

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, April 3, 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, Leo Kelly, Jr., Archie B. Taylor, Jr., and Gordon Wilder.

Absent: Commissioner Yolanda J. Feimster.

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.

Dr. Tony Jackson, Vance County Schools Superintendent, and Kevin Purdue, Schools Maintenance Director, appeared before the board and provided information regarding their school safety capital investment request in the amount of \$850,000. The funding would be used for school cameras, bus cameras, door access controls, and intercom and fire alarm upgrades.

Chairman Brummitt noted that the county typically funds the first bus, and the state replaces those buses as needed. He asked if the cameras would be included in those replacement buses or would this be a recurring cost. Dr. Jackson responded that the cameras would be transferred from the old buses to the new buses. Chairman Brummitt asked what the life expectancy is of these cameras. Mr. Purdue stated greater than 10 years.

After further general questions, the board thanked Dr. Jackson and Mr. Purdue for their presentation.

Ms. Nancy Wilson, Tourism Director, was next on the agenda and asked the board to reconsider helping the Tourism Development Authority (TDA) with financing for a new Visitors Center and East Coast Drag Times Hall of Fame. By state statute, the TDA is not authorized to borrow funds. The county must borrow the funds for the TDA and the liability would be on the county. She provided a drawing of the building and information on displays. Also included were letters from professional writers who support the project.

Mr. Jim Johnson, TDA Member, stated that the hotel occupancy tax has generated \$1,776,374 since 2012. Much of this was brought in by the car show every October. He noted that the land for the new facility was purchased several years ago and is paid for, and the pre-

development costs have been paid for. He stated that the TDA can afford a \$2.25 million loan with 3% interest (\$114,793 per year), or 3.5% interest (\$122,336 per year).

Mr. Eugene Coard, a professional racer, was present and expressed his support for the project.

The board thanked Ms. Wilson for her report.

Ms. Carolyn Powell, Henderson-Vance Downtown Development Commission (DDC), was next on the agenda and provided an update on activities of the DDC. Financial incentives include grants for building, façade, signage, permitting costs, full-time employees, and low interest loans. Accomplishments for 2016 include grant funds received in the amount of \$29,980 and donations in the amount of \$11,000. Ms. Powell stated that total volunteer hours committed to the DDC Board of Directors for 2016 were 1,271. Other community member volunteer hours totaled 213. For 2014, the Non-Profit Times estimated the hourly rate of volunteer time to be \$23.07 per hour, which calculates to an additional \$34,235.88 invested in downtown Henderson. Ms. Powell stated that the DDC's main goal for 2017 is to apply and be accepted into the Downtown Community Associates Program. That is the first step in becoming a North Carolina Main Street City again. She stated that we lost our Main Street designation several years ago when we did not have a full time position. She then provided information on investment in downtown which includes façade improvements. The board thanked Ms. Powell and commended the DDC for its hard work in the downtown area.

Water District Board

The March 2017 operations report was presented to the board for information.

Water Committee - Amendment to Water Rules and Regulations – Refund of Security Deposit. Commissioner Gordon Wilder stated that the water committee (Wilder [C], Brummitt & Hester) met Monday, March 27 and discussed an amendment to the water rules and regulations that would return security deposits for those customers who have established 12 months of good credit history. The committee members felt the water system has developed enough history to warrant refunding the \$150 deposit and felt that the new policy would be consistent with other utility's practices. The amendment would add the following language to section 4E of the water rules and regulations: "Following 12 consecutive months of on time VCWD bill payments, the initial account deposit will be mailed to the address of record and shall be made payable to the customer of record. In the case that a customer's account is not current

for two months in any 12 month period going forward, the Vance County Water District will require a new account deposit.” Recommendation: approve the amendment to the water rules and regulations, providing a refund of the security deposit after a customer has established 12 months of good credit history.

Motion was made by Commissioner Gordon Wilder to approve the amendment to the water rules and regulations, providing a refund of the security deposit after a customer has established 12 months of good credit history. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

Water Committee - Water Tap on Non-Buildable Land. Commissioner Wilder reported that the committee considered a request from Cornelius Cathcart, president and developer with 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 Mr. Cathcart had a soil scientist determine 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. The committee questioned whether alternative types of septic systems such as satellite septic lots, drip irrigation systems, or others could be used to allow the lots to be considered buildable and recommended that staff consult with the environmental health department to make this determination. The committee discussed the need for the water district to be reimbursed for any tap installation costs if the lots are ultimately non-buildable and the board does provide relief to the property owner. The committee recognized that all wet tap signups were voluntary and were necessary to acquire the USDA funding for the water system.

Water Committee - FY-18 Rate Discussion. The committee was made aware that the manager’s recommended budget will include a proposed usage rate increase to cover an expected 5% water purchase increase from the City of Henderson as well as an additional increase to assist in lowering the transfer from the general fund to the water fund. Staff believes that through a multifaceted approach of cutting expenses and raising rates slightly, an additional \$100,000 can be removed from the transfer reducing the transfer from \$500,000 to approximately \$400,000 a year. Staff mentioned a concern with continuing to raise rates in future years to address the gap in funding and recommended that the committee and water board consider a water tax to solve the remaining shortfall. The committee members recognized the financial challenge with the

system and made note that the Franklin County water system took approximately 10 years to become self-sufficient. The committee also recognized the ultimate need for increasing the number of water customers and asked staff to work with Envirolink and LKC Engineering to develop incentive options. The committee discussed the service level provided by Envirolink and asked Envirolink to provide potential options for reducing service that could create a savings for the county. The committee was made aware that the Local Government Commission (LGC) has provided an additional letter of concern to the county this week which requires a response prior to the commission considering future debt applications from the county. Staff has been informed that this could impact or delay the county's capital improvement program borrowing for the current fiscal year. Staff developed a response to the LGC letter and distributed it to the board for consensus. Consensus was reached to send the letter as written.

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

Committee Reports and Recommendations

Properties Committee - Joint Meeting with City Land Planning Committee. Chairman Brummitt stated that the committee (Brummitt [C], Wilder & Kelly) met jointly with the City of Henderson's Land Planning Committee on Wednesday, March 22. The two committees discussed progress that is being made in demolishing jointly owned properties. A total of 13 jointly owned houses have been removed since July 1 with 22 being removed in total in 2016 utilizing 50% city and 50% county funding. The city has recently authorized the demolition of 10 more homes which will require an additional allocation of \$17,500 from the county this fiscal year. The Properties Committee felt this request was appropriate and follows along with the discussions the county held with the "Citizens Aligned to Take Back Henderson" group during the county's budget work sessions in 2016 and recommends appropriating the additional funds for demolition of 10 houses.

The committees also discussed a new "Urban Homesteading" program the city council has endorsed which would encourage homeownership by providing vacant houses to individuals in return for them bringing the structures up to current standards within 2½ years. The city is currently developing the process for how the program would be administered and would like to use jointly owned properties as a part of this initiative. Jointly owned properties that are identified for the program could potentially be transferred to the city for purposes of carrying out the program. The county informed the city of similar requirements that have been added to the

county property disposition process which requires structures to be demolished or brought up to standards and lawfully inhabited within one year of sale. The committees reiterated a desire to return vacant houses to the tax records while promoting safe housing that is well maintained.

The committees also discussed the following three commercial properties downtown:

- Former Abigayle's Bookstore (405 S. Garnett Street) – This property is currently in the foreclosure process – it is estimated this process will take six months. The roof of the structure is currently compromised, and water is entering the structure with mold throughout the structure. The neighboring property owner (Ballet Arts) has contacted the city on several occasions. The committees discussed finalizing the foreclosure process or gaining access to the property through summary abatement and sharing the cost (approximately \$13,000) to fix the roof and prevent continual damage to the neighboring business. Depending on the timing, it is anticipated this could come from the FY-18 budget. Once a roof is installed, it is anticipated that remediation of the mold will be approximately \$65,000.
- Former Henderson Laundry (341 N. Chestnut Street) – This property is not currently owned by the city and county, although taxes have been delinquent since 2011. The city is working with the Department of Environmental Quality to have the property accessed for cleanup. The city anticipates the cleanup cost for any remaining solvents will be limited to \$16,000 in addition to mitigating existing equipment in the building and building demolition costs. The county properties committee requested a preliminary cleanup cost prior to the county beginning the foreclosure process on this property.
- Former Warehouse (427-429 Garnett Street) - The county began foreclosure on these properties in 2014 and the owner went into bankruptcy halting the foreclosure proceeding. The bankruptcy was recently completed, and the county will be exploring foreclosure as was started in 2014.

The committee was also informed that the city is continuing to work on an urban redevelopment plan and will have representatives from the UNC School of Government here in the next few months to provide an overview of Urban Redevelopment Areas (URAs). The city requested that both the city council and commissioners be present for this presentation. Details to be provided at a later date. Recommendation: appropriate \$17,500 from contingency for the demolition of jointly owned REO properties.

Motion was made by Commissioner Thomas S. Hester, Jr. to appropriate \$17,500 from contingency for the demolition of jointly owned REO properties. This motion was seconded by Commissioner Leo Kelly, Jr. and unanimously approved.

Public Safety Committee - All-terrain Vehicle (ATV) Safety. Chairman Brummitt reported that the committee (Brummitt [C], Faines & Wilder) met Monday, March 27 with the Sheriff, District Attorney's Office, State Highway Patrol and a local ATV dealer to brainstorm solutions to address the use of ATVs on roadways and across private lands in the county. The committee acknowledged that ATVs on public roads pose a significant safety risk for the rider and the general public and mentioned concerns from property owners regarding damage to private land from ATVs. The Sheriff and Highway Patrol reviewed their protocol of weighing

the safety risk prior to pursuit and provided support for educating the public and providing the necessary enforcement. The group discussed the need for a multifaceted educational campaign through the use of social media, radio, newspaper, flyers at convenience stores, as well as a potential safety program in the schools to be provided by a local ATV dealer. The group recognized that the educational campaign needs to focus not only on the safety dangers, but also on the legal responsibilities of operating an ATV. The committee reviewed and pledged support for House Bill 168 which would provide further study on the damage of ATV use. The committee also pledged support for an organized enforcement effort to assist in mitigating the ATV safety issue.

Public Safety Committee - EMS Response. Chairman Brummitt stated that the committee reviewed maps summarizing call volumes and call locations for calendar years 2014, 2015 and 2016 for the emergency medical services department. The department responded to a total of 6,904 calls in 2016 with 57% of the calls located in the City of Henderson. The data indicates that approximately 11 calls per day occur in the city, three calls a day in the north, three calls a day in the south, and two calls a day in the eastern part of the county. The committee discussed the current arrangement of stationing three ambulances at the main station on Bickett Street with the 4th ambulance stationed at the Bearpond Volunteer Fire Department. Staff mentioned the challenge in responding to the northern part of the county when the ambulances from the main station are busy, and mentioned the need for flexibility in stationing ambulances when call volumes are high or staff is limited. The committee asked staff to research the ability of E-911 software to create algorithms to predict call locations and mentioned this as a potential solution in combination with a quick response vehicle. The committee recognized that further discussion was needed and felt a future meeting with the county's medical director may be helpful to the discussion as well.

Finance Director's Report

Audit Committee - Selection of Audit Firm for FY 2016-17. Finance Director David C. Beck reported that the Audit Committee met on Wednesday, March 29 to review bids received for performing the FY 2016-17 county audit. See bid tabulation below. The committee also discussed the results of the FY 2015-16 audit report. The committee recommended that the county contract with the low bidder Thompson, Price, Scott, Adams & Co. as the audit firm for the FY 2016-17 audit.

	Carr Riggs & Ingram Goldsboro, NC	Thompson, Price, Scott, Adams & Co. Whiteville, NC
NC County Audit Clients	12	12
Year 1 Cost	\$69,500	\$44,350
Year 2 Estimate	\$71,500	\$44,350
Year 3 Estimate	\$74,000	\$44,350

Motion was made by Commissioner Gordon Wilder to contract with Thompson, Price, Scott, Adams & Co. as the audit firm for FY 2016-17 and the next two fiscal years. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

CIP Issuance Resolution and Financing Documents – FY 2016-17 Projects. Mr. Beck submitted a final resolution authorizing the issuance of debt to fund the current year CIP projects for the board’s consideration. He stated that this is the final board action needed to proceed with closing on the financing for the project. He also presented draft financing documents from BB&T, the selected lending institution. He recommended approval of the resolution authorizing the execution and delivery of an installment financing agreement, a project fund agreement, and a deed of trust and related documents in connection with the financing of certain improvements for Vance County.

Motion was made by Commissioner Gordon Wilder, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to approve the following resolution authorizing the execution and delivery of an installment financing agreement, a project fund agreement, and a deed of trust and related documents in connection with the financing of certain improvements for Vance County.

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RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT FINANCING AGREEMENT, A PROJECT FUND AGREEMENT, A DEED OF TRUST, A CONDITIONAL ASSIGNMENT OF CONSTRUCTION DOCUMENTS AND RELATED DOCUMENTS IN CONNECTION WITH THE FINANCING OF CERTAIN IMPROVEMENTS FOR THE COUNTY OF VANCE, NORTH CAROLINA

BE IT RESOLVED by the Board of Commissioners (the “Board”) for the County of Vance, North Carolina (the “County”) as follows:

Section 1. The Board does hereby find and determine as follows:

(a) The Board has determined to enter into an installment contract financing for the purpose of providing funds, together with any other available funds, to pay the cost of financing certain improvements, repairs and renovations to certain County buildings including, without limitation, improvements, repairs and renovations to the County’s Administration and Courthouse Buildings

and associated equipment and parking facilities and the demolition of certain other County buildings (collectively, the “Project”).

(b) After a public hearing and due consideration, the Board has determined that the most efficient manner of financing the Project will be through the entering of an Installment Financing Agreement (the “Agreement”), between the County and Branch Banking and Trust Company (the “Bank”) pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended. At the Board’s March 6, 2017 meeting, the Board formally approved and accepted the proposal of the Bank to provide the above-described financing pursuant to the Agreement.

(c) Pursuant to the Agreement, the Bank will advance moneys to the County in an amount of not to exceed \$1,500,000 to pay the cost of the Project and the financing costs relating thereto, and the County will repay the advancement in installments, with interest (the “Installment Payments”), as described in the Agreement.

(d) In order to secure the repayment pursuant to the terms of the Agreement by the County of the advance of moneys to pay the cost of the Project, the County will, pursuant to the Agreement, grant to the Bank a deed of trust on the portion of the real property relating to the Project constituting the County’s Administration Building being financed with the funds advanced pursuant to the Agreement (the “Deed of Trust”).

(e) In order to provide for the deposit and investment of funds with the Bank pending disbursement thereof to pay the costs of the Project and related financing costs, the County will execute and deliver a Project Fund Agreement, to be dated as of the date of delivery thereof (the “Project Fund Agreement”), between the County and the Bank.

(f) As a condition to entering the Agreement, the Bank has required the County to conditionally assign to the Bank all the contracts, plans and specifications for the planned improvements to the Mortgaged Property (as defined in the Agreement) comprising a part of the Project pursuant to a Conditional Assignment of Construction Documents, to be dated as of the date of delivery thereof (the “Conditional Assignment of Construction Documents”).

(g) There have been presented to the Board at this meeting drafts of the Agreement, the Project Fund Agreement, the Deed of Trust and the Conditional Assignment of Construction Documents.

Section 2. In order to provide for the financing of the Project, the County is hereby authorized to enter into the Agreement and receive an advancement pursuant thereto in a principal

amount not to exceed \$1,500,000. The County shall repay the advancement in installments due in the amounts and at the times set forth in the Agreement. The payments of the Installment Payments shall be designated as principal and interest as provided in the Agreement. The interest rate payable under the Agreement shall not exceed 2.85% per annum (subject to adjustment as provided in the Agreement) and the final maturity shall not exceed December 31, 2032.

Section 3. The Board hereby approves the Agreement, the Project Fund Agreement, the Deed of Trust and the Conditional Assignment of Construction Documents in substantially the forms presented at this meeting. The Chairman, the Vice Chairman, the County Manager and the Assistant County Manager/Finance Director are each hereby authorized to execute and deliver on behalf of the County said documents in substantially the forms presented at this meeting, containing such insertions, deletions and filling in of blanks as the person executing such document shall approve, such execution to be conclusive evidence of approval by the Board of any such changes. The Clerk to the Board or any Deputy or Assistant Clerk to the Board is hereby authorized and directed to affix the seal of the County to each of said documents and to attest the same.

Section 4. No deficiency judgment may be rendered against the County in any action for breach of any contractual obligation authorized pursuant to this resolution and the taxing power of the County is not and may not be pledged directly or indirectly to secure any moneys due under any contract herein authorized.

Section 5. The Chairman, the Vice Chairman, the County Manager, the Finance Director/Assistant County Manager, the County Attorney and the Clerk to the Board of the County, and any other officers, agents and employees of the County, are hereby authorized and directed to execute and deliver such closing certificates, agreements, opinions and other items of evidence as shall be deemed necessary to consummate the transactions described above.

Section 6. The County hereby represents that it reasonably expects that it, all subordinate entities thereof and all issuers issuing obligations on behalf of the County will not issue in the aggregate more than \$10,000,000 of tax-exempt obligations (not counting certain current refunding obligations and private-activity bonds except for qualified 501(c)(3) bonds, as defined in the Internal Revenue Code of 1986, as amended (the "Code") during calendar year 2017. In addition, the County hereby designates each of the Installment Payments under the Agreement as a "qualified tax-exempt obligation" for the purposes of the Code.

Section 7. On July 11, 2016, the Board of the County adopted a resolution declaring its official intent to reimburse certain expenditures relating to the Project from the proceeds of tax-exempt debt (the "Reimbursement Resolution"). The description of the Project set forth in the Reimbursement Resolution is hereby amended to add costs related to the demolition of certain County buildings.

Section 8. This resolution shall take effect immediately upon its passage.

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I, Kelly H. Grissom, Clerk to the Board of the County of Vance, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of the Board of Commissioners for said County at a regular meeting held on April 3, 2017, as it relates in any way to the passage of the foregoing resolutions by said County and that said proceedings are recorded in the minutes of said Board.

I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.

WITNESS my hand and official seal of said County this 3rd day of April, 2017.

Kelly H. Grissom (signed)
Clerk to the Board

[SEAL]

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Surplus Property. Mr. Beck requested that the following two pieces of property be declared as surplus and authorize the finance director to dispose of said property as allowed by state statute.

Description	Reason No Longer Needed	Department
2015 Dodge Charger 2C3CDXKT1FH875386	Totaled by Insurance Co.	Sheriff
Wooden Desk	Broken	Finance

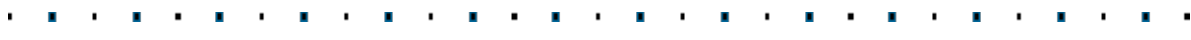
Motion was made by Commissioner Leo Kelly, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to declare the 2015 Dodge Charger and the wooden desk as surplus and authorize the finance director to dispose of said property as allowed by state statute.

County Attorney's Report

REO Property - 416 Parham Street. County Attorney Jonathan S. Care noted that during its March 2017 meeting, the board of commissioners approved the public sale process for the tax foreclosure property at 416 Parham Street - parcel number 0022 01009. The property was

advertised for upset bids and none were received. The board is now free to sell the property or reject the offer. This should be done by resolution.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Leo Kelly, Jr., vote unanimous, to approve the following resolution accepting the bid for 416 Parham Street, Henderson, NC - parcel number 0022 01009.



**RESOLUTION ACCEPTING BID FOR
COUNTY OWNED REAL PROPERTY**

WHEREAS, the Vance County Board of County Commissioners received an offer for the purchase and sale of County owned real property, which is more particularly described below:

416 Parham Street, Henderson, North Carolina 27536, Vance County Tax Department Parcel Number 0022 01009.

WHEREAS, pursuant to NCGS 160A-269, a notice was published in the *Daily Dispatch* on **March 12, 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 *Metamorphosis Property Development, LLC* in the amount of **\$3,000.00** 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 3rd day of April, 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**



416 Harriett Street and 1324 Hargrove Street. Attorney Care informed the board that previous action had been taken to authorize the upset bid process for 416 Harriett Street and 1324 Hargrove Street. These were published and no upset bids were received. After the notices were published, the county learned that the city has decided to hold off on doing anything with these two properties. The properties are now in a holding pattern until the city decides on what to do with the properties. County Manager Jordan McMillen stated that the

City may want to include these properties in the Urban Homesteading Program they are looking into.

County Manager's Report

Spring Litter Sweep Proclamation. County Manager Jordan McMillen stated that in the spring and fall of each year, the NC Department of Transportation sponsors cleanup campaigns to beautify the roadsides of the State. In support of the upcoming Spring Litter Sweep, the Board of County Commissioners is asked to approve a proclamation urging all citizens to become involved in making Vance County cleaner, safer, and more aesthetic. Recommendation: approve the proclamation designating April 15 - 29, 2017 as Spring Litter Sweep in Vance County.

Motion was made by Commissioner Gordon Wilder, seconded by Commissioner Leo Kelly, Jr., vote unanimous, to approve the following proclamation designating April 15 - 29, 2017 as Spring Litter Sweep in Vance County.



PROCLAMATION
by the
Vance County Board of Commissioners
in
Recognition of the 2017 Spring Litter Sweep

WHEREAS, in conjunction with the North Carolina Department of Transportation, Vance County supports and encourages participation in the Spring 2017 roadside cleanup effort to ensure clean and beautiful roads throughout the County; and

WHEREAS, the Spring 2017 Litter Sweep roadside cleanup campaign will occur April 15 - 29. The County urges all communities, civic and professional groups, businesses, churches, schools, families, and individual citizens to participate in the cleanup effort by sponsoring and organizing roadside cleanup teams; and

WHEREAS, Adopt-A-Highway volunteers, community service workers, community leaders, civic and community organizations, businesses, churches, schools, and environmentally concerned citizens conduct local cleanups during Litter Sweep and may receive Certificates of Appreciation for participation; and

WHEREAS, the natural beauty of our State and County, in addition to a clean environment, is a source of great pride for all Vance County residents, attracting tourists and aiding in the recruiting of new industries; and

WHEREAS, the cleanup effort will increase the awareness of the need for cleaner roadsides, emphasize the importance of anti-litter campaigns, and emphasize the recycling of solid wastes such as glass, metals, and plastics; and

WHEREAS, the Litter Sweep cleanup will be a part of educating the children and citizens of the County regarding the importance of a clean environment to the quality of life in Vance County.

NOW, THEREFORE BE IT PROCLAIMED, that the Vance County Board of Commissioners does hereby recognize April 15 - 29, 2017 as “Spring Litter Sweep” in Vance County and encourages all citizens to take an active role in making the community a cleaner and more beautiful place in which to live.

This the 3rd day of April, 2017.

R. Dan Brummitt (signed)
R. Dan Brummitt, Chairman

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Household Hazard Waste Collection Event and Award of Contract. Mr. McMillen stated that the county budgeted \$20,000 in the current fiscal year to hold a household hazard waste / paint collection event. This event is planned as part of the spring recycling day on April 29 from 9:00 a.m. to 1:00 p.m. at the City Operations Building and will provide an opportunity for residents to dispose of paint, batteries, aerosols, light tubes, cleaners and other household hazard waste. The collection is not intended for businesses or companies and will limit individuals to a total of 10 gallons of paint and 25 total gallons of hazardous waste. The appearance commission (Keep Vance County Beautiful Commission) worked with our solid waste director in soliciting proposals and reviewing responses from two certified firms that handle household hazardous waste collection. Based on the responses, lower unit prices, and positive references, it is recommended to proceed with EcoFlo, Inc.

Motion was made by Commissioner Thomas S. Hester, Jr. to award the contract to EcoFlo, Inc. for the county’s household hazardous waste collection event. This motion was seconded by Commissioner Gordon Wilder and unanimously approved.

HVAC Replacement at Courthouse and Administration Building and Award of Contract. Mr. McMillen noted that the board recently approved financing for several maintenance and improvement projects at the courthouse which are included in the current year’s Capital Improvements Projects (CIP). One such improvement includes the replacement of 16 HVAC units at the courthouse and administration buildings. Kilian Engineering has worked with the county in developing specifications, bidding, and oversight for the project. A bid tabulation was provided to the board which indicated Mike Brummitt Heating and Cooling as the low bidder. Mr. McMillen stated that it is essential that this work begin to allow its completion prior to replacement of the roof at the administration building. Chairman Brummitt noted that there is no relation between himself and the low bidder.

Motion was made by Commissioner Thomas S. Hester, Jr. to award the contract to Mike Brummitt Heating and Cooling totaling \$143,542 for the replacement of HVAC units at the courthouse and administration building. This motion was seconded by Commissioner Gordon Wilder and unanimously approved.

FY 2017-18 Budget Update. Mr. McMillen informed the board that the manager's recommended budget is scheduled to be presented to the board on Monday, May 1.

Consent Agenda

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 Amendments #24 and #25, Budget Transfers #17 and #18, February 2017 Tax Refunds and Releases, Departmental Monthly Reports, and the minutes of the March 6, 2017 regular meeting.

Commissioner Gordon Wilder stated that he would like to see more history/trends for permits issued on the Planning & Development report.

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**Budget Amendment #24
FY 2016-2017
Courthouse**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
Fund Balance Appropriated	10-399-439900	7,370
Total Revenue Increase (Decrease)		\$ 7,370

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Maintenance - Buildings & Grounds	10-505-500015	7,370
Total		\$ 7,370

Purpose: Funds appropriated to replace lettering that is broken and deteriorated on the courthouse plaza. Allocation of funds was approved by the board during its March 6, 2017 meeting.

Authorization: Vance County Board of Commissioners
April 3, 2017

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**Budget Amendment #25
FY 2016-2017
Social Services**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
DSS Administrative	10-348-434800	108,142
Total Revenue Increase (Decrease)		\$ 108,142

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Low Income Home Energy Assistance	10-610-500433	108,142
Total		\$ 108,142

Purpose: Additional allocation of federal funds received through NC DHHS for the Low Income Energy Assistance Program. No additional county dollars are required.

Authorization: Vance County Board of Commissioners
April 3, 2017



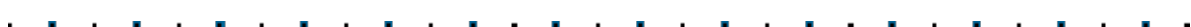
**Budget Transfer #17
FY 2016-2017
Sheriff's Office**

Transfer From:	Account Number	Amount
Insurance & Bonds	10-510-500054	9,478
Regular Salaries	10-510-500001	49,522
Total		\$ 59,000

Transfer To:	Account Number	Amount
Travel / Training	10-510-500014	3,000
Departmental Supplies	10-510-500033	4,000
Uniforms	10-510-500036	3,500
Overtime	10-510-500003	20,000
Separation Allowance	10-510-500008	28,500
Total		\$ 59,000

Purpose: Funds are needed in other line items to cover budget shortfalls in the current fiscal year. Increase in overtime due to vacancies and several recent retirements have increased the separation allowance costs.

Authorization: Vance County Board of Commissioners
April 3, 2017



**Budget Transfer #18
FY 2016-2017
Planning & Development**

Transfer From:	Account Number	Amount
Auto Supplies	10-541-500031	900
Total		\$ 900

Transfer To:	Account Number	Amount
Non-Capitalized Assets	10-541-500074	900
Total		\$ 900

Purpose: Funds are being transferred for the purchase of a laptop computer for use by the planning director.

Authorization: Vance County Board of Commissioners
April 3, 2017

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Tax Office Refund and Release Report for February 2017

Taxpayer Name	Tax Year	Real	Personal	Motor Vehicle	MV Fee	Solid Waste Fee	Reason
Adcock Joseph Howard, Jr.	2016	0	50.48	0	0	105.00	pers prop billed
Bullock Reginald & Melray	2016	1,341.81	0	0	0	0	add asv for impr
Collins Clecy A.	2016	0	45.95	0	0	105.00	pers prop billed
Collins Clecy A.	2016	0	82.48	0	0	105.00	pers prop billed
Daniels Fountain D.	2016	0	23.63	0	0	105.00	pers prop billed
Farlow Shannon Royce	2016	0	52.86	0	0	0	pers prop billed
Frisbie Robert N.	2016	336.24	0	0	0	0	real prop - bill
Grissom Kimberly Sue	2016	0	39.19	0	0	0	pers prop billed
Grissom Kimberly Sue	2016	0	1.60	0	0	0	pers prop billed
Grothe John Clayton, Jr.	2016	0	2.80	0	0	0	pers prop billed
Grothe John Clayton, Jr.	2016	0	2.80	0	0	0	pers prop billed
Gupton James Rodgers	2016	229.34	0	0	0	0	real prop - bill
Gupton Sonia Newman	2016	162.23	0	0	0	105.00	real prop - bill
Hargrove Janice Dunston	2016	0	59.03	0	0	105.00	correct value
Hargrove Janice Dunston	2016	0	59.03	0	0	105.00	pers prop billed
Henderson James Nathaniel	2016	0	50.48	0	0	105.00	pers prop billed
Jackson Robert	2016	0	113.29	0	0	0	pers prop billed
Jackson Robert	2016	0	0.93	0	0	0	pers prop billed
Lingle Theresa M.	2016	0	0	0	0	105.00	remove solid was
Matthews Willis, Jr.	2016	0	42.17	0	0	105.00	pers prop billed
McKoy Ryan T.	2016	0	50.48	0	0	105.00	pers prop billed
Peoples Jackie Wayne	2016	0	19.06	0	0	0	pers prop billed
Scott Christopher	2016	0	60.07	0	0	0	pers prop billed
Small Lashonda	2016	0	31.41	0	0	105.00	pers prop billed
Tatomir Wally W.	2016	0	51.54	0	0	0	pers prop billed
Tatomir Wally W.	2016	0	0.93	0	0	0	pers prop billed
Total		2,069.62	840.21	0.00	0.00	1,260.00	
Total Refunds and Releases	\$4,169.83						

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MONTHLY REPORTS: 911 Emergency Operations, Administrative Ambulance Charge-Offs, EMS, Health Department, Human Resources, Information Technology, Planning & Development, Tax Collections, and Veterans Service.

Miscellaneous

Appointment. The board was informed that a commissioner needed to be appointed to the Kerr-Tar Workforce Development Consortium to fill the position formerly held by Terry

Garrison. It was noted that Commissioner Leo Kelly, Jr. had expressed interest in serving in this capacity.

Motion was made by Commissioner Gordon Wilder, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to appoint Leo Kelly, Jr. to the Kerr-Tar Workforce Development Consortium to fill the position formerly held by Terry Garrison.

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

Upon return to open session, motion was made by Commissioner Gordon Wilder to allocate \$16,848.96 from Solid Waste Fund Balance for an adjustment on the Vance County landfill lease. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

As there was no further business, at 8:10 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 May 1, 2017.

R. Dan Brummitt (signed)
R. Dan Brummitt, Chairman