

**January 5, 2015**

A regular meeting of the Bladen County Board of Commissioners was held at 6:30 pm on Monday, January 5, 2015 in the Commissioners Meeting Room of the Bladen County Courthouse.

The following members were present:

- Charles Ray Peterson, Chairman
- Russell Priest
- Billy Ray Pait
- G. Michael Cogdell
- Daniel Dowless
- Wayne Edge
- Delilah Blanks
- James G. "Jimmie" Smith
- Arthur Bullock

Attorney: Allen Johnson, Johnson Law Firm

**ITEM 1.** Chairman Peterson called the meeting to order. Reverend Larry Hayes, Good News Baptist Church of Bladenboro, provided the Invocation. County Manager Gregory J. Martin led the Pledge of Allegiance.

**ITEM 2. Consent Items:**

Upon a motion by Commissioner Smith, seconded by Commissioner Pait, the Board approved the following Consent Items:

- A. Agenda.
- B. Minutes of Regular Meeting on December 1, 2014.
- C. Budget Amendments as follows:

**Central Services**

| <i>Expenditures</i> |                           | <i>Increase</i> | <i>Decrease</i> |
|---------------------|---------------------------|-----------------|-----------------|
| <b>105000.350</b>   | M/R - Buildings & Grounds | 5,143.00        |                 |
| <b>105000.352</b>   | M/R - Equipment           | 1,990.89        |                 |
| <i>Revenues</i>     |                           |                 |                 |
| <b>103190.011</b>   | Insurance Claims          | 7,133.89        |                 |

To reimburse accounts for repairs to generator @ EMS and chiller @ Courthouse.

**Administration/Central Services**

| <i>Expenditures</i> |                          | <i>Increase</i> | <i>Decrease</i> |
|---------------------|--------------------------|-----------------|-----------------|
| <b>105000.740</b>   | Capital Outlay-Equipment |                 | 6,000.00        |
| <b>106900.903</b>   | To DSS                   | 6,000.00        |                 |

To move excess funding for renovations to DSS.

**Motor Pool**

| <i>Expenditures</i> |                  | <i>Increase</i> | <i>Decrease</i> |
|---------------------|------------------|-----------------|-----------------|
| <b>105010.357</b>   | M/R - Vehicles   | 121.23          |                 |
| <i>Revenues</i>     |                  |                 |                 |
| <b>103190.011</b>   | Insurance Claims | 121.23          |                 |

Insurance claim check for damaged vehicles - 2013 Taurus and 2013 Explorer.

**Sheriff**

| <i>Expenditures</i> |                           | <i>Increase</i> | <i>Decrease</i> |
|---------------------|---------------------------|-----------------|-----------------|
| <b>105100.601</b>   | Excise Tax - Drug         | 5,000.00        |                 |
| <i>Revenues</i>     |                           |                 |                 |
| <b>103190.050</b>   | Fund Balance Appropriated | 5,000.00        |                 |

Rollover to fund ongoing undercover operations.

**Division on Aging**

| <i>Expenditures</i> |                        | <i>Increase</i> | <i>Decrease</i> |
|---------------------|------------------------|-----------------|-----------------|
| <b>106200.357</b>   | M/R - Vehicles         |                 | 18,427.00       |
| <i>Revenues</i>     |                        |                 |                 |
| <b>103530.041</b>   | DOA - Trans. Eld & Dis |                 | 3,571.00        |
| <b>103530.040</b>   | DOA - Trans. Misc/HS   | 1,688.00        |                 |
| <b>103530.036</b>   | DOA - Trans. St GP     |                 | 16,544.00       |

Budget projections for ROAP exceeded the actual amount received.

**Administration**

| <i>Expenditures</i> |                           | <i>Increase</i> | <i>Decrease</i> |
|---------------------|---------------------------|-----------------|-----------------|
| <b>106800.800</b>   | Unemployment Insurance    | 14,826.90       |                 |
| <b>106900.903</b>   | To DSS                    | 3,144.36        |                 |
| <i>Revenues</i>     |                           |                 |                 |
| <b>103190.050</b>   | Fund Balance Appropriated | 17,971.26       |                 |

State Unemployment Insurance charges thru 07/31/2014.

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**Department of Social Services**

| <i>Expenditures</i> |                      | <i>Increase</i> | <i>Decrease</i> |
|---------------------|----------------------|-----------------|-----------------|
| <b>146100.689</b>   | Energy Neighbor Fund | 462.00          |                 |
| <i>Revenues</i>     |                      |                 |                 |
| <b>143531.031</b>   | Energy Neighbor Fund | 462.00          |                 |

Funding Authorization #5.

**Department of Social Services**

| <i>Expenditures</i> |                      | <i>Increase</i> | <i>Decrease</i> |
|---------------------|----------------------|-----------------|-----------------|
| <b>146100.689</b>   | Energy Neighbor Fund | 452.00          |                 |
| <i>Revenues</i>     |                      |                 |                 |
| <b>143531.031</b>   | Energy Neighbor Fund | 452.00          |                 |

Funding Authorization #6

**Department of Social Services**

| <i>Expenditures</i> |                          | <i>Increase</i> | <i>Decrease</i> |
|---------------------|--------------------------|-----------------|-----------------|
| <b>146100.740</b>   | Capital Outlay-Equipment | 11,500.00       |                 |
| <i>Revenues</i>     |                          |                 |                 |
| <b>143550.080</b>   | Fm General Fund          | 6,000.00        |                 |
| <b>143190.010</b>   | Miscellaneous Revenue    | 5,500.00        |                 |

Funding for renovations to DSS from Central Services.

**Department of Social Services**

| <i>Expenditures</i> |                        | <i>Increase</i> | <i>Decrease</i> |
|---------------------|------------------------|-----------------|-----------------|
| <b>146100.800</b>   | Unemployment Insurance | 6,288.72        |                 |
| <i>Revenues</i>     |                        |                 |                 |
| <b>143550.080</b>   | Fm General Fund        | 3,144.36        |                 |
| <b>143190.010</b>   | Miscellaneous Revenue  | 3,144.36        |                 |

State Unemployment Insurance charges thru 07/31/2014.

**Department of Social Services**

| <i>Expenditures</i>       |                       | <i>Increase</i> | <i>Decrease</i> |
|---------------------------|-----------------------|-----------------|-----------------|
| <b>1461006160.650.001</b> | Foster Care Donations | 50.00           |                 |
| <i>Revenues</i>           |                       |                 |                 |
| <b>143190.027</b>         | Foster Care Donations | 50.00           |                 |

Funding necessary due to donations for Christmas Foster Care.

**Lisbon Fire Department**

| <i>Expenditures</i> |                               | <i>Increase</i> | <i>Decrease</i> |
|---------------------|-------------------------------|-----------------|-----------------|
| <b>445344.191</b>   | Professional Services – Audit | 2,500.00        |                 |
| <i>Revenues</i>     |                               |                 |                 |
| <b>443190.050</b>   | Fund Balance Appropriated     | 2,500.00        |                 |

2014 Audit Expenses.

**D. County Attorney Invoices:**

| <b>Date</b> | <b>Department</b> | <b>Amount</b>      |
|-------------|-------------------|--------------------|
| 12/1/14     | Dec-14 Retainer   | \$ 300.00          |
| 12/1/14     | Sheriff's Office  | \$ 1,675.00        |
| 12/10/14    | Sheriff's Office  | \$ 510.00          |
| 12/12/14    | Finance Dept.     | \$ 250.00          |
| 12/18/14    | Sheriff's Office  | \$ 510.00          |
| 12/22/14    | EMS               | \$ 560.00          |
| 12/23/14    | Administration    | \$ 660.00          |
| 12/31/14    | EMS               | \$ 560.00          |
|             | <b>Total</b>      | <b>\$ 5,025.00</b> |

- E. Tax Refunds and Releases No. 11-14, incorporated by reference and made a part of these Minutes
- F. Tar Heel Rescue Squad Funding Agreement for Fiscal Year 2014-2015
- G. Bladen Community College to Use Unspent Funds for Additional Capital Projects
- H. Award Service Duty Weapons and Gold Badges to Retiring Officers.  
Madison Keith Dennis, Jr.: Sig P220 Handgun, Serial number: G390359  
Jimmy Stanley: Sig P220 Handgun, Serial number: G390371  
Charles Weathers: Sig P220 Handgun, Serial number: G390568
- I. County Management Records Retention Schedule Amendment
- J. Health Department Records Retention Schedule Amendment
- K. Register of Deeds Records Retention Schedule Amendment
- L. Tax Administration Records Retention Schedule Amendment
- M. Public Transportation Systems and Authorities Records Retention Schedule Amendment

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- N. Veterans Services Records Retention Schedule Amendment
- O. Water & Sewer Authorities and Sanitary District Records Retention Schedule Amendment

**ITEM 3. Matters of Interest to Commissioners:**

- A. Chairman Peterson recognized Connie Hyatt upon her retirement effective January 1, 2015, having served nine years and two months with Bladen County as a Library Assistant I. County Manager Greg Martin expressed his appreciation to Mrs. Hyatt for her service to the County and its citizens, and he congratulated her upon her retirement.
- B. Chairman Peterson recognized Jimmy L. Stanley upon his retirement effective January 1, 2015, having served eleven years with Bladen County as Deputy Sheriff with the Bladen County Sheriff's Office. Sheriff McVicker expressed his appreciation for Sergeant Stanley's service and congratulated him upon his retirement.
- C. Chairman Peterson recognized Madison K. Dennis, Jr. upon his retirement effective January 1, 2015, having served twenty years and nine months with Bladen County as Deputy Sheriff with the Bladen County Sheriff's Office. Sheriff McVicker conveyed his congratulations and appreciation of Corporal Dennis' service to Bladen County and its citizens.
- D. Chairman Peterson recognized David Kent Gooden upon his retirement effective January 1, 2015, having served nine years and five months with Bladen County as a Heavy Equipment Operator with the Bladen County Solid Waste Department. Robert Mazur extended his congratulations to Mr. Gooden upon his retirement and expressed his gratitude for Mr. Gooden's tenure and most especially for his friendship.
- E. Chairman Peterson recognized James G. Smith for his service as Chairman of the Board of Commissioners from December 2012-December 2014. Chairman Peterson thanked Mr. Smith for his leadership.

**ITEM 4. Sheriff's Office: (Captain Jeff Singletary)**

- A. Captain Singletary presented two lists of firearms for consideration to be declared surplus. Upon a motion by Commissioner Smith, seconded by Commissioner Cogdell, the Board unanimously declared the following county owned firearms as surplus:

SBU0010302, SBU001303, SBU001305, SBU001306, SBU001307, G390560, G390582, G390344, G390570, G390372, G390349, G390574, G390488, G404428, G390577, G390361, G390566, G390359, G390362, B390366, G390567, G390581, G390548, G390573, G404418, G390345, G390546, G390348, G390374, G418675, G390494, G390371, G390565, G390550, G390543, G390364, G390559, G390576, G390373, G390569, G390557, G390545, G390489, G390555, G390549, G390360, G390491, G390562, G519602, RAC1214, 37A014489, 37A015794;

And, the following court ordered seized weapons previously turned over to the Bladen County Sheriff's Office are declared surplus property:

86769, J667190, AJK3801, AY091041, TE37184, 321567, 010888, MN10719, 6835, P856163, Columbia Shotgun NSN, T175188, 275336, 4G23213, 816096, P862280, RBP4769, 18001395, D074647M, 71630B, 1114964, R766345, 5003669, D50035, W140160.

- B. Captain Singletary provided a brief overview of a proposed transaction with Craig's Firearm Supply to trade in surplus firearms for Glock brand firearms pursuant to N.C.G.S. 143-129.7. Upon a motion by Commissioner Smith, seconded by Commissioner Bullock, the Board unanimously adopted the

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following Resolution regarding a trade in of surplus firearms belonging to Bladen County Sheriff's Office with Craig's Firearm Supply (current state contract holder for Glock brand firearms) for Glock brand firearms:

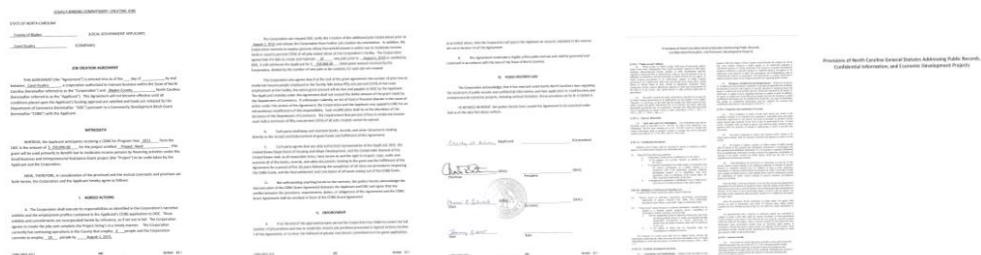


**ITEM 5. Individuals/Delegations Wishing to Address Commissioners:**

Mr. John Capozzi, a White Lake resident, requested to address the Board concerning a road in ill repair. Commissioner Edge, who was familiar with Mr. Capozzi's complaint, stated that the road in question is a private road and not county maintained. Chairman Peterson asked Mr. Capozzi to meet with County Manager Greg Martin to share his information and assist Mr. Capozzi with advice or direction.

**ITEM 6. Public Hearing**

- A. Chairman Peterson declared open the Public Hearing for the purpose of receiving comments regarding an application for a Community Development Block Grant (CDBG). The proposed application is to assist with an expansion of Carrol Poultry to create at least ten (10) new jobs at 414 Industrial Drive, Bladenboro. This facility was formerly occupied by Superior Media, which experienced a downturn in revenue after the loss of its largest customer. Funds from this grant will be used to purchase capital equipment and promotion of entrepreneurship in Bladen County. No one addressed the Board. Chairman Peterson declared closed the Public Hearing.
- C. Upon a motion by Commissioner Dowless, seconded by Commissioner Pait, the Board unanimously approved an application for a Community Development Block Grant and approved the following Creating Jobs Agreement with Carrol Poultry:



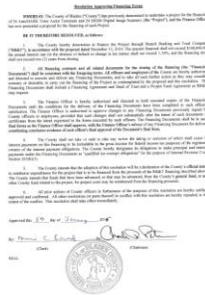
**ITEM 7. Lumber River Council of Governments: (Jan Maynor, Executive Director)**

- A. Ms. Maynor provided an overview of an application for Single Family Rehabilitation (SFR 2015) Funding. Upon a motion by Commissioner Blanks, seconded by Commissioner Cogdell, the Board unanimously approved for Lumber River Council of Governments to apply for Single Family Rehabilitation funding on behalf of Bladen County.
- B. Upon a motion by Commissioner Edge, seconded by Commissioner Pait, the Board unanimously approved payment of a fee of \$50 for the Single Family Rehabilitation funding application.
- C. Upon a motion by Commissioner Edge, seconded by Commissioner Pait, the Board unanimously approved a matching funds payment of \$10,000 to increase the competitiveness of the SFR 2015 grant application.

**ITEM 8. Finance Department: (Lisa Coleman, Finance Officer)**

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- A. Mrs. Coleman provided an overview of financing proposals received for the purchase of tabulation equipment for the Board of Elections. A Request for Proposals was published on November 25, 2014 and sent to eight (8) banks. Three banking institutions responded. Of the three proposals received, Branch Banking & Trust submitted a favorable bid of 1.34% interest rate with no additional fees, for a total of \$171,092.34.
- B. Upon a motion by Commissioner Smith, seconded by Commissioner Pait, the Board unanimously approved Mrs. Coleman's recommendation to adopt the following Resolution approving financing terms with Branch Banking & Trust Company:



**ITEM 9. Revenue Department : (Chris Ellis, Tax Administrator)**

- A. Mr. Ellis provided information and a brief overview regarding a taxpayer who wishes to appeal a tax value assessed for a motor vehicle. According to N.C.G.S. 105-312(d), the Board of County Commissioners is authorized to hear an appeal should the Board of Equalization and Review not be in session. Upon a motion by Commissioner Edge, seconded by Commissioner Cogdell, the Board unanimously approved hearing Mr. Kenneth Cain's appeal related to a motor vehicle tax assessment.
- B. Mr. Ellis and Mr. Tim Cain updated the Board regarding the 2015 Revaluation project. Mr. Cain stated that field work is concluding this week. Data testing will be completed in the next week or so, along with review of additional real estate transactions filed through December 31, 2014. Mr. Ellis shared his anticipation of tax value notices being mailed in late January. Mr. Ellis also shared that his office will schedule tax value appeals during working hours, as well as after hours and Saturdays, to assist citizens in filing their appeals.

**ITEM 10. Health and Human Services Agency: (Cris Harrelson, Director)**

- A. Mr. Harrelson provided the existing Board of Health Operating Procedures for review and consideration of any amendments which may be required. In order to maintain a review schedule of the adopted Operating Procedures, Mr. Harrelson wished to schedule an annual review. The Bladen County Board of Health must have Operating Procedures that clearly define activities and procedures used to fulfill its role and responsibilities as set forth under Chapter 130A of the North Carolina General Statutes and Bladen County Code. It is important for the Operating Procedures to be kept current and reflect the actual methods and procedures used in the work of the Board. It is also important to review the procedures at least annually to determine if possible changes need to be considered, as required by the Local Health Department Accreditation Board. Mr. Harrelson stated that he would return at a future meeting to request approval, either as presented or with necessary amendments.

**ITEM 11. Emergency Services: (Bradley Kinlaw, Fire Marshal)**

- A. Mr. Kinlaw presented a proposal to send a request to the State of North Carolina to transfer ownership of the Department of Corrections facility at White Lake to Bladen County. Mr. Kinlaw stated that the facility would be an ideal location and facility for storage of response equipment and enclosed trailers. Classrooms and dormitories could be used for training of emergency

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responders. Upon a motion by Commissioner Smith, seconded by Commissioner Bullock, the Board unanimously approved a request to be submitted to the State of North Carolina for transfer of ownership of the Department of Corrections facility at White Lake.

- B. Mr. Kinlaw requested the Board consider reclassification of two (2) EMT/Paramedic positions to Firefighter/Paramedic positions. This reclassification could provide additional service coverage to the eastern part of Bladen County and into White Oak. Upon a motion by Commissioner Bullock, seconded by Commissioner Edge, the Board unanimously approved the reclassification of two (2) EMT/Paramedic positions to two (2) Firefighter/Paramedic positions.

**ITEM 12. Advisory Board Appointments:**

- A. **Ammon Fire Department Firefighters Relief Fund Advisory Board (1):** Upon a motion by Commissioner Edge, seconded by Commissioner Pait, the Board unanimously reappointed Abby Wilson for a term of two years, with a term expiration of December 31, 2016.
- B. **BARTS Advisory Board (5):** Upon a motion by Commissioner Edge, seconded by Commissioner Blanks, the Board unanimously appointed Paula Warwick, Commissioner Arthur Bullock, David Howell and reappointed Allen Singletary and Jim Orgel, for a period of three years, with terms expiring December 31, 2017. Upon a motion by Commissioner Edge, seconded by Commissioner Bullock, Judy Bowen was appointed for a period of three years, with the term expiring December 31, 2017.
- C. **Division on Aging Advisory Committee (7):** Upon a motion by Commissioner Bullock, seconded by Commissioner Edge, the Board unanimously appointed Walter Rhodie to fill the unexpired term of Mr. William James, with the term to expire December 31, 2016. Upon a motion by Commissioner Edge, seconded by Commissioner Cogdell, the Board unanimously reappointed Tommy Thompson and Germaine Hines, and waiving the policy on term limits, reappointed Jean Lloyd and Shirley Hough for a term of three-years, with terms expiring December 31, 2017; and appointed Carol Strickland and Lynn King, Jr. to serve for a period of three years, with terms expiring December 31, 2017. One position was not addressed and will be included at a future meeting.
- D. **Hickory Grove Fire Department Firefighters Relief Fund Advisory Board (1):** Upon a motion by Commissioner Pait, seconded by Commissioner Edge, the Board unanimously tabled the appointment until a future meeting.
- E. **Library Advisory Board (2):** Upon a motion by Commissioner Pait, seconded by Commissioner Edge, the Board unanimously tabled the appointment until a future meeting.
- F. **Personnel Advisory Board (1):** Upon a motion by Commissioner Pait, seconded by Commissioner Edge, the Board unanimously tabled the appointment until a future meeting.

**ITEM 13. Advisory Board Appointments for Consider at the January 20, 2015 Meeting:**

- A. **Elizabethtown Planning & Zoning Commission (ETJ) and Elizabethtown Board of Adjustments (ETJ) (1).**

**ITEM 14. County Manager: (Greg Martin)**

- A. Mr. Martin reviewed Board calendars for the months of January and February, 2015.

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Upon a motion by Commissioner Smith, seconded by Commissioner Cogdell, the Board unanimously scheduled a Special Meeting for Tuesday, January 20, 2015 at 6:10pm to hear a motor vehicle tax value appeal.

- B. Mr. Martin shared information regarding the 2015 North Carolina Association of County Commissioners Federal Legislative agenda and its request for counties to submit federal priorities for the upcoming 114<sup>th</sup> Session of Congress.
- C. Mr. Martin presented a proposed amendment to the recently adopted Courthouse Security Ordinance to include Judicial officials and staff to be able to apply for ID access cards; and to include the Resident Superior Court Judge on the Security Committee. Upon a motion by Commissioner Edge, seconded by Commissioner Smith, the Board unanimously adopted the requested amendments to the following Courthouse Security Ordinance:



- D. Mr. Martin provided a brief overview of a proposed Board of County Commissioners Rules of Procedure for review. Action will be requested at a future meeting.
- E. Mr. Martin provided a brief overview of a proposed Closed Session Policy for review. Action will be requested at a future meeting.
- F. Mr. Martin provided a brief overview of a proposed Respectful Workplace Policy for information and review. Action will be requested at a future meeting.
- G. Mr. Martin presented a recommended legislative goal regarding Parks and Recreation Trust Fund funding. Upon a motion by Commissioner Smith, seconded by Commissioner Edge, the Board unanimously supported a proposed amendment to seek legislation that will restore the dedicated funding source for the Parks & Recreation Trust Fund to maintain funding for land acquisition and development of municipal and county recreation facilities.
- H. Mr. Martin reviewed the next steps regarding a Construction Manager at Risk interview process and selection. Chairman Peterson appointed himself (District 2), Vice Chairman Russell Priest (District 3), Arthur Bullock (District 1) and Billy Ray Pait (At Large) to participate in the interview process.
- I. Upon a motion by Commissioner Edge, seconded by Commissioner Pait, the Board unanimously scheduled a Special Meeting regarding Employee Performance Review Process, for Friday, January 23, 2015 at 8:30am, prior to a School of Government webinar regarding Employee Performance Evaluations.

Mr. Martin recognized Mr. Chuck Heustess in the audience and asked him to further explain an application for Building Reuse Grant Program related to Carrol Poultry's move to the Industrial Park located in Bladenboro. Mr. Heustess stated that with Carrol Poultry moving to the former Superior Media building, they anticipate hiring for fifty (50) positions once the facility is fitted with the necessary equipment and production can commence. Upon a motion by Commissioner Pait, seconded by Commissioner Dowless, the Board unanimously adopted the following Resolution to authorize a formal application to the North Carolina Department of Commerce for

