

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Tuesday, July 5, 2022 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 Leo Kelly, Vice-Chair Yolanda J. Feimster, Commissioners R. Dan Brummitt, Carolyn Faines, Thomas S. Hester, Jr., Archie B. Taylor, Jr., and Gordon Wilder.

Absent: None.

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

Pastor Carolyn Roy, Plank Chapel United Methodist Church, gave the invocation.

The first item on the agenda was a special recognition for Rebuilding Hope. Founder Randolph Wilson was recognized for his commitment to helping families in Vance County through the Servants on Site mission program and regular charitable work. Rebuilding Hope brings numerous volunteers to the county and provides a critical resource for our citizens. The following resolution was presented to Mr. Wilson upon motion by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Gordon Wilder and unanimously approved.



RESOLUTION
by the
Vance County Board of Commissioners
Honoring Rebuilding Hope's Impact in Vance County

WHEREAS, Rebuilding Hope, Inc. was formed by Randolph and Gail Wilson in 2006 with a focus on providing opportunities to meet the physical and spiritual needs of others through practical learning and experiences that teach servant-hood and personal commitments to missions; and

WHEREAS, since its formation Rebuilding Hope has used home repairs to meet the physical needs of hurting people while gaining the opportunity to share the gospel and minister to their spiritual needs; and

WHEREAS, their annual summer Servants on Site mission program provides a tool for churches to mobilize, equip and disciple their students while completing handicapped ramps, roof repairs, and other critical home repairs for elderly, disabled and low to moderate income individuals and families in Vance County and the region; and

WHEREAS, their regular Kids' Construction Camp provides hands-on experience with basic construction skills for children in the community; and

WHEREAS, the mission of Rebuilding Hope is made possible through many local churches and volunteers who donate their time, gifts, and financial resources to provide host sites and assist with housing, feeding, and teaching the hundreds of volunteers who come to the area and provide tens of thousands of volunteer hours each year; and

WHEREAS, Rebuilding Hope is a beacon of hope for families in need and is a critical resource in Vance County.

NOW, THEREFORE BE IT RESOLVED, that the Vance County Board of Commissioners hereby recognizes Rebuilding Hope, Inc. for its success in creating opportunities for individuals and groups who are restoring broken lives in Vance County and furthermore bestows appreciation upon Randolph and Gail Wilson for their calling and dedication to this cause.

THIS, the 5th day of July, 2022.

Leo Kelly, Jr. (signed)
Leo Kelly, Jr., Chairman

.....
Mr. Wilson thanked the board for this recognition and stated that eight roofs were replaced in four days this year. He also thanked the board for waiving the permit fees for these projects.

Mr. Frankie Nobles, Vance County Employee Engagement Team Chair, appeared before the board to recognize the new employee of the month. He noted that employees are nominated by their peers, and this month's recognition goes to Sgt. Jequetta Wright with the Vance County Detention Center. Her peers noted that she is a team player, works over when needed, is always punctual, and ensures the safety of all employees and inmates. Ms. Wright 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.

The next item on the agenda was the annual meeting of the ABC Composite Board consisting of the Board of Commissioners, the Chair of the Board of Education, and the Mayor of the City of Henderson. Board of Education Chair Ruth Hartness and Mayor Eddie Ellington were absent.

Dr. Rodwell Drake, Jr. and Ms. Anne Tucker had submitted letters seeking reappointment to the Vance County ABC Board for three year terms. One application was received from Pam Hester requesting to be appointed. Although Mayor Ellington was unable to attend the meeting, he did submit a letter affirming his support of Rodwell Drake, Jr. and Anne Tucker. Ms. Ruth Hartness provided verbal support of the same to the clerk to the board.

Motion was made by Commissioner Thomas S. Hester, Jr. to reappoint Rodwell Drake, Jr. and Anne Tucker to the Vance County ABC Board for three year terms. This motion was seconded by Commissioner Dan Brummitt and unanimously approved.

At this time, Tourism Director Pam Hester appeared before the board and provided an update on the welcome/convention center. She stated that the preliminary site plan has been

completed as well as the conceptual building plan. The 27,000 sq. ft. center would accommodate 500 people for round table events and 1,000 people for classroom style events. The center will be able to host three different events at the same time, with three separate entrances, and will include a covered breezeway to connect to a hotel in the future. It would also house the tourism offices. Ms. Hester stated that this center will be a tremendous asset to the county and surrounding areas. The board thanked Ms. Hester for her report and is looking forward to seeing this project move forward.

Ms. Cassandra Neal, Register of Deeds, was next on the agenda and provided an update on electronic recordings. She stated that the Register of Deeds Office began accepting e-recordings of land records on July 1. This makes Vance County the 93rd county in North Carolina to offer this service. Benefits of e-recording include a quick turnaround of documents and an increase in document security by encryption. It will also save submitters time and money by avoiding unnecessary mailing costs and/or travel to the Register of Deeds Office. The board thanked Ms. Neal for moving her office forward and noted that this new service is greatly needed in Vance County.

Water District Board

Chairman Leo Kelly, Jr. called the Water District Board to order.

Water Committee – Water Tap on Non-Buildable Land. County Manager Jordan McMillen reported that the committee (Brummitt, Hester & Wilder) met on Monday, July 27 to discuss a request from Real Estate Developers, Inc. to convert a wet tap to a dry tap. The property is a vacant parcel (Lot 3 – Tax Parcel 0407C01003) located in Dabney Woods Subdivision. The owners purchased a wet tap in 2011 and have since been paying the monthly availability fee. Recently, the owner had a soil analysis completed with the Granville-Vance Health Department that indicated the lot is not conducive for an on-site septic. As a result, the owners are requesting the tap be converted from a wet tap to a dry tap to provide relief from the availability fee. The owners have paid in excess of the tap install cost in monthly availability fees since 2011. The committee discussed the request and mentioned that a similar request had been approved in the past for an unrelated parcel. The committee recommended converting Lot 3 Dabney Woods Subdivision (Tax Parcel 0407C01003) from a wet tap to a dry tap.

Motion was made by Commissioner Gordon Wilder to convert Lot 3 Dabney Woods Subdivision (Tax Parcel 0407C01003) from a wet tap to a dry tap. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

Water Committee – Signup Incentive. Mr. McMillen stated that staff presented a proposal to the committee to open a limited time (two month) incentive period to reduce the connection fee from \$1,795 to \$125 for a standard residential water connection. During the last signup incentive in 2020 there were in excess of 50 new signups as a result of the campaign. The committee discussed proceeding forward with the campaign prior to starting construction in Phase 1B in order to reduce the chances of changing rates mid construction and to avoid confusion for the residents. The committee was supportive of the campaign starting on August 1 and proceeding for two months unless extended further by the board.

After brief discussion about marketing, motion was made by Commissioner Carolyn Faines, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to approve a reduced water connection fee of \$125 for a limited time from August 1 – September 30, 2022.

The May 2022 monthly operations report was presented to the board for information.

Chairman Kelly adjourned the Water District Board.

Committee Reports and Recommendations

Properties Committee – EMS Station Land Acquisition. Mr. McMillen reported that the committee (Kelly, Brummitt & Taylor) met Wednesday, June 22 to discuss land acquisition for a new EMS station. This was a follow up from its previous meeting where the committee discussed potential acquisition and pricing. The public safety committee was invited to attend and this topic is an effort to move forward one of the board's goals related to planning for a new facility. During the previous meeting, staff was asked to prepare advantages and disadvantages for locating the site adjacent to the current location and staff presented these during the meeting. One of the committee members disputed the advantages and disadvantages and was not in favor of proceeding forward as proposed at the current location. The manager and EMS director recommended proceeding forward with the current location based on it being centrally located with quick access to where the majority of calls are located, while allowing the county to maintain its quick response time. Additionally, staff believes co-locating near county owned land allows for a campus of similar services and allows for purchasing less overall acreage due to the ability to share parking space with the adjacent county owned land. Staff presented various maps indicating EMS call locations

over the past three years and informed the committee that 68% of EMS calls are located in the central portion of the county (55% within the city), 21% in the southern part and 10% in the northern part of the county. Staff recommended proceeding with a land purchase to locate a new facility adjacent to the current county owned land and station. The committee members discussed the advantages and disadvantages and reviewed the maps. A majority of committee recommended proceeding forward with the land purchase as recommended by the manager and EMS director. Recommendation: Authorize the manager to formally negotiate and develop the offer to purchase for land adjacent to the existing fire and EMS station within the parameters of the terms to be discussed in closed session and bring the contract to the board for final approval.

Motion was made by Commissioner Thomas S. Hester, Jr. to authorize the county manager to formally negotiate and develop the offer to purchase for land adjacent to the existing fire and EMS station within the parameters of the terms to be discussed in closed session and bring the contract to the board for final approval. This motion was seconded by Commissioner Archie B. Taylor, Jr.

Commissioner Carolyn Faines stated that she would have liked to have had more information on this matter prior to the committee meeting.

Commissioner Dan Brummitt stated that while he supports the idea of a new EMS station, the property in reference is overpriced in his opinion and has topographical challenges. He stated that of the 55% of calls within the city limits, most of those calls are in the southern part of the city and not where we are talking about building a new station. Building a station where the majority of the calls are would create lower response times. Commissioner Yolanda Feimster suggested that a feasibility study be performed on the property to determine if it is suitable or not.

After further discussion, vote on the motion to authorize the county manager to formally negotiate and develop the offer to purchase for land adjacent to the existing fire and EMS station within the parameters of the terms discussed in closed session and bring the contract to the board for final approval was ayes – five (5); noes – two (2), with the dissenting votes being cast by Commissioner Dan Brummitt and Commissioner Carolyn Faines.

Properties Committee – Property Matter and Contract Negotiation. Mr. McMillen noted that the committee met in closed session to discuss property offers to purchase the former DSS building on Ruin Creek Road. The committee raised concerns with the offers and intends to come

back for further discussion following additional negotiation. The board will discuss further in closed session.

Education Committee – School Board Salary Adjustment. Mr. McMillen stated that the committee (Kelly [absent], Hester & Faines) met to review a request from Vance County Schools to adjust the school board's monthly meeting salaries. NCGS 115C-38 and 153A-92 requires any increase for the school board members to be approved by the tax levying authority. The school system is not requesting any additional funds from the county, but is looking to adjust salaries to be more in line with the surrounding counties. The current salary is \$400 per month for the chair and \$350 per month for other members; and the request is to adjust this to \$600 per month for the chair and \$500 per month for other members. The committee discussed the request and felt it was warranted in light of similar salaries from surrounding counties. The committee recommended approval of the request.

Motion was made by Commissioner Gordon Wilder to approve the request from Vance County Schools to adjust school board member salaries from \$350 to \$500 per month and from \$400 to \$600 per month for the chairperson. This motion was seconded by Commissioner Yolanda Feimster and unanimously approved.

County Manager's Report

Resolution Honoring Rebuilding Hope. This resolution was approved and presented at the beginning of the meeting.

Eaton Johnson – Head Start Wing Renovation Change Order. Mr. McMillen stated that during its April meeting, the board approved a contract with H.G. Reynolds for renovation of the Head Start wing at Eaton Johnson totaling \$392,000. This cost was negotiated to \$374,000 prior to signing the contract. H.G. Reynolds has begun the work and anticipates completion by mid-August in time for Head Start to move into the space. At the first progress meeting, Head Start informed the architect that doors were no longer required into all of the classrooms which has allowed for a reduction in project scope and cost totaling \$50,285. In addition Head Start has learned they will be required to provide a kitchenette to prepare and package meals for the children which will add back \$24,018 to the project cost. The combined reduction for these changes is \$26,267, reducing the contract price to \$347,733. Head Start will be reimbursing the county for the total project cost over the first five years of their lease. The project ordinance establishes the project budget and accounts for future revenue from Head Start to reimburse the county.

Motion was made by Commissioner Carolyn Faines, seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to approve the following Head Start Wing Project Ordinance and approve the change order reducing the project cost by \$26,267.

.
**2022 Vance County
Head Start Wing Project Ordinance**

BE IT ORDAINED by the Governing Board of the County of Vance, North Carolina, that, pursuant to N.C.G.S. Chapter 159-13.2, the following Project Ordinance to be known as the Head Start Wing Project Ordinance is hereby adopted:

Section 1. This project ordinance creates and authorizes the spending of Head Start Wing Project Ordinance.

Section 2. The following revenues are anticipated to be available to complete this project.

Revenue – VC General Fund	\$ 396,000
Total	396,000

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

Head Start Wing Project	\$ 396,000
Total	396,000

Section 4. The Finance Director is hereby directed to maintain within the Head Start Wing Project Ordinance sufficient detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations.

Section 5. The Finance Director is hereby directed to insure the funds within the Head Start Wing Project are only expended on authorized expenses. Further all expenditures shall be done in a manner as required by all State and Federal requirements, as applicable.

Section 6. Funds may not be advanced from the General Fund for the purpose of making payments as due. Reporting will be made to the County Manager and Commissioners in an orderly and timely manner.

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

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

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

Adopted this 5th day of July, 2022.

Leo Kelly, Jr. (signed)
Leo Kelly, Jr., Chairman

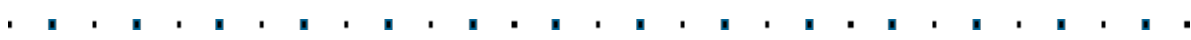
.

Legislative Goals. Mr. McMillen noted that the NC Association of County Commissioners (NCACC) 2022-2023 biennium legislative goals process is underway. Commissioners are invited to submit ideas for legislative goals to the clerk to the board or the county manager by August 29 for consideration by the board at the September meeting. The deadline to submit goals to NCACC is September 12, 2022. The board was provided a legislative goals handbook which gives a detailed summary of the legislative goals process.

Shell Building Update. Mr. McMillen stated that the Henderson-Vance Industrial Park Board continues to work towards construction of a shell building at the industrial park since receiving support from the county to facilitate the process in March. Since that time, the industrial park has contracted with Bartlett Engineering for surveying and design services. Design work has been completed for a 50,000 sq. ft. building expandable to 97,392 sq. ft. The industrial park board anticipates releasing the plans for bid in the next 30 days. He stated that once bids are in hand and determined to be appropriate, we anticipate the industrial park will approach the county to finalize the conveyance of property and project financing secured by a note and deed of trust as previously supported by the County.

REO Properties – New Offer. Mr. McMillen stated that a new offer had been received for real property located at Hall Street – Parcel 0058 03007. He stated that the board needs to vote on whether or not to proceed with the sale by advertising for upset bids and recommended approval of the resolution to begin the upset bid process for the properties. The property is jointly owned with the City, so any action will need to be contingent upon the City taking similar action.

Motion was made by Commissioner Gordon Wilder to approve the upset bid process for real property located at Hall Street – Parcel 0058 03007. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.



**RESOLUTION AUTHORIZING UPSET BID PROCESS
FOR SALE OF REAL PROPERTY
Hall Street Lot, Henderson, NC 27536**

WHEREAS, Vance County owns certain real property with an address of **Hall Street Lot, Henderson, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Number **0058 03007**; 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 **\$1,500.00** subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by **Terrence Foster** and

WHEREAS, Terrance Foster has paid the required deposit in the amount of \$750.00 with the 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 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 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 a 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.

This the 5th day of July, 2022.

Leo Kelly, Jr. **(signed)**
Leo Kelly, Jr., Chairman
Vance County Board of Commissioners

ATTEST:

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

.....

Consent Agenda

Motion was made by Commissioner Thomas S. Hester, Jr. to approve the following consent agenda items as presented: Budget Amendments #1 - #3, May 2022 Tax Refunds and Releases, DSS Director salary adjustment, departmental monthly reports, and the minutes of the June 6, 2022 regular meeting. This motion was seconded by Commissioner Archie B. Taylor, Jr. and vote was ayes – six (6); noes – one (1), with the dissenting vote being cast by Commissioner Carolyn Faines.

.....

**Budget Amendment #1
FY 2022-2023
EMS**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
General Fund Balance	10-399-439900	260,000
Total Revenue Increase (Decrease)		\$ 260,000

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
EMS – Capital Outlay	10-530-500074	260,000
Total		\$ 260,000

Purpose: Transfer monies from FY 21-22 Budget to FY 22-23 Budget to purchase approved ambulance. Due to manufacturing delays, the ambulance is not expected to be delivered until December 2022 or January 2023.

Authorization: Vance County Board of Commissioners
July 5, 2022

.....

**Budget Amendment #2
FY 2022-2023
Head Start Wing Project**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
General Fund Balance	10-399-439900	396,000
Total Revenue Increase (Decrease)		\$ 396,000

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Head Start Wing Project	66-501-500008	396,000
Total		\$ 396,000

Purpose: Establishes budget for previously approved and ongoing Head Start Wing Renovation at Eaton Johnson in the new fiscal year. Head Start will be paying the county back over the first five years of the rental agreement.

Authorization: Vance County Board of Commissioners
July 5, 2022

**Budget Amendment #3
FY 2022-2023
Economic Development Fund**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
General Fund Balance	10-399-439900	63,500
Total Revenue Increase (Decrease)		\$ 63,500

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Special Projects	47-445-500068	43,500
Special Projects	47-445-500068	20,000
Total		\$ 63,500

Purpose: To supplement engineering and admin fees (that the EDA grant will not cover) for the administration of the US Commerce Grant.

Authorization: Vance County Board of Commissioners
July 5, 2022

TAX OFFICE REFUND AND RELEASE REPORT FOR MAY 2022

TAXPAYER NAME	TAX YR	REAL	PERSONAL	SOLID WASTE FEE	REASON
GREGORY LASHONDA SMALL	2018	0	43.89	112	PERS PROP BILLED
BULLOCK JERMAINE	2019	0	42.79	112	PERS PROP BILLED
GREGORY LASHONDA SMALL	2019	0	42.79	112	PERS PROP BILLED
GREGORY LASHONDA SMALL	2019	0	42.79	112	CORRECT OWNERSHI
GREGORY LASHONDA SMALL	2020	0	40.65	117	PERS PROP BILLED
OVERBY ANTHONY WAYNE	2020	0	132.13	0	PERS PROP BILLED
OVERBY ANTHONY WAYNE	2020	0	3.24	0	PERS PROP BILLED
BARBER RICHARD CORBITT	2021	0	92.40	0	PERS PROP BILLED
BARBER RICHARD CORBITT	2021	0	47.93	0	PERS PROP BILLED
BARBER RICHARD CORBITT	2021	0	3.23	0	PERS PROP BILLED
GREGORY LASHONDA SMALL	2021	0	38.61	120	PERS PROP BILLED
OVERBY ANTHONY WAYNE	2021	0	125.57	0	PERS PROP BILLED
OVERBY ANTHONY WAYNE	2021	0	3.23	0	PERS PROP BILLED
BB BHF STORES LLC #544	2022	0	7399.13	0	CORRECT VALUE
TOTAL			8058.38		
GRAND TOTAL	8058.38				

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

Miscellaneous

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

Airport Authority – one year term

Reappoint Brian Boyd

KARTS Board – two year term

Reappoint Denita Devega

Perry Library Board of Trustees – three year term

Reappoint Sandy Cowan, Mary Austell, Jean Lark and Jerry Ellington, Jr.

Nursing Home Advisory Committee – three year term

Reappoint Veronica Hendricks

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

Appointment of NCACC Voting Delegate. Since no commissioner would be present at the conference for the voting, the board agreed to allow the NCACC to vote on Vance County's behalf.

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

Upon return to open session, motion was made by Commissioner Gordon Wilder to approve the minutes of the June 6, 2022 closed session. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

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

Approved and signed August 1, 2022.

Leo Kelly, Jr. (signed)
Leo Kelly, Jr., Chairman