

**Pitt County Board of Commissioners
Greenville, North Carolina
Monday, September 14, 2020 Minutes**

Board of Commissioners met on Monday, September 14, 2020 at 9:00 AM in the Eugene James Auditorium, Pitt County Office Building, 1717 W 5th Street, Greenville, North Carolina.

Board Members Present via Teleconference:

Melvin McLawhorn, Chair
Tom Coulson, Vice-Chair
Alex Albright, Commissioner
Mike Fitzpatrick, Commissioner
Ann Floyd Huggins, Commissioner
Chris W. Nunnally, Commissioner
Beth B. Ward, Commissioner
Lauren White, Commissioner
Mary Perkins-Williams, Commissioner

Staff Present:

Scott Elliott, County Manager
Janis Gallagher, County Attorney
Jordan Smith, Assistant County Attorney
Kimberly Hines, Clerk to the Board
Brian Barnett, Deputy County Manager, Chief Financial Officer
Mike Taylor, Deputy County Manager/Chief Information Officer
Carla Hanson, Interim Public Information Officer
Tim Corley, County Engineer
James Rhodes, Planning Director
Dr. John Silvernail, Public Health Director
Lorie English, Tax Administration
Florida Hardy, Human Resources Director
John Demary, Solid Waste Director
Randy Gentry, Emergency Management Director
Jan Elliott, Social Services Director
Kelly Andrews, Industrial Development Commission

Welcome

Chairman McLawhorn welcomed everyone to the meeting.

Call to Order

Chairman McLawhorn called the meeting to order.

Invocation and Pledge

Chairman McLawhorn led the invocation. Mr. Elliott led the pledge.

Approval of Agenda

Motion:

Motion to approve the agenda.
Motion made by Commissioner Chris W. Nunnally.
Motion seconded by Commissioner Ann Floyd Huggins.
Motion passed unanimously.

Presentation

Recognition of Eagle Scouts - Landon Cole Morris (Troop 25) - Scott Elliott

Information Provided with the Agenda

The Board of Commissioners wishes to recognize Landon Cole Morris (Troop 25) for receiving their Eagle Scout Rank.

Staff Recommendation

Motion to send a letter and a certificate to Landon Cole Morris (Troop 25) for receiving their Eagle Scout Rank.

See Appendix 1

Meeting Notes

Chairman McLawhorn congratulated Landon Morris (Troop 25) for receiving his Eagle Scout Rank. Mr. Elliott recognized Landon Morris for his achievement.

Motion:

Motion to send a letter and a certificate to Landon Cole Morris (Troop 25) for receiving their Eagle Scout Rank.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Lauren White.

Motion passed unanimously.

Pitt County's "All-America County – 2020" Designation - Scott Elliott

Information Provided with the Agenda

County staff will update the board concerning Pitt County's recent designation by the National Civic League as an "All-America County - 2020". James Rhodes, our project coordinator, will provide a briefing on this project in terms of what was involved and now what it means to earn this designation.

Staff Recommendation

Presentation only.

Meeting Notes

Mr. Rhodes presented the following Power Point presentation. Chairman McLawhorn thanked all involved.

See Appendix 2

Public Hearings

Economic Development Incentive - Project Liger - Kelly Andrews

Information Provided with the Agenda

The Board will consider an economic development incentive in an amount of 50% of the increased value of ad valorem taxes paid by a company for a five-year period with a cap of \$50,000. The incentive would be contingent upon investment of \$3,379,000 and the creation of a minimum 60 new jobs in Pitt County. The benefits to the public expected to be derived from the development project as a result of the development incentives being considered by the County include: the enhancement of the tax base of the County and the creation of new jobs. The public is invited to participate virtually for the hearing at which time there will be an opportunity to be heard in favor of, or in opposition to, the above item.

Pursuant to NCGS 158-7.1, this public hearing, which has been properly noticed, must be held for the purpose of hearing public comment on the proposed economic development incentive package.

Staff Recommendation

After public hearing, move to approve the economic development incentive package and authorize the Chair to execute an Economic Development Agreement relating thereto.

Manager's Comments

Concur with staff and Development Commission recommendation regarding proposed economic development incentive package.

Meeting Notes

Ms. Andrews stated Project Liger is a boat builder; expansion in Pitt County (currently in Edgecombe County and unable to expand). She stated the project is \$8.9 million in investment and approximately \$3.38 million in net new tax base. She stated the project will create 60 jobs; 180 jobs in Edgecombe county to remain there and rehire furloughed workers. She stated the jobs include management, sales, engineering, and direct labor. She stated the average salary is \$41,085. She stated State support has been received through a OneNC Grant \$3,000/job; \$180,000, a Building Reuse Grant in the amount of \$500,000 and training in the amount of \$72,000 (\$1,200/job). She stated the Pitt County Development Commission is recommending an economic development grant equivalent to 50 percent of the net increase in ad valorem taxes for 5 years; capped at \$50,000 and a return on investment between 3-4 years to recoup the moneys.

Chairman McLawhorn declared the public hearing open.

No one spoke.

Chairman McLawhorn declared the public hearing closed.

Motion:

After public hearing, move to approve the economic development incentive package and authorize the Chair to execute an Economic Development Agreement relating thereto.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Mike Fitzpatrick.

Motion passed unanimously.

Economic Development Incentive - Project Jackpot - Kelly Andrews

Information Provided with the Agenda

The Board will consider an economic development incentive in an amount of 80% of the increased value of ad valorem taxes paid by a company for an eight-year period. The incentive would be contingent upon investment of \$15,000,000 and the creation of a minimum 200 new jobs in Pitt County. The benefits to the public expected to be derived from the development project as a result of the development incentives being considered by the County include: the enhancement of the tax base of the County and the creation of new jobs. The public is invited to participate virtually for the hearing at which time there will be an opportunity to be heard in favor of, or in opposition to, the above item.

Pursuant to NCGS 158-7.1, this public hearing, which has been properly noticed, must be held for the purpose of hearing public comment on the proposed economic development incentive package.

Staff Recommendation

After public hearing, move to approve the economic development incentive package and authorize the Chair to execute an Economic Development Agreement relating thereto.

Manager's Comments

Concur with staff and Development Commission recommendation regarding proposed economic development incentive package.

Meeting Notes

Ms. Andrews stated Project Jackpot is an existing industry expansion dealing with software development and designers specializing in electronic gaming. She stated they have proposed an investment of \$15,000,000 over 3 years. She stated the planned campus setting for the growing company was recently ranked in the top 4 percent in US fastest growing companies and top 10 in NC by Inc. Magazine. She stated the project will create 200 jobs over 5 years with average salary \$55,975. She stated the jobs include artists, engineers, quality assurance, administration, directors and producers. She stated they have been presented a proposal by NC Commerce which includes \$3.35 million JDIG (Job Development Investment Grant), \$584,000 GoldenLeaf grant for water and sewer, \$280,000 in training (\$1,400/job) and \$313,000 for road improvements (NCDOT). She stated the Pitt County Development Commission is recommending an economic development grant equivalent to 80% of the net increase in ad valorem taxes for 8 years (approximately \$460,000). She stated other local support comes from the City of Greenville to extend their job creation grant (\$1,000/year per job; up to \$200,000/year) and Greenville Utilities Commission will waive their connection fees up to \$20,000.

Chairman McLawhorn declared the public hearing open.

No one spoke.

Chairman McLawhorn declared the public hearing closed.

Motion:

After public hearing, move to approve the economic development incentive package and authorize the Chair to execute an Economic Development Agreement relating thereto.

Motion made by Commissioner Beth B. Ward.

Motion seconded by Commissioner Mike Fitzpatrick.

Motion passed unanimously.

Information Provided with the Agenda

The Board will consider an economic development incentive in an amount equivalent to 65% of the increased value of ad valorem taxes paid by a company for a five-year period. The incentive would be contingent upon the purchase of the Pitt County Industrial Shell Building and land from Pitt County for \$2,000,000 and a total investment of \$6,600,000, as well as the creation of a minimum of 72 new jobs in Pitt County. The benefits to the public expected to be derived from the development project as a result of the incentives being considered by the County include: the enhancement of the tax base of the County and the creation of new jobs. The public is invited to participate virtually for the hearing at which time there will be an opportunity to be heard in favor of, or in opposition to, the above item.

Pursuant to NCGS 158-7.1, this public hearing, which has been properly noticed, must be held for the purpose of hearing public comment on the proposed economic development incentive package.

Staff Recommendation

After public hearing, move to approve the economic development incentive package and authorize the Chair to execute an Economic Development Agreement relating thereto.

Manager's Comments

Concur with staff and Development Commission recommendation regarding proposed economic development incentive package.

Meeting Notes

Ms. Andrews stated Project X-ray is a relocation of a manufacturer and distributor of a full line of medical and dental imaging accessories for radiology diagnostics. She stated they have 180 different products, including multiple patents. She stated this includes aprons, gloves, caps, eyewear, etc.; new line to be added (pending). She stated it is expected that the company will lease or purchase the IDC's existing shell building. She stated a \$6.5 million new investment is expected along with 76 jobs. She stated the average salary is \$42,412. She stated the jobs include assemblers, sheet metal workers, sewing machine operators, mechanics, shipping clerks, supervisors, sales, office, and executive management. She stated the Pitt County Development Commission is recommending to sale the shell building for \$2 million (tax value of \$2.8 million) and to award an economic development grant equivalent to 65 percent of the net increase in ad valorem taxes for 5 years (capped at \$150,000). She stated the state incentive includes a \$200,000 One NC, Building Reuse Grant in the amount of \$500,000 and training in the amount of \$76,000 (\$1,000/job). She stated other local support comes from the City of Greenville for a job creation grant (2 year) in the amount of \$1,000/job; or \$152,000 and Greenville Utilities Commission will provide connection fees at no charge.

Chairman McLawhorn declared the public hearing open.

No one spoke.

Chairman McLawhorn declared the public hearing closed.

Motion:

After public hearing, move to approve the economic development incentive package and authorize the Chair to execute an Economic Development Agreement relating thereto.
Motion made by Commissioner Mike Fitzpatrick.
Motion seconded by Commissioner Chris W. Nunnally.
Motion passed unanimously.

Franchise Renewal for C&D Landfill, Inc. - John Demary

Information Provided with the Agenda

On December 18, 2000, the Pitt County Board of Commissioners approved a franchise for C & D Landfill, Inc. to construct and operate a construction and demolition debris landfill on a site located off US 264 near Pactolus. This franchise was renewed on February 3, 2003 for renewable one-year terms and later modified on August 4, 2008 to extend the service area and increase permitted tonnage. The franchise expired July 30, 2020. The site is permitted by the State and the County continues to contract with the facility.

Upon 30 days' notice, which has been properly provided, a public hearing is required to renew the franchise. Following a public hearing, pursuant to North Carolina General Statute 153A-46, the franchise ordinance must be passed at two regular meetings of the Board of Commissioners. It is recommended after the public hearing that the franchise be renewed for a five (5) year term, with further renewal to be considered in 2025. The proposed franchise renewal ordinance is attached.

Staff Recommendation

Hold a public hearing to consider renewal of the franchise for C & D Landfill, Inc.

See Appendix 3

Manager's Comments

Concur with staff recommendation to consider franchise renewal to C & D Landfill, Inc. after holding public hearing.

Meeting Notes

Mr. Demary stated on December 18, 2000, the Pitt County Board of Commissioners approved a franchise for C & D Landfill, Inc. to construct and operate a construction and demolition debris landfill on a site located off US 264 near Pactolus. He stated the franchise was renewed on February 3, 2003 for renewable one-year terms and later modified on August 4, 2008 to extend the service area and increase permitted tonnage. He stated the franchise expired July 30, 2020. The site is permitted by the State and the County continues to contract with the facility. He stated upon 30 days' notice, which has been properly provided, a public hearing is required to renew the franchise. He stated following a public hearing, pursuant to North Carolina General Statute 153A-46, the franchise ordinance must be passed at two regular meetings of the Board of Commissioners. He stated it is recommended after the public hearing that the franchise be renewed for a five (5) year term, with further renewal to be considered in 2025.

Chairman McLawhorn declared the public hearing open.

No one spoke.

Chairman McLawhorn declared the public hearing closed.

Motion:

Hold a public hearing to consider renewal of the franchise for C & D Landfill, Inc.

Motion made by Commissioner Mary Perkins-Williams.

Motion seconded by Commissioner Ann Floyd Huggins.

Motion passed unanimously.

Public Addresses to the Board

No one spoke.

Items for Report

Monthly Financial Report for General Fund and Solid Waste Enterprise Fund as of August 31, 2020 - Brian Barnett

Information Provided with the Agenda

Attached is the Monthly Financial Report for the county general and solid waste operating funds, reflecting year-to-date figures through August 31, 2020. Activity reported reflects 2 months or 16.67% of Fiscal Year 2020-2021.

General Fund:

As of August 31, 2020, general operating funds actual revenues were collected at a rate of 34.1% of anticipated revenues. General operating funds actual expenditures were spent at a rate of 16.5% of budgeted expenditures. Expenditures over revenues are lower this August compared to the prior year, due to the purchase of the Warren Farm Property and strong start to Ad Valorem revenues.

Solid Waste:

As of August 31, 2020, solid waste enterprise operating funds actual revenues have been collected at a rate of 44.10% of anticipated revenues. Solid Waste has spent 11.75% of budgeted solid waste operating fund expenditures.

Staff Recommendation

Approve August 2020 Monthly Financial Report as presented.

See Appendix 4

Meeting Notes

Mr. Barnett stated on the General Fund side as of August 31, 2020, general operating funds actual revenues were collected at a rate of 34.1% of anticipated revenues. He stated the general operating funds actual expenditures were spent at a rate of 16.5% of budgeted expenditures. He stated expenditures over revenues are lower this August compared to the prior year, due to the purchase of the Warren Farm Property and strong start to Ad Valorem revenues. He stated on the Solid Waste side as of August 31, 2020, solid waste enterprise operating funds actual revenues have been collected at a rate of 44.10% of anticipated revenues. Solid Waste has spent 11.75% of budgeted solid waste operating fund expenditures.

Motion:

Approve August 2020 Monthly Financial Report as presented.
Motion made by Commissioner Beth B. Ward.
Motion seconded by Commissioner Chris W. Nunnally.
Motion passed unanimously.

August 2020 Tax Collection Report - Lorie English

Information Provided with the Agenda

The Pitt County fiscal year to date (July 1, 2020 - August 31, 2020) combined collection rate for real and personal property is 61.34%. The combined rate one year ago for real and personal property was 60.96%. Pitt County Tax Administration continues to pursue all outstanding taxes using the necessary remedies available through the North Carolina General Statutes, including bank attachments, wage and salary garnishments, escheated funds attachments, sheriff levies, rent attachments, the NC Debt Setoff program, and in rem foreclosure.

Staff Recommendation

To approve the August 2020 Tax Collection Report as presented.

See Appendix 5

Manager's Comments

Concur with staff recommendation to approve Monthly Tax Collection Report.

Meeting Notes

Ms. English stated the Pitt County fiscal year to date (July 1, 2020 - August 31, 2020) combined collection rate for real and personal property is 61.34%. She stated the combined rate one year ago for real and personal property was 60.96%. She stated Pitt County Tax Administration continues to pursue all outstanding taxes using the necessary remedies available through the North Carolina General Statutes, including bank attachments, wage and salary garnishments, escheated funds attachments, sheriff levies, rent attachments, the NC Debt Setoff program, and in rem foreclosure.

Motion:

To approve the August 2020 Tax Collection Report as presented.
Motion made by Commissioner Beth B. Ward.
Motion seconded by Commissioner Chris W. Nunnally.
Motion passed unanimously.

Public Health Director's COVID-19 Report - John Silvernail

Information Provided with the Agenda

Dr. John Silvernail will attend to provide an update on the Coronavirus/COVID-19 response.

Staff Recommendation

Report only.

Meeting Notes

Dr. Silvernail stated this Thursday (September 17, 2020) marks thirteen incubation cycles or twenty-six weeks since the first case of COVID-19 was identified in Pitt County. He stated as of this morning the total case count in Pitt County is 4,294 with the largest group being 18-24 years old. He stated it is estimated that 3,309 of those individuals have recovered. He stated the estimated active cases as of this morning are 960. He stated the estimated active cases per thousand residents is 5.2 (decreasing), was at 7.1 percent last week. He stated the total fatalities is 25. He stated the case fatality rate is 0.6 percent (increase since last week, 0.5). He stated the percentage of COVID-19 tests returning positive is 9.8 percent (decreasing). He stated testing continues at Public Health on Tuesday evening and Thursday mornings. He stated CVS pharmacy has opened two sites (Farmville and Winterville locations). He stated they are working on options for a daily testing site. He stated staff is fatigued but morale at the Health Department is generally pretty good after twenty-six weeks of response.

Commissioner Albright asked about the status of East Carolina University. Dr. Silvernail stated twelve additional clusters have been identified, mostly through the Greek Life housing. He stated students believe to be at a low risk and consider COVID a nuisance. He stated 800 students are currently living on campus and approximately 200 of those students have already had COVID. He stated there are plans to bring students back on campus in January for the Spring semester. He stated at this point, all students will be in single dorm rooms (no multiple occupancy) in an effort to reduce spread.

Commissioner Perkins-Williams thanked Dr. Silvernail for the continued services provided to the community. She asked for a status on Pitt County Schools. Dr. Silvernail stated cases have been identified within Pitt County Schools but transmission within the schools has not been identified. He stated class sizes are generally no more than 10-12 students. Commissioner Perkins-Williams asked if sports are being held within the school system. Dr. Silvernail stated at the end of the summer, some practices were being held (in terms of conditioning). He stated the fall sport session has been postponed.

Manager's Report - Scott Elliott

Information Provided with the Agenda

Next Meeting Dates:

September 14, 2020 at 6:00 p.m. - Quasi-judicial hearing(s), Mark W. Owens, Jr.
Auditorium (Ag Center)

October 5, 2020 at 9:00 a.m.

Candlewick Area Sanitary Sewer - CDBG Application - Phase II

Pitt County: Digital Counties 2020 Survey Winner

Workers Compensation Claim Settlement: Samuel Hardison (\$150,000)

American heart Association - 2020 Mission: Lifeline EMS Gold Plus Recognition

Industrial Development Commission - Interim Director

Public Information Office - Interim Director

Staff Recommendation

Report Only.

Meeting Notes

Mr. Elliott reminded the Board of the next meeting dates of September 14, 2020 at 6:00 p.m. - Quasi-judicial hearing(s), Mark W. Owens, Jr. Auditorium (Ag Center) and October 5, 2020 at 9:00 a.m.

Mr. Elliott stated staff is recommending to embark upon the second CDBG application for the Candlewick Area Sanitary Sewer project, Phase II in the amount of \$2 million. He stated county staff has met with the Candlewick Area Sanitary Sewer board members and they are in support of the county. He stated there is a \$15,000 cost to prepare the application.

Mr. Elliott stated Pitt County has received the Digital Counties 2020 Survey Award for the fourth consecutive year.

Mr. Elliott stated a Workers Compensation Claim Settlement for Samuel Hardison in the amount of \$150,000 has been approved.

Mr. Elliott stated Pitt County has received the 2020 Mission: Lifeline EMS Gold Plus Recognition from the American Heart Association.

Mr. Elliott stated the Development Commission is in the process of naming the new Interim Development Commission Director.

Mr. Elliott stated Carla Hanson has been named the Interim Public Information Director.

Items for Consent

Approval of Minutes - Kimberly Hines

Information Provided with the Agenda

Minutes from the August 17, 2020 (regular meeting) and August 31, 2020 (special called meeting) have been prepared for the Board's consideration.

Staff Recommendation

Motion to approve minutes.

Manager's Comments

Concur with recommendation to approve minutes.

Motion:

Motion to approve minutes.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Budget Amendment - Elections - CARES Act Funding - \$252,137 - Brian Barnett

Information Provided with the Agenda

Pitt County Board of Elections has been awarded \$252,137 of CARES Act Funding to prevent, prepare for, and respond to the coronavirus pandemic during the 2020 federal election cycle.

Staff Recommendation

Approve budget amendment as submitted.

See Appendix 6

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve budget amendment as submitted.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Budget Amendment - Help America Vote Act (HAVA) Funds - \$10,000 (No County Funds) - Brian Barnett

Information Provided with the Agenda

The Board of Elections has received grant funds from the Help America Vote Act in the amount of \$10,000. This budget amendment appropriates the funds to be used to improve the administration of federal elections.

Staff Recommendation

Approval of budget amendment as submitted.

See Appendix 7

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approval of budget amendment as submitted.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Budget Amendment - Social Services - Adult Protective Services Unmet Needs - \$12,185 - (No additional County Funds) - Jan Elliott

Information Provided with the Agenda

The Department has custody of an adult client that was awaiting approval of Social Security benefits and did not have funding to pay their living expenses. The client has been approved for Social Security and has sufficient funds to pay their living expenses and repay the agency for a portion of expenses that were paid for by DSS.

The Department is requesting to increase revenues and expenditures to reflect this funding.

Staff Recommendation

Approval of Budget Amendment as submitted.

See Appendix 8

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approval of Budget Amendment as submitted.
Motion made by Commissioner Chris W. Nunnally.
Motion seconded by Commissioner Beth B. Ward.
Motion passed unanimously.

Budget Amendment-Social Services - Federal CARES Act Funding - Child Welfare and Adult Protective Services - \$117,000 - (No additional County Funds) - Jan Elliott

Information Provided with the Agenda

The Department has received Federal CARES Act funding as a result of the COVID-19 Crisis. Pitt County's allocation is \$117,000 and will be used to hire temporary/time limited staff to assist with the increased workload in Child Welfare and Adult Protective Services. The funding will be available retroactively from March, 2020 through November, 2020.

The Department is requesting to increase Revenues and Expenditures as submitted. No additional County Funds requested.

Staff Recommendation

Approval of Budget Amendment as submitted.

See Appendix 9

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approval of Budget Amendment as submitted.
Motion made by Commissioner Chris W. Nunnally.
Motion seconded by Commissioner Beth B. Ward.
Motion passed unanimously.

Budget Amendment - Social Services - GUC Neighbor To Neighbor Program- \$30,000- (No County Funds) - Jan Elliott

Information Provided with the Agenda

The Department of Social Services has received a donation from Greenville Utilities' Neighbor to Neighbor fuel assistance program. These funds will be used by the Department to provide heating and cooling assistance to clients of the Department who are also customers of Greenville Utilities. These funds supplement the other fuel assistance funds and provide assistance to clients who are ineligible for other assistance or when other funds are exhausted.

The Department is requesting a budget amendment to increase the expenditure and revenue line items by \$30,000. No County funds are requested.

Staff Recommendation

Staff recommends the approval of the attached budget amendment to increase revenues and expenditures in the Neighbor to Neighbor program.

See Appendix 10

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Staff recommends the approval of the attached budget amendment to increase revenues and expenditures in the Neighbor to Neighbor program.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Budget Amendment - EMS District - Insurance Proceeds - \$4,676 (No County Funds) - Brian Barnett

Information Provided with the Agenda

The EMS District fund has received \$4,676 in insurance proceeds for an accident involving a 2014 Grifton ambulance (VIN ending 0953). Funds will be used to repair the vehicle.

Staff Recommendation

Approve budget amendment as presented.

See Appendix 11

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve budget amendment as presented.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Budget Amendment - Planning - FY2019 Continuum of Care Program Grant - \$113,762 (No County Funds) - James Rhodes

Information Provided with the Agenda

The Pitt County Planning Department has received \$113,762 from the Department of Housing and Urban Development (HUD) for the Continuum of Care (CoC) Rapid Re-housing Grant Project (PittRRH2019). This is the second Rapid Re-housing grant Pitt County has received from HUD. These funds will be used to help homeless individuals and families gain access to housing in a short period of time. The CoC RRH funds will be used to provide financial assistance and case management services to eligible households.

Staff Recommendation

Approve the attached Budget Amendment to accept the CoC grant award of \$113,762 and authorize the Manager to execute the contract.

See Appendix 12

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve the attached Budget Amendment to accept the CoC grant award of \$113,762 and authorize the Manager to execute the contract.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Budget Amendment - Solid Waste & Recycling - COVID-19 Relief Grant - \$20,000 (County Match Required) - John Demary

Information Provided with the Agenda

The North Carolina Department of Environmental Quality (NC DEQ) has awarded Pitt County Solid Waste & Recycling a \$20,000 grant. The limited grant funding from NC DEQ is available to purchase equipment and/or resources to support residential recycling programs that have been impacted by the COVID-19 pandemic.

Grant funds will be used to purchase two compactors and boxes for commingled collection at the Winterville and Farmville convenience sites. The required 20% county match is included in the Solid Waste & Recycling budget.

Staff Recommendation

Approve budget amendment as submitted.

See Appendix 13

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve budget amendment as submitted.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Budget Amendment- Public Health- Diabetes Self-Management Education Program - \$6,308 (No County Funds) - John Silvernail

Information Provided with the Agenda

Funding from Vidant Medical Center to support Diabetes Self-Management Education (DSME) Program at Pitt County Public Health. This program is to support informed decision-making and to promote self-care behaviors and active collaboration with the patient and the health care team which have the potential to improve clinical outcomes and quality of life. The DSME programs serves primarily those who are uninjured, under insured and who otherwise may not receive diabetes self-management education.

Staff Recommendation

Approve as Presented.

See Appendix 14

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve as Presented.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Relocation of Farm Path Serving County Owned Property (Tax Parcel 34791) - Jordan Smith

Information Provided with the Agenda

The County owns Tax Parcel 34791 which was acquired in 2006 via property tax foreclosure. Access to the property is provided by a farm path as shown on a previously recorded map. Attorney Amy Wells represents adjacent property owner Olivia Southerland (owner of Tax Parcels 84661 and 84740) who is requesting approval to relocate the farm path. Currently the farm path runs along the far eastern edge of Parcel 84740. Under this proposal the farm path would be relocated to the far western edge of parcel 84740. After relocation the farm path would still be accessible from the same State maintained road, Clemmons School Road. County Engineer Tim Corley has reviewed this proposal and recommends it be approved.

See Attached Letter from Amy Wells, Proposed Agreement, Exhibit Map to Agreement, and Map for Reference Purposes Only.

Staff Recommendation

Approve and consent to the relocation of the farm path and authorize the Chair to execute the proposed Agreement.

See Appendix 15

Manager's Comments

Concur with recommendation to approve the relocation of farm path serving county owned property.

Motion:

Approve and consent to the relocation of the farm path and authorize the Chair to execute the proposed Agreement.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Budget Amendment - Sheriff's Office - State Excise Tax Collected - \$1,387 (No County Funds) - Paula Dance

Information Provided with the Agenda

The Sheriff's Office has received \$1,387 from the State of NC for taxes collected on unauthorized controlled substances. These are restricted funds and must be used for law enforcement purposes. These funds will be used for the purchase of law enforcement supplies.

Staff Recommendation

Staff recommends approval of this budget amendment as presented.

See Appendix 16

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Staff recommends approval of this budget amendment as presented.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Tax Administration Adjustment Refunds - Lorie English

Information Provided with the Agenda

Refunds of \$100 or more from the period of August 1, 2020 through August 31, 2020, created by adjustment or other property valuation change or correction are submitted for approval by the Pitt County Board of Commissioners in accordance with NCGS 105-38. The attached report details releases and refunds for the period listed. Refunds total \$7,030.13, including \$345.41 processed in NCPTS and \$6,684.72 processed in NCVTS.

Staff Recommendation

To approve the refunds as presented, and direct staff to prepare the refunds.

See Appendix 17

Manager's Comments

Concur with recommendation to approve Tax Administration adjustment refunds.

Motion:

To approve the refunds as presented, and direct staff to prepare the refunds.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

2020 National Fire Prevention Week Proclamation - Randy Gentry

Information Provided with the Agenda

Each year since 1925, the President of the United States has signed a proclamation for National Fire Prevention Week, endorsing national support of fire departments as they teach fire safety throughout their communities. A proclamation can complement this national campaign, spotlighting the fire safety work of first responders and helping reinforce the lifesaving messages associated with the annual theme. The 2020 National

Fire Prevention Week theme is, "Serve Up Fire Safety in the Kitchen!" National Fire Prevention Week is October 4-10, 2020.

Staff Recommendation

Adoption of the 2020 National Fire Prevention Week Proclamation.

See Appendix 18

Manager's Comments

Concur with recommendation to approve 2020 National Fire Prevention Week Proclamation.

Motion:

Adoption of the 2020 National Fire Prevention Week Proclamation.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

Items for Discussion

Social Services - Community Development Block Grant Coronavirus (CDBG-CV) Up to \$900,000-Request approval to move forward with Grant application - Jan Elliott

Information Provided with the Agenda

The governor set aside \$28 million dollars of the federal Community Development Block Grant-Coronavirus funding that is to focus on eviction prevention and utility payments. This money is administered by the Department of Commerce and helps municipalities with fewer than 50,000 residents and counties with fewer than 200,000 residents. The maximum grant award is \$900,000 and these funds will be awarded on a first come, first served basis. A maximum of 10% can be used for administrative costs. There is no required county match. There will need to be two public hearings as part of the application process.

Pitt County Department of Social Services would like approval to apply for these funds.

Staff Recommendation

Approval to move forward with the grant application process.

Manager's Comments

Concur with recommendation to approve the submittal of a CDBG-CV grant application with intent to focus on eviction prevention and utility payments a result of the COVID-10 pandemic.

Meeting Notes

Mrs. Elliott stated the Governor set aside \$28 million dollars of the federal Community Development Block Grant-Coronavirus funding that is to focus on eviction prevention and utility payments. She stated this money is administered by the Department of Commerce and helps municipalities with fewer than 50,000 residents and counties with fewer than 200,000 residents. She stated the maximum grant award is \$900,000 and these funds will be awarded on a first come, first served basis. She stated a maximum of 10 percent can be used for administrative costs. There is no required county match. She stated there will need to be two public hearings as part of the application process.

Motion:

Approval to move forward with the grant application process.
Motion made by Commissioner Mary Perkins-Williams.
Motion seconded by Commissioner Lauren White.
Motion passed unanimously.

Portrait Request for Superior Courtroom - Scott Elliott

Information Provided with the Agenda

As a follow-up to the August 17, 2020 agenda item concerning the request for the Board of Commissioners to send a portrait invitation to the family of James E. Martin, this item is being placed back on the agenda for the Commissioners consideration. Attached is the original letter of request dated July 27, 2020. It is suggested that the board discuss this and consider placement of this portrait in one of the District Courtrooms of the Pitt County Courthouse.

Staff Recommendation

Discuss and consider approval to extend an invitation for the family of James E. Martin to present a portrait in oil to be displayed in a District Courtroom of the Pitt County Courthouse.

See Appendix 19

Meeting Notes

Mr. Elliott stated as a follow-up to the August 17, 2020 agenda item concerning the request for the Board of Commissioners to send a portrait invitation to the family of James E. Martin, this item is being placed back on the agenda for the Commissioners consideration. He stated it is suggested that the board discuss this and consider placement of this portrait in one of the District Courtrooms of the Pitt County Courthouse.

Motion:

Motion to extend an invitation for the family of James E. Martin to present a portrait in oil to be displayed in a District Courtroom of the Pitt County Courthouse.
Motion made by Commissioner Chris W. Nunnally.
Motion seconded by Commissioner Mary Perkins-Williams.
Motion passed unanimously.

Motion:

Motion to allow the Chairman to appoint a committee for future portrait requests for the Pitt County Courthouse.
Motion made by Commissioner Beth B. Ward.
Motion seconded by Commissioner Mary Perkins-Williams.
Motion passed unanimously.

Churches Outreach Network - Request funding for Warehouse Space - Scott Elliott

Information Provided with the Agenda

Pastor Rodney Coles, representing Churches Outreach Network (CON), is requesting funding of Pitt County, City of Greenville and United Way of Pitt County. This will be to assist in the paying of warehouse space for the CON's Community Unity Network

Resources Center. Each entity is being asked to provide \$10,000 (total \$30,000). This would be for one year. The CON would then be expected to raise the funds on their own to pay this cost after the first year. The attached Power Point goes into additional detail of this request.

Staff Recommendation

Motion to discuss request and consider funding the \$10,000 for one-year. It approved, Pitt County's funding to be contingent upon the City of Greenville and United Way of Pitt County approving as well.

Meeting Notes

Pastor Coles presented the following Power Point presentation.

See Appendix 20

Commissioner Perkins-Williams asked if any county space was available for this purpose. Mr. Elliott stated the Technology Enterprise Center (TEC) has been used for the past five years for Toys for Tots. He stated the Pitt County Development Commission has asked the program to relocate. He stated the space has been shown to two different clients that have expressed interest in having the space upfitted prior to leasing it. He stated Pastor Coles needs warehouse space and the ability for a loading dock. He stated the county does not have additional available space.

Pastor Coles stated they have identified warehouse space for the Churches Outreach Network (CON's) Center at a cost of \$30,000/year. He stated he is in attendance today requesting \$10,000 of the \$30,000 from Pitt County. He stated the CON would then be expected to raise the funds on their own to pay this cost after the first year through fundraising efforts.

Commissioner Nunnally stated his overriding concern is food security. He stated part of the Churches Outreach Network's efforts will be to mitigate food security risks. He stated county government is strained and this is a tight fiscal environment. He asked how the Churches Outreach Network plans to self-sustain the costs following year-one. Pastor Coles stated they currently hold a yearly fundraiser that helps the community with rent. He stated he would like to expand the fundraising efforts. He stated they receive a lot of in-kind donations. He stated Pitt County has the best community partners. Commissioner Nunnally asked for the value over the course of supporting the space at the Technology Enterprise Center (TEC). Mr. Elliott stated the space is highly discounted because companies are being incubated for launching within the community. He stated the lease rates are highly subsidized for that purpose. Mr. Elliott asked Pastor Coles when the proposed lease would begin. Pastor Coles stated immediately. Commissioner Nunnally asked if the landlord/owner for the proposed warehouse is associated with Churches Outreach Network. Pastor Coles stated he connected with the owner during Hurricane Matthew and he does not serve on the Churches Outreach Network Board of Directors.

Motion:

Motion to approve funding in the amount of \$10,000 for one-year contingent upon the City of Greenville and United Way of Pitt County approving as well.

Motion made by Commissioner Ann Floyd Huggins.

Motion seconded by Commissioner Chris W. Nunnally.

Motion passed unanimously.

Items for Decision

Courthouse Flagpole Installation (\$13,171.64) - Tim Corley

Information Provided with the Agenda

Meridian Design/Building of NC LLC has submitted a bid of \$13,171.64 for the installation of 3 flagpoles located at the corner of Evans and 3rd Streets on the Pitt County Courthouse grounds. The center pole will be 25' high and the two on either side will be 20'. They will display the American flag, NC State flag and Pitt County Flag.

Staff Recommendation

Approve the purchase and installation of flagpoles located at the Southeast corner of the Courthouse property and associated budget amendment. Funds will come from contingency.

See Appendix 21

Manager's Comments

Concur with staff recommendation regarding purchase and placement of new flag poles for use at the Pitt County Courthouse.

Motion:

Approve the purchase and installation of flagpoles located at the Southeast corner of the Courthouse property and associated budget amendment. Funds will come from contingency.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Beth B. Ward.

Motion passed unanimously.

"All-America County Award - 2020" Sign Panels - James Rhodes

Information Provided with the Agenda

With the recently-received recognition as an All-America County by the National Civic League, staff recommends acknowledging this award by installing sign panels at the 22 current locations of the "Welcome to Pitt County" signs. These sign panels will replace the current panels entitled "Peoples' Choice: Great Place for Healthy Living - 2016."

Attached is the resolution requesting NCDOT authorization to install the new signage at the "Welcome to Pitt County" sign locations.

Staff Recommendation

Adopt the resolution to request NCDOT authorization to install "All-America County Award - 2020" sign panels.

Manager's Comments

Concur with staff recommendation regarding request to NCDOT to install "All-America County -2020" signage.

Meeting Notes

Mr. Rhodes presented the following Power Point presentation.

See Appendix 22

Motion:

Adopt the resolution to request NCDOT authorization to install "All-America County Award - 2020" sign panels.

Motion made by Commissioner Beth B. Ward.

Motion seconded by Commissioner Chris W. Nunnally.

Motion passed unanimously.

Resolution in Support of Extending CARES Act Funding and Continued Service at PGV by American Airlines - Janis Gallagher

Information Provided with the Agenda

The Pitt Greenville Airport Authority has been notified that American Airlines will shutter commercial airline service at PGV and 14 other markets beginning October 7, 2020 until November 3, 2020. American Airlines has stated that this decision is the result of low demand and the expiration of the air service requirements associated with the CARES Act.

On March 27, 2020 the US Congress signed into law the Coronavirus Aid, Relief and Economic Security (CARES) Act in response to the COVID-19 Pandemic. The Payroll Support Program (PSP) was created through the CARES Act to provide payroll support to the aviation industry for the continuation of payment of employee wages, salaries and benefits. American Airlines received financial assistance from the Payroll Support Program which obligated American Airlines to provide airline services to communities it served as of March, 2020. American Airlines is the only commercial airline that services Pitt-Greenville Airport. The Payroll Support Program ends September 30, 2020. An extension of the Payroll Support Program would obligate American Airlines to continue providing commercial airline services to Pitt-Greenville Airport through March 31, 2021.

The attached Resolution urges the US Congress to adopt legislation that extends the Payroll Support Program under the CARES Act to enable American Airlines to continue to provide commercial airline services to the Pitt-Greenville Airport through March 31, 2021.

Staff Recommendation

Adopt the Resolution as presented.

See Appendix 23

Manager's Comments

Concur with staff recommendation to approve resolution in support of extending CARES Act funding and continued service at PGV by American Airlines.

Meeting Notes

Mrs. Gallagher stated the Pitt Greenville Airport Authority has been notified that American Airlines will shutter commercial airline service at PGV and 14 other markets beginning October 7, 2020 until November 3, 2020. She stated American Airlines has stated that this decision is the result of low demand and the expiration of the air service requirements associated with the CARES Act.

Motion:

Adopt the Resolution as presented.
Motion made by Commissioner Beth B. Ward.
Motion seconded by Commissioner Chris W. Nunnally.
Motion passed unanimously.

Compactor Repair at the Transfer Station - \$112,750 - John Demary

Information Provided with the Agenda

The compactor was installed in May of 2012. The life expectancy is between 10 to 15 years for the compactor. A couple of years ago Solid Waste and Recycling (SW&R) had minor repairs completed on the compactor. It is time to do major repairs to the walls, floor and the head of the compactor.

SW&R sent out request for pricing to 3 local contractors. Two contractors submitted pricing. The work was priced with the contractor providing all equipment, materials and overtime to complete the job and without overtime work which would take longer to complete. With the compactor being down, it is recommended by SW&R staff that the contractor awarded the contract use overtime to complete the job quicker. The contractor estimates it will take 7 days to complete the work using overtime. The cost of the repairs was budgeted in this years budget.

Discuss plan (CIP) or need for an additional compactor in the future.

Staff Recommendation

To allow the County Manager to execute a contractor for the repairs to the compactor with Oak Ridge Industries in the amount of \$112,750.00. This amount includes overtime.

See Appendix 24

Manager's Comments

Concur with staff recommendation to approve compactor repairs at the Transfer Station.

Meeting Notes

Mr. Demary stated the existing compactor was installed in May of 2012. He stated the life expectancy is between 10-15 years for the compactor. He stated a couple of years ago Solid Waste and Recycling (SW&R) had minor repairs completed on the compactor. He stated it is time to do major repairs to the walls, floor and the head of the compactor. He stated Solid Waste and Recycling sent out request for pricing to 3 local contractors. Two contractors submitted pricing. The work was priced with the contractor providing all equipment, materials and overtime to complete the job and without overtime work which would take longer to complete. With the compactor being down, it is recommended by SW&R staff that the contractor awarded the contract use overtime to complete the job quicker. The contractor estimates it will take 7 days to complete the work using overtime. He stated the cost of the repairs was budgeted in this year's budget.

Motion:

To allow the County Manager to execute a contractor for the repairs to the compactor with Oak Ridge Industries in the amount of \$112,750.00. This amount includes overtime.
Motion made by Commissioner Beth B. Ward.
Motion seconded by Commissioner Mary Perkins-Williams.

Motion passed unanimously.

Appointments & Reappointments to the Pitt County Planning Board - Scott Elliott

Information Provided with the Agenda

Fred Austin, District 4 representative, term expires 9/30/2020 and is interested in being reappointed for his first full term. R.J. Hemby, District 3 representative, term expires 9/30/20 and is interested in being reappointed to serve another full term. Faye Barefoot, District C (4&5) representative and Danny Smith, District A (1&2) representative terms expire 9/30/2020 and both are not eligible for reappointment due to serving the maximum number of terms. Please find attached the list of interested applicants residing in District C (4&5) and District A (1&2).

Staff Recommendation

Motion to reappoint Fred Austin as the District 4 representative and R.J. Hemby as the District 3 representative and appoint two individuals to replace Faye Barefoot as the District C (4 &5) representative and Danny Smith as the District A (1&2) representative to the Pitt County Planning Board.

See Appendix 25

Motion:

Motion to reappoint Fred Austin as the District 4 representative and R.J. Hemby as the District 3 representative and appoint John Landrine as the District A (1&2) representative.

Motion made by Commissioner Ann Floyd Huggins.

Motion seconded by Commissioner Chris W. Nunnally.

Motion passed unanimously.

Motion:

Motion to continue to advertise for District C (4 & 5).

Motion made by Commissioner Ann Floyd Huggins.

Motion seconded by Commissioner Chris W. Nunnally.

Motion passed unanimously.

Appointment to the Ayden Planning Board - Scott Elliott

Information Provided with the Agenda

The Town of Ayden Governing Board is recommending Mr. Jerry Cox fill the vacant regular ETJ seat that was left vacant from the passing of Mr. Dixie Harris, on the Ayden Planning Board. Mr. Cox currently is filling the alternate ETJ seat. If appointed, Mr. Cox will vacate his current seat and will move to the regular ETJ seat and serve an unexpired term that expires August 5, 2020.

Staff Recommendation

Motion to appoint Mr. Jerry Cox to the Ayden Planning Board as a regular ETJ member.

See Appendix 26

Motion:

Motion to appoint Mr. Jerry Cox to the Ayden Planning Board as a regular ETJ member.

Motion made by Commissioner Ann Floyd Huggins.

Motion seconded by Commissioner Beth B. Ward.
Motion passed unanimously.

Reappointments to the Pitt County Farm and Food Council - Scott Elliott

Information Provided with the Agenda

Leigh Guth, Cooperative Extension Director, is recommending the reappointments of Ms. Marsha Williams as an at-large member, Ms. Lauren Howard as an at-large member, Dr. John Silvernail as the Health Department representative, Mr. James Rhodes as the Planning Department representative and herself as the NC Cooperative Extension representative. If reappointed, Ms. Williams, Ms. Howard, Dr. Silvernail, Mr. Rhodes and Ms. Guth will serve another full term that expires July 1, 2023.

Staff Recommendation

Motion to reappoint Ms. Marsha Williams, Ms. Lauren Howard, Dr. John Silvernail, Mr. James Rhodes and Ms. Leigh Guth to the Pitt County Farm and Food Council.

See Appendix 27

Motion:

Motion to reappoint Ms. Marsha Williams, Ms. Lauren Howard, Dr. John Silvernail, Mr. James Rhodes and Ms. Leigh Guth to the Pitt County Farm and Food Council.
Motion made by Commissioner Lauren White.
Motion seconded by Commissioner Beth B. Ward.
Motion passed unanimously.

Appointment to the Board of Health - Scott Elliott

Information Provided with the Agenda

Dr. Silvernail, Public Health Director, is recommending Dr. Herbert Garrison be appointed to the physician seat on the Board of Health. Dr. Keith Ramesey is currently filling the physician's seat but his term expired September 1, 2020. If appointed, Dr. Garrison will serve a full term that expires September 14, 2023.

Staff Recommendation

Motion to appoint Dr. Herbert Garrison to the physician's seat on the Board of Health.

See Appendix 28

Motion:

Motion to appoint Dr. Herbert Garrison to the physician's seat on the Board of Health.
Motion made by Commissioner Ann Floyd Huggins.
Motion seconded by Commissioner Chris W. Nunnally.
Motion passed unanimously.

Appointment and Reappointment to the Pitt-Greenville Convention & Visitors Authority - Scott Elliott

Information Provided with the Agenda

The Greenville City Council is recommending Ms. Candace Hollingsworth be appointed to the Pitt-Greenville Convention & Visitors Authority. If appointed, Ms. Hollingsworth

will be replacing Mr. Tyler McDowell who has resigned and will serve an unexpired term that expires July, 2023.

Per the Greenville City Council, Mr. Robert Sheck is being recommended to be reappointed to the Pitt-Greenville Convention & Visitors Authority. Our records show that Mr. Sheck was appointed in July 2018 and then terminated in November of 2018. In further discussion with the City Clerks Office it was determined that a mistake was made and Mr. Sheck needs to be appointed to serve a second term that expires July, 2023.

Staff Recommendation

Motion to appoint Ms. Candace Hollingsworth and reappoint Mr. Robert Sheck to the Pitt-Greenville Convention

See Appendix 29

Motion:

Motion to appoint Ms. Candace Hollingsworth and reappoint Mr. Robert Sheck to the Pitt-Greenville Convention & Visitors Authority.

Motion made by Commissioner Chris W. Nunnally.

Motion seconded by Commissioner Ann Floyd Huggins.

Motion passed unanimously.

Commissioners' Comments/Committee Reports

Meeting Notes

Commissioner Albright stated he looks forward to seeing everyone in-person this evening.

Commissioner Floyd Huggins stated the Emergency Medical Services Oversight Committee (EMS-OC) elected Dr. Michael Brown as the Chairman and Jo Morgan as the Vice-Chairman. She stated the EMS-OC is very appreciate of the paramedic position recently approved. She stated no stations have been taken out of service since COVID-19. She encouraged the Board to consider waiving the face covering policy during the election season. Mr. Elliott stated Pitt County cannot turn away individuals from voting due to non-masking. He stated monitors will not be posted outside the buildings to ensure individuals are masked. It was noted that this item would be brought back for discussion on October 5th.

Commissioner Nunnally thanked Kelly Andrews for her steady leadership.

Adjourn

Motion:

Motion to adjourn the meeting at 11:10 a.m.

Motion made by Commissioner Mary Perkins-Williams.

Motion seconded by Commissioner Beth B. Ward.

Motion passed

Vote Record:

Beth B. Ward Yes

Tom Coulson Yes

Melvin McLawhorn Yes

Mary Perkins-Williams Yes
Ann Floyd Huggins Yes
Alex Albright Yes
Mike Fitzpatrick No
Chris W. Nunnally No
Lauren White Yes

Voting Totals:
Yes: 7 No: 2

Respectfully Submitted,

Kimberly W. Hines
Clerk to the Board

Appendix 1

Recognition of Eagle Scouts - Landon Cole Morris
(Troop 25)



MAR 16 2020
JTS

March 10, 2020

Ms. Kimberly Hines

1717 W. 5th Street

Greenville, NC 27834

Dear Ms. Hines;

On Tuesday, March 10, 2020, two scouts from Pitt County completed all requirements for the rank of Eagle in the Boy Scouts of America. I hope the County Commissioners will see fit to recognize these young men for their valuable service and accomplishments. See below for their information.

Troop 30

Troop 25

Charles Stuart O'Connor, Jr

Landon Cole Morris

902 Daventry Drive

6081 May Blvd

Greenville, NC 27858

Farmville, NC 27828

252-531-8787

252-702-2140

built

Projects: Stuart O'Conner did extensive landscaping and refreshing of old picnic tables and benches at St. Peter School.

Landon Morris built a large number of raised beds, complete with soil, on the grounds of Farmville Central High School for the use of the agricultural classes.

These Eagle Candidates did excellent work with their projects. Pitt County is a better place to live because of the fine work they have accomplished. If I can furnish any more information about these deserving young men, please feel free to call me. The Pitt County Eagle Board was very impressed with their dedicated and selfless efforts and accomplishments. They have set strong examples for other scouts to follow.

Sincerely,

Glenn M. Joyner, Chairman

Pitt District Eagle Board 252-531-5403

Appendix 2

Pitt County's "All-America County – 2020"
Designation



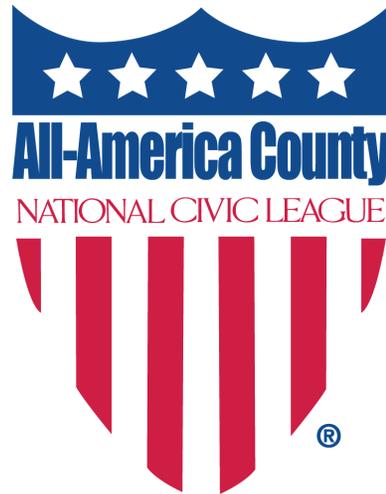
All-America County Award

James Rhodes, AICP
Planning Director
September 14, 2020



All-America County Award

Pitt County



2020

1717 West 5th Street Greenville, NC 27834 • 252-902-3250 • www.PittCountyNC.gov/PLN



All-America County Award



Theme
Enhancing Health & Well-Being Through Civic Engagement

1717 West 5th Street Greenville, NC 27834 • 252-902-3250 • www.PittCountyNC.gov/PLN

Program Characteristics



- Within last 5 years
- Health & well-being related
- Civic engagement
- Inclusive & diverse

Program Characteristics



- Assistance for underserved populations
- Innovative
- National Issue
- Measurable impacts

Pitt County's Application



1. Local Reentry Council
 - Third Street Education Center
 - Sheriff's Heroin Addiction Recovery Program (SHARP)
2. Community Paramedic Program

Pitt County's Application

3. Farm and Food Council

- Pitt Food Finder
- Leroy James Farmers' Market
- Making Pitt Fit Community Garden







Timeline of Activities



- October 2019
 - Intent to apply for award
- December 2019 – February 2020
 - Team Meetings/Application Development
- February 2020
 - Application Submitted

Timeline of Activities



- March 2020
 - Selected as Semi-Finalist
- May 2020 – August 2020
 - Presentation Preparations/Rehearsals
- August 17, 2020 – August 19, 2020
 - All-America Program & Awards

Other Activities

- Interview with Well Being in the Nation Network - Alice Keene
- Festival of Ideas - Reentry Panel Discussion
- Youth Award Nominee- Kennedy Fipps
- Cultural Showcase – Tar River Community Band





Pitt County



2020

Promotional Activities

- Digital billboards
- Highway Signage
- Newspaper/radio/tv
- Letter to partners/local officials
- Campus signage



- Scott Elliott, County Manager
- James Rhodes, Planning Director
- Janis, Mike & Bryan, Management Team
- Paula Dance, Sheriff
- Joyce Jones, NC Dept of Public Safety
- Leigh Guth, Cooperative Extension
- Randy Gentry, PCEM
- Jim McArthur, PCEM
- Michelle Etheridge, PCEM
- Alice Keene, Planning
- Tracy Cash, Planning
- Eric Gooby, Planning
- Jeff Coston, Planning
- Kahla Hall, Vidant Health
- Catherine Nelson, Vidant Health
- John Silvernail, Public Health
- Amy Hattem, Public Health
- Ron Butler, Community Schools & Rec
- Mike Emory, PIO
- Carla Hanson, PIO
- Kyle Kettler, PIO
- Donald Pilgreen, Third St Education Center
- Nathan White, Third St Education Center
- Joni Young-Torres, Community Garden
- Lora Maynard, Sheriff's Office
- Venus Curry, Sheriff's Office
- Justin Jackson, Sheriff's Office





"All-America County Award 2020" Sign Panels

James Rhodes, AICP
Planning Director
September 14, 2020

Promotional Activities

- Highway Signage





Recommendation

Adopt the resolution to request NCDOT authorization to install "All-America County Award - 2020" sign panels.

Appendix 3

Franchise Renewal for C&D Landfill, Inc.

FRANCHISE RENEWAL AMENDMENT #3

For: A Construction and Demolition Landfill

Granted BY: Pitt County Board of Commissioners
1717 West Fifth Street
Greenville, NC 27834

Granted To: C & D Landfill, Inc.
802 Recycling Lane
Greenville, NC 27834
Contact: Judson Whitehurst, President

Original Franchise Date: December 18, 2000

Renewal Franchise Date: February 3, 2003

Amendment #1 Date: August 4, 2008

Amendment #2 Date: August 17, 2015

Amendment #3 Date: August 1, 2020

The Following terms of the Franchise are hereby modified:

1. The renewal term of the Franchise shall be five (5) years from date of granting of the Franchise Renewal. The Franchise may be renewed and extended for five (5) subsequent one (1) year terms, contingent upon County commissioner approval pursuant to G.S §153A-46. The Board of Commissioners may, at its sole option, require that the Franchisee meet additional terms and conditions in order to secure the renewal of the Franchise at the end of any one year term.

The Franchise for C & D landfill, Inc., is hereby amended to reflect the above changes. This Amendment #3 does not change any of the other requirements of the Franchise not directly set out in this Amendment.

CONTRACTOR

C & D LANDFILL, INC.

BY: _____

ATTEST:

CORPORATE SEAL

PITT COUNTY

BY: _____

Melvin McLawhorn, Chairman
Pitt County Board of Commissioners

ATTEST:

Kimberly W. Hines, Clerk to the Board

COUNTY SEAL

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer



Media of Eastern North Carolina

The Daily Reflector - The Daily Advance - The Rocky Mount Telegram
Bertie Ledger - Chowan Herald - Duplin Times - Farmville Enterprise - Perquimans Weekly
Standard Laconic - Tarboro Weekly - Times Leader - Williamston Enterprise
PO Box 1967, Greenville NC 27835
(252) 329-9500

PAID VIA	
<input type="checkbox"/> Cash	<input type="checkbox"/> Credit Card
<input type="checkbox"/> Check #	_____
Date Paid	_____

PITT CO PUBLIC INFORMATION
MIKE EMORY
1717 WEST 5TH ST
GREENVILLE, NC 27834

Copy Line:	Franchise
Size:	30.0
Total Price:	\$780.00

Account: 104157

Ticket: 352146

PUBLISHER'S AFFIDAVIT

NORTH CAROLINA
Pitt County

Tylanda Randolph affirms that he/she is clerk of Daily Reflector, a newspaper published daily at Greenville, North Carolina, and that the advertisement, a true copy of which is hereto attached, entitled Franchise was published in said Daily Reflector on the following dates:

Please see attached proof.

Friday, August 7, 2020

and that the said newspaper in which such notice, paper, document or legal advertisement was published, was at the time of each and every publication, a newspaper meeting all of the requirements and qualifications of Chapter 1, Section 597 of the General Statutes of North Carolina and was a qualified newspaper within the meaning of Chapter 1, Section 597 of the General Statutes of North Carolina.

Tylanda Randolph

Affirmed and subscribed before me this 10th day of August 2020

Aquichia Walker
(Notary Public Signature)

Aquichia Walker
(Notary Public Printed Name)

My commission expires 8-21-24



PUBLIC NOTICE FOR RENEWAL OF FRANCHISE FOR C&D LANDFILL, INC.

NOTICE IS HEREBY given that the Pitt County Board of Commissioners will hold a public hearing on the 14th day of September, 2020 at 9:00 A.M. in the Eugene James Commissioners Auditorium, 1717 West Fifth Street, in order to consider renewal of a franchise for C&D Landfill, Inc., pursuant to North Carolina General Statute 130A-294.

The proposed franchise renewal is summarized as follows:

TERM OF FRANCHISE: The renewal term of this Franchise shall be Five (5) years from the date of granting of the Franchise Renewal. The Franchise may renew and be extended for two (2) subsequent five (5) year terms, contingent upon County Commissioner approval pursuant to G.S. 153A-46. The Board of Commissioners may, at its sole option, require that the Franchisee meet additional terms and conditions in order to secure the renewal of the Franchise at the end of any term.

POPULATION AND AREA TO BE SERVED: The Site is located on US264 near the Pitt County/Beaufort County line. The site serves an area up to 100 miles in radius from the center of the waste area with an estimated population of over 750,000.

TYPE, QUANTITY AND SOURCE OF WASTE: Construction and demolition waste resulting solely from construction, remodeling, repair or demolition operations on pavement, buildings, or other structures. Typical components of the waste stream are gypsum board, lumber, shingles, paper products, plastics and other miscellaneous materials. The most likely average daily rate is 100 tons per day. The Applicant has been granted the authority to receive up to 300 tons per calendar day in order to accommodate future growth or other natural disasters.

ANTICIPATED LIFE OF SITE: The useful life is based on the estimated tonnage per year arriving at the facility. It is estimated the proposed facility will have a useful life of approximately 20 years.

DESCRIPTION OF SITE: Beginning at North Carolina Geodetic Survey Monument "Beachum-1979" with NAD '83 state plane coordinates NORTHING 209495.130 meters EASTING 774558.210 meters proceed on a magnetic bearing (July 22,2000) SOUTH 28 degrees 46 minutes 00 seconds WEST 467.22 ft to an existing iron stake, thence SOUTH 68 degrees 17 minutes 21 seconds WEST 1317.66 ft. to an existing iron pipe, thence SOUTH 24 degrees 28 minutes, 54 seconds, WEST 870.40 ft. to an existing iron pipe, thence SOUTH 19 degrees 17 minutes 19 seconds WEST 620.11 ft. to an existing iron pipe in the center of an existing iron pipe in the center of an abandoned railroad bed, thence SOUTH 22 degrees 50 minutes 42 seconds WEST 700.25 ft. to an existing iron pipe and being the TRUE POINT OF BEGINNING. Thence from the TRUE POINT OF BEGINNING the following courses and distances: SOUTH 44 degrees 44 minutes 42 seconds EAST 677.72 ft. to an existing iron pipe, thence SOUTH 15 degrees 30 minutes 38 seconds EAST 495.60ft. to an existing iron pipe, thence SOUTH 66 degrees 08 minutes 47 seconds WEST 1182.37 ft. to an existing iron pipe, a corner with Davenport Farms DEED BOOK K-37 PAGE 457, thence NORTH 01 degrees 05 minutes 14 seconds WEST 122.65 ft. to an existing iron pipe, thence NORTH 33 degrees 05 minutes 14 seconds WEST 1312.98 ft. to an existing railroad iron on the south bank of WOLF

PITT BRANCH, thence along the branch NORTH 27 degrees 36 minutes 05 seconds EAST 51.55 ft. (no point set) to the center line intersection of WOLF PITT BRANCH and a CANAL HEADING NORTH, thence along the centerline of the canal NORTH 04 degrees 28 minutes 05 seconds WEST 62.82 ft. (no point set), thence 19 degrees 30 minutes 45 seconds EAST 26.87 ft. (no point set), thence NORTH 36 degrees 34 minutes 19 seconds WEST 81.04 ft. (no point set), thence NORTH 37 degrees 17 minutes 08 seconds WEST 154.38 ft. to a set iron pipe in the centerline of the canal, thence leaving the canal SOUTH 82 degrees 23 minutes 10 seconds EAST 723.01 ft. (no point set), thence NORTH 54 degrees 18 minutes 09 seconds EAST 414.81 ft. (no point set), thence SOUTH 44 degrees 44 minutes 42 seconds EAST 210.00 ft. (no point set), thence SOUTH 44 degrees 44 minutes 42 seconds EAST 146.84 ft. back to THE TRUE POINT OF BEGINNINGS and having and containing 40.14 acres by the coordinate method.

CONDITIONS: The conditions upon which the Franchise renewal is granted are the following:

1. The franchisee shall cause any public road leading to the landfill to be cleared of debris at least twice per month for a distance of two miles on both sides of the landfill entrance onto the public road.
2. The franchisee shall require that all trucks transporting debris be adequately covered or secured to prevent the spillage of debris.
3. The franchisee shall pay to the Pitt County Solid Waste Enterprise Fund a certain sum to be set each year in the fee schedules approved by Board of County Commissioners for every ton of debris taken into the landfill. These funds shall be utilized by the County for solid waste & recycling activities to include that the landfill operates in accordance with all Federal, State, and local regulations and the franchise.
4. The franchisee shall comply with all fire prevention regulations and sedimentation and erosion control regulations.
5. The franchisee shall provide dust control measures that will not allow dust to leave his property.
6. The franchisee hereby gives the County the right to seek up to \$500 per calendar day in damages, for violation of the franchise agreement.
7. The franchise shall comply with all requirements and provisions of the Rules of the North Carolina Department of Environment and Natural Resources pertaining to C&D Landfills.

Due to Governor Cooper's "Safer at Home" Order, in person attendance will be limited. Board members, staff, and members of the public may participate virtually. This meeting can be viewed by the public on PittTV (Suddenlink Cable channel 13), and the Pitt County You Tube channel (www.youtube.com/PittCountyNC) or one of the official Pitt County Facebook pages. Members of the public may also call the Clerk to the Board of Commissioners at 252-902-2950 for access to a listen-only option.

Members of the public wishing to comment on this public hearing may submit written comments to the Pitt County Clerk to the Board via email to kimberly.hines@pittcountync.gov or via regular mail to the Clerk's attention at 1717 West Fifth Street, Greenville, NC 27834. Written comments will be received until two hours prior to the start of the meeting and will be read into the record during the time allotted for the public hearing. Those who wish to speak during the meeting may call the Clerk to the Board at 252-902-2950 up to two hours prior to the meeting to receive instructions on how to participate virtually. Those wishing to speak virtually at the meeting must provide their name and address prior to receiving instructions. For additional information or questions about the process, please contact the Pitt County Manager's Office at 252-902-2950.

Appendix 4

Monthly Financial Report for General Fund and Solid
Waste Enterprise Fund as of August 31, 2020

PITT COUNTY - SOLID WASTE FUND - MONTHLY FINANCIAL REPORT

FISCAL 2020-2021 REVENUES - Period 2 (16.67%)										FISCAL YEAR 2019-2020							
TOTAL REVENUES	\$	(14,225,368.00)	\$	-	\$	(14,225,368.00)	\$	(6,273,523.49)	\$	-	\$	(7,951,844.51)	44.10%	\$	(4,101,537.58)	\$	2,171,985.91

FISCAL 2020-2021 EXPENDITURES - Period 2 (16.67%)											FISCAL YEAR 2019-2020								
ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED		YTD ACTUAL	DIFFERENCE							
TOTAL EXPENDITURES			\$	14,225,368.00	\$	-	\$	14,225,368.00	\$	1,383,587.98	\$	288,066.10	\$	12,553,713.92	11.75%	\$	1,433,493.63	\$	(49,905.65)

BUDGET VS ACTUAL			
	REVISED BUDGET	YEAR TO DATE	%
REVENUES	\$ (14,225,368)	\$ (6,273,523.49)	44.10%
EXPENDITURES	\$ 14,225,368	\$ 1,383,587.98	9.73%

EARNINGS/(LOSS)	Fiscal Year 2020-21	Fiscal Year 2019-20
	ACTUALS	ACTUALS
REVENUES	\$ (6,273,523.49)	\$ (4,101,537.58)
EXPENDITURES	\$ 1,383,587.98	\$ 1,433,493.63
RATIO	453.4%	286.1%

COUNTY OF PITT
GENERAL FUND
MONTHLY FINANCIAL REPORT
as of August 31, 2020

	FY 2021 Revised Budget	FY 2021 Month-To-Date	FY 2021 Year-To-Date	% of Budget	FY 2020 Revised Budget	FY 2020 Year-To-Date	% of Budget
REVENUES							
General Government							
Taxes - Ad Valorem	98,210,179	50,084,174.64	54,408,792.85	55.4%	94,430,317	50,352,217.59	53.3%
Taxes - Other	19,708,662	317,663.36	371,127.81	1.9%	20,681,822	(906,551.26)	-4.4%
Intergovernmental - Unrestricted	275,000	-	-	0.0%	300,000	-	0.0%
Intergovernmental - Restricted	1,277,700	57,951.90	80,178.50	6.3%	574,200	82,226.71	14.3%
Permits & Fees	2,100,250	239,548.79	497,486.47	23.7%	2,142,750	402,462.40	18.8%
Sales & Services	5,415,968	790,348.32	884,894.55	16.3%	5,315,287	827,063.19	15.6%
Other Revenues	10,083,935	280,857.86	669,399.49	6.6%	14,374,768	566,446.37	3.9%
Public Health	12,475,993	1,966,810.85	2,112,699.44	16.9%	11,688,310	1,847,622.82	15.8%
DSS	32,665,925	4,212,709.00	3,364,638.52	10.3%	31,735,413	4,287,102.76	13.5%
Court Facility	518,149	37,916.57	59,970.57	11.6%	384,576	50,804.94	13.2%
Mental Health	643,500	46,636.15	87,344.15	13.6%	663,500	87,036.35	13.1%
Total Revenues	183,375,261	58,034,617.44	62,536,532.35	34.1%	182,290,943	57,596,431.87	31.6%

EXPENDITURES

General Government							
Governing Board	248,978	18,471.37	36,680.02	14.7%	248,040	46,946.49	18.9%
County Manager	537,671	50,457.13	99,475.39	18.5%	525,213	90,241.35	17.2%
Financial Services	921,065	67,209.22	163,707.96	17.8%	869,702	149,409.28	17.2%
Tax Administration	2,766,653	187,712.30	448,433.47	16.2%	2,704,498	447,764.52	16.6%
Legal	609,613	44,103.17	109,842.02	18.0%	589,532	108,826.87	18.5%
Elections	887,893	41,376.44	131,263.79	14.8%	1,025,912	182,240.61	17.8%
Register of Deeds	643,559	42,913.92	99,967.40	15.5%	643,506	116,394.51	18.1%
Public Information	269,349	19,949.71	44,161.01	16.4%	220,925	39,494.02	17.9%
Human Resources	684,809	47,893.64	117,182.55	17.1%	668,506	115,745.44	17.3%
Imaging Svcs/Mail Room	168,885	13,682.32	31,459.25	18.6%	160,993	31,006.40	19.3%
MIS	2,875,638	213,651.91	668,915.65	23.3%	2,780,258	689,109.18	24.8%
GIS	443,015	16,831.59	43,547.53	9.8%	421,783	44,597.43	10.6%
Buildings & Grounds	2,466,426	214,909.19	418,650.13	17.0%	2,440,382	362,940.26	14.9%
Housekeeping	385,893	193.78	31,297.98	8.1%	373,320	61,935.39	16.6%
Sheriff	15,563,342	1,065,862.64	2,745,344.80	17.6%	14,897,985	2,412,757.48	16.2%
Detention Center	16,516,277	1,228,555.18	2,725,964.47	16.5%	15,913,745	2,735,630.01	17.2%
Jail Health Services	2,165,526	175,362.61	344,489.77	15.9%	2,200,732	338,578.95	15.4%
Jail Inmate Coordinator	65,127	4,863.58	10,496.07	16.1%	63,366	11,389.57	18.0%
School Security	914,494	61,411.65	154,599.63	16.9%	916,166	148,497.89	16.2%
Emergency Management	980,694	67,326.91	182,276.85	18.6%	898,714	86,106.76	9.6%
Communications	2,207,949	227,232.36	650,296.96	29.5%	2,173,481	328,165.20	15.1%
Planning - E911	-	(100.00)	-	0.0%	128,073	34,295.26	26.8%
Animal Services	1,025,831	61,555.32	135,390.92	13.2%	967,499	134,702.70	13.9%
Inspections	465,343	29,571.07	73,542.94	15.8%	453,398	76,416.29	16.9%
Medical Examiner	195,000	-	29,250.00	15.0%	195,000	32,460.00	16.6%
Other Public Safety	374,446	25,634.44	25,634.44	6.8%	303,250	29,524.30	9.7%
Transportation	4,500	-	409.20	9.1%	4,500	372.00	8.3%
Planning	1,144,255	79,151.25	187,838.29	16.4%	927,225	150,716.97	16.3%

COUNTY OF PITT
GENERAL FUND
MONTHLY FINANCIAL REPORT
as of August 31, 2020

	FY 2021 Revised Budget	FY 2021 Month-To-Date	FY 2021 Year-To-Date	% of Budget	FY 2020 Revised Budget	FY 2020 Year-To-Date	% of Budget
Other Economic Development	232,806	-	173,913.35	74.7%	231,075	173,913.35	75.3%
Engineering	137,461	10,248.89	24,966.27	18.2%	129,906	23,539.44	18.1%
Cooperative Extension	388,331	22,433.95	26,786.38	6.9%	324,021	34,847.41	10.8%
Soil & Water	313,931	22,375.77	54,123.31	17.2%	302,663	53,618.81	17.7%
Farmers' Market	48,817	4,068.09	9,505.50	19.5%	46,523	8,384.79	18.0%
Non-Departmental	2,977,517	158,177.75	431,548.03	14.5%	6,821,739	4,279,517.65	62.7%
Other Human Services	267,017	20,126.00	65,752.00	24.6%	267,017	65,752.00	24.6%
Veterans' Services	212,809	15,423.32	37,688.33	17.7%	206,261	37,216.28	18.0%
Pitt County Schools	42,497,811	3,429,817.58	7,199,635.16	16.9%	41,905,920	6,760,986.66	16.1%
Pitt Community College	6,268,911	514,075.92	1,028,151.84	16.4%	6,094,738	999,123.00	16.4%
Cultural & Recreational	681,819	2,000.00	211,454.00	31.0%	681,819	209,454.00	30.7%
Recreation	117,946	3,743.42	9,348.68	7.9%	99,505	5,947.17	6.0%
Interfund Transfer	27,167,417	4,718,326.00	5,008,876.00	18.4%	26,747,613	4,888,275.00	18.3%
Contingency	226,870	-	-	0.0%	244,640	-	0.0%
General Government	137,071,694	12,926,599.39	23,991,867.34	17.5%	137,819,144	26,546,840.69	19.3%
Public Health	12,475,993	1,680,378.10	1,695,614.78	13.6%	11,688,310	1,788,935.86	15.3%
DSS	32,665,925	4,400,296.89	4,400,296.89	13.5%	31,735,413	4,390,282.93	13.8%
Court Facility	518,149	101,907.22	102,557.22	19.8%	384,576	52,613.76	13.7%
Mental Health	643,500	88,813.67	88,813.67	13.8%	663,500	86,655.74	13.1%
Total Expenditures	183,375,261	19,197,995.27	30,279,149.90	16.5%	182,290,943	32,865,329	18.0%

Difference

32,257,382.45

24,731,102.89

Notes:

1. YTD August 31, 2020 represents 16.67% of fiscal year completed
2. General Fund (GF) Fund Balance (FB) @ June 30, 2020
 Total FB = TBD
 Available FB = TBD
 Available FB as % of GF Expenditures = TBD
3. Total GF FB appropriated for FY 20 = \$3,000,000
4. MTD Expenditures includes July interfund transfers.
5. YTD Expenditures include encumbrances.

Contingency	Original Budget	100,000
	Available	<u>100,000</u>

Grant Match	General Grant Match	50,000
	Available	<u>50,000</u>

Appendix 5

August 2020 Tax Collection Report

AUGUST 2020 TAX COLLECTION REPORT

1. CURRENT FISCAL YEAR (FY) NET TAX LEVY - PRINCIPAL

	CURRENT FYTD	FYTD 19-20	DIFFERENCE	PERCENTAGE DIFFERENCE
Fiscal year to date (FYTD) net tax levy for real and personal property:	\$89,492,917.79	\$85,440,459.57	\$4,052,458.22	4.74% increase

2. COUNTY TAX AND FEE COLLECTIONS -- CURRENT FISCAL YEAR ONLY

	CURRENT	ONE YEAR AGO	DIFFERENCE	PERCENTAGE DIFFERENCE
Pitt current year taxes and fees collected during the current month:	\$55,871,772.35	\$48,800,341.89	\$7,071,430.46	14.49% increase

3. COUNTY TAX AND FEE COLLECTIONS -- ALL COLLECTIBLE YEARS

	CURRENT	ONE YEAR AGO	DIFFERENCE	PERCENTAGE DIFFERENCE
Current month collections of Pitt taxes and fees (all collectible years):	\$55,941,224.81	\$48,913,134.34	\$7,028,090.47	14.37% increase

4. TAX COLLECTION RATE - REAL AND PERSONAL PROPERTY

	FY20-21:	FY 19-20:	DIFFERENCE	
	61.34%	60.96%	0.38%	increase

5. PITT COUNTY PROPERTY TAXES AND FEES FISCAL YEAR TO DATE COLLECTIONS

TAX YEAR	COLLECTED	COLLECTED RATE	UNCOLLECTED	UNCOLLECTED RATE
2020:	\$60,597,749.15	61.35%	\$38,227,001.51	38.65%
Prior Year Taxes:	\$223,056.94	99.80%	\$1,697,123.95	0.20%

6. PITT COUNTY PROPERTY TAXES RECEIVED THROUGH COLLECTIONS ACTIONS FYTD

	FYTD 20-21	FYTD 19-20	DIFFERENCE	PERCENTAGE
Bank Attachments	\$102,421.27	\$87,058.34	\$15,362.93	17.65%
Wage Garnishments	\$88,111.61	\$57,048.25	\$31,063.36	54.45%
Rent Attachments	\$54,108.21	\$94,483.31	-\$40,375.10	-42.73%
Sheriff Levy	\$10,035.34	\$23,851.32	-\$13,815.98	-57.93%
Escheated funds	\$56,964.06	\$54,421.76	\$2,542.30	4.67%
Final notices	\$120,870.12	\$119,329.24	\$1,540.88	1.29%
Foreclosure warning	\$81,685.37	\$110,191.99	-\$28,506.62	-25.87%
Payment plans	\$109,086.11	\$122,187.13	-\$13,101.02	-10.72%
Called/Email Citizens	\$65,465.91	\$14,782.16	\$50,683.75	342.87%
Manager/Paralegal	\$65,011.80	\$62,709.08	\$2,302.72	3.67%
TOTAL	\$753,759.80	\$746,062.58	\$7,697.22	1.03%

7. NC DEBT SETOFF PROGRAM FUNDS RECEIVED FYTD

	FY 20-21:	FY 19-20:	DIFFERENCE	PERCENTAGE
	\$7,524.94	\$1,433.93	\$6,091.01	424.78% increase

8. OCCUPANCY TAX COLLECTIONS RECEIVED FYTD

	FY 20-21:	FY 19-20:	DIFFERENCE	PERCENTAGE
	\$271,240.71	\$440,151.05	(\$168,910.34)	-38.38% decrease

9. SHORT TERM RENTAL/LEASED MOTOR VEHICLE GROSS RECEIPTS TAX IN LIEU OF VEHICLE PROPERTY TAX

	FYTD Pitt County tax:	FYTD 19-20	DIFFERENCE	PERCENT DIFFERENCE
	\$36,161.61	\$35,557.01	\$604.60	1.70% increase
	\$32,242.43	\$32,155.49	\$86.94	0.27% increase
	FYTD TOTAL TAX: \$68,404.04	FYTD 19-20 \$67,712.50	\$691.54	1.02% increase

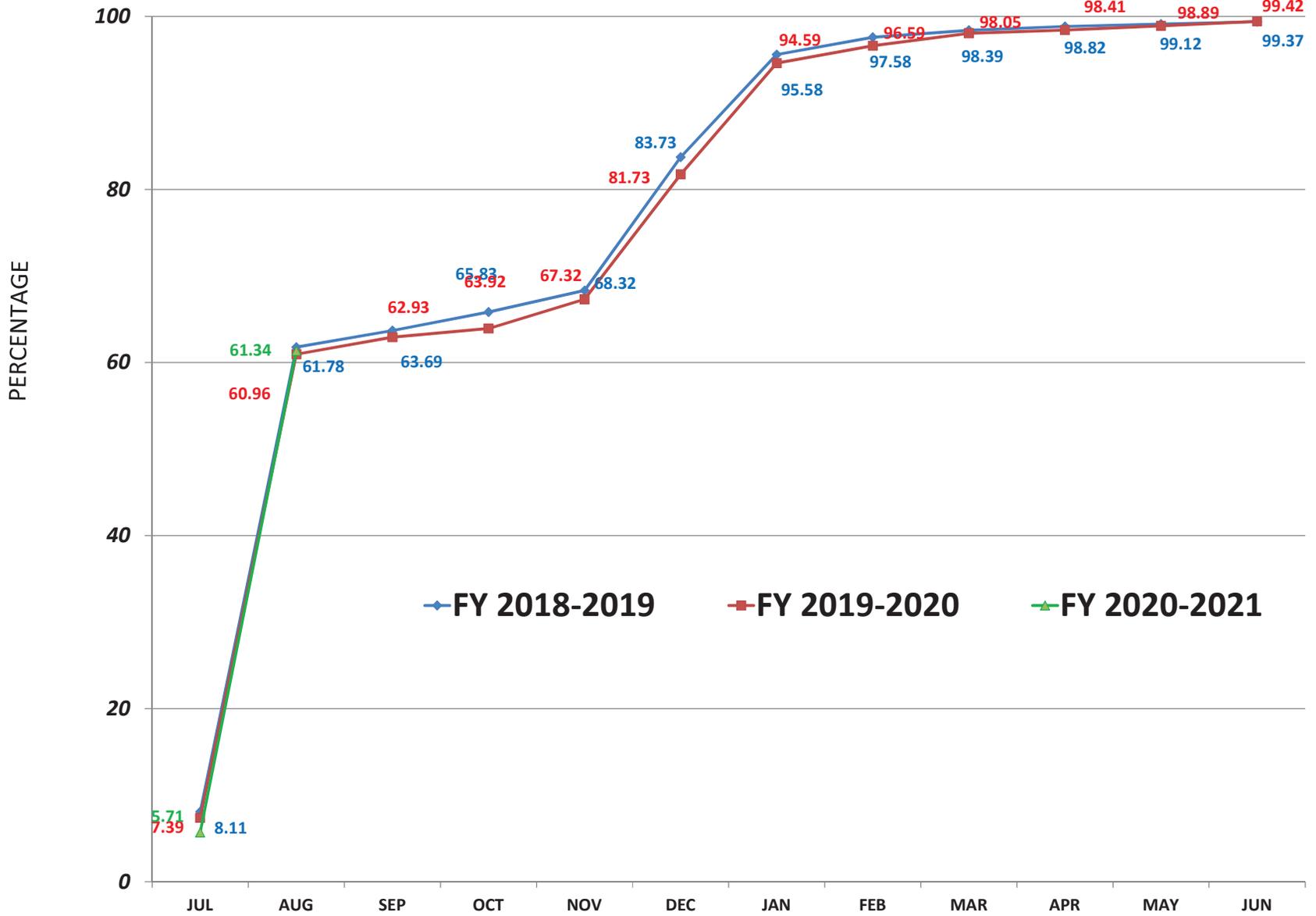
10. SHORT TERM RENTAL/LEASED HEAVY EQUIPMENT GROSS RECEIPTS TAX REPORTED QUARTERLY

REPORTED QUARTERLY PER NC STATUTES. No report for August 2020

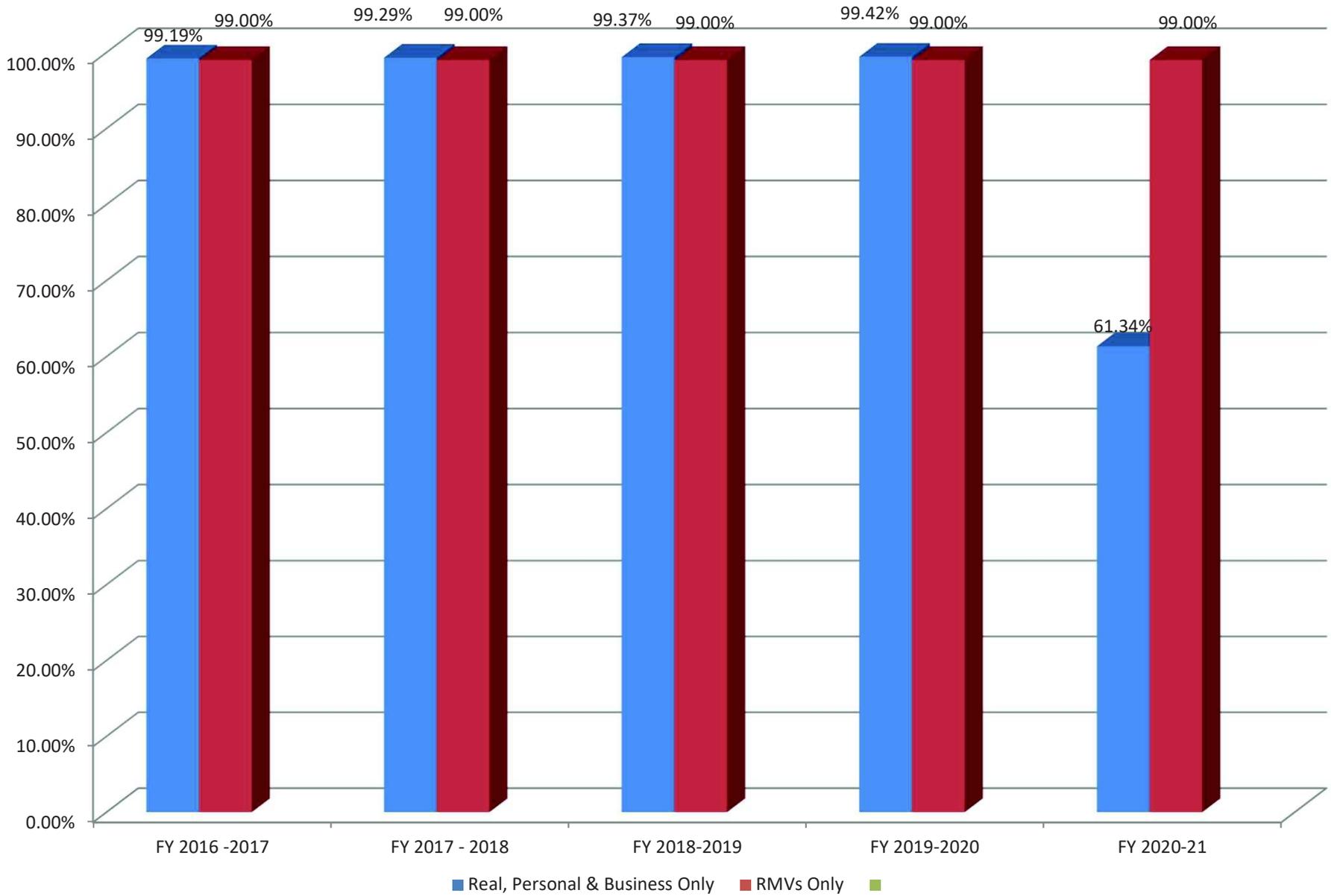
11. PITT COUNTY NET VEHICLE REVENUE FROM TAG & TAX TOGETHER

	FYTD 20-21	FYTD 19-20	DIFFERENCE	PERCENT DIFFERENCE
MONTHLY NET VEHICLE PROPERTY TAX COLLECTIONS:	\$1,083,583.11	\$2,009,890.54	\$1,721,243.58	17% increase

REAL AND PERSONAL PROPERTY TAX COLLECTION RATES: FISCAL YEAR TO DATE (FYTD) BY MONTH



PITT COUNTY PROPERTY TAX COLLECTION RATES BY FISCAL YEAR



Appendix 6

Budget Amendment - Elections - CARES Act
Funding - \$252,137

PITT COUNTY FINANCE – BUDGET AMENDMENT REQUEST

Department: Elections - COVID-19 2020 - CARES Act Funding
FY Budget: 20-21

Date of Request: 9/14/20

	ACCOUNT NO.	TITLE OF ACCOUNT	DECREASE	INCREASE
REVENUES	2472300 426405	CARES Act Elections		252,137
	ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
EXPENDITURES	2475557 561000	Contracted Services	252,137	
TOTAL			BALANCES	

Net Effect to Budget: \$252,137

Department Justification: (Please provide detailed explanation)

Session Law 2020-17 awarded Pitt County Elections CARES Act funding to respond to the coronavirus pandemic during the 2020 federal election cycle.

APPROVAL	SIGNATURE	DATE
Deputy County Manager – CFO		
Budget Administrator		
County Manager	Required for transfers between Personal Services, Operating & Capital Accounts	
Human Resources	Required for actions involving Personal Services Accounts	
Board of County Commissioners	Agenda Item # Meeting Date Reference #	
Creates Adjustment to a Fund Transfer Account <input type="checkbox"/>		

Appendix 7

**Budget Amendment - Help America Vote Act
(HAVA) Funds - \$10,000 (No County Funds)**

PITT COUNTY FINANCE – BUDGET AMENDMENT REQUEST

Department: Elections - Help America Vote Act (HAVA) Grant
FY Budget: 20-21

Date of Request: 9/14/20

	ACCOUNT NO.	TITLE OF ACCOUNT	DECREASE	INCREASE
REVENUES	243701 436000	Non Federal Categorical Grant		10,000
	ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
EXPENDITURES	245701 555000	Voting Equipment	10,000	
TOTAL			BALANCES	

Net Effect to Budget: \$10,000

Department Justification: (Please provide detailed explanation)

Budget amendment is to establish accounts for the HAVA Grant funds. HAVA funds will be used to improve the administration of federal elections.

APPROVAL	SIGNATURE	DATE
Deputy County Manager – CFO		
Budget Administrator		
County Manager	Required for transfers between Personal Services, Operating & Capital Accounts	
Human Resources	Required for actions involving Personal Services Accounts	
Board of County Commissioners	Agenda Item # _____ Meeting Date _____ Reference # _____	
Creates Adjustment to a Fund Transfer Account <input type="checkbox"/>		

Appendix 8

Budget Amendment - Social Services - Adult
Protective Services Unmet Needs - \$12,185 - (No
additional County Funds)

PITT COUNTY FINANCE – BUDGET AMENDMENT REQUEST

Department: Social Services
 FY Budget: 2020-21

Date of Request: 9/14/20

	ACCOUNT NO.	TITLE OF ACCOUNT	DECREASE	INCREASE
REVENUES	162800-489000	Miscellaneous Revenues		12,185
	ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
EXPENDITURES	165458-531700	APS Unmet Needs	12,185	
TOTAL			BALANCES	

Net Effect to Budget: 12,185

Department Justification: (Please provide detailed explanation)

The Department received reimbursement of expenditures on behalf of an Adult in our care. Requesting to increase revenues and expenditures to reflect this.

APPROVAL	SIGNATURE	DATE
Deputy County Manager – CFO		
Budget Administrator		
County Manager		
Human Resources		
Board of County Commissioners	Agenda Item # _____ Meeting Date _____	Reference # _____
Creates Adjustment to a Fund Transfer Account <input type="checkbox"/>		

Appendix 9

Budget Amendment-Social Services - Federal
CARES Act Funding - Child Welfare and Adult
Protective Services - \$117,000 - (No additional
County Funds)

PITT COUNTY FINANCE – BUDGET AMENDMENT REQUEST

Department: Social Services
 FY Budget: 2020-21

Date of Request: 9/14/20

	ACCOUNT NO.	TITLE OF ACCOUNT	DECREASE	INCREASE
REVENUES	162400-423000	Social Services Admin		117,000
EXPENDITURES	165420-512600	Temporary & Part time	117,000	
TOTAL			BALANCES	

Net Effect to Budget: 117,000

Department Justification: (Please provide detailed explanation)

The department has received additional funding to be used for COVID-related expenses associated with Child Welfare and Adult Protective Services. Federal CARES Act funding.

APPROVAL	SIGNATURE	DATE
Deputy County Manager – CFO		
Budget Administrator		
County Manager		
Human Resources		
Board of County Commissioners	Agenda Item # _____ Meeting Date _____	Reference # _____
Creates Adjustment to a Fund Transfer Account <input type="checkbox"/>		



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor

MANDY COHEN, MD, MPH • Secretary

SUSAN OSBORNE • Assistant Secretary for County Operations for
Human Services

June 15, 2020

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

**ATTENTION: DIRECTORS, CHILD WELFARE AND ADULT PROTECTIVE SERVICES
PROGRAM ADMINISTRATORS, MANAGERS, SUPERVISORS, AND SOCIAL WORKERS**

SUBJECT: FEDERAL CARES ACT FUNDING

REQUIRED ACTION: Information Only Time Sensitive **Immediate**

PURPOSE

As North Carolina continues to address issues related to the COVID-19 public health crisis, the needs of adults, children, youth, young adults, and families have increased.

To help address these needs, the General Assembly passed Session Law 2020-4, the 2020 COVID-19 Recovery Act, which appropriated federal CARES Act funding to the following program areas, amongst others. These funds are made available effective March 1, 2020 and must be expensed by 12/31/2020.

Supplemental Foster Care COVID Payments - \$2.25 million

A supplement of \$100 for each child or youth in foster care for the months of April, May, and June.

Eligibility

The amount for each child is \$100 per month, regardless of the number of nights the child was in foster care. If the child lived with multiple licensed placement providers during the month, the funds will be divided between the providers proportional to the number of nights each provided for the child's care.

Young adults in Foster Care 18 to 21 should receive the funds in the same manner their board rate is received.

Accessing Funds

Counties must complete the attached Excel form certifying and confirming the data on the PQA-020 report and indicating the children listed will receive supplemental foster care COVID payments. Forms should be completed for each service period of April, May and June and submitted to Tina Bumgarner (tina.bumgarner@dhhs.nc.gov). Payments

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603

MAILING ADDRESS: 2409 Mail Service Center, Raleigh, NC 27699-2409

www.ncdhhs.gov • TEL: 919-527-9090 • FAX: 919-733-3000

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

will be processed by EFT direct deposit, designated as *COVID19-FC* after verification is complete.

If you have questions or need clarification about the supplemental foster care maintenance payments, please contact your Regional Child Welfare Consultant.

LINKS - \$290,000

Funds to the LINKS program shall be used to support youth in the LINKS program who are not receiving foster care assistance payments and need assistance with housing or transitional costs due to COVID-19.

Eligibility

All young adults who aged out of foster care who:

- Are between ages 18 and 21 years and are not currently in the Foster Care 18 to 21 program; and,
- Need assistance with housing or transitional living services due to COVID-19

Use of Funds

- **Transitional Living Services:** These funds are available to support young adults, their successful transition to adulthood, their achievement of one or more of the LINKS program outcomes, and to supplement losses in income or other needs that have arisen related to COVID-19. This includes, but is not limited to, assistance with transportation, access to food, medical and mental healthcare needs not covered by Medicaid or other insurance, utility payments, household goods, items necessary for the care of children, and services to support the young adult's development of life skills.
- **Transitional Housing:** This includes rent, rent deposits, room and board, or down payments on dwellings.

Accessing Funds / Requesting Reimbursement

1. The local child welfare agency determines eligibility for the various funding sources and documents the basis for that eligibility in the case record.
2. When the county establishes the need for access to LINKS COVID funds, the county advances the funds for the expenditure.
3. After the county has advanced funds for the expenditure, the county then requests reimbursement directly through the LINKS Coordinator using the attached Request for Reimbursement of LINKS COVID-19 Funds form. Funds will be paid via EFT direct deposit, designated as *COVID19-LINKS*.
4. The requests for reimbursement are to be submitted via email to linksreimbursement@dhhs.nc.gov.

If you have questions or need clarification about COVID-19 LINKS funds, please contact the state LINKS Program Coordinator, Erin Conner at 919-527-6351 or erin.conner@dhhs.nc.gov.

Child Welfare and Adult Protective Services Essential Worker Pay - \$8.3 million

Funds allocated to counties to support additional COVID-related expenses associated with Child Welfare and Adult Protective Services activities as workers function as essential personnel.

Use of Funds

Examples include hazard pay, emergency pay, overtime, temporary/time-limited workers and associated PPE, supplies, overhead.

Accessing Funds / Requesting Reimbursement

Counties will receive a Funding Authorization, budgeted proportional to CPS/APS assessments in 2019. These expenses will be claimed through the NC-CoReLS/1571 system. In order to support the variety of costs that may be claimed for reimbursement, separate Part I and Part II codes will be created for counties to utilize, as most appropriate. Further coding detail will follow. Funds are available retroactive to March 1, 2020 but it is anticipated that the surge of expenses will be in the months to come. Counties must maintain documentation to demonstrate appropriate use and expense.

If you have questions or need clarification about these funds, please contact your Local Business Liaison.

Sincerely,



Richard Stegenga
Deputy Director, Business Operations
Division of Social Services

Cc: Susan G. Osborne, Assistant Secretary for County Operations
Zachary E. Wortman, Chief Operating Officer, Human Services
Lisa Tucker Cauley, Deputy Director for Child Welfare Services
Karey Perez, Adult Services Section Chief
Hank Bowers, Assistant Director for Aging and Adult Services

2 Attachments: COVID Foster Care Stipend Form
COVID LINKS Reimbursement Form

BG-08-2020

Appendix 10

Budget Amendment - Social Services - GUC
Neighbor To Neighbor Program- \$30,000- (No
County Funds)

PITT COUNTY FINANCE – BUDGET AMENDMENT REQUEST

Department: Social Services
 FY Budget: 20/21

Date of Request: 9/14/20

	ACCOUNT NO.	TITLE OF ACCOUNT	DECREASE	INCREASE
REVENUES	162800-484003	CONTRIBUTIONS-GUC		30,000
	ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
EXPENDITURES	165488-560504	GUC -ENERGY	30,000	
TOTAL			BALANCES	

Net Effect to Budget: 30,000

Department Justification: (Please provide detailed explanation)

The funds will be used to assist eligible Pitt County citizens with utility costs.

APPROVAL	SIGNATURE	DATE
Deputy County Manager – CFO		
Budget Administrator		
County Manager		
Human Resources		
Board of County Commissioners	Agenda Item # _____ Meeting Date _____	Reference # _____
Creates Adjustment to a Fund Transfer Account <input type="checkbox"/>		

Appendix 11

Budget Amendment - EMS District - Insurance
Proceeds - \$4,676 (No County Funds)

Appendix 12

**Budget Amendment - Planning - FY2019 Continuum
of Care Program Grant - \$113,762 (No County
Funds)**

PITT COUNTY FINANCE – BUDGET AMENDMENT REQUEST

Department: Planning - Continuum of Care RRH 2019
FY Budget: 20-21

Date of Request: 9/14/20

	ACCOUNT NO.	TITLE OF ACCOUNT	DECREASE	INCREASE
REVENUES	243875 426400	Federal Categorical		113,762
	ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
EXPENDITURES	245875 512600	Temporary/Part-time	44,100	
	245875 518100	FICA Taxes	3,396	
	245875 531200	Travel General	600	
	245875 531300	Transportation Clients/Others	1,000	
	245875 532100	Telephone	700	
	245875 540000	Emergency Assistance	53,736	
	245875 569504	Administrative Costs	10,230	
TOTAL			BALANCES	

Net Effect to Budget: \$113,762

Department Justification: (Please provide detailed explanation)

Budget amendment is to establish accounts for the Continuum of Care Pitt Rapid Rehousing 2019 Program.

APPROVAL	SIGNATURE	DATE
Deputy County Manager – CFO		
Budget Administrator		
County Manager	Required for transfers between Personal Services, Operating & Capital Accounts	
Human Resources	Required for actions involving Personal Services Accounts	
Board of County Commissioners	Agenda Item # _____ Meeting Date _____ Reference # _____	
Creates Adjustment to a Fund Transfer Account <input checked="" type="checkbox"/>		

Appendix 13

**Budget Amendment - Solid Waste & Recycling -
COVID-19 Relief Grant - \$20,000 (County Match
Required)**

Appendix 14

Budget Amendment- Public Health- Diabetes Self-
Management Education Program - \$6,308 (No
County Funds)

PITT COUNTY FINANCE – BUDGET AMENDMENT REQUEST

Department: Public Health
 FY Budget: 2020-2021

Date of Request: 9.14.20

	ACCOUNT NO.	TITLE OF ACCOUNT	DECREASE	INCREASE
REVENUES				
	153199-484000	Cont Donation		6,308
	ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
EXPENDITURES	155199-523000	Med Tech	6,308	
TOTAL			BALANCES	

Net Effect to Budget: Increase by \$6,308

Department Justification: Diabetes Prevention Program
 Additional funds received not budgeted

APPROVAL	SIGNATURE	DATE
Deputy County Manager – CFO		
Budget Administrator		
County Manager	Required for transfers between Personal Services, Operating & Capital Accounts	
Human Resources	Required for actions involving Personal Services Accounts	
Board of County Commissioners	Agenda Item # Meeting Date Reference #	
Creates Adjustment to a Fund Transfer Account <input type="checkbox"/>		

Appendix 15

Relocation of Farm Path Serving County Owned
Property (Tax Parcel 34791)

STATE OF NORTH CAROLINA
COUNTY OF PITT

Drawn by and return to:
Amy Alston Wells
Gaylord, McNally, Strickland & Snyder, LLP
498 Red Banks Road
Greenville, NC 27858

AGREEMENT

THIS AGREEMENT ("Agreement") is made and entered into as of the ____ day of _____, 20____, by and among OLIVIA V. SOUTHERLAND and CHARLES D. SOUTHERLAND (collectively, "Southerland"); JANET G. CLARK TRUST, created by Trust Agreement dated March 8, 2018; DAVID R. EASTWOOD, SR. and CAROL F. EASTWOOD, Trustees of the Eastwood Revocable Living Trust dated June 6, 2014; RODNEY E. GRAY and wife, DONNA H. GRAY; PITT COUNTY, NORTH CAROLINA, a municipal corporation; JUDY WARREN BLAND, widow; and CARL AUGUSTUS BRILEY, Jr. and wife MARIANNA RIDENOUR BRILEY (collectively, "Contiguous Property Owners").

W I T N E S S E T H

WHEREAS, Southerland owns those certain pieces of real property which she acquired by deeds registered at Book 3659, Page 406 and Book 3694, Page 1, both Pitt County Registry, and also known as Pitt County Tax Parcel Nos. 84661 and 84740 respectively ("Southerland Property"); and,

WHEREAS, the Janet G. Clark Trust and Rodney E. Gray own the property currently referenced as Pitt County Tax Parcel No. 37008; David R. Eastwood, Sr. and Carol F. Eastwood, Trustees of the Eastwood Revocable Living Trust dated June 6, 2014 own the property currently referenced as Pitt County Tax Parcel Nos. 05437, 23097 and 34790; Pitt County, North Carolina owns the property currently referenced as Pitt County Tax Parcel No. 34791; Judy Warren Bland owns the property currently referenced as Pitt County Tax Parcel No. 01577; and Carl Augustus Briley, Jr. and Marianna Ridenour Briley own the property currently referenced as Pitt County Tax Parcel No. 04638 (all of said properties shall be referred to herein as the "Benefitted Properties"); and,

WHEREAS, the map recorded in Book 83, Page 17, Pitt County Registry reflects a farm path that runs along the eastern boundary line of the Southerland Property and continues along the boundaries of some or all of the Benefitted Properties; and,

WHEREAS, Southerland proposes to move the farm path, as it crosses the Southerland Property, to the western boundary of said Property as reflected on the map attached hereto as Exhibit A and the Contiguous Property Owners consent to the same.

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. Southerland agrees that the ten foot (10') easement shown on the western side of the Southerland Property reflected on the attached Exhibit A shall be a perpetual, non-exclusive, private easement for ingress and egress to allow owners of the Benefitted Properties and their tenants and guests to access the farm path after it leaves the Southerland Property as said path currently exists and shall be for the benefit of such of the Contiguous Property Owners as shall have the right to access the farm path, and their successors and assigns. Southerland, for herself and her successors and assigns, reserves the right to use the easement area for all purposes not inconsistent with the easement.

2. The Contiguous Property Owners hereby consent to the closing of the farm path along the eastern property line of the portion of the Southerland Property known as Pitt County Tax Parcel 84740 and the relocation of the same to the western property line of the same tax parcel. The Contiguous Property Owners hereby relinquish any right each may have to use the farm path on Pitt County Tax Parcel 84740 in the location shown on the map recorded in Book 83, Page 17, Pitt County Registry or as shown on prior recorded maps of the Southerland Property. Each Contiguous Property Owner shall use the easement for the farm path across the Southerland Property at his, her or its own risk. Southerland shall not be responsible for any injury or damage to any person or property as a result of the use of the easement by any Contiguous Property Owner or their tenants, guests, contractors, agents, or invitees.

3. By execution of this Agreement, the parties hereto make no representation about the entitlement of any other party to use or access the farm path on any of the Benefitted Properties, and the execution of this Agreement by the parties does not convey any right to use said farm path that a party did not have previously.

4. The parties hereto agree that this Agreement may be recorded in the office of the Pitt County Register of Deeds.

5. This Agreement shall be construed and governed in accordance with the laws of the State of North Carolina. This Agreement may be amended only by a writing signed by all parties hereto.

IN WITNESS WHEREOF, and the parties hereto have executed this Agreement in such form as to be binding, with authority duly given, the day and year set forth below each signature.

OLIVIA V. SOUTHERLAND (SEAL)

CHARLES D. SOUTHERLAND (SEAL)

JANET G. CLARK TRUST, created by Trust (SEAL)
Agreement dated March 8, 2018

By: _____ (SEAL)
Janet G. Clark, Trustee

EASTWOOD REVOCABLE LIVING (SEAL)
TRUST dated June 6, 2014

By: _____ (SEAL)
David R. Eastwood, Sr., Trustee

EASTWOOD REVOCABLE LIVING (SEAL)
TRUST dated June 6, 2014

By: _____ (SEAL)
Carol F. Eastwood, Trustee

RODNEY E. GRAY (SEAL)

DONNA H. GRAY (SEAL)

PITT COUNTY, NORTH CAROLINA, (SEAL)
a municipal corporation

By: _____ (SEAL)

JUDY WARREN BLAND (SEAL)

CARL AUGUSTUS BRILEY, JR. (SEAL)

MARIANNA RIDENOUR BRILEY (SEAL)

NORTH CAROLINA

PITT COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that OLIVIA V. SOUTHERLAND, personally appeared before me this day and acknowledged that she executed the foregoing.

WITNESS my hand and seal, this the ____ day of _____, 2020.

NOTARY PUBLIC

My Commission Expires: _____

NORTH CAROLINA

PITT COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that CHARLES D. SOUTHERLAND, personally appeared before me this day and acknowledged that he executed the foregoing.

WITNESS my hand and seal, this the ____ day of _____, 2020.

NOTARY PUBLIC

My Commission Expires: _____

STATE OF _____

_____ COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that Janet G. Clark, Trustee of the JANET G. CLARK TRUST, created by Trust Agreement dated March 8, 2018, personally appeared before me this day in her capacity and acknowledged the due execution of the foregoing.

WITNESS my hand and official seal, this the ____ day of _____, 2020.

Notary Public

My commission expires:

[The rest of this page left blank intentionally]

STATE OF _____

_____ COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that David R. Eastwood, Sr., Trustee of the EASTWOOD REVOCABLE LIVING TRUST dated June 6, 2014, personally appeared before me this day in his capacity and acknowledged the due execution of the foregoing.

WITNESS my hand and official seal, this the ____ day of _____, 2020.

Notary Public

My commission expires:

STATE OF _____

_____ COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that Carol F. Eastwood, Trustee of the EASTWOOD REVOCABLE LIVING TRUST dated June 6, 2014, personally appeared before me this day in her capacity and acknowledged the due execution of the foregoing.

WITNESS my hand and official seal, this the ____ day of _____, 2020.

Notary Public

My commission expires:

NORTH CAROLINA

PITT COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that RODNEY E. GRAY, personally appeared before me this day and acknowledged that he executed the foregoing.

WITNESS my hand and seal, this the ____ day of _____, 2020.

NOTARY PUBLIC

My Commission Expires: _____

NORTH CAROLINA

PITT COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that DONNA H. GRAY, personally appeared before me this day and acknowledged that she executed the foregoing.

WITNESS my hand and seal, this the ____ day of _____, 2020.

NOTARY PUBLIC

My Commission Expires: _____

STATE OF NORTH CAROLINA

_____ COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that _____, _____ for PITT COUNTY, a municipal corporation, personally appeared before me this day in his/her capacity and acknowledged the due execution of the foregoing on behalf of the corporation.

WITNESS my hand and official seal, this the ____ day of _____, 2020.

Notary Public

My commission expires:

[The rest of this page left blank intentionally]

NORTH CAROLINA

PITT COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that JUDY WARREN BLAND, personally appeared before me this day and acknowledged that she executed the foregoing.

WITNESS my hand and seal, this the ____ day of _____, 2020.

NOTARY PUBLIC

My Commission Expires: _____

[The rest of this page left blank intentionally]

NORTH CAROLINA

PITT COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that CARL AUGUSTUS BRILEY, JR., personally appeared before me this day and acknowledged that he executed the foregoing.

WITNESS my hand and seal, this the ____ day of _____, 2020.

NOTARY PUBLIC

My Commission Expires: _____

NORTH CAROLINA

PITT COUNTY

I, _____, a Notary Public of the aforesaid County and State, do hereby certify that MARIANNA RIDENOUR BRILEY, personally appeared before me this day and acknowledged that she executed the foregoing.

WITNESS my hand and seal, this the ____ day of _____, 2020.

NOTARY PUBLIC

My Commission Expires: _____

GAYLORD, McNALLY, STRICKLAND & SNYDER, L.L.P.
ATTORNEYS AT LAW

LOUIS W. GAYLORD, JR. (1918-2016)
D. MICHAEL STRICKLAND
VERNON G. SNYDER III

498 RED BANKS ROAD, GREENVILLE, NC 27858
P. O. DRAWER 545, GREENVILLE, NC 27835-0545

CATHERINE E. THOMPSON - Associate
AMY ALSTON WELLS - Associate
DANNY D. McNALLY - Of Counsel

TELEPHONE: (252) 321-7111
FAX: (252) 321-7112

August 20, 2020

VIA ELECTRONIC CORRESPONDENCE
(jordan.smith@pittcountync.gov)

Mr. Jordan Smith
Pitt County Legal Department
1717 West 5th Street
Greenville, NC 27834

Re: Modification of Farm Path

Dear Jordan:

Thank you for speaking with me concerning this matter. As we discussed, I represent Don and Olivia Southerland in connection with their request to relocate a farm path on their property, with farm path also benefits Pitt County.

Pitt County is the owner of Pitt County Tax Parcel 34791, which is landlocked. The map shown at Map Book 15, Page 57, Pitt County Registry, a copy of which is attached, shows the location of the current farm path. Map Book 38, Page 79 is also attached for reference. It is my understanding that the farm path is not currently in use.

Olivia Southerland owns Pitt County Tax Parcels 84661 and 84740, through which the farm path runs. Mrs. Southerland would like to relocate the farm path so that it is located on the western property line of Parcel 84740. The property owners of the other properties which have or may have the right to use the farm path have consented to the modification of the location of the path.

I have prepared an Agreement documenting the relocation of the farm path, which is attached. This Agreement has already been signed by most of the other owners. Janet Clark has stated that she will sign the Agreement once it is agreed upon by the County.

On behalf of Mrs. Southerland, we hereby request that Pitt County consider and approve the request to move the farm path and execute the attached Agreement to accomplish the same.

August 20, 2020
Page 2 of 2

If you have any questions or need any additional information, please do not hesitate to contact me.

Yours very truly,
Gaylord, McNally, Strickland & Snyder, LLP

A handwritten signature in black ink, appearing to read "Amy Alston Wells", with a long horizontal flourish extending to the right.

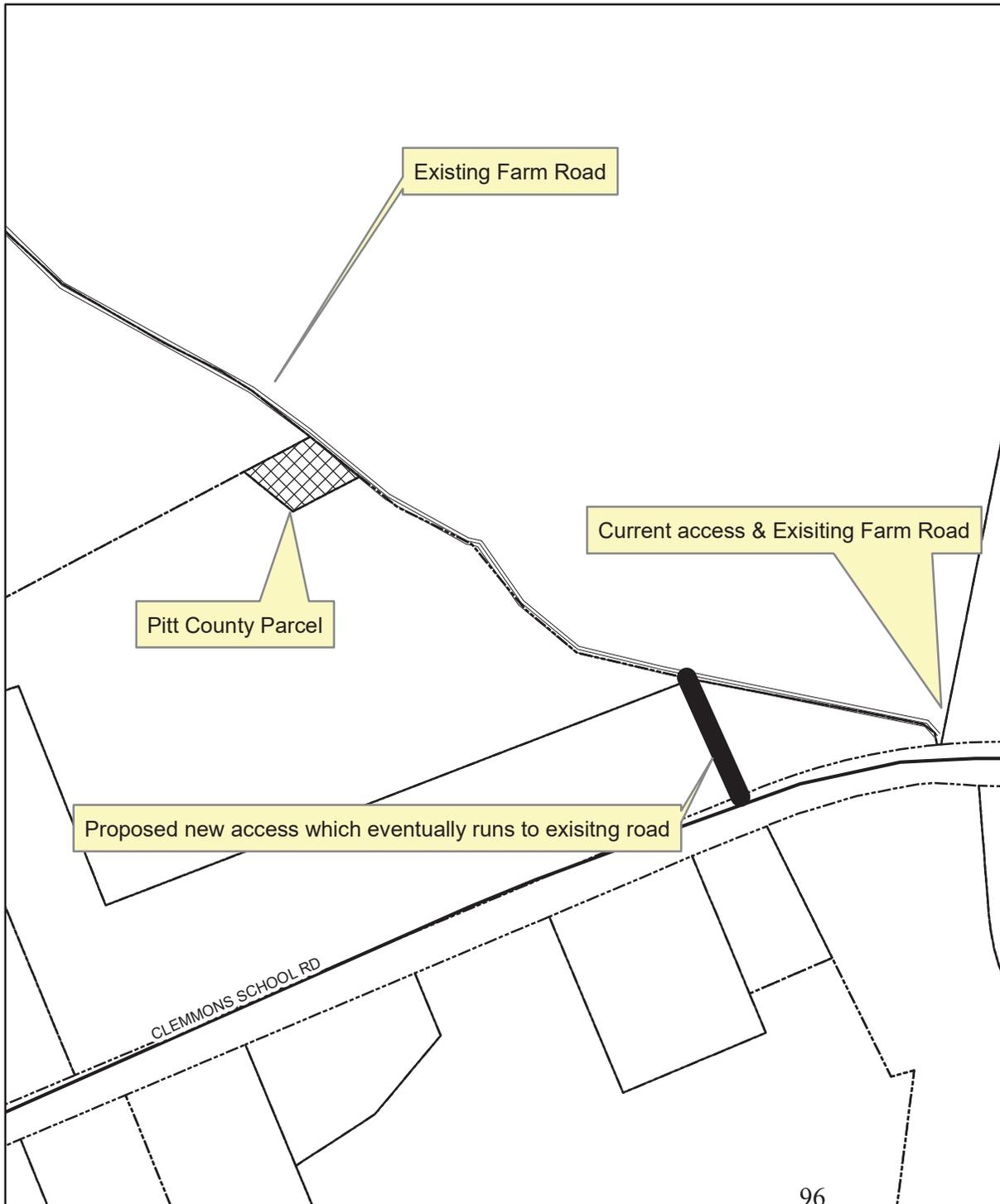
Amy Alston Wells

AAW:knm

Enclosures

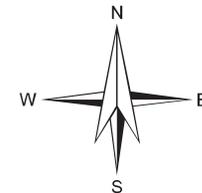
cc: Don and Olivia Southerland (via email)

Pitt County Parcel 34791

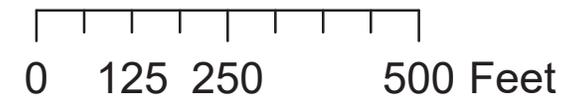


Legend

-  Parcel 34791
-  Parcels
-  Roads



Map Produced By:
Pitt County
Planning Department



1 in = 250 ft

Appendix 16

**Budget Amendment - Sheriff's Office - State Excise
Tax Collected - \$1,387 (No County Funds)**

PITT COUNTY FINANCE – BUDGET AMENDMENT REQUEST

Department: Sheriff's Office

Date of Request: 9/14/20

FY Budget: 2021

	ACCOUNT NO.	TITLE OF ACCOUNT	DECREASE	INCREASE
REVENUES	223602-426500	State Excise Tax		1,387
	ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
EXPENDITURES	225602-528000	Law Enforcement Supplies General	1,387	
TOTAL			BALANCES	

Net Effect to Budget: 1387

Department Justification: (Please provide detailed explanation)

Acceptance of \$1387 from the State of NC for taxes collected on unauthorized controlled substances.

APPROVAL	SIGNATURE	DATE
Deputy County Manager – CFO		
Budget Administrator		
County Manager	Required for transfers between Personal Services, Operating & Capital Accounts	
Human Resources	Required for actions involving Personal Services Accounts	
Board of County Commissioners	Agenda Item # _____ Meeting Date _____ Reference # _____	
Creates Adjustment to a Fund Transfer Account <input type="checkbox"/>		

Moore, Ernest

From: OSC.nc.payment@osc.nc.gov
Sent: Thursday, August 20, 2020 11:55 AM
Subject: NC E-Pay Remittance Advice

TO:
Pitt County Sheriffs Office

RE:
Direct Deposit Notification

Within three business days, pending agency funding approval, your bank account will receive a direct deposit of \$700.88 for payment number 45PR0000749703. It is your responsibility to confirm that this deposit was made and is available for your use.

These funds were paid by the following agency:
DEPARTMENT OF REVENUE
TAX DISTRIBUTIONS
PO BOX 871
REVENUE BLDG RALEIGH, NC 27602-0871
Agency Contact Phone: 919-754-2515

Please direct all questions regarding this payment/deposit to the agency contact phone number listed directly above. This agency maintains information regarding your payment records. Any questions concerning payment amount and invoice information/documentation should be directed to the agency's Accounts Payable office and they will be happy to assist you with your inquiries PLEASE DO NOT REPLY TO THIS EMAIL.
CONTACT THE PAYING AGENCY AT THE NUMBER LISTED ABOVE.

Invoice Number	Inv Date	Invoice Amount	Discount Amount	Net Amount
USUB08192020	08/19/20	\$700.88	\$00.00	\$700.88
UNAUTHORIZED SUB TAX DIST-TAX QUESTIONS?: 919-707-7596				
		TOTAL:	\$700.88	

This notification was sent from the North Carolina Office of the State Controller.
If this notification has been sent in error, please contact the agency listed above to make corrections.

Moore, Ernest

From: OSC.nc.payment@osc.nc.gov
Sent: Thursday, July 16, 2020 12:35 PM
Subject: NC E-Pay Remittance Advice

TO:
Pitt County Sheriffs Office

RE:
Direct Deposit Notification

Within three business days, pending agency funding approval, your bank account will receive a direct deposit of \$685.93 for payment number 45PR0000747658. It is your responsibility to confirm that this deposit was made and is available for your use.

These funds were paid by the following agency:
DEPARTMENT OF REVENUE
TAX DISTRIBUTIONS
PO BOX 871
REVENUE BLDG RALEIGH, NC 27602-0871
Agency Contact Phone: 919-754-2515

Please direct all questions regarding this payment/deposit to the agency contact phone number listed directly above. This agency maintains information regarding your payment records. Any questions concerning payment amount and invoice information/documentation should be directed to the agency's Accounts Payable office and they will be happy to assist you with your inquiries PLEASE DO NOT REPLY TO THIS EMAIL.
CONTACT THE PAYING AGENCY AT THE NUMBER LISTED ABOVE.

Invoice Number	Inv Date	Invoice Amount	Discount Amount	Net Amount
USUB071520	07/15/20	\$685.93	\$00.00	\$685.93
UNAUTHORIZED SUB TAX DIST-TAX QUESTIONS?: 919-707-7596				
		TOTAL:	\$685.93	

This notification was sent from the North Carolina Office of the State Controller.
If this notification has been sent in error, please contact the agency listed above to make corrections.

Appendix 17

Tax Administration Adjustment Refunds



Pitt County Board of Commissioners meeting, Monday September 14

NCPTS Refunds for Board approval			
Refund Payee	Bill	Source	Refund Amount
Evert Cruz	0001052579-2016-2016-0000-00	IND	\$ 104.68
Evert Cruz	0001052579-2017-2017-0000-00	IND	\$ 103.48
Evert Cruz	0001052579-2019-2019-0000-00	IND	\$ 137.25
total			\$ 345.41
NCVTS Refunds for Board approval			
Refund Payee	Bill	Source	Refund amount
Greenville Utilities Commission	0053907565-2019-2019-0000-00	RMV	\$ 1,080.93
Merle Westbrook	0056574275-2020-2020-0000-00	RMV	\$ 422.65
Bryan Pilcher	0056212791-2020-2020-0000-00	RMV	\$ 206.88
Baron Russell	0041723323-2019-2019-0000-00	RMV	\$ 127.06
Cora Kearley	0048631413-2019-2019-0000-00	RMV	\$ 410.11
Justin Ross	0051688337-2019-2019-0000-00	RMV	\$ 405.09
Alva Morris	0031607704-2019-2019-0000-00	RMV	\$ 371.55
Peyton Todd	0051883182-2019-2019-0000-00	RMV	\$ 317.73
Jonpaul Watson	0054265980-2019-2019-0000-00	RMV	\$ 315.56
Monica Carlson	0053199806-2019-2019-0000-00	RMV	\$ 274.07
Maria Melendez	0050917785-2019-2019-0000-00	RMV	\$ 252.01
Mohamad Ahmad	0048410862-2019-2019-0000-00	RMV	\$ 242.12
Norman Casey	0054957948-2020-2020-0000-00	RMV	\$ 240.05
Ashley Hines	0055792745-2020-2020-0000-00	RMV	\$ 219.68
Ernest Pugh	0051249548-2019-2019-0000-00	RMV	\$ 218.90
Mark Newell	0055597073-2020-2020-0000-00	RMV	\$ 216.90
Justin Edwards	0038841621-2019-2019-0000-00	RMV	\$ 194.75
Cassie Strojny	0054265572-2019-2019-0000-00	RMV	\$ 190.29
Cassie Strojny	0042485094-2019-2019-0000-00	RMV	\$ 176.94
Nelson Adams	0047240290-2019-2019-0000-00	RMV	\$ 169.26
Bryan Dunn	0051928840-2019-2019-0000-00	RMV	\$ 146.34
Salvatore Amato	0037410173-2019-2019-0000-00	RMV	\$ 120.07
Jento Sampson	0054827076-2019-2019-0000-00	RMV	\$ 107.10
Theodore Davis	0042116430-2019-2019-0000-00	RMV	\$ 156.87
Edward Paldino	0051081825-2019-2019-0000-00	RMV	\$ 101.81
NCVTS refunds total			\$ 6,684.72

Appendix 18

2020 National Fire Prevention Week Proclamation

**Proclamation Recognizing National Fire Prevention Week
October 4-10, 2020**

WHEREAS, the County of Pitt is committed to ensuring the safety and security of all those living in and visiting our County; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed more than 2,630 people in the United States in 2017, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 357,000 home fires; and

WHEREAS, cooking is the leading cause of home fires in the United States where fire departments responded to more than 173,200 annually between 2013 and 2017; and

WHEREAS, two of every five home fires start in the kitchen with 31% of these fires resulting from unattended cooking; and

WHEREAS, more than half of reported non-fatal home cooking fire injuries occurred when the victims tried to fight the fire themselves; and

WHEREAS, children under five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire; and

WHEREAS, Pitt County's residents should stay in the kitchen when frying food on the stovetop, keep a three-foot kid-free zone around cooking areas and keep anything that can catch fire away from stove tops; and

WHEREAS, residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, Pitt County's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Pitt County's residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2020 Fire Prevention Week theme™, "Serve Up Fire Safety in the Kitchen!!" effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.

THEREFORE, we, the Pitt County Board of Commissioners, do hereby proclaim October 4-10, 2020, as Fire Prevention Week throughout this county, and we urge all the people of Pitt County to check their kitchens for fire hazards and use safe cooking practices during Fire Prevention Week 2020, and to support the many public safety activities and efforts of Pitt County's fire and emergency services.

Adopted this day, the 14th of September 2020.

Melvin C. McLawhorn, Chairman
Pitt County Board of the Commissioners

Attest: _____
Kimberly W. Hines, Clerk to the Board

Appendix 19

Portrait Request for Superior Courtroom

THE HILL LAW FIRM, P.C.

MYRON T. HILL, JR.

200 EAST FOURTH STREET

POST OFFICE BOX 859

GREENVILLE, N.C. 27835-0859

mhill@hilllawfirmnc.com

JUL 29 2020

JTS

A large, stylized stamp that reads "COPY" in a bold, outlined font. To the left of the word "COPY" is a small square icon containing the letter "C".

TEL: (252) 758-1403

July 27, 2020

FAX: (252) 557-3516

Melvin McLawhorn, Chariman
Pitt County Board of Commissioners
Pitt County Office Building
1717 West Fifth Street
Greenville, North Carolina 27834

Re: Recommendation for Presentation of Courthouse Portrait of James E. Martin

Dear Mr. McLawhorn,

We present this letter in compliance with Rule 2(b) of the Code of Judicial Conduct and based upon long time personal knowledge and association.

We would like to recommend to the Board of Commissioners for Pitt County that it consider extending an invitation to the family of James E. Martin to present a portrait done in oil paint for proper display in the superior courtroom of Pitt County. It has long been the practice of the board of Commissioners to extend this invitation to the family and upon presentation of the portrait, for it to become the property of the county and maintained in the courthouse.

Jim is an honored veteran of the United States Air Force serving our country from the years 1957 through 1961. After an honorable discharge from the Air Force, he enrolled at East Carolina University where he excelled on the gridiron as well as competing on the track team. He graduated from East Carolina University in the year 1965. While at East Carolina University, he was a flight instructor for the ECU FIP Program, encouraging students to pursue a career in aviation. Also, from 1965 to 1968, Jim was a pilot with Piedmont Airlines.

Jim has always loved students as evidenced by his teaching career. From 1969 to 1970, he was a teacher and coach at Walter Williams High School in Burlington, North Carolina. In 1970, he became a teacher and head football coach of North Lenoir High School. He continues to coach basketball and football in Pitt County to this day. However, Jim's true passion was the law and he enrolled and was accepted into North Carolina Central University School of Law in 1971. He completed his law studies and passed the bar exam in 1975.

After passing the bar, Jim was a prosecutor with the district attorney's office in Pitt County North Carolina from 1975 to 1977. He handled an assortment of cases including juvenile, criminal and other related matters within the criminal justice system of Pitt County,

North Carolina. From 1977 to 1979, Jim entered private practice representing defendants in criminal court.

In 1979, Jim was appointed by Governor Jim Hunt to a district court judgeship for Pitt, Pamlico, Craven and Carteret counties. Jim ran for re-election in 1980 and was re-elected as a district court judge. Jim continued to be a district court judge until his retirement in December, 2000. Even now, Jim continues to be an emergency judge called to preside over criminal sessions in many counties in eastern North Carolina.

Jim is very active in community affairs, with memberships past and present in the following organizations: Wheat Swamp Ruritan, Bethel Rotary, Greenville Kiwanis Club, ECU Pirate Club, North Carolina Academy of Trial Lawyers, North Carolina State Bar Association, Pitt County Bar Association, North Carolina Association of District Court Judges. In addition, Jim is actively involved in Rose Hill Free Will Baptist Church.

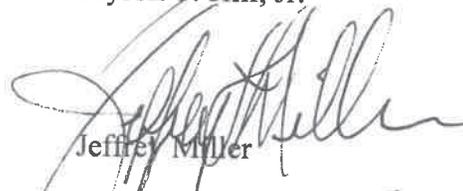
Throughout his entire tenure as a judge, Jim has held the attorneys appearing before him to the highest standard of practice, both ethically and in preparation. The citizens of Pitt County have recognized his devotion and dedication to the law by re-electing him to the bench over and over again. Jim's reputation as a judge is that he always wanted to help every person in his courtroom by following the law and considering each individual's circumstance. Jim is a people person and Pitt County has been very fortunate to have him as a district court judge.

In light of the comprehensive body of work that is the legal career of Judge Martin, and his dedication and devotion to upholding the law through his position as a judge, as well as his dedicated service to humanity through his charitable services, we respectfully ask that you honor Judge Martin and his family by favorably considering our recommendation. Thank you in advance for the board's consideration.

Warmest Regards and Best Wishes,



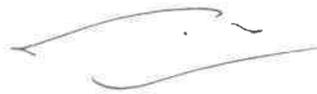
Myron T. Hill, Jr.



Jeffrey Miller



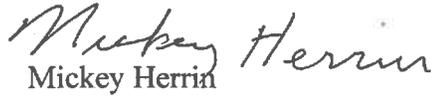
Robert White



Keith Williams



Sonny McLawhorn



Mickey Herrin



Fred Mattox

Appendix 20

Churches Outreach Network - Request funding for
Warehouse Space

Churches Outreach Network

Request funding for Warehouse Space

Community Unity Network Resource Center

**Prepared by:
Dr. Rodney Coles**

Pitt County Community Needs Met Over the Years

- **FEEDING THE HUNGRY**
 - CHILDREN: WEEKENDS, HOLIDAYS, SUMMERS
 - SENIORS: MONTHLY
 - RESIDENTS LOW INCOME HOUSING
 - DSS: ON REQUEST
 - OTHER AGENCIES
- **HYGIENE ITEMS WHEN AVAILABLE**
 - CHILDREN ALL AGES/FAMILIES IDENTIFIED BY SCHOOL LEADERSHIP
 - HOUSING AUTHORITY, COA, OTHER AGENCIES
- **DISASTER RELIEF**
 - CLEANING; HYGIENE ITEMS; MASKS; ETC.
- **TOYS FOR TOTS – PITT COUNTY ONLY**



Needs Met Since COVID March 16 through August 25

- **FOOD**
 - SENIORS: 4,575 BOXES (\$229,250)
 - CHILDREN: 6,693 BOXES (\$241,755)
 - LOW INCOME HOUSING: 4,180 BOXES (\$149,200)
- **HYGIENE KITS**
 - CHILDREN 305 (\$6,100)
 - INCONTINENCE SUPPLIES for SENIORS (COA)
- **CLEANING KITS**
 - VARIOUS AGENCIES 102 (\$3,570)
- **MASKS**
 - VARIOUS AGENCIES 150,000 (FEMA PROVIDED)

Hygiene and Cleaning Kits being Pack for Covid



Give out 3,000 Fruit boxes a week for Covid. 1,000 to Pitt County



Funding Request for Warehouse Space

COMMUNITY UNITY NETWORK RESOURCE CENTER

Why

To be ready to support our community and conduct the work more efficiently...

- Security
- Storage of Essential Supplies
- Forklift (unloading pallets)
- Assembling Hygiene Kits and Food Boxes

What

- Need \$32,100 for 1- year lease
- Requesting funding from 3 key Organizations in our community for the next 12 months
 - Pitt County
 - City Of Greenville
 - United Way of Pitt County

1067-A BROMPTON LANE



QUESTIONS

Appendix 21

Courthouse Flagpole Installation (\$13,171.64)

Appendix 22

"All-America County Award - 2020" Sign Panels

**RESOLUTION AUTHORIZING
“ALL-AMERICA COUNTY AWARD - 2020”
SIGN PANELS TO BE INSTALLED AT
“WELCOME TO PITT COUNTY”
SIGNS LOCATED ON STATE MAINTAINED ROADS**

WHEREAS, Pitt County was recently designated an All-America County by the National Civic League;

WHEREAS, Pitt County was one of ten communities nationwide to receive the designation in 2020 and was the only County to receive the award;

WHEREAS, for this year’s competition theme of “Enhancing Health and Well-Being Through Civic Engagement”, Pitt County highlighted three programs, including the Reentry Program, the Community Paramedic Program and the Farm & Food Council;

WHEREAS, the National Civic League has recognized over 500 All-America Communities since 1949;

WHEREAS, only 25 Counties nationwide have received the All-America designation, with Pitt County being the third County from North Carolina to win the award;

WHEREAS, the Board of County Commissioners adopts “All-America County – 2020” as a slogan to accompany the existing slogan “Home of East Carolina University” on all “Welcome to Pitt County” signs located on NC and US routes leading into the County.

NOW, THEREFORE BE IT RESOLVED, the Board of County Commissioners of Pitt County requests NCDOT authorization to install “All-America County Award - 2020” sign panels at “Welcome to Pitt County” signs located on state-maintained roads.

Read, approved and adopted this the 14th day of September, 2020.

Melvin McLawhorn, Chairman
Pitt County Board of Commissioners

Attest:

Kimberly W. Hines, Clerk to the Board

Appendix 23

Resolution in Support of Extending CARES Act
Funding and Continued Service at PGV by American
Airlines

RESOLUTION IN SUPPORT OF
EXTENDING THE PAYROLL SUPPORT PROGRAM
UNDER CARES ACT FUNDING

WHEREAS, on March 27, 2020 the US Congress signed into law the Coronavirus Aid, Relief and Economic Security (CARES) Act in response to the COVID-19 Pandemic; and

WHEREAS, the Payroll Support Program (PSP) was created through the CARES Act to provide payroll support to the aviation industry for the continuation of payment of employee wages, salaries and benefits; and

WHEREAS, American Airlines received financial assistance from the Payroll Support Program which obligated American Airlines to provide airline services to communities it served as of March, 2020; and

WHEREAS, American Airlines is the only commercial airline that services Pitt-Greenville Airport; and

WHEREAS, the Payroll Support Program ends September 30, 2020; and

WHEREAS, due to low demand and the expiration of the requirements associated with the Payroll Support Program, American Airlines has suspended service to the Pitt-Greenville Airport beginning October 7, 2020 and continuing until November 3, 2020; and

WHEREAS, commercial airline service is critical to the economy of Pitt County, North Carolina; and

WHEREAS, an extension of the Payroll Support Program would obligate American Airlines to continue providing commercial airline services to Pitt-Greenville Airport through March 31, 2021.

NOW THEREFORE, the Pitt County Commissioners urge the US Congress to adopt legislation that extends the Payroll Support Program under the CARES Act to enable American Airlines to continue to provide commercial airline services to the Pitt-Greenville Airport through March 31, 2021.

Adopted this the 14th day of September, 2020.

Melvin McLawhorn, Chairman
Pitt County Board of Commissioners

Attest:

Kimberly W. Hines, Clerk to the Board

Appendix 24

Compactor Repair at the Transfer Station - \$112,750

Contractor	Price without OT	Price with OT
Burkett Welding Services	\$ 106,651.00	\$ 117,751.00
Oak Ridge Industries	\$ 102,500.00	\$ 112,500.00

Appendix 25

Appointments & Reappointments to the Pitt County
Planning Board



PITT COUNTY
PLANNING DEPARTMENT
DEVELOPMENT SERVICES BUILDING
1717 W. 5th STREET
GREENVILLE, NORTH CAROLINA 27834-1696
TELEPHONE: (252) 902-3250
FAX: (252) 830-2576

AUG 05 2020
JTS

JAMES F. RHODES, AICP
DIRECTOR

MEMORANDUM

TO: Kimberly Hines, Clerk to the Board
FROM: James F. Rhodes, Planning Director
DATE: August 3, 2020
RE: **PLANNING BOARD APPOINTMENTS AND REAPPOINTMENTS**

According to our records, the current terms for the following two members of the Planning Board will expire in September.

Fred Austin – District 4 (Served partial term, interested in reappointment)

Faye Barefoot – District C (4&5) (Served two full terms, not eligible for reappointment)

R.J. Hemby – District 3 (Served one full term, interested in reappointment)

Danny W. Smith – District A (1&2) (Served two full terms, not eligible for reappointment)

Corbett, Robert S

3879 Bell Road
P.O. Box 61
P.O. Box 61
Fountain NC 27829

Day Phone: 2527494421
Evening Phone:
Fax:
Email: rcorbett27829@gmail.com

Gender: M
Race: White
District: 4
Priority:

Applied for board on: 1/29/2016

Application received/updated: 1/29/2016

Applicant's Attributes: Fountain ETJ

South of the River

VolAg Southwest

District 4

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	Farmville High School		
Experience	Tobacco Processing		40+ yrs
Experience	Standard Commerical Tobacco		22+ yrs
Experience	Imperial Tobacco		18+ yrs
Experience	NC National Guard		
Volunteer/Prof. Associations	Fountain Wellness Ctr Board		
Volunteer/Prof. Associations	Rural Fire Board		
Volunteer/Prof. Associations	Meals on Wheels		
Volunteer/Prof. Associations	Past Fireman		

<u>Boards Assigned To</u>	
Fire District Commission	12/31/2019 to 12/31/2021
Fountain FD	

LaFevers, Steven

729 Butterfly Ct.
Winterville NC 28590

Day Phone: 2523211432
Evening Phone: 2523475757
Fax:
Email: steven81@yahoo.com

Gender: M
Race: Other
District: 5
Priority:

Applied for board on: 2/18/2019

Application received/updated: 2/18/2019

Applicant's Attributes: Winterville City Limits
VolAg Southeast
South of the River
District 5

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	East Carolina University	BS Computer Science, MBA	
Education	Eastern Wayne High School	Diploma	
Experience	NRNS(LaF Realty)	Director	
Experience	Hyster-Yale	Various roles	
Volunteer/Prof. Associations	Covenant United Methodist Chur	Finance Board Member	

Shackelford, Jerry

553 Cedar Ridge Drive
Winterville NC 28590

Day Phone: 2522152250
Evening Phone: 2523410889
Fax: 2522152251
Email: jay@sa-res.com

Gender: M
Race: White
District: 5
Priority:

Applied for board on: 1/24/2020

Application received/updated: 1/24/2020

Applicant's Attributes: VolAg Southeast
South of the River
Winterville City Limits
District 5

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)		
Organization	Description	Date(s)
Shackelford & Associates	Partner/ Certified General Real Estate	
East Carolina University	B.S. Business Administration	
Arendell Parrott Academy	High School	

<u>Boards Assigned To</u>	
Board of Equalization & Review	3/6/2020 to 3/6/2023
Single Family residential prop	

Landrine, John

1600 W. Arlington Blvd #4
Greenville NC 27834

Day Phone: 2525583112
Evening Phone:
Fax:
Email: jlandrine@yahoo.com

Gender: M
Race: African A
District: 1
Priority:

Applied for board on: 5/6/2020

Application received/updated: 5/6/2020

Applicant's Attributes: South of the River
VolAg Southwest
Greenville City Limits
District 1

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	Westchester Business Institute	Business Admin.	
Education	Yonker High School	Diploma	
Experience	Brunswick Art Council	Executive Director	
Experience	Sales& Consulting & Ghostwritin	Consultant/Owner	
Experience	ExecuTraing Corp	CEO & General Manager	
Experience	NetMagic Software Systems	VP of Sales and Marketing	

Kilian, Douglas

326 Bethana Court
Winterville NC 28590

Day Phone: 2523536012
Evening Phone: 2525615023

Gender: M
Race: White

Fax:
Email: douglaskilian@gmail.com
District: 5
Priority:

Applied for board on: 7/31/2020

Application received/updated: 7/31/2020

Applicant's Attributes: VolAg Southeast
South of the River
Winterville City Limits
District 5

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	State Univ. of NY College at Bro	BS Secondary Science Education	
Education	Attica Central HS	High School	
Experience	Central Heating and Air	Branch Manager	
Experience	US Army Reserve		
Volunteer/Prof. Associations	Winterville Planning and Zoning	Vice-Chairman	
Volunteer/Prof. Associations	Peace Corps Volunteer	Dominican Republic	

Board Members

<i>Seat</i>	<i>Name</i>	<i>Applicant District</i>	<i>First Appt.</i>	<i>Appt Date</i>	<i>Exp Date</i>	<i>Yrs Served (To Date)</i>	<i>Yrs Served (At Term End)</i>
Pitt County Planning Board							
7	Austin, Fred	4	1/13/2020	1/13/2020	9/30/2020	0.64	0.72
	District 4						
9	Barefoot, Bessie F	4	10/1/2014	9/30/2017	9/30/2020	5.93	6.00
	District 4						
	District 5						
6	Brown, Don D	6	11/19/2018	11/19/2018	9/30/2021	1.79	2.87
	District 6						
8	Buck, Naomi G	2	10/1/2019	10/1/2019	9/30/2022	0.92	3.00
	District A						
3	Davenport, David L	5	9/30/2018	9/30/2018	9/30/2021	1.93	3.00
	District 5						
2	Guth, Brad J	6	9/12/2016	9/30/2019	9/30/2022	3.98	6.05
	District 6						
4	Hemby, Russell J	3	6/15/2015	9/30/2017	9/30/2020	5.22	5.30
	District 3						

<i>Seat</i>	<i>Name</i>	<i>Applicant District</i>	<i>First Appt.</i>	<i>Appt Date</i>	<i>Exp Date</i>	<i>Yrs Served (To Date)</i>	<i>Yrs Served (At Term End)</i>
5	Little, Steve	2	9/30/2018	9/30/2018	9/30/2021	1.93	3.00
	District 2						
10	Moore, Ashley T	5	9/30/2018	9/30/2018	9/30/2021	1.93	3.00
	At large						
11	Rogerson, Maria	6	4/3/2017	9/30/2018	9/30/2021	3.42	4.50
	At large						
1	Smith, Danny W	2	10/1/2014	9/30/2017	9/30/2020	5.93	6.00
	District 1						
	District 2						

Other Members

12 Coulson, Thomas R
Note: liasion
Chairman Appointment

Appendix 26

Appointment to the Ayden Planning Board

Applicant Interest Listing

Ayden Planning Board

Kristoffer Rixon
 400 Cooper Street
 Winterville NC 28590

Day Phone: (518) 570-5801
 Evening Phone:
 Fax:
 E-mail: kristofferrixon@gmail.com

Gender: M
 Race: White
 District: 6
 Priority:

Applied for this board on: 2/11/2019

Application received/updated: 02/11/2019

Applicant's Attributes: South of the River
 VolAg Southeast
 Winterville City Limits
 District 6

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	East Carolina University	Bachelor of Arts, Psychology	
Education	South Central High School	Diploma	
Experience	YouNow Inc	Trust and Safety Specialist	
Experience	ECU Dept. of Sociology	Graduate Assistant	
Volunteer/Prof. Associations	The Trevor Project	Volunteer Crisis Counselor	

	Organization	Description	Date(s)
Education	East Carolina University	Bachelor of Arts, Psychology	
Education	South Central High School	Diploma	
Experience	YouNow Inc	Trust and Safety Specialist	
Experience	ECU Dept. of Sociology	Graduate Assistant	
Volunteer/Prof. Associations	The Trevor Project	Volunteer Crisis Counselor	

Vance Stanley
 4520 Weyerhaeuser Road
 Ayden NC 28513

Day Phone: (252) 531-1817
 Evening Phone:
 Fax:
 E-mail: vbstanley72@gmail.com

Gender: M
 Race: White
 District:
 Priority:

Applied for this board on: 8/12/2020

Application received/updated: 08/12/2020

Applicant's Attributes:

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)

	Organization	Description	Date(s)

Applicant Interest Listing

Education	North Lenoir High
Experience	Town of Bethel
Experience	Town of Ayden

TOWN OF AYDEN, NC
INCORPORATED 1891



OFFICE OF THE TOWN MANAGER

August 13, 2020

Pitt County Manager's Office
Attention: Kimberly Hines, Clerk to the Board
1717 West Fifth St.
Greenville, NC 27834

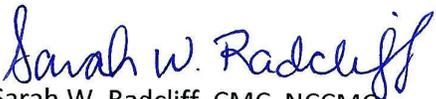
RE: Town of Ayden Planning Board-ETJ Representatives

Dear Mrs. Hines:

The Town of Ayden Governing Board met on August 10, 2020 and unanimously recommended Jerry Cox to fill the regular ETJ seat left vacant from the passing of Dixie Wayne Harris. The Board also unanimously recommended advertising for the alternate ETJ seat that Jerry Cox was filling.

If you have any questions or need further information, please do not hesitate to contact me.

Thank you,


Sarah W. Radcliff, CMC, NCCMC
Town Clerk/Executive Assistant

Board Members

<i>Seat</i>	<i>Name</i>	<i>Applicant District</i>	<i>First Appt.</i>	<i>Appt Date</i>	<i>Exp Date</i>	<i>Yrs Served (To Date)</i>	<i>Yrs Served (At Term End)</i>
Ayden Planning Board							
1	Clayton, Heather A	6	12/10/2018	12/10/2018	10/18/2021	1.68	2.86
	Ayden ETJ						
2	Cox, Jerry	6	8/5/2019	8/5/2019	8/20/2020	1.02	1.04
	Ayden ETJ						
	Alternate						
4	Harris, Dixie W	6	8/5/2019	8/5/2019	8/5/2022	1.02	3.00
	Note: Deceased						
	Ayden ETJ						

Appendix 27

Reappointments to the Pitt County Farm and Food
Council

Applicant Interest Listing

Pitt County Farm & Food Council

Charlene Best 1104 B Price Drive Greenville NC 27834	Day Phone: (252) 814-6490 Evening Phone: Fax: E-mail: cbest_61@outlook.com	Gender: F Race: African District: 4 Priority:
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Applied for this board on: 11/29/2018

Application received/updated: 11/29/2018

Applicant's Attributes: Greenville City Limits
 VolAg Southwest
 South of the River

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	Pitt Community College	AAS Respiratory Tech.	
Education	Capella University	Masters Health Administration	
Education	Fayetteville State University	B.A. Business Administration	
Education	D. H. Conley	Diploma	
Experience	Lenior Memorial Hospital	Registered Respiratory Therp.	
Experience	Scotland Memorial Hospital		
Experience	Greenville VA HCC		
Volunteer/Prof. Associations	Kingdom Impact	Health Fair	

Pamela Braxton 3208 Boardwalk Lane Apt. 14 Greenville NC 27834	Day Phone: (252) 378-7483 Evening Phone: Fax: E-mail: p.braxton@aol.com	Gender: F Race: African District: 1 Priority:
---	--	--

Applied for this board on: 8/7/2020

Application received/updated: 08/07/2020

Applicant's Attributes: VolAg Southwest

Applicant Interest Listing

South of the River

Greenville City Limits

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	Lenior Community College	Surgical Technician	
Education	Farmville Central High		
Experience	Howell Child Care		2 years
Experience	PCMH		14 years
Volunteer/Prof. Associations	Red Cross		

Chenele Coleman-Sellers

1092 Worthington Road
Winterville NC 28590

Day Phone: (252) 258-0644
Evening Phone:
Fax: (919) 237-1957
E-mail: chenele1128@gmail.com

Gender: F
Race: African
District: 6
Priority:

Applied for this board on: 7/6/2017

Application received/updated: 07/06/2017

Applicant's Attributes: District 6
County Planning Jurisdiction
South of the River
VolAg Southeast

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	ECPI University	AAS	
Education	Eastern High School		
Experience	Community Non-profits & Farms	Medical Asst, Customer Service, & Pu	
Experience	Department of Veteran Affairs	MSA	
Volunteer/Prof. Associations	Alliance Medical Ministry		
Volunteer/Prof. Associations	Veteran Affairs		

Applicant Interest Listing

Boards Assigned To

Home and Community Care Block Grant Committee

10/3/2016 to 10/3/2019

Person over 60 years of age

Chenele Coleman-Sellers

1092 Worthington Road
Winterville NC 28590

Day Phone: (252) 258-0644
Evening Phone:
Fax: (919) 237-1957
E-mail: chenele1128@gmail.com

Gender: F
Race: African
District: 6
Priority:

Applied for this board on: 5/19/2016

Application received/updated: 07/06/2017

Applicant's Attributes: District 6
County Planning Jurisdiction
South of the River
VolAg Southeast

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)

	Organization	Description	Date(s)
Education	ECPI University	AAS	
Education	Eastern High School		
Experience	Community Non-profits & Farms	Medical Asst, Customer Service, & Pu	
Experience	Department of Veteran Affairs	MSA	
Volunteer/Prof. Associations	Alliance Medical Ministry		
Volunteer/Prof. Associations	Veteran Affairs		

Boards Assigned To

Home and Community Care Block Grant Committee

10/3/2016 to 10/3/2019

Person over 60 years of age

Robert Corbett

3879 Bell Road
P.O. Box 61

Day Phone: (252) 749-4421
Evening Phone:
Fax:

Gender: M
Race: White
District: 4

Applicant Interest Listing

Fountain NC 27829

E-mail: rcorbett27829@gmail.com

Priority:

Applied for this board on: 1/29/2016

Application received/updated: 01/29/2016

Applicant's Attributes: Fountain ETJ
 South of the River
 VolAg Southwest
 District 4

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	Organization	Description	Date(s)
Education	Farmville High School		
Experience	Tobacco Processing		40+ yrs
Experience	Standard Commerical Tobacco		22+ yrs
Experience	Imperial Tobacco		18+ yrs
Experience	NC National Guard		
Volunteer/Prof. Associations	Fountain Wellness Ctr Board		
Volunteer/Prof. Associations	Rural Fire Board		
Volunteer/Prof. Associations	Meals on Wheels		
Volunteer/Prof. Associations	Past Fireman		

<u>Boards Assigned To</u>		
Fire District Commission		12/31/2019 to 12/31/2021
Fountain FD		

Tony Parker

1928 A Cambria Drive
 Greenville NC 27858

Day Phone: (252) 758-2616
 Evening Phone: (252) 258-9987
 Fax: (252) 830-0927
 E-mail: tparker1961@msn.com

Gender: M
 Race: White
 District: 1
 Priority:

Applied for this board on: 9/26/2007

Application received/updated: 11/04/2019

Applicant Interest Listing

Applicant's Attributes: District 5
 Greenville City Limits
 VolAg Southwest
 South of the River

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	East Carolina University	BA - Economics BA -History	
Education	JH Rose High		
Experience	Barnes & Noble Bookstore		
Experience	Villa Roma Resturant		
Experience	University Book Exchange	Textbooks Manager	
Volunteer/Prof. Associations	Literacy Volunteers of America		
Volunteer/Prof. Associations	Friends of Sheppard Memorial Li		2004-currently
Volunteer/Prof. Associations	Sheppard Memorial Library Trust		1997-2004

Kristoffer Rixon
 400 Cooper Street
 Winterville NC 28590

Day Phone: (518) 570-5801
 Evening Phone:
 Fax:
 E-mail: kristofferrixon@gmail.com

Gender: M
 Race: White
 District: 6
 Priority:

Applied for this board on: 2/11/2019

Application received/updated: 02/11/2019

Applicant's Attributes: South of the River
 VolAg Southeast
 Winterville City Limits
 District 6

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	East Carolina University	Bachelor of Arts, Psychology	

Applicant Interest Listing

Education	South Central High School	Diploma
Experience	YouNow Inc	Trust and Safety Specialist
Experience	ECU Dept. of Sociology	Graduate Assistant
Volunteer/Prof. Associations	The Trevor Project	Volunteer Crisis Counselor

Emily Wagner

2758 Meridian Drive
Apt 1
Greenville NC 27834

Day Phone: (252) 355-8522
Evening Phone: (919) 339-2924
Fax:
E-mail: ewagner@wnct.com

Gender: F
Race:
District: 1
Priority:

Applied for this board on: 1/25/2019

Application received/updated: 01/25/2019

Applicant's Attributes: Greenville City Limits
VolAg Southwest
South of the River

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	University of Nevada, Reno	B.S. Vet. Science/Minor in music	
Education	Battle Mountain High School	Diploma	
Experience	WNCT	Intergrated Digital Specialist	
Experience	Battle Mountain Swimming Pool	Assistant Managers/Water Safety Instr	
Experience	Reno Main Station Farm	Cattle and irrigation	
Experience	University of Nevada	harvesting and processing	
Experience	Wolf Pack Meats	Food Inspector	
Experience	Department USDA	Farrowing Head	
Experience	Smithfield Foods		
Volunteer/Prof. Associations	N.C Pork Council	Member	

N.C. Cooperative Extension
Pitt County Center
pitt.ces.ncsu.edu



403 Government Circle, Suite 2
Greenville, NC 27834
P: 252-902-1709

August 26, 2020

Dear Pitt County Board of County Commissioners:

I would like to recommend the following reappointments to the Pitt County Farm and Food Council.

Marsha Eulalia Williams, at large member
Lauren Howard, at large member
Dr. John Silvernail, Health Department representative
James Rhodes, Planning Department representative
Leigh Guth, NC Cooperative Extension representative

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Leigh Allen Guth".

Leigh Allen Guth
NC Cooperative Extension – Pitt County Director

Cc: Caitlin Cummins, Pitt County Farm and Food Council Coordinator



Board Members

<i>Seat</i>	<i>Name</i>	<i>Applicant District</i>	<i>First Appt.</i>	<i>Appt Date</i>	<i>Exp Date</i>	<i>Yrs Served (To Date)</i>	<i>Yrs Served (At Term End)</i>
Pitt County Farm & Food Council							
1	Bastardo, Yordanys	3	1/7/2019	1/7/2019	1/7/2022	1.64	3.00
6	Boutilier, Susan	2	7/1/2017	7/1/2017	7/1/2019	3.16	2.00
2	Brown, Gloristine W	2	7/1/2017	7/1/2018	7/1/2021	3.16	4.00
13	DeRoche, Carina	1	7/8/2019	7/8/2019	7/1/2020	1.14	0.98
	Note: Hunger Relief Representative						
7	Gay, Carlton		7/1/2017	7/1/2017	7/1/2020	3.16	3.00
9	Guth, Leigh	6	7/1/2017	7/1/2017	7/1/2020	3.16	3.00
	Note: Secretary Cooperative Extension Services						
5	Hall, Kahla	3	7/1/2017	7/1/2017	7/1/2019	3.16	2.00

<i>Seat</i>	<i>Name</i>	<i>Applicant District</i>	<i>First Appt.</i>	<i>Appt Date</i>	<i>Exp Date</i>	<i>Yrs Served (To Date)</i>	<i>Yrs Served (At Term End)</i>
8	Howard, Lauren Note: At- Large	1	5/21/2018	5/21/2018	7/1/2020	2.27	2.12
10	Rhodes, James F Note: Planning Department	6	7/1/2017	7/1/2017	7/1/2020	3.16	3.00
11	Silvernail, John Health Director or Designee	6	10/14/2019	10/14/2019	7/1/2020	0.87	0.72
3	Tarlton, Billy	6	7/1/2017	7/1/2017	7/1/2019	3.16	2.00
12	Tyson, Steve Note: Agricultural Food Producer	6	4/23/2018	4/23/2018	7/1/2020	2.35	2.19
4	Williams, Marsha E	4	7/1/2017	7/1/2017	7/1/2019	3.16	2.00

Appendix 28

Appointment to the Board of Health

August 26, 2020

Pitt County Commissioners

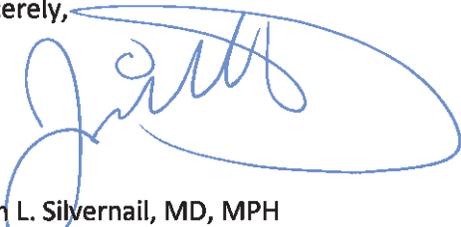
RE: Physician position for the Board of Health

Commissioners,

During our last Board of Health meeting we discussed members terms, one in particular was Dr. Keith Ramsey who holds the physician position for the board. Dr. Ramsey's term will expire on September 1, 2020 and he has announced the he will not request reappointment. Dr. Ramsey, who is also chairman to the board, has agreed to serve until a new physician is appointed.

After reviewing statements of interest from applicants for this position, the board unanimously selected Herbert Garrison, MD, MPH. I feel that Dr. Garrison will be able to serve in this compacity without problems, I would therefore recommend that he be given the opportunity to serve in this role. Thank you for your consideration.

Sincerely,



John L. Silvernail, MD, MPH
Health Director



Applicants Interest Listing by Attribute(s)

Board Of Health

Garrison, Herbert G

1800 Old Fort Road
Greenville NC 27834

Day Phone: 2523419449
Evening Phone: 2523419449
Fax:
Email: herbgarrison@gmail.com

Gender: M
Race: White
District: 4
Priority:

Applied for board on: 8/6/2020

Application received/updated: 8/6/2020

Applicant's Attributes: Physician

County Planning Jurisdiction

South of the River

VolAg Southwest

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	UNC Chapel Hill	Doctor of Medicine and Master of Publ	
Education	Wingate College	BS Zoology	
Education	Garinger H.S.		
Experience	ECU	Associate Professor	
Volunteer/Prof. Associations	Pitt County Medical Society		
Volunteer/Prof. Associations	Pitt County Family Violence Pro	President	

Board Members

<i>Seat</i>	<i>Name</i>	<i>Applicant District</i>	<i>First Appt.</i>	<i>Appt Date</i>	<i>Exp Date</i>	<i>Yrs Served (To Date)</i>	<i>Yrs Served (At Term End)</i>
Board Of Health							
10	Coulson, Thomas R	6	1/11/2016	1/13/2020	12/31/2020	4.63	4.98
	Chairman Appointment						
1	Dixon, Faustina H	5	2/2/2009	9/1/2019	9/1/2022	11.57	13.59
	At large						
5	Engelke, Martha	5	2/1/2017	2/1/2020	2/1/2023	3.57	6.00
	Nurse						
9	Fleming, Rex	2	8/3/2015	4/1/2018	4/1/2021	5.07	5.67
	At large						
7	Harrell, Adam	5	3/20/2017	3/20/2020	3/20/2023	3.44	6.00
	Dentist						
6	Hayes, Mark T	5	3/16/2006	10/5/2018	10/5/2021	14.46	15.57
	Veterinarian						
11	McIntosh, Scott	3	7/8/2019	7/8/2019	5/1/2021	1.14	1.82
	Note: resigned Optometrist						

<i>Seat</i>	<i>Name</i>	<i>Applicant District</i>	<i>First Appt.</i>	<i>Appt Date</i>	<i>Exp Date</i>	<i>Yrs Served (To Date)</i>	<i>Yrs Served (At Term End)</i>
2	Pack Smith, Kelli At large	5	7/1/2019	7/1/2019	7/1/2022	1.16	3.00
3	Patidar, Nitesh Pharmacist		6/3/2013	6/3/2019	6/3/2022	7.24	9.01
4	Ramsey, Keith M Physician	4	2/4/2008	9/1/2017	9/1/2020	12.57	12.58
8	Speight, Lowell Engineer	4	4/17/2017	4/17/2020	4/17/2023	3.36	6.00

Appendix 29

Appointment and Reappointment to the Pitt-
Greenville Convention & Visitors Authority

Applicant Interest Listing

Convention & Visitors Authority

Gloria Brewington-Person
 1005 Cortland Road
 Greenville NC 27834

Day Phone: (252) 495-2674
 Evening Phone:
 Fax:
 E-mail:

Gender: F
 Race: African
 District: 1
 Priority:

Applied for this board on: 8/29/2017

Application received/updated: 08/29/2017

Applicant's Attributes: Greenville City Limits
 South of the River
 VolAg Southeast

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>		
Organization	Description	Date(s)
Greenville Youth Explosion	Committee Member	
Pitt County Democratic Party	Member	
Pitt County Schools	Retired	
N.C. Dept. of Corrections		
East Carolina University	B.A Teacher Certification, Special Ed.	
JH Rose	Diploma	

<u>Boards Assigned To</u>	
P.C. Nursing Home/Adult Care Community Advisory C	3/12/2018 to 3/12/2021

Chenele Coleman-Sellers
 1092 Worthington Road
 Winterville NC 28590

Day Phone: (252) 258-0644
 Evening Phone:
 Fax: (919) 237-1957
 E-mail: chenele1128@gmail.com

Gender: F
 Race: African
 District: 6
 Priority:

Applied for this board on: 5/19/2016

Application received/updated: 07/06/2017

Applicant's Attributes: District 6

Applicant Interest Listing

County Planning Jurisdiction

South of the River

VolAg Southeast

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	Organization	Description	Date(s)
Education	ECPI University	AAS	
Education	Eastern High School		
Experience	Community Non-profits & Farms	Medical Asst, Customer Service, & Public	
Experience	Department of Veteran Affairs	MSA	
Volunteer/Prof. Associations	Alliance Medical Ministry		
Volunteer/Prof. Associations	Veteran Affairs		

<u>Boards Assigned To</u>	
Home and Community Care Block Grant Committee Person over 60 years of age	10/3/2016 to 10/3/2019

Robert Corbett

3879 Bell Road
P.O. Box 61
Fountain NC 27829

Day Phone: (252) 749-4421
Evening Phone:
Fax:
E-mail: rcorbett27829@gmail.com

Gender: M
Race: White
District: 4
Priority:

Applied for this board on: 1/29/2016

Application received/updated: 01/29/2016

Applicant's Attributes: Fountain ETJ
South of the River
VolAg Southwest
District 4

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	Organization	Description	Date(s)
Education	Farmville High School		

Applicant Interest Listing

Experience	Tobacco Processing	40+ yrs
Experience	Standard Commerical Tobacco	22+ yrs
Experience	Imperial Tobacco	18+ yrs
Experience	NC National Guard	
Volunteer/Prof. Associations	Fountain Wellness Ctr Board	
Volunteer/Prof. Associations	Rural Fire Board	
Volunteer/Prof. Associations	Meals on Wheels	
Volunteer/Prof. Associations	Past Fireman	

<u>Boards Assigned To</u>		
Fire District Commission		12/31/2019 to 12/31/2021
Fountain FD		

Leo Corbin

121 Banbury Circle
Greenville NC 27858

Day Phone: (252) 830-7466
Evening Phone: (252) 756-6213
Fax: (252) 752-7577
E-mail: leocorbin1@gmail.com

Gender: M
Race: White
District: 3
Priority:

Applied for this board on: 3/25/2019

Application received/updated: 03/25/2019

Applicant's Attributes: Greenville City Limits
South of the River
District 3
VolAg Southeast

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	East Carolina University		
Education	Union Pines High		
Experience	Attends Healthcare Products, Inc.	Human Resources Manager	33 years
Volunteer/Prof. Associations	Brook Valley Country Club Boar	Past Member	

Applicant Interest Listing

Volunteer/Prof. Associations	Chamber of Commerce	Education Cabinet
Volunteer/Prof. Associations	Chamber of Commerce	Leadership Institute Committee
Volunteer/Prof. Associations	United Way	Campaign Chairperson

Ralph Hall Jr

111 Hardee Street
Greenville NC 27858

Day Phone:
Evening Phone: (252) 756-0262
Fax:
E-mail: bajhall@aol.com

Gender: M
Race: White
District: 6
Priority: 0

Applied for this board on: 2/26/2003

Application received/updated: 02/26/2003

Applicant's Attributes: District 6
Greenville ETJ
VolAg Southeast

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	Organization	Description	Date(s)
Education	University of South Carolina	Civil Engineering	1955-1957
Education	Edenton High		
Experience	Phillippines Construction	Project Manager	1962-1966
Experience	Foreign Service Staff Officer	Civil Engineer	1966-1969
Experience	Odell Associates	Hospital Construction Engineer	1969-1973
Experience	PCMH	Vice-President of Facilities	1973-2001
Volunteer/Prof. Associations	N.C. Bio-Medical Association		
Volunteer/Prof. Associations	N.C. Association of Health Care		
Volunteer/Prof. Associations	American Society of Health Care		
Volunteer/Prof. Associations	American Cancer Society		
Volunteer/Prof. Associations	State Board of Directors		

Boards Assigned To

Applicant Interest Listing

Industrial Revenue & Pollution Control Authority	3/15/2004 to 3/15/2007
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Candace Hollingsworth

2452 Hunterchases Lane
Greenville NC 27858

Day Phone: (252) 355-5000
Evening Phone: (252) 341-7395
Fax:
E-mail: candace@hiltongreenville.c

Gender:
Race:
District: 6
Priority:

Applied for this board on: 7/16/2020

Application received/updated: 07/16/2020

Applicant's Attributes: County Planning Jurisdiction
South of the River
VolAg Southeast

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)		
Organization	Description	Date(s)
Hilton Greenville	Assistant Manager	
East Carolina University	BS	
Hunt High School	Diploma	

Christie Jahn

3778 Stanley Road
Winterville NC 28590

Day Phone: (252) 321-8780
Evening Phone: (252) 814-1210
Fax:
E-mail: christie@carolinahospitalit

Gender: F
Race: White
District: 6
Priority:

Applied for this board on: 5/22/2020

Application received/updated: 05/22/2020

Applicant's Attributes: County Planning Jurisdiction
South of the River
VolAg Southeast

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)		
Organization	Description	Date(s)

Applicant Interest Listing

Education	Baker College	BA in Accounting, MBA	
Education	Port Huron Northern High School	Diploma	
Experience	Carolina Hospitality Associates	Chief Operation Officer	2020
Experience	Prime Investments & Developme	Chief Financial Officer	2017-present
Experience	Atlantic Wireless Communicatio	Chief Financial Officer	2008-2017
Experience	CBM Environmental	Controller	2006-2007
Experience	Port Huron Are School District	Budgets & Benefits Coordinator	2005-2006
Experience	Thomas Edison Inn	Accounting Clerk	1995-2005

Steve Little

3314 NC 33 W
Greenville NC 27834

Day Phone: (252) 714-3559
Evening Phone: (252) 758-2040
Fax:
E-mail: steve.little@nashfinch.com

Gender: M
Race: White
District: 2
Priority:

Applied for this board on: 1/5/2007

Application received/updated: 08/28/2018

Applicant's Attributes: District 2
County Planning Jurisdiction
North of the River
VolAg Northwest

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	Organization	Description	Date(s)
Education	East Carolina University		
Education	Belvoir Elementary		
Experience		NC Real Estate Broker License	
Experience	Nash Finch	Division Manager	
Volunteer/Prof. Associations	Pitt County Planning Board		6 years

<u>Boards Assigned To</u>

Applicant Interest Listing

Pitt County Planning Board District 2	9/30/2018 to 9/30/2021
--	------------------------

Paula Loftin
 3789 Ernest Loftin Road
 Ayden NC 28513

Day Phone: (252) 945-0079
 Evening Phone: (252) 717-7006
 Fax:
 E-mail: ptloftin@gmail.com

Gender: F
 Race: White
 District: 6
 Priority:

Applied for this board on: 8/1/2019

Application received/updated: 08/01/2019

Applicant's Attributes: Ayden ETJ
 South of the River
 VolAg Southeast
 District 6

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	Organization	Description	Date(s)
Education	ECU	Business Admin	
Education	Pitt Community College	Accounting AS	
Education	DH Conley	High School Diploma	
Experience	Staff Accountant	Pitt County Government	
Volunteer/Prof. Associations	Ayden Rotary	Member	
Volunteer/Prof. Associations	Boys and Girls Club	Volunteer	
Volunteer/Prof. Associations	Relay for Life	Volunteer	

<u>Boards Assigned To</u>	
Fire District Commission Ayden FD	12/31/2019 to 12/31/2021

Kristoffer Rixon
 400 Cooper Street
 Winterville NC 28590

Day Phone: (518) 570-5801
 Evening Phone:
 Fax:

Gender: M
 Race: White
 District: 6

Applicant Interest Listing

E-mail: kristofferrixon@gmail.com

Priority:

Applied for this board on: 2/11/2019

Application received/updated: 02/11/2019

Applicant's Attributes: South of the River
VolAg Southeast
Winterville City Limits
District 6

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	East Carolina University	Bachelor of Arts, Psychology	
Education	South Central High School	Diploma	
Experience	YouNow Inc	Trust and Safety Specialist	
Experience	ECU Dept. of Sociology	Graduate Assistant	
Volunteer/Prof. Associations	The Trevor Project	Volunteer Crisis Counselor	

Mark Sanders

1996 Hyde Drive
Apt 1
Greenville NC 27858

Day Phone:
Evening Phone: (252) 558-3563
Fax:
E-mail: markmsanders@gmail.com

Gender: M
Race: White
District: 5
Priority:

Applied for this board on: 3/15/2019

Application received/updated: 03/15/2019

Applicant's Attributes: VolAg Southeast
South of the River
Greenville City Limits

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
	GovtG		
Education	UNC - Chapel Hill	MS - Library Science	

Applicant Interest Listing

Education	Pennsylvania State University	MA - Spanish	
Education	UNC-Ashville	Bachelors - Spanish	
Education	Enka High School	High School Diploma	
Experience	Joyner Library	Head of Reference	12/07 - 01/11
Experience	Joyner Library	Assistant Director for Public Services	2/11 to present
Volunteer/Prof. Associations	CLIPP Committee	Member	2011 - Present
Volunteer/Prof. Associations	Management Practices Committe	Member	2012 - present
Volunteer/Prof. Associations	Building for College & Universit	Member	2012 - present



CITY CLERK'S OFFICE

August 26, 2020

Ms. Kimberly Hines
Clerk to the Board
Board of Commissioners
Pitt County Offices
1717 W. Fifth Street
Greenville, NC 27834

Dear Ms. Hines,

The Greenville City Council took the following action regarding the nominations for the Pitt-Greenville Convention & Visitors Authority:

- It was recommended that Candace Hollingsworth be appointed to replace Tyler McDowell to fill an unexpired term that will expire July 2023

If you have any questions, please contact me at (252) 329-4422.

Sincerely,

A handwritten signature in black ink that reads 'Valerie Shiuwegar'. The signature is written in a cursive, flowing style.

Valerie Shiuwegar,
City Clerk

CITY CLERK'S OFFICE

July 21, 2020

Ms. Kimberly Hines
Clerk of the Board
Board of Commissioners
1717 W. Fifth Street
Greenville, NC 27834

Dear Ms. Hines,

The Greenville City Council took the following action regarding the nomination for the Pitt-Greenville Convention & Visitors Authority:

- Recommended the reappointment of Robert Sheck for a second term that will expire July 2023.

If you have any questions, please contact me at (252) 329-4422

Sincerely,


Valerie Shiuwegar
City Clerk

Board Members

<i>Seat</i>	<i>Name</i>	<i>Applicant District</i>	<i>First Appt.</i>	<i>Appt Date</i>	<i>Exp Date</i>	<i>Yrs Served (To Date)</i>	<i>Yrs Served (At Term End)</i>
Convention & Visitors Authority							
1	Albritton, Jenna J	6	11/5/2018	11/5/2018	7/31/2019	1.82	0.73
	Note: resigned 7-27-20						
	City Nomination						
	Hotel Owner/Operator						
4	McDowell, Tyler C	6	11/21/2016	7/31/2020	7/31/2023	3.78	6.69
	Note: resigned 7-27-20						
	Hotel Owner/Operator						
	City Nomination						
3	Mills, Dustin	2	9/11/2017	9/9/2019	7/1/2022	2.98	4.81
	City Nomination						
	County Planning Jurisdiction						
5	Nunnally, Christopher	3	1/7/2019	1/13/2020	12/31/2020	1.65	1.98
	Note: liasion						
	Chairman Appointment						
6	Ross, Kenneth R	6	10/5/2015	7/15/2018	7/15/2021	4.91	5.78
	County Planning Jurisdiction						
	City Nomination						
2	Steagall, Monta S	4	8/1/2016	8/1/2016	7/13/2019	4.09	2.95
	Hotel Owner/Operator						
	City Nomination						