

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, June 5, 2017 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 Dan Brummitt, Vice-Chairman Thomas S. Hester, Jr., Commissioners Carolyn Faines, Yolanda J. Feimster, Leo Kelly, Jr., Archie B. Taylor, Jr., and Gordon Wilder.

Absent: None.

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

Rev. Todd Stout, Carey Baptist Church, gave the invocation.

Mr. John Barnes, Chamber of Commerce, recognized the participants of Leadership-Vance 2017 who were present. The participants introduced themselves and stated their occupation and place of work. Chairman Dan Brummitt thanked the group for being present at the meeting and for taking an interest in moving the county forward.

Mr. Gregory Kelly, Acting Youth Services Manager, informed the board that Teen Court Competition was held this April in Greensboro. This is the third year our youth has competed in the competition and they came in First Place throughout the state. The board commended the youth for their hard work and thanked them for all they do.

Public comments were heard next. Ms. Sandra Butler Tubbs presented statistical information from the Regional Aging Advisory Council on seniors in Region K. Information included a breakdown of ethnicity, growth by age group, poverty, and levels of education.

As advertised, a public hearing was held to receive public comments on the proposed allocation of funds for economic development within Vance County. The proposed budget allocates a total of \$226,883 including \$145,803 for personnel, \$35,990 for marketing and advertising, \$15,167 for operation costs (supplies, equipment rental, insurance, etc.), \$14,923 for professional dues/memberships/subscriptions, and \$15,000 for office space to be used to promote development and infrastructure improvements in Vance County. Further, the proposed budget allocates \$100,000 to be used towards the purchase of land suitable for future economic development as well as \$36,000 to Kerr-Tar Regional Economic Development for administration of the Vance County Triangle North hub site.

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

As advertised, a public hearing was held to receive public comments on the FY 2017-18 Proposed Budget Estimate.

Michael Bobbitt spoke and suggested that \$100,000 be used towards education instead of buying land to use as an inducement for a new business. He suggested that the board identify which of the six categories in the Market Street Services Plan is the most achievable for our county. Include in the budget a requirement that each tax dollar spent to sustain the water project must be repaid to the county and used to improve employee salaries. Include a requirement that commissioner wages are permanently set at the 2015 level until the water project has repaid every tax dollar used to pay the debt to service the project. Also, end the practice of dinner before budget work sessions.

As there was no one else who wished to speak on this matter, Chairman Dan Brummitt declared the public hearing closed.

Rob Brink, KARTS Director, introduced Architect Paul Stewart, who gave a presentation on the new KARTS facility project. He stated that the new facility will be located on 1575 Ross Mill Road and will include a new operations building and maintenance building. The facility consists of a 12,000 square foot administration/operations building and a maintenance garage and wash bay. The project is currently in the permitting phase; advertisement for contractor pre-qualification is scheduled within the next 30 to 60 days; and advertisement for bids within the next 60 to 90 days. Groundbreaking is targeted for this fall, and construction is estimated to take 18 months. The board thanked Mr. Brink and Mr. Stewart for the presentation.

As advertised, a public hearing was held to gain citizen input on a rezoning request for a parcel adjacent to 151 Stagecoach Road (Parcel 0365-03004). The property owner is Brian Paynter, Cornerstone General Contracting, Inc. County Planner Amy Sandidge stated that the request is to amend the zoning map and to rezone the parcel (11.2 acres) from Agricultural Residential (A-R) to General Commercial (GC-1). The applicant wishes to expand the current use of a boat and RV storage business. Because of the property's location in a crossroads community on the current land use map, the area is characterized by various uses including Highway Commercial and Office Institutional. Moving away from the intersection, the land becomes more residential and agricultural in nature as is common next to development areas.

Ms. Sandidge stated that the Planning Board recommended approval of the rezoning on May 11 on the basis that the rezoning would be appropriate in this area.

As there was no one from the public who wished to speak on this matter, Chairman Dan Brummitt declared the public hearing closed.

Motion was made by Commissioner Gordon Wilder to approve the rezoning request from Agricultural Residential (A-R) to General Commercial (GC-1) on the basis that it is reasonable and consistent with the county’s land use plan by focusing commercial-industrial development within a designated development area. This motion was seconded by Commissioner Thomas S. Hester, Jr. and vote was ayes - six (6); noes - one (1), with the dissenting vote being cast by Commissioner Carolyn Faines.

Ms. Porcha Brooks, Tax Administrator, was next on the agenda and presented two untimely exemption applications for 2017 as follows:

**Untimely Exemptions**

<b>Name</b>	<b>Exemption Requested</b>	<b>Tax Administrator’s Recommendation</b>
ETC of Henderson 601 Wakefield Avenue	Business Personal Property	Approve Application
Greater Refuge Church of Our Lord Jesus Christ 1400 Americal Road	Religious Exemption	Approve Application

Ms. Brooks noted that all exemption applications met the qualifications of the exemptions and would have been approved if the applications had been submitted by the deadline. Since it is past the deadline, approval of the exemption applications must be made by the Board of Commissioners.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Gordon Wilder, vote unanimous, to approve the business personal property exemption application for ETC of Henderson.

Motion was made by Commissioner Gordon Wilder, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to approve the religious exemption application for Greater Refuge Church of Our Lord Jesus Christ.

**Water District Board**

As advertised, a public hearing was held to receive public comments on the FY 2017-18 Proposed Budget of the Vance County Water District.

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

*Water Committee - Revision to Security Deposit Refund Procedure.* Commissioner Gordon Wilder reported that the water committee (Wilder [C], Brummitt & Hester) met Monday, May 22<sup>nd</sup> and discussed a revision to the water rules and regulations allowing for a security deposit to be returned through an account credit. The committee recommended amending the rules and regulations as follows:

ADDED TEXT UNDERLINED; REMOVED TEXT STRIKETHROUGH: Following 12 consecutive months of on time VCWD bill payments in full the account deposit amount initial (\$150.00) account deposit will be returned to the customer of record by providing an account credit or upon request, by mail to the customer and address of record. ~~to the address of record mailed to the address of record and shall be made payable to the customer of record. If a customer's account is delinquent for any~~ In the case that a customer's account is not current for two months in a 12 month period after the account deposit is credited/refunded, ~~going forward,~~ the Vance County Water District will require a new account deposit in accordance with the deposit requirements in place at that time.

Motion was made by Commissioner Gordon Wilder, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to approve the amendment to water rules allowing security deposit refunds to be provided by crediting existing water accounts.

*Water Tap on Non-Buildable Land.* Commissioner Wilder reported that the committee revisited a request from Cornelius Cathcart, president and developer with the Dabney Estates Associates, to convert three wet taps to dry taps. The request was in regard to three wet taps purchased in 2010 for three separate vacant parcels within the Willow Creek Subdivision (627, 861, & 917 Willow Creek Lane). Recently a soil scientist determined that two of the properties (627 & 917) were unsuitable for an on-site subsurface septic system, while the third property (861) was unsuitable for a conventional on-site subsurface septic system. During the committee's April meeting, they questioned whether alternative types of septic systems could be used to allow the lots to be considered buildable. Staff consulted with the environmental health department and received feedback that the lots would be considered non-buildable. The committee recommended converting the three lots to dry taps and recommended that the property owner reimburse the county for the connection costs of each tap minus payments that have previously been paid to the county by the property owner. This would require a payment of \$731.70 for 627 Willow Creek Lane, \$735 for 861 Willow Creek Lane, and \$732 for 917 Willow Creek Lane. Recommendation: Authorize converting 627, 861, & 917 Willow Creek Lane from

wet taps to dry taps with the property owner reimbursing the county for the connection cost minus any payments made to the county.

Motion was made by Commissioner Gordon Wilder to authorize converting 627, 861, & 917 Willow Creek Lane from wet taps to dry taps with the property owner reimbursing the county for the connection cost minus any payments made to the county. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

*LGC Multi-Year Funding Plan Discussion.* County Manager Jordan McMillen stated that the committee reviewed the multi-year funding plan and potential methods of marketing to reach additional customers as outlined in the plan. The committee discussed the possibility of lowering the connection cost and recommended utilizing the reduced \$125 connection fee for the duration of Phase 3 construction for all areas of the county water system. Also, it was determined that the project manager (J.P. McCann) and Envirolink will assist with surveying the existing 440+ availability customers to determine potential reasons customers have signed up, but are not becoming active customers. The committee was supportive of the multi-year funding plan as presented. The plan was approved by the commissioners on May 25, 2017 and forwarded to the Local Government Commission.

*Phase 3 Update.* Mr. McMillen stated that the engineer (Tim Carpenter, LKC Engineering) provided the committee with an update on Phase 3, mentioning that surveying has been completed and preliminary designs should be completed by the end of June with the potential for construction in the fall of this year. The engineer and county staff remain in discussions regarding easements in the Gillburg area and once these are finalized, a final design will be completed.

*Monthly Operations Report.* The May 2017 operations report was presented to the board for information.

Commissioner Thomas S. Hester, Jr. stated that he would like to see the hook up fee reduced for new water users as soon as possible.

Commissioner Archie B. Taylor, Jr. stated that he has heard from some of his constituents who are adamantly opposed to the possible tax that could be placed on them. He stated that we need to be cautious with the multi-year funding plan.

At this time, Chairman Dan Brummitt closed the Water District Board.

*Capital Project Ordinance – 2017 CIP Projects.* Finance Director David C. Beck reported that the Capital Improvement Plan (CIP) for FY 2016-17 includes debt financing for a number of renovations/repairs at the Administration and Courthouse buildings. It is anticipated that the Local Government Commission will approve financing for these projects on June 6<sup>th</sup>. The capital project ordinance sets the budget for the project and budgets funds for the financing proceeds once they are received. Recommendation: Adopt the capital project ordinance for various renovations and repairs at the Administration and Courthouse buildings to be funded by an installment financing agreement.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Leo Kelly, Jr., vote unanimous, to adopt the following capital project ordinance for various renovations and repairs at the Administration and Courthouse buildings to be funded by an installment financing agreement.

BE IT ORDAINED by the Governing Board of the County of Vance, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project authorized is to pay the cost of financing certain improvements, repairs, and renovations to County buildings including but not limited to the County Administration building and County Courthouse building. The County will enter into an installment financing agreement with a bank to provide funding for the project.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3. The following amounts are appropriated for the project:

Contracted Services	\$55,750
Legal/Fiscal Cost	65,555
Contingency	58,835
Construction	1,117,860
<b>TOTAL</b>	<b>1,298,000</b>

Section 4. The following revenues are anticipated to be available to complete this project:

Loan Proceeds	\$1,298,000
<b>TOTAL</b>	<b>1,298,000</b>

Section 5. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Director is directed to report, on a monthly basis, on the financial status of each project element in Section 3.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 9. Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Director for direction in carrying out the project.

Adopted this 5th day of June, 2017.

R. Dan Brummitt (signed)  
R. Dan Brummitt, Chairman  
Vance County Board of Commissioners

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*Authorization of Year-end Closeouts.* Mr. Beck stated that in order to finalize the County’s FY 2016-17 books and conduct appropriate closeout transactions, it is necessary to obtain Board approval for the required budget actions.

Motion was made by Commissioner Gordon Wilder, seconded by Commissioner Carolyn Faines, vote unanimous, to authorize the staff to perform the necessary FY 2016-17 year-end budgeting and accounting transactions.

Appearing below is the FY 2016-17 Year-End Closeout Budget Amendment:

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*County of Vance*  
*Budget Amendment #29*  
*Year Ending June 30, 2017*

General Fund  
Fund 10

<u>Account Name</u>	<u>Account No.</u>	<u>Increase</u>	<u>Increase</u>
Professional Services	10410-500010		45,000
Travel/Training	10410-500014		5,500
Contracted Services	10410-500045		500
Dues & Subscriptions	10410-500053		125
Regular Salaries	10430-500001		5,650
FICA Expense	10430-500005		270
Retirement Local Gov't	10430-500007		410
Unemployment Insurance	10430-500038		6
Part-Time Salaries	10440-500002		17,150
Overtime	10440-500003		2,000
Longevity Pay	10440-500004		150

Group Insurance	10440-500006	500
Contracted Services	10440-500045	13,100
Dues & Subscriptions	10440-500053	1,230
Travel/Training	10450-500014	2,900
Contracted Services	10450-500045	23,050
Special Contracted Services	10470-500044	70,000
Advertising	10490-500026	250
Departmental Supplies	10490-500033	1,500
Contracted Services	10490-500045	1,200
FICA Expense	10491-500005	425
Group Insurance	10491-500006	2,140
Advertising	10491-500026	4,950
Unemployment Insurance	10491-500038	3,330
Regular Salaries	10500-500001	800
Part-Time Salaries	10500-500002	30
Maintenance Building & Grounds	10500-500015	12,000
Part-Time Salaries	10501-500002	62
Maintenance Building & Grounds	10501-500015	3,500
Contracted Services	10501-500045	1,000
Utilities	10502-500013	750
Maintenance Building & Grounds	10502-500015	175,000
Utilities	10504-500013	1,750
Departmental Supplies	10504-500033	500
Utilities	10505-500013	1,000
Maintenance Building & Grounds	10505-500015	85,000
Advertising	10505-500026	850
Departmental Supplies	10505-500033	1,200
Contracted Services	10505-500045	3,500
Maintenance Building & Grounds	10506-500015	5,000
Part-Time Salaries	10510-500002	1,650
Maintenance Vehicles	10510-500017	8,000
Auto Supplies	10510-500031	10,000
Capital Outlay	10510-500074	2,550
Non-Capitalized Assets	10514-500085	1,500
Longevity Pay	10518-500004	200
Utilities	10520-500013	7,000
Special Contracted Services	10520-500044	25,000
Food & Provisions	10520-500047	20,000
Building Demolition	10525-500172	2,500
Medical Examiner	10525-500174	15,000
Mobile Home Removal	10525-500176	5,500
EMS Medicaid Admin Fee	10530-500141	8,331
Lease Purchase Principal	10530-500153	11,100
Lease Purchase Interest	10530-500154	1,000
Maintenance Vehicles	10531-500017	2,000
Advertising	10532-500026	600
Contracted Services	10532-500045	35
Part-Time Salaries	10541-500002	1,925
Contracted Services	10541-500045	1,500
Travel/Training	10555-500014	925
Departmental Supplies	10555-500033	3,300
Insurance & Bonds	10555-500054	1,785
Maintenance Building & Grounds	10590-500015	2,500
Overtime	10599-500003	7,110
FICA Expense	10599-500005	370
Retirement	10599-500007	505
Utilities	10599-500013	17,500



Maintenance Building & Grounds	10599-500015	3,500
Maintenance Vehicles	10599-500017	4,000
Advertising	10599-500026	200
Health Care-Drugs-Medicine	10599-500046	7,500
Rescue Squad Operating	10600-500203	2,500
JCPC Youth Villages	10600-500254	15,000
KARTS Facility Match	10600-500285	180
Regular Salaries	10601-500001	2,300
FICA Expense	10601-500005	175
Retirement Local Gov't	10601-500007	1,050
Travel/Training	10601-500014	4,000
Advertising	10601-500026	250
Departmental Supplies	10601-500033	5,000
Workers Comp Insurance	10601-500037	475
Contracted Services	10601-500045	2,500
4-H Farm Bureau Expense	10604-500405	1,550
Equipment Rental	10605-500021	1,000
Office Supplies	10605-500032	1,500
Contracted Services	10605-500045	20,000
Equipment Rental	10607-500021	250
Office Supplies	10607-500032	250
Unemployment Insurance	10610-500038	5,300
Work First	10610-500144	9,000
Work Number	10610-500432	2,000
Medicaid Cost Calculation	10610-534636	250
Special Contracted Services	10611-500044	15,000
Contracted Services	10611-500045	17,500
NCDOT Aging Grt County	10611-500192	6,500
Liquid Nutrition	10615-500049	7,500
911 EMP Grant Supp	10621-500525	2,500
Disaster Expenditures	10621-500526	550
911 LEPC Grant	10621-500578	250
Contracted Services	10622-500045	750
Regular Salaries	10629-500001	343,680
Part-Time Salaries	10629-500002	72,120
Longevity Pay	10629-500004	2,650
FICA Expense	10629-500005	31,915
Group Insurance	10629-500006	94,830
Retirement	10629-500007	25,425
Regular Salaries	10630-500001	150,015
Part-Time Salaries	10630-500002	10,020
Longevity Pay	10630-500004	50
FICA Expense	10630-500005	12,210
Group Insurance	10630-500006	25,500
Retirement	10630-500007	11,025
Capital Outlay	10681-500074	13,500
CR-Schools	10696-500066	150,000
Transfer to Water Fund	10696-500071	75,000
Ad Valorem Tax-Current Yr	10301-430100	360,000
Ad Valorem Tax-All Other Yrs	10301-430104	45,000
Vehicle Rental Tax	10315-431500	2,000
Animal Shelter Fees	10332-433200	7,800
Donations-New Shelter	10332-433211	1,300
Farmer's Market Grant	10333-433308	1,188
Sales Tax - 1%	10345-434500	200,000
1/2 Sales Tax - 70% GF	10345-434501	126,700
1/2 Sales Tax - 30% Schools	10345-434502	54,300

1/2 Add'l Sales Tax - 40% GF	10345-434503	35,000	
1/2 Add'l Sales Tax - 60% Schools	10345-434504	52,000	
1/2 Cents Sales Tax - County	10345-434506	26,000	
Veterans Service Office	10346-434606	2,000	
IV-D Incentive	10349-434901	40,000	
Senior Center Trips	10350-435008	25,000	
Fed Flood Control Entitlement	10353-435313	6,411	
Inspection Fees	10357-435710	70,000	
Sheriff Interdiction Funds	10359-435917	65,000	
H.L. Perry Library Reimbursement	10367-436704	571,633	
VC Housing Authority Reimbursement	10367-436705	211,973	
Fire Incident Billing Reimbursement	10367-436715	6,500	
Smart Start Program	10370-437020	13,135	
Justice Assistance Grant	10380-438022	1,098	
Transfer from Facilities Fees	10397-439717	22,581	
Transfer from CR-General	10397-439761	257,675	
		<u><i>Decreases</i></u>	<u><i>Decreases</i></u>
DSS Administrative	10348-434800	240,000	
Maximization IV-E	10348-434806	40,000	
Day Care State/Federal	10348-434815	29,880	
Lease Proceeds	10370-437024	50,000	
Community Service/Rest	10380-438030	33,530	
Totals		<u><u>1,810,884</u></u>	<u><u>1,810,884</u></u>

**Water Fund**  
**Fund 16**

		<u><i>Increase</i></u>	<u><i>Increase</i></u>
Contracted Services	16665-500045		20,000
Investment Earnings	16329-432900	1,000	
Metered Water Sales	16375-437500	12,000	
Water - Debt Setoff Revenue	16375-437502	7,000	
		<u><i>Decrease</i></u>	<u><i>Decrease</i></u>
Totals		<u><u>20,000</u></u>	<u><u>20,000</u></u>

**Facilities Fees Fund**  
**Fund 17**

		<u><i>Increase</i></u>	<u><i>Increase</i></u>
FICA Expense	17515-500005		1
Facilities Fees - Courthouse	17515-500115		13,590
Fund Balance Appropriated	17399-439900	12,591	
		<u><i>Decrease</i></u>	<u><i>Decrease</i></u>
Departmental Supplies	17515-500033		1,000
		<u><u>12,591</u></u>	<u><u>12,591</u></u>

**Solid Waste Enterprise Fund**  
**Fund 30**

<u><i>Increase</i></u>	<u><i>Increase</i></u>
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Scrap Tire Disposal	30608-500041		30,000
Transfer Station Fees	30608-500043		50,000
Capital Outlay	30608-500074		3,500
Landfill Operation - Cont	30608-500242		7,500
Manned Disposal Sites	30608-500245		10,000
E-Waste Management	30608-500276		25,000
Scrap Tire Disposal Grant	30390-439002	23,000	
Electronics Management Program	30390-439007	550	
Solid Waste Household User Fee	30390-439009	97,500	
Scrap Metal	30390-439021	8,000	

		<u>Decrease</u>	<u>Decrease</u>
Scrap Tire Fee	30390-439001	3,050	
Totals		<u>126,000</u>	<u>126,000</u>

**Fire Tax Fund**  
**Fund 43**

		<u>Increase</u>	<u>Increase</u>
Tax Refunds	43354-500058		125
Fire Tax-Current Year	43303-430300	125	

		<u>Decrease</u>	<u>Decrease</u>
Totals		<u>125</u>	<u>125</u>

**Room Occupancy Tax Fund**  
**Fund 45**

		<u>Increase</u>	<u>Increase</u>
Utilities	45413-500013		500
Insurance & Bonds	45413-500054		110
Special Projects	45413-500062		10,000
Administration Fees	45413-500083		5,000
Room Occupancy Tax	45314-431400	15,610	

		<u>Decrease</u>	<u>Decrease</u>
Totals		<u>15,610</u>	<u>15,610</u>

**Capital Reserve School Fund**  
**Fund 60**

		<u>Increase</u>	<u>Increase</u>
Transfer Capital Proj Sch	60681-500306		224,017
Investment Earnings	60329-432900	2,000	
1/2 Sales Tax - 30% Schools	60397-439702	54,300	
1/2 Add'l Sales Tax Schools	60397-439704	52,000	
Fund Balance Appropriated	60399-439900	115,717	

		<u>Decrease</u>	<u>Decrease</u>
Totals		<u>224,017</u>	<u>224,017</u>

**Capital Reserve General Fund**  
**Fund 61**

		<u><b>Increase</b></u>	<u><b>Increase</b></u>
Transfer to General Fund	61660-500300		257,676
Fund Balance Appropriated	61399-439900	257,676	
		<u><u><b>Decrease</b></u></u>	<u><u><b>Decrease</b></u></u>
Totals		<u><u>257,676</u></u>	<u><u>257,676</u></u>

**Emergency Telephone System-Wireless**  
**Fund 71**

		<u><b>Increase</b></u>	<u><b>Increase</b></u>
Travel/Training	71751-500014		9,100
Maintenance Equipment	71751-500016		17,500
Contracted Services	71751-500045		60,300
Non-Capitalized Assets	71751-500085		14,500
Access Services-Cellular	71751-500120		1,000
Lease Purchase Principal	71751-500153		2,240
911 Addressing	71751-500307		6,355
		<u><u><b>Decrease</b></u></u>	<u><u><b>Decrease</b></u></u>
Special Projects	71751-500062		11,750
Capital Outlay	71751-500074		97,005
Lease Purchase Interest	71751-500154		2,240
Totals		<u><u>0</u></u>	<u><u>0</u></u>

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*FY 2016-17 Capital Reserve Projects Summary.* Mr. Beck stated that the prior and current fiscal years included a budget appropriation from fund balance of \$200,000 per year to address delinquent building maintenance needs. A list of the projects and associated costs funded through this appropriation in the current fiscal year was provided to the board for information.

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**Vance County**  
**Building Maintenance Projects**  
**Funded by \$200,000 Capital Reserve Set Aside**  
**FY 2016-17**

**Carry forward from previous year: \$109,773.13**

<b>Project Description</b>	<b>Cost/Estimated Cost</b>
Dennis Building Roof Replacement	\$ 172,559.12
Railing at County Office Building	3,944.00



**1210 Old Epsom Road, Henderson, North Carolina 27536, Vance County Tax Department  
Parcel Number 0112 05001A.**

**WHEREAS**, pursuant to NCGS 160A-269, a notice was published in the *Daily Dispatch* on **May 6, 2017**, stating that said offer had been received and that any person wishing to submit an upset bid should do so within 10 days; and

**WHEREAS**, no upset bids were received within the statutorily prescribed time period;

**THEREFORE, BE IT RESOLVED** by the Vance County Board of Commissioners, pursuant to NCGS 160A-269 that:

The bid submitted by **Reyna D. Tejada Hernandez** in the amount of **\$1,000.00** subject to the terms and conditions contained in the submitted bid, attached hereto as Exhibit “A”, is hereby accepted for the property described herein and the Board’s Chairperson shall execute the documents necessary to complete the transfer of title to such property.

**Adopted this the 5<sup>th</sup> day of June, 2017.**

**R. Dan Brummitt (signed)**  
**R. Dan Brummitt, Chairman**  
**Vance County Board of Commissioners**

**ATTEST:**

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

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*REO Property - Lot 6, Big Ruin Creek Lane.* Attorney Care stated that an offer had been received from Quintina Thomas for real property located at Lot 6, Big Ruin Creek Lane, Henderson, NC - parcel 0404 03029. He stated that the Board needs to vote on whether or not to proceed with the sale by advertising for upset bids and recommended approval of the resolution to begin the upset bid process for the property.

Motion was made by Commissioner Gordon Wilder to approve the following resolution authorizing the upset bid process for real property located at Lot 6, Big Ruin Creek Lane, Henderson, NC - parcel 0404 03029. 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  
Lot 6, Big Ruin Creek Lane, Henderson, NC 27537**

**WHEREAS**, Vance County owns certain real property with an address of **Lot 6, Big Ruin Creek Lane, Henderson, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Number **0404 03029**; 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 **\$3,216.00** subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by *Quintina Thomas*; and,

**WHEREAS**, the County has made a counteroffer to amend the terms of the Offer to Purchase County Owned Property; and,

**WHEREAS**, *Quintina Thomas* has paid the required deposit in the amount of **\$750.00** with her initial 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. Upon acceptance of the County's counter offered terms and conditions, 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.

**Adopted this the 5<sup>th</sup> day of June, 2017.**

**R. Dan Brummitt (signed)**  
**R. Dan Brummitt, Chairman**  
**Vance County Board of Commissioners**

ATTEST:

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

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County Manager's Report

*Implementation of Salary and Classification Study.* County Manager Jordan McMillen stated that the County completed a classification and pay study in January 2016 that updates job classifications and descriptions, personnel policies, and the salary schedule based on a market study of compensation. The budget includes implementation of this study beginning July 1, 2017 at an estimated county cost of \$489,000 in year one and \$250,000 in year two. To effectuate this, the board must adopt the plan and related documents. The recommendation as presented in the FY 2017-2018 budget is to approve the implementation of Option II as recommended by the MAPS Group classification and pay study over two consecutive years. Along with this is the approval of the adjusted job classes/descriptions, personnel policies, and salary schedule corresponding to Option II and its recommendations. Recommendation: Approve the MAPS classification and pay study and implementation of Option II phased in over two consecutive fiscal years as well as the adjusted job classes, personnel policy amendments, and salary schedule, to be effective July 1, 2017.

Motion was made by Commissioner Thomas S. Hester, Jr., to approve the MAPS classification and pay study and implementation of Option II phased in over two consecutive fiscal years as well as the adjusted job classes, personnel policy amendments, and salary schedule, to be effective July 1, 2017. This motion was seconded by Commissioner Leo Kelly, Jr.

Commissioner Gordon Wilder stated that while he supports the MAPS study in general, he cannot support an increase in the commissioners' salaries.

Vote on the motion was ayes - six (6); noes - one (1); with the dissenting vote being cast by Commissioner Gordon Wilder.

*Budget Review and Finalization Discussion.* Mr. McMillen stated that staff has prepared a budget ordinance based upon input from the board at the last budget work session. The budget ordinance is the legal basis of the budgetary accounting system and is the official document adopted by the board to approve the budget for the upcoming fiscal year. The budget ordinance



Commissioner Archie B. Taylor, Jr. stated that he supports giving Vance Granville Community College the amount they asked for which is \$127,157. Chairman Dan Brummitt stated that he has asked the VGCC finance director for some additional information which he has not yet received. Once he receives that information, he would like to schedule one more budget work session before the budget is adopted. The board discussed the community college at length and scheduled the next budget work session for Monday, June 12 at 5:30 p.m. A special called meeting to adopt the budget was scheduled for Thursday, June 22 at 5:00 p.m.

Motion was made by Commissioner Gordon Wilder, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to approve the following consent agenda items as presented: Budget Amendment #27, Budget Transfers #26 - #39, April 2017 Tax Refunds and Releases, Departmental Monthly Reports, and the minutes of the May 1, 2017 regular meeting, the May 15, 2017 special meeting, and the May 25, 2017 special meeting.

[illegible]

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
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<b>Total</b>		<b>\$ 115</b>
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Transfer To:	Account Number	Amount
Telephone & Postage	10-576-500011	115
<b>Total</b>		<b>\$ 1,362</b>

Purpose: Funds are needed in other line items to cover budget shortfalls and finish out the fiscal year.

Authorization: Vance County Board of Commissioners  
June 5, 2017

[illegible]

**Budget Transfer #28**  
**FY 2016-2017**  
**Elections**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Other Supplies/Materials	10-430-500034	10,255
<b>Total</b>		<b>\$ 10,255</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
FICA Expense	10-430-500005	1,100
Travel/Training	10-430-500014	1,300
Maintenance Equipment	10-430-500016	4,000
Equipment Rental	10-430-500021	3,500
Advertising	10-430-500026	55
Contracted Services	10-430-500045	300
<b>Total</b>		<b>\$ 10,255</b>

Purpose: Funds are needed in other line items to cover budget shortfalls and finish out the fiscal year.

Authorization: Vance County Board of Commissioners  
June 5, 2017

[illegible]

**Budget Transfer #29**  
**FY 2016-2017**  
**Fire**

Transfer From:	Account Number	Amount
Regular Salaries	10-531-500001	15,000
Overtime	10-531-500003	16,350
Group Insurance	10-531-500006	15,000
Workers Comp Insurance	10-531-500037	1,250
Pest Control	10-531-500057	1,000
<b>Total</b>		<b>\$ 48,600</b>





**Budget Transfer #33**  
**FY 2016-2017**  
**Jail**

Transfer From:	Account Number	Amount
Regular Salaries	10-520-500001	200,000
Group Insurance	10-520-500006	70,000
Departmental Supplies	10-520-500033	7,400
Workers Comp Insurance	10-520-500037	4,500
Unemployment Insurance	10-520-500038	12,250
Insurance & Bonds	10-520-500054	4,800
<b>Total</b>		<b>\$ 298,950</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Part-Time Salaries	10-520-500002	170,000
Equipment Rental	10-520-500021	200
Office Supplies	10-520-500032	4,000
Special Contracted Services	10-520-500044	40,000
Contracted Services	10-520-500045	750
Health Care-Drugs-Medicine	10-520-500046	39,000
Food & Provisions	10-520-500047	45,000
<b>Total</b>		<b>\$ 298,950</b>

Purpose: Funds are needed in other line items to cover budget shortfalls and finish out the fiscal year.

Authorization: Vance County Board of Commissioners  
June 5, 2017

[illegible]

**Budget Transfer #34**  
**FY 2016-2017**  
**Social Services Building**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Insurance & Bonds	10-506-500054	1,000
<b>Total</b>		<b>\$ 1,000</b>

Transfer To:	Account Number	Amount
Departmental Supplies	10-506-500033	1,000
<b>Total</b>		<b>\$ 1,000</b>

Purpose: Funds are needed in other line items to cover budget shortfalls and finish out the fiscal year.

Authorization: Vance County Board of Commissioners  
June 5, 2017

**Budget Transfer #35**  
**FY 2016-2017**  
**Animal Control**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Group Insurance	10-599-500006	500
Telephone & Postage	10-599-500011	2,000
Spaying/Neutering	10-599-500012	2,000
Departmental Supplies	10-599-500033	3,500
Workers Comp Insurance	10-599-500037	463
Capital Outlay	10-599-500074	500
<b>Total</b>		<b>\$ 8,963</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Utilities	10-599-500013	8,963
<b>Total</b>		<b>\$ 8,963</b>

Purpose: Funds are needed in other line items to cover budget shortfalls and finish out the fiscal year.

Authorization: Vance County Board of Commissioners  
June 5, 2017

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**Budget Transfer #36**  
**FY 2016-2017**  
**Emergency Operations/911**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Regular Salaries	10-621-500001	8,000
Equipment Rental	10-621-500021	600
Insurance & Bonds	10-621-500054	975
<b>Total</b>		<b>\$ 9,575</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Overtime	10-621-500003	5,000
Travel/Training	10-621-500014	200
Advertising	10-621-500026	300
Departmental Supplies	10-621-500033	500
Workers Comp Insurance	10-621-500037	275
Pest Control	10-621-500057	300
County Road Signs	10-621-500060	3,000
<b>Total</b>		<b>\$ 9,575</b>

Purpose: Funds are needed in other line items to cover budget shortfalls and finish out the fiscal year.

Authorization: Vance County Board of Commissioners  
June 5, 2017



**Budget Transfer #37**  
**FY 2016-2017**  
**Solid Waste Enterprise Fund**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Part-Time Salaries	30-608-500002	2,000
Departmental Supplies	30-608-500033	1,200
Workers Comp Insurance	30-608-500037	440
Maintenance Convenience Sites	30-608-500246	45,000
<b>Total</b>		<b>\$ 48,640</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Travel/Training	30-608-500014	750
Advertising	30-608-500026	250
Scrap Tire Disposal	30-608-500041	1,000
Capital Outlay	30-608-500074	5,145
E-Waste Management	30-608-500276	41,495
<b>Total</b>		<b>\$ 48,640</b>

Purpose: Funds are needed in other line items to cover budget shortfalls and finish out the fiscal year.

Authorization: Vance County Board of Commissioners  
June 5, 2017



**Budget Transfer #38**  
**FY 2016-2017**  
**Water Enterprise Fund**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Utilities	16-665-500013	1,000
Advertising	16-665-500026	1,000
Departmental Supplies	16-665-500033	20,000
Insurance & Bonds	16-665-500054	500
Purchased Water	16-665-500079	43,920
<b>Total</b>		<b>\$ 66,420</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Contracted Services	16-665-500045	20,000
Bank Service Charges	16-665-500088	1,000
System Maintenance	16-665-500286	45,000
Permits	16-665-500347	420
<b>Total</b>		<b>\$ 66,420</b>

Purpose: Funds are needed in other line items to cover budget shortfalls and finish out the fiscal year.



[illegible]

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Group Insurance	45-413-500006	300
Telephone & Postage	45-413-500011	1,000
Travel/Training	45-413-500014	500
Advertising	45-413-500026	7,050
Departmental Supplies	45-413-500033	1,000
Insurance & Bonds	45-413-500054	900
<b>Total</b>		<b>\$ 10,750</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Regular Salaries	45-413-500001	2,000
FICA Expense	45-413-500005	200
Retirement	45-413-500007	200
Special Projects	45-413-500062	7,500
Capital Outlay	45-413-500074	800
Audit	45-413-500084	50
<b>Total</b>		<b>\$ 10,750</b>

Authorization: Vance County Board of Commissioners  
June 5, 2017

[illegible]

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

Board of Social Services - three year term  
Re-appoint Gordon Wilder

Jury Commission - two year term  
Re-appoint Sandra Catherwood

Motion was made by Commissioner Thomas S. Hester, Jr. to approve the list of appointments as presented. This motion was seconded by Commissioner Leo Kelly, Jr. and vote was ayes - six (6); noes - one (1), with the dissenting vote being cast by Commissioner Gordon Wilder.

*Appointment of Voting Delegate and Alternate.* The Board was advised that a voting delegate and alternate needed to be appointed for the NACo Annual Conference in July. Motion was made by Commissioner Thomas S. Hester, Jr. to appoint Dan Brummitt as voting delegate and Gordon Wilder as his alternate for the NACo Annual Conference in July. This motion was seconded by Commissioner Archie B. Taylor, Jr.

Commissioner Yolanda J. Feimster stated that she feels one of the new commissioners should have the opportunity to be appointed as voting delegate or alternate. Commissioner Taylor informed Commissioner Feimster that she would not miss any learning experience by not being a voting delegate. The sessions are very informative and helpful to new commissioners.

Vote on the motion was ayes - six (6); noes - one (1), with the dissenting vote being cast by Commissioner Carolyn Faines.

*July 2017 Meeting Date.* Motion was made by Commissioner Leo Kelly, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to approve the following resolution changing the July 2017 meeting date from Monday, July 3, 2017 to Thursday, July 6, 2017.

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**RESOLUTION**  
**by the**  
**Vance County Board of Commissioners**  
***Changing the Date of the July 2017 Commissioners’ Meeting***

**WHEREAS**, the Vance County Board of Commissioners normally holds its regular meetings on the first Monday of each month at 6:00 p.m.; and

**WHEREAS**, North Carolina General Statute 153A-40 provides that in the event the Board of Commissioners desires to change the date and time of a regular meeting, that the Board may do so by adopting a resolution at least ten (10) days before such meeting; and

**WHEREAS**, the Vance County Board of Commissioners desires to change its regular meeting scheduled for Monday, July 3, 2017 at 6:00 p.m. to Thursday, July 6, 2017 at 6:00 p.m.

**NOW, THEREFORE, BE IT RESOLVED** by the Vance County Board of Commissioners that it does hereby change its regular meeting date from July 3, 2017 at 6:00 p.m. to July 6, 2017 at 6:00 p.m. at the usual place, the Commissioners’ Conference Room, Vance County Administration Building, Henderson, NC.

**BE IT FURTHER RESOLVED** that a copy of this resolution is to be posted on the Administration Building bulletin board, and the news media within Vance County is to be made aware of this change.

**This, the 5<sup>th</sup> day of June, 2017.**

**R. Dan Brummitt** (signed)  
**R. Dan Brummitt, Chairman**  
**Vance County Board of Commissioners**

**ATTEST:**

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

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Commissioner Dan Brummitt noted that information was received today from NCACC requesting each county to conduct a leadership forum on opioid abuse. He stated that we will be coordinating with community leaders to put together this forum.

At this time, motion was made by Commissioner Gordon Wilder, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to enter into closed session to discuss legal matters.

Upon return to open session, motion was made by Commissioner Gordon Wilder to request an extension from NC Commerce until September 1, 2017 to pay back the \$310,000 CDBG grant funding for Semprius and provide a notice of repayment requirement to the property owner. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

Motion was made by Commissioner Gordon Wilder to request the Golden Leaf Foundation to allow Vance County to retain \$69,000 of the amount owed to Golden Leaf under the Economic Catalyst Grant Program which was used for the Middleburg project. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

As there was no further business, at 8:30 p.m., motion was made by Commissioner Gordon Wilder, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, that the meeting be adjourned.

Approved and signed August 7, 2017.

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Chairman