

# Bertie County Board of Commissioners



February 7, 2022  
**6:00 PM**

Vice Chair	Ronald “Ron” Wesson	District I
	Greg Atkins	District II
	Tammy A. Lee	District III
Chair	John Trent	District IV
	Ron Roberson	District V



Bertie County is now utilizing Zoom during the COVID-19 pandemic.

**Zoom is available to the public to participate during this meeting.**

To call in to our meeting on the phone, use the following information:

Phone #: 1-301-715-8592

Meeting ID: 723 391 6141

To listen to our meeting online, click or copy and paste this link into your browser:

<https://us02web.zoom.us/j/7233916141>

Questions? Call the County Manager's Office at 794-5300.

**BERTIE COUNTY BOARD OF COMMISSIONERS**

**February 7, 2022**

**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.*

**6:00 PM** Welcome, Call to Order & Roll Call by Board Chair John Trent, Commissioners Room, Windsor

Invocation and Pledge of Allegiance by Commissioner Tammy Lee

Public Comments *(3-minute limit per speaker)*

**(A)**

**\*\*\* APPOINTMENTS \*\*\***

- (1) Update on Candidate Filing for 2022 Primary Election & Elections Director Vacancy by Board of Elections Chair Michael Freeman
- (2) Update on Resilient Coastal Communities Program, Preliminary Flood Insurance Rate Maps & Planning Department Staffing by Planning Director Traci White
- (3) Presentation of 2021 Unpaid Real and Personal Property Taxes by Tax Administrator Jodie Rhea
- (4) Fiscal Year 2021-2022 Financial Summary by Finance Director William Roberson

**Board Appointments (B)**

1. Reappointment to CPTA Board- Denise Clark
2. Reappointment to Comprehensive Economic Development Strategy Committee- Commissioner Wesson

**Consent Agenda (C)**

1. Approve Register of Deeds Fees Report – January 2022
2. Approve Tax Release Journal – December 2021
3. Approve Tax Release Journal – January 2022
4. Approve Minutes for Regular Meeting 7-7-21
5. Approve Minutes for Closed Session 7-7-21

6. Approve Minutes for Regular Meeting 1-10-22
7. Approve Minutes for Closed Session 1-10-22
8. Approve Budget Amendments
9. Proclamation Honoring Chaplain Ricardo Hardison
10. Purchase of Teaching Housing Site by Partners for Bertie County Public Schools from Bertie County

**\*\*\*OTHER ITEMS\*\*\***

**Discussion Agenda (D)**

1. FY 2022-23 Budget Calendar
2. COVID Update

**Commissioners' Reports (E)**

**County Manager's Reports (F)**

**County Attorney's Reports (G)**

**Public Comments**

*(3 minutes per speaker)*

**Closed Session, if needed**

**Adjourn**



# Bertie County

## Board of Commissioners

### ITEM ABSTRACT

**MEETING DATE:** February 7, 2022

**SECTION:** Appointments & Reports (A-1 to A-4)

**DEPARTMENT:** Governing Body

**TOPICS:**

- (1) Update on Candidate Filing for 2022 Primary Election & Elections Director vacancy by Board of Elections Chair Michael Freeman
- (2) Update on Resilient Coastal Communities Program, Preliminary Flood Insurance Rate Maps & Planning Department Staffing by Planning Director Traci White
- (3) Presentation of 2021 Unpaid Real and Personal Property Taxes by Tax Administrator Jodie Rhea
- (4) Fiscal Year 2021-2022 Financial Summary by Finance Director William Roberson

**COUNTY MANAGER RECOMMENDATION OR COMMENTS:** --

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

**ATTACHMENTS:** Yes

**LEGAL REVIEW PENDING:** N/A

**ITEM HISTORY:** ---



A-3



Jodie Rhea, Tax Administrator  
Bertie County Tax Department  
PO Box 527  
106 Dundee St.  
Windsor, NC 27983  
Phone: (252) 794-5310  
Fax: (252) 794-5357

February 07, 2022

To: Bertie County Board of Commissioners

Re: Report of 2021 unpaid real and personal property taxes and Order to Advertise

Pursuant to N.C.G.S. 105-369, attached is a report of the total amount of unpaid real and personal property taxes for tax year 2021.

Also attached is an Order to Advertise the 2021 tax liens pursuant to N.C.G.S. 105-369

Jodie Rhea  
Tax Administrator

**Order to Advertise the 2021 Tax Liens**

Upon receipt of the Tax Collector's report of the unpaid 2021 taxes that are a lien on real property in Bertie County, and pursuant to North Carolina General Statute 105-369(C), the Bertie County Board of County Commissioners hereby orders the Tax Collector to advertise these liens, and continue to pursue all outstanding taxes using the necessary remedies available through the North Carolina General Statutes, including bank attachments, wage and salary garnishments, sheriff levies, the NC Debt Setoff Program, and in rem foreclosure.

This 7<sup>th</sup> day of February, 2022

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John O. Trent, Chairman

Bertie County Board of Commissioners

(SEAL)

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LaShonda Cartwright, Clerk to the Board

Bertie County Board of Commissioners



Jodie Rhea, Tax Administrator  
Bertie County Tax Department  
PO Box 527  
106 Dundee St.  
Windsor, NC 27983  
Phone: (252) 794-5310  
Fax: (252) 794-5357

**TOTAL OF UNPAID TAXES FOR CURRENT FISCAL YEAR**

<b>REAL PROPERTY:</b>	<b>\$1,116,628.00</b>
<b>PERSONAL PROPERTY:</b>	<b><u>\$98,629.00</u></b>
<b>TOTL:</b>	<b>1,215,257.00</b>





# Bertie County

Board of Commissioners

## ITEM ABSTRACT

**MEETING DATE:** February 7, 2022

**SECTION:** Board Appointments

**DEPARTMENT:** Governing Body

**TOPICS:**

1. Reappointment to CPTA Board -Denise Clark
2. Reappointment to Comprehensive Economic Development Strategy Committee -Commissioner Wesson

**COUNTY MANAGER RECOMMENDATION OR COMMENTS:**

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

**ATTACHMENTS:** No

**LEGAL REVIEW PENDING:** N/A

**ITEM HISTORY:** ---



# Bertie County

## Board of Commissioners

### ITEM ABSTRACT

**MEETING DATE:** February 7, 2022

**SECTION:** Consent (C-1 to C-10)

**DEPARTMENT:** Governing Body

**TOPICS:**

1. Approve Register of Deeds Fees Report -January 2022
2. Approve Tax Release Journal - December 2021
3. Approve Tax Release Journal -January 2022
4. Approve Minutes for Regular Meeting 7-7-21
5. Approve Minutes for Closed Session 7-7-21
6. Approve Minutes for Regular Meeting 1-10-22
7. Approve Minutes for Closed Session 1-10-22
8. Approve Budget Amendments
9. Proclamation Honoring Chaplain Ricardo Hardison
10. Purchase of Teaching Housing Site by Partners for Bertie County Public Schools from Bertie County

**COUNTY MANAGER RECOMMENDATION OR COMMENTS:** Recommend approval.

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

**ATTACHMENTS:** Yes, see each particular agenda item.

**LEGAL REVIEW PENDING:** N/A

**ITEM HISTORY:** ---



C-1

NORTH CAROLINA  
BERTIE COUNTY

TO: THE BOARD OF COUNTY COMMISSIONERS:

Agreeable to and in compliance with Chapter 590 of the Public Local Laws of North Carolina, Sessions 1913, I beg leave to submit the following statement of all fees, commissions, etc. of any kind collected by me as Register of Deeds for the month of JANUARY 2022 and for an itemized statement thereof, I respectfully refer you to the following books in my office.

**AMOUNT SUBJECT TO GS 161-50.2**

10-0030-4344-01	REAL ESTATE REGISTRATION-----	\$3,561.40
10-0030-4344-03	VITAL STATISTICS-----	\$1,480.00
10-0050-4839-02	MISCELLANEOUS(NOTARY OATHS/PHOTO COPIES, ETC)-----	\$218.80
10-0030-4344-04	NO. MARRIAGE LICENSE----- <u>3</u> @60.00	\$180.00
		<u>\$5,440.20</u>
10-0018-4240-01	N. C. STATE EXCISE STAMP TAX-----	\$5,320.00
10-0030-4344-10	STATE TREASURER FEE----- <u>93</u> @\$6.20	\$576.60
	STATE VITAL RECORDS----- <u>      </u> @14.00	
		<u>\$11,336.80</u>
10-0000-1251-00	A/R IN/OUT(REFUND)-----	
		<u>\$11,336.80</u>

*Annie J. Wilson*

REGISTER OF DEEDS - BERTIE COUNTY

*By: Shabecia L. Williams, Asst.*

FOR INFORMATIONAL PURPOSES

D/T /MORTGAGES-----	<u>25</u> @\$6.20=	\$155.00
ADDITIONAL PAGES-----	<u>      </u> @\$0.40=	
DEEDS & OTHER INSTRUMENTS-----	<u>85</u> @\$1.94=	\$164.90



C-2



Bertie County Tax Department  
PO Box 527  
106 Dundee St.  
Windsor, NC 27983  
Phone: (252) 794-5310  
Fax: (252) 794-5357

February 1, 2022

William Roberson  
Bertie County Finance Officer  
Windsor, NC 27983

Dear Mr. Roberson:

Attached you will find a (1) Computer Printout and, (2) Copies of the appropriate pages of the "Tax Release Journal" (Ledger) manually maintained in the tax office, both relative to Tax Releases which are now ready for your approval.

The releases herein are for the month of **January** and this request for your approval is made pursuant to a "Resolution of the Board of Commissioners" dated August 5, 1985. This may also serve as your report to the Board of Commissioners required by the same "Resolution."

Respectfully Submitted,

Tax Administrator

Approved on \_\_\_\_\_ 20\_\_\_\_

Release Detail

ACCOUNT / DATE	NAME	ADDRESS / REASON	CHARGE CODE	CITY / BILL YEAR	STATE / BILL TYPE	ZIP / BILL NUMBER	PROPERTY ID	USER/ AMOUNT
01-07-2022	WILD HOG PLANTATION LLC	3900 STAR HILL FARM RD Adjustment to interest for INTEREST		GREENVILLE 2021	NC RE	27634 21A5332656455	5832656455	Jrnea 41.39
01-07-2022		PAV Mill off in error for BERTIE COUNTY LEVY	G01	2021	NC RE	21A33350455		2060.28
01-06-2022	DUNLOW TINA (APRIS 244 CHOWAN SHORES DR	Sold in 2020 out of County for INTEREST		COLEMAN 2021	NC PP	27524 21A32492.10		Jrnea 0.16
01-06-2022		Sold in 2020 out of County for BERTIE COUNTY LEVY	G01	2021	NC PP	21A32492.10		7.47
01-06-2022		Sold in 2020 out of County for LATE LISTING PENALTY	G01 LATE LISTING	2021	NC PP	21A32492.10		0.75
01-12-2022	PEELE RANDOLPH SR 110 WEST RD	Correction to depreciation for INTEREST		WINDSOR 2020	NC RE	27983 20A5874166489	5874166489	Jrnea 0.17
01-12-2022		Correction to depreciation for BERTIE COUNTY LEVY	G01	2020	NC RE	20A5874166489		48.52
TOTAL								2,167.75

### Release Distribution

DESCRIPTION	TOTAL	COUNTY	SOLID	CAPITAL
County Tax	\$ 2,125.28	\$ 2,120.28	\$ 0.00	\$ 0.00
Fire/Town Tax	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Life List Penalty	\$ 0.75	\$ 0.75	\$ 0.00	\$ 0.00
Interest	\$ 41.72	\$ 41.72	\$ 0.00	\$ 0.00
<b>Total</b>	<b>\$ 2,167.75</b>	<b>\$ 2,167.75</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

DISTRICT / TOWN	ASKEWVILLE	AHLANDER	COLERAIN	KELFORD	LEWISTON	POWELLSVILLE	ROXBEL	WINDSOR
Pier/Town Tax	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Life List Penalty	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Total</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>





C-3



Bertie County Tax Department  
PO Box 527  
106 Dundee St.  
Windsor, NC 27983  
Phone: (252) 794-5310  
Fax: (252) 794-5357

January 20, 2021

William Roberson  
Bertie County Finance Officer  
Windsor, NC 27983

Dear Mr. Roberson:

Attached you will find a (1) Computer Printout and, (2) Copies of the appropriate pages of the "Tax Release Journal" (Ledger) manually maintained in the tax office, both relative to Tax Releases which are now ready for your approval.

The releases herein are for the month of **December** and this request for your approval is made pursuant to a "Resolution of the Board of Commissioners" dated August 5, 1985. This may also serve as your report to the Board of Commissioners required by the same "Resolution."

Respectfully Submitted,

  
Tax Administrator

Approved on \_\_\_\_\_ 20 \_\_\_\_\_

Release Detail

ACCOUNT / DATE	NAME	ADDRESS / REASON	CITY / BILL YEAR	STATE / BILL TYPE	ZIP / BILL NUMBER	PROPERTY ID	USER / AMOUNT
12-06-2021	THORNTON LANDS LIMITED INC	PO BOX 740 Use Value for BERTIE COUNTY LEVY	WINDSOR 2021	NC RE	27983 21A6885942453	60388-2453	jthea 774.98
14592	WILKINS SYLVIA P	PO BOX 473	WINDSOR 2021	NC RE	27983 21A6885942453	5856704262	jthea 21.45
12-20-2021	LAWRENCE FARM PROPERTIES LLC	315 POINT COMFORT RD Use value left off for BERTIE COUNTY LEVY	COLERAIN 2021	NC RE	27984 21A6840712069	6940712069	jthea 888.23
35135	DOUGLAS SANDRA ELAINE	238 MT GOULD RIVER RD	MERRY HILL 2021	NC RE	27957 21A6885942453	6867519830	jthea 885.46
12-20-2021	EDGEWOOD BAPTIST CHURCH OF WIN	348 US 13N correction to asphalt value for BERTIE COUNTY LEVY	WINDSOR 2021	NC RE	27983 21A6803452812	6803452812	jthea 95.01
4253	EDGEWOOD BAPTIST CHURCH OF WIN	348 US 13N	WINDSOR 2021	NC RE	27983 21A6803452812	6803452812	jthea 2388.41
12-22-2021		PERMITS, deeds quality for inspection while new church is being constructed for BERTIE COUNTY LEVY	WINDSOR 2021	NC RE	27983 21A6803452812	6803452812	jthea 4.511.82
		TOTAL					

### Release Teller

TELLER	COUNTY	SOLID	ALL COST	FIRE / TOWN	INTEREST	TOTAL
11111	\$ 4,833.82	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,833.82
	\$ 4,833.82	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,833.82

### Release Distribution

DESCRIPTION	TOTAL	COUNTY	SOLID	CAPITAL
County Tax	\$ 4,833.82	\$ 4,833.82	\$ 0.00	\$ 0.00
Fire/Town Tax	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Late List Penalty	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Total</b>	<b>\$ 4,833.82</b>	<b>\$ 4,833.82</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

DISTRICT / TOWN	ASKEWVILLE	AULANDER	COLERAIN	KELFORD	LEWISTON	POWELLSVILLE	ROXBEL	WINDSOR
Fire/Town Tax	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Late List Penalty	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Total</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>



C-4

**Windsor, North Carolina**  
**July 7, 2021**  
**REGULAR SESSION**

The Bertie County Board of Commissioners met for a regularly scheduled meeting today at 10:00AM inside the Commissioners Room, 106 Dundee Street, Windsor, NC. Because of the COVID-19 pandemic, this meeting was hosted partially in person, and partially via Zoom (conference call). The following members were present or absent:

**Present:** Ronald “Ron” Wesson, District I  
Greg Atkins, District II  
Tammy A. Lee, District III  
Ronald “Ron” Roberson, District V  
John Trent, District IV

**Staff Present:** County Manager Juan Vaughan, II  
Assistant County Manager David Scarborough  
Assistant County Attorney Jonathan Huddleston  
Finance Director William Roberson

**Staff Present (Zoom):** Clerk to The Board LaShonda Cartwright

**CALL TO ORDER**

Chair Lee called the meeting to order.

**INVOCATION/PLEDGE OF ALLEGIANCE**

Commissioner Wesson gave the Invocation and led the Pledge of Allegiance.

**PUBLIC COMMENTS (3 MINUTE LIMIT PER SPEAKER)**

Clerk to The Board LaShonda Cartwright read a public comment from Lee Lawrence, retired Department of Social Services employee. Ms. Lawrence wanted to know if retirees would be receiving premium pay like the rest of the current employees. She believes that it should be prorated for retirees who worked during the pandemic just like everyone else.

There were no additional public comments from the audience.

Chair Lee stated to the audience that we also have a three-minute public comment section at the end of the meeting as well and if anyone has a comment, they can send it to the Clerk to The Board, LaShonda Cartwright.

### **UPDATE ON TROPICAL STORM ELSA**

#### **BY EMERGENCY MANAGEMENT DIRECTOR MITCH COOPER**

Director Mitch Cooper stated that we are currently expecting at least 2-3 inches of rain. He stated that flooding events for Bertie County and surge concerns for the sounds of Bertie are not expected. We are looking at about 20-25 mph wind gusts. He informed the board that we would start seeing rain late this evening and early tomorrow morning. Mitch advised that most of the event will probably be tomorrow after 5:00 PM.

Currently Bertie County is not opening an EOC, but we are in a state of readiness.

Chair Lee asked everyone to beware because the potential for tornados exists.

### **REPORTS & APPOINTMENTS (A)**

#### **Project Sparkle and Pursuit of Grants Update by Sarah Bernart, Economic Development Partnership of NC**

Ms. Bernart, presented the board with a power point presentation on the Economic Development Partnership of North Carolina for Project Sparkle.

Commissioner Wesson stated that the Board is really excited about the possibility of having Project Sparkle here in our county. Commissioner Wesson then asked about workforce housing for the people in our county.

Ms. Bernart stated that workforce housing was really not her area, but she does expect the next round of American Rescue Plan funds to include workforce housing as an allowable expense.

Chair Lee stated Project Sparkle is going to be a great thing for Bertie County.

Ms. Bernart then reiterated that this project really needs to remain confidential. She cannot have anyone announcing the companies name because that can jeopardize all of the grant money that the company could receive.



**BERTIE COUNTY LIBRARY & NC COOPERATIVE EXTENSION FACILITY**

**WRAP-UP BY AMBER IDOL & DANI HOFF, MHA**

Dani Hoff stated that the ribbon cutting last month was a huge success and the County did a great job putting it together. Dani stated that at this point, the project is almost complete. They are in the process of getting the remaining items checked off the contractors list. Nearly everything is expected to be completed by the end of this month.

Dani stated they are looking at a contract completion and fully wrapping up by September. She advised that sometime next year, probably in April, they will do a walk through of the building (Warranty Walk) and anything that needs to be addressed by the contractor before that warranty expires will be taken care of.

Chair Lee stated that she noticed the parking lot had some places that needed to be taken care of before someone got hurt.

Dani expressed to Chair Lee that they did notice that. She said they took photos of that last week and the contractor is aware of it as well.

Dani then thanked the board for giving them a wonderful opportunity.

**2021 MUNICIPAL ELECTION PLANS BY SHEILA HOLLOMAN,**

**BOARD OF ELECTIONS DIRECTOR**

Elections Director Sheila Holloman stated that she was there to explain some things about the municipal elections. She stated that municipal elections are held in odd numbered years and we have eight towns that participate in the municipal elections. She stated that Windsor and Powellsville may have a Primary election in October. Ms. Holloman advised the other towns will vote November 5<sup>th</sup> and the deadline to register for this election is October 8<sup>th</sup>. Director Holloman stated that the Town of Windsor will be the only town participating in early voting. She stated that early voting begins October 14<sup>th</sup> through Saturday, October 20<sup>th</sup>.

Director Holloman then provided some additional information about filing for candidacy. Then she followed up with information on her board members and their upcoming appointments.

**BOARD APPOINTMENTS (B)**

Chair Lee stated that there is a vacancy coming up on the ABC Board. Chair Lee stated that Mr. Michael Freeman has expressed his wishes to continue in that capacity.

Commissioner Roberson made the **MOTION** to accept Mr. Michael Freeman to continue his great service on the ABC Board. The **MOTION** was **SECONDED** by Commissioner Atkins. The **MOTION PASSED** with a unanimous decision.

## CONSENT AGENDA (C)

1. Register of Deeds Fee Report – June 2021
2. Tax Release Journal – June 2021

The **MOTION** to **APPROVE** Consent Agenda items C-1 and C-2 was made by Commissioner Roberson. The **MOTION** was **SECONDED** by Commissioner Wesson. The **MOTION PASSED** with a unanimous decision.

3. Approve Home and Community Block Grant for Older Adults County Funding Plan FY 2021-2022

Chair Lee asked Attorney Huddleston if he had the opportunity to review the funding plan. He stated he did and it looks good.

Commissioner Wesson mad the **MOTION** to **APPROVE** Consent Agenda item C-3. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a unanimous decision.

4. Approve Contractual Agreement Between Bertie County Council on Agung & C&J's Ambulette Non-Emergency Medical Transport, Inc. FY 2021-2022

Chair Lee asked Attorney Huddleston if he had the opportunity to review Consent Agenda item C-4. Attorney Huddleston advised yes and they took out a section that allowed C&J Ambulette to increase their pay and included another typical provision. Attorney Huddleston stated that they agreed to those terms.

Council on Aging Director Venita Thompson was available via phone and stated that she contacted each ambulance service in the county and asked if they wanted to submit a bid. She said she asked if they could provide services for people who were not stretcher-bound or wheelchair-bound and they could not.

The **MOTION** was made to **APPROVE** Consent Agenda item C-4 by Commissioner Wesson. The **MOTION** was **SECONDED** by Commissioner Atkins. The **MOTION PASSED** with a unanimous decision.

5. Approve Resolution Approving the MOA Between the State of NC and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation

Chair Lee asked attorney Huddleston if he was comfortable with the Board signing this resolution. Attorney Huddleston stated that it was a good resolution. He also advised that he checked with our NC Council, who told him to hold off signing it. Attorney Huddleston then

stated that it was not a simple answer. He also advised that if the County wanted go ahead with the MOA, they weren't going to stop or tell them not to do that.

Commissioner Wesson recommended that they Johnathon continue to monitor the case.

Chair Lee stated that they were going to continue on pause and Attorney Huddleston will keep the Board abreast of deadlines for passing the resolution.

Commissioner Wesson stated negotiations were ongoing.

## 6. Budget Amendments

Finance Director William Roberson explained the purpose and use of funds for each budget amendment.

A **MOTION** was made to **APPROVE** the Budge Amendment by Commissioner Roberson. The **MOTION** was **SECONDED** by Commissioner Wesson. The **MOTION PASSED** with a unanimous decision.

### **DISCUSSION AGENDA (D)**

#### 1. Consideration of Resolution Authorizing the Bertie County Fire Inspector to Issue Permits for Pyrotechnics

The **MOTION** to **APPROVE** Discussion item D-1 and give County Manager the authority was made by Commissioner Wesson. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a unanimous decision.

#### 2. Discussion of Expanding ABC Board

Chair of the ABC Board Michael Freeman stated that there is currently they a membership of three on the ABC Board and General Statue does permit the Commissioners to expand that board from three to five if they choose to do so.

The Board advised that they didn't feel the need to expand the ABC Board at this time.

Chair Lee stated to Chairman Freeman if this is something he feels he may need later he can certainly come back and the Board can take a look at it again.

#### 3. Confirm Date for Blue Jay Recreation Center Ribbon Cutting

The board decided to have the Ribbon Cutting on **Saturday, August 21, 2021** from **12:00pm until 1:00pm**.

4. Confirm Locations for Work Sessions scheduled for 8/2/21 & 10/4/21 and Regular Meetings on 8/16/21 & 10/18/21

Chair Lee stated that she liked having the Work Sessions here in town, preferably right here. The board decided to have the 8/16/21 meeting here in the Commissioners room and let the County Manager work on the 10/18/21 meeting and wait to see if any other town invites them there.

5. Discussion of Strategic Initiative Line Item & Maintenance of Bertie Beach

County Manager Vaughan and the board discussed the line items in the budget and the fund balance.

County Manager Vaughan strongly suggested not appropriating any fund balance at this time.

County Manager Vaughan then went on to item two and advised that there is money in the budget for grass cutting at Tall Glass of Water. However, we have not begun to budget specifically for beach maintenance.

County Manager Vaughan stated that moving forward that would be something for them to consider.

After much discussion, Chair Lee stated that that there should be a line item for Bertie Beach and maintenance in the future.

### **COMMISSIONERS'REPORTS (E)**

Commissioner Roberson shared that he had one awesome announcement and that came from the Council on Aging. They had a community day and it was a really great day for the Council on Aging and they did a superior job.

Commissioner Atkins did not have anything to report.

Commissioner Wesson stated that he was pleased to announce to the public that all three of the community support partners including Bertie County Schools, The Town of Windsor, and Bertie County Local Government have agreed to contribute to the Teacher Housing Project. Commissioner Wesson then stated that the Town of Windsor provided the property.

Commissioner Wesson advised they are looking forward to having twenty-four, two bedrooms/two-bathroom units available to teachers and state/county local employees.

Chair Lee advised the public to please be careful with the storm coming and please don't take any unnecessary chances. If there is a warning, take heed to that warning. If you live in a low-lying area or mobile home, please get out. If there are shelters available, please go to the shelter. Do not drive through high waters.

#### **COUNTY MANAGER'S REPORTS (F)**

County Manager Vaughan stated that he had no reports at this time.

#### **COUNTY ATTORNEY'S REPORTS (G)**

Attorney Huddleston stated that Perdue Farms and their affiliates are defendants in the Opioid Litigation. They had over 209,000 civil lawsuits in State and Federal court against them for the marketing of oxycontin. They declared bankruptcy in attempt to gain protection.

Attorney Huddleston stated to the Board that his advice was that they indicate approval by the deadline, which is July 9<sup>th</sup>. He stated that he could do that by simply sending an email to the National Council.

Commissioner Wesson made the **MOTION** to move in support of the Attorney's recommendation that they proactively support and sign the agreement. Commissioner Roberson **SECONDED** the **MOTION**. The **MOTION PASSED** with a unanimous decision.

## **PUBLIC COMMENTS (3 MINUTES PER SPEAKER)**

Clerk to the Board LaShonda Cartwright advised that they had one comment from Mrs. Sarah Tinkham. Mrs. Tinkham wanted to thank the board and former and past staff who worked diligently on the Library & Cooperative Extension project. She stated that the building was truly a sight to behold. Congratulations to all and thank you to Dani and Amber for all of the updates.

## **CLOSED SESSION**

Pursuant to NCGS § 143-318.11(a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Pursuant to NCGS § 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 NCGS § 143-318.11(a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, 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.

The **MOTION** to go into Closed Session was made by Commissioner Roberson. The **MOTION** was **SECONDED** by Commissioner Wesson. The **MOTION PASSED** with a unanimous decision.

## **DISCUSSION RESUMED**

Chair Lee resumed the meeting and gave the floor to Commissioner Roberson.

Commissioner Roberson discussed the retired county employees receiving premium pay.

County Manager Vaughan stated that they could limit it to retirees only and the cost of that would be approximately \$4,500.

Chair Lee asked County Manager Vaughan if doing this would be within that budget that was set.

County Manager Vaughan stated, “Yes, it would.”

Commissioner Roberson made the **MOTION** for retirees who worked during the pandemic to be included in receiving premium pay as did other employees. The **MOTION** was **SECONDED** by Commissioner Lee. The **MOTION PASSED** with a unanimous decision.

Chair Lee then asked about the status of opening the Council on Aging.

County Manager Vaughan stated that they are planning to reopen the Aging Center soon but the plans have not been finalized.

Director Thompson stated that she wanted the seniors to be safe.

A **MOTION** was made to open the Council on Aging by Commissioner Atkins. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a unanimous decision.

#### **ADJOURNMENT**

The **MOTION** to **ADJOURN** was made by Commissioner Roberson. The **MOTION** was **SECONDED** by Commissioner Wesson. The **MOTION PASSED** with a unanimous decision.



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Windsor, North Carolina  
January 10, 2022  
COMMISSIONERS MEETING

The Bertie County Board of Commissioners met for a regularly scheduled meeting today at 6:00PM inside the Commissioners Room, 106 Dundee Street, Windsor, NC. Because of the COVID-19 pandemic, this meeting was hosted partially in person, and partially via Zoom (conference call). The following members were present or absent:

Present: Ronald “Ron” Wesson, District I  
Greg Atkins, District II  
Tammy A. Lee, District III  
Ronald “Ron” Roberson, District V  
John Trent, District IV

Staff Present: County Manager Juan Vaughan, II  
Assistant County Manager David Scarborough  
Assistant County Attorney Jonathan Huddleston  
Finance Director William Roberson

Staff Present (Zoom): HR/Risk Management Director Cortney Ward

**CALL TO ORDER**

Chairman Trent called the meeting to order.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Vice Chair Ron Wesson gave the Invocation and led the Pledge of Allegiance.

**SPECIAL GUEST**

Chairman Trent informed everyone that a special guest from Roanoke Chowan Community College was in attendance.

Ms. Williams introduced herself to the board and expressed her excitement about joining Roanoke-Chowan Community College and serving the Bertie County community.

Chairman Trent thanked Ms. Williams for coming to Roanoke-Community College and stated that she was doing a wonderful job and they were grateful to have her there.

Vice-Chairman Wesson welcomed Ms. Williams and stated that he was delighted to have her at Roanoke-Chowan Community College as well.

**WATER SYSTEM ASSET INVENTORY REPORT**

**BY RODNEY TART, GREEN ENGINEERING**

Mr. Tart informed the Board that Green Engineering was successful in bringing in approximately \$600,000.00 in grant funds to further complete assessments and inventory of Bertie County water systems.

Mr. Tart mentioned the American Rescue Plan funds and the potential for Bertie County to be given priority since it is considered to be a distressed county.

Mr. Tart advised that it would be beneficial to update the water system's Capital Improvement Plan.

Mr. Tart stated that Green Engineering is in pursuit of grants funds and if successful, loans won't be necessary.

Commissioner Lee asked Mr. Tart if those funds would cover fire hydrants throughout the county. Mr. Tart advised Commissioner Lee that if it's failed infrastructure, it is likely. He furthered stated that those items should be identified and included in the Capital Improvement Plan.

Vice-Chair Wesson asked Mr. Tart if the software issue was their oversight or it was totally unexpected. Mr. Tart stated that with a system as big as ours, we need to have ongoing maintenance and it could have been an oversight.

Chairman Trent asked County Manager Vaughan to find out if software maintenance is included in the budget.

Mr. Tart finalized his presentation and stated he would need a copy of the approved minutes certifying that this report was made.

Commissioner Lee made the **MOTION** to **APPROVE** the Water Districts I, II, III, IV, and V Asset Assessments and Inventory Report. Commissioner Roberson **SECONDED** the **MOTION**. The **MOTION PASSED** unanimously.

**SUPPORT OF THE ANNUAL CROSSROADS MAGAZINE FOR FEBRUARY, 2022**

**BY ANNA PHIPPS, ROANOKE-CHOWAN PUBLICATIONS, LLC**

Anna Phipps from Roanoke-Chowan Publications, LLC came before the board to discuss the Crossroads Magazine 2022 edition. Roanoke-Chowan Publication will be inserting their annual edition in the February 24<sup>th</sup> edition of their Gates County Index and their February 23<sup>rd</sup> edition of the Roanoke-Chowan News Herald. Mrs. Phipps stated that this year's theme will be "All About Treasures".

Through this addition, our advertising message would reach an audience of over 7,000 readers. Extra copies will be printed and sent out to the four counties' Chamber of Commerce and the Economic Development offices. Anna also stated that they would put them out at welcome centers and tourist centers outside of the Roanoke-Chowan area and various cooperate offices.

Bertie County usually launches in the prime position on page 3 of the magazine. The option of upgrading to the center spread is possible as it is available at this time. The cost of page 3 is the same \$1,515 with an additional \$100 for the web impressions that go on the Roanoke-Chowan News Herald site. The center spread is \$2,375 along with the addition of \$100 for the web impressions.

Vice-Chair Wesson asked Anna how long do they have before submitting a new ad. Anna stated they have until February 1<sup>st</sup>.

Commissioner Lee made the **MOTION** that they go with their usually page 3 ad for \$1,515. Commissioner Wesson **SECONDED** the **MOTION**. The **MOTION PASSED** unanimously.

**FISCAL YEAR 2021-FINANCIAL SUMMARY**

**BY FINANCE DIRECTOR WILLIAM ROBERSON**

Finance Director William Roberson provided a financial summary from July through November. Mr. Roberson advised the board that December hasn't been completely closed out yet, so December is not included in this summary. Finance Director Roberson stated that our revenue is looking a little bit better than it did at this time last year.

Finance Director Roberson stated that total expenditures at this point are at 35.2% of our budget compared to 31.2% at this time last year. He advised that there were a couple of departments throughout the list on the summary that could be viewed as trouble areas based on the amount of the budget that has been expended at this point. He pointed to Elections as being one of those departments. He explained that this happens when a large part of funds have been spent out of certain line item, but then nothing is spent for several months after that. The percentage of the budget expended will gradually begin to level out since there isn't an election event every month.

Finance Director Roberson stated that some of the debt will be paid off, but remaining debt is rising (high school debt).

Mr. Roberson stated sales and services are looking pretty good for the water department, which is a lot higher than last year at this time. Expenditures were up a fraction more than last year but they are still well below the 41.6 %.

Finance Director Roberson then pointed out to the board the reimbursements shown on the summary. The first one being TGOW. There was a reimbursement submitted on December 21<sup>st</sup>. We actually received \$81,000 from DRA17 on January 3<sup>rd</sup>.

The final one was the Library & Cooperative Extension. Director Roberson stated we should expect to receive approximately \$400,000 from Golden Leaf at this point.

The Board thanked Director Roberson.

### **BOARD APPOINTMENTS (B)**

Chairman Trent stated that a reappointment for CADA Board is needed.

#### 1. Reappointment of James Peele

Commissioner Lee made the **MOTION** to reappoint Mr. James Peele to the CADA Board. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** unanimously.

#### 2. Reappointment of Dr. Chris Cordon

Chairman Trent made the **MOTION** to reappoint Dr. Chris Cordon to the CADA Board. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** unanimously.

### **CONSENT AGENDA (C)**

#### 1. Approve Tax Release Journal- November 2021

The **MOTION** to **APPROVE** the Tax Release Journal – November 2021 was made by Vice-Chair Wesson. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** unanimously.

#### 2. Approve Register of Deeds Fees Report – December 2021

The **MOTION** to **APPROVE** the Register of Deeds Fees Report was made by Commissioner Roberson. The **MOTION** was **SECONDED** by Commissioner Lee. The **MOTION PASSED** with a unanimous decision.

3. Approve Budget Amendments

The **MOTION** to **APPROVE** the Budget Amendments was made by Commissioner Lee. The **MOTION** was **SECONDED** by Vice-Chair Wesson. The **MOTION PASSED** with a unanimous decision.

4. Approve Modivcare Contract for Non-Emergency Transport

The **MOTION** to **APPROVE** the Modivcare Contract for Non-Emergency Transport was made by Vice-Chair Wesson. The **MOTION** was **SECONDED** by Commissioner Lee. The **MOTION PASSED** with a unanimous decision.

5. Approve Water Districts I, II, III & IV Asset Assessments and Inventory Report  
(See page 2 for voting details)

6. Approve Resolution to improve (SR 1128) Weeping Mary Rd

A **MOTION** to **APPROVE** the Resolution to improve (SR 1128) Weeping Mary Rd was made by Vice-Chair Wesson. The **MOTION** was **SECONDED** by Commissioner Lee. The **MOTION PASSED** with a unanimous decision.

7. Approve Bertie County Emergency Services Fee Schedule for FY22

A **MOTION** to **APPROVE** the Bertie County Emergency Services Fee Schedule for FY22 was made by Commissioner Roberson. The **MOTION** was **SECONDED** by Vice-Chair Wesson. The **MOTION PASSED** with a unanimous decision.

8. Approve Quitclaim Deed for upset bid of Rashonda Norfleet

A **MOTION** to **APPROVE** the Quitclaim Deed for upset bid of Rashonda Norfleet was made by Commissioner Roberson. The **MOTION** was **SECONDED** by Commissioner Lee. The **MOTION PASSED** with a unanimous decision.

**DISCUSSION AGENDA (D)**

1. Fire Protection Service District Technical Assistance Agreement

Assistant County Manager David Scarborough explained why the contract went from \$8,000 to \$11,000. He explained that when Greg Grayson first came before the Board in August, he provided a scope of what he thought it would take to do this and the total amount for that project would have been roughly \$8,000.

Assistant County Manager Scarborough stated that once they were given the approval to move forward, a full scale of what needs to be accomplished was developed and the number of hours increased from 40 hours to 60 hours. That increase with the travel and per diem expenses put the project a little over \$10,000.

Assistant County Manager Scarborough advised the Board that the county attorneys reviewed the contracts and everyone agreed they are ready to move forward.

Assistant County Manager Scarborough stated that there will not be any additional charges unless it is approved by the board.

A **MOTION** to **APPROVE** the Fire Protection Service District Technical Assistance Agreement was made by Vice-Chair Wesson. The **MOTION** was **SECONDED** by Commissioner Lee. The **MOTION PASSED** with a unanimous decision.

## 2. COVID Action Plan Recommendations

County Manager Vaughan stated that the latest Press Release from Albemarle Regional Health Services stated that we were up to 155 cases of Covid -19 in the county. County Manager stated that we are beginning to feel the effects of that because many departments have confirmed cases of COVID-19 and employees are in isolation due to this.

County Manager Vaughan stated because of this, we have begun to implement a number of things. Those things include:

- Making our facility available to the public by appointment only.
- The board meetings are only face to face for our commissioners, key staff, and presenters. The public's primary source of participation will be via zoom.
- All Council on Aging activities as well as sports with Parks and Recreation are put on hold until further notice.
- There may be some remote working again to minimize the amount of activity in our buildings.

County Manager Vaughan then stated the next item was the CDC guidelines, which was a little controversial because quarantine and isolation days have now gone from **10 days** to **5 days**.

County Manager Vaughan stated that when it comes to this we should say a **minimum of 5 days** because some people's symptoms linger longer than others. It is important for us to treat this on a case by case basis.

Chairman Trent and Vice-Chair Wesson asked if they could be tested before returning to work.

County Manager Vaughan stated that they looked into that a while ago back and CDC advised against having employees to post-test before they come back to work.

HR/Risk Management Director Cortney Ward stated that the CDC did advise against retesting to go back to work due to the fact that you can continue to test positive for up to three months.

County Manager Vaughan did state that testing abilities were a concern.

Chair Lee asked if they were going to revisit this topic in two weeks. Manager Vaughan confirmed that the Taskforce would.

3. CADA's CSBG proposed workplan and affidavit

County Manager Vaughan stat that when CADA applies for this particular grant, they are required to submit it to the Board.

A **MOTION** to **APPROVE** the CADA's CSBG proposed workplan and affidavit was made by Vice-Chair Wesson. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a unanimous decision.

**COMMISSIONERS' REPORTS (E)**

Commissioner Lee

Commissioner Lee stated that she had no reports at this time.

Vice Chair Wesson

Vice-Chair Wesson stated the deadline in the redistricting and gerrymandering process was delayed. He stated that it should be the 13<sup>th</sup> which is this Thursday and that it was very important for this county.

Vice-Chair Wesson stated that our Senate districting may be impacted by this. He advised that it looks like they may have to redraw some lines.

Commissioner Atkins

Commissioner Atkins stated that at this time he did not have any reports.

Commissioner Roberson

Commissioner Roberson stated that he had one reminder: because of Covid-19, we are losing so many people. Families need to know that FEMA has a program will contribute \$9,000 towards the cost of funerals for individuals who succumb to Covid. Go to [www.Fema.gov](http://www.Fema.gov) and apply.

Chairman Trent

Chairman Trent stated that the Mayors and Commissioners meeting will be held in Kelford this Thursday at 7:00 PM. He will not be able to attend because he is heading back to Kentucky soon to be with his wife and mother-in-law due to his mother-in-law having surgery and his wife being there to take care of her.

**PUBLIC COMMENTS (3 MINTUES PER SPEAKER)**

HR/Risk Management Director Cortney Ward stated there were no public comments at this time.

**COUNTY MANAGER'S REPORT (F)**

County Manager Vaughan stated Haywood County requested additional trailer campers from Bertie County. The board previously approved for them to receive four campers and since then they have asked to receive four more additional campers.

The **MOTION** to **APPROVE** giving Haywood County four additional campers was made by Commissioner Lee. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a unanimous decision.

**COUNTY ATTORNEY'S REPORT (G)**

Attorney Huddleston's report was regarding the conveying of land from the Town of Windsor to Bertie County and the affordable housing for teachers and local employees.

Attorney Huddleston stated that the County, the School System, and the Town of Windsor have financially contributed to the affordable housing for teachers and local employees. Attorney Huddleston advised that the Town was the owner of the property where the project is going to be constructed.

Attorney Huddleston advised that he and Attorney Lloyd Smith are assisting partners from Bertie County Schools with closing the loan from State Employees Credit Union Foundation. He stated that they have done the title work and they are at the point where the Town Board has approved the conveyance.

Attorney Huddleston stated there will be a deed from the Town of Windsor to Bertie County and he wanted to make sure the Commissioners are willing to accept that deed. Immediately after that, Partners from Bertie County Public Schools would make an offer.

Attorney Huddleston asked if Board would approve accepting the title with the understanding that it's going to be an offer right behind it to purchase it from the county.



Vice-Chair Wesson stated that the reason they needed to do this was because they are hoping to have those apartments up and running by the end of April 2023.

The **MOTION** to **ACCEPT** the title was made by Commissioner Roberson. The **MOTION** was **SECONDED** by Commissioner Wesson. The **MOTION PASSED** with a unanimous decision.

### **CLOSED SESSION**

Pursuant to NCGS § 143-318.11(a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

### **RECESS**

Chairman Trent stated they were going to **RECESS** the meeting until tomorrow.

A **MOTION** to **RECESS** the meeting until tomorrow at 9:00AM was made by Commissioner Lee. The **MOTION** was **SECONDED** by Commissioner Roberson. The **MOTION PASSED** with a unanimous decision.



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# BUDGET AMENDMENT

# 22-05				
	INCREASE			INCREASE
12-0025-4586-18	\$ 38,719	LIEAP	12-5380-5411-50	\$ 38,719
TO INCREASE BUDGET TO MATCH REVISED LIEAP MONEY BY THE STATE (LOW-INCOME HOME ENERGY ASSISTANCE)				
	INCREASE			INCREASE
12-0025-4586-40	\$ 227,971	PAN-LIEAP	12-5380-5412-50	\$ 227,971
LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIEAP) - ARPA-PANDEMIC LIEAP				
	INCREASE			INCREASE
10-0011-4111-35	\$ 7,600		10-4140-5399-01	\$ 7,600
INCREASE BUD FOR CONTRACT SERVICES - AUDITS TO PAY COUNTY TAX SERVICE (CTS)				
APPROVED ___ / ___ /2022				



**DIVISION OF SOCIAL SERVICES**

**Low-Income Home Energy Assistance (LIEAP)**

**FUNDING SOURCE: Federal Low Income Home Energy Assistance Funds**

**EFFECTIVE DATE: 12/01/2021**

**AUTHORIZATION NUMBER: 3**

**ALLOCATION PERIOD**

**FROM DECEMBER 2021 THRU MAY 2022 SERVICE MONTHS**

**FROM JANUARY 2022 THRU JUNE 2022 PAYMENT MONTHS**

Co. No.	COUNTY	Initial (or Previous) Allocation Funding Authorization		Additional Allocation		Grand Total Allocation	
		Federal	Total	Federal	Total	Federal	Total
01	ALAMANCE	847,874.00	847,874.00	0.00	0.00	847,874.00	847,874.00
02	ALEXANDER	148,282.00	148,282.00	0.00	0.00	148,282.00	148,282.00
03	ALLEGHANY	62,203.00	62,203.00	0.00	0.00	62,203.00	62,203.00
04	ANSON	204,620.00	204,620.00	28,000.00	28,000.00	232,620.00	232,620.00
05	ASHE	141,977.00	141,977.00	0.00	0.00	141,977.00	141,977.00
06	AVERY	78,080.00	78,080.00	3,500.00	3,500.00	81,580.00	81,580.00
07	BEAUFORT	318,533.00	318,533.00	0.00	0.00	318,533.00	318,533.00
08	BERTIE	173,763.00	173,763.00	5,800.00	5,800.00	179,563.00	179,563.00
09	BLADEN	265,472.00	265,472.00	0.00	0.00	265,472.00	265,472.00
10	BRUNSWICK	524,674.00	524,674.00	0.00	0.00	524,674.00	524,674.00
11	BUNCOMBE	1,131,118.00	1,131,118.00	0.00	0.00	1,131,118.00	1,131,118.00
12	BURKE	503,911.00	503,911.00	0.00	0.00	503,911.00	503,911.00
13	CABARRUS	670,275.00	670,275.00	0.00	0.00	670,275.00	670,275.00
14	CALDWELL	401,573.00	401,573.00	0.00	0.00	401,573.00	401,573.00
15	CAMDEN	28,681.00	28,681.00	0.00	0.00	28,681.00	28,681.00
16	CARTERET	259,521.00	259,521.00	0.00	0.00	259,521.00	259,521.00
17	CASWELL	143,523.00	143,523.00	0.00	0.00	143,523.00	143,523.00
18	CATAWBA	743,244.00	743,244.00	0.00	0.00	743,244.00	743,244.00
19	CHATHAM	203,503.00	203,503.00	0.00	0.00	203,503.00	203,503.00
20	CHEROKEE	171,126.00	171,126.00	0.00	0.00	171,126.00	171,126.00
21	CHOWAN	100,587.00	100,587.00	0.00	0.00	100,587.00	100,587.00
22	CLAY	57,563.00	57,563.00	0.00	0.00	57,563.00	57,563.00
23	CLEVELAND	717,108.00	717,108.00	0.00	0.00	717,108.00	717,108.00
24	COLUMBUS	426,489.00	426,489.00	0.00	0.00	426,489.00	426,489.00
25	CRAVEN	476,930.00	476,930.00	0.00	0.00	476,930.00	476,930.00
26	CUMBERLAND	2,257,515.00	2,257,515.00	0.00	0.00	2,257,515.00	2,257,515.00
27	CURRITUCK	74,961.00	74,961.00	0.00	0.00	74,961.00	74,961.00
28	DARE	108,071.00	108,071.00	0.00	0.00	108,071.00	108,071.00
29	DAVIDSON	893,919.00	893,919.00	0.00	0.00	893,919.00	893,919.00
30	DAVIE	161,236.00	161,236.00	0.00	0.00	161,236.00	161,236.00
31	DUPLIN	330,530.00	330,530.00	0.00	0.00	330,530.00	330,530.00
32	DURHAM	1,449,964.00	1,449,964.00	0.00	0.00	1,449,964.00	1,449,964.00
33	EDGECOMBE	474,641.00	474,641.00	0.00	0.00	474,641.00	474,641.00
34	FORSYTH	1,951,750.00	1,951,750.00	0.00	0.00	1,951,750.00	1,951,750.00
35	FRANKLIN	297,232.00	297,232.00	0.00	0.00	297,232.00	297,232.00
36	GASTON	1,104,313.00	1,104,313.00	0.00	0.00	1,104,313.00	1,104,313.00
37	GATES	60,257.00	60,257.00	0.00	0.00	60,257.00	60,257.00
38	GRAHAM	49,311.00	49,311.00	0.00	0.00	49,311.00	49,311.00
39	GRANVILLE	282,250.00	282,250.00	0.00	0.00	282,250.00	282,250.00
40	GREENE	139,408.00	139,408.00	0.00	0.00	139,408.00	139,408.00
41	GUILFORD	3,013,243.00	3,013,243.00	-42,200.00	-42,200.00	2,971,043.00	2,971,043.00
42	HALIFAX	492,317.00	492,317.00	0.00	0.00	492,317.00	492,317.00
43	HARNETT	682,357.00	682,357.00	0.00	0.00	682,357.00	682,357.00
44	HAYWOOD	268,584.00	268,584.00	0.00	0.00	268,584.00	268,584.00
45	HENDERSON	398,263.00	398,263.00	0.00	0.00	398,263.00	398,263.00
46	HERTFORD	203,325.00	203,325.00	0.00	0.00	203,325.00	203,325.00
47	HOKE	329,093.00	329,093.00	0.00	0.00	329,093.00	329,093.00

Low-Income Home Energy Assistance (LIEAP)

AUTHORIZATION NUMBER: 3

		Initial (or Previous) Allocation Funding Authorization		Additional Allocation		Grand Total Allocation	
	COUNTY	Federal	Total	Federal	Total	Federal	Total
48	HYDE	34,065.00	34,065.00	3,000.00	3,000.00	37,065.00	37,065.00
49	IREDELL	484,259.00	484,259.00	0.00	0.00	484,259.00	484,259.00
50	JACKSON	213,676.00	213,676.00	0.00	0.00	213,676.00	213,676.00
51	JOHNSTON	896,924.00	896,924.00	0.00	0.00	896,924.00	896,924.00
52	JONES	69,400.00	69,400.00	0.00	0.00	69,400.00	69,400.00
53	LEE	312,846.00	312,846.00	0.00	0.00	312,846.00	312,846.00
54	LENOIR	481,936.00	481,936.00	0.00	0.00	481,936.00	481,936.00
55	LINCOLN	309,704.00	309,704.00	0.00	0.00	309,704.00	309,704.00
56	MACON	168,510.00	168,510.00	0.00	0.00	168,510.00	168,510.00
57	MADISON	107,801.00	107,801.00	0.00	0.00	107,801.00	107,801.00
58	MARTIN	174,965.00	174,965.00	0.00	0.00	174,965.00	174,965.00
59	MCDOWELL	254,076.00	254,076.00	0.00	0.00	254,076.00	254,076.00
60	MECKLENBURG	4,124,845.00	4,124,845.00	0.00	0.00	4,124,845.00	4,124,845.00
61	MITCHELL	81,039.00	81,039.00	0.00	0.00	81,039.00	81,039.00
62	MONTGOMERY	144,995.00	144,995.00	0.00	0.00	144,995.00	144,995.00
63	MOORE	378,394.00	378,394.00	0.00	0.00	378,394.00	378,394.00
64	NASH	560,673.00	560,673.00	0.00	0.00	560,673.00	560,673.00
65	NEW HANOVER	993,582.00	993,582.00	0.00	0.00	993,582.00	993,582.00
66	NORTHAMPTON	171,587.00	171,587.00	0.00	0.00	171,587.00	171,587.00
67	ONSLow	744,040.00	744,040.00	0.00	0.00	744,040.00	744,040.00
68	ORANGE	520,230.00	520,230.00	0.00	0.00	520,230.00	520,230.00
69	PAMLICO	66,156.00	66,156.00	0.00	0.00	66,156.00	66,156.00
70	PASQUOTANK	234,568.00	234,568.00	0.00	0.00	234,568.00	234,568.00
71	PENDER	248,588.00	248,588.00	0.00	0.00	248,588.00	248,588.00
72	PERQUIMANS	75,899.00	75,899.00	0.00	0.00	75,899.00	75,899.00
73	PERSON	231,341.00	231,341.00	0.00	0.00	231,341.00	231,341.00
74	PITT	1,158,337.00	1,158,337.00	0.00	0.00	1,158,337.00	1,158,337.00
75	POLK	80,709.00	80,709.00	0.00	0.00	80,709.00	80,709.00
76	RANDOLPH	716,145.00	716,145.00	0.00	0.00	716,145.00	716,145.00
77	RICHMOND	448,563.00	448,563.00	0.00	0.00	448,563.00	448,563.00
78	ROBESON	1,422,562.00	1,422,562.00	0.00	0.00	1,422,562.00	1,422,562.00
79	ROCKINGHAM	582,474.00	582,474.00	0.00	0.00	582,474.00	582,474.00
80	ROWAN	708,157.00	708,157.00	0.00	0.00	708,157.00	708,157.00
81	RUTHERFORD	426,689.00	426,689.00	0.00	0.00	426,689.00	426,689.00
82	SAMPSON	396,243.00	396,243.00	0.00	0.00	396,243.00	396,243.00
83	SCOTLAND	347,952.00	347,952.00	0.00	0.00	347,952.00	347,952.00
84	STANLY	259,349.00	259,349.00	0.00	0.00	259,349.00	259,349.00
85	STOKES	203,772.00	203,772.00	0.00	0.00	203,772.00	203,772.00
86	SURRY	418,043.00	418,043.00	0.00	0.00	418,043.00	418,043.00
87	SWAIN	74,050.00	74,050.00	0.00	0.00	74,050.00	74,050.00
88	TRANSYLVANIA	145,024.00	145,024.00	0.00	0.00	145,024.00	145,024.00
89	TYRRELL	30,112.00	30,112.00	0.00	0.00	30,112.00	30,112.00
90	UNION	619,290.00	619,290.00	0.00	0.00	619,290.00	619,290.00
91	VANCE	380,141.00	380,141.00	0.00	0.00	380,141.00	380,141.00
92	WAKE	2,830,548.00	2,830,548.00	0.00	0.00	2,830,548.00	2,830,548.00
93	WARREN	155,153.00	155,153.00	0.00	0.00	155,153.00	155,153.00
94	WASHINGTON	101,426.00	101,426.00	0.00	0.00	101,426.00	101,426.00
95	WATAUGA	242,097.00	242,097.00	0.00	0.00	242,097.00	242,097.00
96	WAYNE	808,812.00	808,812.00	0.00	0.00	808,812.00	808,812.00
97	WILKES	384,955.00	384,955.00	0.00	0.00	384,955.00	384,955.00
98	WILSON	600,883.00	600,883.00	0.00	0.00	600,883.00	600,883.00
99	YADKIN	169,141.00	169,141.00	0.00	0.00	169,141.00	169,141.00
100	YANCEY	99,715.00	99,715.00	1,900.00	1,900.00	101,615.00	101,615.00
	Total	\$ 49,717,611.00	\$ 49,717,611.00	\$ -	\$ -	\$ 49,717,611.00	\$ 49,717,611.00

**Low-Income Home Energy Assistance (LIEAP) AUTHORIZATION NUMBER: 3**

**FUNDING SOURCE: Federal Low Income Home Energy Assistance Funds Block Grant**  
**CFDA Number: 93.568**  
**CFDA Name: Low-Income Home Energy Assistance**  
**Award Name: Low-Income Home Energy Assistance**  
**Award Number: 21B1NCLIEA & 22B1NCLIEA**  
**Award Date: FFY 2021 & 2022**  
**Federal Agency: DHHS/ACF**

**GRANT INFORMATION: This represents 100% federal dollars.**

**This allocation represents the entire amount as designated in Session Law.**

**These funds cannot be spent until after December 1, 2021.**

**XS411 Heading: LIHEAP**  
**Tracked on XS411: Federal Share 100%**

**OBLIGATIONS INCURRED AND EXPENDITURES MADE UNDER THIS ADVICE WILL BE SUBJECT TO LIMITATIONS PUBLISHED BY FEDERAL AND STATE AGENCIES AS TO THE AVAILABILITY OF FUNDS**

**THIS FUNDING AUTHORIZATION IS CONTINGENT UPON APPROPRIATION BY THE NC GENERAL ASSEMBLY. THESE AMOUNTS ARE CURRENTLY ESTIMATES AND ARE SUBJECT TO CHANGE UPON APPROPRIATION.**

**AUTHORIZED SIGNATURE**



**DATE:**

**December 20, 2021**



**DIVISION OF SOCIAL SERVICES**  
**Low-Income Household Assistance Program (LIEAP)**  
**FUNDING SOURCE: American Rescue Plan Act (ARPA)**  
**EFFECTIVE DATE: 12/01/2021**  
**AUTHORIZATION NUMBER: 1**

*use line from  
 last year  
 pandemic LIEAP  
 12-5380-5412-50*

**ALLOCATION PERIOD**  
**FROM DECEMBER 2021 THRU MAY 2022 SERVICE MONTHS**  
**FROM JANUARY 2022 THRU JUNE 2022 PAYMENT MONTHS**

Co. No.	COUNTY	Initial (or Previous) Allocation Funding Authorization		Additional Allocation		Grand Total Allocation	
		Federal	Total	Federal	Total	Federal	Total
01	ALAMANCE	1,112,382.00	1,112,382.00	0.00	0.00	1,112,382.00	1,112,382.00
02	ALEXANDER	194,542.00	194,542.00	0.00	0.00	194,542.00	194,542.00
03	ALLEGHANY	81,608.00	81,608.00	0.00	0.00	81,608.00	81,608.00
04	ANSON	268,455.00	268,455.00	0.00	0.00	268,455.00	268,455.00
05	ASHE	186,269.00	186,269.00	0.00	0.00	186,269.00	186,269.00
06	AVERY	102,438.00	102,438.00	0.00	0.00	102,438.00	102,438.00
07	BEAUFORT	417,905.00	417,905.00	0.00	0.00	417,905.00	417,905.00
08	BERTIE	227,971.00	227,971.00	0.00	0.00	227,971.00	227,971.00
09	BLADEN	348,290.00	348,290.00	0.00	0.00	348,290.00	348,290.00
10	BRUNSWICK	688,354.00	688,354.00	0.00	0.00	688,354.00	688,354.00
11	BUNCOMBE	1,483,989.00	1,483,989.00	0.00	0.00	1,483,989.00	1,483,989.00
12	BURKE	661,114.00	661,114.00	0.00	0.00	661,114.00	661,114.00
13	CABARRUS	879,378.00	879,378.00	0.00	0.00	879,378.00	879,378.00
14	CALDWELL	526,850.00	526,850.00	0.00	0.00	526,850.00	526,850.00
15	CAMDEN	37,628.00	37,628.00	0.00	0.00	37,628.00	37,628.00
16	CARTERET	340,482.00	340,482.00	0.00	0.00	340,482.00	340,482.00
17	CASWELL	188,297.00	188,297.00	0.00	0.00	188,297.00	188,297.00
18	CATAWBA	975,111.00	975,111.00	0.00	0.00	975,111.00	975,111.00
19	CHATHAM	266,989.00	266,989.00	0.00	0.00	266,989.00	266,989.00
20	CHEROKEE	224,511.00	224,511.00	0.00	0.00	224,511.00	224,511.00
21	CHOWAN	131,967.00	131,967.00	0.00	0.00	131,967.00	131,967.00
22	CLAY	75,521.00	75,521.00	0.00	0.00	75,521.00	75,521.00
23	CLEVELAND	940,822.00	940,822.00	0.00	0.00	940,822.00	940,822.00
24	COLUMBUS	559,539.00	559,539.00	0.00	0.00	559,539.00	559,539.00
25	CRAVEN	625,717.00	625,717.00	0.00	0.00	625,717.00	625,717.00
26	CUMBERLAND	2,961,784.00	2,961,784.00	0.00	0.00	2,961,784.00	2,961,784.00
27	CURRITUCK	98,346.00	98,346.00	0.00	0.00	98,346.00	98,346.00
28	DARE	141,785.00	141,785.00	0.00	0.00	141,785.00	141,785.00
29	DAVIDSON	1,172,791.00	1,172,791.00	0.00	0.00	1,172,791.00	1,172,791.00
30	DAVIE	211,536.00	211,536.00	0.00	0.00	211,536.00	211,536.00
31	DUPLIN	433,645.00	433,645.00	0.00	0.00	433,645.00	433,645.00
32	DURHAM	1,902,305.00	1,902,305.00	0.00	0.00	1,902,305.00	1,902,305.00
33	EDGECOMBE	622,713.00	622,713.00	0.00	0.00	622,713.00	622,713.00
34	FORSYTH	2,560,630.00	2,560,630.00	0.00	0.00	2,560,630.00	2,560,630.00
35	FRANKLIN	389,958.00	389,958.00	0.00	0.00	389,958.00	389,958.00
36	GASTON	1,448,821.00	1,448,821.00	0.00	0.00	1,448,821.00	1,448,821.00
37	GATES	79,056.00	79,056.00	0.00	0.00	79,056.00	79,056.00
38	GRAHAM	64,694.00	64,694.00	0.00	0.00	64,694.00	64,694.00
39	GRANVILLE	370,303.00	370,303.00	0.00	0.00	370,303.00	370,303.00
40	GREENE	182,899.00	182,899.00	0.00	0.00	182,899.00	182,899.00
41	GUILFORD	3,953,274.00	3,953,274.00	0.00	0.00	3,953,274.00	3,953,274.00
42	HALIFAX	645,904.00	645,904.00	0.00	0.00	645,904.00	645,904.00
43	HARNETT	895,230.00	895,230.00	0.00	0.00	895,230.00	895,230.00
44	HAYWOOD	352,374.00	352,374.00	0.00	0.00	352,374.00	352,374.00
45	HENDERSON	522,507.00	522,507.00	0.00	0.00	522,507.00	522,507.00
46	HERTFORD	266,756.00	266,756.00	0.00	0.00	266,756.00	266,756.00
47	HOKE	431,759.00	431,759.00	0.00	0.00	431,759.00	431,759.00

**Low-Income Household Water Assistance Program (LIHWAP)**

**AUTHORIZATION NUMBER: 1**

		Initial (or Previous) Allocation Funding Authorization		Additional Allocation		Grand Total Allocation	
	COUNTY	Federal	Total	Federal	Total	Federal	Total
48	HYDE	44,692.00	44,692.00	0.00	0.00	44,692.00	44,692.00
49	IREDELL	635,331.00	635,331.00	0.00	0.00	635,331.00	635,331.00
50	JACKSON	280,336.00	280,336.00	0.00	0.00	280,336.00	280,336.00
51	JOHNSTON	1,176,735.00	1,176,735.00	0.00	0.00	1,176,735.00	1,176,735.00
52	JONES	91,051.00	91,051.00	0.00	0.00	91,051.00	91,051.00
53	LEE	410,443.00	410,443.00	0.00	0.00	410,443.00	410,443.00
54	LENOIR	632,283.00	632,283.00	0.00	0.00	632,283.00	632,283.00
55	LINCOLN	406,322.00	406,322.00	0.00	0.00	406,322.00	406,322.00
56	MACON	221,080.00	221,080.00	0.00	0.00	221,080.00	221,080.00
57	MADISON	141,432.00	141,432.00	0.00	0.00	141,432.00	141,432.00
58	MARTIN	229,548.00	229,548.00	0.00	0.00	229,548.00	229,548.00
59	MCDOWELL	333,340.00	333,340.00	0.00	0.00	333,340.00	333,340.00
60	MECKLENBURG	5,411,660.00	5,411,660.00	0.00	0.00	5,411,660.00	5,411,660.00
61	MITCHELL	106,320.00	106,320.00	0.00	0.00	106,320.00	106,320.00
62	MONTGOMERY	190,229.00	190,229.00	0.00	0.00	190,229.00	190,229.00
63	MOORE	496,441.00	496,441.00	0.00	0.00	496,441.00	496,441.00
64	NASH	735,584.00	735,584.00	0.00	0.00	735,584.00	735,584.00
65	NEW HANOVER	1,303,546.00	1,303,546.00	0.00	0.00	1,303,546.00	1,303,546.00
66	NORTHAMPTON	225,116.00	225,116.00	0.00	0.00	225,116.00	225,116.00
67	ONSLow	976,156.00	976,156.00	0.00	0.00	976,156.00	976,156.00
68	ORANGE	682,524.00	682,524.00	0.00	0.00	682,524.00	682,524.00
69	PAMLICO	86,795.00	86,795.00	0.00	0.00	86,795.00	86,795.00
70	PASQUOTANK	307,745.00	307,745.00	0.00	0.00	307,745.00	307,745.00
71	PENDER	326,139.00	326,139.00	0.00	0.00	326,139.00	326,139.00
72	PERQUIMANS	99,577.00	99,577.00	0.00	0.00	99,577.00	99,577.00
73	PERSON	303,512.00	303,512.00	0.00	0.00	303,512.00	303,512.00
74	PITT	1,519,699.00	1,519,699.00	0.00	0.00	1,519,699.00	1,519,699.00
75	POLK	105,887.00	105,887.00	0.00	0.00	105,887.00	105,887.00
76	RANDOLPH	939,558.00	939,558.00	0.00	0.00	939,558.00	939,558.00
77	RICHMOND	588,500.00	588,500.00	0.00	0.00	588,500.00	588,500.00
78	ROBESON	1,866,354.00	1,866,354.00	0.00	0.00	1,866,354.00	1,866,354.00
79	ROCKINGHAM	764,186.00	764,186.00	0.00	0.00	764,186.00	764,186.00
80	ROWAN	929,079.00	929,079.00	0.00	0.00	929,079.00	929,079.00
81	RUTHERFORD	559,802.00	559,802.00	0.00	0.00	559,802.00	559,802.00
82	SAMPSON	519,857.00	519,857.00	0.00	0.00	519,857.00	519,857.00
83	SCOTLAND	456,502.00	456,502.00	0.00	0.00	456,502.00	456,502.00
84	STANLY	340,257.00	340,257.00	0.00	0.00	340,257.00	340,257.00
85	STOKES	267,342.00	267,342.00	0.00	0.00	267,342.00	267,342.00
86	SURRY	548,458.00	548,458.00	0.00	0.00	548,458.00	548,458.00
87	SWAIN	97,152.00	97,152.00	0.00	0.00	97,152.00	97,152.00
88	TRANSYLVANIA	190,266.00	190,266.00	0.00	0.00	190,266.00	190,266.00
89	TYRRELL	39,506.00	39,506.00	0.00	0.00	39,506.00	39,506.00
90	UNION	812,488.00	812,488.00	0.00	0.00	812,488.00	812,488.00
91	VANCE	498,732.00	498,732.00	0.00	0.00	498,732.00	498,732.00
92	WAKE	3,713,584.00	3,713,584.00	0.00	0.00	3,713,584.00	3,713,584.00
93	WARREN	203,556.00	203,556.00	0.00	0.00	203,556.00	203,556.00
94	WASHINGTON	133,067.00	133,067.00	0.00	0.00	133,067.00	133,067.00
95	WATAUGA	317,623.00	317,623.00	0.00	0.00	317,623.00	317,623.00
96	WAYNE	1,061,135.00	1,061,135.00	0.00	0.00	1,061,135.00	1,061,135.00
97	WILKES	505,048.00	505,048.00	0.00	0.00	505,048.00	505,048.00
98	WILSON	788,339.00	788,339.00	0.00	0.00	788,339.00	788,339.00
99	YADKIN	221,907.00	221,907.00	0.00	0.00	221,907.00	221,907.00
100	YANCEY	130,823.00	130,823.00	0.00	0.00	130,823.00	130,823.00
	<b>Total</b>	<b>\$ 65,227,843.00</b>	<b>\$ 65,227,843.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,227,843.00</b>	<b>\$ 65,227,843.00</b>



**Low-Income Household Assistance Program (ARPA)**

**AUTHORIZATION NUMBER: 1**

**FUNDING SOURCE: Low-Income Home Energy Assistance**  
**CFDA Number: 93.568**  
**CFDA Name: Low-Income Home Energy Assistance**  
**Award Name: Low-Income Home Energy Assistance**  
**Award Number: 2101NCE5C6**  
**Award Date: FFY 2021**  
**Federal Agency: DHHS/ACF**

**GRANT INFORMATION: This represents 100% federal dollars.**

**These funds cannot be spent until after December 1, 2021.**

**XS411 Heading: LIEAP ARPA**  
**Tracked on XS411: Federal Share 100%**

**OBLIGATIONS INCURRED AND EXPENDITURES MADE UNDER THIS ADVICE WILL BE SUBJECT TO LIMITATIONS PUBLISHED BY FEDERAL AND STATE AGENCIES AS TO THE AVAILABILITY OF FUNDS**

**THIS FUNDING AUTHORIZATION IS CONTINGENT UPON APPROPRIATION BY THE NORTH CAROLINA GENERAL ASS THESE AMOUNTS ARE CURRENTLY ESTIMATES AND ARE SUBJECT TO CHANGE UPON APPROPRIATION.**

**AUTHORIZED SIGNATURE**



**DATE:**

**December 15, 2021**

## William Roberson

---

**From:** Jodie Rhea  
**Sent:** Wednesday, January 12, 2022 12:01 PM  
**To:** William Roberson  
**Subject:** CTS

I got an invoice from CTS for \$3,000 for audits. Let me know when to put in a PO

Thanks,

Jodie Rhea  
Tax Administrator  
Bertie County  
252-794-6152  
Jodi.rhea@bertie.nc.gov

## William Roberson

---

**From:** Jodie Rhea  
**Sent:** Tuesday, February 1, 2022 1:04 PM  
**To:** William Roberson  
**Subject:** Invoice

I've got another invoice from CTS for \$4,600

Jodie Rhea  
Tax Administrator  
Bertie County  
252-794-6152  
Jodi.rhea@bertie.nc.gov



C-9



**BERTIE COUNTY**  
106 DUNDEE STREET  
POST OFFICE BOX 530  
WINDSOR, NORTH CAROLINA 27983  
(252) 794-5300  
FAX: (252) 794-5327  
WWW.CO.BERTIE.NC.US

**BOARD OF  
COMMISSIONERS**  
JOHN TRENT, Chair  
RON WESSON, Vice Chair  
GREG ATKINS  
RON ROBERSON  
TAMMY LEE

**Resolution**  
**Honoring Chaplain Ricardo Hardison's 26 Years of Service  
to the Department of Corrections**

**WHEREAS**, Chaplain Ricardo Hardison served the Department of Corrections for 26 years; and

**WHEREAS**, Chaplain Hardison is the Pastor of Sandy Branch Missionary Baptist Church in Roxobel, NC; and

**WHEREAS**, Chaplain Hardison started his career with the Department of Corrections as a Corrections Officer in 1995; and

**WHEREAS**, Chaplain Hardison became the Program Assistant I at Tyrrell Prison Work Farm in 1999; and

**WHEREAS**, Chaplain Hardison's position was later reclassified as a Case Manager; and

**WHEREAS**, Chaplain Hardison became a Chaplain I at Tyrrell Prison Work Farm; and

**WHEREAS**, Chaplain Hardison accepted the position of Chaplain II at Bertie Correctional Institute, where he spent the rest of his years in corrections; and

**WHEREAS**, Chaplain Hardison is known to be a beacon throughout his department as well as the communities in which he serves; and

**NOW THEREFORE, BE IT RESOLVED**, that the Bertie County Commissioners does hereby express its deepest appreciation to Chaplain Ricardo Hardison for his 26 years of service with the Department of Corrections.

**BE IT FURTHER RESOLVED**, that the Bertie County Board of Commissioners does hereby honor and congratulate Chaplain Ricardo Hardison for his service to Bertie County and surrounding counties, and a copy of this resolution shall be entered permanently into the minutes of the Bertie County Commissioners on this 7<sup>th</sup> day of February, 2022.

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John Trent, Chairman

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LaShonda Cartwright, Clerk to the Board



C-10

NORTH CAROLINA

BERTIE COUNTY

THIS AGREEMENT is entered into on February 7, 2022, between Bertie County, a body politic of the State of North Carolina, and Partners for Bertie County Public Schools, a non-profit corporation created under the laws of the State of North Carolina,

WHEREAS, there is a need in the Town of Windsor and in all of Bertie County for the supply of high-quality affordable housing for teachers and state and local government employees;

WHEREAS, Partners for Bertie County Public Schools is a non-profit private foundation currently designated by the US Department of the Treasury as a public charity under Section 26 US Code 501(c)(3);

WHEREAS, Partners for Bertie County Public Schools desires to satisfy the need for high-quality affordable housing for teachers and state and local government employees who desire to live in Bertie County;

WHEREAS, Bertie County acquired certain property located in the Town of Windsor at 1511 South King Street by deed dated January 20, 2022, from the Town of Windsor, which deed is recorded at Book 1004, Page 964 of the Bertie County Public Registry, with the understanding that the property would be used for the construction and operation of high-quality affordable housing for teachers and state and local government employees;

WHEREAS, Partners for Bertie County Public Schools made an offer to purchase the subject property from the County by letter dated January 20, 2022, which letter

states that the offer is for \$100 plus the obligation to construct on the property 24 2-bedroom, 2-bathroom units of high-quality affordable housing for low to middle income state and local government employees with emphasis on essential workers like teachers, deputies, police officers and firefighters, and with the additional obligation to spend no less than \$3 million in the construction of the housing and to commence construction within one year of conveyance of the property to the buyer, and further to set aside 20% of the units for low income earners;

WHEREAS, pursuant to §160A-269 of the North Carolina General Statutes, the offer was advertised in the Bertie Ledger-Advance for upset bids on January 27, 2022;

WHEREAS, no upset bids were made during the 10-day upset bid period; and

WHEREAS, by Resolution dated February 7, 2022, entered into at a regular scheduled meeting, the Bertie County Board of Commissioners resolved to sell the subject property to Partners for Bertie County Public Schools for the amount of the offer made along with all terms and conditions stated therein, and the Board further resolved that Bertie County and Partners for Bertie County Public Schools would enter into an agreement that requires Partners for Bertie County Public Schools to follow through on its representations and obligations that are included in its offer;

NOW, THEREFORE, in consideration of \$100 paid by Partners for Bertie County Public Schools to Bertie County and for the mutual covenants contained herein, the parties agree that in return for Bertie County conveying the subject property to Partners for Bertie County Public Schools, Partners for Bertie County Public Schools agrees to the following terms and conditions:



1. Partners for Bertie County Public Schools will pay the purchase price of \$100 to Bertie County, and it will be given credit for the \$5 deposit already paid;
2. Partners for Bertie County Public Schools will construct on the property 24 2-bedroom, 2-bathroom units of high-quality affordable housing for low to middle income state and local government employees with emphasis on essential workers like teachers, deputies, police officers and firefighters;
3. Partners for Bertie County Public Schools will spend no less than \$3 million in the construction of the housing and will commence construction within one year of conveyance of the property; and
4. Partners for Bertie County Public Schools will set aside 20% of the units for low income earners.

[the remainder of this page is left blank intentionally]

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by due authority given, this the day and year first above written.

Partners for Bertie County Public Schools

By: \_\_\_\_\_  
Ronald Wesson  
President and Executive Director

BERTIE COUNTY

By: \_\_\_\_\_  
John Trent  
Chairman  
Bertie County Board of Commissioners

JEH/21corporations/Partners/Resolution for sale of real property to Partners/21-T-102

**DEED**

\_\_\_\_\_  
This certifies that there are no delinquent ad valorem real estate taxes, which the Bertie County Tax Collector is charged with collecting that are a lien on PIN: 6812-51-4895, Bertie County Office of Land Records. This is not a Certification that the PIN # matches the deed description.

\_\_\_\_\_  
Tax Collector

\_\_\_\_\_  
Date

\_\_\_\_\_  
PREPARED BY JONATHAN E. HUDDLESTON, PRITCHETT & BURCH, PLLC, POST OFFICE DRAWER 100, WINDSOR, NORTH CAROLINA 27983

MAIL AFTER RECORDING TO:     Partners for Bertie County Public Schools  
  c/o Ronald Wesson, President and Executive Director  
  134 Ward Road  
  Windsor, NC 27983

Excise Tax: zero - exempt

STATE OF NORTH CAROLINA

COUNTY OF BERTIE

THIS DEED, made this the \_\_\_\_\_ day of February, 2022, by and between **Bertie County**, a political subdivision of the State of North Carolina with a mailing address of P.O. Box 530, Windsor, NC 27983, party of the first part, to **Partners for Bertie County Public Schools**, a non-profit corporation organized under North

Carolina law with a mailing address of 134 Ward Road, Windsor, NC 27983, party of the second part:

WITNESSETH:

WHEREAS, Bertie County acquired the property described below by deed dated January 20, 2022, from the Town of Windsor, which deed is recorded at Book 1004, Page 964 of the Bertie County Public Registry;

WHEREAS, Partners for Bertie County Public Schools made a written offer to Bertie County to purchase the subject property;

WHEREAS, pursuant to §160A-269 of the North Carolina General Statutes, the offer was advertised in the Bertie Ledger-Advance for upset bids on January 27, 2022;

WHEREAS, no upset bids were made during the 10-day upset bid period; and

WHEREAS, at a regularly scheduled meeting on February 7, 2022, the Bertie County Board of Commissioners resolved to sell the property to Partners for Bertie County Public Schools;

NOW, THEREFORE, for and in consideration of the sum of One Hundred Dollars and other considerations in hand paid by the party of the second part to the party of the first part, receipt of which is hereby acknowledged, the said party of the first part has bargained, sold and conveyed and by these presents does bargain, sell and convey unto the said party of the second part and its successors and assigns the following described land, to-wit:

That certain tract or parcel of land in the Town of Windsor, Bertie County, North Carolina, situate on the South side of U.S. Highway 17, containing 7 acres, more or less, bounded on the West by the lands of Marie Evans Leggett, on the South by Timberlands Unlimited, Inc., Harrell Butler Tract; on the East by Glenwood B. Lawrence,

Mildred G. Dawson and Margaret A. Brett, and being more particularly shown on survey of part of the Harrell-Maude Butler Tract, drawn by L.T. Livermon, Jr. and Associates, Inc., dated November 9, 1988, as follows: BEGINNING at a point in U. S. Highway 17, located 15.15 feet South of the centerline of said road and 24.8 feet in a Westerly direction from a culvert, which is located 0.20 miles from N.C. 308 East and running thence from said beginning along the line of Margaret A. Brett, a ditch, South 67 degrees 21 minutes East 366.64 feet to a point; thence South 89 degrees 15 minutes East 349.56 feet to an axle, a corner; thence South 51 degrees 48 minutes East 211.47 feet to a N.I.P., corner for Timberlands Unlimited, Inc. In the center of the VEPCO powerline right of way; thence along the center of said right of way, South 64 degrees 47 minutes West 755.49 feet to an N.I.P, North 76 degrees 58 minutes West 95.60 feet to an N.I.P., a corner; thence along the line of Marie Evans Leggett, North 23 degrees 15 minutes West 168.15 feet, North 26 degrees 04 minutes West 167.15 feet, North 14 degrees 17 minutes West 246.81 feet to a point in U.S. Highway 17; thence North 75 degrees 02 minutes East 127.31 feet to the point and place of beginning, subject to the right of way of U.S. Highway 17 included within the above-described parcel and the right of way of VEPCO powerline.

This is the identical tract conveyed by David Rix Harrell, Jr. and wife, Helen H. Harrell, to Town of Windsor by deed dated November 16, 1988, and of record in Book 670, page 746, in the office of the Register of Deeds of Bertie County.

Subject, however, to the boundary agreement by and between the Town of Windsor and Norman W. Brett and Linda B. Brett, which is of record in Book 815, page 573, in the office of the Register of Deeds of Bertie County.

TO HAVE AND TO HOLD the aforesaid lands unto Partners for Bertie County Public Schools, and his successors and assigns in as full and ample a manner as Bertie County is authorized and empowered to convey the same.

The Grantor makes no warranty, express or implied, as to title to the property herein described.

IN WITNESS WHEREOF, the Bertie County Board of Commissioners has caused this instrument to be executed in its name by its Chairman and attested by its Assistant Clerk, all by due authority of the vote of the Board of Commissioners heretofore duly given, this the day and year first above written.

ATTEST:

BERTIE COUNTY

\_\_\_\_\_  
LaShonda Cartwright, Clerk to  
the Board of Commissioners

BY: \_\_\_\_\_  
John Trent, Chairman of the Board of  
Commissioners of Bertie County

STATE OF NORTH CAROLINA

COUNTY OF BERTIE

I, \_\_\_\_\_, a Notary Public, for the County and State aforesaid, certify that LaShonda Cartwright personally appeared before me this day and acknowledged that she is the Clerk to the Board of Commissioners of Bertie County, a political subdivision of the State of North Carolina, and that by authority duly given and as the act of the Board of Commissioners of Bertie County, the foregoing instrument was signed in its name by its Chairman, sealed with its seal, and attested by LaShonda Cartwright as Clerk to the Board of Commissioners of Bertie County.

Witness my hand and notarial seal or stamp, this \_\_\_\_ day of February, 2022.

\_\_\_\_\_  
Notary Public's Signature

\_\_\_\_\_  
Notary Public's Printed Name

My commission expires: \_\_\_\_\_  
(NOTARIAL SEAL/STAMP)



**DEED**

This certifies that there are no delinquent ad valorem real estate taxes, which the Bertie County Tax Collector is charged with collecting that are a lien on **PIN: 6812-51-4895**, Bertie County Office of Land Records. This is not a Certification that the PIN # matches the deed description.

Jeremi Bynum  
Tax Collector

1-20-22  
Date

PREPARED BY JONATHAN E. HUDDLESTON, PRITCHETT & BURCH, PLLC, POST OFFICE DRAWER 100, WINDSOR, NORTH CAROLINA 27983

MAIL AFTER RECORDING TO: Bertie County  
c/o Juan E. Vaughan, II  
P.O. Box 530  
Windsor, NC 27983

Excise Tax: zero - exempt

STATE OF NORTH CAROLINA

COUNTY OF BERTIE

**THIS DEED**, made this the 20<sup>th</sup> day of January, 2022, by and between **Town of Windsor**, a municipal corporation organized and existing under the laws of the State of North Carolina, party of the first part, to **Bertie County**, a political

subdivision of the State of North Carolina with a mailing address of P.O. Box 530, Windsor, NC 27983, party of the second part:

WITNESSETH:

Whereas, pursuant to Section 160A-274(b) of the North Carolina General Statutes, the Town of Windsor is authorized to convey the real property described below to Bertie County; and

Whereas, the Board of Commissioners of the Town of Windsor, by resolution adopted at its regular meeting held on January 13, 2022, authorized the conveyance of the property to Bertie County.

NOW, THEREFORE, for and in consideration of the sum of Ten Dollars and other considerations in hand paid by the party of the second part to the party of the first part, receipt of which is hereby acknowledged, the said party of the first part has bargained, sold and conveyed and by these presents does bargain, sell and convey unto the said party of the second part and its successors and assigns the following described land, to-wit:

That certain tract or parcel of land in the Town of Windsor, Bertie County, North Carolina, situate on the South side of U.S. Highway 17, containing 7 acres, more or less, bounded on the West by the lands of Marie Evans Leggett, on the South by Timberlands Unlimited, Inc., Harrell Butler Tract; on the East by Glenwood B. Lawrence, Mildred G. Dawson and Margaret A. Brett, and being more particularly shown on survey of part of the Harrell-Maude Butler Tract, drawn by L.T. Livermon, Jr. and Associates, Inc., dated November 9, 1988, as follows: BEGINNING at a point in U. S. Highway 17, located 15.15 feet South of the centerline of said road and 24.8 feet in a Westerly direction from a culvert, which is located 0.20 miles from N.C. 308 East and running thence from said beginning along the line of Margaret A. Brett, a ditch, South 67 degrees 21 minutes East 366.64 feet to a point; thence South 89 degrees 15 minutes East 349.56 feet to an axle, a corner; thence South 51 degrees 48 minutes East 211.47 feet to a N.I.P., corner for Timberlands Unlimited, Inc. In the center of the VEPCO powerline right of way; thence along the center of said right of way, South 64 degrees





47 minutes West 755.49 feet to an N.I.P, North 76 degrees 58 minutes West 95.60 feet to an N.I.P., a corner; thence along the line of Marie Evans Leggett, North 23 degrees 15 minutes West 168.15 feet, North 26 degrees 04 minutes West 167.15 feet, North 14 degrees 17 minutes West 246.81 feet to a point in U.S. Highway 17; thence North 75 degrees 02 minutes East 127.31 feet to the point and place of beginning, subject to the right of way of U.S. Highway 17 included within the above-described parcel and the right of way of VEPCO powerline.

This is the identical tract conveyed by David Rix Harrell, Jr. and wife, Helen H. Harrell, to Town of Windsor by deed dated November 16, 1988, and of record in Book 670, page 746, in the office of the Register of Deeds of Bertie County.

Subject, however, to the boundary agreement by and between the Town of Windsor and Norman W. Brett and Linda B. Brett, which is of record in Book 815, page 573, in the office of the Register of Deeds of Bertie County.

TO HAVE AND TO HOLD the aforesaid lands with all rights and privileges thereunto belonging or in anywise appertaining unto the said party of the second part and its successors and assigns, in fee simple forever.

And the said party of the first part for itself, its successors and assigns covenants to and with the said party of the second part and its successors and assigns, that it is seized of said lands in fee simple and has a good right to convey the same in fee simple; that the said lands are free and clear of all encumbrances, SAVE AND EXCEPTING rights of ways for highways and public utilities, and the boundary agreement referenced above, and ad valorem taxes for the year 2022 and subsequent years should any become due, and that it will forever warrant and defend the title to the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the party of the first part has caused this deed to be signed in its corporate name by its Mayor, attested by its Town Clerk, and its corporate seal to be affixed hereto, this the day and year first above written.



Town of Windsor  
BY: [Signature]  
Mayor

Attest: [Signature]  
Town Clerk

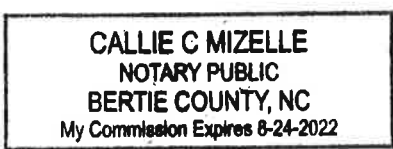
STATE OF NORTH CAROLINA  
COUNTY OF Bertie

I, Callie C. Mizelle, a Notary Public, for Bertie County and State of North Carolina, certify that L. Allen Castelle personally appeared before me this day and acknowledged that he/she is Town Clerk of the Town of Windsor, a municipal corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its mayor, sealed with its corporate seal, and attested by himself/herself as its Town Clerk.

Witness my hand and notarial seal/stamp, this 20<sup>th</sup> day of January, 2022.

[Signature]  
Notary Public  
Printed Name: Callie C. Mizelle

My commission expires: 08/24/2022



*Partners for Bertie County Public Schools (Inc)*

134 Ward Road, Windsor, N.C. 27983

(252) 661-5230

January 20, 2022

Re: Offer To Purchase Property Located at 1511 South King Street, Windsor, NC  
Containing Approximately 6.33 acres; PIN 6812-51-4895

Bertie County Commissioners  
c/o Juan E. Vaughan, II  
Bertie County Manager  
P.O. Box 530  
Windsor, NC 27983

Dear Bertie County Commissioners,

I am President and Executive Director of Partners for Bertie County Public Schools, which is a non-profit corporation that has qualified for IRS 501(c)(3) status as a public charity. The property referenced above was gifted to Bertie County by the Town of Windsor with the intent that it be used for the construction and operation of high-quality affordable housing for low to middle income state and local government employees with emphasis on essential workers like teachers, deputies, police officers and firefighters. On behalf of Partners, I offer to purchase the property for \$100.00 plus the obligation to construct on the property 24 2-bedroom, 2-bathroom units of high-quality affordable housing for low to middle income state and local government employees with emphasis on essential workers like teachers, deputies, police officers and firefighters, and with the additional obligation to spend no less than \$3 million in the construction of the housing and to commence construction within one year of conveyance of the property to the buyers, and further to set aside 20% of the units for low income earners.

I ask that you please consider this offer. Feel free to contact me if you have any questions or if you need any further information from me.

Sincerely,



Ronald Wesson

**NOTICE OF NEGOTIATED OFFER  
TO PURCHASE PROPERTY**

Take notice that Partners for Bertie County Public Schools, which is a non-profit corporation that has qualified for IRS 501(c)(3) status as a public charity, has offered to purchase the real property hereinafter described for \$100.00 plus the obligation to construct on the property 24 2-bedroom, 2-bathroom units of high-quality affordable housing for low to middle income state and local government employees with emphasis on essential workers like teachers, deputies, police officers and firefighters, and with the additional obligation to spend no less than \$3 million in the construction of the housing and to commence construction within one year of conveyance of the property to the buyers, and further to set aside 20% of the units for low income earners. The real property which Partners for Bertie County Public Schools has offered to purchase in Bertie County under these conditions and obligations is described as follows:

That certain tract or parcel of land in the Town of Windsor, Bertie County, North Carolina, situate on the South side of U.S. Highway 17, containing 6.33 acres, more or less, located at 1511 South King Street, and being the same property that was conveyed by David Rix Harrell, Jr. and wife, Helen H. Harrell, to the Town of Windsor by deed dated November 16, 1988, and of record in Book 670, page 746, in the office of the Register of Deeds of Bertie County. It is also the same property that the Town of Windsor gifted to Bertie County by deed dated January 20, 2022 and recorded at Book 1004, Page 964 in the office of the Bertie County Register of Deeds. The Bertie County Tax Department identification number for this tract is 6812-51-4895.

The terms of the sale will be cash plus an agreement to comply with all of the conditions and obligations set out above regarding construction and operation of high-quality affordable housing on the property. Within ten (10) days after publication of this notice, which is Thursday, January 27, 2022 any person may raise the bid by not

less than ten percent (10%) of the first One Thousand Dollars (\$1,000.00) and five percent (5%) of the remainder, plus an acceptance of all the conditions and obligations set out above, plus the posting of a performance bond or other financial assurance acceptable to the County that the bidder will comply with all of the obligations. If the bid is raised, the bidder shall deposit with the County Manager, Juan Vaughan, II at his address of Post Office Box 530, Windsor, North Carolina 27983, the increased bid amount plus a written acceptance of all the conditions and obligations set out above, plus a performance bond or other financial assurance acceptable to the County that the bidder will comply with all of the obligations, and the property described above shall be re-advertised at the increased bid. This procedure shall be repeated until no further qualifying bids are received, at which time the Commissioners of Bertie County may accept the offer and sell the property to the highest bidder. The Commissioners of Bertie County may at any time reject any and all offers.

This negotiated offer advertisement and upset bid procedure is pursuant to N.C.G.S. §160A-269 and follows a vote at the January 10, 2022 regular meeting of the Bertie County Commissioners acknowledging the gift of this land from the Town of Windsor to Bertie County for the intended use as high-quality affordable housing for low to middle income state and local government employees and with the understanding that Partners for Bertie County Public Schools would be making this offer.

This the 20<sup>th</sup> day of January, 2022.

**PRITCHETT & BURCH, PLLC**

Jonathan E. Huddleston

Attorney at Law

Post Office Drawer 100

Windsor, NC 27983

Telephone: (252)794-3161

Attorney for Bertie County

JEH/20corporations/Partners/Notice of Negotiated Offer to Purchase Property from Partners

**RESOLUTION FOR THE SALE OF REAL PROPERTY FOR USE AS HIGH-QUALITY AFFORDABLE HOUSING FOR TEACHERS AND STATE AND LOCAL GOVERNMENT EMPLOYEES**

WHEREAS, there is a need in the Town of Windsor and in all of Bertie County for the supply of high-quality affordable housing for teachers and state and local government employees;

WHEREAS, Partners for Bertie County Public Schools is a non-profit private foundation currently designated by the US Department of the Treasury as a public charity under Section 26 US Code 501(c)(3);

WHEREAS, Partners for Bertie County Public Schools desires to satisfy the need for high-quality affordable housing for teachers and state and local government employees who desire to live in Bertie County;

WHEREAS, Bertie County acquired certain property located in the Town of Windsor at 1511 South King Street by deed dated January 20, 2022, from the Town of Windsor, which deed is recorded at Book 1004, Page 964 of the Bertie County Public Registry, with the understanding that the property would be used for the construction and operation of high-quality affordable housing for teachers and state and local government employees;

WHEREAS, Partners for Bertie County Public Schools made an offer to purchase the subject property from the County by letter dated January 20, 2022, which letter states that the offer is for \$100 plus the obligation to construct on the property 24 2-bedroom, 2-bathroom units of high-quality affordable housing for low to middle income state and local government employees with emphasis on essential workers like

teachers, deputies, police officers and firefighters, and with the additional obligation to spend no less than \$3 million in the construction of the housing and to commence construction within one year of conveyance of the property to the buyer, and further to set aside 20% of the units for low income earners;

WHEREAS, pursuant to §160A-269 of the North Carolina General Statutes, the offer was advertised in the Bertie Ledger-Advance for upset bids on January 27, 2022.

WHEREAS, no upset bids were made during the 10-day upset bid period;

NOW, THEREFORE, the Board of Commissioners of Bertie County hereby resolves to sell the subject property to Partners for Bertie County Public Schools for the amount of the offer made along with all terms and conditions stated therein. It is further resolved that Bertie County and Partners for Bertie County Public Schools will enter into an agreement that requires Partners for Bertie County Public Schools to follow through on its representations and obligations that are included in its offer.

Adopted at its regular meeting on the 7<sup>th</sup> day of February, 2022, by unanimous vote of the Bertie County Board of Commissioners.

ATTEST:

BERTIE COUNTY

\_\_\_\_\_  
LaShonda Cartwright, Clerk to the  
Board of Commissioners

\_\_\_\_\_  
John Trent  
Chairman  
Bertie County Board of Commissioners





# Bertie County

Board of Commissioners

## ITEM ABSTRACT

**MEETING DATE:** February 7, 2022

**SECTION:** Discussion

**DEPARTMENT:** Governing Body

**TOPIC(S):**

1. FY 2022-23 Budget Calendar
2. COVID Update

**COUNTY MANAGER RECOMMENDATION OR COMMENTS:** Discussion requested.

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

**ATTACHMENTS:** Yes

**LEGAL REVIEW PENDING:** N/A

**ITEM HISTORY:** ---



D-1



## Fiscal Year 2022-2023 Budget Calendar

**\*\* Items in Bold are specifically addressing important deadlines for Departments \*\***

Date	Budget Activity
<b>January 14</b>	<b>Performance Evaluations are to be completed and submitted to Human Resources by this date.</b>
January 15	Budget to Actual 6-Month Report due to LGC.
<b>January 31</b>	<b>Budget Kickoff. County Manager meets with Department Heads and provides instructions for FY23 budget process.</b>
<b>February 7-11</b>	<b>Budget documents distributed to Department Heads and Budget Team to meet with Department Heads and staff to discuss forms and processes.</b>
<b>March 8</b>	<b><u>Budget Requests Due from Departments</u></b>
March 14 – April 8	County Manager, Assistant County Manager, and Finance Office reviews all department budget requests; meets with outside agencies; analyzes revenue projections; and develops a proposed budget.
<b>April 11 – 22</b>	<b>Department meetings are scheduled with Manager to discuss recommendations.</b>
April 15	Budget to Actual 9-Month Report Due to LGC.
April 25 – May 18	County Manager, Assistant County Manager and Finance Office develops balanced proposed budget.
<b>May 23</b>	<b>Manager presentation of recommended budget to County Commissioners at Board meeting</b>
May 23	Publish notice of public hearing.
<b>May 24 - June 3</b>	<b>County Commissioners conduct budget work sessions. Department Heads may be called upon to present or answer specific departmental request.</b>
<b>June 6</b>	<b>Conduct public hearing.</b>
<b>July 1</b>	<b>Adoption of Budget Ordinance Required by this Date</b>