

**Windsor, North Carolina  
April 24, 2017  
Work Session**

The Bertie County Board of Commissioners recessed its regular meeting from Monday, April 17<sup>th</sup> in order to meet today for a work session inside the Commissioners Room located at 106 Dundee Street, Windsor. The following members were present or absent:

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

Absent: None

Staff Present: County Manager Scott Sauer  
Clerk to the Board Sarah S. Tinkham  
Finance Officer William Roberson  
Tax Administrator Jodie Rhea

No media members were present.

**RECONVENE**

Chairman Trent called **RECONVENED** the meeting from Monday, April 17<sup>th</sup> in Perrytown.

**INVOCATION/PLEDGE OF ALLEGIANCE**

Commissioner Wesson led the Invocation and Pledge of Allegiance.

**WORK SESSION**

**Board of Equalization and Review – first of two required sessions (May 1<sup>st</sup> will be the final meeting of the Board of E & R)**

Tax Administrator, Jodie Rhea, was present to guide the Board through the first of the two required meetings where the Commissioners will convene as the Board of E & R for FY2016-2017.

Commissioner Lee made a **MOTION** for the Board of Commissioners to convene as the Board of Equalization and Review. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board now meet as the Board of Equalization and Review.

Mr. Rhea reported that there are no business personal property appeals currently to present, but that one may be pending for the next meeting of the Board of Equalization and Review on May 1<sup>st</sup>.

County Manager Sauer reminded the Board that the last meeting of the Board of Equalization and Review for FY2016-2017 will be held on Monday, May 1<sup>st</sup> as part of the Board’s regularly scheduled Board of Commissioners meeting here in Windsor.

**Tax Assessor’s estimated values for FY2017-2018 and adjustments for flood damaged property value reductions**

Also, the Tax Administrator presented the following figures:

**KNOWN VALUE AND REVENUE LOSS' FOR 2017 (FIGURED AT CURRENT RATE OF \$.83)**

<b>Property</b>	<b>Value Loss</b>	<b>Revenue Loss</b>
Tall Drink of Water Property	\$3,774,856.00	\$31,331.30
BPP Golden Peanut	\$4,580,131.00	\$38,015.09
Known House Fires	\$200,494.00	\$1,664.10
Perdue Appeal	\$2,920,350.00	\$24,238.91
Wrangler Building	\$223,021.00	\$1,851.07
Flood	<u>\$2,189,660.00</u>	<u>\$18,174.18</u>
<b>TOTAL LOSS:</b>	<b>\$13,888,512.00</b>	<b>\$115,274.65</b>

**Reminder re: RFP for revaluation consultant for 2020 real property assessment to be issued in early FY 2017-2018**

Re-valuation – the next Countywide re-valuation will be 2020. Request for proposals from re-appraisal firms will be mailed this summer. Board will then review proposals and select a vendor.

**Medicaid Reimbursement – It is not anticipated that this item will be a budgeted revenue for FY 2017-2018 and the Board will need to have a preliminary discussion regarding the impact of a \$400,000 reduction in expenditures to offset this figure.**

County Manager Sauer emphasized that in the current budget year, only half of what the County budgeted as revenue had been received thus far regarding Medicaid reimbursement.

Mr. Sauer further stated that he did not believe it made sense to budget a similar amount for next fiscal year which creates a large gap that will need to be filled from elsewhere.

**Special Appropriations and Donations – review requests received for FY2017-2018, Part 1**

At this time, County Manager Sauer deferred to Roanoke-Chowan Community College President, Dr. Jimmy Tate, and various members of his Administrative staff for a presentation regarding their current budget request for FY2017-2018.

**Roanoke-Chowan Community College – Dr. Tate will present budget request for next year**

In a brief PowerPoint presentation, Dr. Tate and various members of his staff showcased the various areas in need of improvement including classroom renovations, replacement furniture, urgent maintenance repairs, better landscaping capabilities and equipment, as well as an overall need for an increase in funding from Bertie County.

The Board discussed each area of concern, and commended RCCC for their presence in numbers today.

Vice Chairman Bazemore and Commissioner Wesson both empathized with RCCC's request, but also noted that the County has yet to receive any reimbursement from FEMA for the floods sustained to the area during Tropical Storm Julia and Hurricane Matthew.

Each Board member expressed their support for RCCC initiatives, and assured Dr. Tate that they would review the request for additional funding, but that it was important for the County to ensure that each organization is treated fairly after a less than desirable end to the fiscal year.

Vice Chairman Bazemore noted that just as funding cuts have been made to RCCC from the State, the same cuts and loss of revenue is a concern for the County as well. This will impact how the Board approaches the FY2017-2018 budget.

### **BREAK**

The Board took a brief, 15-minute break before having lunch.

### **Special Appropriations and Donations – review requests received for FY2017-2018, Part 2**

The Board continued their discussion about the Special Appropriations budget, and how that compares to the “outside of the budget cycle” requests for donations.

Each Commissioner was given an accordion file of each Special Appropriation budget requests for funding that was submitted at the end of March.

These organizations that are included under the Special Appropriations category are RCCC, MCC, CADA, Better Beginnings for Bertie’s Children, Visions in View, among several others that total approximately 30 organizations.

County Manager Sauer recommended that due to the decrease in County revenue this year, and the lack of the full Medicaid reimbursement mentioned earlier, he recommended that the Board refrain from increasing any of the Special Appropriations for the next fiscal year. It was the consensus of the Board to concur with this recommendation.

He also reminded the Board of the uncertainty still surrounding the budget short fall being addressed by the Board of Education.

### **Relay for Life request – still pending**

County Manager Sauer reminded the Board that they had not yet reached a decision regarding a donation for the 2017 Relay for Life event in May.

There was a lengthy discussion.

Chairman Trent made a **MOTION** to repeat last year's donation of \$2,000 to the event. Commissioner White **SECONDED** the motion. The **MOTION PASSED** in a 3-2 vote with Commissioner Lee and Commissioner Wesson voting against.

Commissioner Wesson clarified that his "nay" vote was only due to his desire for the County to adopt a policy about these donation requests being made outside of the normal budget cycle.

Commissioner Lee stated that she did not believe County tax dollars should be put towards donations of any kind, and that she would continue to voting against said donations.

There was a continued interest in a policy to address these donations and sponsorships that are requested outside of the normal budget cycle, and the Board discussed the idea of putting a freeze in place that will allow no new donation requests to be submitted. This would also cap the current donation amounts in place per FY2016-2017.

Chairman Trent made a **MOTION** to put a freeze in place that will allow no new donation requests to be submitted outside the budget cycle, and that the current donation levels for these special events be capped and secured in place based on the donation amounts given in the most recent budget year. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** in a 4-1 vote with Commissioner Lee voting against.

In closing, Commissioner Lee also requested that the Finance Officer roll these donation amounts into separate line items in the upcoming budget proposal so that no further votes will be needed on these items.

### **EMS School Lease – discuss proposed compromise rate of \$5,500 per month**

The Board reached a consensus on this item. No further discussion was needed.

### **Library lease – update on discussions with shopping center property management**

Regarding the latest information about the temporary library location inside the Food Lion Shopping Center, County Manager Sauer reported that Assistant County Attorney, Jonathan Huddleston, had submitted his suggested changes, and the property management company had just submitted a new copy of the lease.

The negotiations continue, and more information will be provided to the Board as it is available.

### **QSCB Sinking Fund bidding process – update**

County Manager Sauer stated that the County was currently in the middle of the bid submittal period for this project, and that it would be completed within the next 2 weeks.

### **Indirect Cost Plan – update**

County Manager Sauer reported that the report had been completed and submitted by Finance Officer, William Roberson. He stated that this plan helps secure funding for Bertie DSS.

**Review Bid status for 3 water projects which were opened April 18<sup>th</sup>, and consider bid award for Kelford projects. Two of the projects did not receive of a minimum of three bids, and will be re-advertised.**

County Manager Sauer recommended that the Board approve the bid submitted by Herring-Rivenbark for the Kelford projects as advertised. The other projects did not receive the minimum numbers of bids needed, and will be re-advertised to attract additional bids.

The bid that the Commissioners are being asked to approve was for the amount of \$83,073.50. The bid will assist in various Kelford area water system improvements through the NC Department of Commerce.

Commissioner Wesson made a **MOTION** to accept the bid submitted by Herring-Rivenbark for the Kelford water projects. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

### **Discuss other water project developments, e.g. Roquist Pocosin service to poultry farm**

County Manager Sauer informed the Board that the owner of a poultry farm in the Roquist Pocosin area has been seeking County water service, and per Board direction, the County was asked to inquire about a 20-year service agreement.

The cost to the County would be \$80,000.

County Manager Sauer clarified that this would come out of the regional water system, utility fund.

Commissioner Wesson expressed his concerns with setting this kind of precedent for other business owners and farmers in the future, and stated that a 20-year service agreement did not make sense in this particular situation.

At this time, a proposal was made to the owner of this particular poultry farm, and that it was expected to be signed in the next few weeks. The owner would be responsible for paying the business-commercial water rate.

Additionally, Chairman Trent asked for County Management to draft a proposed water line extension policy to assist in these decisions in the future.

**Discuss proposed highway naming designation for Kent Bazemore on NC 308 near Kelford as proposed by Norman Cherry**

The County Manager requested that if the Board supported this initiative, County staff could draft a resolution to be approved by the Board at an upcoming meeting.

Commissioner Lee verified if this naming of a piece of highway in honor of Kent Bazemore would require any funding from the County, and County Manager Sauer replied that this would be covered by NCDOT.

Vice Chairman Bazemore made a **MOTION** for County staff to draft a resolution for Board approval. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

**Review proposed agenda for May 1<sup>st</sup>**

There was a consensus among the Board to not have a work session prior to the May 1<sup>st</sup> regular meeting at 4:00 PM.

**ADJOURN**

Vice Chairman Bazemore made a **MOTION** to **ADJOURN** the meeting. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

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John Trent, Chairman

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Sarah S. Tinkham, Clerk to the Board