

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, June 5, 2023 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: Chair Yolanda J. Feimster, Vice-Chair R. Dan Brummitt, Commissioners Sean A. Alston, Sr., Carolyn Faines, Thomas S. Hester, Jr., Leo Kelly, Jr., and Archie B. Taylor, Jr.

Absent: None

Also present were Interim County Manager Scott Elliott, Assistant County Manager Chris Dillon, Finance Director Katherine Bigelow, County Attorney Jonathan S. Care, and Clerk to the Board Kelly H. Grissom.

Associate Minister Mary Anderson, Shiloh Baptist Church, gave the invocation.

Before the meeting began, Chair Yolanda Feimster recognized and welcomed Mr. Scott Elliott as the county's interim county manager during the transition of hiring a new county manager.

The first item on the agenda was a special recognition. Representative Frank Sossamon presented the Order of the Long Leaf Pine Award to former commissioner Gordon Wilder. Rep. Sossamon stated that the award is the most prestigious award offered by the Governor and is presented to individuals who have a proven record of extraordinary service to the state. Mr. Wilder was a highly effective Vance County Commissioner for 12 years and has been very active at the local, regional, and state levels throughout his public service career. Before being elected as a county commissioner, he was a teacher with Vance County Schools for 21 years and director of the school district's transportation department for an additional nine years. Vance County and the State of North Carolina have benefitted greatly from his wise and capable leadership. Mr. Wilder stated that he is truly humbled and honored to receive such a prestigious award.

Ms. Wykia Macon, Vance County 4-H Agent, appeared before the board to introduce the Vance County Teen Council; however, the Teen Council was unable to attend the meeting. She stated that the Council is made up of teens from the Boys & Girls Club, 4-H, and Salvation Army. She then shared some information on program activities.

Mr. Frankie Nobles, Vance County Employee Engagement Team Chair, appeared before the board to recognize the new employee of the month. He noted that employees are nominated

by their peers, and this month's recognition goes to Kali Henderson with Vance County Social Services. Her peers noted that she always puts the needs of her team before her own, takes initiative, and is extremely dependable. Ms. Henderson will receive a \$100 gift card and a designated parking space for the month. She was presented with a certificate of appreciation and the board congratulated her on receiving this recognition.

Public comments were heard next. The following individuals spoke in opposition of the proposed fire restructure: Hartwell Wright, Danielle Evans, Sherri Matthews, Angie Ryan, Ted Grissom, Richard Ryan, and Bryant Williams.

As advertised, a public hearing was held to gain citizen input on the FY 2023-2024 proposed budget. As there was no one present who wished to speak on this matter, Chair Yolanda J. Feimster declared the public hearing closed.

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 \$274,586 including \$160,337 for personnel, \$27,000 for marketing/advertising, \$87,249 for operations cost (supplies, equipment rental, insurance, etc.), \$13,700 for professional dues/memberships/subscriptions, and \$11,260 for office space to be used to promote development and infrastructure improvements in Vance County. Further, the proposed budget allocates \$55,000 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, Chair Yolanda J. Feimster declared the public hearing closed.

#### Water District Board

Chair Yolanda J. Feimster called the Water District Board to order.

As advertised, a public hearing was held to gain citizen input on the FY 2023-2024 proposed budget of the Vance County Water District. As there was no one present who wished to speak on this matter, Chair Feimster declared the public hearing closed.

The April 2023 monthly operations report was presented to the board for information.

Chair Yolanda J. Feimster adjourned the Water District Board.

#### Committee Reports and Recommendations

*Public Safety Committee.* Assistant County Manager Chris Dillon reported that the committee (Alston and Brummitt present, Faines absent); Feimster in discussion, Kelly and Taylor

attending, met on Tuesday, May 16. Also in discussion were representatives from Bearpond FD, Cokesbury FD, Drewry FD, Epsom FD, Hicksboro FD, Kittrell FD, Townsville FD, Watkins FD, Vance County Rescue Squad, and Vance County Fire Department.

Fire Department Excess Radios. Mr. Dillon stated that the committee heard from the Emergency Management Director that Epsom FD did not need an additional eight portable radios and requested those radios be transferred to Townsville FD. The committee agreed and no action was needed for the transfer.

Fire Department Response. Mr. Dillon noted that the committee discussed the number of departments that respond to structure fires. Currently, three departments are required to respond to structure fires. The committee requested input on whether that should be increased to four. Fire Department representatives agreed. The Emergency Management Director noted that significant administrative and infrastructure work would need to be completed to facilitate the additional department dispatch. He stated that any redistricting should be completed before the increase in required departmental response, or else the work would have to be repeated after new service districts are agreed upon. There is a possibility, based on implementation, that the increase in responding departments could decrease the Insurance Services Office (ISO) Fire Score and decrease insurance premiums for property owners.

Fire Service Districts Redistricting. Mr. Dillon stated that the committee discussed realignment of current fire service districts. Commissioner Brummitt presented maps from previous meetings for discussion. Drewry and Goldenbelt stated they were in agreement with current districts at Middleburg. Fire Department representatives agreed there could be advantageous changes to current service districts lines, and requested any proposed changes in writing to discuss with their respective Boards of Directors. The committee agreed to propose specific changes to the fire departments for further discussions at future meetings.

Fire Service Reorganization. Mr. Dillon stated that the committee also discussed a possible reorganization of the Vance County Fire Department. Non-profit FD Chiefs had concerns regarding any possible reorganization and the potential impacts to current operations. Chiefs stated they did not want to lose any of their current part-time employees. Chiefs also stated that they would lose part-time and volunteers if county paid staff were to be placed in their stations due to the difference in pay and benefits. Commissioners assured chiefs no part-time positions would be eliminated. Discussion among chiefs and commissioners also centered around who county

employees embedded in non-profit departments would ultimately answer to and the differences in personnel policies among the nine non-profit departments and county personnel policy. Townsville and Vance County Rescue Squad representatives advocated for reorganization while acknowledging similar personnel concerns. Commissioners stated there would be work through the County Fire Marshal to create a uniform personnel policy among all non-profit departments and the county personnel policy. Chair Feimster requested that all non-profits inform county staff what would work best for them and that be relayed to Commissioners prior to the May 22 budget work session, which was done.

Fire Service Proposed Fiscal Year 2024 Budget. Mr. Dillon noted that conversation between the committee and non-profit representatives included the current Manager's Recommended Budget. Committee members requested the proposal for additional funding for part-time positions be included in the committee report and be disseminated to the non-profit departments for their review and comment.

Funding for four additional positions to provide 24 hr coverage

- Two additional positions in Bearpond
- Two additional positions in Hicksboro

**Private Non-Profit Fire Departments Paid Positions**  
**Cost Analysis - 60 hours/week @ \$15/hr**

<u>Department</u>	<u># of Positions</u>	<u>Hours per Year</u>	<u>Wages</u>	<u>FICA</u>	<u>Total</u>
Bearpond	4	12,480.00	\$187,200	14,321	\$201,521
Cokesbury	2	6,240.00	\$93,600	7,160	\$100,760
Drewry	2	6,240.00	\$93,600	7,160	\$100,760
Epsom	1	3,120.00	\$46,800	3,580	\$50,380
Hicksboro	4	12,480.00	\$187,200	14,321	\$201,521
Kittrell	2	6,240.00	\$93,600	7,160	\$100,760
Townsville	2	6,240.00	\$93,600	7,160	\$100,760
Watkins	2	6,240.00	\$93,600	7,160	\$100,760
<b>Total</b>	<b>19</b>	<b>59,280.00</b>	<b>\$889,200</b>	<b>68,024</b>	<b>\$957,224</b>

**Assumptions:**

- Based on five days per week due to initial contract, however it was voted upon to use remainder of funds as department sees fit as long as amount does not go over allotted amount.
- Allow departments to have coverage for 24 hours and based on analysis of call volume and when coverage is most needed.
- Bearpond and Hicksboro are getting 2, 24 hour positions @ 5 days per week  
All other Departments 2, 12 hour positions @ 5 days per week
- does not raise taxes while we see how staffing is put in place, more coverage while current staffing is at 71%.

*Human Resources Committee.* Mr. Dillon reported that the committee (Feimster, Faines, and Taylor); Kelly attending, met on Wednesday May 17. The committee discussed the naming

of an interim county manager, the selection of a hiring firm to select a permanent county manager, and the additional positions in the manager's recommended FY 2024 budget.

**Interim County Manager.** Mr. Dillon noted that all persons contacted during the interim county manager search either were unavailable or declined the position. The committee discussed the possibility of naming an Acting Interim County Manager to operate the county until an Interim County Manager can be named. The county must name an interim county manager by 5pm on May 26, 2023. Since the time of the committee meeting, the board appointed Scott Elliott as the interim county manager during its May 22, 2023 special called meeting.

**County Manager Search.** Mr. Dillon stated that the committee discussed whether to hire an outside firm or to do recruitment in-house for the new county manager search. Commissioner Feimster stated she had been in touch with numerous other counties and municipalities and Developmental Associates were recommended by all she had discussions with. The committee unanimously agreed to hire Developmental Associates, LLC out of Chapel Hill to be selected in the recruitment of a new Vance County Manager. Recommendation to approve signing a contract with Developmental Associates for the recruitment of the county manager position. The board selected Developmental Associates during its May 22, 2023 special called meeting.

**Fiscal Year 2024 Recommended Budget Positions.** Mr. Dillon noted that the committee discussed individual positions recommended by the county manager in the recommended FY24 budget. Each position was discussed by committee members. The committee unanimously recommended approving each position.

- **Planning Director Position**  
This level position is essential due to the lack of knowledge and experience in the Planning Department combined with the loss of the county manager who has assisted greatly with significant planning matters to include ordinance amendments, rezoning cases and improved customer service. Without this position, the county has the potential for delayed and inadequate reviews of major residential and future commercial projects.
- **DSS Accounting Specialist Position**  
From the Director of DSS: "The need will help balance the work that is required regarding the management of DSS funds. We are responsible for state and federal funding. It will allow me to transition a current role to a position they are more qualified for and recruit for someone who will be able to manage all aspects of our funding."
- **DSS IT Position**  
Currently NCOL is unable to adequately meet the needs of DSS in response time and service needs.
- **ETJ Enforcement Position**  
This position will be a full time city position devoted to the ETJ with the County reimbursing the City for 50% of the cost. Based on the needs within the ETJ, City and County staff believe this needs to be a full time position allowing for more proactive enforcement to address deficiencies beyond simple complaints.

## Finance Director's Report

*Fiscal Year-End Closeout Authorization.* Finance Director Katherine Bigelow stated that in order to finalize the county's fiscal year 2022-2023 books and conduct appropriate closeout transactions, it is necessary to obtain board approval for the required budget actions. She requested authorization to perform the necessary FY 2022-2023 year-end budgeting and accounting transactions.

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to authorize the finance director to perform the necessary FY 2022-2023 year-end budgeting and accounting transactions.

*Surplus Property.* Ms. Bigelow stated that the County Office Building has a variety of office furniture and a piano that needs to be declared surplus. She noted that items that were able to be repurposed have been repurposed and are currently being used throughout other departments in the county. Recommendation: Approve the property presented as surplus and authorize the Finance Director to dispose of said property accordingly as allowed by state statute.

Motion was made by Commissioner Thomas S. Hester, Jr. to approve the property presented as surplus and authorize the finance director to dispose of said property accordingly as allowed by state statute. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

Ms. Bigelow stated that after 30 years of dedicated service, it would be appropriate to allow Brian Short the opportunity to purchase his Turnout Gear for \$1. Turnout gear is custom ordered specifically for each employee and his gear has extended past its useful life. Recommendation: Approve the property presented as surplus and authorize the Finance Director to sell said property for \$1.

Motion was made by Commissioner Leo Kelly, Jr., seconded by Commissioner Dan Brummitt, vote unanimous, to approve the turnout gear as surplus and authorize the finance director to sell said property for \$1.

*Audit Contract for FY 2022-23.* Ms. Bigelow stated that Thompson, Price, Scott, Adams & Co. has presented a contract to continue as the auditors for the county for the fiscal year ending June 30, 2023. The fee for the audit will be \$54,800. Additionally, the Office of the State Auditor now requires a separate engagement for testing of Medicaid, other DSS programs for all counties, new GASB laws, as well as ARPA requirements. This testing goes beyond the scope of a typical

audit. Recommendation: Approve the contract with Thompson, Price, Scott, Adams, & Co. to perform the annual financial audit for the fiscal year ending June 30, 2023.

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Carolyn Faines, vote unanimous, to approve the contract with Thompson, Price, Scott, Adams, & Co. to perform the annual financial audit for the fiscal year ending June 30, 2023.

#### County Manager's Report

*Fireworks Permit – City of Henderson.* Interim County Manager Scott Elliott reported that the City of Henderson is requesting approval for a fireworks permit for a fireworks display at Fox Pond Park on Friday, June 30 (July 1 – rain date). The display will be handled by a professional pyrotechnics firm (Zambelli Fireworks Mfg. Co.) with the appropriate credentials and insurance coverage. The county fire marshal has approved the permit subject to board approval. Recommendation: Approve the request from the City of Henderson and Zambelli Fireworks Mfg. Co. for a permit to discharge fireworks at Fox Pond Park on Friday, June 30, 2023 (rain date – July 1).

Mr. Elliott also noted that Cokesbury Volunteer Fire Department is requesting approval of a fireworks permit for its Independence Day celebration on S. Cokesbury Road. According to Cokesbury VFD Chief Adam Pegram, the work will be performed by two licensed and insured shooters. Cokesbury is asking for a waiver of the \$125 permit fee. The county fire marshal has approved the permit subject to board approval. Recommendation: Approve the request from Cokesbury Volunteer Fire Department for a permit and fee waiver to discharge fireworks at its Independence Day celebration on S. Cokesbury Road planned for Saturday, July 1, 2023 with a rain date of Saturday, July 8, 2023.

It was noted that an incorrect map was included in the agenda packet for the City of Henderson fireworks. It was also noted that the license of Donald Roberson will be expiring before the scheduled fireworks for Cokesbury.

Motion was made by Commissioner Dan Brummitt to approve the fireworks permit for the City of Henderson and Cokesbury Volunteer Fire department, contingent upon receiving the correct map for the City of Henderson and upon receiving a valid license status for Donald Roberson for the Cokesbury fireworks. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

*Award of Service Weapon and Badge.* Mr. Elliott stated that Sheriff Curtis Brame has requested the award of the service weapon and badge to Captain Lloyd Watkins following his retirement January 1, 2023. He has served Vance County for 25 years. NCGS 20-187.2 states that former LEO's who retire from the Office of the Sheriff shall receive their badge at no cost to them, on written request. As per county policy, he is also eligible to receive his service weapon. Recommendation: Award service weapon and badge to retired Captain Lloyd Watkins, according to county policy.

Motion was made by Commissioner Sean A. Alston, Sr., seconded by Commissioner Dan Brummitt, vote unanimous, to award the service weapon and badge to retired Captain Lloyd Watkins, according to county policy.

*Waiver of Permit Fees - Rebuilding Hope Servants on Site.* Mr. Elliott noted that Rebuilding Hope, Inc. is conducting its SOS (Servants on Site) summer camp the week of June 19<sup>th</sup> – 23<sup>rd</sup>. The program includes roofing projects, handicapped ramps and other minor projects in Vance County for needy families. Rebuilding Hope has asked that the permit fees be waived for these projects. Recommendation: Waive the permit fees for Rebuilding Hope's Servant on Site program.

Motion was made by Commissioner Dan Brummitt to waive the permit fees for Rebuilding Hope's Servant on Site program. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

*Drewry Convenience Site Update.* Mr. Elliott informed the board that paving of the Drewry site will begin on Wednesday, June 14 with a planned reopening on the following Wednesday, June 21. The site will be closed during this time, so patrons are urged to plan accordingly and seek alternative disposal options available to them during this construction period. This notice will be placed on the county's website.

Consent Agenda

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to approve the following consent agenda items as presented: April 2023 Tax Refunds and Releases, departmental monthly reports, and the minutes of the May 1, 2023 regular meeting, the May 22, 2023 special meeting, and the May 31, 2023 special meeting.





**TAX OFFICE REFUND AND RELEASE REPORT FOR APRIL 2023**

TAXPAYER	TAX YR	REAL	PERSONAL	SOLID WASTE FEE	REASON
ADCOX KING E DECEASED	2017	0	15.41	105	PERS PROP BILLED
ADCOX KING E DECEASED	2018	0	15.74	112	PERS PROP BILLED
ADCOX KING E DECEASED	2019	0	16.16	112	PERS PROP BILLED
ADCOX KING E DECEASED	2020	0	16.16	117	PERS PROP BILLED
HUBER JAMES	2020	0	17.33	0	PERS PROP BILLED
MOORISH HOLY TEMPLE OF SCIENCE	2022	0	20.11	0	PERS PROP BILLED
SOMERVILLE SHAWN MAURICE CORNE	2022	0	317.15	0	PERS PROP BILLED
KEARNEY DENNIS	2022	0	61.53	120	PERS PROP BILLED
TOTAL		0	479.59		
GRAND TOTAL	479.59				

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

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Miscellaneous

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

Henderson-Vance Recreation Commission – four year term  
 Reappoint Donna Stearns and George Watkins

Jury Commission – two year term  
 Appoint Eddie Vick to fill vacant position.

Granville-Vance Public Health Board – three year term  
 Appoint Estena Bradley to fill vacant position.

Motion was made by Commissioner Dan Brummitt to approve the reappointments as presented. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

*Appointment of NACo Voting Delegate.* Motion was made by Commissioner Dan Brummitt to appoint Chair Yolanda Feimster as the voting delegate for the NACo Annual Conference. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

*July Meeting Date.* Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to approving the following resolution changing the July 2023 meeting date from Monday, July 3, 2023 to Monday, July 10, 2023 due to the Independence Day Holiday:

. . . . .  
**RESOLUTION**  
by the  
**Vance County Board of Commissioners**  
*Changing the Date of the July 2023 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, 2023 at 6:00 p.m. to Monday, July 10, 2023 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, 2023 at 6:00 p.m. to July 10, 2023 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, 2023.**

**Yolanda J. Feimster** (signed)  
**Yolanda J. Feimster, Chair**

. . . . .

As there was no further business, at 7:15 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 July 10, 2023.

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Yolanda J. Feimster, Chair