

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, March 7, 2016 at 6:00 p.m. in the Commissioners' Conference Room, Vance County Administration Building, 122 Young Street, Henderson, NC. Those Commissioners present were as follows: Chairman Gordon Wilder, Vice-Chairman Dan Brummitt, Commissioners Deborah F. Brown, Terry E. Garrison, Thomas S. Hester, Jr., Leo Kelly, Jr. and Archie B. Taylor, Jr.

Absent: None.

Also present were Interim County Manager Robert M. Murphy, Deputy County Manager Jordan McMillen, Finance Director David C. Beck, County Attorney Jonathan S. Care, and Clerk to the Board Kelly H. Grissom.

Chairman Gordon Wilder gave the invocation.

Chairman Wilder recognized the participants of Leadership-Vance 2016 who were present. The participants introduced themselves and stated their occupation and place of work. Chairman Wilder thanked the group for being present at the meeting and for taking an interest in moving the county forward.

As advertised, a public hearing was held to receive public input on a proposed economic development incentive expenditure to be considered for the expansion of a local company. In return for the commitments of the increase of 20 jobs, tax revenues, and maintaining and operating the facility in Vance County, it is proposed that Vance County will facilitate and provide a \$100,000 Building Reuse Grant to 101 Eastern Minerals, LLC, to include \$5,000 of Vance County funds to be used by the recipient for upgrades to the HVAC, flooring and lighting.

As there was no one present who wished to speak on this matter, Chairman Gordon Wilder declared the public hearing closed.

Motion was made by Commissioner Thomas S. Hester, Jr. to authorize the chairman to execute the Project Handcrafted building reuse agreement, legally binding commitment, and promissory note; and appropriate \$5,000 as set forth in the agreement. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

Ms. Sharon Powell, Vance County Tax Office, appeared before the board and presented a business personal property appeal from DLP Maria Parham Medical Center (DLP) on the value of the 2015 business personal property discoveries for 2013 (\$7,530,766), 2014 (\$6,759,471) and

2015 (\$6,320,489). The total discovery value is \$20,610,726. Ms. Powell noted that the appellant states the following reasons for the appeal: (1) The County used an arbitrary and/or illegal method of appraisal in reaching the value assigned by the County to the subject business personal property for the years at issue (2013, 2014 and 2015). (2) The County's assessment substantially exceeded the true value in money of the subject business personal property. (3) The County's requirement that DLP report its assets based on the historical cost of property when the property was purchased or acquired by a predecessor owner of the property, rather than the historical cost of the property when it was purchased by DLP, is arbitrary, illegal, and forces DLP to include potentially inaccurate information in its annual listing forms with the County.

Ms. Powell noted the following staff review: The Vance County Tax Office uses the Department of Revenue Schedules of Value to value business personal property in Vance County. The Department of Revenue uses the cost approach to value. In using the cost approach, we must have the historical cost of the equipment. An assessor's conference was held on January 20 and the appellant stated that they would provide the County with a full inventory of all business personal property assets within 10 days. A follow-up email from Maria Parham Medical Center LLC's attorney stated that they would need until at least April 15. The appellant did not state what they thought the value of the business personal property should be.

The assessor's recommendation is that the business personal property value remains as is at \$20,610,726.

Mr. Reid Hollander, the attorney representing Maria Parham Medical Center, stated that this is a discovery of additional value on property that was already listed. It is not a case of property not being reported. He feels that the property value should be based on the price at which Maria Parham purchased the property in 2011. The Tax Office states that the value should be based on the prior owner's purchase price. He noted that Maria Parham is finalizing its inventory and asked the board to table this matter until the inventory is complete. Another option is, if the board decides to follow the assessor's recommendation, the matter would be appealed with the Property Tax Commission.

County Attorney Jonathan S. Care advised that waiting one or two months on this matter is not going to change anything. He recommended that the board not table this matter and allow it to go before the Property Tax Commission.

Motion was made by Commissioner Dan Brummitt to follow the assessor's recommendation and retain the business personal property value for DLP Maria Parham Medical Center at \$20,610,726. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

#### Water District Board

At this time, Chairman Gordon Wilder called the Water District Board to order.

The February 2016 monthly operations report was submitted to the board members for their information.

Chairman Gordon Wilder adjourned the Water District Board.

#### Committee Reports and Recommendations

*Human Resources Committee - Personnel Policy Manual.* Commissioner Deborah F. Brown reported that the Human Resources Committee (Brown [C], Taylor & Wilder) met Monday, February 8 and Thursday, February 25 and has completed its review of the revised Personnel Policy Manual. No major policy changes were made, but several amendments adopted by the board over the years were formally incorporated into the manual and clarifying language was added where needed. County department heads had an opportunity to review the revised plan prior to its review by the committee. Each board member received a copy of the manual the week of February 15<sup>th</sup> for review and comment. The county manager and county attorney have also reviewed the plan. Recommendation: Adopt the Personnel Policy Manual with changes effective July 1, 2016.

Motion was made by Commissioner Deborah F. Brown, seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to adopt the Personnel Policy Manual with changes effective July 1, 2016.

*Joint Human Resources/Public Safety Committee - Fire Department Reorganization; Part-Time Hourly Pay Adjustments.* Commissioner Dan Brummitt reported that the Public Safety Committee (Brummitt [C], Brown & Wilder) and the Human Resources Committee (Brown [C], Taylor & Wilder) met jointly Thursday, February 25 to discuss the fire department reorganization. The committee discussed the creation of a fire marshal position separate from the fire chief (no-chain of command) and directed staff to return with a proposal. Additionally, the committee discussed the potential for increasing the paid part-time positions at the volunteer stations and discussed staffing levels at the main fire station. Staff presented a plan to retain the

number of full-time positions at the main station and the committee expressed a desire for staff to look into reducing a few full-time paid positions at the main station and supplementing with volunteers. Staff will be researching whether a split paid/volunteer station will meet the minimum ISO guidelines and whether NFPA1710 or NFPA1720 (National Fire Protection Association) standards would apply to this department structure. The committee will continue this discussion at its next meeting. The committees also discussed the part-time hourly rates for firefighters and made a recommendation to increase the hourly rate for firefighters/specialists from \$9.32 to \$11.50 per hour and fire engineers from \$10.35 to \$13.00 per hour. The total budget impact is \$50,330, with \$33,485 covered with the existing fire tax. The staff and committee felt that the current hourly rate was an impediment to recruiting and retaining quality part-time fire personnel. Recommendation: Increase the rate for part-time firefighters/specialists to \$11.50 per hour and fire engineers to \$13.00 per hour effective April 1, 2016.

Motion was made by Commissioner Dan Brummitt to increase the rate for part-time firefighters/specialists to \$11.50 per hour and fire engineers to \$13.00 per hour effective April 1, 2016. This motion was seconded by Commissioner Deborah F. Brown and unanimously approved.

*Joint Human Resources/Public Safety Committee - EMS Billing/Collections.*

Commissioner Brummitt stated that the committees discussed a proposal to contract for EMS Billing and Collections in lieu of the current in house program. Staff received proposals from three billing companies and recommended contracting with EMS Management and Consultants (EMS/MC), which is the leading EMS billing company in the state and region. The firm is located in Lewisville, NC and serves 50 counties in North Carolina. It is anticipated that this outsourcing will significantly increase revenue and reduce costs. The term of the contract with the firm for this exclusive billing service will be five years. The firm will be paid a fee, on a monthly basis, in an amount equal to 6% of net collections. EMS/MC will contract with Security Collection Agency to attempt to collect past due accounts with the firm compensated a fee of 20% on all collections. The committees discussed the three existing county positions devoted to the billing and collection tasks and concurred with the staff's intention to reassign them to other vacant county positions at their current rates of pay. It is anticipated that one of the three billing specialist positions will be retained in the finance office to perform quality assurance on call reports before sending reports to the firm while the other two positions would be reassigned.

Recommendation: Authorize the chairman to execute a contract with EMS Management and Consultants for EMS Billing and Collections according to the terms noted above and following the approval of the county attorney of the form of the contract.

Motion was made by Commissioner Dan Brummitt to authorize the chairman to execute a contract with EMS Management and Consultants for EMS Billing and Collections according to the terms noted above and following the approval of the county attorney of the form of the contract. This motion was seconded by Commissioner Thomas S. Hester, Jr.

Commissioner Thomas S. Hester, Jr. noted that the contract with EMS Management is for five years. He asked that revenues be reviewed each year. Finance Director David C. Beck ensured the board that revenues would be reviewed each year and stated that the contract is commission based. The company only gets paid a percentage of what it collects.

Vote on the motion was unanimous.

*Planning and Environmental Committee - Approval for Sale of Neighborhood Stabilization Program (NSP) Property (225 Hawkins Drive).* Commissioner Archie B. Taylor, Jr. reported that the committee (Taylor [C], Garrison & Wilder) met Monday, February 8 to review a revised offer to purchase the remaining NSP home from James Freeman Hutchins. The offer was for \$49,000 and included \$7,000 in a neighborhood stabilization grant as is required by the NSP program. As authorized by the full board, the committee approved the offer to purchase and contract for the sale of the property. In accordance with general statutes, it is necessary for the full board to adopt a resolution authorizing the sale. Recommendation: Approve the resolution authorizing a Private Sale Pursuant to N.C.G.S 153A-378 of Low and Moderate Income Housing from the Vance County NSP Grant Program.

Motion was made by Commissioner Archie B. Taylor, Jr., seconded by Commissioner Terry E. Garrison, vote unanimous, to approve the following resolution authorizing a Private Sale Pursuant to N.C.G.S 153A-378 of Low and Moderate Income Housing from the Vance County NSP Grant Program.



**RESOLUTION**  
**By the Vance County Board of Commissioners**

Authorizing a Private Sale Pursuant to N.C.G.S 153A-378 of Low and Moderate Income  
Housing from the Vance County NSP Grant Program



- One self-contained compactor installed at each of the sites for MSW (to address odor issue)
- One two-piece compactor for true single-stream recycling (commingled and cardboard) at six of the eight sites (other two sites would have single stream closed top container)
- 30 yard open tops as per the current allocation
- One new site attendant shack with accessories (heat/air unit, refrigerators, etc.) at each site

In order to keep the cost consistent, the proposal would include closing all sites on Sundays and closing the two least utilized sites on Tuesdays and Thursdays. The committee discussed the potential adjustments to site hours and felt that closing the sites on Sundays would be consistent with surrounding counties and reduce out of county waste, but reserved the right to discuss this further. The committee also felt that future relocation of the Warrenton Road and Vicksboro Road sites off of main thoroughfares should remain a long term goal and could also decrease out of county waste. The committee was agreeable to the proposal and indicated that it would address many complaints currently being received and improve the overall convenience site experience for citizens. Based on direction from the committee, staff is working towards a July 1 contract that would include the improvements as noted and better performance measures.

Commissioner Deborah F. Brown suggested that the Vance County Appearance Commission and Vance County citizens be included in any discussions regarding the development of a new contract with Waste Industries. She expressed her displeasure with the idea of closing sites on Sundays. Commissioner Leo Kelly, Jr. suggested that the sites be open on Sundays during daylight savings time months and closed on Sundays during winter months.

Commissioner Thomas S. Hester, Jr. recommended that there is coordination with the property owners that we lease the land from before any changes and/or improvements are made.

This matter will continue to be discussed by the committee in the coming months.

*Properties Committee - Offers to Purchase REO Properties.* Commissioner Dan Brummitt stated that the committee (Brummitt [C], Kelly & Wilder) met February 9<sup>th</sup> and 18<sup>th</sup> and March 7<sup>th</sup> to review the following offers to purchase REO Properties:

- Lot 3 Hilliard Lane (tax parcel 0469-01011) - \$750 offer
- 46 Hilliard Lane (tax parcel 0469-01004) - \$1,200 offer
- 430 ½ Hamilton Street and 47 ft Hamilton Street Lot (tax parcels 0098 02004 and 0098 02033)
- 602 E. Winder Street (tax parcel 0092-01028) - \$3,000 offer
- Rowland Street (tax parcel 0073-04001) - \$4,180 offer

The committee reviewed the offers for Lot 3 Hilliard Lane and 46 Hilliard Lane and is agreeable to the offer prices, but would like for the buyer to agree to have the existing abandoned structures on 46 Hilliard Lane demolished within six months. The committee reviewed the offer

for Hamilton Street and is agreeable to the offer price, but would like the buyer to also include the small piece of property to the north. Commissioner Brummitt noted that this offer was just received today, so the individual has not yet been vetted by the tax office.

Motion was made by Commissioner Dan Brummitt to authorize the upset bid process for Lot 3 Hilliard Lane; 46 Hilliard Lane subject to the buyer agreeing to demolish the two abandoned structures on the property; and 430 ½ Hamilton Street with the conditions subject to the counter offer to acquire the property to the north and subject to vetting by the tax office. This motion was seconded by Commissioner Leo Kelly, Jr. and unanimously approved.



**RESOLUTION AUTHORIZING UPSET BID PROCESS  
FOR SALE OF REAL PROPERTY  
Lot 3 Hilliard Lane, Kittrell, NC 27544**

**WHEREAS**, Vance County owns certain real property with an address of **Lot 3 Hilliard Lane, Kittrell, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Number **0469 01011**; and,

**WHEREAS**, North Carolina General Statute §160A-269 permits the county to sell real property by upset bid, after receipt of an offer for the property; and,

**WHEREAS**, the County has received an offer to purchase the real property described herein above in the amount of **\$750.00** subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by *Norman M. Hilliard*; and,

**WHEREAS**, *Norman M. Hilliard* has paid the required deposit in the amount of **\$750.00** with their offer.

**THEREFORE, THE VANCE COUNTY BOARD OF COMMISSIONERS RESOLVES THAT:**

1. The Board of County Commissioners declares the real property described above surplus and authorizes its sale through the upset bid procedure of North Carolina General Statute §160A-269.
2. A notice of the proposed sale shall be published which shall describe the property and the amount of the offer and shall require any upset offer be subject to the same terms and conditions as contained therein except for the purchase price.
3. Any person may submit an upset bid to the Clerk to the Board of County Commissioners within 10 days after the notice of sale is published. Once a qualifying higher bid has been received, that bid will become the new offer.
4. If a qualifying upset bid is received, a new notice of upset bid shall be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Board of County Commissioners.
5. A qualifying higher bid is one that raises the existing offer by the greater of \$750 or ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of the offer and is subject to the same terms and conditions of the previous bid.
6. A qualifying higher bid must also be accompanied by a deposit in the amount of the greater of \$750 or five percent (5%) of the bid, which may be made by cash, cashier's check

or certified funds. The County will return the deposit of any bid not accepted and will return the bid of an offer subject to upset if a qualifying higher bid is received.

7. The terms of the final sale are that the Board of County Commissioners must approve the final high offer before the sale is closed and the buyer must pay with certified funds or wire transfer the bid amount and any other amounts as required pursuant to the terms and conditions of the bid at the time of closing, which shall be no later than 30 days following the approval by this Board of the final bid. The real property is sold in its current condition, as is, and the County gives no warranty with respect to the usability of the real property or title. Title will be delivered at closing by a **Non Warranty Deed**, subject to exceptions for ad valorem taxes, assessments, zoning regulations, restrictive covenants, street easements, rights of others in possession and any other encumbrances of record. Buyer shall pay for preparation and recording of the Deed and revenue stamps.

8. The County reserves the right to withdraw the property from sale at any time before the final high bid is accepted **and the right to reject all bids at any time**.

9. If no qualifying upset bid is received, the Board of County Commissioners will accept or reject the bid submitted within 60 days after the close of the 10-day upset period.

**This the 7<sup>th</sup> day of March, 2016.**

Gordon Wilder (signed)  
Gordon Wilder, Chairman  
Vance County Board of Commissioners

ATTEST:

Kelly H. Grissom (signed)  
Kelly H. Grissom, Clerk to the Board

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**RESOLUTION AUTHORIZING UPSET BID PROCESS  
FOR SALE OF REAL PROPERTY  
46 Hilliard Lane, Kittrell, NC 27544**

**WHEREAS**, Vance County owns certain real property with an address of **46 Hilliard Lane, Kittrell, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Number **0469 01004**; and,

**WHEREAS**, North Carolina General Statute §160A-269 permits the county to sell real property by upset bid, after receipt of an offer for the property; and,

**WHEREAS**, the County has received an offer to purchase the real property described herein above in the amount of **\$1,200.00 and all structures to be demolished and removed within six (6) months of closing**, subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by *Norman M. Hilliard*; and,

**WHEREAS**, *Norman M. Hilliard* has paid the required deposit in the amount of **\$750.00** with their offer.

**THEREFORE, THE VANCE COUNTY BOARD OF COMMISSIONERS RESOLVES THAT:**

1. The Board of County Commissioners declares the real property described above surplus and authorizes its sale through the upset bid procedure of North Carolina General Statute §160A-269.
2. A notice of the proposed sale shall be published which shall describe the property and the amount of the offer and shall require any upset offer be subject to the same terms and conditions as contained therein except for the purchase price.

3. Any person may submit an upset bid to the Clerk to the Board of County Commissioners within 10 days after the notice of sale is published. Once a qualifying higher bid has been received, that bid will become the new offer.

4. If a qualifying upset bid is received, a new notice of upset bid shall be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Board of County Commissioners.

5. A qualifying higher bid is one that raises the existing offer by the greater of \$750 or ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of the offer and is subject to the same terms and conditions of the previous bid.

6. A qualifying higher bid must also be accompanied by a deposit in the amount of the greater of \$750 or five percent (5%) of the bid, which may be made by cash, cashier's check or certified funds. The County will return the deposit of any bid not accepted and will return the bid of an offer subject to upset if a qualifying higher bid is received.

7. The terms of the final sale are that the Board of County Commissioners must approve the final high offer before the sale is closed and the buyer must pay with certified funds or wire transfer the bid amount and any other amounts as required pursuant to the terms and conditions of the bid at the time of closing, which shall be no later than 30 days following the approval by this Board of the final bid. The real property is sold in its current condition, as is, and the County gives no warranty with respect to the usability of the real property or title. Title will be delivered at closing by a **Non Warranty Deed**, subject to exceptions for ad valorem taxes, assessments, zoning regulations, restrictive covenants, street easements, rights of others in possession and any other encumbrances of record. Buyer shall pay for preparation and recording of the Deed and revenue stamps.

8. The County reserves the right to withdraw the property from sale at any time before the final high bid is accepted **and the right to reject all bids at any time.**

9. If no qualifying upset bid is received, the Board of County Commissioners will accept or reject the bid submitted within 60 days after the close of the 10-day upset period.

This the 7<sup>th</sup> day of March, 2016.

Gordon Wilder (signed)  
Gordon Wilder, Chairman  
Vance County Board of Commissioners

ATTEST:

Kelly H. Grissom (signed)  
Kelly H. Grissom, Clerk to the Board



**RESOLUTION AUTHORIZING UPSET BID PROCESS  
FOR SALE OF REAL PROPERTY**

**430 ½ Hamilton Street and 47 ft Hamilton Street Lot, Henderson, NC 27536**

**WHEREAS**, Vance County owns certain real property with an address of **430 ½ Hamilton Street and 47 ft Hamilton Street Lot, Henderson, North Carolina 27536**, and more particularly described by the Vance County Tax Department as Parcel Number **0098 02004** and Parcel Number **0098 02003**; and,

**WHEREAS**, North Carolina General Statute §160A-269 permits the county to sell real property by upset bid, after receipt of an offer for the property; and,

WHEREAS, the County has received an offer to purchase the real property described herein above in the amount of **\$1,000.00** subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by *Voncile Brown*; and,

WHEREAS, *Voncile Brown* has paid the required deposit in the amount of **\$750.00** with their offer.

**THEREFORE, THE VANCE COUNTY BOARD OF COMMISSIONERS RESOLVES THAT:**

1. The Board of County Commissioners declares the real property described above surplus and authorizes its sale through the upset bid procedure of North Carolina General Statute §160A-269.
2. A notice of the proposed sale shall be published which shall describe the property and the amount of the offer and shall require any upset offer be subject to the same terms and conditions as contained therein except for the purchase price.
3. Any person may submit an upset bid to the Clerk to the Board of County Commissioners within 10 days after the notice of sale is published. Once a qualifying higher bid has been received, that bid will become the new offer.
4. If a qualifying upset bid is received, a new notice of upset bid shall be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Board of County Commissioners.
5. A qualifying higher bid is one that raises the existing offer by the greater of \$750 or ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of the offer and is subject to the same terms and conditions of the previous bid.
6. A qualifying higher bid must also be accompanied by a deposit in the amount of the greater of \$750 or five percent (5%) of the bid, which may be made by cash, cashier's check or certified funds. The County will return the deposit of any bid not accepted and will return the bid of an offer subject to upset if a qualifying higher bid is received.
7. The terms of the final sale are that the Board of County Commissioners must approve the final high offer before the sale is closed and the buyer must pay with certified funds or wire transfer the bid amount and any other amounts as required pursuant to the terms and conditions of the bid at the time of closing, which shall be no later than 30 days following the approval by this Board of the final bid. The real property is sold in its current condition, as is, and the County gives no warranty with respect to the usability of the real property or title. Title will be delivered at closing by a **Non Warranty Deed**, subject to exceptions for ad valorem taxes, assessments, zoning regulations, restrictive covenants, street easements, rights of others in possession and any other encumbrances of record. Buyer shall pay for preparation and recording of the Deed and revenue stamps.
8. The County reserves the right to withdraw the property from sale at any time before the final high bid is accepted **and the right to reject all bids at any time.**
9. If no qualifying upset bid is received, the Board of County Commissioners will accept or reject the bid submitted within 60 days after the close of the 10-day upset period.

**This the 7<sup>th</sup> day of March, 2016.**

*Gordon Wilder* (signed)  
Gordon Wilder, Chairman  
Vance County Board of Commissioners

ATTEST:

*Kelly H. Grissom* (signed)  
Kelly H. Grissom, Clerk to the Board

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The committee reviewed the offer for 602 E. Winder Street and is agreeable to the offer price, but would like for the buyer to agree to bring the property up to minimum housing standards for the City of Henderson within six months. Jordan McMillen, Deputy County Manager/Planning Director stated that staff from the City and County completed the inspection and provided a list of necessary property upgrades to the board to meet this standard. Those upgrades include an inspection of the electrical system, a new water heater, sub-flooring to be repaired where needed, installation of handrails for both sets of interior stairs, wash and repair siding as needed, repair windows and add screens as necessary, and remove an abandoned vehicle from the property.

Motion was made by Commissioner Dan Brummitt to authorize the upset bid process for 602 E. Winder Street subject to the conditions as outlined by the committee and Mr. McMillen to be completed within six months. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

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**RESOLUTION AUTHORIZING UPSET BID PROCESS  
FOR SALE OF REAL PROPERTY  
602 E. Winder Street, Henderson, NC 27536**

**WHEREAS**, Vance County owns certain real property with an address of **602 E. Winder Street, Henderson, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Number **0092 01028**; and,

**WHEREAS**, North Carolina General Statute §160A-269 permits the county to sell real property by upset bid, after receipt of an offer for the property; and,

**WHEREAS**, the County has received an offer to purchase the real property described herein above in the amount of **\$3,000.00** and the buyer guarantees the following conditions will be met: Obtain an electrical permit and inspection of the electrical system; replacement of hot water heater; fix subfloor in multiple areas as needed; installation of handrails for both sets of interior stairs; wash and repair siding on exterior; repair windows and add screens as necessary; and removal of abandoned vehicle from property within six (6) months of the transfer of property. Failure to comply will cause real estate to revert back to Grantor, subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by **Caleb Keeter**; and,

**WHEREAS**, **Caleb Keeter** has paid the required deposit in the amount of **\$750.00** with their offer.

**THEREFORE, THE VANCE COUNTY BOARD OF COMMISSIONERS RESOLVES THAT:**

1. The Board of County Commissioners declares the real property described above surplus and authorizes its sale through the upset bid procedure of North Carolina General Statute §160A-269.



and blighted properties within the city and the county. The representatives from the group reiterated a desire for having the City and County borrow funds to remove all such properties within three years. The committee discussed the current 151 REO properties (38 structures) owned jointly with the City and the 54 REO properties (17 structures) owned by the County and recognized these properties would be easier as they are already owned by the local governments. Staff indicated progress is being made and additional funds will be requested in the upcoming budget to address the dilapidated structures already owned by the City and County. The committee acknowledged the difficulty in addressing the properties that are not currently owned by the County and/or City and agreed that the next step was to meet jointly with city representatives.

*Report on meeting with City of Henderson Land Planning Committee - Abandoned and Blighted Properties.* Commissioner Brummitt stated that the committee met with the City's Land Planning Committee to discuss jointly owned properties and dilapidated/abandoned structures. The initial discussion focused on the 38 jointly owned structures. Of these, eight have been identified as a first priority and approved for demolition by the City with existing budgeted funds (\$57,000). A second group of 16 structures have been prioritized for demolition utilizing funds from next budget year (approximate cost \$75,000). City and County management staff will coordinate to include this and some additional property maintenance funding within the upcoming budget. In addition to the currently owned property, city staff mentioned a total of 382 properties that have been identified as abandoned or blighted within the city. In order to address these, City staff intends to ramp up enforcement efforts starting along thoroughfares and near schools. City and County staff will be working together to determine whether these properties are current in paying taxes. As far as disposing of vacant, jointly owned properties, the committees discussed the idea of gifting vacant properties to neighbors on a case by case basis to assist with maintenance of the properties and to return them to the tax rolls. During the meeting, both committees made a commitment to work together to address the issue of abandoned and blighted properties.

#### Finance Director's Report

*Capital Improvement Plan Work Session.* Finance Director David C. Beck stated that work is progressing on the development of the Capital Improvement Plan, and the Davenport and county staffs are ready to discuss the draft plan and funding options with the board. Mr. Beck

noted that a list of projects was submitted to the board during its planning retreat in January. The board, by consensus, scheduled a work session for Monday, March 21 at 2:00 p.m. in the commissioners' meeting room.

#### County Manager's Report

*Animal Shelter Landscaping - Change Order #1.* Interim County Manager Robert M. Murphy stated that site work began for the animal shelter on February 22 with the entire project due to be completed in August 2016. A construction schedule was provided for the board's review. Change Order #1 is a deducting change order in the amount of \$10,134 to remove the landscaping cost from Riggs-Harrod Builders Contract. This is a result of a donation from a local landscaper (Thompson's Landscaping) to complete the landscaping as per the plans at no cost. The donation is valued at \$14,660 and includes a one-year warranty. Recommendation #1: Approve Change Order #1 with Riggs-Harrod Builders, Inc., reducing the contract by \$10,134 to remove landscaping from the construction contract. Recommendation #2: Authorize the chairman to execute a no-cost contract with Thompson's Landscaping for completion of the animal shelter landscaping.

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Deborah F. Brown, vote unanimous, to approve Change Order #1 with Riggs-Harrod Builders, Inc., reducing the contract by \$10,134 to remove landscaping from the construction contract.

Motion was made by Commissioner Dan Brummitt to authorize the chairman to execute a no-cost contract with Thompson's Landscaping for completion of the animal shelter landscaping. This motion was seconded by Commissioner Deborah F. Brown and unanimously approved.

*Summer Youth Program.* Mr. Murphy noted that the Summer Youth Program was a success last year. The program provided jobs for one community college and six high school students in various county departments. He recommended continuing the program this upcoming summer with the same number of students and at the same \$15,000 approximate cost. If the board chooses to operate the program this summer, the staff needs to begin the student recruitment effort now to complete the selection of students by June 1. Funds will be included in the recommended FY 2016-17 Budget if the board concurs.

The board, by consensus, decided to continue the Youth Employment Program in FY 2016 with the same number of youth using the same selection process through the schools' guidance counselors.

*Tree Removal at Henry A. Dennis Building.* Mr. Murphy stated that the poplar tree next to the Henry A. Dennis Building (300 S. Garnett Street) continues to decay and is interfering with the building's roof drainage system and with the ability to fly the flags at the building. The tree has been inspected by the forestry service and they recommend removal of tree due to its rotting condition. Staff has received four bids for cutting, removing/hauling and recommends contracting with David's Tree Professionals, a fully licensed company. The total cost is \$3,700 and includes stump grinding. Recommendation: Authorize the county manager to execute a contract with David's Tree Professionals for removal of the decaying poplar tree next to the Henry A. Dennis Building.

Motion was made by Commissioner Leo Kelly, Jr., seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to authorize the county manager to execute a contract with David's Tree Professionals for removal of the decaying poplar tree next to the Henry A. Dennis Building.

*2016 Tax Revaluation.* Mr. Murphy reported that the revaluation is expected to be completed by March 11 or shortly thereafter.

Consent Agenda

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Dan Brummitt, vote unanimous, to approve the following consent agenda items as presented: Budget Transfers #10 - #12, February Ambulance Charge-offs in the amount of \$837.52, January 2016 Tax Refunds and Releases, Departmental Monthly Reports, and the minutes of the February 1, 2016 regular meeting.



**Budget Transfer #10  
FY 2015-2016  
Henry A. Dennis Building**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Utilities	10-502-500013	5,700
<b>Total</b>		<b>\$ 5,700</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Maintenance Building & Grounds	10-502-500015	5,700
<b>Total</b>		<b>\$ 5,700</b>

Purpose: Funds needed to repair broken locks on two exterior doors as well as having the building drain pits cleaned out and for removal of a tree near the building.

Authorization: Vance County Board of Commissioners  
March 7, 2016

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**Budget Transfer #11  
FY 2015-2016  
Animal Control**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Auto Supplies	10-599-500031	2,000
<b>Total</b>		<b>\$ 2,000</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Capital Outlay	10-599-500074	2,000
<b>Total</b>		<b>\$ 2,000</b>

Purpose: Additional funds needed for purchase of new truck. Prices on available models were higher than anticipated when budget was adopted.

Authorization: Vance County Board of Commissioners  
March 7, 2016

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**Budget Transfer #12  
FY 2015-2016  
Emergency Operations/911**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Regular Salaries	10-621-500001	13,000
<b>Total</b>		<b>\$ 13,000</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Overtime	10-621-500003	5,000
Travel & Training	10-621-500014	3,000
Advertising	10-621-500026	500
Departmental Supplies	10-621-500033	2,500
Uniforms	10-621-500036	2,000
<b>Total</b>		<b>\$ 13,000</b>

Purpose: Several vacancies have resulted in lapsing salaries for full-time positions. More overtime has been required to maintain adequate staffing due to the vacancies. Also, requesting to move funds to several line items where budget shortfalls are anticipated by fiscal year end.

Authorization: Vance County Board of Commissioners  
March 7, 2016



### Tax Office Refund and Release Report for January 2016

Taxpayer Name	Tax Year	Real	Personal	Motor Vehicle	MV Fee	Solid Waste Fee	Reason
Lockett Randolph	2010	308.62	0	0	0	0	foreclosure
Owens Cleola E. heirs	2010	448.92	0	0	0	102.50	foreclosure
Lemay Moses J. heirs	2011	212.05	0	0	0	105.00	foreclosure
Lemay Moses J. heirs	2011	355.20	0	0	0	105.00	foreclosure
Lockett Randolph	2011	422.18	0	0	0	105.00	foreclosure
Owens Cleola E. heirs	2011	449.01	0	0	0	105.00	foreclosure
Evans Lewis W. Sr. heirs	2012	623.73	0	0	0	57.76	foreclosure
Jackson Magdalene H. heirs	2012	23.79	0	0	0	105.00	foreclosure
Lemay Moses J. heirs	2012	212.05	0	0	0	105.00	foreclosure
Lemay Moses J. heirs	2012	355.20	0	0	0	105.00	foreclosure
Lockett Randolph	2012	422.18	0	0	0	105.00	foreclosure
Medina Luis	2012	546.35	0	0	0	210.00	foreclosure
Medina Luis	2012	766.18	0	0	0	210.00	foreclosure
Medina Luis	2012	574.68	0	0	0	105.00	foreclosure
Medina Luis	2012	983.86	0	0	0	35.91	foreclosure
Owens Cleola E. heirs	2012	449.01	0	0	0	105.00	foreclosure
Proffitt Carolyn Mae	2012	110.97	0	0	0	105.00	foreclosure
Evans Lewis W. Sr. heirs	2013	639.70	0	0	0	105.00	foreclosure
Jackson Magdalene H. heirs	2013	24.40	0	0	0	105.00	foreclosure
Lemay Moses J. heirs	2013	217.47	0	0	0	105.00	foreclosure
Lemay Moses J. heirs	2013	364.29	0	0	0	105.00	foreclosure
Lockett Randolph	2013	432.99	0	0	0	105.00	foreclosure
Medina Luis	2013	934.35	0	0	0	105.00	foreclosure
Medina Luis	2013	1,082.75	0	0	0	105.00	foreclosure
Medina Luis	2013	1,009.05	0	0	0	210.00	foreclosure
Medina Luis	2013	560.34	0	0	0	210.00	foreclosure
Medina Luis	2013	785.80	0	0	0	210.00	foreclosure
Medina Luis	2013	589.40	0	0	0	105.00	foreclosure
Owens Cleola E. heirs	2013	460.51	0	0	0	105.00	foreclosure
Proffitt Carolyn Mae	2013	110.97	0	0	0	105.00	foreclosure
Owens Cleola E. heirs	2014	0	0	0	0	1379.60	foreclosure
Clark Donald	2014	0	49.47	0	0	105.00	pers prop billed
Evans Lewis W. Sr. heirs	2014	644.26	0	0	0	105.00	foreclosure
Jackson Magdalene H. heirs	2014	24.57	0	0	0	105.00	foreclosure
Lemay Moses J. heirs	2014	219.03	0	0	0	105.00	foreclosure
Lemay Moses J. heirs	2014	366.89	0	0	0	105.00	foreclosure
Lockett Randolph	2014	436.08	0	0	0	105.00	foreclosure
Medina Luis	2014	941.01	0	0	0	105.00	foreclosure
Medina Luis	2014	1,090.47	0	0	0	105.00	foreclosure
Medina Luis	2014	1,016.25	0	0	0	210.00	foreclosure
Medina Luis	2014	564.34	0	0	0	210.00	foreclosure
Medina Luis	2014	791.40	0	0	0	210.00	foreclosure
Medina Luis	2014	593.61	0	0	0	105.00	foreclosure
Owens Cleola E. heirs	2014	463.80	0	0	0	105.00	foreclosure
Proffitt Carolyn Mae	2014	112.32	0	0	0	105.00	foreclosure
Saleh Mohamed	2014	465.44	0	0	0	105.00	correct value
Sumner Clarence	2014	0	13.73	0	0	105.00	pers prop billed
Wright Sherry	2014	0	0	0	0	0	add solid waste
Stanton Charles Allen	2015	535.63	0	0	0	102.50	real prop - bill
Foster Penny S.	2015	535.63	0	0	0	105.00	real prop - bill
Foster Penny S.	2015	544.91	0	0	0	105.00	real prop - bill
Foster Penny S.	2015	544.91	0	0	0	105.00	real prop - bill
Foster Penny S.	2015	551.54	0	0	0	105.00	real prop - bill
Morton James E. Jr.	2015	0	0	0	0	0	add solid waste
Alston Julia Ann	2015	0	0	0	0	0	add solid waste

Taxpayer Name	Tax Year	Real	Personal	Motor Vehicle	MV Fee	Solid Waste Fee	Reason
Beard Douglas M.	2015	207.84	0	0	0	105.00	correct value
Corbi Plastics LLC	2015	0	1012.13	0	0	0	pers prop billed
Evans Lewis W. Sr. heirs	2015	644.26	0	0	0	105.00	foreclosure
Foster Penny S.	2015	391.79	0	0	0	0	real prop - bill
Foster Penny S.	2015	0	0	0	0	0	add solid waste
Freshour Gary Wayne	2015	0	17.04	0	0	0	pers prop billed
Green-Bullock Assisted Living	2015	0	695.26	0	0	0	pers prop billed
Green-Bullock Assisted Living	2015	0	457.81	0	0	0	pers prop billed
Green-Bullock Assisted Living	2015	0	4.69	0	0	0	pers prop billed
Green-Bullock Assisted Living	2015	0	30.09	0	0	0	pers prop billed
Green-Bullock Assisted Living	2015	0	46.63	0	0	0	pers prop billed
Green-Bullock Assisted Living	2015	0	1.55	0	0	0	pers prop billed
Harp Steven W.	2015	0	0	0	0	105.00	remove solid was
Henderson Alice T.	2015	925.38	0	0	0	105.00	correct/grant ex
Henderson Alice T.	2015	0	130.06	0	0	105.00	pers prop billed
Hunt J. Perry	2015	54.08	0	0	0	0	correct value
Jackson Magdalene H. heirs	2015	24.57	0	0	0	105.00	foreclosure
Lemay Moses J. heirs	2015	219.03	0	0	0	105.00	foreclosure
Lemay Moses J. heirs	2015	366.89	0	0	0	105.00	foreclosure
Lockett Randolph	2015	436.08	0	0	0	105.00	foreclosure
Medina Luis	2015	941.01	0	0	0	105.00	foreclosure
Medina Luis	2015	1,090.47	0	0	0	105.00	foreclosure
Medina Luis	2015	1,016.25	0	0	0	210.00	foreclosure
Medina Luis	2015	103.64	0	0	0	0	foreclosure
Medina Luis	2015	180.55	0	0	0	0	foreclosure
Medina Luis	2015	593.61	0	0	0	105.00	foreclosure
Mutton Wesley	2015	0	104.26	0	0	0	pers prop billed
Overby Anthony W.	2015	402.68	0	0	0	105.00	remove solid was
Owens Cleola E. heirs	2015	463.80	0	0	0	105.00	foreclosure
Pitchford Erica (Hargrove)	2015	224.25	0	0	0	105.00	real prop - bill
Proffitt Carolyn Mae	2015	112.32	0	0	0	105.00	foreclosure
Ray James Edward Jr.	2015	1,007.45	0	0	0	0	correct value
Rogers Steven Charles	2015	0	173.30	0	0	105.00	pers prop billed
Rogers Steven Charles	2015	0	151.18	0	0	105.00	pers prop billed
Saleh Mohamed	2015	465.44	0	0	0	105.00	correct value
Serrano Petra Castro	2015	0	0	0	0	0	add solid waste
Smith Willie B.	2015	0	0	0	0	0	add solid waste
Venable Ethel S.	2015	286.06	0	0	0	0	correct/grant ex
Watkins Frances L.	2015	0	29.22	0	0	105.00	correct/grant ex
Watkins Frances L.	2015	0	29.22	0	0	105.00	adjust val for e
West Linda M.	2015	118.51	0	0	0	0	correct value
White Thomas Allen Jr.	2015	390.23	0	0	0	0	correct/grant ex
Woodlief Mark T.	2015	0	1.66	0	0	0	correct value
Woodlief Mark Thurston	2015	0	2.50	0	0	0	pers prop billed
Foster Penny S.	2016	170.56	0	0	0	102.50	real prop - bill
Foster Penny S.	2016	170.56	0	0	0	105.00	real prop - bill
<b>Total</b>		<b>35,925.40</b>	<b>2,949.80</b>	<b>-</b>	<b>-</b>	<b>9,970.77</b>	
<b>Total Refunds and Releases</b>	<b>\$48,845.97</b>						

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MONTHLY REPORTS: 911 Emergency Operations, Administrative Ambulance Charge-Offs, Cooperative Extension, Fire and EMS, Public Health Department, Human Resources, Information Technology, Planning & Development, Parks & Recreation, Tax Office, and Veterans Service.

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Miscellaneous

*Appointments.* The following appointments were presented to the Board for consideration:

Vance County ABC Board

Applications have been received from Arnold Bullock and Ann Tucker to fill the vacant position formerly held by John Fogg.

Nursing Home Advisory Board

Appoint Fay Parker to fill a vacant position.

Tourism Development Authority

Appoint Davin Macwan to fill a vacant position.

Vance County Housing Authority

Appoint Jeremy Hetrick to fill a vacant position.

Commissioner Thomas S. Hester, Jr. stated that he supports Ann Tucker to fill the vacant position on the ABC Board. Commissioner Deborah F. Brown stated that this position was formally held by John Fogg and she supports Arnold Bullock in order to keep a diverse balance on the board.

Motion was made by Commissioner Deborah F. Brown to appoint Arnold Bullock to fill the vacant position on the Vance County ABC Board. This motion was seconded by Commissioner Leo Kelly, Jr. and unanimously approved.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to appoint Fay Parker to the Nursing Home Advisory Board, appoint Davin Macwan to the Tourism Development Authority, and appoint Jeremy Hetrick to the Vance County Housing Authority.

At this time, motion was made by Commissioner Dan Brummitt, seconded by Commissioner Deborah F. Brown, vote unanimous, to enter into closed session to discuss an economic development/legal matter relating to Semprius and a personnel matter.

Upon return to open session, motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to reinstate the Administrative Assistant position in the Veterans Service Office to full-time status and increase the salary of the incumbent Veterans Service Officer to mid-point of the position's salary range.

As there was no further business, at 8:00 p.m., motion was made by Commissioner Dan Brummitt, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, that the meeting be adjourned.

Approved and signed April 4, 2016.

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Chairman