

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, July 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., and Archie B. Taylor, Jr.

Absent: Commissioner Leo Kelly, Jr.

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.

The first 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 Ed Wilson and Mayor Eddie Ellington were absent.

Mr. Jerry Stainback had submitted a letter seeking reappointment to the Vance County ABC Board for a three year term. Ms. Nancy Wilson submitted a letter requesting to be reappointed as Chair for a one year term. No other applications were received. Although Mayor Ellington was unable to attend the meeting, he did submit a letter affirming his support of these reappointments.

Motion was made by Commissioner Thomas S. Hester, Jr. to reappoint Jerry Stainback to the Vance County ABC Board for a three year term. This motion was seconded by Commissioner Dan Brummitt and unanimously approved.

Public comments were heard next. Mr. Bryan Hargrove thanked those commissioners who voted to remove the confederate monument. He asked the board to make funds available to assist in increasing voter registration in Vance County; to consider changing the name of Zeb-Vance Elementary School; and to consider providing space for a non-profit organization for Vanessa Mitchell's ministry.

Ms. Tracy Mosley stated that Vance County's 2020 Census response is behind when compared to other areas. She invited the board to participate in a promotional video for the census and asked them to help get the word out to our citizens.

Mr. John Miles thanked those commissioners who voted to remove the confederate monument. He thanked the county manager for talking with him this past Saturday about why the base of the monument has not yet been removed. It is planned to be removed soon. He stated that racism is not going anywhere until it is talked about.

Dr. Levy Brown, Chamber of Commerce Vice-Chair and VGCC Vice-Chair, spoke about the importance of countywide broadband internet and the importance of having our citizens complete and return their 2020 Census forms. He stated that the Chamber is willing to partner with the county in order to promote these two initiatives and help the county in any way possible.

Ms. Donna Edwards of Kittrell submitted the following written comments:

Board of Commissioners:

I wanted to let you know my concerns about the Monument being taken down. I for one do not understand the importance for which this has happen. Vance county has been a very peaceful county. Somewhere down the line this has to come to a stop. I would like to know whats going to be next. I think by doing this you have open doors for more problems. For example: We have a Confederate Cemetery in Kittrell. When people start complaining about that, are you going to change the name, or are we just going to dig them up and move them. I know what I just quoted was a little drastic, but you're doing away with our history. You can take down and remove, but its still stays the same, its our history. It has to stop somewhere. Enough is Enough. What our country is doing to these monuments that represents the people who went to war, that lived and died for our country is a disgrace. We hold these truths that all men and women to be self evidence that all men and women are created equal. On the other hand, I would like to know how our county is going to pay for the removal of it. If its going to effect an increase of our taxes, I highly disagree. The people of Vance county whom did not want the removal of it should not be taxed. We were not considered, question, nor allow to voice our opinion on this matter, all because Black Lives Matter. What about everyone else. We all matter.

Sincerely,

Donna Edwards

Brian Short, Emergency Operations Director, was next on the agenda and provided an update on the COVID-19 response. He reported that as of today, there have been 526 cases of COVID-19 in Vance County. Sadly, 39 of these cases have resulted in death. Emergency Operations acted quickly in anticipation of the need of personal protective equipment (PPE) and ordered large quantities from the state in order to continually supply our agencies. In the event a telecommunicator becomes exposed or becomes infected with the virus, the 911 backup center has become a quarantine center for them and is at its maximum state of readiness in case it is needed. He noted that no one other than employees are allowed to enter the 911 center. Mr. Short stated that the Emergency Operations Center was activated in a monitoring status which holds daily conference calls and webinars and receives daily situation reports and media releases. Emergency Operations continues to coordinate daily with our response partners and with the hospital and local health department as well as our state and federal partners.

The board asked several questions and thanked Mr. Short for his presentation and for all his hard work during this difficult time.

Mr. Alan Helias and Mr. Kent Winrich, Open Broadband, appeared before the board with an overview of the county's broadband initiative. As of June 30th, there have been 375 sign-ups for broadband service. Site surveys have been completed at three tower sites – Warrenton Road water tower, Hwy 39 and Morgan Road water tower and Kittrell water tower. Discussions are ongoing with Envirolink to determine mounting locations on rails and power availability. They have selected the Warrenton Road tower as the hub site and a fiber circuit is on order. Customer installation is scheduled to begin in early to mid-August.

Commissioner Dan Brummitt asked if there were any COVID relief funds that could be used since there are several areas in the county that many students do not have access to the internet and are not able to complete their school assignments at home. Mr. Helias stated that he would look into this and let the county manager know. Commissioner Thomas S. Hester, Jr. expressed his concerns with the lack of marketing that has been done for this initiative and noted that many citizens are likely not even aware that broadband is available. Mr. Helias stated that Open Broadband could hold virtual community meetings to help get the word out. After further discussion, this matter was referred back to the Technology Committee for further review and to include school representatives to provide their input in this initiative.

As advertised, a public hearing was held to gain citizen input on a rezoning request for a 1.018 acre parcel located at 12996 NC Hwy 39 North (Parcel 0325C03002). James Thomas, Jr. and Kelly S. Guill are the owners/applicants. County Planner Angie Blount stated that the request is to amend the zoning map and to rezone the parcel from Residential Medium Density (R20) to Highway Commercial (HC). The applicant recently made an inquiry regarding reopening a restaurant on this property (.74 acre), currently zoned R20 since zoning was introduced in 2011. The business had been closed for over a year, resulting in loss of the grandfathering which had allowed the business to operate under R20 zoning. Since the business has been closed for over a year, it is necessary to rezone the property before it can be used for a commercial purpose. The property currently meets the 1 acre land requirement due to a recent recombination. The structures on the property do not meet all setback requirements for the proposed zoning and will continue to be non-conforming. That non-conformity will be acceptable as long as the structure is not

increased in size. Ms. Blount stated that the Planning Board recommended approval of the rezoning on June 11, 2020.

As there was no one present who wished to speak on this matter, Chairman Gordon Wilder declared the public hearing closed. Action will be taken on this matter when this meeting is reconvened on July 8 at 5:00 p.m.

Water District Board

Chairman Gordon Wilder called the Water District Board to order.

Committee Report – Capacity Charge Update. County Manager Jordan McMillen reported that the committee (Brummitt[C], Wilder & Taylor) met on Monday, June 29, 2020 to discuss changes to the water district’s capacity charges. With the FY20-21 budget, the board approved changing from the preconstruction connection rate to the post construction rate. The committee was made aware that the new fees will begin August 1st and marketing letters have been provided to all residents located along the waterline that have not hooked on to date. With moving to the regular connection fees, Envirolink has informed the water district that recent legislation precludes the district from charging a capacity fee or system development fee unless a financial analysis is completed to determine the appropriate rate. Staff anticipates such an analysis would cost \$20,000 to \$30,000 and systems that have not completed this analysis should remove capacity fees from their fee schedules. The committee is not recommending an analysis at this time, but discussed the importance of recovering costs of installing the water tap while also complying with the law. The committee recommended zeroing out the capacity charge and increasing the connection charge by the same amount. This change would cause the total connection fee to remain the same for a standard ¾ inch residential tap and decrease overall for 1 inch taps. Below are the current and proposed changes. Fees changing are highlighted in yellow.

Current Connection Charges (for ¾ inch tap)	Proposed (¾ inch tap)
\$1,100 Connection Fee	\$1,600 Connection Fee
\$500 Capacity Charge (¾ inch meter)	No Capacity Charge
\$150 refundable security deposit	\$150 refundable security deposit
\$195 Cost of Meter and installation charge	\$195 Cost of Meter and installation
\$750 bore fee – if bore is necessary	\$750 bore fee – if bore is necessary

Current Connection Charges (for 1 inch tap)	Proposed (1 inch tap)
\$1,500 Connection Fee	\$2,000 Connection Fee
\$5,000 Capacity Charge (¾ inch meter)	No Capacity Charge
\$150 refundable security deposit	\$150 refundable security deposit
\$285 Cost of Meter and installation charge	\$285 Cost of Meter and installation
\$750 bore fee – if bore is necessary	\$750 bore fee – if bore is necessary

Recommendation: Approve revision to fee schedule reducing all capacity fees to \$0 and adjusting the connection fee to \$1,600 for a ¾ inch tap and \$2,000 for a 1 inch tap.

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to approve the revision to the fee schedule reducing all capacity fees to \$0 and adjusting the connection fee to \$1,600 for a ¾ inch tap and \$2,000 for a 1 inch tap.

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

Committee Reports and Recommendations

Public Safety Committee – Used Ladder Truck. Chairman Gordon Wilder reported that the committee (Wilder[C], Brummitt & Taylor) met on Monday, June 8, 2020 to discuss the purchase of a used ladder truck for the county fire department. County staff identified a quality used ladder truck in Emerald Isle, but prior to the committee meeting, another department purchased the truck. The committee discussed the critical nature of meeting the fire flow of 3,500 gallons per minute in the Goldenbelt district and discussed whether a ladder truck or other type of truck could satisfy this need. The committee recommended holding off in fixing or replacing the county's existing ladder truck at the current time and mentioned the possibility of fixing the older 1988 engine the county owns to assist in meeting fire flow in the short term.

Public Safety Committee - Animal Services Ordinance Amendments. Chairman Wilder stated that the committee reviewed proposed changes to the animal services ordinance during its meetings on June 8th and June 30th. The changes are designed to update the ordinance in accordance with updated general statutes. The committee worked with staff to better define a standard measurement for minimum space requirements for varying animal sizes and was agreeable to the proposed amendments. Recommendation: Set a public hearing for the August meeting prior to considering approval of the amendments to Chapter 90 of the county's code of ordinance concerning animals.

Motion was made by Commissioner Dan Brummitt to schedule a public hearing for the August 3rd board meeting prior to considering approval of the amendments to Chapter 90 of the county's code of ordinance concerning animals. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

Public Safety Committee – Redistricting. Chairman Wilder stated that the committee reviewed five areas where neighboring fire chiefs have agreed and are recommending changing

response districts. These include allowing Townsville VFD to serve both sides of Morgan Road (currently Hicksboro District), allowing Kittrell VFD to serve all of Edwards Road (currently Bearpond District), allowing Epsom VFD to serve an area further west on Dr. Finch Road and NC 39 (currently Bearpond District), allowing Goldenbelt VFD to serve Anderson Creek Road and Flemington Road (currently Drewry District), and moving the Bearpond district further north on the south side of Henderson (currently Goldenbelt District). The committee recommended adding the area on either side of Garrett Road from the Goldenbelt district into Bearpond District, but recognized that Bearpond's current split rating only has comparable insurance savings within 1,000 feet of a hydrant. The committee felt holding off in making further changes between Bearpond and Goldenbelt until Bearpond updates their ISO rating was best for the time being. The board was provided maps which reflect the changes as agreed upon by the chiefs and as discussed by the public safety committee. The committee was made aware of potential changes by the Office of the State Fire Marshal (OSFM) that may allow fire departments to update automatic aid agreements and avoid having to change the fire district boundaries. The committee decided to hold off in making any formal recommendation on changes until additional information is learned on the latest guidance from OSFM.

Public Safety Committee – Fire Reorganization. Chairman Wilder reported that the committee met and discussed potential further changes that may be necessary to reorganize county fire services. Commissioner Brummitt discussed a plan he presented to the committee and board last year which would split county fire department employees between Hicksboro and Bearpond and create a new volunteer/combination department consisting of the Rescue Squad to serve the Goldenbelt District. Committee members expressed concerns with this plan eliminating the county fire department and a concern was raised as to whether the new volunteer department could produce the number of volunteers that would be required. The committee requested staff to update and bring back a financial analysis on Commissioner Brummitt's plan.

Properties Committee – Shared Parking Agreement with Henderson Institute at Eaton Johnson. Commissioner Dan Brummitt stated that the committee (Brummitt[C], Taylor & Wilder) met on Monday, June 29, 2020 to discuss and review a proposed easement agreement permitting Henderson Institute to utilize 10 parking spaces on county property adjacent to the Henderson Institute. The institute requested the use of the spaces after having a similar agreement with the school system. The use would occur outside of working hours and would not interfere with Social

Services or the Senior Center’s use of the parking lot. The committee is in favor of the easement agreement. The attorney recommends holding off in approving the agreement until the project financing is closed. Action to be taken on this matter once closing of financing is complete.

Properties Committee – Green Rural Redevelopment (GRRO) Proposal – Eaton Johnson Kitchen/Cafeteria. Commissioner Brummitt stated that the committee discussed a proposal from GRRO requesting to enter into negotiations with the county to lease the cafeteria and kitchen at Eaton Johnson. GRRO received an \$830,000 grant to fund the first three years of a project that would create a healthy food institute to include food storage, processing, preparation and a distribution hub. The committee reviewed a feasibility analysis submitted by GRRO and was supportive of the concept, but felt it would interfere with and limit the senior center’s ability to expand its meals program to those individuals on their waiting list. The DSS Director mentioned the senior center has to stagger its meal program due to size limitations in its current location and that the expanded size at Eaton Johnson would be beneficial. The director mentioned the importance of the expanded size at Eaton Johnson due to additional COVID funds that have been received to expand their food program further. The committee declined further conversations with GRRO on leasing the cafeteria and kitchen at Eaton Johnson due to the senior center’s long range plans for needing the space.

Finance Director’s Report

Surplus Property. Finance Director Katherine Bigelow presented the following items to be declared as surplus and authorize the finance director to dispose of said property accordingly as allowed by state statute.

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.

Description	Reason No Longer Needed	Department
4 desks and 4 chairs	furniture is old and not in reusable condition	Sheriff – Drug Unit

COVID-19 – Coronavirus Relief Fund. Ms. Bigelow reported that we are actively working on projects to help protect our citizens and staff from the community spread of COVID-19 as approved by the board at its June 1st meeting. At this time there are no additional approvals.

DSS Relocation Project Ordinance. Ms. Bigelow noted that the board previously approved a project ordinance establishing the budget for architectural services related to the Eaton Johnson renovation. She presented an updated project ordinance based upon the awarded construction contract and requested the board's approval.

Motion was made by Commissioner Thomas S. Hester, Jr. to approve the following project ordinance related to the approved Eaton Johnson renovation project as presented. This motion was seconded by Commissioner Archie B. Taylor, Jr. and unanimously approved.



2020 Vance County DSS Relocation Project Ordinance

BE IT ORDAINED by the Governing Board of the County of Vance, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project authorized is to pay any cost associated with the project. The County will enter into an installment financing agreement with a JP Morgan Chase Bank to provide funding for the project.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

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

Development and Construction	\$2,660,346.00
Alternates	370,511.00
Soft Costs (including A&E Fees)	1,291,742.00
<u>Contingency</u>	<u>205,431.00</u>
Total Project Cost	4,528,030.00

Section 4. The following revenues are anticipated to be available to complete this project:

Loan Proceeds	\$ 4,528,030.00
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Section 5. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency 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 6th day of July, 2020.

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

Final Resolution – JP Morgan Chase Financing. Finance Director Katherine Bigelow noted that the board previously selected and approved JP Morgan Chase to provide financing for the new DSS facility renovation, parking lot improvements at the community college, law library renovation and roof maintenance at the courthouse. The following final resolution authorizes the execution and delivery of an installment financing agreement, a deed of trust, and related documents in connection with the financing. Recommendation: Approve the resolution authorizing the execution and delivery of an installment financing agreement, a deed of trust, and related documents in connection with the financing of certain improvements for the county, subject to LGC approval.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to approve the following resolution authorizing the execution and delivery of an installment financing agreement, a deed of trust, and related documents in connection with the financing of certain improvements for the county, subject to LGC approval.

RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT FINANCING AGREEMENT, A DEED OF TRUST, 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 the cost of certain improvements, repairs and renovations to certain County buildings including, without limitation, improvements, repairs and renovations to the former Eaton Johnson Middle School facility and associated equipment and parking facilities and the reimbursement of funds advanced for the purchase of real estate for the expansion of the Henderson-Vance Industrial Park by the County (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 JP Morgan Chase Bank, N.A. (the “*Lender*”) pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended. At the Board’s June 15, 2020 meeting, the Board finally approved and accepted the proposal of the Lender to provide the above-described financing pursuant to the Agreement.

(c) Pursuant to the Agreement, the Lender will advance moneys to the County in an amount of not to exceed \$7,000,000 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 Lender a deed of trust on the former Eaton Johnson Middle School real property (the “*Deed of Trust*”).

(e) There have been presented to the Board at this meeting drafts of the Agreement, and the Deed of Trust.

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 \$7,000,000. 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 1.50% *per annum* (subject to adjustment as provided in the Agreement) and the final maturity shall not exceed August 1, 2035.

Section 3. The Board hereby approves the Agreement and the Deed of Trust 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

cemetery is on half of this property and Mr. Francis' intention is to only use the vacant portion of the lot. Before authorizing the upset bid process, Attorney Care recommended that the board make a counter offer to Mr. Francis requiring him to accept the responsibility to maintain the cemetery as well.

Motion was made by Commissioner Dan Brummitt to authorize the county attorney to make a counter offer to Mr. Francis requiring him to accept the responsibility to maintain the cemetery at Parcel 0482 04006. This motion was seconded by Commissioner Archie B. Taylor, Jr. and unanimously approved.

Attorney Care stated that the Board needs to vote on whether or not to proceed with the sale of Tanner Street by advertising for upset bids and recommended approval of the resolution to begin the upset bid process for the property.

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to approve the following resolution authorizing the upset bid process for Tanner Street Lot – Parcel 0111 04009:

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**RESOLUTION AUTHORIZING UPSET BID PROCESS
FOR SALE OF REAL PROPERTY
Lot 4 Tanner Street, Henderson, NC 27537**

WHEREAS, Vance County owns certain real property with an address of **Lot 4 Tanner Street, Henderson, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Numbers **0111 04009**; 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 **\$2,650.00** subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by ***Sharmise Kearney and Kejuan Hicks***; and

WHEREAS, ***Sharmise Kearney and Kejuan Hicks*** have paid the required deposit in the amount of **\$1,000.00** with their 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**. 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 6th day July, 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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County Manager's Report

Economic Development Director Search. County Manager Jordan McMillen noted that the economic development director's last day with the county was July 3rd and the manager has named former economic development director Benny Finch as the interim director. The interim will oversee the office and carry out the duties on a part-time basis until a new director is hired. Mr. McMillen stated that he has consulted with a subcommittee for the EDC as well as the EDC and Board of Commissioner chairpersons and is recommending the use of an executive search firm to assist with the search process. Upon selection of the firm, a committee inclusive of the EDC, county and city will be created to assist with the process. Pricing structures for an executive search

are based upon a percentage of the director's final salary and total cost is anticipated to be between \$18,000 and \$25,000 depending upon the firm selected and the final director's salary. It is anticipated that the majority of this will be covered by savings in salaries and benefits. Recommendation: Authorize the county manager to enter into a contract with Creative Economic Development Consulting to lead the county's executive search process for an economic development director.

Motion was made by Commissioner Thomas S. Hester, Jr. to authorize the county manager to enter into a contract with Creative Economic Development Consulting to lead the county's executive search process for an economic development director. This motion was seconded by Commissioner Archie B. Taylor, Jr. and unanimously approved.

CRF Funding Agreements. Mr. McMillen noted that the board previously approved the budget for expending the Coronavirus Relief Funds received from the federal government through the State of North Carolina. Vance County has received a total of \$974,599 and as per previous board action has allocated \$200,000 for the City of Henderson and \$100,636 for the Granville-Vance Health Department. Each entity receiving funds would be required to agree to a reimbursement contract. This contract was distributed to the board for review. The contract outlines federal requirements for expending the funds and outlines the process by which sub recipients can request and receive reimbursement for eligible expenditures. Reimbursement requests must be received by November 30, 2020 as the deadline to expend funds is December 30, 2020. Recommendation: Approve reimbursement contract for providing CRF funds to the City of Henderson and the Granville-Vance Health Department as outlined in the approved CRF budget.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to approve the reimbursement contract for providing CRF funds to the City of Henderson and the Granville-Vance Health Department as outlined in the approved CRF budget.

It was noted that the county manager will be reaching out to Kittrell and Middleburg to see if they have a need for any of these funds.

Mr. McMillen informed the board that the county's medical director, Dr. Michael Smith, passed away late last week. He advised that Dr. Richard Benson has been named as the county's new primary medical director.

He also noted that a grant request has been submitted to the Economic Development Association for \$951,300 to be used to finish the road and sewer work at the industrial park. He stated that if we are awarded the grant, it is not anticipated that any local dollars will be needed. We hope to know within a few months if we are awarded the grant.

Consent Agenda

Commissioner Dan Brummitt asked that Budget Amendment #1 be pulled for discussion. The amendment is for an amount up to \$50,000 for costs associated with removing the confederate monument. Commissioner Brummitt stated that he cannot support this amendment because we do not have an exact amount yet; he stated that it is against state law to remove the monument; he does not support a blanket amendment; and he also stated that \$50,000 seems to be overpriced. County Manager Jordan McMillen stated that this amount includes labor to remove the monument, overtime for law enforcement, etc. It is an all-encompassing amendment.

Motion was made by Commissioner Archie B. Taylor, Jr. to approve Budget Amendment #1 not to exceed \$50,000. This motion was seconded by Commissioner Carolyn Faines and roll call vote was Ayes – Commissioner Carolyn Faines, Commissioner Yolanda Feimster, Commissioner Thomas S. Hester, Jr., Commissioner Archie B. Taylor, Jr., and Commissioner Gordon Wilder. Noes – Commissioner Dan Brummitt.



**Budget Amendment #1
FY 2020-2021
Governing Body**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
General Fund Balance	10-399-439900	28,500
Total Revenue Increase (Decrease)		\$ 28,500

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Contracted Services	10-410-500045	23,000
Sheriff – Overtime	10-510-500003	5,500
Total		\$ 28,500

Purpose: Monument removal as approved by the board at June 30, 2020 special meeting.

Authorization: Vance County Board of Commissioners
July 6, 2020



Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to approve the remaining consent agenda items as presented: May 2020 Tax Refunds and Releases, departmental monthly reports, and the minutes of the June 1, 2020 regular meeting.

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TAX OFFICE REFUND AND RELEASE REPORT FOR MAY 2020

TAXPAYER NAME	TAX YR	REAL	PERSONAL	SOLID WASTE FEE	REASON
GREEN THURSTON L & OTHERS	2017	114.61	0	0	REAL PROP - BILL
GREEN THURSTON L & OTHERS	2018	117.06	0	0	REAL PROP - BILL
GREEN THURSTON L & OTHERS	2019	120.13	0	0	REAL PROP - BILL
HAYES PHYLLIS ANN	2019	0	1525.55	0	CORRECT VALUE
JONES CLARENCE H. HEIRS	2019	0	16.16	112	PERS PROP BILLED
TOTAL		351.8	1541.71		
GRAND TOTAL	1893.51				

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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. 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

Nursing Home Advisory Committee – three year term
Reappoint Lois Williams

Perry Memorial Library – three year term
Reappoint John Watkins
Appoint Brooks Spencer to fill vacant position

Kerr-Tar Workforce Development Board – two year term
Appoint Josh Arant to fill vacant position

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to approve the appointments as presented.

At this time, motion was made by Commissioner Thomas S. Hester, Jr. to enter into closed session to discuss an economic development project. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

Upon return to open session, motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Dan Brummitt, vote unanimous, to approve the following authorizing resolution for a building reuse grant for Project SPH:



Authorizing Resolution by Governing Body of Vance County
NC Building Reuse Grant Program

WHEREAS, In June 2004, the North Carolina General Assembly passed House Bill 1352, authorizing funds to stimulate economic development and job creation in distressed areas through constructing critical water and wastewater facilities, addressing technology needs, renovating vacant buildings, and implementing research and demonstration projects, and

WHEREAS, In July 2013, the General Assembly passed Senate Bill 402 establishing the Rural Economic Development Division within the Department of Commerce to administer grants inclusive of the building reuse grant program, and

WHEREAS, The Building Reuse Grant Program was created to spur economic activity and job creation by assisting in the productive reuse of vacant and underutilized buildings in small, rural towns and counties, and

WHEREAS, Vance County is engaged in activities to assist in the productive reuse of vacant buildings through the location of an economic development project that will spur economic activity and job creation through the location of a company, and

WHEREAS, said project has committed to create 53 additional, new full-time jobs over 2 years with an average salary in excess of \$45,000 in full compliance with Building Reuse guidelines, and

WHEREAS, Vance County intends to request grant assistance from the Building Reuse Program;

NOW THEREFORE BE IT RESOLVED, BY THE VANCE COUNTY BOARD OF COMMISSIONERS:

1. That if approved for a building reuse grant Vance County will provide an economic incentive grant which will include a minimum of 5% of the total grant amount.
2. That Vance County will provide for efficient administration, implementation and operation/maintenance of the grant project.
3. That the Chairperson of the Vance County Board of Commissioners, and successors so titled, is hereby authorized to execute and file an application on behalf of Vance County with the NC Commerce Department for a Building Reuse Grant.
4. That the County Manager and his staff are hereby authorized and directed to furnish such information as the Commerce Department may request in connection with such application or the grant project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application and grant.
5. That Vance County has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to the grants pertaining thereto.

Adopted by the Vance County Board of Commissioners on this the 6th day of July, 2020.

Gordon Wilder (signed)
Chairman
Board of Commissioners

ATTEST: Kelly H. Grissom (signed)
Kelly H. Grissom
Clerk to the Board of Commissioners



As there was no further business, at 8:45 p.m., Chairman Gordon Wilder recessed the meeting until Wednesday, July 8th at 5:00 p.m.

Approved and signed August 3, 2020.

Gordon Wilder (signed)
Gordon Wilder, Chairman