

**February 15, 2016**

A regular meeting of the Bladen County Board of Commissioners was held at 6:30 pm on Monday, February 15, 2016 in the Commissioners Meeting Room of the Bladen County Courthouse.

The following members were present:

- Russell Priest, Chairman
- Arthur Bullock, Vice Chairman
- Charles R. Peterson
- Billy Ray Pait
- G. Michael Cogdell
- Dr. Delilah Blanks
- Daniel Dowless
- Wayne Edge
- James G. "Jimmie" Smith

Attorney: Allen Johnson, Johnson Law Firm

**ITEM 1.** Chairman Peterson called the meeting to order.

Reverend Larry Hayes, Good News Baptist Church of Bladenboro, provided the Invocation. County Manager Gregory J. Martin led the Pledge of Allegiance.

**ITEM 2. Consent Items:**

Upon a motion by Commissioner Smith, seconded by Commissioner Bullock, the Board approved the following Consent Items:

- A. Agenda.
- B. Minutes of February 1, 2016 Regular Meeting.
- C. Minutes of February 8, 2016 Special Meeting.
- D. Budget Amendments, as follows:

**Finance**

<i>Expenditures</i>		<i>Increase</i>	<i>Decrease</i>
104400.121	Longevity		96.00
104400.122	Bonus	96.00	
104400.610	Contract Services	1,080.00	
104400.120	Salaries	1,100.00	
104400.182	Retirement	80.00	
104400.183	Group Insurance	350.00	
104400.185	Retirees Health Insurance	300.00	
104400.353	Copier Maintenance	900.00	
106930.990	Contingency		350.00
<i>Revenues</i>			
103190.050	Fund Balance Appropriated	3,460.00	

To cover cost associated with various areas.

**Revenue Department**

<i>Expenditures</i>		<i>Increase</i>	<i>Decrease</i>
104500.192	Professional Services – Legal	5,630.00	
104500.192.002	Professional Services – Foreclosure	10,770.00	
<i>Revenues</i>			
103190.050	Fund Balance Appropriated	16,400.00	

Foreclosures

**Motor Pool**

<i>Expenditures</i>		<i>Increase</i>	<i>Decrease</i>
105010.357	Vehicle Repair	1,000.00	
<i>Revenues</i>			
103190.011	Insurance Claims	1,000.00	

2011 Ford Crown Victoria

**Division on Aging - BARTS**

<i>Expenditures</i>		<i>Increase</i>	<i>Decrease</i>
106200.6201.120	Salaries	2,300.00	
106200.6201.181	FICA	130.00	
106200.6201.182	Retirement	130.00	
106200.6201.183	Group Insurance	60.00	
106930.990	Contingency		60.00
106200.6201.185	Retiree Health Insurance	175.00	
106200.6201.499.010	Miscellaneous Drug	200.00	
106200.6201.741	Capital Outlay-Vehicles		48,000.00
<i>Revenues</i>			
103530.033	DOA-Trans S. 18 Adm		18,191.00

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103530.042	DOA-Trans S18 Cap		58,275.00
103190.050	Fund Balance Appropriated	31,401.00	

To adjust to match NCDOT Budget and increase for year end.

**Other Administration**

<i>Expenditures</i>		<i>Increase</i>	<i>Decrease</i>
106800.700	Bank Charges	3,000.00	
106800.700.001	Bond Issuance	1,000.00	
106800.810	Storm/Disaster	1,500.00	
106800.813	Professional Development	1,000.00	
<i>Revenues</i>			
103190.050	Fund Balance Appropriated	6,500.00	

To cover cost associated with various areas.

**Clarkton Fire Department**

<i>Expenditures</i>		<i>Increase</i>	<i>Decrease</i>
355335.610	Contract Services		12,850.00
<i>Revenues</i>			
353190.050	Fund Balance Appropriated		12,850.00

Adjustment to Clarkton FD per contract approved 02/01/2016.

**East Arcadia Fire Department**

<i>Expenditures</i>		<i>Increase</i>	<i>Decrease</i>
365336.191	Professional Services – Audit	4,500.00	
365336.990	Contingency		3,371.00
<i>Revenues</i>			
363190.050	Fund Balance Appropriated	1,129.00	

To cover full cost of audit charges for 2013 and 2014.

**E. County Attorney Invoices.**

<b>Date</b>	<b>Department</b>	<b>Amount</b>
2/01/2016	February 2016 Retainer	\$ 300.00
2/10/16	Law Enforcement & Detention Center	\$ 15,000.00
	<b>Total</b>	<b>\$ 15,300.00</b>

F. Tax Refunds & Releases No. 1-16, incorporated by reference and made a part of these minutes.

G. The following Teen Dating Violence Awareness and Prevention Month Proclamation:



**ITEM 3. Matters of Interest to Commissioners:**

- A. Chairman Priest recognized members of Boy Scout Troop #600 in attendance and invited the Scout Masters and Scouts to introduce themselves. Chairman Priest encouraged the Scouts to strive for their Eagle Scout designation.
- B. Due to technical issues and upon a motion by Commissioner Peterson, seconded by Commissioner Bullock, the Board unanimously tabled a 2015 Bladen County Annual Report.

No Commissioner brought a topic of discussion to the Board.

**ITEM 4. Individuals / Delegations Wishing to Address Commissioners:**

- A. Chairman Priest and Vice Chair Bullock presented a recently adopted Teen Dating Violence Awareness and Prevention Month Proclamation to Families First Representative Ryan Lantrip. Mr. Lantrip provided a brief overview of services offered by Families First. Vice Chairman Bullock read aloud the Proclamation.

With technical difficulties corrected, Chairman Priest and County Manager Greg Martin provided an overview of the 2015 Bladen County Annual Report, highlighting numerous accomplishments and ongoing projects.

Chairman Priest provided the following statement:

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*On behalf of the Bladen County Board of Commissioners, I am pleased to report to you on recent accomplishments. The purpose of this report is to provide information about the many achievements of our county departments in 2015. We also hope this report will show you the many positive things that your hard-earned tax dollars are accomplishing.*

*The Board of Commissioners has every reason to be proud of our county employees and the work they have done for Bladen County in the previous year as well as the work they continue to do. This report will include highlights of the accomplishments attained by the hard work of these employees from various county departments. By no means will this be a complete listing of all departmental accomplishments.*

*On behalf of the Board of Commissioners and the Bladen County staff, it is our honor and privilege to serve the residents of Bladen County, and our pledge for 2016 is to continue to work cooperatively as we strive to follow the County's vision of "providing customer focused County services efficiently and responsibly."*

- B. Cape Fear Resource Conservation and Development, Inc. representative Kathleen Riely provided an overview of recent activities and ongoing projects sponsored by Cape Fear RC&D. Ms. Riely stated there are five counties who participate in Cape Fear RC&D (Bladen, Columbus, Robeson, Brunswick, New Hanover and Pender).

**ITEM 5. Department Focus:**

- A. Veterans Office Director Larry Hammond provided an overview of the responsibilities and services offered by the local office. The Board expressed its appreciation to Mr. Hammond for the update and his work with the local Veterans.

**ITEM 6. Bladen County Schools: (Dr. Robert Heavenridge)**

- A. Dr. Heavenridge presented a capital outlay request for several projects to be completed. Upon a motion by Commissioner Peterson, seconded by Commissioner Smith, the Board unanimously approved a capital outlay request in the amount of \$111,377.39 to complete twenty-three (23) maintenance projects.

**ITEM 7. Revenue Department: (Renee Davis, Tax Assessor)**

- A. Mrs. Davis provided an overview of recently received a bid to purchase county-owned property located off Columbus County Road (Parcel 0021348). The property was foreclosed by the County in 2014. Mr. Harvey Lee Bellamy offered a bid in the amount of \$3,200. Upon a motion by Commissioner Edge, seconded by Commissioner Pait, the Board unanimously accepted a bid amount of \$3,200 to begin the upset bid process.
- B. During a recent Special Meeting, Mrs. Davis proposed a restructuring of the Revenue Administration office, to include reclassifying the vacant Assistant Revenue Director position to a Tax Data Entry position and contracting real estate appraisal responsibilities with a third-party. Mrs. Davis provided a brief overview of the proposal, which will cut cost by approximately \$35,000 annually. Following discussion and upon a motion by Commissioner Peterson, seconded by Commissioner Pait, the Board unanimously approved the reorganization of the Revenue Administration office.
- C. Mrs. Davis provided a brief overview of Mr. Gary Piner's certifications and experience regarding real estate appraisal. Mrs. Davis indicated that contracting with Mr. Piner in the short-term will allow for several imminent deadlines to be met. Commissioner Peterson expressed his appreciation to Mrs. Davis for the proposal of the short-term contract. Upon a motion by Commissioner Smith, seconded by Commissioner Pait, the Board unanimously approved an agreement with Mr. Gary Piner, with the agreement expiring June 30, 2016.

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**ITEM 8. Finance Department: (Lisa Coleman, Finance Officer)**

- A. Mrs. Coleman reviewed a Financial Dashboard for the seven months ending January 31, 2016.
- B. Mrs. Coleman provided an overview of a proposed Budget calendar for FY 2016-17. Commissioner Smith made a motion to adopt a Budget calendar for FY 2016-17, with a second provided by Commissioner Bullock. Following discussion regarding budget workshops to start earlier in the process (by April 14, 2016), a substitute motion was made by Commissioner Peterson, seconded by Commissioner Edge, to adopt a revised Budget calendar for FY 2016-17. The motion passed unanimously.

**ITEM 9. Health and Human Services Agency: (Wayne Raynor, Interim Director)**

- A. Bladen County Health Department Health Educators Marianne Valentiner and Berkleigh Pridgen presented to the Board of County Commissioners the requirements for the Community Health Assessment process as well as the survey tool used in English and Spanish. The CHA is required to be completed every 3 years in collaboration with the local hospital, Cape Fear Valley/Bladen County Hospital. The CHA is due to the Department of Health and Human Services by March 7, 2016 along with the 2015 State of the County Health (SOTCH) report. Surveys were sent out to local media through electronic Survey Monkey links, throughout all of the Bladen Medical Associate offices, the Emergency Room, Urgent Care and Bladen Kids Care as well as to Cape Fear Valley/Bladen County Hospital staff, the county employees' list serve, as well as to the Bladen County Jury Duty Pool. Senior center's in the county, Bladen Community College and all Healthy Bladen Collaborative partners were given the surveys to distribute to their agencies and clients. The CHA is used as an indicator, or snap-shot, of the county's health concerns and health priorities that need to be addressed. The 2016 CHA goals are to survey at least more than 250 individuals in the county and identify needs to be addressed. Indicators will also be taken from the NC Center for State Health Statistics, US Census Bureau, and the Centers for Disease Control. Identified health issues will be recognized and addressed by collaborative partners in our action plans and based on the Governors 2020 health objectives. Bladen County Health Department's (BCHD) Strategic Plan and the Collaborative Action Plans will be completed based on the results of the 2016 CHA. The BCHD Strategic Plans and the action plans guide the health department and collaborative partners in Bladen with projects that will be conducted throughout the county to combat and address the health concerns identified. The CHA addresses 1.1 and 1.2 of the Accreditation Standards and are vital components to the Accreditation of the Health Department. The CHA is to be completed every (3) years for review in the interim a State of the County Health Report (SOTCH) is required and expands on the progress of the initiatives brought about by the findings of the CHA. Once the CHA is reviewed (based on accreditation standards) approval letters are sent to the health director. If there are areas that require further information, the health department is required to submit a corrective action plan. Once the required information is completed the CHA is then sent to the Health and Human Services Office for review and approval. Once approved, the documents are presented to the Stakeholders throughout the county. The CHA and the SOTCH will also be made available to the public. Hard copies of the CHA will be available at the local libraries; Clarkton, Bladenboro, and Elizabethtown; Health Department, Bladen Community College library, NC Cooperative Extension Office, Bladen County/ Cape Fear Valley Hospital and on the Bladen County Health Department's Web page at [bladeninfo.org/department/health](http://bladeninfo.org/department/health) or contact the health education department at the Bladen County Health Department. Upon a motion by Commissioner Peterson, seconded by Commissioner Edge, the Board unanimously approved a survey publication related to a 2016 Community Health Assessment.
- B. Health Educator and Young Families Connect Coordinator Kayla Brienne and Health Department Administrative Officer Djuana Register provided an overview of an ongoing program which is funded by a Young Families Connect Grant. Following discussion and upon a motion by Commissioner

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- Peterson, seconded by Commissioner Cogdell, the Board unanimously approved a grant application to be submitted to Young Families Connect.
- C. Ms. Brianne and Mrs. Register provided an overview of a Memorandum of Agreement with Bladen Community College regarding a Young Families Connect program. Upon a motion by Commissioner Cogdell, seconded by Commissioner Bullock, the Board unanimously approved a Memorandum of Agreement with Bladen Community College.
- D. Assistant Health Director Jessica White and Administrative Officer Djuana Register provided a brief overview of a requested fee increase for rabies vaccine. Upon a motion by Commissioner Peterson, seconded by Commissioner Edge, the Board unanimously approved a fee increase for rabies vaccine.
- E. Ms. White and Mrs. Register provided an overview of a State of North Carolina mandated sliding fee scale for implementation. Upon a motion by Commissioner Smith, seconded by Commissioner Peterson, the Board unanimously approved a 2016 Sliding Fee Scale.

**ITEM 10. Advisory Board Appointments:**

- A. Adult Care Home Community Advisory Committee (1):** Commissioner Peterson nominated Erin Smith to fill a vacancy. Commissioner Bullock nominated Divora Shaw to be reappointed. Following discussion, Commissioner Smith provided a second to Commissioner Peterson's motion. The motion passed on a vote of eight (8) AYES (Peterson, Smith, Cogdell, Blanks, Priest, Dowless, Pait and Edge) to one (1) NO (Bullock) to appoint Erin Smith to a three-year term of service, with the term expiring January 16, 2019.
- B. Child Fatality/Protection Team (2):** Upon a motion by Commissioner Peterson, seconded by Commissioner Pait, the Board unanimously reappointed Sheriff James McVicker and Terri Duncan to three-year terms, with the terms expiring February 7, 2019.
- C. Dublin Fire District Committee (1):** Upon a motion by Commissioner Dowless, seconded by Commissioner Pait, the Board unanimously appointed Ronnie Skinner to an unexpired term of service, with the term to expire May 17, 2017.
- D. Lumber River Council of Governments Region N Aging Advisory Committee (6):** Upon a motion by Commissioner Edge, seconded by Commissioner Pait, the Board, waiving the policy on terms, unanimously reappointed Virginia Gause, Larry Mason and Louella Thompson; and reappointed Shonteia Keaton, G. Michael Cogdell, and Erin Hinson to three-year terms of service, with the terms expiring February 18, 2019.
- E. Nursing Home Advisory Committee (3):** Upon a motion by Commissioner Peterson, seconded by Commissioner Pait, the Board unanimously reappointed Pat Jessup and appointed Erin Smith to three-year terms of service. Upon a motion by Commissioner Cogdell, seconded by Commissioner Pait, the Board unanimously appointed Mary Johnson to a three-year term of service. Each of the terms will expire on February 28, 2019.

**ITEM 11. County Manager: (Greg Martin)**

- A. Mr. Martin reviewed Board calendars for the months of February and March 2016.
- B. Mr. Martin provided an overview of a Guaranteed Maximum Price Amendment (Document A133-2009) regarding a law enforcement and detention center construction project submitted by Construction Manager at Risk W.M. Jordan/Bordeaux. Following discussion and upon a motion by Commissioner Cogdell, seconded by Commissioner Peterson, the Board unanimously approved a Guaranteed Maximum Pricing Amendment (Document A133-2009) regarding a law enforcement and detention center construction project.

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**ITEM 12. Closed Session:**

- A. Upon a motion by Commissioner Edge, seconded by Commissioner Cogdell, the Board unanimously entered into Closed Session at 7:51pm in Accordance with NCGS 143-318.11(a)(6) Attorney-Client Privilege.
- B. Upon a motion by Commissioner Blanks, seconded by Commissioner Bullock, the Board exited Closed Session at 7:57pm.

Upon a motion by Commissioner Pait, seconded by Commissioner Bullock, the meeting was adjourned at 7:58pm.

ATTEST:

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Maria C. Edwards, Clerk to the Board

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Russell Priest, Chairman  
Bladen County Board of Commissioners