

Windsor, North Carolina
July 20, 2015
Special Meeting

The Bertie County Board of Commissioners met for a Special Meeting inside the Commissioners Room located at 106 Dundee Street, Windsor, NC 27983. The following members were present or absent:

Present: Ronald "Ron" Wesson, District I
Stewart White, District II
Tammy A. Lee, District III
John Trent, District IV
Ernestine (Byrd) Bazemore, District V

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah S. Tinkham
Assistant County Attorney Jonathan Huddleston
Emergency Services Director Mitch Cooper
EMS Division Chief Matt Leicester
Code Enforcement Officer Crystal Freeman
Non-Emergency Transport Coordinator Ian Trainor
Utility Customer Service Manager Connie Coburn
Water Superintendent Ricky Spivey
Network Administrator Joe Wilkes
Sheriff John Holley
Administrative Assistant Audrey Jernigan

There were no media members present.

CALL TO ORDER

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

INVOCATION/PLEDGE OF ALLEGIANCE

Vice Chairman Lee led the Invocation and Pledge of Allegiance.

CONVENE AS THE BOARD OF COMMISSIONERS FOR WATER DISTRICT III

Mr. Aaron Gaskins of USDA Rural Development presented the financing “Letter of Conditions” as the next step in seeking State Office confirmation for a series of Water District III projects to include a loan not to exceed \$1,717,000 (40 year term at 2.875%); a grant not to exceed \$1,074,000 and a local contribution of \$264,000 from Bertie County Water District III for a total project cost of \$3,055,000.

County Manager Sauer recommended this item for approval.

Commissioner Trent made a **MOTION** to approve the USDA Rural Development Letter of Conditions as the next step in seeking State Office confirmation for this project to include a loan not to exceed \$1,717,000 (40 year term at 2.875 %); a grant not to exceed \$1,074,000 and a local contribution of \$264,000 from Bertie County Water District III for a total project cost of \$3,055,000. Also, it was understood that a payment of \$31,000 would be dispersed to the County’s engineering firm, Green Engineering, for their diligent work on this project. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously, 5 to 0.

County Manager Sauer requested a brief intermission so that the appropriate documentation could be signed and sealed as per USDA requirements.

**ADJOURN AS BOARD OF COMMISSIONERS FOR WATER DISTRICT III,
CONVENE AS THE BERTIE COUNTY BOARD OF COMMISSIONERS**

Vice Chairman Lee made a **MOTION** to adjourn as the Board of Commissioners for Water District III and to convene at the Bertie County Board of Commissioners. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

Mr. Ricky Spivey was present to provide the Board with an update about the current County operational management and control of the water systems for both the Town of Lewiston-Woodville and Roxobel effective July 1, 2015.

Reverend Anthony Ward of South Windsor thanked the Board for their diligence regarding the acquisition of the South Windsor Water Association and expressed his gratitude on behalf of his Board.

Brief overview of Roxobel and Hydraulic Study by Green Engineering and the proposed Water Department system improvements for submittal of two (2) State Revolving Loan applications

County Manager Sauer gave a PowerPoint presentation regarding the latest financial state of the Bertie County Regional Water System.

Mr. Sauer also discussed the latest grant opportunities and identified various areas in which the Board could choose to improve the water system further, as well as continue to reduce operational costs.

Rodney Tart was also present from Green Engineering to present a water system model update for the Towns of Roxobel, Lewiston-Woodville, and Kelford.

The update depicted many improvements to the various water systems including a newly proposed booster pump station (72 Siding and Harrell Siding Rd. in Kelford) and two new pressure reducing valves (Moore Road and 72 Siding in Kelford, Governor's Road and Piney Woods Road near Lewiston).

Mr. Tart also summarized the consolidation of Roxobel's water system including SCADA components, line extensions, and meter replacements needed based on a recent hydraulic study in the amount of \$1,440,634 of which \$500,000 is requested as "principal forgiveness" as a grant. The balance of financing is a 20 year term at 1.75%.

Lastly, Mr. Tart reviewed an additional financing opportunity for a County wide water system SCADA network completion for Water District I, II, and IV, and meter replacements for customer in Lewiston-Woodville and Kelford in the amount of \$1,864,766. The balance of financing is also a 20 year term at 1.75%.

Water Superintendent, Ricky Spivey, presented an additional item, a Wellhead Protection Plan, for inclusion with the two revolving loan applications to gain additional points on the State's rating scale.

County Manager Sauer recommended these all three items for approval.

Commissioner Trent made a **MOTION** to approve the submittal of the two (2) State Revolving Loan Applications as presented by Mr. Tart of Green Engineering and the Wellhead Protection Program as presented. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

Commissioner Bazemore made a **MOTION** to approve the Wellhead Protection Plan as an inclusion to the State Revolving Fund applications for additional points on the rating scale. The motion also approves a resolution, public notification, and other materials needed to advertise the plan. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

Update on implementation of Electronic Monitoring Program and consideration of contract with Corrisoft, LLC., which may be considered on August 3rd

Sheriff John Holley and Administrative Assistant Audrey Jernigan were present to update the Board regarding the latest proposed contract for electronic monitoring services with Corrisoft, LLC.

Sheriff Holley stated that he was in favor of the program, as well as District Court Judge, Brenda Branch.

However, Sheriff Holley did present concerns about the additional work load that would be put on Ms. Jernigan as the program would require 24/7 monitoring via laptop computer and cell phone service.

County Manager Sauer assured the Board that this item including the proposed contract currently under review by the County Attorney could be discussed further at the next meeting on Monday, August 3rd, and that this was purely an informational update.

EMS-Paramedic and Non-Emergency Transport financial and operational reports in follow up to the March 10th Board discussion

Dave Pickren of Colleton Software, Emergency Services Director Mitch Cooper, Non-Emergency Transport Coordinator Ian Trainor, Code Enforcement Officer Crystal Freeman, and EMS Division Chief Matt Leicester were present for the presentation of this 120 day status report.

First, Dave Pickren presented revenues for the overall EMS system (non-emergency and emergency) which showed a total collection rate of 64.06% for all charges billed. A total of \$825,722,77 were collected last fiscal year (July 2014-June 2015).

Mr. Pickren also addressed concerns regarding the accuracy of billing and stated that all calls are recorded carefully, and all items billed to Medicare and Medicaid are strictly checked before being submitted.

Mr. Pickren also expressed confidence that the non-emergency transport division was achieving profitability ahead of the anticipated schedule.

EMS Division Chief Matt Leicester was present to provide the Bertie County Emergency Service 2015 Fiscal Year Report.

The report stated that for the previous fiscal year (July 2014-June 2015) that there were a total of 3,694 requests for service.

The average response time remains at just over 10 minutes and the average chute time (dispatch to en route) remains well below the 90-second requirement at just under 80 seconds each month.

It was also stated that 94% of all calls were responded to in 20 minutes or less.

The Board commended the work of Colleton Software as well as the work of the Bertie County Emergency Services team present.

Mr. Cooper thanked the Board for their support and asked for their continued support in the future.

CLOSED SESSION

Commissioner Bazemore 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. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

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

OTHER ITEMS

Due to the length of the Board's meeting at 7:00pm in Blue Jay, the Board decided to discuss various agenda items, but took no action on those items at this time.

ADJOURN

Chairman Wesson adjourned the meeting at approximately 5:15PM.

Ronald D. Wesson, Chairman

Sarah S. Tinkham, Clerk to the Board