

**SAMPSON COUNTY
NORTH CAROLINA**

March 1, 2021

The Sampson County Board of Commissioners convened for their regular meeting at 6:00 p.m. on Monday, March 1, 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 Commissioner Lethia Lee to provide the invocation. Commissioner Kivett then led the Pledge of Allegiance.

Approval of Agenda

Upon a motion made by Commissioner Godwin and seconded by Commissioner Kivett, the Board voted unanimously to approve the agenda as published.

Item 1: Action Items

Update on Economic Development Matters and Adoption of Resolution Authorizing Execution and Submission of Industrial Development Fund Grant Application Documents Economic Development Director Stephen Barrington provided an update on economic development matters, including the recent announcement of the award of an Industrial Development Fund grant of \$1,281,995 which will allow the County to extend a roadway and existing water and sewer lines to the County's newly acquired 120-acre site at the Sampson Southeast Business Center in Clinton. He then noted that the process necessitated the completion of a preliminary engineering report and an adopted resolution authorizing execution and submission of industrial development fund grant application documents, which are expected to be completed in June 2021. Upon a motion made by Commissioner Kivett and seconded by Commissioner Godwin, the Board voted unanimously to adopt the enclosed resolution authorizing execution of the grant application documents (Copy filed in Inc. Minute Book ____ Page ____.)

Department of Aging Transition Following Department Head Retirement County Manager Ed Causey provided the Board with an update on the Department of Aging following the retirement of Lorie Sutton. After meeting with Aging's staff and much deliberation, it was proposed that the Aging and Recreation departments be combined, a union that should enhance current programs and services as well as provide more opportunities for programs and services in the future. The two departments currently share a building and one employee, which will help in making

the transition more feasible. As part of the proposal, the current Recreation Director, Dana Hall, will assume the role of Director of Aging in addition to her role as Recreation Director. A new name for the two departments will be established at a later date. Upon a motion made by Commissioner Kivett and seconded by Vice Chairperson Sue Lee, the Board voted unanimously to accept the County Manager's recommendations of combining the Aging and Recreation Departments and appointing Dana Hall as the Director of the newly combined department. Mr. Causey then acknowledged Dana Hall who introduced herself and briefly shared her vision for the department and expressed thanks for being entrusted with the role.

Review of the Final Budget for the 911 and Emergency Services Facilities Project and Consideration of Award of Bid for Construction County Manager Ed Causey provided the Board with a brief update on the project noting that after reviewing the received bids and bid tabulation, a final budget had been developed with a total project cost of \$18,400,000, as shared in the agenda. He then noted that staff recommended that the Board proceed with the awarding of the bid for construction by authorizing the following actions:

- Receive updated quotes for bank financing not to exceed \$7.7 million to complete the project funding and schedule a public hearing on this financing for March 16, 2021;
- Authorize staff to formally seek Local Government Commission approval of the financing at their April meeting;
- Receive the certified bid tabulation and authorize staff to issue the Notice of Award to the low bidder, subject to LGC concurrence on financing; and
- Authorize County Manager and necessary staff to sign the construction contract after LGC approval (subject to Attorney's review of the contract).

Mr. Causey noted that construction was expected to begin in April, pending LGC approval and suitable weather, and that project is expected to be completed in approximately 14 months.

Upon a motion made by Vice Chairperson Sue Lee and seconded by Commissioner Godwin, the Board voted unanimously to authorize the actions as noted above.

Members of the Board lauded the hard work of staff on the project.

Item 2: Consent Agenda

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

- a. Approved the minutes of the February 1, 2021 meeting
- b. Awarded the cost-per-copy contract to Office Value for a five-year term, as recommended by Finance Office (Copy filed in Inc. Minute Book ____ Page ____.)
- c. Authorized execution of the contract between Sampson County (Register of Deeds Office) and Logan Systems, Inc. (Copy filed in Inc. Minute Book ____ Page ____.)
- d. Adopted an amended resolution appointing Review Officers and Zoning Officers/Administrators (Copy filed in Inc. Minute Book ____ Page ____.)
- e. Approved tax refunds and releases as submitted:

#9505	Teresa Player	\$232.61
#9490	George Edward Wilson Revocable Trust	\$240.64
#9504	Blair Straughn	\$263.07
#9510	Johnny Cabbel McBride	\$149.89
Tax Release	Matthew Powell Wrenn	\$366.09

- f. Approved budget amendments as submitted:

<u>EXPENDITURE</u>		Aging		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
02558670	524100	HR – Materials	\$200.00	

<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
02035867	408401	HR – Donations	\$200.00	

<u>EXPENDITURE</u>		Transportation		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
16145000	535300	Maint/Repair Vehicles	\$53,786.00	

<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
16134500	403611	DHHS Cares Act-Vaccine	\$53,786.00	

<u>EXPENDITURE</u>		AA-716 R1 COVID Response & Vaccin		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
12551230	512100	Salaries	\$76,000.00	
12551230	518100	FICA	\$4,712.00	
12551230	518120	Medicare FICA	\$1,102.00	
12551230	518200	Retirement	\$5,746.00	
12551230	518300	Group Insurance	\$3,220.00	
12551230	518400	Dental Insurance	\$117.00	

12551230	518901	401K	\$5,700.00
12551230	526200	Department Supplies	\$6,226.00
12551230	523100	Medical Supplies	\$6,500.00
12551230	537000	Advertising	\$1,500.00
12551230	532100	Telephone & Postage	\$4,000.00
12551230	543000	Rental Equipment	\$3,000.00
12551230	529702	Lab Services	\$3,000.00
12551230	544000	Contract Services	\$74,140.00

REVENUE

<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
12535123	404000	State Assistance	\$194,963.00	

EXPENDITURE

<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
		Health		
12551010	512100	Salaries	\$76,000.00	
12551010	518100	FICA	\$4,712.00	
12551010	518120	Medicare FICA	\$1,102.00	
12551010	518200	Retirement	\$5,746.00	
12551010	518300	Group Insurance	\$3,220.00	
12551010	518400	Dental Insurance	\$117.00	
12551010	518901	401K	\$5,700.00	
12551020	512100	Salaries		\$76,000.00
12551020	518100	FICA		\$4,712.00
12551020	518120	Medicare FICA		\$1,102.00
12551020	518200	Retirement		\$5,746.00
12551020	518300	Group Insurance		\$3,220.00
12551020	518400	Dental Insurance		\$117.00
12551020	518901	401K		\$5,700.00

EXPENDITURE

<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
		Health		
12551010	512100	Salaries	\$140,035.00	
12551010	518100	FICA	\$8,683.00	
12551010	518120	Medicare FICA	\$2,031.00	
12551010	518200	Retirement	\$10,588.00	
12551010	518300	Group Insurance	\$10,465.00	
12551010	518400	Dental Insurance	\$380.00	
12551010	518901	401K	\$10,413.00	
12551020	512100	Salaries		\$140,035.00
12551020	518100	FICA		\$8,683.00
12551020	518120	Medicare FICA		\$2,031.00
12551020	518200	Retirement		\$10,588.00

12551020	518300	Group Insurance		\$10,465.00
12551020	518400	Dental Insurance		\$380.00
12551020	518901	401K		\$10,413.00

EXPENDITURE

<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11141700	534300	Election Expense	\$18,738.00	
11141700	537000	Advertising	\$6,215.00	

REVENUE

<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034170	402600	HAVA	\$24,953.00	

EXPENDITURE

<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
13535480	568413	CIP		\$45,000
13535480	568414	LIEAP	\$195,000	

REVENUE

<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
13535480	403313	CIP		\$45,000
13535480	403314	LIEAP	\$195,000	

EXPENDITURE

<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11141210	544000	Contract Services	\$19,750.00	
11999000	509700	Contingency		\$19,750.00

EXPENDITURE

<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
13553100	512100	Salaries	\$255,371.00	
13553100	512300	Shift Differential Pay	\$3,500.00	
13553100	512400	On-Call Pay	\$3,000.00	
13553100	518100	FICA	\$18,695.00	
13553100	518120	Medicare FICA	\$4,373.00	
13553100	518200	Retirement	\$116,017.00	
13553100	518300	Group Insurance	\$7,633.00	
13553100	518400	Dental Insurance		\$3,820.00
13553100	518901	401K County Contribution	\$4,002.00	
13553100	519900	Other Professional Services	\$26,093.00	
13553100	531300	Transportation of Patients	\$7,102.00	
13553100	531100	Travel/Phone Allowance	\$1,020.00	
13553100	532100	Telephone and Postage	\$6,700.00	
13553100	532500	Postage	\$4,400.00	

13553100	533000	Utilities	\$30,000.00	
13553100	535300	Main/Repair-Vehicles	\$7,300.00	
13553100	538100	Data Processing	\$23,861.00	
13553100	539300	Contract Temporary Help		\$46,000.00
13553100	552000	Capital Outlay – Data Processing		\$17,318.00
13553100	554000	Capital Outlay - Vehicles		\$5,227.00

EXPENDITURE

<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
13553770	568405	Foster Care Basic Needs	\$16,000.00	
13553830	544000	Contracted Services (Food Stamps)		\$6,142.00
13553840	544000	Work Number Fees		\$751.00
13553900	536000	Adoption Assistance	\$24,092.00	
13554120	568417	IV-E Foster Care		\$107,509
13554210	568438	AA-AD-AB SAA Rest Home		\$39,168.00
13554310	568401	State Foster Care	\$185,642	
13554610	568404	Aid to the Blind		\$407.00
13554710	536030	Special Childrens Adoption Fund		\$24,041

REVENUE

<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
13535450	403304	Title XIX Transportation	\$84,896.00	
13535310	403302	Medical Admin Claiming	\$19,927.00	
13535310	403365	IV-E Foster Care Admin	\$114,514.00	
13535310	403366	TANF CPS and Foster Care	\$2,159.00	
13535310	403367	CCDF Admin	\$5,672.00	
13535310	403368	Medical Transportation Admin	\$6,094.00	
13535310	403375	Food Stamp Admin	\$24,556.00	
13535310	403376	Energy Admin	\$1,415.00	
13535310	403377	Medicaid Admin	\$54,725.00	
13535310	403378	SA Admin	\$1,394.00	
13535310	403379	Health Choice	\$2,546.00	
13535310	403382	IV-D Admin	\$23,016.00	
13535310	403383	FS Incentive	\$6,933.00	
13535310	403388	Links		\$10,025.00
13535310	403389	WORK First Block Grant	\$59,546.00	
13535310	404011	Health Choice Fees (Local)	\$2,150.00	
13535310	404103	IV-D NON AFDC Fees (Local)	\$300.00	
13535310	404104	IV-D Blood Test Fees (Local)		<u>\$750.00</u>
13535310	409600	County Contribution	\$92,461.00	
13535430	403309	State Foster Care	\$92,821.00	
13535410	403312	IV-E Foster Care		\$89,932.00

- Approved Clinton City Schools Budget Amendment No. 2 (Federal); Approved Clinton City Schools Budget Amendment No. 2 (State) as submitted.

Consent Agenda (Board of Health)

- g. Approved fee revisions as recommended by the Health Advisory Committee (Copy filed in Inc. Minute Book ____ Page ____.)
- h. Approved the HIPAA Policy 2021 Annual Update (Copy filed in Inc. Minute Book ____ Page ____.)
- i. Approved the new Telehealth Policy (Copy filed in Inc. Minute Book ____ Page ____.)

Item 3: Board Information (Board of Health)

- a. Health Advisory Board Minutes, November 16, 2020
- b. 2019-2020 Health Department Annual Report
- c. 2021 Communicable Disease Report

Item 4: County Manager's Report

County Manager Ed Causey commended the Finance Office for finding cost savings in the amount of \$86,454 as noted in the memo provided for Item 2(b).

Item 5: Public Comment Period

The Chairman opened the floor for comments and no comments were received from those present. The Clerk reported no comments had been received by mail or email.

Closed Session - GS 143-318.11(a)(5), Acquisition of Property

Upon a motion made by Vice Chairperson Sue Lee and seconded by Commissioner Godwin, the Board voted unanimously to go into Closed Session pursuant to GS 143-318.11(a)(5). In Closed Session, the Board discussed the potential acquisition of the Blue Diamond Property. No action was taken in Closed Session. Upon a motion made by Commissioner Godwin and seconded by Commissioner Lethia Lee, the Board voted unanimously to come out of Closed Session.

Recess to Reconvene

Upon a motion made by Chairman Wooten and seconded by Commissioner Lethia Lee, the Board voted unanimously to recess to reconvene on March 16, 2021 at 2:00 p.m. in the Administration Conference Room, 406 County Complex Rd., Clinton, NC 28328.

/signature on file, Clerk's Office

Clark H. Wooten, Chairman

/signature on file, Clerk's Office

Susan J. Holder, Clerk to the Board