

The Sampson County Board of Commissioners convened for their regular meeting at 6:00 p.m. on Monday, January 4, 2021. Members present: Chairman Clark Wooten, Vice Chairperson Sue Lee, and Commissioners Jerol Kivett, Thaddeus Godwin, and Lethia Lee.

Chairman Wooten called the meeting to order and acknowledged Vice Chairperson Sue Lee who called on County Manager Ed Causey to provide the invocation. Assistant County Manager Susan Holder then led the Pledge of Allegiance.

### **Approval of Agenda**

Upon a motion made by Vice Chairperson Sue Lee and seconded by Commissioner Kivett, the Board voted unanimously to approve the agenda with the following additions: Item 2 (c): Commissioner Godwin's discussion regarding the COVID vaccine, and Item 2 (d): a Happy Birthday wish.

### **Item 1: Reports and Presentations**

Presentation of Audit for Fiscal Year Ending June 30, 2020 Wade Green of W. Green, PLLC presented the Board with the audit. Mr. Green informed the Board that the audit had been submitted to and accepted by the Local Government Commission. He noted that the County had zero instances of non-compliance and zero deficiencies in internal control over compliance. Mr. Green then highlighted pertinent sections of the audit document. Upon a motion made by Commissioner Kivett and seconded by Commissioner Godwin, the Board voted unanimously to accept and approve the audit as presented.

Review of Mid-Year Budget Adjustments Finance Officer David Clack provided the mid-year budget report to the Board noting that the COVID-19 pandemic impacted the County's revenue budget in various ways; however, the County fared well with minimum negative impact to sales taxes during the months of March-June 2020. Mr. Clack stated that the County expects to have a 96% property tax collection rate, which is 3% higher than the expected percentage previously provided. He also noted that property tax collection totals exceed FY 2019-20 by approximately \$1,000,000 as of November 2020. He then noted several expenditure increases, particularly the Economic Development expenditure increase of approximately \$4,900,000 and public safety replacement costs of nearly \$2,300,000. He noted the allocation of 19% to the school systems, resulting in a per-pupil total of

\$117,520 for Clinton City Schools and \$318,040 for Sampson County Schools, and \$63,024 for Sampson Community College.

Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Godwin, the Board voted unanimously to approve the budget amendment with the addition of \$20,000 for beaver management from the commissioners' Contingency account, and to schedule a public hearing regarding the changes in the economic development budget for February 1, 2021. The attached budget amendments become a portion of the official minutes.

## **Item 2: Action Items**

Sampson County Public Works - Request to Extend County Water Service along Green Path and Godwin Lake Roads Upon a motion made by Commissioner Kivett and seconded by Vice Chairperson Lee, the Board voted unanimously to authorize the design, permitting and installation of water lines on Greenpath Road and Godwin Lake Road, utilizing water reserve funds, contingent upon petitioners agreeing to stated requirements:

1. The petitioner agrees to pay 50% (\$6750) of the tap fee for each tap to initiate the process of design by the engineer and installation. The balance (\$6750) would be paid within 90 days after construction and water service is available or prior to a meter is installed, whichever comes first.
2. The petitioner agrees to pay for each rental home water bill until the renter applies for a service. Each renter can apply for a service change after the water line is placed in service. Two forms of ID, a rental contract and \$50 is required to change the service in their name.
3. The petitioner would be responsible for the water bill if renter moves out and discontinues service.
4. The petitioner will be required to obtain a plumbing permit from inspections to install the new line for the home to the meter box. A meter will be installed after the inspection passes and the tap fee is paid in full.
5. The existing well must be disconnected from the county-supplied water system to prevent cross contamination or a back-flow device will be required.

Appointments - Health Advisory Board Upon a motion made by Vice Chairperson Sue Lee and seconded by Chairman Wooten, the Board voted unanimously to appoint Commissioner Lethia Lee to the Health Advisory Board.

Sampson Regional Medical Center Board of Trustees Upon a motion made by Vice Chairperson Sue Lee and seconded by Commissioner Kivett, the Board voted

unanimously to reappoint Lynn Carr and David Parker to the Sampson Regional Medical Center Board of Trustees.

(WALK ON) COVID-19 Statement of Community Support Commissioner Godwin solicited community support and participation as the County prepares to receive vaccinations. Commissioner Lethia Lee stated that she would love to see an increase in public education on the vaccine. Assistant County Manager Susan Holder advised that staff was developing a campaign to increase public awareness and education.

(WALK ON) Happy Birthday Greetings The Board offered happy birthday wishes to Finance Officer David Clack.

**Item 3: Consent Agenda**

Upon a motion made by Commissioner Kivett and seconded by Commissioner Godwin, the Board voted unanimously to approve the Consent Agenda as follows:

- a. Approved the minutes of the December 8, 2020 and December 14, 2020 meetings
- b. Approved the Agri Exposition Center request to destroy certain records pursuant to the Record Retention and Disposition Schedule
- c. Approved the lease of agriculture tracts for the period December 1, 2020 – November 30, 2021 to Mac Sutton for farming purposes (Copy filed in Inc. Minute Book \_\_\_\_ Page \_\_\_\_.)
- d. Adopted a resolution authorizing the Chairman to execute the Satisfaction of Security document for Kimberly Phillips (in connection with a previous housing program) (Copy filed in Inc. Minute Book \_\_\_\_ Page \_\_\_\_.)
- e. Authorized the submission of an application for United Way funding in the amount of \$7,000 for the Breast and Cervical Cancer Control Program (BCCCP) [approval as both Board of Health and Board of Commissioners] (Copy filed in Inc. Minute Book \_\_\_\_ Page \_\_\_\_.)
- f. Accepted and approved the application to be submitted by Action Pathways, Inc. for FY 21-22 Community Services Block Grant funding (Copy filed in Inc. Minute Book \_\_\_\_ Page \_\_\_\_.)
- g. Authorized the execution of the contract between Sampson County (Department of Social Services) and K & A Cleaning Service for janitorial services effective January 1, 2021 (Copy filed in Inc. Minute Book \_\_\_\_ Page \_\_\_\_.)
- h. Adopted the Resolution of Governing Body Accepting Amended Offer of Loan/Grant Funding for I-40/NC-403 Interchange Production Well and

Treatment System/Phase II (H-SRP-D-18-0168) (Copy filed in Inc. Minute Book \_\_\_\_ Page \_\_\_\_.)

- i. Adopted the project ordinance related to the amended loan and grant offer for the I-40/NC-403 Interchange Production Well and Treatment System/Phase II (H-SRP-D-18-0168) (Copy filed in Inc. Minute Book \_\_\_\_ Page \_\_\_\_.)
- j. Declared the service weapon used by retiring officer Julian Carr (Sig Sauer 9mm, 47A066232) as surplus and authorized transfer to officer
- k. Approved a late application for disabled veterans tax exclusion for Eusebio D. Torres
- l. Approved tax refunds and releases as submitted:

|             |                                     |          |
|-------------|-------------------------------------|----------|
| #9450       | Gloria Hernandez                    | \$416.13 |
| #9451       | Alvin Carter                        | \$245.22 |
| #9448       | Pearl Gainey                        | \$232.65 |
| #9447       | Manufacturer's Services/Wells Fargo | \$118.06 |
| #9455       | James Smith                         | \$616.50 |
| #9456       | Alonzo Vann                         | \$481.50 |
| #9438       | Tracy Kirkland                      | \$616.50 |
| Tax Release | Timothy Royal                       | \$109.15 |
| Tax Release | Paul Gregory, James & Joe           | \$106.70 |
| Tax Release | W.C. Boykin, Estate                 | \$344.66 |
| Tax Release | Doris Darden                        | \$194.79 |

- m. Approved budget amendments as submitted:

**EXPENDITURE**

| <u>Code Number</u> |        | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
|--------------------|--------|--|-----------------|-----------------|
| 11141700           | 534300 | Election Expense                           | \$3,070.00      |                 |

**REVENUE**

| <u>Code Number</u> |        | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
|--------------------|--------|--------------------------|-----------------|-----------------|
| 11034170           | 332020 | State Assistance         | \$3,070.00      |                 |

**EXPENDITURE**

| <u>Code Number</u> |        | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
|--------------------|--------|--|-----------------|-----------------|
| 1124380            | 523900 | Medical Supplies                           | \$1,100.00      |                 |

**REVENUE**

| <u>Code Number</u> |        | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
|--------------------|--------|--------------------------|-----------------|-----------------|
| 11034380           | 408401 | Donations                | \$1,100.00      |                 |

**EXPENDITURE**

| <u>Code Number</u> |        | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
|--------------------|--------|--|-----------------|-----------------|
| 13554810           | 568414 | LIEAP                                      | \$272,458.00    |                 |

|                           |        |   |                        |                        |
|---------------------------|--------|---|------------------------|------------------------|
| 13554810                  | 568413 | Crisis Intervention                               | \$27,114.00            |                        |
| <b><u>REVENUE</u></b>     |        |   |                        |                        |
| <b><u>Code Number</u></b> |        | <b><u>Source of Revenue</u></b>                   | <b><u>Increase</u></b> | <b><u>Decrease</u></b> |
| 13535480                  | 403314 | LIEAP   | \$272,458.00           |                        |
| 13554810                  | 568413 | Crisis intervention                               | \$27,114.00            |                        |
| <b><u>EXPENDITURE</u></b> |        |   |                        |                        |
| <b><u>Code Number</u></b> |        | <b><u>Description (Object of Expenditure)</u></b> | <b><u>Increase</u></b> | <b><u>Decrease</u></b> |
| 11141700                  | 534300 | Election Expense                                  | \$29,500.00            |                        |
| <b><u>REVENUE</u></b>     |        |   |                        |                        |
| <b><u>Code Number</u></b> |        | <b><u>Source of Revenue</u></b>                   | <b><u>Increase</u></b> | <b><u>Decrease</u></b> |
| 11034170                  | 332020 | State Assistance                                  | \$29,500.00            |                        |
| <b><u>EXPENDITURE</u></b> |        |   |                        |                        |
| <b><u>Code Number</u></b> |        | <b><u>Description (Object of Expenditure)</u></b> | <b><u>Increase</u></b> | <b><u>Decrease</u></b> |
| 23243410                  | 581010 | Roseboro (Coharie) Fire Dept                      | \$102,521.00           |                        |
| 23243410                  | 581011 | Harrells Fire Dept (Franklin)                     | \$98,057.00            |                        |
| 23243410                  | 581012 | Godwin-Falcon Fire Dept                           | \$4,944.00             |                        |
| 23243410                  | 581013 | Halls Fire Dept                                   | \$20,588.00            |                        |
| 23243410                  | 581014 | Herring Fire Dept                                 | \$21,501.00            |                        |
| 23243410                  | 581015 | Salemburg (Honeycutt) Fire Dept                   | \$52,345.00            |                        |
| 23243410                  | 581016 | Newton Grove Fire Dept                            | \$29,823.00            |                        |
| 23243410                  | 581017 | Piney Grove Fire Dept                             | \$38,760.00            |                        |
| 23243410                  | 581018 | Plainview Fire Dept                               | \$39,322.00            |                        |
| 23243410                  | 581019 | Spivey's Corner Fire Dept                         | \$23,394.00            |                        |
| 23243410                  | 581020 | Turkey Fire Dept                                  | \$46,044.00            |                        |
| 23243410                  | 581021 | Vanns Fire Dept                                   | \$33,823.00            |                        |
| 23243410                  | 581022 | Clinton Fire Dept                                 | \$170,538.00           |                        |
| 23243410                  | 581023 | Clement Fire Dept                                 | \$153,778.00           |                        |
| 23243410                  | 581024 | Autryville Fire Dept                              | \$22,546.00            |                        |
| 23243410                  | 581025 | Garland Fire Dept                                 | \$56,390.00            |                        |
| 23243410                  | 581026 | Taylor's Bridge Fire Dept                         | \$47,613.00            |                        |
| 23243410                  | 581027 | Taylor's Bridge SVC District                      | \$17,983.00            |                        |
| 23243410                  | 581028 | Goshen (Faison) District                          | \$49,316.00            |                        |
| <b><u>REVENUE</u></b>     |        |   |                        |                        |
| <b><u>Code Number</u></b> |        | <b><u>Source of Revenue</u></b>                   | <b><u>Increase</u></b> | <b><u>Decrease</u></b> |
| 23043410                  | 499900 | Fund Balance Appropriated                         | \$102,521.00           |                        |
| 23043411                  | 499900 | Fund Balance Appropriated                         | \$98,057.00            |                        |
| 23043412                  | 499900 | Fund Balance Appropriated                         | \$4,944.00             |                        |
| 23043413                  | 499900 | Fund Balance Appropriated                         | \$20,588.00            |                        |
| 23043414                  | 499900 | Fund Balance Appropriated                         | \$21,501.00            |                        |
| 23043415                  | 499900 | Fund Balance Appropriated                         | \$52,345.00            |                        |

|          |        |                           |              |
|----------|--------|---------------------------|--------------|
| 23043416 | 499900 | Fund Balance Appropriated | \$29,823.00  |
| 23043417 | 499900 | Fund Balance Appropriated | \$38,760.00  |
| 23043418 | 499900 | Fund Balance Appropriated | \$39,322.00  |
| 23043419 | 499900 | Fund Balance Appropriated | \$23,394.00  |
| 23043420 | 499900 | Fund Balance Appropriated | \$46,044.00  |
| 23043421 | 499900 | Fund Balance Appropriated | \$33,823.00  |
| 23043422 | 499900 | Fund Balance Appropriated | \$170,538.00 |
| 23043423 | 499900 | Fund Balance Appropriated | \$153,778.00 |
| 23043424 | 499900 | Fund Balance Appropriated | \$22,546.00  |
| 23043425 | 499900 | Fund Balance Appropriated | \$56,390.00  |
| 23043426 | 499900 | Fund Balance Appropriated | \$47,613.00  |
| 23043427 | 499900 | Fund Balance Appropriated | \$17,983.00  |
| 23043428 | 499900 | Fund Balance Appropriated | \$49,316.00  |

**EXPENDITURE**

|                    |        |  |                 |                 |
|--------------------|--------|--|-----------------|-----------------|
| <u>Code Number</u> |        | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
| 11659140           | 555030 | Category 1 Capital Outlay                  |                 | \$1,714,625.00  |
| 11659140           | 555031 | Category 2 Capital Outlay                  | \$1,687,313.00  |                 |
| 11659140           | 555032 | Category 3 Capital Outlay                  | \$27,312.00     |                 |

**REVENUE**

|                    |  |                          |                 |                 |
|--------------------|--|--------------------------|-----------------|-----------------|
| <u>Code Number</u> |  | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
|--------------------|--|--------------------------|-----------------|-----------------|

**EXPENDITURE**

|                    |        |  |                 |                 |
|--------------------|--------|--|-----------------|-----------------|
| <u>Code Number</u> |        | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
| 11659110           | 550000 | Unallocated Capital Outlay                 |                 | \$322,847.00    |
| 11659110           | 555030 | Category 1 Capital Outlay                  | \$345,895.00    |                 |
| 11659110           | 555031 | Category 2 Capital Outlay                  | \$23,528.00     |                 |
| 11659110           | 555032 | Category 3 Capital Outlay                  | \$45,000.00     |                 |
| 19959110           | 582096 | Trans to general fund                      | \$91,576.00     |                 |

**REVENUE**

|                    |        |                                      |                 |                 |
|--------------------|--------|--------------------------------------|-----------------|-----------------|
| <u>Code Number</u> |        | <u>Source of Revenue</u>             | <u>Increase</u> | <u>Decrease</u> |
| 19932320           | 409900 | Fund balance appropriated            | \$91,576.00     |                 |
| 11035911           | 409612 | Transfer from school capital reserve | \$91,576.00     |                 |

**EXPENDITURE**

|                    |        |  |                 |                 |
|--------------------|--------|--|-----------------|-----------------|
| <u>Code Number</u> |        | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
| 02558670           | 525100 | Home Repairs – Gas, oil & tires            | \$500.00        |                 |
| 02558670           | 526200 | Home Repairs – Dept Supplies               | \$1,443.00      |                 |

**REVENUE**

|                    |        |                             |                 |                 |
|--------------------|--------|-----------------------------|-----------------|-----------------|
| <u>Code Number</u> |        | <u>Source of Revenue</u>    | <u>Increase</u> | <u>Decrease</u> |
| 02035867           | 408900 | Home Repairs – Misc Revenue | \$1,943.00      |                 |

**Item 4: Consideration of Tax Appeals**

Upon a motion made by Chairman Wooten and seconded by Commissioner Kivett, the Board voted unanimously to adjust the penalty applied to the following tax accounts for failure to timely list business personal property by forgiving one-half of the assessed penalties.

Augustine Farms, Inc. (Tax \$51,905.11) **Assessed Penalty \$21,020.11 Adjusted by Half**

**Item 5: County Manager's Report**

County Manager Ed Causey referenced the audit noting that the County is in good position and acknowledged the hard work of the Finance Office and staff. He then provided the dates for the 911 and Emergency Services Facilities pre-bid conference and bid opening on January 13, 2021 at 2 p.m. and January 27, 2021 at 2 p.m., respectively. He then informed the Board of the staffing changes in Environmental Health, resulting in 4 vacancies: two vacancies as a result of retirement and two as a result of employees accepting jobs in other counties. Mr. Causey concluded by informing the Board of Aging Director Lorie Sutton's recent retirement and acknowledged Sandra Kearns as the Interim Director.

Stephanie Washington was lauded by the Board for her work as Internal Auditor and her contributions to the County's receiving an audit with no deficiencies.

**Item 6: Public Comment Period**

The Chairman opened the floor for comments and no comments were received.

**Adjourn**

Upon a motion made by Vice Chairperson Sue Lee and seconded by Commissioner Kivett, the Board voted unanimously to adjourn.

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Clark H. Wooten, Chairman

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\_\_\_\_\_  
Susan J. Holder, Clerk to the Board