

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, November 7, 2016 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 Deborah F. Brown, Terry E. Garrison, Thomas S. Hester, Jr., Leo Kelly, Jr., and Archie B. Taylor, Jr.

Absent: None.

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

Pastor Julia Alliger, Cokesbury United Methodist Church, gave the invocation.

Chairman Gordon Wilder recognized Commissioners Brown and Garrison who are serving their last meeting as county commissioners. Commissioner Brown has served for 16 years and Commissioner Garrison has served for 28 years. He thanked them both for all they have done for Vance County during their tenure. Commissioner Brown stated that she appreciates the opportunity to have served the citizens of Vance County and considers it a privilege. She stated that the position of commissioner has not ever been about her, but about what she could do to improve the quality of life for all citizens in Vance County. She noted that she also served 12 years on the Vance County Board of Education. Commissioner Garrison stated that this is a bitter-sweet moment for him having served for the past 28 years. He has seen many changes on the board over the years and stated that he looks forward to continuing to work with the board in his new capacity as state representative. Chairman Wilder noted that a reception will be held for Commissioners Brown and Garrison on Tuesday, November 29th.

Public comments were heard next. Mr. Michael Bobbitt thanked Commissioners Brown and Garrison for their service to the community as a whole and stated that he has learned a lot from them over the years. He asked the Board to table the matter of sending delinquent water bills to a collection agency until the newly elected commissioners have had an opportunity to learn more about the matter.

Ms. Kimberly Hunt with USDA was next on the agenda and provided information on the 504 Program, which could be used to assist qualifying residents with hooking up to the county

water system. Ms. Hunt explained that the program is a *loan* and *grant* program through the federal government which is strictly for low income families who own their house and land. To qualify for the *loan*, applicants must be within income guidelines. The maximum total household income for one to four people is \$25,000. For five to eight people in a home, the maximum total income is \$33,550. A person can borrow up to \$7,499 and there will not be a lien against the property; it is a note only. A *loan* between \$7,500 and \$20,000 will have a lien against the property. The *loan* is for 20 years with an interest rate of 1%. The maximum amount that can be borrowed is \$20,000. To qualify for the *grant*, applicants must be 62 years old or older and own their house and land or have recorded lifetime rights. The maximum lifetime amount of a *grant* is \$7,500. The *grant* is specifically for health, safety, and handicap accessibility issues. The *loan* can be used for most repairs except for room additions.

The board thanked Ms. Hunt for her report and requested county staff to thoroughly market this program to our citizens, especially our water customers.

Ms. Porcha Brooks, Tax Administrator, was next on the agenda and presented three revaluation appeals as follows:

Name and Property	Parcel(s)	Tax Administrator's Recommendation
Mark T. Woodlief	0482 05008; 0482 05010 0483 01001; 0483 01002 0483 01003	Amend Property Values To: 0482 05008 - \$587 0482 05010 - \$5,660 0483 01001 - \$4,392 0483 01002 - \$1,761 0483 01003 - \$8,471
Willard and Julia Haithcock, Jr.	0018 04013; 0018 04014A	Amend Property Values To: 0018 04013 - \$162,165 0018 04014A - \$121,926
William D. Hughes, Jr.	0018 04013	Amend Property Value To: 0018 04014 - \$159,089

Mark Woodlief. Ms. Brooks stated that Mr. Woodlief had an informal hearing with Pearson Appraisal. He was never informed of his final values. He saw where the Board of Equalization and Review was adjourning and called the tax office to see if he could still be heard on this matter. On August 25, the tax office mailed Mr. Woodlief a letter informing him that in accordance with N.C.G.S. 105-325(a)(4)&(6), the ad valorem valuations for the parcels had been revised after an on-site inspection by the tax office. The letter notified him that he was allowed 30 days from the date of the letter to appeal the values to the Vance County Board of Commissioners. As of September 27, Mr. Woodlief had not appealed; therefore, the revised values stand.

County Attorney Jonathan S. Care stated that the reason these three appeals are coming before the board tonight is because of errors made in the appraisal process. Chairman Wilder stated that it appears mistakes were made by the appraisal company. We need to remember this when it comes to selecting an appraiser for our next revaluation.

Motion was made by Commissioner Deborah F. Brown, seconded by Commissioner Dan Brummitt, vote unanimous, to change the values as recommended by the tax administrator as follows: 0482 05008 - \$587; 0482 05010 - \$5,660; 0483 01001 - \$4,392; 0483 01002 - \$1,761; and 0483 01003 - \$8,471.

Willard and Julia Haithcock, Jr. Ms. Brooks explained that Mr. Haithcock came to the tax office in August, after the Board of Equalization and Review had adjourned. He was concerned with his tax values being too high. On August 30, the project manager for Pearson Appraisal informed the tax office that the values of the two parcels should be reduced.

Motion was made by Commissioner Thomas S. Hester, Jr. to change the values as recommended by the tax administrator as follows: 0018 04013 - \$162,165; and 0018 04014A - \$121,926. This motion was seconded by Commissioner Leo Kelly, Jr. and unanimously approved.

William D. Hughes, Jr. Ms. Brooks stated that she recommends Mr. Hughes' value be reduced to keep it uniform with surrounding properties. On August 30, 2016, the project manager for Pearson Appraisal informed the tax office of changes that should have been made to this parcel during the revaluation.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Dan Brummitt, vote unanimous, to change the value as recommended by the tax administrator as follows: 0018 04014 - \$159,089.

As advertised, a public hearing was held to gain citizen input on a rezoning request for one parcel located at 1150 Gun Club Road, Parcel 0407 01004B. The property owner is Adam Lancaster. County Planner, Amy Sandidge, stated that the request is to amend the zoning map and to rezone one parcel (1.58 acres) from Low Density Residential (R-30) to Agricultural Residential (A-R). The surrounding properties include R-30 and A-R zoning classifications. The site is currently developed with an existing mobile home and a commercial sized auto repair building on the back portion of the lot. R-30 zoning does not allow any type of auto repair business uses; A-R allows auto repair with the approval of a conditional use permit.

Ms. Sandidge stated that the Planning Board recommended approval of the rezoning on October 17 on the basis that the proposed zoning and allowable uses would be consistent with the rural character of the general area.

As there was no one present who wished to speak on this matter, Chairman Gordon Wilder declared the public hearing closed.

Motion was made by Commissioner Dan Brummitt to approve the rezoning request on the basis that it is consistent with the County's Land Use Plan by promoting, expanding and diversifying the economic base while protecting important natural resources. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

Water District Board

At this time, Chairman Gordon Wilder called the Water District Board to order.

Commissioner Dan Brummitt reported that the committee (Wilder [C], Brummitt & Taylor) met Monday, October 31st with Mr. Henry Williams (610 Louis Williams Road) regarding concerns he raised during the July and October board of commissioners' meetings. The committee took input from Mr. Williams during their August meeting as well. During this meeting, the committee discussed a potential option of allowing a one-time, up-front payment which would allow the county to hold off in collection efforts, but determined that this would not address Mr. Williams' issue. The committee discussed forgiving the fees, and determined that this would cause unfairness to those who have signed up for a wet tap and have connected to the system. The committee discussed converting a wet tap to a dry tap and determined that this would set a precedent that could further compromise the finances of the water system as well as compromise the USDA funding which required a certain number of wet taps. Following this discussion, the committee made Mr. Williams aware that they could not make any recommendations in this situation.

The October 2016 monthly operations report was submitted to the board members for their information.

Commissioner Deborah F. Brown expressed her displeasure with this matter and stated that Mr. Williams had asked that the board take some type of action on his issue. She requested that the committee bring a recommendation to the board for action, one way or the other, so that it may be made part of the public record. Commissioner Dan Brummitt stated that Mr. Williams was at the committee meeting and this matter was discussed with him. Mr. Williams was

informed that since there is no intent to change the policy on this matter, no formal action is necessary. Commissioner Brown stated that there needs to be some type of action taken on this matter; this matter is not going away. Mr. Williams was present and reiterated his appeal. Commissioner Terry E. Garrison stated that there should be something the board can do. He asked what happens if Mr. Williams does not pay his bill. County Attorney Jonathan S. Care stated that the county will try to collect that debt in the same manner as other debts owed to the county. Debt setoff is an option, taking it to court is an option, and the last resort would be collecting on a judgment by the court. Foreclosure is the end result after a judgement. Commissioner Garrison stated that this is an unfortunate situation in that we have citizens that may not be able to afford it, but the county still has the debt service to pay for. He hopes that we could find a way to resolve the situation; if not, it sounds like litigation may be the only way to resolve it. He apologized to Mr. Williams about this situation.

At this time, Chairman Gordon Wilder adjourned the Water District Board.

Commissioner Deborah F. Brown questioned some numbers on the water report (fiscal year to date), which states that we have had 1,438 shut off notices. She asked if this was correct. Mr. J.P. McCann with Envirolink responded that he would double check the numbers. After the board meeting, it was determined that these numbers were incorrect and were corrected.

Committee Reports and Recommendations

Properties Committee - Animal Shelter Construction – Change Order #5. Commissioner Dan Brummitt reported that the committee (Brummitt [C], Kelly, Wilder) met Monday, October 31st and held a lengthy discussion with the project architect and general contractor regarding Change Order #5. The committee discussed whether to add rain gutters to the building or to add other measures to handle the roof drainage. The committee asked the architect to review this further and provide a recommendation. The committee also discussed an issue with the drainage in the two large kennel rooms which has the potential to create a safety issue for the animals or the public. The architect informed the committee that the floor was designed and installed as a flat floor due to requirements from the kennel manufacturer. As a result, there is no positive drainage to the center trough drain for cleaning purposes, which causes additional work for the staff and poses a safety issue with standing liquids. The committee discussed several options for addressing the issue which included adding drains in the walkway, adding trough drains on the exterior of the kennels, or removing a portion of the concrete floor and replacing with a sloped

floor. The committee asked the architect to review this further and to follow up with the kennel manufacturer before providing a recommendation. The committee acknowledged that the solution may be costly and could interrupt operations at the shelter. Staff informed the committee that over \$90,000 remains in the project budget which could be used for these purposes. A third issue discussed was whether sound panels should be added in the kennel or office areas to soften the animal noise for the staff and the public. The committee recommended holding off in approving Change Order #5 until additional recommendations can be provided for proceeding forward.

Properties Committee - Lease of Old Animal Shelter Property. Commissioner Brummitt reported that the committee discussed a potential lease agreement with the Ruin Creek Animal Protection Society for use of the old animal shelter site and building. The protection society would like to use the building for office space, storage and to support their animal rescue efforts. The committee discussed the benefit the group provides in fostering animals when the new animal shelter is over capacity and acknowledged the group would not be making adoptions to the general public. The property was originally donated to the County in 1977 with a covenant that the property be used for the purpose of an animal shelter. The committee and the protection society are aware of this condition and felt comfortable proceeding forward with a one-year lease agreement that would allow an escape clause if this condition became an issue in the future. The committee asked the county attorney to develop a lease agreement, but would like to hold off on approving until the construction issues at the new shelter are resolved.

Properties Committee - Resolution from City of Henderson – Delinquent Tax Collection Policies. The committee reviewed a resolution and request from the City of Henderson encouraging the commissioners and the county to continue with enforcement of delinquent tax collection policies through foreclosure or other means. The city referenced the former Henderson Laundry Building (341 Chestnut Street), Abagayle's Book Store building (405 Garnett Street), and other properties in the downtown area which would allow the city and county to take ownership and proceed with demolitions. The committee was informed that the Abagayle's book store building is already in the foreclosure process while the city is currently working with NCDEQ to determine liability and cleanup costs associated with the laundry building. The committee recognized the potential for significant cleanup costs associated with the laundry building and felt a strategy for the laundry building could be developed as more

details on the liability and cost of cleanup are determined. The committee felt that any further funding decisions for these buildings would need to be considered within future budget deliberations.

Properties Committee - Closed Session – Legal Matter. The committee entered closed session to discuss a legal matter. This will be discussed further in closed session with the full board. The board will go into closed session at the end of this meeting to further this discussion.

Human Resources Committee - Personnel Matter. Commissioner Deborah F. Brown stated that the Human Resources Committee (Brown [C], Taylor & Wilder) met today at 5:15 p.m. in closed session to discuss a personnel matter. The committee recommended that the board approve a salary increase of the Building Code Enforcement Officer II position to \$54,000.

Motion was made by Commissioner Deborah F. Brown, seconded by Commissioner Dan Brummitt, vote unanimous, to increase the salary of the Building Code Enforcement Officer II position to \$54,000.

Finance Director's Report

Surplus Property. Finance Director David C. Beck presented a listing of items to be declared as surplus. The listing included old furniture and office equipment that has been in storage and will not be used again - chairs, file cabinets, desks, coat rack, adding machine, computer, water heater, printer, etc.

Motion was made by Commissioner Dan Brummitt to declare the items presented as surplus and allow the finance director to dispose of the property according to state law. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

Conveyance of Property. Mr. Beck stated that Vance County Animal Control has 15 animal cages that were used at the old facility and are no longer needed with the construction of a new shelter. These cages were donated to Vance County from the Warrenton Animal Clinic. The Granville County Animal Shelter has expressed a need for the cages and Animal Control Chief Nobles has recommended donating the property to them. Mr. Beck recommended that the board declare the 11 stainless steel cages and four plastic cages surplus property and approve the resolution conveying the cages to the Granville County Animal Shelter for no consideration.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Dan Brummitt, vote unanimous, to declare the 11 stainless steel cages and four plastic cages

surplus property and approve the following resolution conveying the cages to the Granville County Animal Shelter for no consideration.



**Resolution Approving Conveyance of Property to
Another Unit of Government in North Carolina
Pursuant to G.S. 160A-274**

WHEREAS, the County of Vance owns fifteen animal cages which were previously used at the Vance County Animal Shelter but are now deemed surplus; and

WHEREAS, North Carolina General Statute § 160A-274(b) authorizes a governmental unit upon such terms and conditions as it deems wise, with or without consideration, exchange with, lease to, lease from, sell to, or purchase from any other governmental unit any interest in personal property as the governmental unit deems wise; and,

WHEREAS, the Granville County Animal Shelter has expressed a present need for additional animal cages and the County of Granville has requested Vance County to transfer the described surplus animal cages for use by the Granville County Animal Shelter and Vance County has determined it wise and in the best interest of the County to convey the same for the described use.

NOW THEREFORE, the Vance County Board of Commissioners resolves as follows:

1. The County of Vance hereby determines the following property as surplus:
Eleven Stainless Steel Animal Cages and Four Plastic Animal Cages
2. The County of Vance hereby conveys to Granville County for use in their Animal Shelter the surplus fifteen animal cages listed above.
3. The property herein described shall be conveyed for no consideration.
4. The Vance County Finance Officer is authorized to execute any documents necessary to convey the property in the manner authorized by this Resolution.

Adopted this the 7th day of November, 2016.

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

Attest:

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



Master Gardener Project at Farmer's Market. Mr. Beck stated that the Vance County Cooperative Extension Master Gardeners would like to fund an educational landscape project at the Farmer's Market. County funds will not be required for the project. The project will be paid for through monetary donations to the Master Gardeners that will be turned over to the County to pay expenditures. The landscape will be in the entrance driveway island and will feature drought tolerant plants, pollinator habitat, native flowers, and possibly other features. A sidewalk will be

installed to provide visitor access to the planting areas. Both the City of Henderson and Vance County Planning Departments have been consulted to ensure the project meets applicable codes and guidelines. He recommended that the board approve budget amendment #10 to accept a donation from the Master Gardener Volunteers to fund an educational landscape project at the Vance County Regional Farmer’s Market.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Leo Kelly, Jr., vote unanimous, to approve Budget Amendment #10 as follows:

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**Budget Amendment #10
FY 2016-2017
Farmers Market**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
Master Gardener	10-333-433305	1,800
Total Revenue Increase (Decrease)		\$ 1,800

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Master Gardener	10-605-500159	1,800
Total		\$ 1,800

Purpose: The Extension Master Gardener Volunteers would like to execute an educational landscape project at the farmers market. The project will be paid for by monetary and goods donations to the Master Gardeners. It is anticipated the project cost will be approximately \$1,800. County funds will not be used to pay for the project.

Authorization: Vance County Board of Commissioners
November 7, 2016

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County Attorney’s Report

REO Property. County Attorney Jonathan S. Care stated that the County had received an offer to purchase foreclosed property located at 332 Rowland Street. The offer is from Federal Home Loan Mortgage Corporation in the amount of \$7,750. If the Board accepts the offer, Attorney Care requested approval of a resolution authorizing the upset bid process for the sale of the property.

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Deborah F. Brown, vote unanimous, to approve the following resolution authorizing the upset bid process for the sale of property located at 332 Rowland Street, Henderson, NC:

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

WHEREAS, Vance County owns certain real property with an address of **332 Rowland Street, Henderson, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Number **0073 04001**; 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 **\$7,750.00** subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by *Federal Home Loan Mortgage Corporation*; and,

WHEREAS, the County has made a counteroffer to amend the terms of the Offer to Purchase County Owned Property; and,

WHEREAS, *Federal Home Loan Mortgage Corporation* 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. Upon acceptance of the County's counter offered terms and conditions, 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.

This the 7th day of November, 2016.

**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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Conveyance of Property to City. Attorney Care stated that the City of Henderson has asked the County to consider deeding a parcel of land to them. He explained that the parcel is a vacant lot adjacent to the former E.C. Terry Funeral Home, which was deeded to the City about one year ago. The parcel was previously owned by the funeral home. The City has a buyer interested in the property and would like the vacant lot also.

Motion was made by Commissioner Thomas S. Hester, Jr. to deed Parcel 0078 01011 to the City of Henderson. This motion was seconded by Commissioner Archie B. Taylor, Jr. and unanimously approved.

County Manager's Report

County Manager Jordan McMillen informed the board of a food give-away this Thursday at 10:00 a.m. at the farmers market. St. James Missionary Baptist Church, Vance County Cooperative Extension, Vance County Social Services, and USDA Farm Service Agency are sponsoring the event. Commissioner Thomas S. Hester, Jr. requested that the police department and sheriff's department be made aware of this event for traffic control.

Award of Service Weapon and Badge. Mr. McMillen noted that Sheriff White has requested the award of the service weapon and badge to Captain Curtis Brame upon his retirement November 1, 2016. He has served Vance County for 33 years. As per the county policy, he is eligible to receive his service weapon and badge.

Motion was made by Commissioner Dan Brummitt to award the service weapon and badge to retired Captain Curtis Brame, according to county policy. This motion was seconded by Commissioner Thomas S. Hester, Jr. and unanimously approved.

Local Records Retention Schedule Amendments. Mr. McMillen explained that due to recent changes in the State laws regarding retention of specific public records, it is necessary to amend the county's Sheriff Office records retention schedule and the County Management records retention schedule. The changes to the County Management schedule clarify the retention for 911 calls received as text messages and the changes to the Sheriff Office schedule reflect legislation governing body-worn cameras for law enforcement personnel, which went into effect October 1, 2016. He recommended that the board approve the April 2013 County Management records retention schedule and the October 1, 2016 amendments pertaining to retention of 911 calls received as text messages; and approve the October 1, 2016 records retention schedule amendment to the County Sheriff's Office reflecting legislation governing body-worn cameras for law enforcement personnel.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Dan Brummitt, vote unanimous, to approve the April 2013 County Management records retention schedule and the October 1, 2016 amendments pertaining to retention of 911 calls received as text messages; and approve the October 1, 2016 records retention schedule amendment to the County Sheriff's Office reflecting legislation governing body-worn cameras for law enforcement personnel.

Solid Waste Grant – Commingled Recyclables Compactor. Mr. McMillen noted that the county has received a \$31,000 grant from NCDEQ for the purchase of two compactors for the Tungsten Mine Road (Townsville) and North Chavis Road (Kittrell) solid waste convenience sites. Our recent contract with Waste Industries for operation and maintenance of the convenience sites included Waste Industries transitioning to compactors for our commingled recyclables at six of the eight sites with the intention of the county receiving a grant for the other two sites. This grant has been successful and the county will purchase both compactors with the grant funds. Waste Industries will operate the compactors as per the agreement that was signed. This grant requires a match of \$7,732 from the county solid waste fund.

Motion was made by Commissioner Thomas S. Hester, Jr. to accept the NCDEQ Commingled Recycling Grant, appropriate \$7,732 from the solid waste enterprise fund as a

match for the grant, and authorize the funds to be used for the purchase of two commingled recyclables compactors. This motion was seconded by Commissioner Deborah F. Brown and unanimously approved.

Award Replacement of Courthouse X-Ray System. Mr. McMillen explained that the replacement of the x-ray system at the courthouse is included and funded within this year’s CIP and budget. The project will include replacement of the walkthrough unit, baggage unit, and handheld wand. The total project cost is \$32,828.97 and is within the budgeted amount of \$34,500. The County currently has a relationship with Point Security for the existing x-ray system and they are best suited to provide the new unit because of the existing maintenance relationship and experience. He recommended that the board award the contract to replace the courthouse x-ray system to Point Security, Inc. for a total cost of \$32,828.97.

Motion was made by Commissioner Dan Brummitt, seconded by Commissioner Deborah F. Brown, vote unanimous, to award the contract to replace the courthouse x-ray system to Point Security, Inc. for a total cost of \$32,828.97.

Commissioner Deborah F. Brown asked if another department could use the old system. Mr. McMillen stated that he would look into this.

Consent Agenda

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to approve the following consent agenda items as presented: Budget Amendments #7 - #9, Budget Transfer #6, September 2016 Tax Refunds and Releases, Departmental Monthly Reports, and the minutes of the October 3, 2016 regular meeting.



**Budget Amendment #7
FY 2016-2017
Social Services**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
Fund Balance Appropriated	10-399-439900	12,000
Total Revenue Increase (Decrease)		\$ 12,000
Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Special Adoption Incentive	10-610-500022	12,000
Total		\$ 12,000

Purpose: To carry forward unspent adoption incentive funds received in the prior fiscal year. Funds must be reinvested into the adoption program.

Authorization: Vance County Board of Commissioners
November 7, 2016



**Budget Amendment #8
FY 2016-2017
Environmental Services**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
Fund Balance Appropriated	10-399-439900	21,336
Total Revenue Increase (Decrease)		\$ 21,336

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Building Demolition	10-525-500172	21,336
Total		\$ 21,336

Purpose: At the October 3, 2016 board meeting, bids were approved for the demolition of six county owned properties at a cost of \$35,336. Budgeted funds for demolition of county owned properties is \$14,000, and it was agreed last month that the remainder of the funds would be taken from fund balance.

Authorization: Vance County Board of Commissioners
November 7, 2016



**Budget Amendment #9
FY 2016-2017
Solid Waste**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
Fund Balance Appropriated	30-399-439900	10,000
DENR Grant	30-390-439008	36,279
Total Revenue Increase (Decrease)		\$ 46,279

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Capital Outlay	30-608-500074	46,279
Total		\$ 46,279

Purpose: At the October 3, 2016 meeting, the board approved accepting a grant from NCDEQ for the purchase of a front end loader to be used by the Solid Waste Department. The grant requires a match of \$10,000 by the county, which will be taken from the Solid Waste fund balance.

Authorization: Vance County Board of Commissioners
November 7, 2016



**Budget Transfer #6
FY 2016-2017
Sheriff**

Transfer From:	Account Number	Amount
Departmental Supplies	10-510-500033	510
Total		\$ 510

Transfer To:	Account Number	Amount
Drug Education Supplies	10-510-500135	510
Total		\$ 510

Purpose: Needed for additional drug education materials.

Authorization: Vance County Board of Commissioners
November 7, 2016



Tax Office Refund and Release Report for September 2016

Taxpayer Name	Tax Year	Real	Personal	Motor Vehicle	MV Fee	Solid Waste Fee	Reason
Ayscue David Jackson heirs	2012	235.96	0	0	0	105.00	foreclosure
Perez Antonio	2012	0	36.26	0	0	105.00	pers prop billed
Ayscue David Jackson heirs	2013	235.96	0	0	0	105.00	foreclosure
Dane Investments LLC	2013	1,086.07	0	0	0	105.00	foreclosure
Perez Antonio	2013	0	36.26	0	0	105.00	pers prop billed
Wade Jennifer D.	2013	0	77.04	0	0	0	pers prop billed
Ayscue David Jackson heirs	2014	238.83	0	0	0	105.00	foreclosure
Bass Dorothy	2014	0	0	0	0	105.00	remove solid was
Dane Investments LLC	2014	1,093.82	0	0	0	105.00	foreclosure
Ayscue David Jackson heirs	2015	238.83	0	0	0	105.00	foreclosure
Dane Investments LLC	2015	1,093.82	0	0	0	105.00	foreclosure
Fitzsimmons Kenneth	2016	449.82	0	0	0	0	billed rollbacks
Frazier L.G. Jr.	2016	1,687.00	0	0	0	0	billed rollbacks
Frazier L.G. Jr.	2016	2,005.31	0	0	0	0	billed rollbacks
Frazier L.G. Jr.	2016	544.10	0	0	0	0	billed rollbacks
Fitzsimmons Kenneth	2016	455.30	0	0	0	0	billed rollbacks
Frazier L. G. Jr.	2016	1,707.53	0	0	0	0	billed rollbacks
Frazier L. G. Jr.	2016	2,029.70	0	0	0	0	billed rollbacks
Frazier L. G. Jr.	2016	550.72	0	0	0	0	billed rollbacks
Fitzsimmons Kenneth	2016	455.30	0	0	0	0	billed rollbacks
Frazier L. G. Jr.	2016	1,274.12	0	0	0	0	billed rollbacks
Frazier L. G. Jr.	2016	2,029.70	0	0	0	0	billed rollbacks
Frazier L. G. Jr.	2016	550.72	0	0	0	0	billed rollbacks
Thornton Janice P.	2016	0	61.08	0	0	105.00	pers prop billed
Adcock Helen Candace	2016	0	21.77	0	0	105.00	pers prop billed
Adcock Helen Candace	2016	0	21.77	0	0	105.00	pers prop billed
American Tower Asset Sub LLC	2016	480.60	0	0	0	0	state assessed
Asbury Sheila	2016	0	55.53	0	0	105.00	pers prop billed
Ayscue Charlene	2016	0	0	0	0	105.00	remove solid was
Ayscue David Jackson heirs	2016	75.52	0	0	0	0	foreclosure
Bowman Charles & others	2016	432.36	0	0	0	0	real prop - bill
Braxton Ed	2016	0	307.81	0	0	0	correct value
Brown James Herbert	2016	0	3.08	0	0	0	situs not vance
Burchette Charles	2016	0	43.28	0	0	105.00	pers prop billed
Chase Ventures Inc.	2016	0	37.74	0	0	0	correct value
Chase Ventures Inc.	2016	0	37.74	0	0	0	pers prop billed
Cheaves Beverly Hutchins	2016	731.51	0	0	0	0	correct value
Cheaves Johnny	2016	0	73.87	0	0	105.00	pers prop billed
Coghill John Curtis	2016	56.07	0	0	0	0	correct value
Coleman James Otis	2016	0	117.72	0	0	0	correct value
Crews Roy W. Jr.	2016	0	67.35	0	0	0	correct value

Taxpayer Name	Tax Year	Real	Personal	Motor Vehicle	MV Fee	Solid Waste Fee	Reason
Crider George Lawrence	2016	0	11.41	0	0	0	pers prop billed
Dane Investments LLC	2016	280.91	0	0	0	105.00	foreclosure
Ellis Teresa Hughes	2016	13.07	0	0	0	105.00	remove solid was
Embassy Cultural Center	2016	2,449.08	0	0	0	0	adjust val for e
Fitzsimmons Kenneth	2016	302.04	0	0	0	0	billed rollbacks
Ford William Wesley	2016	0	5.14	0	0	0	pers prop billed
Francis Mekre	2016	68.51	0	0	0	0	correct value
Francis Mekre	2016	60.79	0	0	0	0	correct value
Frazier L. G. Jr.	2016	1,094.43	0	0	0	0	billed rollbacks
Frazier L. G. Jr.	2016	1,305.35	0	0	0	0	billed rollbacks
Frazier L. G. Jr.	2016	659.58	0	0	0	0	billed rollbacks
Frisbie Robert N.	2016	15.75	0	0	0	0	correct value
Frisbie Robert N.	2016	3.04	0	0	0	0	correct value
Griffin Robert Dwayne	2016	0	412.37	0	0	0	correct value
Harris Robert H. Jr.	2016	43.24	0	0	0	0	correct value
Harris Robert H. Jr.	2016	21.95	0	0	0	0	val adj for pres
Hartland Land Company	2016	247.25	0	0	0	0	real prop - bill
Hayes Phyllis Ann	2016	147.24	0	0	0	105.00	remove solid was
Hernandez Amezoua	2016	0	86.58	0	0	105.00	pers prop billed
Humphries Properties LLC	2016	56.07	0	0	0	105.00	correct value
Jerman Henry Lee	2016	0	0	0	0	105.00	remove solid was
Johnson Mark	2016	0	98.15	0	0	105.00	pers prop billed
Jones Tanya	2016	372.72	0	0	0	0	pers prop billed
Kearney Alvin D.	2016	0	0	0	0	105.00	remove solid was
K2 Towers LLC	2016	416.56	0	0	0	0	real prop - bill
Martinez Andres	2016	0	107.27	0	0	105.00	pers prop billed
Mathews William E.	2016	0	371.42	0	0	105.00	pers prop billed
Matthews R. T.	2016	0	3.08	0	0	0	pers prop billed
Moreno Obando Epitacio	2016	0	35.87	0	0	105.00	pers prop billed
MR Williams Inc.	2016	0	73,256.91	0	0	0	correct val per
Murphy Harold	2016	0	40.72	0	0	0	pers prop billed
Murphy Harold	2016	0	14.57	0	0	0	pers prop billed
New Life Baptist Church	2016	5,418.27	0	0	0	0	religious
Newcap Inc.	2016	658.76	0	0	0	0	add solid waste
Newcap Inc.	2016	0	0	0	0	0	add solid waste
Newcap Inc.	2016	658.76	0	0	0	105.00	correct value
Ortega Maria	2016	0	26.43	0	0	105.00	pers prop billed
Pace Shirley	2016	3,616.44	0	0	0	210.00	correct/grant ex
Pendergrass Transportation Inc.	2016	386.01	0	0	0	0	correct value
Penske Truck Leasing Co LP	2016	0	852.20	0	0	0	pers prop billed
Richardson Wayne Terrell Jr.	2016	0	72.59	0	0	105.00	pers prop billed
Rivera Raul Diaz	2016	0	14.01	0	0	105.00	pers prop billed
Roberson Mary Ann	2016	44.93	0	0	0	0	correct value
Sanchez-Gomez Angelina	2016	0	0	0	0	105.00	remove solid was
Sanchez-Gomez Angelina	2016	0	0	0	0	105.00	remove solid was
Speedway # 8216	2016	0	3,286.91	0	0	0	pers prop billed
Speedway # 8216	2016	0	130.82	0	0	0	pers prop billed
Speedway # 8216	2016	0	4.01	0	0	0	pers prop billed
Speedway # 8669	2016	0	3,309.23	0	0	0	pers prop billed
Speedway # 8669	2016	0	258.32	0	0	0	pers prop billed
Speedway # 8669	2016	0	130.82	0	0	0	pers prop billed
Speedway # 8669	2016	0	4.01	0	0	0	pers prop billed
Spring Valley Method. Church	2016	256.08	0	0	0	0	correct situs
Spring Valley Method. Church	2016	2,476.41	0	0	0	105.00	religious
St. Delight Holiness Church	2016	5735.20	0	0	0	0	religious
Stanley Mary	2016	963.14	0	0	0	0	val adj for pres
Stanley Mary	2016	233.50	0	0	0	0	adjust val for e
Thomas Quintina M.	2016	0	0	0	0	105.00	remove solid was
Thornton Janice P.	2016	0	54.28	0	0	105.00	pers prop billed
Turner Richard Lee	2016	0	16.85	0	0	0	pers prop billed
USCOC of NC RSA #7 Inc.	2016	560.95	0	0	0	0	state assessed
Vazquez Maria De Jesus Medina	2016	0	64.24	0	0	105.00	pers prop billed
West Wade Newcomb Jr.	2016	0	0	0	0	105.00	remove solid was
White Joan B.	2016	273.06	0	0	0	0	correct value
White Timothy D.	2016	0	67.17	0	0	105.00	correct value
Wiesner James P.	2016	0	0	0	0	105.00	remove solid was
Womack Travor	2016	0	50.48	0	0	105.00	pers prop billed
Yarborough Mary Ruth	2016	28.02	0	0	0	0	correct value
Total		48,605.78	83,784.16	-	-	4,620.00	
Total Refunds and Releases	\$137,009.94						

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

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At this time, motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Deborah F. Brown, vote unanimous, to enter into closed session to discuss an economic development matter and a legal matter.

Upon return to open session, and as there was no further business, at 8:15 p.m., motion was made by Commissioner Terry E. Garrison, seconded by Commissioner Deborah F. Brown, vote unanimous, that the meeting be adjourned.

Approved and signed December 5, 2016.

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