

**Windsor, North Carolina  
November 3, 2014  
Regular Meeting**

The Bertie County Board of Commissioners met for their regularly scheduled meeting at 10:00AM in the Commissioners Room located at 106 Dundee Street Windsor, NC. The following members were present or absent:

Present: J. Wallace Perry, Chairman  
Charles L. Smith, Vice-Chairman  
John Trent  
Ronald "Ron" Wesson

Absent: Rick Harrell

Staff Present: County Manager Scott Sauer  
Clerk to the Board Sarah S. Tinkham  
County Attorney Lloyd Smith  
Network Administrator Joe Wilkes  
Finance Director William Roberson  
Emergency Services Director Mitch Cooper  
EMS Division Chief Matt Leicester  
NET Coordinator Kim Campbell  
Compliance Officer Crystal Freeman  
Register of Deeds Annie Wilson  
Department of Social Services Director Linda Speller  
Soil and Water Conservation Director Vic Thompson

Thadd White of the Bertie Ledger-Advance was present from the media.

Chairman Perry welcomed all of those present, and thanked them for their attendance.

**INVOCATION/PLEDGE OF ALLEGIANCE**

Commissioner Wesson gave the Invocation and Pledge of Allegiance.

**PUBLIC COMMENTS**

Matt East and Josephine Aiken of Republic Services approached the Board with a hand out regarding the land fill host fees that Republic Services has made to the County, Bertie County Board of Education, as well as to the Bertie County YMCA over the years with data beginning in 1998.

Mr. East stated that Republic Services has contributed approximately \$27 million dollars to these three entities since 1998.

Mr. East continued by stating that Republic Services values the relationship it currently has with the County in the operation of the County's landfill, and that he was sure his company could save the County at least 10% on their current Waste Industries contract for the convenience sites.

Mr. East cautioned that this was based on preliminary assumptions, and that Republic Services could not provide an official bid within the time frame set forth by the County.

Mr. East requested that the Board consider extending the deadline for submission of a formal bid by 90 days. He stated that he was confident that he could go through the appropriate channels in his company to be able to provide the County with the more informative bid at that time.

After some discussion, the Board came to a consensus to discuss this matter openly later in the meeting.

Diane Spivey of Windsor introduced Robert Outlaw of Windsor. Mr. Outlaw alerted the Board to the condition of his street stating that it is currently having issues with minor flooding and potholes. He asked if the Board was able to provide assistance with this matter.

Commissioner Wesson and Chairman Perry informed Mr. Outlaw that private and public roads were not under the control of the County, and that they cannot provide assistance with roads in need of attention.

Chairman Perry recommended that Mr. Outlaw reach out to the North Carolina Department of Transportation for assistance, or to contact the other owners of those on the street to possibly find a resolution to the road condition.

There were no other public comments.

### **APPOINTMENTS**

#### **Presentation of Bertie County Ombudsman Annual Report by Mid-East Commission Area Agency on Aging Regional Ombudsman, Tameka Riggsbee**

Tameka Riggsbee, Ombudsman of the Mid-East Commission Area Agency on Aging, presented her annual report to the Board regarding the long-term care homes in the County.

The Board received the full report in their electronic agenda packets.

Commissioner Wesson requested additional information regarding respite homes in the County, and Ms. Riggsbee stated that she would provide the Board with the appropriate contact person for that matter.

### **Bertie County NC Works One Stop Center update by Center Manager, Andre Rowe**

Andrew Rowe, Center Manager of the Bertie County NC Works One Stop Center, was present to provide an update to the Board regarding the services and latest events that have taken place at the Center.

Mr. Rowe informed the Board of the latest job fairs with Hard Hat Workforce Solutions, Megaforce, as well as the job fair recently coordinated by the Bertie County Economic Development Department.

Mr. Rowe reported that approximately 160 people had been hired due to the success of the latest job fairs, and that the Center is also continuing their efforts to secure on-the-job (OJT) training contracts.

Additionally, Mr. Rowe provided additional information about the Center's operation, and discussed the efforts being made to secure online accounts for job seekers in the NC Works system. The system allows resumes to be uploaded, and employers are then able to search for potential employees based on their selected search criteria.

Lastly, Mr. Rowe requested that the County aid him in securing another Division of Workforce Solutions (DWS) associate to serve at the Center in order to assist patrons with their unemployment claims, hearings, and payments.

### **EMS/NET Billing Update by David Pickren of Colleton Software**

Emergency Services Director, Mitch Cooper, and EMS Division Chief Matt Leicester, introduced David Pickren of Colleton Software.

Mr. Pickren approached the Board, and provided them with a hand out regarding the current revenues for both EMS and NET.

The report stated revenue collections are on target and expected to meet the budgeted estimates.

The Board thanked Mr. Pickren for his report, and stated that they were pleased to hear of the progress being made in both departments.

### **EMS presentation of Employee Handbook and 2014 Standard Operating Guidelines for approval**

County Attorney, Lloyd Smith, discussed a few of his suggested changes to the proposed handbook mostly pertaining to the alcohol, drug, and weapons policies.

Additionally, Mr. Smith stated that he would be working closely with Mr. Cooper and Mr. Leicester in finalizing a handbook for the Board's approval at their next meeting.

A full copy of the drafted handbook was placed into the Board's electronic agenda packet.

### **BOARD APPOINTMENTS**

There were no Board Appointments.

### **CONSENT AGENDA**

#### **Approve minutes for Public Hearing 10-16-14**

Commissioner Trent made a **MOTION** to approve the Regular Session minutes from 10-16-14, 10-20-14, and 10-27-14. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

#### **Approve minutes for Closed Session 10-20-14**

These minutes were deferred.

#### **Approve minutes for Closed Session 10-21-14**

These minutes were deferred.

#### **Accept Register of Deeds Fees Report – October 2014**

County Manager Sauer recommended this item for approval.

Commissioner Wesson made a **MOTION** to approve the Register of Deeds Fees Report for October 2014. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

### **DISCUSSION AGENDA**

#### **Soil & Water Conservation District project proposal for alligator weed eradication on the Cashie River, and consideration of proposed Resolution**

The Board viewed a PowerPoint presentation from David Hodges and Soil and Water Conservation Director, Vic Thompson.

The Board discussed the proposed resolution for financial support an effort to eradicate the alligator weed on the Cashie River over a 2-3 year time span. Chemical treatment would be utilized over the course of a few years with the first year's application cost of \$12,846.

The Board requested that Mr. Thompson revise the resolution to include more specific details about the cost and products involved in the project.

Commissioner Trent made a MOTION for the Soil and Conservation Department to move forward in the resubmission of a resolution as the Chairman suggested, as well as to continue to explore relevant grant options. Vice Chairman Smith SECONDED the motion. The MOTION PASSED unanimously.

**Department of Social Services update on Medicaid and food stamp applications and processing requirements as directed by the State**

Linda Speller, Bertie County DSS Director, approached the Board to explain a report that was provided in their electronic agenda packet.

She summarized the report by stating that the NC Fast program is going well in Bertie, but that some issues have arisen in other parts of NC due to the implementation of the Affordable Care Act.

She also reported that food stamp applications were being submitted in the proper timeframe, but that re-certification has become increasingly time consuming to conduct due to a new software that the State has implemented.

**COMMISSIONER'S REPORTS**

Commissioner Wesson recognized Bertie County Register of Deeds, Annie Wilson, for her appointment as an officer to the North Carolina Association of Register of Deeds. Ms. Wilson just took office as Historian for the organization.

The Board commended Ms. Wilson on this accomplishment.

The Commissioners had no further remarks at this time.

**COUNTY MANAGER'S REPORTS**

County Manager Sauer gave the Board an overview of the next Commissioner's meeting on Monday, November 17.

Mr. Sauer stated that the following matters would be discussed, or take place, at the next meeting: the approval of the EMS Employee Handbook and 2014 Standard Operating Guidelines, a public hearing on the proposed manufactured home park ordinance, as well as the submission of a new Road Name Change policy from the County Attorney.

**COUNTY ATTORNEY'S REPORT**

The County Attorney reminded the Board to consider a brief Closed Session before adjourning the meeting.

Matt East and Josephine Aiken of Republic Services were still present, so the Chairman entertained discussion about their request that was made earlier in the meeting regarding a deadline extension for a bid for the convenience sites.

After some discussion, the Board granted an additional 90 days for all vendors to submit bids for the convenience sites.

County Manager Sauer stated that the 90 day extension would, therefore, end on Tuesday, February 3<sup>rd</sup>.

Mr. East assured the Board that, if their bid were to be accepted, that they could be in full operation by the end of the Waste Industries contract on June 30, 2015.

Commissioner Trent made a **MOTION** to extend to the request for proposals (RFP) deadline for the convenience sites to February 3, 2015. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

Commissioner Trent requested that County Manager Sauer notify all bidders, and inform them of the extended deadline.

### **PUBLIC COMMENTS**

There were no public comments as only Commissioners and County staff was still present.

### **CLOSED SESSION**

By request of County Manager Sauer, Vice Chairman Smith made a **MOTION** to go into Closed Session pursuant to N.C.G.S. § 143-318.11(a)(3) to consult with the County Attorney in order to preserve the attorney-client privilege that exists between the attorney and this public body. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board shifts into Closed Session.

Commissioner Wesson made a **MOTION** to return to Open Session. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

### **OPEN SESSION**

Per conversation in Closed Session, Commissioner Wesson made a **MOTION** to approve the following Closed Session minutes, but under the following conditions: Closed Session minutes

from 1-7-14, 1-17-14, 2-17-14, 4-7-14, 4-21-14, 6-12-14, 6-26-14, 9-8-14, and 10-21-14 are to be approved, but sealed as the purpose for the closed session would be frustrated by the release of these minutes. Closed Session minutes from 1-16-14, 3-3-14, 6-9-14, and 8-4-14 shall be approved, but partially released. The portion of the closed session minutes which would frustrate the purpose of the closed session by their release now would continue to be closed. Lastly, Closed Session minutes from 5-5-14, 6-16-14, 7-7-14, 10-6-14, and 10-20-14 are to be approved, and fully released. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

County Manager Sauer also asked the Board to approve the Open Session minutes from 10-21-14.

Vice Chairman Smith made a **MOTION** to approve the Open Session minutes from 10-21-14 as requested. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

### **ADJOURN**

Chairman Perry adjourned the meeting at 12:35pm.

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J. Wallace Perry, Chairman

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Sarah S. Tinkham, Clerk to the Board