recreation	8,378		
Total Cultural and Recreation		\$	433,322

X. Transfers:

112 Debt Service	1,342,341		
113 Tax Revaluation	50,000		
114 Transfer to Solid Waste Fund	-		
115 Transfer to schools capital reserve	-		
Total Transfers		\$	1,392,341

XI.	<u>Contingency:</u>		
	116 Contingency	150,000	
	Total Contingency	\$	150,000
XII	Less COL	\$	-
	Less Insurance Saving	\$	-
	Total General Fund Expenditures	\$	27,654,752
XIII	<u>DSS Federal and State</u>		
XIV	Expenditures		\$5,082,370
	TOTAL OPERATING BUDGET	\$	32,737,122

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. Taxes Ad Valorem:

1 Current Year Taxes	17,689,330		
2 Prior Year Taxes	570,000		
3 Interest on Back Taxes	183,000		
4 Penalty on Back Taxes	20,000		
5 Return Check Charge	1,000		
6 Ahoskie Drainage	5,500		
7 Tax Foreclosure	-		
Sub-Total Taxes		\$	18,468,830

II. Other Taxes and Licenses:

8 Occupancy Tax	1,500		
9 Privilege Licenses	900		
10 Excise Tax	80,000		
11 Beer and Wine Tax	62,000		
12 Utility Tax	5,000		
Sub Total Other Taxes		\$	149,400

III. Sales Tax:

13 ½ Cent Sales Tax	300		
14 1% County	300,000		
15 ½ Cent -County	640,000		
16 ½ Cent - School	600,000		
17 Additional Sales Tax	600,000		
Sub-Total Sales Tax		\$	2,140,300

IV. Intergovernmental-Unrestricted:

18 Court Costs	17,000		
19 Indirect Cost-Enterprise	107,278		
20 ABC Profits	-		
21 Emergency Food	2,100		
22 DSS Indirect Cost Reimbursement	-		
Sub-total Intergovernmental		\$	126,378

V. Grants:

23 Aging Block Grant	91,755		
24 Recidivism Reduction Services	305,858		
25 Soil/Water	18,000		
26 Emergency Management	20,000		
27 ROAP	-		
28 DOT-Rural Public Transportation	51,181		
29 Cultural Arts Grant	8,378		
Sub-Total Grants		\$	495,172

VI. Inter-Governmental Restricted:

30 ABC 5 cent Bottle Tax	4,000		
31 ABC 1 cent Bottle Tax	200		
32 Court Facility Fees	20,000		
33 Fines and Forfeitures	52,000		
34 Elderly and Handicapped	59,972		
35 Recreation Booster	8,000		
36 CBA	94,114		
Sub-Total Inter-Governmental Restricted		\$	238,286

VII. Health Revenues:

39 Health Aid-Designated (Aid to Counties)	83,036	
40 Health Aid (Regular Health)	21,240	
41 Communicable Disease	2,440	
42 Immunization Action	9,014	
43 TB	15,904	
44 Comprehensive Breast/Cervical Cancer	-	
45 Smart Start	-	
46 Mosquito Control	-	
47 Child Health	39,062	
48 Child Health Medicaid	22,000	
49 Child Service	50,515	
50 Child Service Medicaid	-	
51 United Way	2,000	
52 MCH	17,152	
53 MCH-Medicaid	13,000	
54 Family Planning	87,043	
55 Family Planning-Medicaid	16,500	
56 Adult Health-Medicaid	3,500	
57 Head Start	34,211	
58 WIC	116,235	
59 Aging Block Grant	70,000	
60 AIDS (State - TB)	16,403	
61 Aging-USDA	7,971	
62 Wic Breast Feeding Peer Counseling	-	
63 Wise Woman	12,531	
64 Healthy Start-Initiative	-	
65 Environmental Health Fees	-	
66 Bioterrorism Prepared Response	31,664	
67 VD Medicaid Reimbursement	5,000	
68 HIV-STD	1,123	
69 Family Planning Outreach	-	
70 Community Health Grant	-	
71 Jail Site Testing	58,587	
72 Pregnancy Care Management	69,700	
73 School Nurse Funding	150,000	
74 BCCCP	10,200	
75 Healthy Communities	36,174	
76 Nurse Family Partnership	543,141	
77 Nurse Family Partnership - Nash	125,000	
78 Susan K Grant	-	
79 STD Preventive	100	
Sub-total Health	\$	1,670,446

VIII. Permits and Fees:

77 Civil Licenses Revocation	1,000	
78 Insulation Fees	3,000	
79 Register of Deed Fees	80,000	
80 Marriage Licenses	3,000	
81 Building Permits Fees	65,000	
82 Plumbing Fees	5,100	
83 Mechanical Fees	11,000	
84 Electrical Inspections	27,000	
85 Home Owner	2,000	
86 Zoning Permits	8,000	
87 Fire Safety Inspection	1,500	
88 Concealed Weapons Permits	20,000	
89 Jail-Social Security Reimb	1,800	
90 Re-inspection Fees (Other)	4,000	
91 Wellness Center Membership	8,500	
Sub-Total Permits and Fees		\$ 240,900

IX. Sales and Services:

92 Computer Generated Revenue	1,000	
93 Sheriff's Fees	16,000	
94 Reimbursement - School Resource Officers	141,858	
95 Jail Fees-Clerk of Court	500	
96 Inmate Housing-SMCP Program	120,000	
97 Inmate Housing-State	200,000	
98 Rescue Squad Fees	800,000	
99 Town Motor Vehicle Collection Fees	21,000	
100 Ambulance Medicaid Reimbursement	320,000	
101 Municipal Elections	300	
102 Sale of Assets	-	
Sub-Total Sales & Services		\$ 1,620,658

X. Sales & Services-Health:

103 Animal Control Fees	700	
104 Clinic Fees	8,000	
105 Pap Smears	-	
106 Home Health Third Party	1,117,114	
107 Environmental Health Fees	12,000	
108 Meals Program Income	3,000	
109 General Clinic	2,500	
110 Vaccine Reimbursement	8,000	

Page 9 of 16
6/26/2017
2017-2018 Budget Ordinance

111 Contribution for meals	300	
112 CR III	-	
113 MCH Fees	100	
114 Family Planning Client Fee	4,000	
115 Adult Health	-	
116 Child Health Fees	500	
117 Community Care of NC	-	
118 Meals-United Way	-	
119 Health Check	40,243	
120 Drug Screening	1,000	
Sub-Total Health Sales & Services	\$	1,197,457

XI. Miscellaneous Revenue:

121 ASCS Rent	22,178	
122 Miscellaneous	16,000	
123 Interest Earned	3,000	
124 Investment Earnings	1,000	
125 Sheriff's Special Accounts	20,000	
126 Insurance Reimbursement	20,000	
127 Sale of Assets	-	
128 Wellness Center Rents	10,000	
129 Special Project Revenue	18,000	
130 Recreation Vending Proceeds	-	
131 Receipt of Bank Financing	-	
Sub-Total Miscellaneous	\$	110,178

XIII. Fund Balance

132 Fund Balance Appropriation	1,196,747	
Sub-Total Fund Balance Appropriated	\$	1,196,747
Total General Fund Revenues	\$	27,654,752

XIV. DSS Federal and State

DSS Fed & State Revenue	\$5,082,370
-------------------------	-------------

TOTAL OPERATING BUDGET \$ 32,737,122

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, 2017 and ending June 30, 2018, 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, 2017 and ending June 30, 2018:

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, 2017 and ending June 30, 2018 in accordance with the chart of accounts heretofore established for Northampton County:

Operation Budget	2,114,460		
Debt Service	1,082,308		
Capital Purchases	-		
Total Appropriations		\$	3,196,768

SECTION VI: It is estimated the following revenues will be available in the Enterprise Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Farm Water	7,500		
Water & Sewer Sales	3,166,268		
Installation Fees	21,000		
Interest Income	2,000		
Total Estimated Water/Sewer Revenue		\$	3,196,768

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, 2017 and ending June 30, 2018 in accordance with the chart of accounts heretofore established for Northampton County:

Operating Budget	2,317,535	
Total Appropriations		\$ 2,317,535

SECTION VIII: It is estimated the following revenues will be available in the Solid Waste fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018 in accordance with the chart of accounts heretofore established for Northampton County:

White Goods Tax	-	
Scrap Tire Tax	28,000	
Solid Waste Availability Fees	2,200,535	
Tipping Fees	27,000	
Interest on Solid Waste Fees	45,000	
Grant Revenue	2,000	
Electronic Revenue	1,500	
Solid Waste Disposal Tax	11,500	
Scrap Metal	2,000	
Total Estimated Revenues		\$ 2,317,535

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, 2017 and ending June 30, 2018:

Principal/Interest on Bonds maturing And/or Loans	778,898	
Interest/Principal on USDA Loans(Non Water)	783,443	
Total Appropriations		\$ 1,562,341

SECTION X: It is estimated that the following revenues will be available in the Debt Service fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Contribution from General Fund	1,342,341	
DSS Fed/State	220,000	
Total Estimated Revenue		\$ 1,562,341

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, 2017 and ending June 30, 2018 in accordance with the chart of accounts heretofore established for Northampton County:

Operating Budget	284,388		
Reserve on Investment	-		
Total Appropriations		\$	284,388

SECTION XII It is estimated that the following revenues will be available in the E-911 Fund beginning July 1, 2017 and ending June 30, 2018:

E-911 Fund	170,312		
Fund Balance	114,076		
Total Estimated Revenues		\$	284,388

SECTION XIII. The following amounts are hereby appropriated in the Volunteer Rescue Squad fund for fiscal year beginning July 1, 2017 and ending June 30, 2018 for the following Rescue squads:

Gaston Rescue Squad	60,000		
Jackson Rescue Squad	-		
Eastside Rescue Squad	148,000		
Total Appropriations		\$	208,000

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, 2017 and ending June 30, 2018:

Rescue Squad fees	208,000		
Total Estimated revenues		\$	208,000

SECTION XV. The following amounts are hereby appropriated in the Town ad valorem tax fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Town Ad Valorem Tax	679,200		
Total Appropriations		\$	679,200

SECTION XVI. It is estimated the following revenues will be available in the Town ad valorem fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Town Ad Valorem Tax	679,200	
Total Estimated revenues	\$	679,200

SECTION XVII: There is hereby levied a tax at the rate of ninety two hundredths (\$.92) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017, 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 \$2,020,123,220. The estimated collection rate is 95.18%. The estimated rate of collection is based on current year collections.

SECTION XVIII: There is hereby levied a tax rate of thirty one thousandths (\$.031) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017 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 \$119,646,335 located within the **Fire Service District A supported by the Roanoke-Wildwood Volunteer Fire Department**. The estimated rate of collection is 95.18%. The estimated rate of collection is based on current year collections.

SECTION XIX: There is hereby levied a tax rate of thirty one thousandths (\$.031) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017 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 \$527,634,044 located within the Fire Service District supported by the **Roanoke-Wildwood Volunteer Fire Department**. The estimated rate of collection is 95.18%. The estimated rate of collection is based on current year collections.

SECTION XX: There is hereby levied a tax rate of five hundredths (\$.05) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017 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 \$170,441,257 located within the Fire Service District supported by the **Rich Square Volunteer Fire Department**. The estimated rate of collection is 95.18%. The estimated rate of collection is based on current year collections.

SECTION XXI: There is hereby levied a tax rate of seven hundredths (\$.07) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017 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 \$300,989,794 located within the Fire Service District supported by the **Gaston Volunteer Fire Department**. The estimated rate of collection is 95.18%. The estimated rate of collection is based on current year collections.

SECTION XXII: There is hereby levied a tax rate of three hundred ninety-three ten thousandths (\$.0393) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017 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 \$103,495,730 within the Fire Service District supported by the **Jackson Volunteer Fire Department**. The estimated rate of collection is 95.18%. The estimated rate of collection is based on current year collections.

SECTION XXIII: There is hereby levied a tax rate of five hundred and nine ten thousandths (\$.0509) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017 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 \$48,736,345 within the Fire Service District supported by the **Lasker Volunteer Fire Department**. The estimated rate of collection is 95.18%. The estimated rate of collection is based on current year collections.

SECTION XXIV: There is hereby levied a tax rate of six hundredths (\$.06) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017 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 \$147,454,683 within the Fire Service District supported by the **Garysburg Volunteer Fire Department**. The estimated rate of collection is 95.18%. The estimated rate of collection is based on current year collections.

SECTION: XXVII. There is hereby levied a tax rate of five hundred and seventy-five ten thousandths (\$.0575) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017 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 \$132,666,049 within the Fire Service District supported by the **Seaboard Volunteer Fire Department**. The estimated rate of collection is 94.18%. The estimated rate of collection is based on current year collections.

SECTION: XXVIII. There is hereby levied a tax rate of seven hundred and forty-two ten thousandths (\$.0742) per one hundred dollars (\$100) valuation of property listed as of January 1, 2017 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 \$78,601,904 within the Fire Service District supported by the **Woodland Fire Department**. The estimated rate of collection is 95.18%. 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.

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 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 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.

ATTEST:

Clerk to the Board	Finance Officer
--------------------	-----------------

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

Komita Hendricks, Clerk to the Board
“s.m. 06-27-17”

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 4

Agenda Time: 10:00

Presenter and/or Subject Matter:

Approval of Agenda for July 3, 2017

Komita Hendricks
Clerk to the Board

4 Approval of Agenda for July 3, 2017

The Northampton County Board of Commissioners will meet in Regular Session on Monday, July 3, 2017 at 10:00 a.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>
	9:50	Agenda Work Session
1	10:00	Approval of Regular Meeting Minutes for June 19, 2017
2		Approval of Closed Session Minutes for June 19, 2017
3		Approval of Special Meeting Minutes for June 27, 2017
4		Approval of Agenda for July 3, 2017
5	10:05	Mrs. Pam Brett, Northampton Memorial Library Branch Manager
6	10:15	Ms. Allison Pair, Youth Voice Summit Update on 4-H Programs
7	10:25	Dr. Monica Smith-Woofer, Superintendent New Construction Funding
8	10:40	Mr. Paul Boone, Soil & Water Conversation Four Rivers RC & D
9	10:50	Mr. Surapon Sujjavanich, Architects, PA Old DSS Building/ Courthouse Renovations Project
10	11:00	Ms. Leslie Edwards, Finance Director Budget Amendments
11	11:05	Mrs. Cathy Allen, Tax Administrator 1) Ad Valorem Tax Appeals 2) Pearson Appraisal Services, Inc
12	11:15	Mr. Nathan Pearce, Asst. County Manager 1) Request Date and Time for Public Hearing 2) Board Appointment to Community Advisory Committee
13	11:25	Ms. Kimberly Turner, County Manager Managements Matters

14	11:35	Citizens/Board Comments
	12:05	Adjourn

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 5

Agenda Time: 10:05

Presenter and/or Subject Matter:

Mrs. Pam Brett, Branch Manager

Northampton Memorial Library

Komita Hendricks
Clerk to the Board

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 6

Agenda Time: 10:15

Presenter and/or Subject Matter:

Ms. Allison Pair, Youth Voice Summit

Update on 4-H Programs

Komita Hendricks
Clerk to the Board

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 7

Agenda Time: 10:25

Presenter and/or Subject Matter:

Dr. Monica Smith-Woofer, Superintendent

New Construction Funding

Komita Hendricks
Clerk to the Board

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 8

Agenda Time: 10:40

Presenter and/or Subject Matter:

Mr. Paul Boone, Soil & Water Conversation

Four Rivers RC & D

Komita Hendricks
Clerk to the Board

Four Rivers RC & D

**NORTHAMPTON SOIL AND WATER CONSERVATION DISTRICT
9495 NC HIGHWAY 305 STE 107
JACKSON, N. C. 27845
PHONE: 252-534-2591**

June 1, 2017

To: Kimberly Turner, Northampton Co. Mgr. &
Northampton County Commissioners

Subject: Resource Conservation & Development (Four Rivers RC&D)

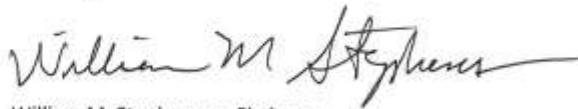
The Northampton Soil & Water Conservation District Board has reviewed the Four Rivers RC&D Program and searched for a member to represent the SWCD Board for several months with no success.

The SWCD Board has also contacted the other local Northampton Four Rivers RC&D representatives, Chester Deloatch and Larry B. Moses, Sr. to obtain their input and evaluation of the cost benefit of remaining an active member of the Four Rivers RC&D.

The Northampton Soil & Water Conservation District Board has reviewed the historical participation of submitted, adopted and completed Northampton RC&D projects for the duration that Northampton County has been a member of Four Rivers RC&D.

In Summary it is the recommendation from the Northampton Soil & Water Conservation District Board that Northampton withdraw from the Four Rivers RC&D Council and thank them for all the projects that the council has accomplished to date.

Sincerely,



William M. Stephenson, Chairman
Northampton Soil & Water Conservation District

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 9

Agenda Time: 10:50

Presenter and/or Subject Matter:

Mr. Surapon Sjjavanich, Architects, PA

Old DSS Building/Courthouse Renovations Project

Komita Hendricks
Clerk to the Board

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 10

Agenda Time: 11:00

Presenter and/or Subject Matter:

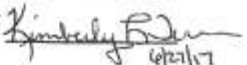
Ms. Leslie Edwards, Finance Director
Budget Amendments

Komita Hendricks
Clerk to the Board

BUDGET AMENDMENT

DATE 06/27/17JE-NO 31

GENERAL LEDGER ACCOUNT NUMBER		INCREASE	TO AMEND BUDGET	DECREASE
			<u>RRS</u>	
114168	599100		Contingency	15,517.00
114168	519900	6,000.00	Contractual Services	
114168	526100	2,000.00	Office Supplies	
114168	539901	1,000.00	Offender Rewards	
114168	531100	100.00	Travel	
114168	532500	200.00	Postage & Box Rent	
114168	549999	3,000.00	Furniture/Equipment	
114168	532100	1,000.00	Telephone	
114168	539900	217.00	Other Services - Copier	
114168	533100	500.00	Utilities Electric	
114168	523100	1,000.00	Teaching Supplies	
114168	533400	500.00	Utilities Water	
			Received additional state money.	
		15,517.00		15,517.00

PREPARED BY Leslie Edwards POSTED BY _____APPROVED BY DATE 06/27/17

BOARD APPROVED _____

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 11

Agenda Time: 11:05

Presenter and/or Subject Matter:

Mrs. Cathy Allen, Tax Administrator
1) Ad Valorem Tax Appeals
2) Pearson Appraisal Services, Inc

Komita Hendricks
Clerk to the Board

1) Ad Valorem Tax Appeals

DECISION PAPER

TO: NORTHAMPTON COUNTY BOARD OF COMMISSIONERS

FM: Cathy B. Allen, Tax Administrator

RE: Ad Valorem Tax Appeals

DT: June 27, 2017

THIS IS A DECISION PAPER.

PURPOSE: To obtain the Board's approval to release or refund Ad Valorem taxes assessed in the amount of **\$281.18** on two (2) appeals.

FACTS: Attached hereto is a listing of property owners who have requested that I appeal to the Board of Commissioners on their behalf for a release or refund of tax to which they seek relief as provided in G.S. 105-381.

DISCUSSION: G.S. 105-381 Provides that a taxpayer asserting a valid defense to the enforcement of the collection of a tax assessed upon his property may appeal to the Board of Commissioners for relief of such tax. Such appeal must be presented within five years after the tax first became due or within six months after the payment of such tax, whichever is later.

The Board of Commissioners may, upon receiving a taxpayer's written statement of a valid defense, release or refund such tax if the valid defense is one of the following:

- (1) A tax imposed through clerical error
- (2) An illegal tax
- (3) A tax levied for an illegal purpose

CONCLUSION: The Board of Commissioners have the authority to grant, release, or refund due to the above three reasons.

RECOMMENDATION: That the Board of Commissioners approve the request for release or refund of the Ad Valorem Tax appeals submitted herewith in the amounts and for the reasons stated on the listings.

Respectfully submitted,

CATHY B. ALLEN
TAX ADMINISTRATOR

ACTION BY THE BOARD OF COMMISSIONERS:

APPROVED _____
DISAPPROVED _____
OTHER _____
SIGNATURE & DATE: _____

June 27, 2017

Ad Valorem Tax Appeals

NAME	ACCOUNT	ACTION	AMOUNT	REASON
Angel Island Beauty Salon	126770	Release	\$ 249.67	Illegal Tax
Robinson, Roderick	117435	Release	31.51	Double Listed
TOTAL REFUNDS/RELEASES			\$ 281.18	

Respectfully submitted,

CATHY B. ALLEN
TAX ADMINISTRATOR

CBA/br

Cc: Board of Commissioners (7)
County Manager (1)
Clerk to Board (6)

2) *Pearson Appraisal Services, Inc.*

DECISION PAPER

TO: NORTHAMPTON COUNTY BOARD OF EQUALIZATION AND REVIEW
FM: Cathy Allen, Tax Administrator
RE: Pearson Appraisal Services, Inc.
DT: June 6, 2017

THIS IS A DECISION PAPER

PURPOSE: To obtain the Board's action for a contractual agreement between Pearson Appraisal Services, Inc. and Northampton County.

FACTS: The Northampton County Board of Commissioners adopted in December of 2004 a resolution confirming that the next revaluation will be effective January 1, 2007 and each fourth year thereafter and this plan for reappraisal shall continue in effect or until the provision is amended or repealed. The last revaluation was effective January 1, 2015 with the next revaluation to become effective January 1, 2019.

The Tax Office is under staffed processing normal appraisal work. Therefore, there is need for aide from a consulting firm such as Pearson Appraisal Services, Inc. Pearson completed the 1999 revaluations for Northampton Co. and acted as a consultant during the 2007, 2011 and 2015 revaluation. Pearson Appraisal Services, Inc. has contracted and completed revaluation with the following: Caswell County, NC; Amherst County, Va.; Appomattox County, Va.; Perquimans County, NC; Hyde County, NC; Mecklenburg County, Va.; Halifax County, NC; Hertford County, NC; Stanly County, NC; Sampson County, NC; Warren County, NC; Pamlico County, NC; Greenville County, Va.; Greene County, NC; Nottoway County, Va.; Person County, NC; Lenoir County, NC; Camden County, NC; Tyrrell County, NC; Duplin County, NC; Currituck County, NC; Sussex Co, Va.; Chowan County, NC; and Pender County, NC.

DISCUSSION: Pearson Appraisal Services, Inc. will provide appraisers that are certified through the NC Department of Revenue for ad valorem tax purposes who will appraise all residential, commercial, and industrial parcels on the east side of I-95 and I-95 corridor, by providing on-site inspections of these properties to be appraised which includes reviewing the property, interviewing the property owner, performing walk around of the property, verifying all existing data on property record cards, accumulate all required field listings and value data for unlisted improvements to real property including manufactured homes used as a residence, taking digital photos of all main structures and to assist with the

development of the County's schedule of values for a sum not to exceed \$200,000.

CONCLUSION:

Robert H. Pearson, Jr. of Pearson Appraisal Services, Inc. has 41 plus years of revaluation experience and will be an asset to Northampton County. Attorney Scott Mckellar has review and approved the contract.

RECOMMENDATION:

That the Board of Commissioners approves the entering of a contractual agreement between Pearson Appraisal Services, Inc. and Northampton County for services to be rendered during this revaluation period to be effective June 3, 2017.

Cc:

ACTION BY THE BOARD:


APPROVED _____

DISAPPROVED _____

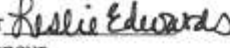
OTHER _____

SIGNATURE & DATE _____

Kimberly Turner
County Manager

Concur 
Non concur _____

Leslie Edwards
Finance Director

Concur 
Non concur _____

CONTRACT AGREEMENT FOR APPRAISAL SERVICES WITH NORTHAMPTON COUNTY, NORTH CAROLINA

This contract is made and entered into this 17 day of May, 2017 by Pearson's Appraisal Service, Inc. and **Northampton County, North Carolina**.

TERM OF AGREEMENT: June 3, 2017 through June 30, 2019

For the purposes and subject to the terms and conditions hereinafter set forth, Northampton County hereby retains the Provider.

I. MAXIMUM AMOUNT PAYABLE: \$200,000

II. SERVICES

Pearson's Appraisal Service agrees to provide the following services:

Qualified appraisers who are certified through the NC Dept. of Revenue for Ad Valorem tax purposes will appraise all residential, commercial, and industrial properties as requested by the County, in order to assist with the production of the County's 2019 property revaluation.

Our designated appraisers* will appraise all the lake properties, commercial properties, and industrial properties within Northampton County. (*Bob Pearson, Jr., Randy Willis and Fleming Jeffries)

Our designated appraisers* will appraise all the residential and agricultural properties within Northampton County. (*Mark Willis, Amy Whitley and Audrey Pruett)

On-site inspections of all these properties to be appraised will include reviewing the property, interviewing the property owner, performing a walk around of the property verifying all existing data on property record cards, accumulate all required field listing and value data for unlisted improvements to real property including manufacture homes used as a residence, and taking digital photos of all main structures. Once the initial field appraisal work has been completed, the property records will be turned back to the County for data entry. The County will also be responsible for running these cards as needed for Pearson's final review.

Pearson's Appraisal Service, Inc. has developed a software program to aid in field data collection. The program is Complete Appraisal Process Solution or CAPS. As a part of this agreement Pearson's will make the CAPS program available to Northampton County for an additional fee.

Overall, Pearson's Appraisal Service will provide assistance to Northampton County's offices of the Tax Administrator and County Appraiser to meet the requirements of the North Carolina Department of Revenue and North Carolina

General Statutes for the 2019 revaluation.

In addition to the appraisal services mentioned above, Pearson's will also assist with the development of the County's schedule of values and will provide qualified appraisers during informal hearings, appeals to the Board of Equalization and Review also any appeals to the Property Tax Commission/Courts. Should assistance be required with computer enhancements of the County's appraisal software, this service would be provided by the County's IT personnel.

III. PAYMENT

\$500.00 per diem for services per appraiser appraising lakefront, commercial, and industrial properties which includes all travel, lodging, meals and all other expenses.

\$400.00 per diem for services per appraiser appraising general residential and agricultural properties which includes all travel, lodging, meals and all other expenses.

IV. RELATIONSHIP OF PARTIES

Pearson's Appraisal Service is an independent contractor of the County. Pearson's represents that it has or will secure, at its own expense, all personnel required in performing the services under this Agreement. Such personnel should not be employees of or have any contractual relationship with the County. All personnel engaged in work under this Agreement shall be fully qualified and shall be authorized or permitted under state and local law to perform such services. It is further agreed by Pearson's that they shall obey all State and Federal statutes, rules and regulations which are applicable to provisions of the services called for herein. Neither Pearson's nor employee of Pearson's Appraisal Service shall be deemed an officer, employee or agent of the County.

V. CANCELLATION

This Agreement may be canceled by the County upon thirty (30) days written notice to the Provider, and the Provider may terminate this agreement upon thirty (30) days written notice to the County.

VI. INDEMNIFICATION

Pearson's Appraisal Service agrees to defend, indemnify, and hold harmless the County, for all loss, liability, claims or expense (including reasonable attorney's fees) arising from bodily injury, including death or property damage, to any person or persons caused in whole or in part by the negligence or misconduct of the Provider, except to the extent same are caused by the negligence or willful misconduct of the County.

VII. NON-ASSIGNMENT

Provider shall not assign this Agreement including rights to payments, to any other party without the prior written consent of the County.

VIII. NON-APPROPRIATION

This agreement is subject to the availability of funds to purchase the specified services and may be terminated at any time if such funds become unavailable.

IX. ENTIRE AGREEMENT

The parties have read this Agreement and agree to be bound by all of its terms and further agree that it constitutes the complete and exclusive statement of the Agreement between the parties. Venue of any legal action arising hereunder shall be Northampton County, North Carolina.

X. GOVERNING LAW

Both parties agree that this Agreement shall be governed by the laws of the State of North Carolina.

XI. E-Verify Certification

Employers and their subcontractors with twenty-five (25) or more employees in the State of North Carolina as defined in Article 2 of Chapter 64 of the North Carolina General Statutes must comply with E-Verify requirements in order to contract with governmental units. E-Verify is a program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees. Pearson's Appraisal Service, Inc. certifies that it is aware of and in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes. In addition, Pearson's Appraisal Service, Inc. certifies that to the best of its knowledge, any subcontractors employed by it as a part of this Agreement are in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes. Pearson's Appraisal Service, Inc. acknowledges and agrees that local governments are prohibited from contracting with persons or entities that do not comply with E-Verify requirements and that Northampton County is relying on the certifications set forth herein in order to contract with the it.

IN TESTIMONY WHEREOF, PEARSON'S APPRAISAL SERVICES, INC. AND NORTHAMPTON COUNTY through their authorized officers and by their own hands has hereunto set forth their hands and seals of the day and year first above written.

PROVIDER

Pearson's Appraisal Service, Inc.

NORTHAMPTON COUNTY

By: _____
Robert V. Carter, Chair

BY: Robert Pearson, Jr.
Robert Pearson, Jr.

Northampton County, NC

DATE: 6 - 23 - 2017

Date: _____

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

Leslie A. Edwards
Leslie Edwards, Finance Director

DATE: 06/27/17

NORTHAMPTON COUNTY CONTRACT CONTROL SHEET		CONTRACT/VENDOR	
VENDOR # 2683		Pearson Appraisal Services, Inc	
CONTRACT # <u>2018-R6</u>		Address <u>PO Box 36404, Richmond, VA 23235</u>	
New Contract		Robert Pearson, Jr.	
Renewal	<u>X</u>	1 Originals	0 Copies
Amount \$ <u>200,000.00</u>		Date originally approved by the Board of Commissioners <u>8/3/2005</u>	
Cost or Material Changes <u>\$ 75,000.00</u>		Original Contract sent to Contract Administrator Date: <u>6/9/2017</u>	
Originating Department/Individual: <u>Cathy Allen</u>		Item or Service: <u>Revaluation</u>	
Department Involved: <u>Tax</u>		Type of Contract: <u>Appraisal Service Agreement</u>	
Line Item Budgeted: <u>254140-519900</u>		Period of Coverage: <u>June, 2017 - June 30, 2019</u>	
GRANTS			
Board approval for Application		Approved	Set
Board approval for Acceptance		Approved	Set
COUNTY ATTORNEY Date Received: <u>6/13/2017</u>		Date Approved: <u>6/22/2017</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>6/22, BY ATTY.</u>		<u>Sara M. Keel</u>	
FINANCE <u>RHE</u> Date Received: <u>6/27/17</u>		Date Audited <u>6/27/17</u>	
Non encumbered contract Yes <u> </u> No <u> </u>			
ASSISTANT COUNTY MANAGER		Date Received	Date Approved:
COUNTY MANAGER <u>KJS</u>		Date Received <u>6/27/17</u>	Date Approved: <u>6/27/17</u>
BOARD OF COMMISSIONERS		CLERK TO THE BOARD	
Date approved by Board		Date Received	Date Attested:
CONTRACT ADMINISTRATOR			
Attorney	Finance	Asst Cty Mgr	Cty Mgr
Outside Agency Signatures:	Date Sent : <u> </u>	Date received: <u> </u>	
Copies Delivered to Appropriate Departments:		ORIGINATING	FINANCE
Original to Outside Agency: (Departments to deliver)		Date:	<u> </u>
File County Original / Add to Database:		Date:	<u> </u>
NOTES:			
<u> </u> copies sent to originating department with instruction to obtain signatures and return 1 executed original to Legal <u> </u> copies sent to originating departments with note to forward to vendor			
PROBLEMS:			
Corrective Action:		Date:	<u> </u>
		Initial:	<u> </u>

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 12

Agenda Time: 11:10

Presenter and/or Subject Matter:

Mr. Nathan Pearce, Asst. County Manager

1) Request Date and Time for Public Hearing

2) Board Appointment to Community Advisory Committee

Komita Hendricks
Clerk to the Board

Board Appointment to Community Advisory

DECISION PAPER

TO: The Northampton County Board of Commissioners

FM: Nathan Pearce, Assistant County Manager

DT: July 3, 2017

RF: Appointment to Community Advisory Committee

PURPOSE:

To obtain the Board's approval to appoint a member to the Community Advisory Committee.

FACTS:

1. Each member of the Community Advisory Committee serves an initial one-year term after appointment. Persons reappointed to a second or subsequent term shall serve a two-or three-year term at the County Commissioners' discretion.
2. The Community Advisory Committee recommended the appointment of Ms. Marjorie Edwards for an initial one-year term expiring July 3, 2018.
3. The major objectives of the Community Advisory Committee are to promote community involvement and cooperation with adult care homes in the county, act as an advocate for residents living in adult care homes and to ensure the Adult Care Home Residents' Bill of Rights are upheld.
4. Ms. Marjorie Edwards has a background in healthcare and has been an RN for 38 years and has a passion for helping people.

RECOMMENDATION:

That the Board appoint Ms. Marjorie Edwards to the Community Advisory Committee for an initial one-year term expiring July 3, 2018.

Action by the Commissioners:

Approved: _____
 Disapproved: _____
 Other: _____


 County Manager

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 13

Agenda Time: 11:20

Presenter and/or Subject Matter:

Ms. Kimberly Turner, County Manager

Management Matters

Komita Hendricks
Clerk to the Board

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 07-03-2017

Agenda Tab Number: 14

Agenda Time: 11:30

Presenter and/or Subject Matter:

Citizens/Board Comments

Komita Hendricks
Clerk to the Board