

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

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

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

Agenda Work Session:

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

Regular Session:

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

Approval of Special Meeting Minutes for May 4, 2016:

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

Approval of Regular Meeting Minutes for May 16, 2016:

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

Approval of Closed Session Minutes for May 16, 2016:

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

Approval of Special Meeting Minutes for May 25, 2016:

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

Approval of Agenda for June 6, 2016:

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

Letter of Support- Work Ready Community Initiative:

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

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

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

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

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

Work Ready Community Certification

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

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

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

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

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

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

Again there is no cost to this.

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

Duna

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

NCWorks

Certified Work Ready Community

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

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



Application Package

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

CONTENTS

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

NCWorks Certified Work Ready Community

Frequently Asked Questions

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

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

NCWorks Certified Work Ready Community

CHECKLIST

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

✓ **Organize the local team/committee**

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

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

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

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

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

✓ **Prepare Application**

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

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

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

NCWorks Certified Work Ready Community

CRITERIA FOR CERTIFICATION

Community Commitment-required

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

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

Committee Makeup

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

National Career Readiness Certificate (NCRC)-required

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

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

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

Businesses Support-required

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

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

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

Graduation Rate-required

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

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

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

NCWorks Certified Work Ready Community

APPLICATION

1. Name of County _____

2. Commitment of Key Stakeholders(check)

Organization Name _____

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

Local Chamber of
Commerce

Economic Development

Elected Official(s)

Education (K-12)

Community College

Workforce Development –
Local WIB
Employer

Attach commitment letters from committee members; other organizations supporting your effort are helpful–see sample letter

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

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

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

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

Transitional – unemployed workers/job seekers

Emerging – graduating students

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

Veterans

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

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

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

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

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

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

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

NCWorks Certified Work Ready Community

LETTERS OF COMMITMENT - *SAMPLE*

Dear NCWorks Certified Work Ready Communities Review Committee:

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

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

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

Organization Name _____

Company
Website _____

Key
Contact _____

Contact
Title/Role _____

Contact Phone Number _____

Contact E-mail _____

Address _____

City _____ County _____

Zip _____

Signature and
Date _____

Public Hearing Request- HCCBG Grant:

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

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

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

Motor Vehicle Refunds:

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

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

Roanoke Electric Co-Op Grant and Vidant Health Grants:

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

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

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

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



ROANOKE ELECTRIC CARE TRUST, INC.

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

APPLICATION FOR OPERATION ROUNDUP GRANT FOR ORGANIZATION/AGENCY

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

All applications must be submitted by the deadline.

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

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

Fields marked with a red asterisk * are required.

Organization Profile:

*Name of organization: Northampton Co Extension Dept

*Amount requested: \$1192.00

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

*Project Summary:

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

In an effort to educate the students of Northampton County, the North Carolina Cooperative Extension Service would like to reimplement the Agriculture Day that was first held in 2001. Ag Day is a one-day event that targets public and private school fourth graders in Northampton County. Fourth grade was chosen because the material covered in 4th grade is foundational for understanding agriculture.

*Address: PO Box 836

*City: Jackson

*State: NC

*Zip: 27845

*Phone Number: (252) 534-2711

Fax Number: (252) 534-1827

*Contact Name: Beth Burchell

*Contact Phone Number: (252) 534-2711

Contact Fax Number:

*Contact E-mail Address: beth_burchell@ncsu.edu

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

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

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

Tax Exempt: Yes ☒

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

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

*Number Served: 21,187 in 2015

Does your agency serve outside the counties listed above?

Outside Listed Counties: ☒

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

*Outside Services:

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

State purpose/mission of this grant request.

*Grant Purpose:

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

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

(see attached for full summary)

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

*Funding Summary:

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

BUDGETARY ITEMS

Line Items to be used in the project	Cost of Item
Port-A-Johns and tents	625
Volunteer Lunches	350
Event Insurance	92
Mileage	75
Supplies	50

Explain how your organization and your proposal/project helps us fulfill the following mission statement:

Roanoke Electric Care Trust is a not-for-profit corporation designed to enhance economic infrastructure and job creation, promote service or charitable organizations, and meet emergency needs of individuals within the service area of Roanoke Electric Cooperative.

***Supports REC Mission:**

Ag Day helps fulfill Roanoke Electric Care Trust's mission in several ways. First, students are exposed to numerous professionals in the agriculture field and therefore see the employment opportunities available, which in turn gives opportunity to increased agricultural production and economic stability within our own county. They also learn about services offered to citizens in Northampton County and North Carolina. For example, they learn that the State Vet's office at NCDA helps monitor animal diseases and the Forestry Service helps landowners manage their timber.

List other sources of funding required for completion of the project described above:

***Other Funding Sources:**

1. Donations from local/state/national businesses (financial as well as commodity information for teachers packets)
2. In-kind donations (local organization donates use of their facility, presenters donate their time and use of animals)
3. Obtaining items on loans (animals, pens, presentation materials)

How are your agency's programs measured for effectiveness?

***Effectiveness Measurement:**

We will ask the teachers to administer a pre-event and post-event assessment. The assessment will include questions from each station the students will visit at Ag Day. The before and after assessments are scored and we determine a percentage change for each student, class, and an overall change in knowledge. In addition, we will survey the teachers and presenters to get their feedback and suggestions for the next year.

Please provide three references. References must not be current employees or directors of Roanoke Electric.

First Reference:

Roanoke Electric Cooperative

5/17/16, 2:37 PM

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

Second Reference:

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

Third Reference:

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

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

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

Signature of Representative

Date of Signature:

CHECKLIST:

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

Instructions for submitting additional documents:

There are five methods available for submitting additional documentation.

Method 1: Postal Mail

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

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

Method 2: Electronic Mail

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

Method 3: Fax

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

Method 4: Document Upload Tool

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

Method 5: Electronic File Upload

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

Attach Document: Choose Files no files selected

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

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

Submit Form

Project summary:

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

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

Grant Purpose:

There are four main objectives to Ag Day:

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

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

May 31, 2016

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

Dear Craig,

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

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

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

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

Sincerely,

Sandra Woodard
Director of Development, Roanoke-Chowan Hospital

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

May 31, 2016

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

Dear Craig,

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

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

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

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

Sincerely,

Sandra Woodard
Director of Development, Vidant Roanoke-Chowan Hospital

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

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

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

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

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

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

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

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

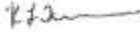
She also wanted to remind the Board about the Annual Chamber of Commerce meeting on June 16th beginning at 5:45 pm.

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

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

DECISION PAPER

TO: The Northampton County Board of Commissioners

FM: Kimberly L. Turner, County Manager 

DT: April 27, 2015

RF: Reappointments/Appointment to Library Board

PURPOSE:

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

FACTS:

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

RECOMMENDATION:

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

Action by the Commissioners:

Approved: _____
Disapproved: _____
Other: _____

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



May 13th 2016

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

To the Board of Commissioners:

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

Stephen D. Jackson

Frankie Harvey

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

Sincerely,

Wanda T. Guest

Wanda T. Guest
Secretary
Board of Trustees

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

May 13th 2016



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

To the Board of Commissioners:

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

Lynn Edwards

Thank you for your attention to this matter.

Sincerely,

Wanda T. Guest

Wanda T. Guest
Secretary
Board of Trustees

Northampton County
"A GREAT PLACE TO RAISE FAMILIES, PROFITS AND EXPECTATIONS"
BOARD OF COMMISSIONERS
P. O. BOX 808
JACKSON, N. C. 27845
PHONE (252) 534-2501 • FAX (252) 534-1106

June 6, 2016

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

Re: Restoring Legal Herring Fishing by Individuals and Commercial Fisherman

Dear Governor McCrory:

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

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

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

Thank you for your consideration.

Sincerely,

Fannie P. Greene, Chair
Northampton County Board of Commissioners

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

Utility Cloud Services Agreement:

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

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

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

DECISION PAPER

To: Northampton County Board of Commissioners

From: Jason S. Morris, Public Works Director

Date: June 6, 2016

Reference: Service Agreement for Utility Cloud

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

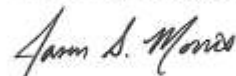
Facts:

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

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

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

Respectfully submitted,



Jason S. Morris
Public Works Director

Coordination:

Finance Officer

Concur Leslie A. Edwards

Non-concur _____

Concur with comment _____

County Manager

Concur Kimberly L. Dunn

Non-concur _____

Concur with comment _____

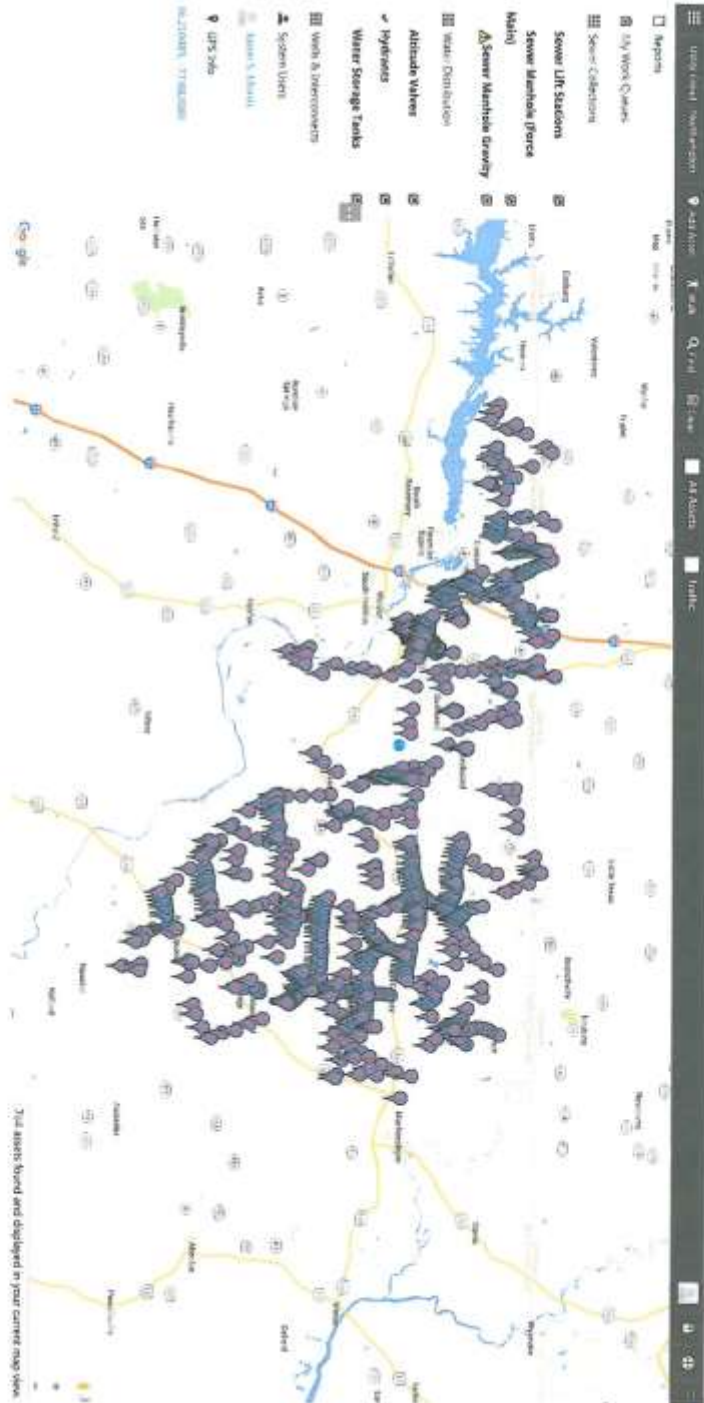
Action by Decision Makers

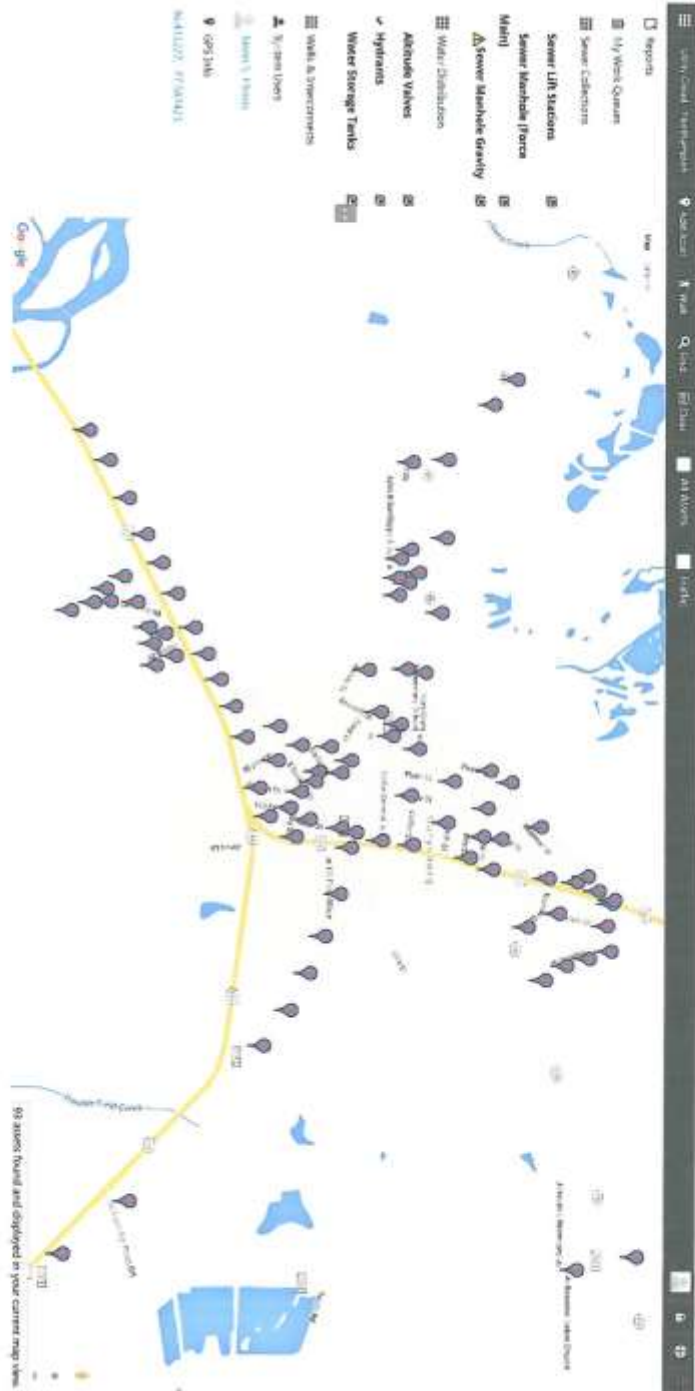
Approved _____

Disapprove _____

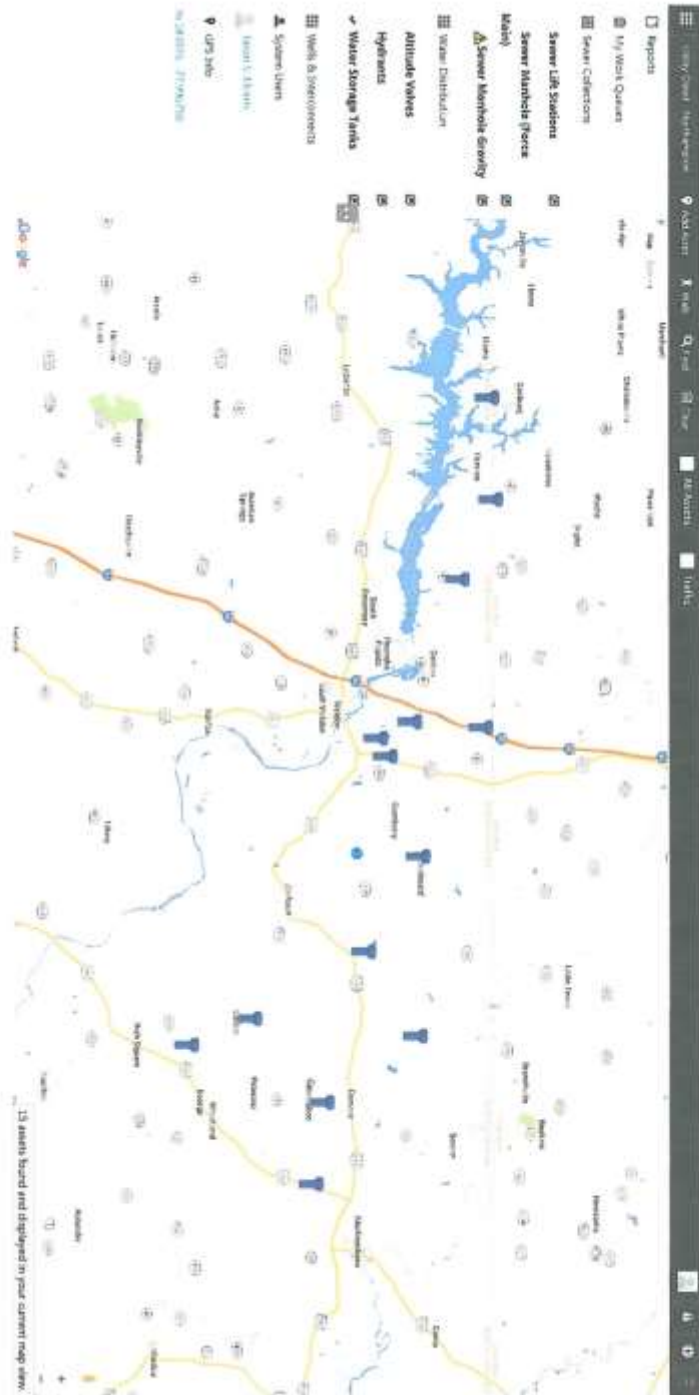
Other _____

NORTHAMPTON COUNTY CONTRACT CONTROL SHEET		CONTRACT/VENDOR Advanced Enterprise Systems	
VENDOR #		Address	11 Robert Toner Rd. Ste 5-279, North Attleboro, MA
CONTRACT #		Contact	Ricky Langley 252-714-5791
New Contract		2	Originals 0 Copies
Renewal		Amount \$	1,356.00
Cost or Material Changes		Date originally approved by the Board of Commissioners	
Original Contract sent to Contract Administrator		Date: 5/23/2016	
Originating Department/Individual: Public Works/Jason Morris		Item or Service: Utility Mapping	
Department Involved: Public Works/Water and Sewer Div.		Type of Contract: Services Agreement	
Line Item Budgeted: 61-7110-519-900		Period of Coverage: 1 Year/Automatic Renewal	
GRANTS			
Board approval for Application		Approved	Set
Board approval for Acceptance		Approved	Set
COUNTY ATTORNEY		Date Received: 5/23/2016	Date Approved: 5/24/2016
Approved as to Form: YES		Approved as to Legal Sufficiency: YES	
Revisions Necessary? YES		Board Action Necessary? YES	
Date Revisions were made? 5/24, By Atty.		J. P. V. Ke C	
FINANCE AHE		Date Received: 5/26/16	Date Audited 5/26/16
Non encumbered contract Yes _____ No _____			
ASSISTANT COUNTY MANAGER		Date Received	Date Approved:
COUNTY MANAGER		Date Received 5/31/16	Date Approved: 5/31/16
BOARD OF COMMISSIONERS		CLERK TO THE BOARD	5/31/16
Date approved by Board		Date Received	Date Attested:
CONTRACT ADMINISTRATOR			
Attorney	Finance	Asst Cty Mgr	Cty Mgr
Outside Agency Signatures:	Date Sent :	Date received:	
Copies Delivered to Appropriate Departments:		ORIGINATING	FINANCE
Original to Outside Agency:	(Departments to deliver)	Date:	
File County Original / Add to Database:		Date:	
NOTES:			
_____ copies sent to originating department with instruction to obtain signatures and return 1 executed original to Legal			
_____ copies sent to originating departments with note to forward to vendor			
PROBLEMS:			
Corrective Action:		Date:	
		Initial:	









MASTER SERVICES AGREEMENT

PROFESSIONAL SERVICES AND SOFTWARE MAINTENANCE SUBSCRIPTION

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

RECITALS:

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

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

NOW, THEREFORE, the parties agree as follows:

1. PURPOSE OF AGREEMENT

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

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

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

2. FEES AND EXPENSE

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

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

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

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

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

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

3. INTELLECTUAL PROPERTY

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

4. TERM AND TERMINATION

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

5. SERVICE OBSOLESCENCE

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

6. LIMITATION OF LIABILITY

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

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

7. NOTICES

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

AESC: Mark Moreau AESC 11 Robert Toner Blvd, STE 5-279 North Attleboro, MA 02763	OWNER: Jason Morris Northampton County Public Works Director PO Box 68 Jackson, NC 27845
---	--

8. GENERAL

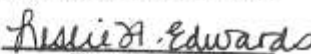
- A. Governing Law: This Agreement shall be administered and interpreted under the laws of the State of North Carolina.
- B. Assignment: This Agreement may not be assigned without prior, written consent of the other.
- C. Severability and Waiver: If any term in this Agreement is found by competent judicial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

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

AESC: Signature:  Mark Moreau Advanced Enterprise Systems Corp.	OWNER: Signature: _____ Name: _____ Northampton County Date: _____
--	---

END AGREEMENT

This Instrument has been pre-audited in the manner as

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

END USER LICENSE AGREEMENT

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

1. DEFINITIONS

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

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

2. GRANT AND USE RIGHTS FOR SERVICE.

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

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

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

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

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

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

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

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

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

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

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

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

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

4. FEEDBACK

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

5. TERMINATION AND CONTINUATION

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

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

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

6. LIMITED WARRANTY AND LIMITATION OF LIABILITY

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

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

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

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

7. GENERAL

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

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

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

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

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

END USER LICENSE AGREEMENT

TASK ORDER 100

INITIAL SETUP AND TRAINING LABOR WITH FIRST YEAR SERVICE

SCOPE

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

Task 101 - USER ACCOUNT SETUP AND TRAINING

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

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

FEES

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

END TASK ORDER

Advanced Enterprise Systems

Advanced Enterprise Systems
11 Robert Toner Blvd
STE 5-279
North Attleboro, MA 02763 US

(252)558-0308
admin@utilitycloud.us
http://utilitycloud.us/

Estimate

Date	Estimate #
04/25/2016	1383
Exp. Date	

Address
Jason Morris Northampton County NC PO Box 68 Jackson, NC 27845

Activity	Quantity	Rate	Amount
• User-Month Professional Level 1 user 12 months	12	85.00	1,020.00
• Utility Cloud Data Store per GB monthly 100gb 12 months	1200	0.28	336.00
Total			\$1,356.00

Accepted By

Accepted Date

Citizens/Board Comments:

Chairwoman Greene called for Citizens Comments.

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

Chairwoman Greene called for Board Comments.

None were heard.

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

Question Called: All present voting yes. Motion carried.

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

Question Called: All present voting yes. Motion carried.

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

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

A motion was made by Joseph Barrett and seconded by Robert Carter to enter into Regular Session. **Question Called: All present voting yes. Motion carried.**

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

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

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

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

Chairwoman called for a break for lunch.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Position Upgrade and Reclassification 2016-2017

Department	Current Position		Reclassified Position Title	In Range Adjustment	Grade Reclass	Current Grade/Step	Reclassified Grade/Step	Current Salary (Annual)	Reclassified Salary (Annual)	Increased Amt Cost (Annual)	Co Cost	St Cost
Health	Public Health Nurse II	Clinical	PHN II		YES	72/2	73/2	\$ 43,393.00	\$ 46,700.00	\$ 3,307.00	0%	100%
Health	Public Health Nurse II	Home Health	PHN II		YES	72/5	73/5	\$ 46,730.00	\$ 50,291.00	\$ 3,561.00	0%	0%
		Clinical	PHN II		YES	72/15	73/15	\$ 59,816.00	\$ 64,376.00	\$ 4,560.00	0%	100%
Health	Public Health Nurse II	Home Health	PHN III		YES	72/7	73/7	\$ 49,094.00	\$ 52,837.00	\$ 3,743.00	0%	0%
		Clinical	PHN III		YES	72/5	73/5	\$ 46,730.00	\$ 50,291.00	\$ 3,561.00	0%	100%
Health	Public Health Nurse II	Home Health	PHN III		YES	72/8	73/8	\$ 50,321.00	\$ 54,159.00	\$ 3,838.00	0%	0%
		Clinical	PHN III		YES	72/5	73/5	\$ 46,730.00	\$ 50,291.00	\$ 3,561.00	0%	100%
Health	Public Health Nurse II	Clinical	PHN III		YES	72/4	73/4	\$ 45,588.00	\$ 49,064.00	\$ 3,476.00	0%	100%
	Animal Shelter Attendant		Animal Shelter Attendant	YES		56/5	56/6	\$ 21,407.00	\$ 22,490.00	\$ 1,083.00	40%	60%
Health	Admin Officer II		Admin Officer II	YES		70/2	70/4	\$ 39,359.00	\$ 42,383.00	\$ 3,024.00	100%	0%
	Admin Assistant II		Admin Assistant II	YES		65/2	65/3	\$ 30,838.00	\$ 32,399.00	\$ 1,561.00	100%	0%
	Medical Office Assistant		Medical Office Assistant		YES	54/8	57/4	\$ 29,910.00	\$ 22,477.00	\$ -1,967.00	0%	100%
Health	Public Health Nurse Supervisor	Clinical	PHN Supervisor II (Title Unchanged)	YES		76/10	76/12	\$ 64,263.00	\$ 69,203.00	\$ 4,940.00	100%	0%
	Public Health Nurse Supervisor	Home Health	PHN Supervisor II (Title Unchanged)	YES		76/5	76/7	\$ 56,601.00	\$ 61,165.00	\$ 4,564.00	0%	0%
Public Works	W/S Tech II		Lead W/S Tech II	YES		63/11	63/13	\$ 34,632.00	\$ 37,617.00	\$ 2,985.00	0%	0%
Public Works	W/S Tech II		Lead W/S Tech II	YES		63/6	63/8	\$ 30,876.00	\$ 33,248.00	\$ 2,372.00	0%	0%
Public Works	W/S Tech III		W/S Tech III (Title Unchanged)	YES		65/12	65/14	\$ 39,475.00	\$ 42,910.00	\$ 3,035.00	0%	0%
			Maintenance Mechanic	N/A				No Changes				
Total Cost:									\$ 54,238.09			

Home Health generates revenue to support increases
 Clinical generates revenue; however, numbers are down, which means that there could be county costs associated with increases
 Enterprise Funds will support increases

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