

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, June 3, 2024 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: Chair R. Dan Brummitt, Vice-Chair Leo Kelly, Jr., Commissioners Sean A. Alston, Sr., Carolyn Faines, Yolanda J. Feimster, Thomas S. Hester, Jr. and Archie B. Taylor, Jr.

Absent: None

Also present were County Manager C. Renee Perry, Finance Director Stephanie Williams, County Attorney Jonathan S. Care, and Clerk to the Board Kelly H. Grissom.

Pastor Abidan Shah, Clearview Baptist Church, gave the invocation.

A special presentation was made honoring Senior Master Sergeant George Kevlin Davis, retired United States Airforce, who will be celebrating his 100th birthday on June 8, 2024. Several items were presented to Senior Master Sergeant Davis including a letter from the Vance County Board of Commissioners, a personalized throw from Vance County Veterans Service, a proclamation from Granville County Veterans Service, a handmade quilt from Granville County Veteran's Affairs Committee, and certificates from the Offices of Congressman Don Davis and Representative Frank Sossamon. Gift baskets were presented from Warren County Veterans Service and Franklin County Veterans Service. Everyone congratulated him on this milestone and wished him well for many years to come.

Public comments were heard next. Mr. Rick Ashley spoke in opposition to the new tax values placed on properties and stated that they are not fair. He stated that there needs to be a better way to determine fair market values.

Mr. Frankie Nobles, Vance County Employee Engagement Team Chair, was next on the agenda to recognize the employee of the year. He noted that the employee of the year is chosen from the 2023 employees of the month. Each candidate was rated on a scale of 1 to 5 in the categories of teamwork, initiative, attendance, and who goes above and beyond when needed. The Employee of the Year goes to Mr. Randall Medlin, with Vance County IT. His peers noted that he is extremely dependable, has exceptional problem-solving skills, and always has a positive attitude. He is a true asset to the county. Mr. Medlin will receive a monetary gift, and a reception will be held in his honor on June 14, 2024 in the courthouse atrium.

Mr. Alan Thompson, Thompson, Price, Scott, Adams & Co, P.A., was next on the agenda and presented the FY 2022-23 Audit Report. He stated that there were significant difficulties in dealing with the former finance officer in performing and completing the audit, but noted that there were no uncorrected misstatements, and no disagreements with current management. He discussed several findings and noted the theft by the former finance officer which is detailed in the report.

The County’s total fund balance increased from \$27.5 million to \$29.7 million. The unassigned fund balance increased from \$20.1 million to \$21.1 million, which is 39.1% of next year’s budget. This is well within the range that is recommended by the Local Government Commission. Tax collections decreased slightly from 97.73% to 97.62%. The total property valuation is \$2,895,202,921 and the total levy amount is \$26,759,656.

County Manager C. Renee Perry asked why she was not made aware of deficiencies by the previous finance officer. Mr. Thompson replied that by November, his firm was contemplating whether or not to stay and complete the audit because they were not receiving the information they needed from the former finance officer. It was during this time they found the fraudulent CPA license. He stated that he was in contact with the county attorney during that time. County Attorney Jonathan S. Care responded that there was still a two-month period where the county manager could have been notified. Mr. Thompson acknowledged that he should have notified the county manager sooner. Chair Brummitt stated that there needs to be something in writing as to the county’s expectations moving forward. He asked if the county should perform a forensic audit. Mr. Thompson responded that he could do that, but suggested the county contact Chuck Murray, who was the interim finance officer at the time of the theft discovery, to determine the depth of his research. Chair Brummitt stated that the county’s audit committee needs to be revamped and reactivated to discuss this matter further and make a recommendation to the board.

Motion was made by Commissioner Thomas S. Hester, Jr. to receive the FY 2022-23 Audit Report as presented. This motion was seconded by Commissioner Sean A. Alston, Sr. and unanimously approved.

The Board of Commissioners, sitting as the Board of Equalization and Review, heard from the following persons, continued from the May 6 meeting, concerning the value of their property which they felt was in excess of fair market value:

<u>Name</u>	<u>Property Address</u>
1. Charles Williams	123 S. College Street Parcel: 0025 10013
	1514 S. Williams Street

4. Angela Crudup Taylor	Parcel: 0086 01004A
5. Brenda Watkins	271 South Lake Lodge Ext. Rd. Parcel: 0462A01003

Tax Administrator Porcha Brooks stated that Mr. Williams is no longer disputing his value and informed her office today that he is awaiting his 1099-R form to see if he qualifies for the elderly tax exemption.

Ms. Angela Crudup provided sales comps of two similar houses that sold in May 2024 for \$43,000 and \$35,000. She also presented an email from a realtor who valued her property at \$42,373. Chair Brummitt stated that the board is not able to use comps from May 2024 and advised Ms. Taylor to obtain comps of values as of January 1, 2024. Commissioner Yolanda Feimster advised Ms. Taylor to look for comps from properties that are similar to hers in age and size, but not necessarily in her specific neighborhood.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Sean A. Alston, Sr., vote unanimous, to continue this matter until the July 1 regular meeting.

Ms. Brenda Watkins provided a declaration page from her insurance company which valued her property at \$70,000 as of August 2020. Chair Brummitt advised that the board is not allowed to use an insurance company's value and advised Ms. Watkins to obtain comparable sales in order for the board to make a sound decision. Ms. Watkins abruptly left the meeting.

Micah Crumpler with Vincent Valuations informed the board that all values are based strictly on sales. He noted that appellants are informed of online resources such as Zillow.com, Realtor.com, and Redfin.com which are extremely helpful in obtaining comparable sales information.

Motion was made by Commissioner Sean A. Alston, Sr., seconded by Commissioner Thomas S. Hester, Jr., vote unanimous, to continue this matter until the July 1 regular meeting.

At this time, Chair R. Dan Brummitt adjourned the Board of Equalization and Review.

As advertised, a public hearing was held to gain citizen input on the FY 2024-25 proposed budget. As there was no one present who wished to speak on this matter, Chair R. Dan Brummitt declared the public hearing closed.

Water District Board

At this time, Chair R. Dan Brummitt called the Water District Board to order.

As advertised, a public hearing was held to gain citizen input on the FY 2024-25 proposed budget of the Vance County Water District. As there was no one present who wished to speak on this matter, Chair Brummitt declared the public hearing closed.

The April 2024 monthly operations report was presented to the board for information.

County Manager C. Renee Perry provided a brief update on the Warrenton Road water tower and stated that the repairs have been completed. The repair is temporary, but the plan is to contact the tank contractor for a permanent repair. She plans to meet with Envirolink on Friday and will discuss this matter further.

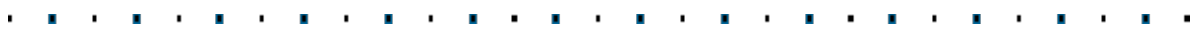
Commissioner Thomas S. Hester, Jr. stated that Phase 1B was put on hold until the audit was complete. Now that the audit is complete, he asked if Phase 1B can now proceed. Ms. Perry responded that once the audit is approved by the Local Government Commission, which will be before June 30, we can begin those conversations.

Chair R. Dan Brummitt adjourned the Water District Board.

Finance Director’s Report

Fiscal Year-End Closeout Authorization. Finance Director Stephanie Williams stated that in order to finalize the county’s FY 2023-24 books and conduct appropriate closeout transactions, it is necessary to obtain board approval for the required budget actions.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Leo Kelly, Jr., vote unanimous, to authorize staff to perform the necessary FY 2023-24 year-end budgeting and accounting transactions.



**Budget Amendment #14
FY 2023-2024
Year End Close Out**

General Fund Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
Unauthorized Substance Tax	10-359-435916	382
Sheriff Interdiction Funds – Fed	10-359-435917	4,382
Governor’s Crime Grant	10-380-438006	691,536
JCPC Administrative	10-380-438009	6,500
BCBS Meals on Wheels Grant	10-380-438014	6,500
Hope Grant	10-380-438042	150,000
Fund Balance Appropriated	10-399-439900	556,639.43
Total		1,415,939.43
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Expenditure Amendment Request		
Part-Time Salaries	10-410-500002	2
401K Match	10-440-500009	10,000
EDC Business Incentives	10-491-500090	239,835

Salaries	10-500-500001	27,500
Maintenance Building & Grounds	10-500-500015	135.31
Sheriff's Office Legal Cost	10-510-500055	11,322.08
Capital Outlay	10-510-500074	44,536
Sheriff's Interdiction Funds	10-517-500033	764
Maintenance Building & Grounds	10-519-500015	20.04
Regular Salaries	10-520-500001	500,000
Group Insurance	10-520-500006	100,000
Special Contracted Services	10-520-500044	100,000
Regular Salaries	10-530-500001	85,000
Maintenance Vehicles	10-530-500017	68,000
Office Supplies	10-530-500032	2,276
Contracted Services	10-530-500045	7,000
Fuel	10-530-500186	731.80
Ambulance Supplies	10-530-500334	7,724
Telephone & Postage	10-541-500011	(4,600)
Travel/Training	10-541-500014	4,600
Departmental Supplies	10-541-500033	(1,000)
Zoning Board Fees	10-541-500042	1,000
ABC Tax	10-580-500392	3,500
Public Health	10-590-500491	20,000
Hope Center Grant	10-600-500289	150,000
Capital Outlay	10-621-500074	49,985.34
Contingency	10-999-500099	(12,392.14)
Total		1,415,939.43

Water Fund 16	Account Number	Revenue Increase (Decrease)
Fund Balance Appropriated	16-399-439900	150,000

Expenditure Amendment Request		
Transfer to Water Capital Project Fund	16-665-500283	150,000

Debt Service Schools Fund 21	Account Number	Revenue Increase (Decrease)
Fund Balance Appropriated	21-399-439900	30,000

Expenditure Amendment Request		
Debt Service	21-660-500512	30,000

Economic Development Fund 47	Account Number	Revenue Increase (Decrease)
Fund Balance Appropriated	47-399-439900	138,390

Expenditure Amendment Request		
Special Projects	47-445-500068	138,390

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
Capital Reserve General	66-399-439900	200,052

Expenditure Amendment Request		
Transfer to Fund 65	66-696-000001	200,000
Transfer to Fund 66	66-696-500001	52

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
Register of Deeds Revenue	75-360-735601	619.62
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Expenditure Amendment Request		
Register of Deeds Expense	75-500-500011	619.62

Purpose: To close out fiscal year 2023-24.

Authorization: Vance County Board of Commissioners
June 3, 2024

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Amended Audit Contract for FY 2022-23. Ms. Williams noted that Thompson, Price, Scott, Adams & Co. has presented an amendment to the financial audit contract for the fiscal year ending June 30, 2023. She requested approval of the amended contract with Thompson, Price, Scott, Adams, & Co. for the annual financial audit for the fiscal year ending June 30, 2023.

Motion was made by Commissioner Leo Kelly, Jr. to approve the amended contract with Thompson, Price, Scott, Adams, & Co. for the annual financial audit for the fiscal year ending June 30, 2023. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

Audit Contract for FY 2023-24. Ms. Williams stated that Thompson, Price, Scott, Adams & Co. has presented a contract to continue as the auditors for the county for the fiscal year ending June 30, 2024. The fee for the audit will be \$58,800. Additionally, the Office of the State Auditor now requires a separate engagement for testing of Medicaid, other DSS programs for all counties, new GASB laws, as well as ARPA requirements. This testing goes beyond the scope of a typical audit. Recommendation: Approve the contract with Thompson, Price, Scott, Adams, & Co. to perform the annual financial audit for the fiscal year ending June 30, 2024.

This item was tabled in order to include detailed information in the contract regarding performance expectations.

Committee Reports and Recommendations

Joint Public Safety Committee / Fire Commission. County Manager C. Renee Perry reported that the two committees met Thursday, May 30, 2024 to receive the results of the fire study from the consulting firm AP Triton. The report detailed data received from volunteer agencies, Vance County Fire Department, and county staff. The report also provided

recommendations for the board to consider moving forward. She stated that she will coordinate working groups with direction from the board after July 1, 2024.

Public Safety Committee – Fire PPE Capital Request. Ms. Perry noted that the committee reviewed a request from Fire Chief Chris Wright to move forward with the purchase of PPE (four air packs) for fire staff. Recommendation: Allow the county manager to authorize the capital purchase of PPE based on current needs and recommendations by Chief Wright.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to authorize the capital purchase of PPE (four air packs) based on current needs and recommendations by the fire chief.

County Manager's Report

Fireworks Permit – City of Henderson. County Manager C. Renee Perry noted that the City of Henderson is requesting approval of a fireworks permit for a fireworks display at Fox Pond Park on Saturday, June 29 (June 30 – rain date). The display will be handled by a professional pyrotechnics firm (Zambelli Fireworks Mfg. Co.) with the appropriate credentials and insurance coverage. The county fire marshal has approved the permit subject to board approval.

Motion was made by Commissioner Carolyn Faines, seconded by Commissioner Leo Kelly, Jr., vote unanimous, to approve the request from the City of Henderson and Zambelli Fireworks Mfg. Co. for a permit to discharge fireworks at Fox Pond Park on Saturday, June 29, 2024 (rain date – June 30).

Ambulance Franchise Application – North State Medical Transport. Ms. Perry advised that North State Medical Transport has reapplied for their ambulance franchise. Their application appears to meet the ordinance requirements, and they currently operate from a Vance County location. State law requires consideration of the franchise application at two separate meetings with the final consideration being today.

Motion was made by Commissioner Carolyn Faines to approve the ambulance franchise agreement allowing North State Medical Transport, Inc. to provide ALS and BLS service in Vance County. This motion was seconded by Commissioner Leo Kelly, Jr. and unanimously approved.

Waiver of Permit Fees – Rebuilding Hope Servants on Site. Ms. Perry noted that Rebuilding Hope, Inc. is conducting its servants on site (SOS) event this summer. The program will take place June 24-28 and includes six roofing projects in Vance County for needy families. Rebuilding Hope has asked that the permit fees be waived for these projects.

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to waive the permit fees for Rebuilding Hope’s Servant on Site program.

Board of E&R Meetings. Ms. Perry stated that the board of equalization and review adjourned earlier this evening. This is also the last day for property owners to file an appeal for real property. There may be a need for additional days for the board of equalization and review. No discussion or action was taken on this matter.

2023 Portable Radio PSAP Grant Application. Ms. Perry noted that Emergency Operations applied for a portable radio PSAP grant in January 2024. The grant has been awarded in the amount of \$49,985.34. The county will need to pay the cost upfront and be reimbursed by the 911 Board. Recommendation: Approve the general fund budget amendment in the amount of \$49,985.34 to purchase the portable radios.



**Budget Amendment #13
FY 2023-2024
Emergency Operations**

Revenue Amendment Request	Account Number	Revenue Increase (Decrease)
General Fund Balance	10-399-439900	49,985.34
Total Revenue Increase (Decrease)		\$ 49,985.34

Expenditure Amendment Request	Account Number	Expense Increase (Decrease)
Capital Outlay	10-621-500074	49,985.34
Total		\$ 49,985.34

Purpose: To pay upfront cost of a portable radio, per the PSAP Grant requirements, and be reimbursed by the 911 Board.

Authorization: Vance County Board of Commissioners
June 3, 2024



Motion was made by Commissioner Carolyn Faines, seconded by Commissioner Yolanda Feimster, vote unanimous, to approve the general fund budget amendment in the amount of \$49,985.34 to purchase the portable radios.

Brodie Road Convenience Site Request. Ms. Perry reported that a GFL employee is requesting a time change for the Brodie Road convenience site. The hours were changed in August

2023 with hopes of deterring illegal dumping on Brodie Road. Those hours are set by the board of commissioners. Recommendation: Approve or deny the employee request to change the operating hours of the Brodie Road Convenience Site from 11am – 6pm to 1pm – 6pm on Sundays.

Motion was made by Commissioner Thomas S. Hester, Jr. to change the operating hours of the Brodie Road convenience site from 11am – 6pm to 1pm – 6pm effective as soon as possible.

OSHA Rule Proposal. Ms. Perry stated that there is a proposed OSHA rule that is receiving public comments through June 21, 2024. The Rule seeks to “reduce the number of injuries, illnesses, and fatalities occurring among emergency responders in the course of their work” by “requiring employers [i.e., fire departments] to establish risk management plans, provide training and medical surveillance, establish medical and physical requirements, develop standard operating procedures, and provide other protective measures enabling emergency responders to perform their duties safely. She stated that she will be consulting with the fire chief/fire marshal, EMS director, and other commissioners to provide public comment on the proposed rule.

Chair R. Dan Brummitt stated that these proposed requirements will not be funded by the federal government. He noted that the Fire Association has concerns about the rule and has requested the county to send public comments in opposition to the rule proposal.

County Attorney’s Report

REO Property – New Offer. County Attorney Jonathan S. Care stated that a different offer from last month has been received from Jordan Shoti for a vacant lot located on Red Clay Lane – Parcel 0352A01029. The offer meets the requirements established by the board. He stated that the Board needs to vote on whether to proceed with the sale by advertising for upset bids and recommended approval of the resolution to begin the upset bid process. He also recommended that the board reject the offer received during last month's meeting for \$900.

Motion was made by Commissioner Thomas S. Hester, Jr. to approve the upset bid process for real property located at Red Clay Lane – Parcel 0352A01029. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.



**RESOLUTION AUTHORIZING UPSET BID PROCESS
FOR SALE OF REAL PROPERTY
Red Clay Lane Lot, Henderson, NC**

WHEREAS, Vance County owns certain real property with an address of **Red Clay Lane Lot, Henderson, North Carolina**, and more particularly described by the Vance County Tax Department as Parcel Number **0352A01029**; 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 **\$1,200.00** subject to the terms and conditions as included in the submitted offer to purchase bid, submitted by **Jordan Shoti** and

WHEREAS, **Jordan Shoti** 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 3rd day of June, 2024.

R. Dan Brummitt (signed)
R. Dan Brummitt, Chair
Vance County Board of Commissioners

ATTEST:

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

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Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to reject the offer received during last month’s meeting in the amount of \$900.

Consent Agenda

Motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, to approve the following consent agenda items as presented: April 2024 Tax Refunds and Releases, Departmental Monthly Reports, and the minutes of the May 6, 2024 regular meeting and the May 28, 2024 special meeting.

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TAX OFFICE REFUND AND RELEASE REPORT FOR APRIL 2024

TAXPAYER NAME	TAX YEAR	REAL	PERSONAL	SOLID WASTE FEE	REASON
HARGROVE TONETTA MONEE	2022	\$0.00	\$40.82	\$0.00	PERS PROP BILLED
PERKINSON JILL SUSANNE HOLTZMAN	2022	\$0.00	\$144.85	\$0.00	PERS PROP BILLED
VANN JAMES EDWARD III	2023	\$0.00	\$36.95	\$0.00	PRO-RATE
ALSTON ISRAEL SPENCER JR	2023	\$0.00	\$33.39	\$0.00	PERS PROP BILLED
DOWNEY RANDY J	2023	\$0.00	\$38.27	\$120.00	PERS PROP BILLED
		\$0.00	\$294.28	\$120.00	

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

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Miscellaneous

The following appointments were presented to the board for consideration:

Vance Granville Community College Board of Trustees – 4 year term
Reappoint Sara Wester

Henderson-Vance Recreation Commission – 4 year term
Reappoint Corei Somerville and Charles Bullock. One application was received from Russell Barberio.

Motion was made by Commissioner Thomas S. Hester, Jr. to reappoint Sara Wester to the VGCC Board of Trustees, and reappoint Corei Somerville and Charles Bullock to the Henderson-Vance Recreation Commission.

Appointment of NACo Voting Delegate. Motion was made by Commissioner Yolanda Feimster to appoint Sean A. Alston, Sr. as the voting delegate for the NACo Annual Conference. This motion was seconded by Commissioner Sean A. Alston, Sr. and unanimously approved.

At this time, motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Leo Kelly, Jr., vote unanimous, to enter into closed session to discuss a property matter.

Upon return to open session, motion was made by Commissioner Thomas S. Hester, Jr. to approve the minutes of the May 6, 2024 closed session. This motion was seconded by Commissioner Carolyn Faines and unanimously approved.

As there was no further business, at 8:30 p.m., motion was made by Commissioner Thomas S. Hester, Jr., seconded by Commissioner Carolyn Faines, vote unanimous, that the meeting be adjourned.

Approved and signed September 3, 2024.

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