Bertie County Board of Commissioners



April 4, 2016 **12:00pm**

Ronald "Ron" Wesson District 1

Stewart White District II

Tammy A. Lee District III

Chairman John Trent District IV

Vice Chairman Ernestine (Byrd) Bazemore District V

BERTIE COUNTY BOARD OF COMMISSIONERS

April 4, 2016 Meeting Agenda

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

12:00 – Legislative Briefing & Cooperative Extension Programmatic Update Luncheon

2:00 - Work Session - Public Safety Access for emergency response vehicles on private roads

3:30 - Break

- 4:00-4:05 Call to Order and Welcome by Chairman Trent
- 4:05-4:10 Invocation and Pledge of Allegiance by Chairman Trent
- **4:10-4:25** Public Comments (3 minute time limit per speaker)

(A)

*** APPOINTMENTS ***

- 4:25-4:35 (1) Food Service Bid presentation by Council on Aging Director, Venita Thompson
- 4:35-4:45 (2) Announcement of Spring Litter Sweep by Nuisance Abatement Officer, Barry Anderson
- **4:45-4:55** (3) Parks and Recreation Trust Fund (PARTF) application

Board Appointments (B)

There are no Board Appointments.

Consent Agenda (C)

- 1. Approve minutes for Regular Session 3-21-16
- 2. Approve minutes for Special Meeting 3-21-16
- Accept Register of Deeds Fees Report – April 2016

OTHER ITEMS Discussion Agenda (D)

- 1. Discuss mental health program consolidation as proposed by NCDHHS -Vice Chairman Bazemore represents Bertie County on the Trillium Board
- Discuss Assistance to Firefighters grant application
- Shared & Vacation Leave (maximum accumulation) Policy – first introduced on 3-7-16
- Discuss adoption of Public Comment Rules & Procedures
- Pending Items/Updates
- Surplus property resolution approval - hiring of Bill Forbes of Forbes Realty & Auctions, LLC.

Commissioners' Reports (E)

County Manager's Reports (F)

County Attorney's Reports (G)

Public Comments Continued

3 minute time limit per speaker

Closed Session

Pursuant to N.C.G.S. § 143-318.11(a)(3) to go into closed session to consult with the County Attorney in order to preserve the attorney-client privilege that exists between the attorney and this public body.

Pursuant to N.C.G.S. § 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approves the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.

Pursuant to N.C.G.S. § 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

Pursuant to N.C.G.S. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of employment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Adjourn



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: Work Session – Part 1

DEPARTMENT: ---

SUBJECT: Legislative Briefing & Cooperative Extension Programmatic Update Luncheon

COUNTY MANAGER RECOMMENDATION OR COMMENTS: ---

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): ---

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

NCACC Legislative Brief

<u>2016 Goal:</u> Seek legislation to repeal the statutory authority under NC G.S. 115C-431(c) that allows local school boards to file suit against a county board of commissioners over county appropriations for education.

Talking Points:

- N.C. Gen. Stat. 115C-431(c) authorizes school boards to sue counties over "sufficiency" of current expense or capital funding levels, leaving courts and juries to determine sufficiency.
- School boards are not permitted to sue the state or federal governments for lack of sufficient funding, and no other entity is specifically granted this power to sue a taxing authority over funding sufficiency.
- This statutory authorization inherently creates an adversarial relationship between the school boards and the boards of county commissioners and has cost taxpayers millions of dollars in legal fees and litigation expenses.
- Funds spent litigating these budget disputes significantly reduces the dollars available to support education needs.

Requested Action: Pass H561 (School System Auth. Re: Legal Proceedings) containing language to repeal the statutory provision that authorizes school boards to sue county commissioners over local education appropriations.

Background and Goal Status: A local school board is required to submit its budget request for the upcoming fiscal year to the board of county commissioners no later than May 15 of each year. The county commissioners must adopt a budget ordinance, which sets the tax rate for the county and includes an appropriation for the local school board, on or before July 1 of each year. If a dispute arises over the amount appropriated, N.C.G.S. 115C-431 governs the process for resolving that dispute. The parties would first participate in a joint board meeting, and if no agreement is reached, they would proceed with mediation. If mediation is unsuccessful, the school board may file an action in superior court challenging the sufficiency of the appropriation.

The current version of H561 imposes a five-year moratorium on lawsuits filed by school boards against boards of county commissioners over education funding, but the bill is in conference. The committee of House and Senate conferees appointed to work on a compromise did not convene before the legislature adjourned, leaving H561 eligible for consideration in the 2016 short session.

For more information on this issue, please contact: Casandra "San" Hoekstra, (919) 715-7665, casandra.hoekstra@ncacc.org.

NCACC Legislative Brief

<u>2016 Goal:</u> Seek legislation to authorize local option revenue sources already given to any other jurisdiction.

Talking Points:

- Counties have the authority to enact sales taxes through five statutory Articles.
- Some of these sales taxes are earmarked for specific purposes such as the Article 43 ¼ cent for public transit (½ cent for six counties).
- Counties are in the best position to understand local needs and should have the flexibility to direct sales tax revenues to local programs such as education and economic development without strings attached.
- Counties are not requesting an increase in the overall statutory cap, just the flexibility to use funds to address local needs within the existing five Articles.

Requested Action: Pass Senate Bill 605 (Various Changes to the Revenue Laws) as currently drafted or substantively similar legislation that gives counties flexibility to enact the appropriate mix of sales tax articles and use the revenues for general purposes.

Background and Goal Status: Through five articles in statute addressing county sales tax authority, 94 counties have the authority to raise up to 2.5 cents of sales tax while six have the authority to raise up to 2.75 cents. Some of the revenues from these Articles are earmarked for specific uses such as public transit funding. Only three counties have approved the Article 43 transit tax, while 29 counties have approved the Article 46 tax for general purposes. House Bill 518 (County Sales Tax Flexibility) was introduced during the long session to achieve the counties' tax and finance goal of providing local option revenue flexibility to all jurisdictions by resolution. The legislature incorporated aspects of this bill into Senate Bill 605 (Various Changes to the Revenue Laws).

Senate Bill 605 would effectively expand the Article 43 transit tax to educational purposes and increase the Article 46 tax from ¼ to ½ cent while keeping the existing statutory cap of 2.5 cents (2.75 for six counties). All of these articles would have to be enacted by public referendum. The bill passed the House with these changes in the final 48 hours of the long session and was not considered by the Senate prior to adjournment; however, it is still eligible for the short session.

County boards are the closest government to the people of North Carolina, and counties are in the best position to understand and respond to local needs. As such, counties should have the flexibility to use local revenues to address local challenges whether they are infrastructure, education, economic development or other needs.

For more information on this issue, please contact: Johanna Reese, (919) 715-8044, <u>johanna.reese@ncacc.org</u>.

NCACC Legislative Brief

<u>2016 Goal:</u> Support legislation, regulations and funding that would preserve local option authority where needed to deploy community broadband systems to ensure community access to critical broadband services.

Talking Points:

- High speed Internet access is essential to economic development, and allowing counties to deploy broadband infrastructure and services will help attract, retain and grow commerce.
- As technology plays a larger role in the classroom, county-supported broadband services
 can help connect students in the classroom and at home. This ensures critical learning
 opportunities are not missed when students lose access to research capabilities, homework
 support, and lessons in homes without affordable broadband Internet.

Requested Action: Grant local authority to support broadband connectivity for residents, students and businesses through policies and funding that allow counties to invest in community broadband infrastructure and Internet services.

Background and Goal Status: Session Law 2012-86 allowed counties to provide grants to Internet service providers to expand broadband access; however, local governments are constrained by Session Law 2011-84 from establishing or supporting telecommunication services, particularly broadband Internet service.

The budget act requires the new Dept. of Information Technology to develop a state broadband plan, including an evaluation of accessibility. This plan will go before the Joint Legislative Oversight Committee on Information Technology and any legislative recommendations from interim committees are eligible for consideration during the short session. The budget also includes \$12 million annually in additional funds beginning in FY 2017 for the state's School Connectivity Initiative. This will bring wireless Internet access to classrooms across the state; however, many students still do not have access to high-speed Internet in the home.

Counties currently have limited authority to provide grants to encourage broadband access for economic development. During the 2015 Long Session NCACC worked with members of the House to introduce H432 (Counties/Internet Infrastructure), which would give counties the authority to invest in Internet infrastructure in unserved areas and lease assets to private Internet service providers. The legislation was considered in committee, but no vote was taken; however, members indicated support for more tools to expand Internet access to rural areas.

As the state transitions to digital textbooks, as more higher education and job training move online, and as North Carolina increasingly competes in a global economy, the need for Internet connectivity grows and we have heard more stories about students going to restaurants and businesses to use their Internet connection to stay competitive. Counties need additional tools to partner with the private sector to enhance access and ensure connectivity.

For more information on this issue please contact Hugh Johnson at (919) 715-7659 or hugh.johnson@ncacc.org

Bertie County Board of Commissioners



April 4, 2016 **2:00pm**

Ronald "Ron" Wesson District 1

Stewart White District II

Tammy A. Lee District III

Chairman John Trent District IV

Vice Chairman Ernestine (Byrd) Bazemore District V



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: Work Session – Part 2

DEPARTMENT: Emergency Services

SUBJECT: Work Session Public Safety Access for emergency response vehicles

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Discussion needed.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Discussion needed.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

Bertie County Board of Commissioners



April 4, 2016 **4:00pm**

Ronald "Ron" Wesson District 1

Stewart White District II

Tammy A. Lee District III

Chairman John Trent District IV

Vice Chairman Ernestine (Byrd) Bazemore District V

BERTIE COUNTY BOARD OF COMMISSIONERS

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*** APPOINTMENTS ***

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Board Appointments (B)

1. There are no Board Appointments.

Consent Agenda (C)

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- 2. Approve minutes for Special Meeting 3-21-16
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- Discuss mental health program consolidation as proposed by NCDHHS – Vice Chairman Bazemore represents Bertie County on the Trillium Board
- 2. Discuss Assistance to Firefighters grant application
- 3. Shared & Vacation Leave (maximum accumulation)
 Policy first introduced on 3-7-16
- 4. Discuss adoption of Public Comment Rules & Procedures
- 5. Pending Items/Updates
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Commissioners' Reports (E)

County Manager's Reports (F)

County Attorney's Reports (G)

*3 minute time limit per speaker

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Closed Session

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Adjourn



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: A-1

DEPARTMENT: Council on Aging

SUBJECT: Food Service Bid presentation by Council on Aging Director, Venita Thompson

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: Yes

ITEM HISTORY: ---



PO Box 69 Plymouth, NC 27962-0069 (252) 793-7000

Branch Banking & Trust Company PLYMOUTH, NORTH CAROLINA 27962

00 00605116

THIS CHECK HAS VARIOUS SECURITY FEATURES INCLUDING COLORED BACKGROUND, MICROPRINTING & WATERMARK 605111

531

03/24/2016

\$8,150.00

*** EIGHT THOUSAND ONE HUNDRED FIFTY DOLLARS AND 00 CENTS ***

\$8,150.00

TO THE ORDER OF

BERTIE COUNCIL ON AGING FROM: TRUMP'S RESTAURANT

VOID AFTER 90 DAYS

AUTHORIZÉD SIGNATURE \$8,150.00 **VOID OVER**

605116# # 053101121#:14B1005201#

TRUMPS RESTAURANT

P.O. BOX 1168

PLYMOUTH N.C. 27962

Re: Bid Contract

To: Bertie Counsel on Aging/ Senior Meals

Trumps Restaurant will be submitting a bid price of \$4.90 plus tax for the fiscal year of 2016-2017 for the

Bertie Counsel on Aging program. Trumps Restaurant are requesting a roll over after the first year, so that their will be no biding after the year 2017. Thanking you in advance for allowing my business to be able to service your county.

Thank You,

Carolyn Thomas Owner/operator

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All Meats are baked unless otherwise indicated
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RD Approve[

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Bertie Aging Program Martin County Aging Program

Trumps Catering 2015

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Wain Entrée (Rortion 2 oz Mt)	Salisbury Steak	Belted Chicken	Park Loin W	Sausage Dog	LF Chicken Salad
Vegetables and Fruit (2 servings)	Greens@	Green Beans	Sweet Potalo@	Beans of Choice	Carrol Raisin Salad@
1/2C Conked	Vit C Fort Fruit Juice	Tropical Fruit	Cabbage	(NO baked Beans) Colesiav@	VAC Fort Fruit Juice
Braad/Complex Carbohydrates	Mashed Folatoes	3/4 C Rice	Cake	Bun	Rice Krispies from Bar
2 servings	Dinner Roll	Wheat Bread	Roll		Saltines
Fag			er gele se de la company de la		
Dessert (Optional)	Fault Crisp	2 Cookies	Cake	Vit C Fort Frt Juice	Rice Krispine Ber
8 oz Milk	2% Milk	2% Mik	2% Mik	2% Mik	2% Mik
Miscoffaneous	Gravy		Gravy		



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All Meats are baked unless otherwise indicated
All Vegetables are fresh or frozen unless otherwise indicated

RD Approve

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Bertie Aging Program Martin County Aging Program

Trumps Catering 2016

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	жопаху	Aepsena	Mednesday	Thursday	Table
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(Portion 2 oz Mt)	iamburger/Cheeseburge	Grilled Chicken Sand	Mealballs w/ LS Gravy	Park Loin	10 10 10 10 10 10 10 10 10 10 10 10 10 1
			and the state of t	And in Figure and the state of the particular of the state of the stat	Turkey Sandwich
Fruit (2 sarvings)	Com	Broccoli Saladio	Green Peas@	Green Beans	LF Potato Salad
1/2C Cooked	Lettuce/Tomato	Orange	VITC Fort Fruit Jc	Seasonal Fruit	Three Bean Salad
1C Raw	Baked Beans	Great Northern Beans			
Bread/Complex Carbohydrates 2 servings	Hamburger Byn	Hamburger Bun	Mashed Potatoes (Vit C Fort)	Rice Wheat Broad	2 sl Bread from Sand
17.81 全	Top Research	Annual a temperatur periodi della della periodi periodi della dicinata con periodi	Property of the state of the st	Margarine	
Dessert (Optional)	Angel Food Cake	Bread Pudding	2 Goodies	Pudding	Вачапа
8 oz Mik	2% Mik	2% Milk	2% Milk	2% Milk	2% MIK
Miscellaneous	KetchupiMustard			Gravy	

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RD Approvel

All Vegetables are fresh or frozen unless otherwise indicated

Warek 4

April 29, 2013 - Sept 27, 2013

PERFORMANCE FOODSERVICE - IFN

Moriday Tuesday Wednesday Thursday 6/26, 7/24, 8/21, 9/18, Friday

8/22, 7/20, 8/17, 9/14, 6/23, 7/21, 8/18, 9/15,

Chicken & Pastry

40H3

9/46, 10/14 Baked Pork Loin 6/24, 7/22, 8/19,

> Hamburger 10/15

> > Deli Sandwich

1076

8/25, 7/23, 8/20, 9/17,

Main Entrée Bread/Complex Carbohydrates 1C Raw (Portion 2 oz lift) Fruit (2 servings Vegetables and Z servings 1/2C Cooled B oz Milk Dessert (Optional) Miscellaneous Spag w/ Meatsauce Bread from Brd Pudd Tossed Salad w/ FF Salad Dressing Kelchup/Mustard **Bread Pudding** Peaches@ Tomato Pasta 2% Milk Applesauce " Greenson Dinner Roll 2% Wilk Calke Calce VILC Fort Fruit Juice Green Beans or Pork Chop Margarine/Jelly Wheat Bread 2% MIK Rice Gravy and to Suran MS, Edward Hamburger Bun Cultage Pulatoes Lettuce / Tomato Seasonal Fruit 2% MIK Copkies Carrol Raisin Salad@ Bread from Sand Banana 2% Nik





FALL 2015 / WINTER 2016

Week 1 of 4

(Nov 1, 2015 - May 31, 2016)

Day, Month, Date	Monday 11/1, 11/30, 12/28, 1/25, 2/22, 3/21, 4/18, 5/16	Tuesday 11/3, 12/1, 12/29, 1/26, 2/23, 3/22, 4/19, 5/17	Wednesday 11/4, 12/2, 12/30, 1/27, 2/24, 3/23, 4/20, 5/18	Thursday 11/5, 12/3, 12/31, 1/28, 2/25, 3/24, 4/21, 5/19	Friday 11/6, 12/4, 1/1, 1/29, 2/26, 3/25, 4/22, 5/20
MEAT OR ALTERNATE 2 OZ.	Baked Hamburger on a Bun	Chicken and Dumplings	Open Face 2 oz LS Turkey w/ 2 oz LS Gravy	Pork Chop w/ LS Gravy	Breaded Chicken on a Bun
VEGETABLES AND FRUITS 2 ½ CUP SERVINGS	Potato Wedges/FF Baked Beans Sliced <u>Tomato</u> , Onion, Lettuce	Green Beans Sweet Potato@	Vit C Fort Frt Jc Peas & Carrots@	Corn Mashed Potatoes (Vit C Fort)	Field Peas <u>Coleslaw</u> w/carrots@
BREAD & GRAINS 2 SERVINGS	Hamburger Bun	Roll	Rice Wheat Roll	Cornbread	
FAT	Ketchup & Mustard	→ Margarine	Margarine	Margarine	
DESSERT ½ CUP SERVING	Seasonal Fruit	Angel Food Cake w/ Fruit	Cookie	Orange	Cinnamon Applesauce
MILK (DAIRY) ½ PINT	Milk	Milk	Milk	Milk	Milk

*Fruits may be fresh, frozen, canned, or dried.

Approved By: Dietitian/Nutritionist

^{**} Vegetables may be fresh, frozen or dried. Canned vegetables are indicated due to high sodium content.

If canned vegetables are used they must first be soaked, rinsed, drained at least twice to reduce the amount of Sodium.

Home Delivered Congregate

FALL 2015 / WINTER 2016

(November 1, 2015 -May 31, 2016)

Day, Month, Date	Monday 11/9, 12/7, 1/4, 2/1, 2/29, 3/28, 4/25, 5/23	Tuesday 11/10, 12/8, 1/5, 2/2, 3/1, 3/29, 4/26, 5/24	Wednesday 11/11, 12/9, 1/6, 2/3, 3/2, 3/30, 4/27, 5/25	Thursday 11/12, 12/10, 1/7, 2/4, 3/3, 3/31, 4/28, 5/26	Friday 11/13, 12/11, 1/8, 2/5, 3/4, 4/1, 4/29, 5/27	
MEAT OR ALTERNATE 2 OZ.	Hamburger Steak (LS) w/ (LS) Brown Gravy	Baked Ham w/ 2 Pineapple Sl.	BBQ Chicken	Lasagna (6 oz)	Turkey Sandwich	21
VEGETABLES AND FRUITS	Mashed Potatoes (Vit C Fort)	Sweet Potato OR Sweet/Yam Patties@	Greens of Choice	Tossed Salad w/ Tomato Wedges	LS Vegetable Soup	*
2 ½ CUP SERVINGS	Mixed Vegetable@	Beans of Choice	Fruit of Choice	Broccoli@	Banana	
BREAD & GRAINS 2 SERVINGS	White/Wheat Roll	Roll	Rice Cornbread			
FAT	Jelly	Margarine/Jelly		FF Italian or Ranch Dressing		7,2-
DESSERT ½ CUP SERVING	Seasonal Fruit	Pineapple w/ Toasted Coconut	Pudding Banana	Bread Pudding	Cookie	5
MILK (DAIRY) ½ PINT	Milk	Milk	Milk	Milk	Milk	100mm26. V 2000 10 22

^{*}Fruits may be fresh, frozen, canned, or dried.

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	R725671

Approved	By:		
		Dietitian/Nutritionist	

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FALL 2015/ WINTER 2016

Week 3 of 4

(November 1, 2015 - May 31, 2016)

Day, Month, Date	Monday 11/16, 12/14, 1/11, 2/8, 3/7, 4/4, 5/2, 5/30	Tuesday 11/17, 12/15, 1/12, 2/9, 3/8, 4/5, 5/31	Wednesday 11/18, 12/16, 1/13, 2/10, 3/9, 4/6, 5/4	Thursday 11/19, 12/17, 1/14, 2/11, 3/10, 4/7, 5/5	Friday 11/20, 12/18, 1/15, 2/12, 3/11, 4/8, 5/6
MEAT OR ALTERNANT 2 OZ	BBQ Pork Loin	Sausage Dog on Bun	Turkey Sandwich	SF Baked Chicken	3 oz Swedish Meatballs
VEGETABLES OR FRUITS	Succotash	Beans of Choice (NO Baked Beans)	LS Vegetable Beef Soup@	Greens@	Garlic Mashed Potatoes
2 ½ CUP SERVINGS	Greens@ w/ Vinegar	Coleslaw w/ Carrots@	Tossed Salad w/ <u>Tomato</u>	/	Green Peas@
BREAD & GRAINS 2 SERVINGS	Combread		LS Crackers	Roll Macaroni & Cheese	White/Wheat Roll
FAT				Δ .	£
DESSERT ½ CUP SERVING	Peach Bread Pudding	Juice Vit C Fort	Juice (Vit C Fort) Marshmallow Treat	½ cup Vanilla Pudding w/ Banana	Brownie
MILK (DAIRY). ½ PINT	Milk	Milk	Milk	Milk	Milk

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FALL 2015/ WINTER 2016

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MEAT OR ALTERNANT 2 OZ	BBQ Pork Loin	Sausage Dog on Bun	Turkey Sandwich	SF Baked Chicken	3 oz Swedish Meatballs
VEGETABLES OR FRUITS 2 ½ CUP SERVINGS	Succotash Greens@ w/ Vinegar	Beans of Choice (NO Baked Beans) Coleslaw w/ Carrots@	LS Vegetable Beef Soup@ Tossed Salad w/Tomato	Greens@	Garlic Mashed Potatoes Green Peas@
BREAD & GRAINS 2 SERVINGS	Combread		LS Crackers	Roll Macaroni & Cheese	White/Wheat Roll
FAT				a .	٤
DESSERT '/2 CUP SERVING	Peach Bread Pudding	Juice Vit C Fort	Juice (Vit C Fort) Marshmallow Treat	½ cup Vanilla Pudding w/ Banana	Brownie
MILK (DAIRY) ½ PINT	Milk	Milk	Milk	Milk	Milk

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	adah Durn, MS, RD, D.		
	R725271		
Approved By:	×2.		
	Dietitian/Nutritionist	è	

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Home Delivered Congregate

FALL 2015/WINTER 2016

Week 4 of 4

(November 1, 2015 -May 31, 2016)

Day, Month, Date	Monday 11/23, 12/21, 1/18, 2/15, 3/14, 4/11, 5/9	Tuesday 11/24, 12/22, 1/19, 2/16, 3/15, 4/12, 5/10	Wednesday 11/25, 12/23, 1/20, 2/17, 3/16, 4/13, 5/11	Thursday 11/26, 12/24, 1/21, 2/F8, 3/17, 4/14, 5/12	Friday 11/27, 12/25, 1/22, 2/19, 3/18, 4/15, 5/13
MEAT OR ALTERNATE 2 OZ.	Spaghetti with Meatsauce	Grilled Chicken Sandwich w/ Lett/ <u>Tomato</u>	Meatloaf w/ LS Gravy or LS Tomato Sauce	Roast Turkey w/ LS Gravy	Ham & Beans
VEGETABLES AND FRUITS	Corn	Field Peas & Snaps	Green Beans	Garlic Mashed Potatoes	Greens@
2 ½ CUP SERVINGS	Juice (Vit C Fort)	Seasonal Fruit	Juice (Vit C Fort)	Greens@	
BREAD & GRAINS 2 SERVINGS	Garlic Bread		Macaroni & Cheese White/Wheat Roll	White/Wheat Roll	Combread Marshmallow Bar
FAT			1	Marg/Jelly	
DESSERT ½ CUP SERVING	Cinnamon Roll	Brownie	Cookie	Juice (Vit C Fort) Choc Ring Cake	Juice (Vit C Fort)
MILK (DAIRY) ½ PINT	Milk	Milk	Milk	Milk	Milk

*Fruits may be fresh, frozen, canned, or dried.

1	ada h. Durn, MS, RD, DD .	
Approved By:	R728271	155
, _	Dietitian/Nutritionist	

^{**}Vegetables may be fresh, frozen or dried. Canned vegetables are indicated due to high sodium content.

If canned vegetables are used they must first be soaked, rinsed and drained at least twice to reduce the amount of sodium.



North Carolina Board of Dietetics/Nutrition

140 Preston Executive Drive. Ste. 205-C • Cary, NC 27513 (919) 388-1931 • Fax (919) 882-1776 • www.ncbdn.org

Name: Kathleen V. Sodoma, RD, LDN

Status: LDN

Through: 3-31-2017

License Identification Number: L000911

KRIALUM Solowa, ROXUN

▲ Signature

Academy of Nutrition right. and Dietetics

MEMBERSHIP CARD FOR:

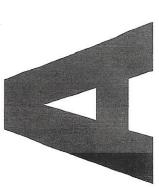
Kathleen V Sodoma

Membership Year CATEGORY: Active June 1, 2015-May 31, 2016 MEMBER # 00627496

Your Signature:

Kay N. Wolf, PhD, RDN, LD, FAND Treasurer

Hathleen Sodoma, BD, KDN 3/4/16



This is to certify that

Iromanos

March 10

was inspected on

, 20 16.

North Carolina Department of Health and Human Services Division of Public Health

Environmental Health Section

Registered Environmental Health Specialist

By



www.ncdhhs.gov • www.publichealth.nc.gov

The Department of Health and Human Services does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

83.200 conies of this nublic document were arinted at a cost of \$3.524.60 or \$0.042 per cony. 10/15 (40)

EHS1097(Revised10/13)

Environmental Health Section



Martin-Tyrrell-Washington



DISTRICT HEALTH

Terrell Davis, MPA, MSA, Health Director 252.793.3023 (p) • 252.791.3108 (f) • mtwdistricthealth.org

March 23, 2016

Carolyn Thomas Trump's Restaurant 84 U.S. Hwy. 64 W. Plymouth, NC 27962

Dear Mrs. Thomas

Trump's Restaurant is currently a 56 seat, state permitted restaurant that is graded on a quarterly basis and as of March 23, 2016 has a grade of 99.0.

Sincerely,

Samuel Brickhouse, REHS

Dame H. Mil , Bits

Martin-Tyrrell-Washington District Health Department

198 NC Hwy 45 North

Plymouth, NC 27962

24



TRUMPS RESTAURANT INC PO BOX 1168 PLYMOUTH, NC 27962

March 24, 2016

Members,

Biggs Accounting has compiled the accompanying balance sheet of Trumps Restaurant Inc. as of December 31, 2014 and the related statement of income for the year then ended. A compilation is limited to presenting information in financial form, which is a representation of management, and as such is for the sole use and purpose of the Corporation. All statements were filed in accordance with generally accepted accounting stanards.

Sincerely,

Biggs Accounting Inc.

Balance Sheet

RUMPS RESTAURANT INC		FY-2014
an 1, 2014 - Dec 31, 2014		1120
urrent Assets	\$	4,940
Cash	· ·	-,-
Investments	\$	28,973
Inventories	\$	21,642
Accounts receivable	Ψ	22,011
Pre-paid expenses		
Other	5	55,555
Total	The state of the s	
Fixed Assets	\$	40,931
Property and equipment	\$	74,975
Vehicles		
Equity and other investments	\$	(22,051
Less accumulated depreciation (Negative Value) Total	\$	93,855
Other Assets Organization Costs Total	\$ \$	200
Organization Costs Total		annesse and construction of the
Organization Costs		annesse and construction of the
Organization Costs Total		annesse and construction of the
Organization Costs Total Assets	\$ \$	149,610
Organization Costs Total Assets Liabilities	\$	149,610
Organization Costs Total Assets Liabilities Accounts payable Notes payable Income taxes payable	\$ \$	149;610 10,35
Organization Costs Total Assets Liabilities Accounts payable Notes payable	\$	149,610
Organization Costs Total Assets Liabilities Accounts payable Notes payable Income taxes payable Outstanding payroll liabilities Other	\$ \$	149,6h(10,355 6 18
Organization Costs Total Assets Liabilities Accounts payable Notes payable Income taxes payable Outstanding payroll liabilities	\$ \$	149;610 10,35
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Organization Costs Total Total Assets Liabilities Accounts payable Notes payable Income taxes payable Outstanding payroll liabilities Other Total	\$ \$ \$ \$ \$	10,35 6 18
Organization Costs Total Total Assets Liabilities Accounts payable Notes payable Income taxes payable Outstanding payroll liabilities Other Total	\$ \$	149,6h(10,355 6 18

Income Statement

TRUMPS RESTAURANT INC Jan 1, 2014 - Dec 31, 2014

Financial Statements in U.S. Dollars

Revenue

Gross Sales

Less: Sales Returns and Allowances

Net Sales

\$ 541,054	827
 	\$ 541,054

Cost of Goods Sold

Food Purchases Total Food Purchases

Food Service Supplies
Cooking Gas
Disposables
Total Food Service Supplies

Cost of Goods Sold

Gross Profit (Loss)

\$ 413,894
\$ 413,894

\$ 2,712
\$ 47,996
\$ 50,708

\$ 464,602

\$ 76,452

Expenses

DELIVERY EXPENSE
OFFICE EXPENSE
SANITATION
FACILITY MAINTENACE
RENT
TELEPHONE
PROFESSIONAL FEES
UTILITIES
PAYROLL
PAYROLL TAXES

Total Expenses

Net Operating Income

CORPORATE INCOME TAX

\$ 43,013
\$ 3,734
\$ 2,196
\$ 2,800
\$ 18,000
\$ 5,804
\$ 4,800
\$ 22,632
\$ 90,817
\$ 7,974
\$ 312

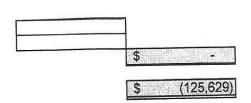
\$ 202,082

\$ (125,629)

Other Income

Gain (Loss) on Sale of Assets Interest Income Total Other Income

Net Income (Loss)





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/23/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to

-	ificate holder in lieu of such endors			CONT. NAME	CT KATINA	HARRIS LA		
PRODUCER DAVE ALTON AGENCY 122A WASHINGTON ST				PHON		3-2667	FAX (A/C, No): 2	52-793-4787
				E-MAI ADDR	5	@nationwi		
				AUUR			DING COVERAGE	NAIC#
LYP	MOUTH, NC 27962				FMPIC	YFRS PRF	FERRED INS CO	31283
						,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
SURE		13.10			ERB:			
	TRUMPS RESTAURANT				ERC:			
	DBA TRUMPS RESTAUR	ANT			INSURER D : INSURER E :			
	PO BOX 1168			INSUF				
	PLYMOUTH, NC 27962				RERF;		~ ~	
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SR	TYPE OF INSURANCE	ADDL S	UBR	POLICY NUMBER	POLICY EFF	POLICY EXP (MM/DD/YYYY)	LIMITS	
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-	CLAIMS-MADE OCCUR						MED EXP (Any one person) \$	
-							PERSONAL & ADV INJURY S	
-								
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$	
	POLICY PRO- JECT LOC						PRODUCTS - COMP/OP AGG \$	
	OTHER:	1					COMBINED SINGLE LIMIT G	
	AUTOMOBILE LIABILITY						(Ea accident)	
	ANY AUTO						BODILY INJURY (Per person) \$	
	ALL OWNED SCHEDULED AUTOS						BODILY INJURY (Per accident) \$	
	HIRED AUTOS NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	
	70.00			-0.000			9	
+	UMBRELLA LIAB OCCUR						EACH OCCURRENCE S	3
-	EXCESS LIAB CLAIMS-MADI				-		AGGREGATE	\
-		7 1			***************************************			3
	DED RETENTION S WORKERS COMPENSATION			EIG 2326280 00	02/08/2016	02/08/2017		
	AND EMPLOYERS' LIABILITY Y/N			ma w market WV VV				100,000
A	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A					perter tel (C) I I (CO C) ter tel ()	100,000
- 1	(Mandatory in NH) If yes, describe under				***************************************			500,000
	DESCRIPTION OF OPERATIONS below							
ESC	RIPTION OF OPERATIONS / LOCATIONS / VEHI	CLES (A	CORE	101, Additional Remarks Schedule, ma	y be attached if mo	ore space is requi	πεα	
CEF	RTIFICATE HOLDER			CA	NCELLATION	ř		
ا سادب		VCIL	NC AC	GING				All
BERTIE COUNTY COUNCIL ON AGING 103 W SCHOOL ST WINDSOR, NC 27983			S	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED ACCORDANCE WITH THE POLICY PROVISIONS.				
				AU	HODIZED REPRES	ENTATIVE	Nagio /	

ACORD 25 (2014/01)



P.O. Box 69 Plymouth, NC 27962 (252)-793-7000 Fax: (252)-793-3438 Toll Free: 1-866-811-4240 P.O. Box 834 Williamston, NC 27892 (252)-791-8000 Fax: (252)-789-4731 P.O. Box 12663 New Bern, NC 28561 (252)-514-4931 Fax: (252)-633-7261 Toll Free: 1-866-811-4227

March 23, 2016

TO

: Whom This May Concern

REFERENCE

: Carolyn Lucas Thomas (SSN#245-27-4694)

Dear Sir/Madam:

This letter is to inform you that the above stated member has been a part of our membership since May 15, 1997. She has a savings and checking account with Weyco Community Credit Union.

If you should have any questions, please contact me (252) 793-7009.

Sincerely,

Mary E Chesson Loan Officer

BID SPECIFICATIONS AND REQUIREMENTS

FOR: BERTIE COUNTY COUNCIL ON AGING

TITLE III OLDER AMERICANS ACT HOME AND COMMUNITY CARE BLOCK GRANT

> CONGREGATE NUTRITION AND HOME DELIVERED MEALS

For the period of July 1, 2016 to June 30, 2017

All questions should be addressed in writing to:

Venita Thompson, Aging Services Director 103 West School Street Windsor, NC 27983 Phone: (252) 794-5315

IDENTIFICATION OF CONGREGATE NUTRITION SITES

FISCAL YEAR (July 1, 2016– June 30, 2017)

COUNTY	SI <u>TE AND ADDRESS</u>	DAILY <u>AVERAGE</u>
Bertie	Windsor Nutrition Site 103 W. School Street Windsor, NC 27983	25-50
Bertie	Aulander Nutrition Site 204 Rice Ave. Aulander, NC 27805	6-12
Bertie	Colerain Nutrition Site 109B W. River Street Colerain, NC 27924	8-15
Bertie	Kelford Activity Center 107 Broadway Street Kelford, NC 27847 (Tuesdays & Thursdays Only)	20-30

Bertie County average range of daily congregate meals: **59-107**Total Bertie County Congregate Sites: **4**

IDENTIFICATION OF HOME DELIVERED MEALS ROUTES

COUNTY	SITE AND ADDRESS	DAILY <u>AVERAGE</u>
Bertie	Windsor Nutrition Site 103 W. School Street Windsor, NC 27983	15-25
Bertie	Aulander Nutrition Site 204 Rice Ave. Aulander, NC 27805	8-15
Bertie	Colerain Nutrition Site 109B W. River Street Colerain, NC 27924	10-15
Bertie	Kelford Activity Center 107 Broadway Street Kelford, NC 27847 (Tuesdays & Thursdays Only) **Based upon funding availability	10-15

Bertie County average range of daily home delivered meals: **43-70**Total Bertie County Home Delivered Meals routes: **4**

TENTATIVE SCHEDULE HOLIDAYS TO BE OBSERVED BY TITLE III- NUTRITION FOR THE CONGREGATE & HOME DELIVERED MEALS PROGRAM

FISCAL YEAR 2016-2017

Independence Day Monday, July 4th 2016

Labor Day Monday, September 5th 2016

Veteran's Day Friday, November 11th 2016

Thanksgiving November 24th & 25th 2016

Christmas December 23rd - 26th 2016

New Year's Day Monday, January 2nd 2017

Martin Luther King, Jr. Day Monday, January 16th 2017

Good Friday Friday, April 14th 2017

Memorial Day Monday, May 29th 2017

There may be additional closing days during Christmas, New Year's Eve and Easter Holidays. Contractor will be notified as soon as possible of these closings.

REQUEST FOR PROPOSAL

FY (July 1, 2016 – June 30, 2017)

FOOD SUPPLIER

PURPOSE

The purpose of the Title III Nutrition Program is to provide one hot meal or other appropriate nutritious noon meal per serving day with 1-3 of the minimum Recommended Daily Allowances (a minimum of 700 calories) for Older Adults. The target population for the services are persons 60 years of age or older, with an emphasis on the low-income minority elderly. Emphasis is also placed on service to the rural elderly.

NEED

A range of 102-177 hot or appropriate meals per day is to be prepared and transported in bulk or preplated. There will be approximately 255 serving days beginning July 1, 2016 ending June 30, 2017.

SCOPE OF WORK

Each day's menu must provide one-third (1/3) of the Recommended Daily Dietary Allowance, National Research Council, and the meal pattern requirement set forth below:

- The menu will be a 4-week cycle to be used approximately three to six months as a. scheduled. See Attached Sample Menu.
- Menus will be changed seasonally. b.
- If the food service vendor develops the 4-week cycle menu, these menus along with the C. nutritional analysis must be submitted to the Bertie County Council on Aging office bearing the signature of a registered dietitian along with a copy of the dietitian's current credentials. This will ensure that the Federal regulations stipulating nutritional standards for older adults have been satisfied. Final approval of said menus will come from the contracting agencies consulting registered dietician.
- Each meal on the certified-signed menu must be served. A menu change form received d. on the date of delivery must document any deviation from the certified menu. The specific food substitution should be listed and approved by the registered dietitian. Only one substitution allowed per 30 days.

MENU PLANNING REQUIREMENT

Each meal served must contain at least one-third of the current Daily Recommended Dietary Allowances established by the Food and Nutrition Board, National Academy of Science – National Research Council (Tenth Edition). Portions of meals or snacks may not be counted even when such snacks cumulatively equal one-third of the daily Recommended Dietary Allowances. Agencies providing congregate nutrition and home delivered meals services must use and follow the "Menu Pattern" below:

- Each day's menu must meet one-third of the Recommended Dietary Allowances.
- All foods must be identified in order to calculate nutrient value.

All meals must meet the following specifications:

- Calorie content must be a minimum of 700 calories per day
- The fat content should be no more that 30% of total calories.
- The sodium content shall not exceed 1300 mg per meal.
- Dairy no less than 400 mg of calcium from combined menu items.
- Each category of the "Menu Pattern" outlined below must be served to each participant.

1. Protein Category

The total protein content of each meal must be no less than twenty-one grams. Of this, fourteen grams must be a "complete protein" in the form of 2-3 oz. eligible meat, fish, or poultry, exclusive of fat, bone, or gristle.

One-half cup cooked drained dried beans, peas, lentils may be used as a substitute for 1 oz of meat. One cup of dried beans may be used twice in one 20-day cycle as a substitute for 2 oz meat, however, a "complimentary" protein source must be served at the same meal with the 1 cup dried beans in order to serve a complete protein (i.e., rice, corn, or cornbread).

Other protein sources such as 1 egg or 2 tablespoons peanut butter may also be substituted for 1 oz-meat.

Ground meat may be used in entrees no more than twice in one week. Casseroles or other mixed dishes must have ingredients specified on the menu to facilitate nutrient analysis.

2. Complex Carbohydrate Category

Each meal must contain 2 servings of a whole grain or enriched grain product, such as – one-half-cup rice, grits, or pasta; 6 saltine crackers; cornbread (2 ½" square x 1 ½" high); 1 roll, biscuit, or muffin; or 1 slice of bread. Breads, rolls, or muffins must weigh at least 1 ounce. These may be served as separate items or incorporated into the main entrée as a mixed dish in the amount specified below. Alternate: 1 serving of bread product listed

above and ½ cup serving of starchy vegetable mat be provided in the place of 2 serving of grain or bread product. Examples of starchy vegetables are: one –half cup sweet or white mashed potato (or 1 medium potato), lima beans, green peas, or one-third cup corn. (Starchy vegetables may not be used to satisfy both the complex carbohydrate requirement and the vegetable requirement listed below.)

3. Vegetable / Fruit Category

Each meal must contain 2 servings of different fruits and/or vegetables. A serving consists of ½ cup canned fruit (drained) or ½ cup cooked vegetable (drained), 1 piece of fresh fruit, or 4 oz. 100% fruit juice (orange, grapefruit, orange-grapefruit, or other 100% A fruit juice fortified with VitaminC to meet one-third daily Recommended Dietary Allowances for vitamin C or Vitamin C fortified cranberry juice cocktail), ½ cup coleslaw, or 1 cup tossed mixed fresh vegetable salad. When salad is served it must be served in a separate compartment tray to avoid mixing with other foods or be served in a separate salad bowl. A serving of juice may fulfill no more than ½ of the fruit/vegetable requirement for any one meal.

One serving of vitamin C-rich cold food must be served twice per week. Fruit or vegetables used in a gelatin or soups or main entrees may be counted as one serving if ½ cup of fruit or vegetables is used per serving. Vegetable or fruit sauces may not be identified as a fruit/vegetable requirement (i.e. tomato sauce for spaghetti, however applesauce may be counted as fruit).

4. Fat Category

Total fat shall not exceed 30% of the total calories per meal. One teaspoon of butter or fortified margarine in an individual covered package chip or container may be used if it adds palatability to the menu (i.e., as on a roll, bread, baked potato, or other vegetable). The menu must identify whether margarine or butter is used when served. Salad dressings, mayonnaise, gravies, and white sauces may be used to enhance menu palatability.

5. Calcium Rich Category

Each meal must contain no less than 400-mg calcium. This may be obtained by one serving of 8 ounces of whole, low fat, skim, buttermilk, chocolate milk, fortified with vitamins A & D in an individually sealed carton, or other foods high in calcium.

6. Dessert Category

Dessert will be provided once a week on alternate days. Desserts may include: puddings, ice cream or ice milk, frozen yogurt, sherbet, cake (frosted or with fruit sauce), cobblers, cookies, or pies (or pie squares), etc. Care should be taken not to exceed the 30% fat level of the total calories for the meal. If any calcium rich foods are used as dessert, they may be counted as part of the total calcium content of the meal. Dessert should be rotated on a different day on a weekly basis, so it will not be the same day every week.

MEAL PRICE

The meal price will include:

- a. All food requirements for Title III Nutrition Program at the Congregate Site and for Home Delivered Meals as indicated in the "Menu Pattern" above and in accordance with North Carolina Division of Aging Service Standards, Volume I, Congregate Nutrition and Home Delivered Meals.
- b. Condiments such as pepper, vinegar, mustard, ketchup, salad dressings, mayonnaise, tartar sauce, and others appropriate to the meal being served.
- c. Disposables:

Sectioned, laminated, heavy duty plates, with at least a minimum of four sections to hold 4 ozs. of food each, without spillage, and one section large enough to hold entrée of 10 ozs.

- 12 ounce Soup bowl with lip
- Salad/dessert dishes as needed
- Heavy duty knives, forks, spoons prepackaged
- Dinner size napkins
- Two (2) 35 gallon plastic garbage can liners per day, per site
- Eight- inch straws
- Eight oz. cups
- Four oz. cups with lids
- Hairnets
- Disposable gloves
- Disposable aprons
- Large hinged lid, three compartment container
- d. Transportation of meals to the specified sites. The meal price should not include the cost of lost serving days due to inclement weather.

SPECIAL REQUIREMENTS

Each nutrition site will make inventory of supplies on the last day of the month for the upcoming month. The supply list will be forwarded to the contractor on the last day of the month. If the last day of the month falls on a weekend, the list will be forwarded on the last working day of the month. The contractor will have the requested supplies to the nutrition sites no later than the 15th of the month. If the 15th falls on a weekend, supplies will be delivered the first working day of the next week. If the contractor fails to obtain and deliver the requested inventory, the Bertie County Council on Aging will purchase the requested supplies and deduct the amount from the

contractor's invoice for that billing month. The contractor may do this only twice (2) in a contracting period.

At the time menu's are submitted for certification, all recipes must be supplied to the contractor's registered dietician responsible for the certifying the menu.

Fresh and frozen vegetables should be used as much as possible. When canned vegetables are used, salt should not be added.

The form of vegetable used or fruit used (fresh, frozen, dried or canned) must be indicated on the menu for nutritional analysis.

FOOD PROCUREMENT AND PREPARATION

All food served must be prepared in a "Grade A" kitchen. All foods must meet standards of quality, sanitation, and safety applying to foods that are processed in a commercially licensed establishment.

Food prepared, frozen or canned in the home shall not be served at the site.

Food from unlabeled, rusty, leaking or broken containers or cans with side dents, rim dents or swells must not be used.

All meat, and poultry, fresh or frozen, used in the meals must be inspected by USDA or State officials, from Federal or State inspected plants, and must bear inspection stamps on the box or package.

All foods used in the meals must be from approved sources; being in compliance with applicable state and local laws, ordinances, and regulations; and be clean, wholesome, free from spoilage, free from adulteration and mislabeling, and safe for human consumption.

Fresh fish must bear the PUFI (Packed under Federal Inspection) Shield.

Fresh fruits and vegetables of good quality may be donated and incorporated into the menu only when they can be used to serve all participants. Prior to use, all fruits and vegetables shall be washed to remove dirt, or insecticide residues.

All food must be stored, prepared, held, and served in a manner to preserve optimum flavor and appearance, while retaining nutrient content.

Staff preparing and serving food must use good hygiene techniques and practices in all handling of the food. All hot food must be maintained at 135 degrees Fahrenheit or above throughout all processes from cooking to serving, and all cold foods must be maintained at 45 degrees Fahrenheit or below during all processes through serving. The use of heat stones for heat retention in hot foods should be provided as necessary. Each congregate nutrition provider must abide by food safety and sanitation practices required in "Rules Governing The Sanitation of Restaurants and Other Food Handling Establishments" (15A NCAC 18A. 2600) and other applicable state and local ordinances and regulations. All materials used in food delivery carriers

must be guaranteed to be safe for food contact. All carriers must be sanitized daily by the food service caterer.

Each meal must contain United States produced commodities or other foods at least equal in value to the USDA per meal cash entitlement. Donated foods should be used to the maximum extent feasible and comply with all USDA regulations related to donated food and cash reimbursement.

OTHER REQUIREMENTS

- a. If due to negligence of the vendor the meals do not meet the meal pattern requirements (either through shortages, damages or inadequate temperatures), Bertie County will not be obligated to pay for those incomplete meals. If there is a continuation of negligence, Bertie County has the rights to opt out of the contract.
- b. The food service vendor must follow standard weight measures (pound, ounce) in determining quantities of food to give correct yield of prepared food as required. Liquid (to prevent burning or drying) must be added after food is weighed.
- c. The county's aging office will be responsible for notifying the food service vendor by 1:30 p.m. daily of the number of meals to be delivered for the next day service.
- d. In case of inclement weather, the program director and the contractor, prior to 6:30 a.m. will monitor the situation and determine if meals will be served that day.

BID PROCESS

- a. Bids must be received in the Bertie County Manager's Office by 9:00 a.m. on Thursday March 28, 2016 and must be on the forms attached to these specifications and addressed to Scott Sauer, Bertie County Manager, P.O. Box 530, Windsor, NC 27983.
- b. Bertie County reserves the right to reject any and all bids.
- c. Bertie County will solicit opinions of people and/or agencies with which the food service vendor has fulfilled similar contracts if the food service vendor has no experience with Bertie County.

CONTRACT PERIOD

The contract period will be for a twelve- (12) month period July 1, 2016 – June 30, 2017, contingent upon funding from the N.C. Division on Aging. The service must be available for the entire twelve- (12) month period.

MULTI YEAR BIDDING

While the contract is awarded for the twelve-month period July 1, 2016 - June 30, 2017, with an offer to renew for an additional twelve- (12 month period, the following terms and conditions apply:

It is presumed that the number of service units (meals) for the second twelve- (12) a. month period will equal that of the first twelve- (12) month period.

The bidder will develop a single meal or unit of service cost for a twenty-four b. month period. This will be done by distributing the net service cost over the number of anticipated units to be provided over the twenty-four-- (24) month period.

The County of Bertie will notify the agency in writing of any changes in the C. number of units of service (meals) to be provided in the July 1, 2016 – June 30, 2017 twelve (12) month period upon receipt of allocations form the Division on Aging. If Bertie County Council on Aging determines that the contractor is not in contractual compliance, and it is not in the best interest of the project to renew the contract. Bertie County will notify the contractor of such decision via certified mail no later then February 15, 2017 prior to the end of the contract. The assessment report will accompany this notification.

Providers will be required to notify the County of Bertie via certified mail of their decision to enter into a twelve- (12) month extension. The unit cost for the second year is to be the same as for year one, with the option to negotiate certain adjustments as defined below under expenses. Failure of provider to notify the County of Bertie of their renewal decision by March 1, 2017 prior to the end of the first year contract will result in forfeiture of the option to renew. If the provider elects to withdraw the offer, Bertie County must rebid the service for a twelve- (12) or twenty four- (24) month periods.

EXPENSES

Bertie County has the flexibility to increase the agency's unit cost for the second twelve- (12) month period. In addition, Bertie County would have the option to negotiate a lower unit rate with the contractor if the units are increased or id other factors warrant this consideration.

An increase or decrease to the initially contracted unit cost must be justified through the unit cost computation process.

An increase in the consumer price index (CPI) is usually adjusted by March 1st each year. Bertie County would not be obligated to negotiate on the basis of this measurable national standard, but would have the opportunity to do so. If the contractor proposes that unit cost increase due to an adjustment based on the CPI, the contractor must prove to the satisfaction of Bertie County that the standard is applicable to the provision of the service prior to the County's approval.

PREPARATION, DELIVERY, AND TRANSPORTATION BY FOOD SERVICE VENDOR

All food shall be packaged and transported in a manner to protect against potential a. contamination including dust, insects, rodents, unclean equipment and utensils, and unnecessary handling. Packaging and transport equipment must maintain appropriate food temperatures. Records of all temperature checks shall be kept on file for audit.

- b. The holding time between the completion of cooking at the commissary or kitchen and delivery of food to the nutrition site shall not exceed three (3) hours.
- c. Transportation of the food to the individual site(s) will be responsibility of the food service vendor. All foods must be transported in a closed-in vehicle.
- d. The food service vendor shall follow an established delivery schedule for each site to ensure the service of meals at the given time. This will be within the framework of the 9:00a.m. to 11:00a.m. time, during which the sites are open to serve meals. In case of an emergency, the vendor must immediately notify each site of the delay.
- e. The loading and unloading of the containers from the vehicle into and out of the site shall be the responsibility of the food service vendor.
- f. Stainless steel serving utensils, (i.e., solid spoons, slotted spoons, tongs, spatulas, and scoops) shall be provided.
- g. All "panned foods" such as cornbread, cake and meatloaf must be scored or indicated for proper serving size.
- h. The food service vendor will be responsible for purchasing, maintaining and replacing the hot/cold, insulated units used for transporting bulk and home delivered food. However, vendor can use Bertie County's existing carriers with the understanding that replacement, maintenance, repairs, & upkeep is the sole responsibility of the food service vendor.
- i. All food transport equipment and serving utensils shall be sanitized daily by the food service vendor.
- j. A two part carbon food delivery ticket will be provided at each site by the food service vendor, which will include:

Date:

Site Name:

Number of meals:

Ending preparation times:

Ending preparation temps:

Site arrival time & temps

List of all foods being delivered:

Signature of food production manager:

SPECIAL CONDITIONS

a. Bertie County's Aging program will monitor the food service vendor's food preparation and transportation.

- b. Thirty days prior notice will be given to the food service vendor for the opening of new sites and/or the closing of current sites.
- c. The food service vendor's representative will make at least four (4) visits per year to different meal sites to monitor food quality.
- d. The Bertie County Board of Commissioners reserves the right to make the final decision of the food service vendor for meal preparation.
- e. Bertie County will terminate the food service contract, if any of the conditions described herein are not met.
- f. If necessary, the food service vendor will change the source of the food supply to upgrade the food quality. These changes will be at the discretion of the Bertie County Council on Aging Office.
- g. The food service vendor must have access to a registered dietician for menu planning. The food service vendor will supply Bertie County Council on Aging with the dietician's credentials. The registered dietician must be licensed in North Carolina even if they live in another state.
- h. The food service vendor will supply, at a minimum, two four-week menus for use from April September, October March. The menus must be signed by a registered dietician and must accompany the food bid.
- i. Any contract under this bid is null and void if funds are reduced or become unavailable.
- j. Any contract under this bid may be canceled by the food service vendor only with sixty-(60) days written notice to the Bertie County Council on Aging.
- k. Bertie County Council on Aging may cancel any contract under this bid by providing the food service vendor with thirty (30) day written notice.
- 1. The food service vendor will defend any suit against the program (including cost of litigation and attorney's fees alleging injury or property damage during the transporting of the food as a result of consumption of meals. The Caterer shall maintain adequate insurance for these purposes. Copies of these policies shall be provided to the contractor with the signed contract.
- m. All records relevant to the contract must be maintained for three (3) years and three (3) months or until after a federal audit.
- n. Bertie County Council on Aging reserves the right to make unannounced inspections of food preparation sites, transport vehicles and all related equipment to examine food preparation methods and transporters for compliance with meal standards.
- o. Bertie County requires copies of the vendors past year sanitation reports from its county sanitation inspector and a letter from that inspector that states the food vendor has the capacity of handling 130 more meals per day.

BILLING

- a. The food service vendor will bill on a monthly basis of meals delivered under this contract.
- b. Bills will cover the calendar month.
- c. Bills will be submitted by the food service vendor, to Bertie County Council on Aging, no later than the 3rd working day of the month immediately following the billing period.
- d. The food service vendor will verify the bills by the daily receipts signed by the site manager.
- e. The food service vendor and Bertie County Council on Aging will establish how disputes involving discrepancies in billings are to be resolved. This agreement will be put in writing and signed by all parties to the contract.

EQUAL EMPLOYMENT OPPORTUNITY

The food service vendor will not discriminate against any participant, employee, or applicant for employment in any program operated under this contract, because of race, religion, color, national origin, age, or handicap. The food service vendor will take action to ensure that applicants are afforded equal opportunities throughout the recruitment examination, certification, selection, referral, retention, and promotional procedures; and that employees are treated during their employment without regard to their race, religion, color, national origin, age, or handicap.

BIDDER QUALIFICATIONS

- Agency Name and Contact Staff
 - a. Name and agency's address, inclusive of street address, or organization responding to IFB.

Teurs Restaurant
84 Hyw 64 EAST Plymonth N.C. 27962
PO BOX 1168 Plymonth N.C. 21962

b.	Location, inclusive of street address, where the contract will be administered if different than the address listed in No. 1.
	84 Hyw Lot CAST Plymouth N.C. 27862
	Trump's Restaurant
c.	Name of contact person(s) for programmatic and financial information regarding agency's response to IFB. State address, inclusive of street address, if different from the location listed in No. 1a or 1b.
	Programmatic Contact Person(s) Financial Contact Person(s)
	Name Carolyn L. Thomas Carolyn L. Thomas
	Name Jonathan Thomas Jonathan Thomas
	Address No. 1a/No. 1b (Circle Address No. 1a/No. 1b (Circle One) List if address is One). List if address is different.
	Termps Restayrant Termps Restaurant
	A 1
	Plymonth N.C. 27962 Plymonth NC 27962
Owne	1
Indica	ate by "X" the type of business/agency responding to the IFB.
	by of letter from IRS reference tax exempt status will be made available if requested YESNO
	Public Private, Not-for-Profit
	Private, For Profit

2.

res	ponse to th	ne IFB.
	_🔯	Congregate Home Delivered
4.	Service	History
		contractual experience (by fiscal year) during the past three (3) years in like or services for the Home and Community Care Block Grant service(s) marked in No.
Scelre Maetin 5.	Year n Cou count Count Financi	Service Contracting Party Address Ph No. Contact Person unty Soil- le-years - Edentun - Sacker Riddick -472-3822 y Jail- b-years - windson - cramy foredmen - 794-9283 y Scrives -4-years - williamsten - charlen - 792-1027 al Responsibility
	a.	List the name(s) of the financial institution handling the agency's checking account.
	3 1	<u>Financial Institution</u> <u>Address</u> <u>Phone No.</u>
	1.	way co Commun. Ly her; the union 193-7000
	2.	
	3.	
	4.	
	b.	The agency currently carries workers' compensation coverage to protect employees from job related injury and illness, and liability coverage to protect

Indicate by "X" the Home and Community Care Block Grant service(s) for which the agency is submitting a

3.

Services Being Bid

itself from loss due to negligent actions of employees and volunteers in providing the contracted service(s) resulting in injury or illness to the client.

X_Yes ____No

A Governmental Agency may be self insured for both types of coverage, please indicate by "X" if this is the case.	e
Yes No	

NOTE: The successful contractor must provide the County of Bertie with a copy of the policy or riders, or evidence of self insurance if applicable, which provides the above coverage for the contracted service(s). The effective policy date can be no later than the inception date of the contract for the Home and Community Care Block Grant funded service(s). Failure to provide this coverage prior to the inception date of the contract will result in the dissolution of the offer to contract and the forfeiture of any bid bond.

c. If the agency is a private-for-profit, list any major creditors and/or firms providing a line of credit.

1. The zeol Alex Lee Blvd. florence. S.C. 1434

Jesse Griffin

2. North State Ahoskir NC 332-2174 Dennis

3. Swan Gas - Alymenth NC - 793-2564

4.

d. The agency must submit a copy of its most recent audit or accountant's opinion of its fiscal operations. By a - Accounting (Attacked)

NOTE: If qualifications and document requirements are not provided with bid package, the bid will not be accepted.

BIDDING PROCEDURAL REQUIREMENTS

1. Completion of IFB

The agency must submit two (2) copies of the completed IFB to Scott Sauer, Bertie County Manager, no later than 9:00 a.m., Monday, March 28, 2016. The envelope should be clearly labeled, "SEALED BID – DO NOT OPEN" and state the agency's name. Responses received after the date and time listed will be considered non-responsive.

2. <u>Bid Deposit</u>

Each proposal must be accompanied by a deposit equal to five percent (5%) of the proposal. The deposit may consist of a cashier's check issued by and drawn on a Bank and Trust Company authorized to do business or certified in North Carolina and insured by the Federal Deposit Insurance Corporation, or a U. S. Money Order, payable to the Purchaser; or five percent (5%) Bid Bond issued by any insurance company authorized to do business in North Carolina: the deposit will be returned to the successful bidder upon commencement of the contracted service. Deposits of unsuccessful bidders will be returned within five (5) days of contract award.

Calculation for Bid Deposit

130 (Average # of Meals) x
$$255$$
 (Rate Proposed by Vendor) = $A + 90$

A x 255 (Average Days Meals Will be Served) = B

B x 0.05 = Bid Deposit Needed 8121.15
 $490 = 16,243.50$
 $490 = 16,243.50$

3. <u>Cognizance of Service Requirements</u>

In responding to the IFB the agency recognizes that it is fully cognizant of requirements pursuant to:

- * Title III of the OAA of 1965, as amended in 1992, (P.L. 102-375), or specific state legislation authorizing the service being bid upon and the NC Division of Aging Service Standards
- * Title VI of the Civil Rights Act of 1964
- * Section 504 of the Rehabilitation Act of 1973, as amended, and Americans with Disabilities Act
- * Equal Opportunity Employment Act

4. <u>Appeal Procedure</u>

Bidders who are not recommended for funding and desire to appeal the decision of the County of Bertie must adhere to the following appeal process:

- a. A letter must be written to the Bertie Count Council on Aging, attention: Venita Thompson, Director, stating the procedural ground for appeal and request a hearing within ten (10) calendar days of the initial decision. Upon receiving the letter of complaint, the Director will forward a copy of such letter to the manager of Bertie County.
- b. The County's Aging Director will hold a consultation with the person filing the complaint. This person will be allowed sufficient time to present their case and will be requested to answer questions.
- c. The next appeal must be made directly to the County of Bertie by making a written request stating the exact nature of the complaint. The Bertie County Manager will advise the person filing the complaint of the date and time that he/she is scheduled to present the case. Sufficient time will be allowed for presentation of the complaint and that person will be requested to answer questions. The County of Bertie will render a decision regarding the complaint within ten (10) days following the hearing via certified mail.
- d. The appellant bidder will have sixty (60) calendar days from the date that an adverse decision has been rendered to make the next appeal. The next appeal must be made to the appropriate State Agency and must be in written form stating the exact nature of the complaint to that agency with a copy sent to the County of Bertie. The State Agency will inform the person filing the complaint of its appeal procedures and will inform the County of Bertie that a complaint has been filed. Procedures thereafter will be determined by the appeals process of the State Agency. State Agency address: North Carolina Division of Aging, 2101 Mail Service Center, Raleigh, North Carolina 27699-2101.

5. Invitation For Bids (IFB) Negotiations

Prior to the award of the contract, the County of Bertie reserves the right to negotiate specific terms in the IFB. The County of Bertie reserves the right to accept or reject any and all IFBs, in whole or part, and waive irregularities not affect substantial rights of the contracting agency. The IFB response time may be extended if responses are rejected and additional advertisements for IFBs are made. The County of Bertie reserves the right to request additional information from the agency at any time during the IFB process or prior to contract execution.

Acceptance of the IFB, or portion thereof, is contingent upon receipt of funding from the NC Division of Aging and compliance with any statutory revisions affecting the funds.

6. Indemnity and Insurance

The agency responding to the IFB agrees to indemnify and save harmless the County of Bertie, its representatives and employees from and against any and all

loss, cost, damage, expense, and liability caused by an accident or other occurrence causing bodily injury, including death, sickness, and disease to any person, or damage or destruction to property, real or personal, which may arise from operations, products or services rendered under this contract.

The agency, at its own expense, shall purchase before contract agreement is signed and maintain for the duration of this contract automobile insurance, comprehensive general liability and Worker's Compensation for the amounts required under State Law.

7. Accounting Procedures

The agency shall follow the general recognized accounting practices outlined in Federal Regulations Title 45 CFR part 92 or all funds including client contributions (cost sharing).

8. Policy Manual Requirements

The agency shall comply with the requirements listed in the North Carolina Division of Aging Home and Community Care Block Grant Manual and the Policy and Procedures Manual of the North Carolina Division of Aging.

9. Assessment and Monitoring

The agency agrees that if its proposal is accepted it will be assessed and monitored by the County of Bertie throughout the contract period for the purpose of providing assistance to the agency and to assure that the contract is being implemented appropriately.

The result of the programmatic and fiscal assessment of the Home and Community Care Block Grant funded programs by the AAA will be the primary factor in determining if a twelve (12) month contract can be extended.

10. Subcontracting

There will not be subcontracting for services using federal or state funds administered through the County of Bertie unless services cannot otherwise be provided.

11. Record Retention

Contractor must maintain books and records for accountability and audit purposes for a period of not less than three (3) years from date of the end of the contract. If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the 3-year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular 3-year period, whichever is later.



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: A-2

DEPARTMENT: Planning/Inspections

SUBJECT: Announcement of Spring Litter Sweep by Nuisance Abatement Officer, Barry

Anderson

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): FYI only.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



NORTH CAROLINA DEPARTMENT OF TRANSPORTATION BIANNUAL CLEANUP DRIVE

Forms, posters and telephone listings are available on our website.

THE LITTER SWEEP HOTLINE

1-800-331-5864

www.ncdot.gov/~littersweep

SWAT-A-LITTERBUG

Littering is illegal and a fineable offense upon conviction. G.S. 14-399.

Let us know when a person is littering by contacting the Office of Beautification through its online Swat-A-Litterbug process or by calling the NC State Highway Patrol at *HP or the NCDOT Customer Service at **1-877-DOT-4YOU** (1-877-368-4968). Find out more at **www.ncdot.gov/~litterbug**.





Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: A-3

DEPARTMENT: Governing Body

SUBJECT: Approve Parks and Recreation Trust Fund (PARTF) Application

COUNTY MANAGER COMMENTS: Ms. Emily Miller of McAdams and Associates will present the grant application for review and consideration, seeking \$500,000 for land acquisition cost reimbursement for the Tall Glass of Water Project (137 acres of land on the Albemarle Sound with 2,200 feet of coast line) for establishment of recreational facilities to include beach access, water recreation, picnic shelters, restroom facilities, camping sites, hiking and biking trails in the initial phase. Master planning for this project will commence in the fall of 2016 with participation of university students from either NCSU or ECU.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): It is critical that any available public comments be recorded in the minutes, and that the Board approve submission of the grant application for the May 2nd deadline.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: Item last discussed in length on November 16, 2015.

Windsor, North Carolina

November 16, 2015

Regular Meeting

ABRIDGED

The Bertie County Board of Commissioners met for their regularly scheduled meeting at 7:00pm at 106 Dundee Street, Windsor, NC. The following members were present or absent:

Present: Ronald "Ron" Wesson, District I

Stewart White, District II John Trent, District IV

Ernestine (Byrd) Bazemore, District V

Absent: Tammy A. Lee, District III

Staff Present: County Manager Scott Sauer

Assistant County Attorney Jonathan Huddleston

Finance Officer William Roberson Network Administrator Joe Wilkes

Economic Development Director Steve Biggs Human Resources Director Carolyn Fornes

Department of Social Services Director Linda Speller

Income Maintenance Supervisor of Food and Nutrition Services,

Velma Whitaker

Income Maintenance Supervisor of Work First Vernetta Henderson Income Maintenance Caseworker for Food & Nutrition Services,

Jean Copeland

Gene Motley of the Roanoke-Chowan News Herald, and Barry Ward of the Bertie Ledger-Advance were present from the media.

Economic Development update by Director, Steve Biggs

Economic Development Director, Steve Biggs, reviewed several projects with the Board, including efforts to evaluate a potential hotel site, with the assistance from the Electric-Cities and he noted that the Town of Windsor is an associate member.

He also updated the Board on the construction of a Family Dollar store in Aulander, efforts to site a manufacturing company in the shell building space at the State Prison and several other projects.

He noted that Commissioner Bazemore has been integral to the recruitment of a new Dentist for Bertie County, and will be looking at office space in Windsor in the very near future.

Following Mr. Biggs remarks, Chairman Wesson announced that the Board of Commissioners has project unveiling that has been the result of the collective effort of the County Commissioners and he read the following statement into the record:

"Good evening ladies and gentlemen. As Chairman of this board, it gives me great pleasure to announce a major and perhaps even historic acquisition of waterfront property in support of this county's Economic Development Strategy as it relates to Adventure Tourism and Waterfront Development. For many years, prior boards have sought a public access waterfront property that would make Bertie County a premier destination for tourism, water sports, camping, entertainment, and family oriented ecofriendly outings.

On today, November 16th, by unanimous vote, this body approved the expenditure of funds in the amount of \$1,250,000 to secure the purchase a 137 acre waterfront property on the Albemarle Sound that includes 2,200 linear feet of beach front access. This property located just east of what is commonly referred to as the Bell property, and west of Bal- Gra, is uniquely pristine and will give this county an opportunity to create one of the premier inter-banks recreational destinations in the State.

Bertie County has a unique opportunity to build on its location as a "gateway community" to the Outer Banks by offering experiences that are unparalleled in the realm of historical, natural resources and eco-tourism. The Board's action tonight includes the transfer of \$855,000 from Water District 11 cash reserves to the General Fund as repayment of startup loans in the 1990's, with the remaining \$395,000 from the

County's General Fund. It is this Board's firm expectation that this acquisition will not negatively impact our county's tax rates.

Let me share a personal story with you. As a child born here in Bertie County, I was always fascinated with the water, but like so many, I never had the opportunity to enjoy the fun of learning to swim and enjoy water sports in this county. I remember that we once heard that the beaches in Winton were open to us, and my Mom took me and some friends there, but we were turned away. Not to be outdone, my Mom took me and my friends to a pool in Rocky Mount for most of that summer, where we learned to swim and enjoy the water. Even today, this story is far from unique...but the actions of this Board, will open up one of this county's most cherished assets to all of her citizens and guest alike.

In the coming weeks, the Board of Commissioners will look to engage a planning consultant to assist with development of a vision for the ultimate build out for this property to include road access, parking, restroom and picnic facilities in phase one. Other potential amenities may include an outdoor performance stage on the waterfront, a heritage tourism and a Lost Colony visitor education center. The possibilities are truly unlimited. Can you imagine swimming for children, adventure programming through Cooperative Extension's 4H Clubs, hosting corporate outings, family reunions, and Church events like Sun Rise Sunday or baptisms in the shallow sandy waters? Educational field trips for school children, a vacation spot for local families and hosting visitors from across the State and region are also possible.

I want to thank the hard work and dedication of so many of Bertie's finest on our team. Special thanks to Steve Biggs our Dir. Of Economic Development who led this effort; to William Roberson from Finance, Traci White from Planning, our legal team, Lloyd Smith and Jonathan Huddleston, and most importantly our County Manager Scott Sauer. But none of this could have happened without the faith and trust of members of this Board as we work to help "Build a Better Bertie".

It is my prayerful expectation that this investment will proudly serve the citizens of Bertie County for generations to come."

Commissioner Bazemore made a **MOTION** to approve the Assumption and Assignment Agreement as prepared by the County Attorney which provides for the purchase of this property as described by the Chairman. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

The executed contract reads as follows:

ASSIGNMENT AND ASSUMPTION AGREEMENT

This Assignment of Agreement for purchase and sale of real property made and entered into this the 13th day of November, 2015 by and between Pritchett & Burch, PLLC (hereinafter sometimes referred to as "Assignor") and Bertie County, a Body Politic organized under the laws of the State of North Carolina (hereinafter sometimes referred to as "Bertie" and sometimes hereinafter referred to as the "Assignee").

WITNESSETH, THAT WHEREAS:

- A. Bertie County is a sovereign county in the State of North Carolina;
- B. Pritchett & Burch, PLLC are the attorneys for the Assignee;
- C. In closed session pursuant to N.C.G.S. §143-318.11(a)(4) and (5), the County Commissioners of Bertie County decided that the best interest of the citizens of the Bertie County would be served by attempting to purchase a 137.063 tract of land, which is more particularly described on a plat recorded in Map Book B, Page 655 in the office of the Register of Deeds of Bertie County (hereinafter referred to as the "Tract") for public purposes such as water access for the citizens of Bertie County on the Albernarle Sound and other significant recreational uses;
- D. In closed session pursuant to N.C.G.S. §143.318.11(a)(5), the County Commissioners of Bertie County directed the attorneys of Pritchett & Burch, PLLC to enter Into negotiations as an agent for an undisclosed Principal, to-wit Bertie County, for purposes of maintaining confidentiality and preventing any undue increase in the purchase price for the Tract;

- E. The County Commissioners of Bertie County authorized and delineated the terms and purchase they were willing to pay for the Tract in Closed Session;
- F. Pritchett & Burch, PLLC entered into said negotiations and with the full knowledge, approval, and authority of the County Commissioners of Bertle County, successfully negotiated a purchase for the Tract as shown on the document attached hereto as Exhibit 1 entitled "Agreement For Purchase And Sale Of Real Property" (hereinafter referred to as "Agreement") which is signed by Lloyd C. Smith, Jr., Member-Manager of Pritchett & Burch, PLLC as agent for an undisclosed Principal and Brown Brothers Enterprises, LLC, which is signed by its Managing Partner;
- G. Pritchett & Burch, PLLC executed said Agreement upon the expressed condition that they were attorneys and agents for an undisclosed Principal and would have the absolute right to assign the terms of the Agreement to its Principal, which will become responsible for all the terms thereof;

NOW, THEREFORE, Pritchett & Burch, PLLC as Assignor and Bertie County as Assignee covenant, contract, and agree as follows:

- The Agreement attached hereto as Exhibit 1 and all of its terms and conditions are hereby assigned to Bertie County, the Assignee by Pritchett & Burch, PLLC as the Assignor without recourse.
- All the terms and conditions of said Agreement are incorporated in this
 Assignment.

- Henceforth, Pritchett & Burch, PLLC will have no further rights or liabilities arising from or out of this transaction or from and out of the terms of the aforesald Agreement.
- 4. Bertie County agrees to hold said attorneys harmless from any liability arising from said law firm acting as the agent for its undisclosed Principal which is now known to be Bertie County.
- Bertle County will have all of the rights, obligations, and liabilities set forth in the Agreement which is incorporated herein.
- Henceforth, Bertie County shall be the party to which the Tract will ultimately be titled and which will pay the purchase price as set forth in the Agreement.

In testimony whereof, the Parties hereto have executed this Agreement in two original counterparts with the said Agreement being signed by the Managing-Member of Pritchett & Burch, PLLC as Assignor and the Chairman of the Bertie County Commissioners and the Clerk to the Board signing the same as agents of Bertie County.

SENTY MANAGER

A -	T	9	~	T-8
43		ь.	~ □	

Sarah Tinkham Clerk to the Board of

Clerk to the Board Commissioners BERTIE COUNTY

Ronald W. Wesson, Chairman of the Board of Commissioners of

Bertie County

ATTEST-

Tuda W. Brown

Pritchett & Bargh, PLI

Lloyd C. Smith, Member-Manager

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act and this is the required pre-audit certification.

This the 16th day of Novemby, 2015.

: William Notkiden
William Roberson, Finance Officer

LCS 15County/Tall Drink of Water 15-MS-377/Assignment and Assumption Agreement/lbt

Chairman Wesson called on Finance Officer William Roberson to present a budget amendment detailing the transaction with the appropriate fund transfer and appropriation from fund balance reserves as detailed below:

BUDGET AMENDMENT

<u># 16-06</u>

10-0050-4839-27 60-7110-5980-10	\$ \$	INCREASE 855,000 INCREASE 855,000	10-0090-4991-99 60-0090-4991-99	\$	DECREASE 855,000 INCREASE 855,000	
TO TRANSFER REMAINING STARTUP LOAN FROM WD II						
10-4920-5570-00 TO SETUP BUDGET	\$ FOR E	INCREASE 1,250,000 ECON. DEV. CAPITAL	10-0090-4991-99 OUTLAY - LAND PURCHASE	\$	INCREASE 1,250,000	

APPROVED 11/16/2015

Commissioner Trent made a **MOTION** to approve the Finance Officer's recommendation. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

This 31st day of March, 2016.

Sarah S. Tinkham, Clerk to the Board

Sarah S. Tinkham

I, <u>Sarah S. Tinkham</u>, Clerk to the Board of the Bertie County Board of Commissioners, do hereby certify that these minutes are a true and accurate account of the events that transpired at the Board of Commissioners meeting on November 16, 2015.

FOR IMMEDIATE RELEASE

On November 16, 2015 the Bertie County Board of Commissioners took action to acquire 137 acres of land on the Albemarle Sound. By unanimous vote the County's governing body approved the expenditure of \$1,250,000 to secure public water access for recreation and tourism. Future plans may include a visitors center for hosting outdoor performing arts, and to serve as an educational venue for the natural sciences and historical exploration along the site's 2,200 linear feet of coastal waters on the "inner banks" of North Carolina.

Beginning in early 2013, the Board of Commissioners identified four strategic business clusters: Agribusiness, Bio-mass and energy, Adventure Tourism and Waterfront development as areas of focus for the County's economic development efforts. As initially envisioned, Bertie County's "adventure tourism" efforts would capitalize on natural and wildlife resources for activities such as hunting, fishing, bird watching and eco-tourism activities such as hiking and canoeing.

"Providing public access to the County's eastern boundary waters of the Chowan River and Albemarle Sound has been one of our top priorities for several years," remarked Ronald Wesson, Chairman of the Board. Developing paddle trails and access to natural resources is a growing trend in Bertie County as evidenced by the Town of Windsor's construction of multiple waterway access sites, and establishing camping platforms along the Cashie River.

Bertie County has a unique opportunity to build on its location as a "gateway community" to the Outer Banks by offering experiences that are unparalleled in the realm of historical, natural resources and eco-tourism. In an August 2015 New York Times article covering recent archeological findings for the noted Lost Colony on Roanoke Island, Merry Hill, NC was identified as a location where ceramics and other material of European origin, that might have come from Roanoke's colonists. The article describes how British researchers re-examined historic coastal maps, which point to a spot on the western end of the Albemarle Sound near the outlets of the Chowan River and Salmon Creek in Bertie County. Commissioner Stewart White noted that "interest in the story of the Lost Colony and the archeological activity in Bertie County is really growing."

The County has also taken steps in recent months to partner with other local governments on a regional basis to promote eco-tourism, paddle trails for canoeing and kayaking and other attractions for visitors to northeastern North Carolina, which is described as "balancing nature and commerce." Vice Chairman Tammy Lee represents the Bertie County on this regional initiative.

The Board of Commissioners is seeking several grant opportunities such as the North Carolina Park and Recreation Trust Fund, reported Bertie County's economic developer Steve Biggs, "which should provide additional funds to develop this site in coming years." Chairman Wesson stated that "this Board's firm expectation is that this transaction will not negatively impact the County's tax rate."

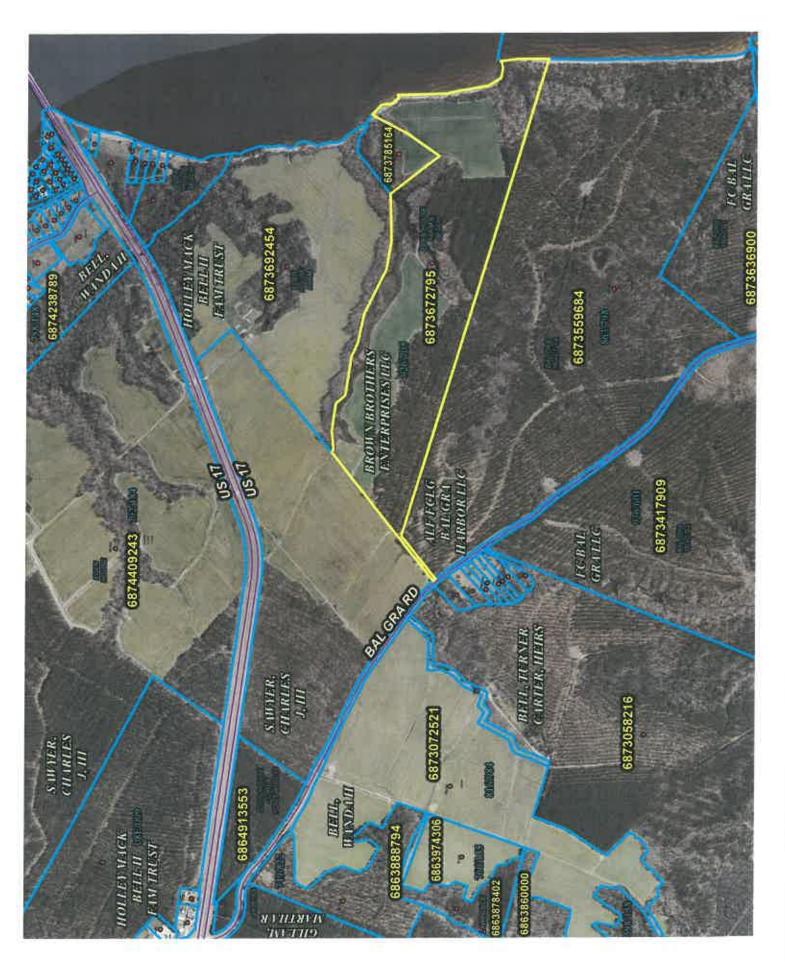
The County is using funds from cash reserves, primarily from its water system enterprise fund which had borrowed monies from the General Fund to subsidize its start-up operations in the 1990s. The General Fund loaned \$855,000 to Water District II over several fiscal years, which will now be reimbursed as part of this transaction. The Board's action included the transfer of \$855,000 from Water District II cash reserves to the General Fund as repayment for this loan. The County's General Fund will provide the remaining \$395,000 from its fund balance reserves. Commissioner John Trent further clarified that "this is a cash transaction, with no additional debt for the County, and demonstrates what can be accomplished with good fiscal management."

Commissioner Ernestine Bazemore shared with the citizens in the audience that the County needs your input, stating "we want to hear from you and to understand your interest and your ideas in seeing this project develop."

In the coming weeks, the Board of Commissioners will look to engage a planning consultant to assist with development of a vision for the ultimate build out for this property to include road access, parking, restroom and picnic facilities in the first phase. Other potential amenities may include an outdoor performance stage on the waterfront, a heritage tourism and Lost Colony visitor education center in the second phase. "The possibilities are unlimited" said Chairman Wesson, referring to swimming for children, adventure programming through the Cooperative Extension Service's 4-H clubs, hosting corporate outings, family reunions, and church events including river baptisms in the shallow sandy waters on the shoreline. "Educational field trips for school children, a vacation spot for

local families and hosting visitors from across the State and region are also possible with this investment, which will serve many generations into the future," said Wesson.

"This was a team effort with the Board of Commissioners fully engaged from the outset" noted County Manager Scott Sauer. The Board set high expectations for this project and everyone performed in an exceptional manner said Chairman Wesson, giving special thanks to the County's legal team Lloyd Smith and Jonathan Huddleston, Finance Officer William Roberson, Planning Director Traci White and project leadership from Economic Developer Steve Biggs.













Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: C-1

DEPARTMENT: Administration

SUBJECT: Approve minutes for Regular Session 3-21-16

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: No

ITEM HISTORY: ---

Windsor, North Carolina March 21, 2016 Regular Meeting

The Bertie County Board of Commissioners met for their regularly scheduled meeting at 7:00pm at the Perrytown Community Building located at 848 Perrytown Road, Perrytown, NC. 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

County Attorney Lloyd Smith

Assistant County Attorney Jonathan Huddleston

Network Administrator Joe Wilkes

Economic Development Director Steve Biggs

Tax Administrator Jodie Rhea

Planning & Inspections Director Traci White

Gene Motley of the Roanoke-Chowan News Herald and Leslie Beachboard of the Bertie Ledger-Advance were present from the media.

CALL TO ORDER

Chairman Trent called the meeting to order, and thanked those present for their attendance.

INVOCATION/PLEDGE OF ALLEGIANCE

Vice Chairman Bazemore led the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

There were no public comments.

APPOINTMENTS

Update by President Dr. Michael Elam of Roanoke-Chowan Community College

President of Roanoke-Chowan Community College (RCCC), Dr. Michael Elam, was present to update the Board on the latest happenings at the community college.

First, Dr. Elam informed the Board that enrollment at RCCC had dropped by 4% over the last year, and he stated that this could be attributed to the positive changes in the economy. He assured that Board as well that this trend was widespread, and that most colleges are even experiencing larger drops in new enrollments.

Second, Dr. Elam discussed the many successes of the Law Enforcement and EMS CADET programs, and that each program currently has very enthusiastic students who are working hard to complete their respective courses.

Third, Dr. Elam announced a new program which is also a partnership between the College and area businesses. The program is designed for employers to recognize the career readiness certificate, otherwise known as the CRC, and consider its value upon hiring qualified candidates. President Elam requested that the County consider networking with other local area businesses in Bertie so that more employers could be included in this initiative.

Fourth, Dr. Elam introduced a new potential program idea to the Board that would promote better soft skills for high school and college students. He reported that when talking to employers, the comment he received most about young adults was the lack of soft skills. Soft skills were defined as showing up to work on time, calling ahead if one is unavailable to make it to work at all, as well as dressing appropriately for a business setting, etc. The program is still in preliminary stages.

In addition, Dr. Elam thanked all of those present for supporting the NC Bond project which will bring approximately \$6 million to the College in the coming years which is much needed to continue to afford high demand school programs.

Lastly, Dr. Elam addressed his upcoming exit from his current position as President of RCCC. He thanked the Board for their support and solid working relationship over the past few years. He encouraged the County to continue supporting the College after his exit.

Annual check presentation by ABC Board Chair, Miles Davis

Chair Miles Davis, as well others members of the ABC Board, including James S. Pugh and Michael Freeman, and Bertie County ABC Store's General Manager, Clinton Freeman, were present for this portion of the meeting.

Michael Freeman announced the 2016 "Save a Life" event which will take place on Monday, April 11th at 8:30AM at Bertie High School. The ABC Board hosts the event every year, and stressed that the "C" in ABC stands for "control." The Board members all agreed that this event each year is always very successful, and reaches a lot of young adults about the dangers of distracted driving.

Mr. Davis presented the ABC Board's annual financial report, and also discussed the latest renovations made to the County's only ABC Store. He stated that the roof had been replaced, painting had occurred internally and externally, new external lighting had been installed, and the computer system also received an upgrade.

Mr. Davis reported that even with the completion of the above repairs, the ABC Board was present to present the Board with a check for \$10,000.

The Commissioners thanked the ABC Board for their dedication and team work, and that because of their efforts, other counties are looking to Bertie as an example for their own future ABC Board activities.

Economic Development Update by Director, Steve Biggs

Economic Development Director, Steve Biggs, reported that he was currently assisting a company in securing a USDA cold storage grant for a 150,000 square foot facility in Eastern Carolina. The facility could be shared among various businesses and farmers. This project is still in preliminary stages.

On another note, Mr. Biggs mentioned that a company called Project Precision may be interested in the shell facility at the prison, and was also open to the idea of sharing the facility with another interested business.

Mr. Biggs announced that a new restaurant was slated to open in Colerain soon that would serve both breakfast and lunch.

He also stated that no official opening date has been set for the Family Dollar in Aulander, but that he would report back as soon as one is decided so that the County may participate in a Grand Opening ceremony.

Additionally, Mr. Biggs reported that results should be received soon regarding the hotel feasibility study, and that there were various hotel franchise owners anxiously awaiting the results of that study.

Lastly, Mr. Biggs reported that he had been in contact with the developer regarding the McDonald's site in Windsor. He stated that a dip in McDonald's stock had delayed the start of building, but that since the stock has improved, a ground breaking should begin on the restaurant soon.

BOARD APPOINTMENTS

Board Vacancy Advertisement – April 2016

This item was for information purposes only. No action was needed.

CONSENT AGENDA

Upon review by Chairman Trent, Commissioner Wesson made a **MOTION** to approve the Consent Agenda in its entirety as presented. Vice Chairman Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Consent Agenda was approved as follows:

- 1. Tax Release Journal February 2016
- 3. **Minutes** Regular Session 3-7-16, Work Session 3-7-16, and Closed Session 3-7-16
- 4. **Declaration of surplus** for various vehicles, equipment, properties, and furniture for upcoming surplus auction

Regarding the declaration of surplus, item C-5, the Board concurred that the list was not all inclusive, and that various additions would be made up until the date of the auction.

The Board also requested that the Tax Administrator, Jodie Rhea, include an additional parcel/PIN# of the County owned property by the Heritage House Restaurant on King Street and any other items that need to be included in the sale.

A surplus auction is slated for later this year.

DISCUSSION

Setting the date to convene as the Board of Equalization and Review for 2016 – proposed date of May 2^{nd}

After some discussion, the Board agreed to convene as the Board of Equalization and Review on Monday, May 2^{nd} at 4:00PM.

At this time, the Board also discussed changes to their 2016 regular meeting schedule.

First, the Board elected to postpone their community meeting in the Blue Jay community until Monday, May 23rd. That meeting was originally scheduled for Monday, April 18th.

As a result, the Board will only meet once in the month of April on Monday, the 4th.

The schedule change above will also affect the community meeting in Merry Hill/Midway on May 16th. A new date for that meeting is forthcoming, and will be announced at an upcoming Board meeting.

Vice Chairman Bazemore made a **MOTION** to approve all of the above listed schedule changes, dates, and locations. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

An updated schedule will also be posted on the County website.

Discuss proposal of additional Solid Waste Management and Junkyard & Abandoned Motor Vehicle interlocal agreements with the Towns of Roxobel and Kelford – last discussed with the Board on 10-26-15 and recent Colerain communications regarding residence near the Duck-Thru store including a request from Sheriff John Holley for assistance with enforcement of solid waste regulations within the town limits of Colerain

County Manager Sauer noted that in recent months, Planning & Inspections Director Traci White and County Attorney Jonathan Huddleston have spent considerable time developing the two attachments which are presented for consideration and approval. As the Board has discussed previously, the Towns of Kelford and Roxobel have expressed interest in contracting with the County's Nuisance and Abatement office (a division of the Planning and Inspections Department) for enforcement of various ordinances in an effort to clean-up certain sites within the municipal jurisdiction. And most recently, Sheriff Holley has requested similar assistance for a site in the Town of Colerain.

County Manager Sauer proposed consideration and approval for an interlocal agreement for enforcement of Solid Waste and Junkyard & Abandoned Motor Vehicle County Ordinances within municipal limits for any Bertie County municipality which chooses to participate. Secondly, Mr. Sauer presented a resolution for approval by the participating municipalities where by the Town(s) will adopt the County Ordinance(s) as provided by the NC General Statutes.

As previously discussed by the governing body, County Manager Sauer reminded the Board and the audience that the financial burden for the legal expenses, court filing fees and other enforcement activities and associated costs will remain the responsibility of the participating municipality. It was further explained that with the adoption of this resolution and interlocal agreement by any municipality, the Chairman and Clerk to the Board are authorized to sign all appropriate documents so that enforcement will commence without delay.

Vice Chairman Bazemore made a **MOTION** to approve both documents and to accept the recommendation of the County Manager. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

COMMISSIONERS REPORTS

Commissioner Wesson reminded the public that the State Employees Credit Union (SECU) was currently working with developers to build local and State employee housing in Windsor. More information would be available soon.

Vice Chairman Bazemore thanked the Commissioners for their participation in the 150th Anniversary celebration of Cedar Landing Missionary Baptist Church. She also announced that Trillium Health Resources would begin a merger in the near future with Eastpointe.

Commissioner White reported litter and road sign concerns on Sandy Hill Road as well fire hydrant issues in Perrytown and Colerain.

Commissioner Lee thanked the State prison for sending inmates to clean up communities in Bertie including areas outside of Colerain.

Chairman Trent reiterated the new CEO of the Bertie County YMCA as Casey Owens.

COUNTY MANAGER'S REPORTS

The County Manager gave no remarks at this time.

COUNTY ATTORNEYS REPORT

Assistant County Attorney, Jonathan Huddleston, reported that the changes that the Board had recently requested have been made to the Blue Jay Recreation Center lease, and that the lease was ready for the signature of the Chairman of the Board.

PUBLIC COMMENTS

President of RCCC, Dr. Michael Elam, invited the Board to attend the 2016 graduation ceremony on May 6, 2016 at 6:30PM. The Honorable Judge, Cy Grant, will be the Keynote speaker.
There were no other public comments.
ADJOURN Chairman Trent adjourned the meeting at 8:15PM.
John Trent, Chairman

Sarah S. Tinkham, Clerk to the Board



Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: C-2

DEPARTMENT: Administration

SUBJECT: Approve minutes for Special Meeting 3-21-16

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: No

Windsor, North Carolina March 21, 2016 Special Meeting

The Bertie County Board of Commissioners met for a special joint meeting with the Board of Education at 4:00pm inside the County Administration Building, 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

Assistant County Attorney Jonathan Huddleston

Finance Officer William Roberson

Board of Education & Staff: Tarsha Dudley

Bobby Oceana Barry McGlone Emma Johnson Jo Davis Johnson

Superintendent Elaine White

Kimberley Cooper Pearline Bunch Ella Fields-Bunch Attorney Rod Malone

Leslie Beachboard of the Bertie Ledger-Advance was present from the media.

CALL TO ORDER

Chairman Trent called the meeting to order, and welcomed the Board of Education and their staff.

Purpose of meeting - review of correspondence from NC Department of Public Instruction dated 3-17-16 received by Superintendent White

Both Boards discussed the letter received from the NC Department of Public Instruction regarding Low Wealth Funding.

The letter stated that in order for Bertie County to continue to receive Low Wealth Supplemental Funding, the County would have to appropriate at least \$530,394 to cover the deficiency, and then plan ahead for the 2016-2017 fiscal year.

Superintendent White stressed that Low Wealth Funding brings over \$1 million of funding to the school system annually, and without it, the Board of Education simply could not operate effectively.

Both Boards came to a consensus that the County Manager and Superintendent will work to prepare the appropriate response to the NC Department of Public Instruction.

RECESS/ADJOURN/DINNER & FELLOWSHIP

Chairman Trent recessed the Bertie County of Commissioners until 7:00PM this evening. Chairman Dudley adjourned the meeting of the Bertie County Board of Education. Both Boards then participated in dinner & fellowship.

	John Trent, Chairman
Sarah S. Tinkham, Clerk to the Board	



Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: C-3

DEPARTMENT: Register of Deeds

SUBJECT: Accept Register of Deeds Fee Report – April 2016

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: No

LEGAL REVIEW PENDING: No



Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: D-1

DEPARTMENT: Governing Body

SUBJECT: Discuss mental health program consolidation as proposed by NCDHHS – Vice

Chairman Bazemore represents Bertie County on the Trillium Board

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Discussion needed.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Discussion needed.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

Proposed Local Management Entity - Managed Care Organizations (LME-MCOs)

Reflects Proposed Regional Entities As Of 3/17/16

Western Region:

Smoky Mountain Center

Partners Behavioral Health Management Medicaid Members: 296,658 (21%)

North Central Region:

Cardinal Innovations Healthcare Solutions

CenterPoint Human Services

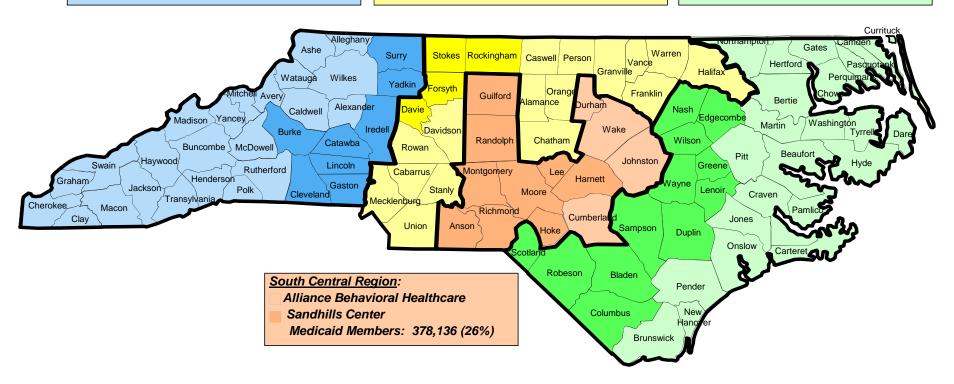
Medicaid Members: 410,065 (29%)

Eastern Region:

Trillium Health Resources

Eastpointe

Medicaid Members: 351,696 (24%)



Medicaid Members are the number enrolled as of December 2015.



North Carolina Department of Health and Human Services

Pat McCrory Governor Richard O. Brajer Secretary

March 17, 2016

In October, I wrote to you in response to what we anticipated would be a growing number of requests to approve LME/MCO mergers and county movement from one LME/MCO to another. In that letter (attached), I described that we would not be acting on requests *at that time*, but fully expected to begin doing so in early summer 2016.

The reason for this was to invest the time needed to put a foundation in place. This foundation includes:

- Vision for Medicaid Reform (submitted to the General Assembly on March 1)
- Vision for integration of behavioral and physical health (submitted to the General Assembly on March 1)
- Rules promulgation for county movement (submitted to the Office of State Budget and Management and the DHHS Commission for Mental Health, Developmental Disabilities and Substance Abuse Services in late February)
- DHHS assessments of equity, stability, and sustainability of services
- System feedback from the General Assembly, Advisory Committees, and Advocates

The initial phase of this work is now complete. The future that we are driving toward can now be considered by Boards, counties, and DHHS in making both short-term and long-term decisions.

The Case for Consolidation

As a result of this work, we have determined that further consolidation of LME/MCOs is in the best interest of the State and the beneficiaries of these services.

Consistency of type and availability of services vary across the state. Consolidation will improve consistency, decrease administrative burden on providers offering services to more than one LME/MCO, and result in better coordination of care for individuals temporarily placed out of current catchment areas, such as foster care children.

Importantly, with the future of Medicaid, greater scale will be a key requirement for success. Success to deliver a potentially broader and more integrated service array. And success to partner with potential new entrants after Medicaid Reform goes live several years from now. Therefore, further consolidation is required to protect and advance LME/MCO long-term viability.

In summary, further consolidation will improve quality of services, accessibility, accountability, and long-term sustainability.

State announces new LME/MCO service regions

Agencies to merge to provide behavioral health, intellectual and developmental disability and substance use services

State health officials announced today that the state- and Medicaid-funded organizations providing mental health, intellectual and developmental disability and substance use services to North Carolina citizens will be consolidating into four service regions across the state. Further consolidation will improve quality of services, accessibility, accountability and long-term sustainability.

"I'm a strong believer in LME/MCOs," said Rick Brajer, Secretary of the Department of Health and Human Services. "This population deserves dedicated management."

The newly consolidated service areas are:

- North Central Region: CenterPoint Human Services and Cardinal Innovations Healthcare Solutions will be merging
- South Central Region: Sandhills Center and Alliance Behavioral Healthcare will be merging
- Eastern Region: Eastpointe and Trillium Health Resources will be merging
- Western Region: Partners Behavioral Health Management and Smoky Mountain LME/MCO will be merging

"We need strong LME/MCOs to achieve our Medicaid reform objectives," Brajer said. "Now is the right time to strengthen these organizations for long-term sustainability."

In addition to their role in the future of Medicaid reform, LME/MCOs will play an important role in implementing recommendations that come from the Governor's Task Force on Mental Health and Substance Use as its members seek innovative ways to streamline systems already in place to address mental health and substance use needs across the state.

Covering larger regions will allow for more consistent services to be offered to all areas of the state. It will also foster better coordination of care for people who may temporarily move into different service areas, such as children in foster care. It is also expected to decrease the administrative burden on providers who offer services in more than one LME/MCO region.

This consolidation reflects much of what the organizations themselves had proposed when mergers were first considered in late 2013. Local Management Entities/Managed Care Organizations (LME/MCOs) proposed regions to serve the east, the west and two to serve central North Carolina.

LME/MCO leaders will work closely with DHHS leadership on implementation plans and timelines throughout coming months.

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North Carolina Department of Health and Human Services

Pat McCrory Governor

Richard O. Brajer Secretary

October 30, 2015

Over the coming year, as a State, we will be engaged in the process of redefining the linkages, incentives and alignment of resources for improving the health of our citizens.

While the shorthand for this effort is "Medicaid Reform," in practice it is far broader. It is the umbrella - the larger context - for health care redesign in North Carolina.

Providers, payers, hospitals, health care systems, associations, advocacy organizations, public health departments, and LME/MCOs will come together through a process led by the Department of Health and Human Services (through the new Division of Health Benefits) to complete important near-term deliverables, as well propose a framework for the long-term system redesign.

I'm writing today to confirm the context for and priorities outlined in recent discussions with LME/MCO CEOs during last week's call and County Commissioners during the Board of Directors meeting in Wilmington:

- In response to what we anticipate will be a growing number of requests to approve LME/MCO mergers and county movement from one LME/MCO to another, I described how we will not be acting on requests *at this time*, but fully expect to begin doing so in early summer 2016.
- The rationale for this timeframe is to focus and allow the work of the health care community, *including LME/MCOs*, to complete the work described above. This way, everyone will know what future we're driving toward, decisions can be made by boards, counties and DHHS within that context, and the State can be assured that movement within the system will neither disrupt services nor destabilize the system.
- For example, region design will impact referral patterns. Payment reform could impact the location of care as well as the degree of integration between physical and behavioral health.
- Furthermore, there is important work that has not yet been completed that will impact LME/MCOs and counties. Our department has been asked to complete rules promulgation for county movement (formally called "disengagement"). Furthermore, the allocation of second-year cash reserve draw-downs for each LME/MCO has not been communicated.

I recognize the importance of this "pause" to some counties and some LME/MCOs. To be clear, I strongly support and am appreciative of the degree of engagement that LME/MCO CEOs, boards and counties are putting into preparing for the future of reform.

At this time, our great State is relying on us- you *and* me- to invest our best thinking as participants in the process of Medicaid Reform, to accelerate our progress in supported housing for citizens with serious mental illness, and to improve the timeliness of delivery of our Food and Nutrition Services benefits to our most vulnerable citizens.

I welcome your input and encourage you to reach out with your thoughts, ideas and questions as we move forward in this direction.

Thank you,

Richard O. Brajer

The Pathway for Consolidation

We recognize and are sensitive to the impact of this decision on beneficiaries, counties, LME/MCO boards, and management teams. Consolidation requires significant time, work, and leadership focus. Therefore, we undertook this decision with a great deal of care and concern.

We consulted ideas on consolidation developed by the LME/MCOs themselves in December 2013. Our final consolidation vision is almost identical to what was proposed by LME/MCO CEOs at that time.

As you'll see on the attached map, the newly consolidated catchment areas will be as follows:

Eastern Region: Trillium Health Resources and Eastpointe

North Central Region: Cardinal Innovations Healthcare Solutions and CenterPoint Human Services

South Central Region: Alliance Behavioral Healthcare and Sandhills Center

Western Region: Smoky Mountain Center and Partners Behavioral Health Management

And while there is a framework already in place for how LME/MCO boards should organize when LME/MCOs reach a certain size, we are seeking input from these boards and county leaders on their ideas for governance structures going forward.

Next Steps

As a next step, we will be asking boards and management teams for their implementation concerns. And later in the summer, we will be asking for implementation plans and timelines. Our department will be in close contact with boards and management teams throughout this process.

Given that consolidation planning and governance considerations will require the entire focus of the boards and affected counties, and given that rules for county movement are still in process, requests for county disengagement will be on hold as our draft rules work their way through the approval process.

In support of these and any other board level needs or concerns, I will make myself personally available to Board Chairs and CEOs in situations where agreements are hard to reach.

We encourage you to reach out with your thoughts and questions as we move forward in this direction.

Thank you,

Richard O. Brajer



Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: D-2

DEPARTMENT: Emergency Management

SUBJECT: Discuss Assistance to Firefighters grant application

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A



Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: D-3

DEPARTMENT: Human Resources/Risk Management

SUBJECT: Shared & Vacation Leave (maximum accumulation) Policy – first introduced on

3-7-16

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Guidance requested.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Guidance requested.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A



Board of Commissioners

SHARED LEAVE

Leave Sharing Eligibility Requirements

Use of shared leave must be for sickness of the employee, employee's spouse, employee's or spouse's child or children or employee's parent(s). To qualify for consideration of receipt of shared leave, the employee must (a) have been employed at least one (1) year in a regular position with the County; (b) must be in a leave earning position; (c) must have exhausted all individually accrued sick and annual leave, and compensatory time; and (d) have a balance of at least eighty (80) of sick leave prior to need of shared leave.

Guidelines for Donating Shared Leave

- a) Participation is totally voluntary.
- b) All donations will be kept in the strictest of confidence.
- c) Employees may donate sick or annual leave.
- d) Employees wishing to donate leave time may donate up to thirty-two (32) hours of leave for a given employee per incident. The minimum amount of leave to be donated is eight (8) hours.
- e) Employees donating leave time must have a minimum balance of forty (40) hours of annual leave and forty (40) hours of sick leave after their donated time is subtracted.
- f) Employees wish to donate time must complete a *Shared Leave Authorization Form* designating the number of hours being donated and to whom it is being donated. The employees must sign the form authorizing the transfer and giving up their claim to these hours.

VACATION LEAVE – MAXIMUM ACCUMULATION

Vacation leave may be accumulated without any applicable maximum until the pay period containing December 31 of each calendar year. However, if the employee separates from service, payment for accumulated vacation leave shall not exceed 240 hours. During the pay period containing January 25, any employee with more than 240 hours shall have the excess accumulation converted to sick leave so that only an accumulation of no more than 240 hours of vacation leave is carried forward to January 1 of the next calendar year. Based on the workload and nature of the job description, the County Manager are exempt from the maximum accumulation of vacation and comp time as limited by the Personnel Policy.

Employees are cautioned not to retain excess accumulation of vacation leave until late in the
calendar year. Due to the necessity to keep all Town functions in operation, large numbers of
employees cannot be granted vacation leave at any one time.
If an employee has excess vacation leave accumulation during the latter part of the year and is

If an employee has excess vacation leave accumulation during the latter part of the year and is unable to take such leave because of staffing demands, the employee shall receive no special consideration either in having vacation leave scheduled o in receiving any exception to the maximum accumulation rule. Employees may sell up to 40 hours of vacation or comp time while Department Heads may sell up to 80 vacation or comp time hours between November 15 and December 15 each year.

This policy adopted this day of, 2016.	
_	
	John Trent, Chairman



Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: D-4

DEPARTMENT: Administration

SUBJECT: Discuss adoption of Public Comment Rules & Procedures

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI; first reading

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): FYI; first reading

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

PUBLIC COMMENTS RULES AND PROCEDURES BERTIE COUNTY BOARD OF COMMISSIONERS

The Bertie County Board of Commissioners is committed to allowing members of the public an opportunity to offer comments and suggestions for the efficient and effective administration of government. In order to balance the need and desire for such citizen input with the necessity of disposing of its regular business in the course of the meeting, the Board does hereby establish the following Public Comment Procedures:

- 1. During the Board's regular meetings, Public Comments will be limited to two 15 minute periods—one at the beginning of the meeting, and another towards the conclusion of the meeting.
- 2. In regards to Public Hearings, persons who wish to address the Board during the Public Comment period of these meetings will register on the sign-up sheet located at the entrance of the meeting location. Sign-up sheets will be available thirty (30) minutes before the start of the hearing.
- 3. Each speaker will have three (3) minutes to make his/her remarks at both regular meetings and public hearings. A timekeeper will be designated by the Board Chair, who will begin timing the speaker and will announce "time" when the allotted time expires.
- 4. Speakers will be acknowledged by the Board Chair in the order in which their names appear on the sign-up sheet. Speakers will address the Board from the podium at the front of the room and begin their remarks by stating their name and address.
- 5. It is recommended that groups or delegations select their spokespersons in advance of the meeting.
- 6. Speakers will address all comments to the Board or County as a whole and not to one individual commissioner or to any individual County staff member. Discussion between speakers and members of the audience is not allowed.
- 7. Speakers will be courteous and respectful in their language and presentation and must refrain from personal attacks and the use of profanity. Willfully interrupting, disturbing or disrupting a meeting and then refusing to leave when directed to do so by the Chair is a criminal offense.
- 8. During regular meetings, citizens are allowed to speak during both public comments sections (therefore, receive a total of two (2) three-minute sessions), if needed, and if time allows.
- 9. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the Clerk to the Board prior to the start of the meeting.
- 10. At the end of a speaker's comments, any member of the Board may ask the speaker such questions or make such comments as they might deem appropriate.
- 11. Copies of these Rules and Procedures will be available on the table located near the entrance of the meeting room as well as on line in the "____" section of the website homepage located at www.co.bertie.nc.us.

Adopted by the Board of Commissioners this the	day of	, 2016.
ATTEST:		
-		John Trent,



Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: D-5

DEPARTMENT: Various

SUBJECT: Pending Items/Updates

COUNTY MANAGER RECOMMENDATION OR COMMENTS: N/A

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): N/A

ATTACHMENTS: N/A

LEGAL REVIEW PENDING: N/A



Board of Commissioners

ITEM ABSTRACT

MEETING DATE: April 4, 2016

AGENDA ITEM: D-6

DEPARTMENT: Administration

SUBJECT: Surplus property resolution and approval of Terms of Conditions – Forbes Realty &

Auctions, LLC.

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): FYI only.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: Yes

RESOLUTION AUTHORIZING PUBLIC AUCTION OF PERSONAL PROPERTY

Whereas, Bertie County has certain surplus personal property that is no longer being used by the County, which personal property consists of vehicles, office furniture and equipment;

Whereas the County desires to sell this surplus personal property through public auction pursuant to N.C.G.S. §153A-176 and 160A-270(b);

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

- The County Commissioners authorize the sale by public auction of the personal property described on Exhibit A attached.
- 2. The sale shall take place on the 4th day of June, 2016, at 10:30 a.m. at the Bertie County Council on Aging Gym, 103 School Street, Windsor, North Carolina.
- 3. Notice of this sale shall be published at least once and not less than 10 days before the sale in the Bertie Ledger Advance. Said notice shall specify the terms of sale, the time, date and place of sale, and shall contain a description of the property to be sold.
- 4. Following publication of the notice of sale, a licensed auctioneer and real estate broker of United Country Forbes Realty and Auctions, LLC, or his designee shall conduct the sale at the designated time and place. The high bidder shall pay the purchase price of the property on the date of sale by cash, or by certified or cashiers check, and the property purchased shall be removed by the high bidder within

seven days of the date of the sale. Any property not so removed by the successful

bidder shall be considered forfeited and the County may dispose of said property at its

discretion and may retain the purchase price paid by the successful bidder as liquidated

damages. After the conclusion of the sale, the results shall be reported to the

Commissioners at their next regularly scheduled meeting.

5. The County Manager is authorized to discard any personal property

that is remaining after the auction sale that he determines has no value, pursuant to

160A-266. If the County Manager feels that any such remaining personal property has

enough value to warrant further attempts at sale, he may attempt to sell such personal

property by whatever means he deems necessary and pursuant to N.C.G.S. 160A-266

shall keep a record of all property sold, which record shall generally describe the

personal property sold, to whom it was sold, and the sale price. If the County Manager

is unsuccessful in attempting to sell such personal property, he may discard such

property as originally authorized above.

Adopted this the 4th day of April, 2016, by unanimous vote of the Bertie County

Board of Commissioners at its regular meeting.

ATTEST:

BERTIE COUNTY

Sarah S. Tinkham, Clerk to the Board of Commissioners

(SEAL)

John Trent, Chairman

Bertie County Board of Commissioners

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RESOLUTION AUTHORIZING PUBLIC AUCTION OF REAL PROPERTY

Whereas, Bertie County acquired title to the below described tracts or parcels of land by virtue of purchase by the County at tax foreclosure sales pursuant to N.C.G.S. 105-376;

Whereas, the County desires to sell these tracts or parcels of land through public auction pursuant to N.C.G.S. 105-376 (c) and 160A-270(a);

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

- 1. The County Commissioners authorize the sale by public auction of the property described on Schedule A attached.
- 2. The sale shall take place on the 4th day of June, 2016, at 10:30 a.m. at the Council on Aging Senior Center Gymnasium, 103 W. School Street, Windsor, North Carolina.
- 3. Notice of this sale shall be published at least once, and not less than 30 days before the sale in the Bertie Ledger Advance. Said notice shall specify the terms of sale, the time, date and place of sale, and shall contain a description of the property to be sold.
- 4. Following publication of the notice of sale, Bill Forbes of United Country Forbes Realty, or his designee shall conduct the sale at the designated time and place, and shall require a bid deposit of 10% from the highest bidder. After the conclusion of the sale, the results shall be reported to the Commissioners at their next regularly

scheduled meeting, and the Commissioners shall accept or reject the bid within 30 days of said report.

Adopted this the 4th day of April, 2016, by unanimous vote of the Bertie County Board of Commissioners at its regular meeting.

ATTEST: BERTIE COUNTY

Sarah S. Tinkham, Clerk to the Board of Commissioners (SEAL) John Trent Chairman Bertie County Board of Commissioners

/jeh/16County/Resolution real property