

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, April 6, 2020 at 6:00 p.m. in the Commissioners' Conference Room, Vance County Administration Building, 122 Young Street, Henderson, NC. Those Commissioners present were as follows: Chairman Gordon Wilder, Vice-Chairman Dan Brummitt, Commissioners Carolyn Faines, Yolanda J. Feimster, Thomas S. Hester, Jr., Leo Kelly, Jr. and Archie B. Taylor, Jr.

Absent: None.

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

Chairman Gordon Wilder gave the invocation.

Water District Board

Chairman Gordon Wilder called the Water District Board to order.

*Water Committee Report - Connection Fee.* County Manager Jordan McMillen stated that the committee (Brummitt [C], Wilder & Taylor) met on Tuesday, March 24, 2020 to discuss changes in the county's water connection fees. Currently the water district has a \$125 pre-construction incentive rate to sign up for the water system. Due to increasing costs for installing tap fees, staff is recommending to move to the regular connection rate of \$1,795. In addition to this staff would like to implement an additional \$750 bore fee for those instances where taps are to be installed on the opposite side of the road as the City of Henderson currently does. The committee was agreeable to the change but asked that the \$125 fee stay in place for the Phase 3 area until December 2020. Staff informed the committee that no approval was needed at the current time, but staff would proceed with including this fee change in the recommended FY20-21 budget. The committee members discussed the importance of showing compassion to individuals looking to connect to the system and mentioned the need to market the USDA 504 and other programs that would allow residents to spread out their payments and receive grant or loans for connecting to the system. The committee discussed the district's current practices of receiving water bill payments in person and asked staff to research costs and avenues for allowing residents to pay water bills through third parties in a similar manner to other utility companies. The committee felt this may be a way to move towards removing the local Envirolink office and reducing costs further.

*Water Committee – Phase 1B USDA Funding.* Mr. McMillen noted that the committee was made aware that the USDA has recommended the county to withdraw its current application for Phase 1B and to file a new application. This will allow the county to take advantage of a reduced interest rate for funding (from 3.25% to approximately 1.875%). Staff anticipates funding could be as much as 45% grant funds as per USDA guidance.

Motion was made by Commissioner Dan Brummitt to withdraw the existing USDA funding application for Phase 1B and submit a new application as recommended by USDA. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

The February 2020 monthly operations report was presented to the board for information. Chairman Wilder adjourned the water district board.

#### Committee Reports and Recommendations

*Properties Committee – Alliance Rehabilitation Center Lease Extension.* Commissioner Brummitt reported that the committee (Brummitt[C], Taylor & Wilder) met on Tuesday, March 24, 2020 to discuss a request from Alliance Rehabilitation Center to extend their existing lease of a county building. Alliance Rehabilitation Center or the Addiction Recovery Center (ARC) has occupied the property on County Home Road since 1975 and serves as an adult male halfway house. Each resident participates in an intensive, long term substance abuse outpatient program related to their substance use disorder and are authorized to remain in halfway house service for up to one year. Long term residential treatment facilities are rare, and research shows that ½ of those who achieve a year of sobriety will experience a relapse and only 15% of those who achieve five years of sobriety will experience a relapse. All residents of the area Oxford Houses are “graduates” of the ARC program. As a part of ARC’s lease, they have maintained the building over the years replacing windows, the HVAC system and any other maintenance as necessary. ARC holds current liability and property insurance on the property as required by the existing lease. The committee reviewed a draft lease agreement extending the lease for an additional five year period and recommended proceeding forward with the extension. Staff intends to provide the required 30 day notice in *The Daily Dispatch* and seek board approval for extending the lease at the May meeting.

*Properties Committee – Final Plan Review and Hold of Bid Release for Eaton Johnson.* Commissioner Brummitt stated that the county’s architect was on hand to review the final plans, budget, and schedule related to the project. The committee initially asked staff to proceed with

bidding, but then asked staff to hold off in releasing the bids due to the uncertain economic environment. The original plan had bids being released on March 31<sup>st</sup> with an opening date of April 28<sup>th</sup>. Staff is also working with the county's financial advisors to coordinate release of bids to banks for financing once direction is given to release the project to bid. Related to budget, the committee was informed that city storm water requirements are required even though the site is outside the Tar-Pamlico River Basin. This will require the county to pay a fee (as much as \$65,000) to a bank for a storm water related nutrient buy down credit in lieu of building wet retention ponds on the site. County staff has been in touch with the city manager and has learned there may be an exception to this if City Council were to approve a waiver. Staff will regroup with the committee over the next month or so to re-evaluate the project timeline.

Commissioner Thomas S. Hester, Jr. expressed his concerns with delaying the bid process and stated that he would like to see this done by the end of April. He stated that we should go ahead with the process so that we will know what we are dealing with as far as cost. We have already spent money on architectural fees and are spending money each month to maintain the building. He stated that the environment is very favorable right now and he is not comfortable with waiting. Commissioner Leo Kelly, Jr. echoed these remarks. Commissioner Dan Brummitt stated that he is not comfortable with proceeding during this time of crisis. He noted that the committee will continue to work on this and will bring a recommendation back to the board.

*Public Safety Committee – First Responder Medical Requirements.* Commissioner Wilder reported that the committee (Wilder[C], Brummitt & Taylor) met on Wednesday, March 25, 2020 and discussed requirements which are being implemented to ensure volunteer fire department members are certified to provide first responder duties. In order to respond with patient contact, the county's medical director requires that individuals possess the minimum of a medical responder certification which requires 60-80 hours of training initially and 32 hours of continuing education over the next four years. The committee was informed that the medical director has extended the deadline to January 1, 2021 for all departments to comply. The committee asked for periodic updates on whether volunteer departments were meeting the requirements.

*Public Safety Committee – COVID-19 Protocol Change for Dispatching First Responders.* Commissioner Wilder reported that the committee was given an update on the changing response protocols for fire departments as a result of the COVID-19 pandemic. Based upon guidance from the state and the county's medical director, fire departments will not be dispatched to low level

first responder calls and will only be dispatched to “echo” level or life threatening situations. This is being put in place because of the shortage of personal protective equipment (PPE) for the first responders and to ensure they are not exposed unnecessarily to coronavirus.

*Public Safety Committee – Community Paramedic Program.* Commissioner Wilder stated that the committee received a report from EMS Director Javier Plummer outlining the planned implementation of a community paramedicine program for the county. The committee was informed that funding is being included in the budget for a new position which could begin January 1, 2021. The full year cost of the position is approximately \$61,000 with salary and benefits. The position is designed to operate in expanded roles by assisting with public health, primary healthcare and preventative services to certain populations within the community. The position would work to provide and connect patients to primary care services as well as to integrate local health agencies and assist with post hospital follow-up care. The position is designed to help in reducing 911 requests for non-urgent, non-transport services and would assist with decreasing “frequent flyers,” or citizens who over utilize EMS services. The committee discussed the value of the program for the hospital, the county’s EMS, as well as the community as a whole. The committee discussed interest in finding funding sources through the hospital, cardinal innovations, or other means to help in offsetting costs for the county in operating the program.

*Public Safety Committee – Redistricting.* Commissioner Wilder stated that the committee heard from the fire marshal on efforts being made with the volunteer departments to identify potential areas with the existing fire district boundaries in need of changes. Thus far few recommendations have come from the fire chiefs on potential areas for changes, although conversations are ongoing. The committee asked the fire marshal and the fire association president, Wayne Seaman, to proceed with meetings amongst fire chiefs to assist in identifying areas to be considered for change. The committee would like at least one of its members to be invited to participate and be included in the conversations. The committee mentioned two potential areas for changes as follows: 1) area south of city limits between Bearpond and Goldenbelt district 2) area between Goldenbelt and Epsom District near Flemington Road. The committee intends to come back and discuss potential district changes once input is provided from the chiefs.

Commissioner Archie B. Taylor, Jr. reiterated his request during the committee meeting and asked the volunteer fire chiefs to identify the problem that we are trying to solve by redistricting. What is the problem now and how will redistricting solve the problem?

*Public Safety Committee – Combination Fire Department.* Commissioner Wilder stated that the committee moved this agenda item to its next meeting.

*Human Resources Committee – Workers’ Compensation Leave Policy Amendment.* Commissioner Carolyn Faines reported that the committee (Faines[C], Wilder & Taylor) met on Thursday, March 26, 2020 to discuss an amendment to the worker’s comp leave policy. The current policy dating from 2006-2007 discontinues the county’s payment of health insurance benefits for an individual if they are injured on the job and out of work beyond three months. The injured individual is covered 100% for issues related to the incident through workman’s comp and is given the opportunity to cover the cost of health insurance after three months. The committee reviewed and suggested language changes that would extend the period to six months. The committee recognized the need to prevent an individual from taking advantage of county paid benefits but agreed with extending the timeframe. The coverage is reinstated 100% when the individual returns to work.

After discussion, motion was made by Commissioner Carolyn Faines, seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to approve the revised language to the workman’s compensation policy increasing the time period for county provided health insurance from three months to six months retroactive to March 1, 2020.

*Human Resources Committee – Manager Evaluation Format.* Commissioner Faines stated that the committee continued its work finalizing a revised manager evaluation form. After reviewing several formats in previous meetings, the committee made final tweaks to a format that will meet what is needed for the manager and allow for further tweaks in the future to be utilized for department head evaluations. The committee recommended proceeding with the new format.

Motion was made by Commissioner Carolyn Faines to approve the revised manager performance appraisal form as recommended. This motion was seconded by Commissioner Archie B. Taylor, Jr. and unanimously approved.

*Human Resources Committee – Families First Coronavirus Response Act.* Commissioner Faines reported that the committee heard an overview of the newly signed federal law that extends the criteria for employees qualifying for family medical leave and also provides emergency paid sick leave to employees. The emergency paid sick leave is available for the following qualifying reasons:

1. The employee is subject to a federal, state, or local quarantine or isolation order related to COVID-19;

2. The employee has been advised by a health care provider to self-quarantine related to COVID-19;
3. The employee is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. The employee is caring for an individual subject to an order described in #1 or self-quarantine as described in #2;
5. The employee is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19; or

The law provides up to 80 hours of paid sick leave at regular pay for employees experiencing items 1-3 and provides 80 hours of paid sick leave at 2/3 pay for employees experiencing items 4 and 5. A resolution ratifying the act may be required in the future.

County Manager Jordan McMillen stated that the guidance on this is changing every week.

It was learned just today that the new guidance excludes public safety health personnel (health care workers, law enforcement, firefighters, paramedics, child welfare, social workers, etc.)

Finance Director's Report

*Surplus Property.* County Manager Jordan McMillen stated that the Planning Department has two vehicles and the Sheriff's Office has one vehicle, which no longer are in sufficient working order.

Chairman Gordon Wilder asked if these vehicles are regularly maintained and serviced. Mr. McMillen stated that each department handles its own vehicles, and they are maintained regularly.

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Carolyn Faines, vote unanimous, to approve the property presented as surplus and authorize the Finance Director to dispose of said property accordingly as allowed by state statute.

<b>Description</b>	<b>Reason No Longer Needed</b>	<b>Department</b>
2010 Chevrolet Impala	Vehicle was passed down from Sheriff's Office; recurring maintenance issues, engine is knocking, replaced with new truck	Planning
2003 Ford Crown Vic	Vehicle was passed down from Sheriff's Office; recurring maintenance issues, engine is knocking, replaced with new truck	Planning
2012 Dodge Charger	Old K9 vehicle; no back seat and no interior door panels; recurring maintenance issues	Sheriff

County Attorney's Report

*REO Properties – Bid Acceptance Resolution.* County Attorney Jonathan S. Care noted that during its March meeting, the board of commissioners approved the public sale process for 1 +/- acre off Nicholas Street (Parcel 0111 03022). The property was advertised through the upset bid process and no upset bids were received. The board is now free to sell the property or reject the offer.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to approve the following resolution accepting the bids for 1 +/- acre off Nicholas Street – Parcel 0111 03022:

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**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:

**1 +/- acre off Nicholas Street, Henderson, North Carolina 27536, Vance County Tax Department Parcel Number 0111 03022.**

**WHEREAS**, pursuant to NCGS 160A-269, a notice was published in the *Daily Dispatch* on **March 12, 2020**, 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 **Kevin Martinez-Galmiche** in the amount of **\$1,073.00** 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 6<sup>th</sup> day April, 2020.**

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

**ATTEST:**

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

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*REO Properties – New Offers.* Attorney Care stated that offers had been received from David Bullock for real property located at 404 Whitten Avenue – Parcel 0098 04006; and from Josetter Royster for real property located at W. Chavis Road, Kittrell – Parcel 0479 01018. These offers meet the requirements established by the board. 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 resolutions to begin the upset bid process for the properties. 404 Whitten Avenue is jointly owned with the City of Henderson, so any action will need to be contingent upon the City taking similar action.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, to approve the following resolutions authorizing the upset bid process for 404 Whitten Avenue – Parcel 0098 04006 and W. Chavis Road Lot, Kittrell – Parcel 0479 01018:



**RESOLUTION AUTHORIZING UPSET BID PROCESS  
FOR SALE OF REAL PROPERTY  
404 Whitten Avenue, Henderson, NC 27536**

**WHEREAS**, Vance County owns certain real property with an address of **404 Whitten Avenue, Henderson, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Numbers **0098 04006**; 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 **\$4,000.00** subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by *David Bullock*; and

**WHEREAS**, *David Bullock* has paid the required deposit in the amount of **\$750.00** with his 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. 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 6<sup>th</sup> day April, 2020.**

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

ATTEST:

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

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**RESOLUTION AUTHORIZING UPSET BID PROCESS  
FOR SALE OF REAL PROPERTY  
W. Chavis Road Lot, Henderson, NC 27536**

**WHEREAS**, Vance County owns certain real property with an address of **W. Chavis Road Lot, Kittrell, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Numbers **0479 01018**; and

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

**WHEREAS**, the County has received an offer to purchase the real property described herein above in the amount of **\$1,180.00** subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by **Josetter Royster**; and

**WHEREAS**, **Josetter Royster** 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. 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**.

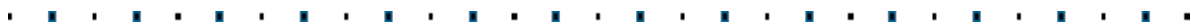
9. If no qualifying upset bid is received, the Board of County Commissioners will accept or reject the bid submitted within 60 days after the close of the 10-day upset period.

**Adopted this the 6<sup>th</sup> day April, 2020.**

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

**ATTEST:**

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



County Manager’s Report

*Proposal for Addressing Jail Deficiencies.* County Manager Jordan McMillen reported that the recent semi-annual jail inspection noted several items which included the need for cleaning and potential mold remediation within a portion of the jail. The new jail administrator and Sheriff have worked with an engineer to identify various fixes which will bring the jail into compliance while addressing deferred maintenance that will restore the normal operation of the facility. Based upon guidance from an engineer, the Sheriff is recommending replacement of two HVAC units and four inoperable ventilation fans that will create better airflow through the cell blocks. Once this is complete, the area can be cleaned, sandblasted, and repainted in order to comply with the jail inspection report. In addition, a roof leak needs repaired, a backflow prevention valve needs fixed, and four locks are in need of being retrofit. A final request includes replacing the existing

residential style washers/dryers with commercial laundry equipment. The total funding requested is \$95,051.69 which includes a 20% contingency for overages and unanticipated issues.

The proposal was not available for the properties committee meeting, but committee members were made aware of the request following their meeting and requested it be brought to the full board for consideration. Mr. McMillen stated that he has reviewed the request and recommended proceeding with the most pressing issues, minus the laundry equipment replacement at the current time due to the current economic environment. With a 10% contingency and not including the laundry equipment, the final price would be \$62,361. This can be taken from lapsed salaries in the current year budget although it is not recommended to utilize lapsed salaries every year as they assist in closing the budget gap. He recommended that the board approve funding and associated budget transfer from lapsed salaries totaling \$62,361 for replacement of HVAC units, cleaning and repainting in G and H blocks, replacement of four in-line vent fans, replacement of a backflow prevention valve, repair of a roof leak, and retrofit of four locks at the jail.

Commissioner Dan Brummitt stated that the room the residential washers and dryers are in now is packed and needs more space. If new commercial laundry equipment is purchased, there is a potential to clear out this room and free up the space for other uses. One possibility is to add a lavatory and additional lighting and use it for in-house treatment of inmates so they would not need to be taken to the hospital for minor issues. This would make it reasonable to recover the cost of commercial equipment within the first year.

Motion was made by Commissioner Dan Brummitt to approve replacement of HVAC units, cleaning and repainting in G and H blocks, replacement of four in-line vent fans, replacement of a backflow prevention valve, repair of a roof leak, retrofit four locks at the jail, and replacement of the existing residential style washers/dryers with commercial laundry equipment. The total funding is \$95,051.69 which includes a 20% contingency for overages and unanticipated issues. This motion was seconded by Commissioner Thomas S. Hester, Jr. After further discussion, vote on this motion was unanimous.

*Request from Sheriff's Office for Overtime Funding.* Mr. McMillen stated that he has received a request from Sheriff Curtis Brame for overtime funds in the amount of \$200,000 for the next three months. This would come from lapsed salaries (\$100,000 from the Sheriff's Office and \$100,000 from the Detention Center). The reason for this request is to cover his employees who may need to work beyond their regularly scheduled hours as a result of the COVID-19 pandemic.



**Budget Amendment #23  
FY 2019-2020  
Social Services**

<b>Revenue Amendment Request</b>	<b>Account Number</b>	<b>Revenue Increase (Decrease)</b>
Low-Income Home Energy Assistance/DSS Administration	10-348-434800	39,710
<b>Total Revenue Increase (Decrease)</b>		<b>\$ 39,710</b>

<b>Expenditure Amendment Request</b>	<b>Account Number</b>	<b>Expense Increase (Decrease)</b>
Low-Income Home Energy Assistance	10-610-500433	39,710
<b>Total</b>		<b>\$ 39,710</b>

Purpose: Increase of Federal funding for energy assistance CFDA #93.568 #4.  
No County dollars are used in this amendment.

Authorization: Vance County Board of Commissioners  
April 6, 2020



**Budget Amendment #24  
FY 2019-2020  
Animal Services**

<b>Revenue Amendment Request</b>	<b>Account Number</b>	<b>Revenue Increase (Decrease)</b>
Miscellaneous Revenues	10-332-437005	12,500
<b>Total Revenue Increase (Decrease)</b>		<b>\$ 12,500</b>

<b>Expenditure Amendment Request</b>	<b>Account Number</b>	<b>Expense Increase (Decrease)</b>
Petco Grant	10-599-500199	12,500
<b>Total</b>		<b>\$ 12,500</b>

Purpose: Animal Services sought and secured a \$12,500 grant. Budget is amended so grant funds may be spent per grant requirements.

Authorization: Vance County Board of Commissioners  
April 6, 2020



**Budget Amendment #25  
FY 2019-2020  
Register of Deeds**

<b>Revenue Amendment Request</b>	<b>Account Number</b>	<b>Revenue Increase (Decrease)</b>
Automation Funds	10-356-435602	2,696.45
<b>Total Revenue Increase (Decrease)</b>		<b>\$ 2,696.45</b>

<b>Expenditure Amendment Request</b>	<b>Account Number</b>	<b>Expense Increase (Decrease)</b>
Automation Funds	10-480-500044	2,696.45
<b>Total</b>		<b>\$ 2,696.45</b>

Purpose: New electric seal embosser to replace old, broken one. This is essential to the Register of Deeds Office.

Authorization: Vance County Board of Commissioners  
April 6, 2020

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**Budget Amendment #26  
FY 2019-2020  
Social Services**

<b>Revenue Amendment Request</b>	<b>Account Number</b>	<b>Revenue Increase (Decrease)</b>
Low-Income Home Energy Assistance/DSS Administration	10-348-434800	149,860
<b>Total Revenue Increase (Decrease)</b>		<b>\$ 149,860</b>

<b>Expenditure Amendment Request</b>	<b>Account Number</b>	<b>Expense Increase (Decrease)</b>
Low-Income Crisis Intervention	10-610-500235	149,860
<b>Total</b>		<b>\$ 149,860</b>

Purpose: Increase of federal funding for energy assistance CFDA #93.568 #5.  
No county dollars are used in this amendment.

Authorization: Vance County Board of Commissioners  
April 6, 2020

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**Budget Transfer #15  
FY 2019-2020  
Emergency Operations**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Regular Salaries	10-621-500001	8,067.06
<b>Total</b>		<b>\$ 8,067.06</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Non-capitalized Assets	10-621-500085	4,767.06
County Road Signs	10-621-500060	2,500
Departmental Supplies	10-621-500033	800
<b>Total</b>		<b>\$ 8,067.06</b>

Purpose: The non-capitalized assets are three new computers. They were not originally budgeted for because we thought the old units would support Windows 10. Once the switch was made to NexGen, we realized they were not supported.

Authorization: Vance County Board of Commissioners  
April 6, 2020



**Budget Transfer #18  
FY 2019-2020  
Social Services**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Regular Salaries	10-610-500001	10,000
<b>Total</b>		<b>\$ 10,000</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Building & Grounds	10-506-500015	6,000
Departmental Supplies	10-506-500033	4,000
<b>Total</b>		<b>\$ 10,000</b>

Purpose: Due to the heat pump going out earlier in the year. This expense was unexpected and unable to be budgeted for. Used up both categories before requesting a transfer.

Authorization: Vance County Board of Commissioners  
April 6, 2020



**Budget Transfer #19  
FY 2019-2020  
Fire Department**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Contingency	10-999-500099	2,774.21
<b>Total</b>		<b>\$ 2,774.21</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Maint. Building & Grounds	10-531-500015	2,774.21
<b>Total</b>		<b>\$ 2,774.21</b>

Purpose: Due to an abundance of rain this year, the septic tank at the substation needs to be pumped more than usual.

Authorization: Vance County Board of Commissioners  
April 6, 2020



**Budget Transfer #20  
FY 2019-2020  
Elections**

<b>Transfer From:</b>	<b>Account Number</b>	<b>Amount</b>
Contingency	10-999-500099	1,763
<b>Total</b>		<b>\$ 1,763</b>

<b>Transfer To:</b>	<b>Account Number</b>	<b>Amount</b>
Telephone & Postage	10-430-500011	1,763
<b>Total</b>		<b>\$ 1,763</b>

Purpose: Due to an increase in Time Warner Cable and needing more postage for election cards resubmittal.

Authorization: Vance County Board of Commissioners  
April 6, 2020



**TAX OFFICE REFUND AND RELEASE REPORT FOR FEBRUARY 2020**

	<b>TAX YR</b>	<b>REAL</b>	<b>PERSONAL</b>	<b>SOLID WASTE FEE</b>	<b>REASON</b>
LLOYD ROBERT B & ASSOCIATES	2015	0	0	105	REMOVE SOLID WAS
LLOYD ROBERT B & ASSOCIATES	2016	0	0	105	REMOVE SOLID WAS
WEL DENSE TEKESTE	2016	0	1565.54	0	PERS PROP BILLED
WEL DENSE TEKESTE	2016	0	1.76	0	PERS PROP BILLED
GELBERT SUSAN ROBINHOLD	2017	0	434.78	0	PERS PROP BILLED
LLOYD ROBERT B & ASSOCIATES	2017	0	0	105	REMOVE SOLID WAS
MARVAN INC	2017	35.64	0	0	CORRECT VALUE
CREECH JENNIFER G	2018	0	133.07	0	CHARITABLE-LW/MD
CREECH JENNIFER G	2018	0	3.15	0	PERS PROP BILLED
DAY WILSON SEARS JR	2018	0	27.32	0	PERS PROP BILLED
LLOYD ROBERT B & ASSOCIATES	2018	0	0	112	REMOVE SOLID WAS
MARVAN INC	2018	63.07	0	0	CORRECT VALUE
PATRICK RAY	2018	0	34.89	112	PERS PROP BILLED
AIR MARSHALL	2019	0	74.20	0	PERS PROP BILLED
DUNCAN WILLIAM J	2019	0	269.23	112	PERS PROP BILLED
FAULKNER WILLIAM	2019	0	0	112	REMOVE SOLID WAS
FRED'S TOWING & TRANSPORT INC	2019	0	34.85	0	PERS PROP BILLED
LLOYD ROBERT B & ASSOCIATES	2019	0	0	112	REMOVE SOLID WAS
MARVAN INC	2019	64.72	0	0	CORRECT VALUE
NORWOOD FAYE FULLER	2019	0	27.61	112	CHANGE OF OWNERS
PATRICK RAY	2019	0	34.02	112	PERS PROP BILLED
RENN DOUGLAS MICHAEL	2019	0	32.32	112	PERS PROP BILLED
TYNDALL MURPHY WAYNE	2019	0	133.00	0	PERS PROP BILLED
<b>TOTAL</b>		163.43	2805.74		
<b>GRAND TOTAL</b>	2969.14				





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

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Miscellaneous

*Appointments.* County Manager Jordan McMillen presented a list of 15 individuals to serve on the newly established Community Advisory Councils under Cardinal Innovations Healthcare. One advisory council has been established for each of its four catchment areas. These councils are established and organized to communicate the concerns and questions of local constituents to its Regional Health Council. Additionally, Community Advisory Councils will be responsible for implementing the Regional Health Improvement Plan on the local level. Applications were received from Raven Burns, Amanda Burrafato, Michael Downing, Ginealla Hart, Jacinta Johnson, Jennique Lopez Richardson, Tammy Margeson, Megan Mason, Yolando Oxendine, LaShanda Person, Debbie Scott, Karen Terry, Perry Twisdale, Meredith Wester, and Tameeka Williams-Burchette.

Motion was made by Commissioner Archie B. Taylor, Jr., seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to appoint the 15 individuals to the Cardinal Innovations Community Advisory Council as requested.

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

**Approved and signed May 4, 2020.**

**Gordon Wilder (signed)  
Gordon Wilder, Chairman**