

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, November 6, 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 County Manager C. Renee Perry, Finance Director Katherine Bigelow, County Attorney Jonathan S. Care, and Clerk to the Board Kelly H. Grissom.

Rev. Joseph Ratliff, Shiloh Baptist Church, gave the invocation.

Chair Feimster introduced Renee Perry as the new county manager. Ms. Perry stated that she is happy to be with Vance County and is looking forward to working with everyone.

Public comments were heard next. Mr. Jonathon Edwards stated that he owns a business on US 1 Hwy and would like to place an LED billboard on his property. He noted that he has met with the county's planning department, and this would require a change to the existing zoning ordinance. Chair Feimster referred this request to the county manager.

Ms. Megan Cottrell, Vance County Animal Services Lead Officer, expressed her concerns with the public safety committee's proposed changes to the county's vehicle use policy. The proposed changes would limit take home vehicles to only the officer on call and the chief. She stated that when calls are emergencies, off-duty officers have responded because they were closer to the call. If they did not have their vehicle with them, they would lose valuable time driving to the shelter first to retrieve their county vehicle. Chair Feimster stated that the committee has not made a final decision on this matter and asked Ms. Cottrell to relay her concerns to the county manager.

Ms. Argretta Johen, Vance County Employee Engagement Team Member, appeared before the board to recognize the new employee of the month. She noted that employees are nominated by their peers, and this month's recognition goes to Ann Hudson with Vance County Human Resources. Her peers noted that she is extremely dependable, has an exemplary work ethic, and always remains positive. Ms. Hudson will receive a \$100 gift card and a designated parking space

for the month. She was presented a certificate of appreciation and the board congratulated her on receiving this recognition.

Tax Administrator Porcha Brooks was next on the agenda and presented the following untimely exemption applications for approval. She stated that if the applications had been submitted by the deadline, she would have approved them at the staff level.

**Untimely Exemptions**

<b>Name</b>	<b>Exemption Requested</b>	<b>Tax Administrator's Recommendation</b>
Tuan and Tina Phan 65 Matthews Drive Parcel 0209 02024	Elderly Exemption	Approve Application
Sarah Johnson 2750 Glebe Road Parcel 0381 03010	Disabled Veteran	Approve Application
Bessie W. Gill Heirs S. Cokesbury Road Parcel 0530 01010	Present Use Agriculture and Forestry	Approve Application
Izora Gooding 433 E. Winder Street Parcel 0025 12006	Elderly Exemption	Approve Application
David and Lila Hight 5314 Vicksboro Road Parcel 0539 01070	Elderly Exemption	Approve Application
Horace Canady, Jr. 530 Mitchell Street Parcel 0076 05002	Disabled Veteran	Approve Application
Rodney Joyner 538 E. Waycliff Road Parcel 0412E01016	Disabled Veteran	Approve Application
Vincent Jefferson 449 Morris Wilson Road Parcel 0379 02014	Disabled Veteran	Approve Application
Afiba Campbell 34 Stonebridge Lane Parcel 0452A01016	Disabled Veteran	Approve Application
Patti Lu Williams 82 Wrenn Road, Oxford Parcel 0431 02010	Elderly Exemption	Approve Application
Elaine Hilliard 2829 N. Lynnbank Road Parcel 0455 01011	Elderly Exemption	Approve Application
Plummer and Carol Bullock 21 N. Carpenter Lane, Lot 3 Parcel 0598 01008	Elderly Exemption	Approve Application
Middleburg Baptist Church 37 Walnut Street Parcel 0604 03001	Religious Exemption	Approve Application

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Carolyn Faines, vote unanimous, to approve the exemptions as requested.

Mr. Ryan Vincent, Vincent Valuations, appeared before the board for the adoption of the 2024 Schedule of Values. He noted that the board had received a copy of the Schedule of Values on September 22, 2023 and a public hearing was held on October 2, 2023. Once the Schedule is adopted, a notice will be published in the newspaper for four successive weeks noting the adoption. Taxpayers who feels the Schedule is invalid may appeal to the NC Property Tax Commission within 30 days of the first published date.

Motion was made by Commissioner Dan Brummitt to adopt the 2024 Schedule of Values, Standards and Rules. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

Mr. Elliot Clark, Vaya Health, appeared before the board and provided an update on the diversion center program/project. The program provides alternatives to incarceration to people who are arrested and jailed as a result of behaviors caused by mental illness. Jail diversion programs can help people who have a serious mental illness, are in jail on a minor charge, are willing to agree to receive treatment for their mental illness, or would not be a risk to the public if they were released from jail.

Vaya Vice President Donald Reuss shared information on the proposed diversion center, which would house a facility-based crisis center, a behavioral health urgent care center, a walk-in clinic, an open access comprehensive clinic, a pharmacy, and a peer living room. The cost to upfit the prospective site is \$4.6 million, not including HVAC. He noted that this is an architectural estimate and subject to change during the construction and bidding process. He stated that the lease execution is pending under the following conditions: rezoning of the property with the City of Henderson; commitment of funding from NC DHHS; and commitment of funding from Vance, Granville and Franklin Counties to support upfit and ongoing operation of the facility.

After lengthy discussion, motion was made by Commissioner Leo Kelly, Jr. to support Vaya Health and the project during this process. This motion was seconded by Commissioner Sean A. Alston, Sr. and unanimously approved.

#### Water District Board

Chair Yolanda J. Feimster called the Water District Board to order and the September 2023 monthly operations report was presented to the board for information. Chair Feimster adjourned the Water District Board.

## Committee Reports and Recommendations

*Public Safety Committee - EMS Land Acquisition.* Finance Director Katherine Bigelow stated that the committee (Alston/via phone, Brummitt, and Faines); Taylor attending, met on Monday, October 16, 2023 and reviewed a matrix prepared by staff to determine what the committee/commissioners desire in a piece of property. The committee agreed that they would like the land to be in Williamsboro area, and directed staff to put available lands into the Matrix and continue working on moving towards a purchase. Recommendation: Direct staff to continue seeking property for purchase for a northern Vance County EMS substation.

Motion was made by Commissioner Carolyn Faines, seconded by Commissioner Leo Kelly, Jr., vote unanimous, to direct staff to continue seeking property for purchase for a northern Vance County EMS substation.

*Public Safety Committee - Vehicle Use Policy.* This matter was tabled until the December 6 regular board meeting in order to be further reviewed by the committee and county manager.

*Public Safety Committee - Rural Fire Department's Fund Balance Disposal Request and Fire Tax Rate.* The committee was presented with a letter from the Vance County Fire and Rescue Association requesting the available fund balance in the Fire Tax fund to be paid out to all the departments. All rural fire chiefs signed the letter. The request was also to leave the tax rate the same on the newly assessed values following the 2024 tax revaluation. This will offset the rising costs in the rural departments providing services to Vance County. The committee recommended that the fund balance be left in place and not disperse the monies until the fire study and tax revaluation are complete. It was noted that staff sent information to all fire chiefs regarding the state appropriation funding for rural fire departments, if they choose to need funding.

*Public Safety Committee - Uniforms.* The committee stated that if a department is provided uniforms, employees are expected to wear those uniforms on a regular basis.

## Finance Director's Report

*Education Lottery Fund Applications.* Finance Director Katherine Bigelow stated that a joint application filed by the county commissioners and the board of education must be submitted to the state in order to draw down available North Carolina Education Lottery funds from the Public School Building Capital Fund. The county has budgeted to use lottery funds to pay the debt service for the 2010 QSCB and 2013 QZAB projects. The board of education approved the applications at its October 9, 2023 meeting for \$384,775.96. Recommendation: Approve the

applications to draw down lottery funds to be used for debt service payments on existing school facilities debt.

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Carolyn Faines, vote unanimous, to approve the applications to draw down lottery funds to be used for debt service payments on existing school facilities debt.

*FVW Head Start Lease Agreement.* Ms. Bigelow noted that after meeting all statutory requirements, we are ready to proceed with approving the lease agreement for the kitchen at the Eaton Johnson Complex to FVW Head Start. Recommendation: Approve the lease amendment for FVW Head Start Program.

Motion was made by Commissioner Carolyn Faines, seconded by Commissioner Sean A. Alston, Sr., vote unanimous, to approve the lease amendment for FVW Head Start Program for use of the kitchen at the Eaton Johnson Complex.



**RESOLUTION**

**by the**

**Vance County Board of Commissioners**

*Authorizing the Lease of Real Property Pursuant to NCGS §160A-272*

**WHEREAS,** pursuant to NCGS § 153A-176 and 160A-272, Vance County may, upon such terms and conditions as it deems wise, with or without consideration, lease any interest in real property; and

**WHEREAS,** Vance County did previously, lease to Franklin-Vance-Warren Opportunity, Inc. a portion of the building located at 500 N. Beckford Drive, Henderson, North Carolina; and

**WHEREAS,** Franklin-Vance-Warren Opportunity, Inc. has requested to lease additional space that is now available at the same location; to wit; 3,632 square feet commercial kitchen area and non-exclusive rights to the use of the loading dock located within the same Eaton Johnson Complex; and

**WHEREAS,** Vance County had previously determined this section of the complex would not be needed during the term of the lease, and does continue to affirm such determination.

**NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners for the County of Vance as follows:**

1. The real property known as the 3,632 square feet commercial kitchen and non-exclusive use of the loading dock located within the Eaton Johnson Complex located at 500 N. Beckford Drive, Henderson, North Carolina is not needed by the County for the term of the proposed lease attached hereto and incorporated by reference.
2. The first lease amendment (attached hereto and incorporated by reference) to include this additional real estate with an initial term through June 30, 2027, with one additional lease term extensions for five years (July 1, 2027-June 30, 2032), and a rental rate of \$10 per square foot per year is hereby authorized and approved.
3. A notice of the proposed lease as required by NCGS 160A-272 was published on October 3, 2023.

4. The Chair or the Interim Vance County Manager are hereby authorized to execute any and all documents related to affecting the above authorized first lease amendment.

This resolution shall be effective upon its adoption.

**ADOPTED this the 6<sup>th</sup> day of November, 2023.**

**Yolanda J. Feimster** **(signed)**  
**Yolanda J. Feimster, Chair**  
**Vance County Board of Commissioners**

**Attest:**

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

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*Industrial Park - Road and Sewer Project Bid Opening.* Finance Director Katherine Bigelow provided minutes and budget from the bid opening, noted by Grant Administrator Frank Frazier with Kerr-Tar Council of Governments. She noted that the total project budget is \$1,314,880 and the lowest bid was \$1,149,379.60 submitted by Triangle Grading. This leaves a shortfall of \$138,390. She stated that in order to move forward with the EDA grant, the shortfall funding needs to be secured even if it is not utilized. She recommended approval of Budget Amendment #9 to appropriate \$138,390 as county contribution to fulfill funding.

Motion was made by Commissioner Carolyn Faines to approve Budget Amendment #9 as presented. This motion was seconded by Commissioner Dan Brummitt and unanimously approved.

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**Budget Amendment #9**  
**FY 2023-2024**  
**Economic Development Fund**

<b>Revenue Amendment Request</b>	<b>Account Number</b>	<b>Revenue Increase (Decrease)</b>
Economic Development Fund Balance	47-399-439900	138,390
<b>Total Revenue Increase (Decrease)</b>		<b>\$ 138,390</b>
<b>Expenditure Amendment Request</b>	<b>Account Number</b>	<b>Expense Increase (Decrease)</b>
Special Projects	47-445-500068	138,390
<b>Total</b>		<b>\$ 138,390</b>

**Purpose:** Shortfall of road and sewer project in the industrial park, to secure the EDA and Commerce grant.

**Authorization:** Vance County Board of Commissioners  
November 6, 2023

*Clean-up of Former Vance Manor Site.* Ms. Bigelow noted that Chair Feimster had requested staff to get quotes to clean up county owned land at the old Vance Manor site on County Home Road. She stated that staff received quotes and would like to proceed with Woodlief's Lawn care for \$2,900, which is for brush/debris cutting and removal of five acres. To maintain it each year will be much less expensive. She stated that there are funds in contingency to cover this expense and no appropriation is needed. Recommendation: Authorize staff to work with Woodlief's lawn care as presented.

Motion was made by Commissioner Carolyn Faines to authorize staff to work with Woodlief's Lawn Care to clear brush/debris at the old Vance Manor site on County Home Road. This motion was seconded by Commissioner Sean A. Alston, Sr. and unanimously approved.

*Resolution - Operation Green Light.* Ms. Bigelow noted that Operation Green Light is an initiative endorsed by the NC Association of County Commissioners (NCACC), the National Association of Counties (NACo), and the National Association of County Veteran Service Officers (NACVSO) that shows support and honor for military veterans. During Operation Green Light, residents and businesses are asked to shine a green light or light their buildings green from November 6 to November 12 as a way of letting veterans know they are seen, appreciated, and supported. The resolution supports this effort, which will include lighting the exterior lights at the Henry Dennis Building green. Commissioner Dan Brummitt suggested that green lights be installed at other county buildings as well. It was noted that all other buildings use LED lights, but staff would double check to make sure.

Motion was made by Commissioner Carolyn Faines, seconded by Commissioner Sean A. Alston, Sr., vote unanimous, to approve the following resolution supporting Operation Green Light for veterans.



**RESOLUTION**  
**by the**  
**Vance County Board of Commissioners**  
***Supporting Operation Green Light for Veterans***

**WHEREAS**, the residents of Vance County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces; and

**WHEREAS**, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and





Motion was made by Commissioner Carolyn Faines, seconded by Commissioner Dan Brummitt, vote unanimous, to award the bid to Gupton Services in the amount of \$221,958 and approve Budget Amendment #7 as presented.

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**Budget Amendment #7  
FY 2023-2024  
Eaton Johnson Complex**

<b>Revenue Amendment Request</b>	<b>Account Number</b>	<b>Revenue Increase (Decrease)</b>
GF Fund Balance	10-399-439900	41,958
<b>Total Revenue Increase (Decrease)</b>		<b>\$ 41,958</b>

<b>Expenditure Amendment Request</b>	<b>Account Number</b>	<b>Expense Increase (Decrease)</b>
Building & Grounds	10-519-500015	41,958
<b>Total</b>		<b>\$ 41,958</b>

Purpose: To supplement eight chiller pumps and air handler replacement.

Authorization: Vance County Board of Commissioners  
November 6, 2023

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County Attorney's Report

*County Manager Contract.* County Attorney Jonathan S. Care stated that the county manager's contract has been reviewed and discussed by the board during previous closed sessions. It would be appropriate to formally approve the contract at this time.

Motion was made by Commissioner Dan Brummitt to approve the new county manager's contract. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

*Resolution – County Manager Hiring Authority.* Attorney Care noted that the board had also reviewed and discussed a resolution outlining the new county manager's hiring authority, which may be formally approved at this time.

Motion was made by Commissioner Dan Brummitt to approve the resolution authorizing the county manager to appoint county officers, employees and agents. This motion was seconded by Commissioner Sean A. Alston, Sr.

Commissioner Archie B. Taylor, Jr. expressed his concerns with the resolution because it does not allow the county manager to hire department heads and certain key positions without board approval. He stated that the county's personnel policy allows the county manager to hire

county employees and he feels the manager should have full authority when filling these positions. Commissioner Leo Kelly, Jr. echoed these remarks and stated that the resolution would tie the hands of the county manager.

After further discussion, vote on the motion to approve the resolution authorizing the county manager to appoint county officers, employees and agents was ayes – four (4); noes – three (3), with the dissenting votes being cast by Commissioners Thomas S. Hester, Jr., Leo Kelly, Jr. and Archie B. Taylor, Jr.



**RESOLUTION**  
by the  
**Vance County Board of Commissioners**  
*Authorizing the County Manager to Appoint County Officers, Employees, and Agents*  
*Pursuant to NCGS § 153A-82*

**WHEREAS**, pursuant to NCGS § § 153A-82, Vance County Board of Commissioners has the ability to authorize the County Manager to appoint certain positions within the County; and

**WHEREAS**, the Board of Commissioners desires to authorize the recently appointed County Manager direct authority to appoint without prior Board approval certain levels of Officers, Employees and Agents.

**NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners for the County of Vance as follows:**

1. The Vance County Manager shall be authorized to appoint without prior Board approval all Officers, Employees and Agents that are not listed below. The manager shall make all such appointments in accordance with any general personnel rules, regulations, policies, or ordinances approved by the Board.
  - a. Clerk to the Board/Executive Assistant
  - b. Special Projects Coordinator
  - c. Finance Director
  - d. Human Resources Director
  - e. Assistant County Manager
  - f. Tax Administrator
  - g. Veterans Services Officer
  - h. Fire Marshal
  - i. Planning Director
  - j. Economic Development Director
  - k. Fire Chief
  - l. Animal Services Manager
  - m. Emergency Operations Director
  - n. EMS Director
  - o. Facilities Maintenance Director
  - p. IT Director
  - q. Solid Waste Manager
2. All appointments of the above listed positions shall require the County Manager to secure the approval of the Board prior to the appointment.

This resolution shall be effective upon its adoption.

**ADOPTED this the 6<sup>th</sup> day of November, 2023.**

**Yolanda J. Feimster (signed)**  
**Yolanda J. Feimster, Chair**  
**Vance County Board of Commissioners**

**Attest:**

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

Consent Agenda

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Carolyn Faines, vote unanimous, to approve the following consent agenda items as presented: September 2023 Tax Refunds and Releases, departmental monthly reports, and the minutes of the October 2, 2023 special meeting, the October 2, 2023 regular meeting, the October 16, 2023 work session, and the November 1, 2023 special meeting.



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

TAXPAYER NAME	TAX YR	REAL	PERESONAL	SOLID WASTE FEE	REASON
ANKRUM ANTHONY	2023	0	192.55	0	CORRECT VALUE
BATH & BODY WORKS INC	2023	0	13.91	0	CORRECT VALUE
BURKE'S OUTLET STORE #418	2023	0	13.71	0	CORRECT VALUE
COMMUNITY HOME CARE OF VANCE	2023	0	1.07	0	REMOVE LATE LIST
COMMUNITY HOME CARE OF VANCE	2023	0	6.19	0	REMOVE LATE LIST
COMMUNITY HOME CARE OF VANCE	2023	0	21.85	0	REMOVE LATE LIST
COMMUNITY HOME CARE OF VANCE	2023	0	1.41	0	REMOVE LATE LIST
FORD DAVID JAMES	2023	0	98.10	0	PERS PROP BILLED
GREAT AMERICA FINANCIAL SERV	2023	0	0.84	0	CORRECT VALUE
GREAT AMERICA FINANCIAL SERV	2023	0	4.81	0	CORRECT VALUE
HETRICK JEREMY	2023	0	140.54	0	PERS PROP BILLED
HINTON JOHNNIE MAE HEIRS	2023	44.06	0	0	CORRECT/GRANT EX
INTERFACE SECURITY SYSTEMS LLC	2023	0	54.73	0	PERS PROP BILLED
JOHNSON JONATHAN SCOTT	2023	138.88	0	0	CORRECT VALUE
KLEMP MATTHEW	2023	0	64.27	0	CORRECT VALUE
LANE & ASSOCIATES XXXVI DDS PA	2023	0	16.69	0	CORRECT VALUE
LEAF CAPITAL FUNDING LLC	2023	0	2.30	0	CORRECT VALUE
LEAF CAPITAL FUNDING LLC	2023	0	44.43	0	CORRECT VALUE
LOPEZ PERLA	2023	0	0	120	REMOVE SOLID WAS
MASSEY CHADWICK S	2023	0	260.54	0	CORRECT VALUE
OVERBY ROBIN DAVID	2023	0	194.79	0	CORRECT VALUE
OVERBY ROBIN DAVID	2023	0	75.84	0	CORRECT VALUE
PEACE WILLIAM DAVID JR	2023	319.13	0	0	PUV APPEAL GRANT
SOMERSET CAPITAL GROUP LTD	2023	0	11.57	0	REMOVE LATE LIST
STEELE APRIL M	2023	0	0	120	REMOVE SOLID WAS
WALKER CELESTA	2023	0	0	120	REMOVE SOLID WAS
WELDON MARSHALL THOMAS	2023	722.94	0	120	CORRECT VALUE
WHEELER PAMELA N	2023	0	0	0	ADD SOLID WASTE
TOTAL		1225.01	1220.14		
GRAND TOTAL	2445.15				



MONTHLY REPORTS: 911 Emergency Operations, Administrative Ambulance Charge-Offs, Cooperative Extension, EMS, Human Resources, Information Technology, Planning and

Development, Tax Collections and Veterans Service.

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Miscellaneous

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

Vance County Zoning Board of Adjustments – three year term

Reappoint Thomas Shaw, Mitch Wyatt, Ruth Jones, Phyllis Stainback and Alvin Johnson

Vance County Tourism Development Authority

Appoint Catherine Hughes to fill a vacant position.

Motion was made by Commissioner Dan Brummitt to approve the reappointments and appointment as presented. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

As there was no further business, at 7:45 p.m., motion was made by Commissioner Dan Brummitt, seconded by Commissioner Carolyn Faines, vote unanimous, that the meeting be adjourned.

**Approved and signed December 4, 2023.**

**R. Dan Brummitt (signed)  
R. Dan Brummitt, Chair**