

Beaufort County Board of Commissioners
Agenda for Monday, December 6, 2021
Financial Services Building
136 W 2nd Street, Washington, NC 27889

A) Call to Order – Chairman Waters		5:30 PM
B) Invocation and Pledge		
C) Conflict of Interest Disclosure Statement	3	5:35 PM
D) Approval of Agenda – Chairman Waters		
E) Board Organization		
1. Nomination and Election of Chairman of the Board of Commissioners – Katie Mosher, Clerk to the Board	4	5:40 PM
2. Nomination and Election of Vice-Chairman of the Board of Commissioners – Katie Mosher, Clerk to the Board	5	5:45 PM
F) Public Comments	6	5:50 PM
G) Legislative Updates from Elected Officials	7	5:55 PM
H) Items for Consent		6:00 PM
1. Work First Electing County Plan for 2023 – 2026 – Melanie Corprew, DSS Director	8	
2. Budget Amendment, DSS – Melanie Corprew, DSS Director	58	
3. Budget Amendment, Health – James Madson, Health Director	60	
4. Budget Amendment, COVID Contract Workers – James Madson, Health Director	62	
5. Health Department Fee Revision FY 22 – James Madson, Health Director	64	
6. Surplus, Health – James Madson, Health Director	65	
7. Surplus, Register of Deeds – Jennifer Whitehurst	66	
8. Purchase Order Approval Over \$30,000 – Christina Smith, Public Works Director	69	
9. Tax Collector Refunds – Wyn Kinion, Tax Collector	75	
10. Tax Assessor Refunds – Lloyd Salter, Tax Assessor	77	
11. Economic Development Committee Appointment – Martyn Johnson, Economic Development Director	81	
12. Nursing Home/Adult Care Advisory Committee – Katie Mosher, Clerk to the Board	84	
13. Records Retention and Disposition Schedule, General Records – Katie Mosher, Clerk to the Board	86	
14. Approval of Board of Commissioner Minutes – Katie Mosher, Clerk to the Board	91	
I) Items for Discussion and Decision – Health Department		
1. Covid-19 Update – James Madson, Health Director	175	6:05 PM
2. Budget Amendment, Health – James Madson, Health Director	176	6:15 PM
J) Item for Discussion – Finance Department		
1. FY 2020/2021 Audit Presentation – Anita Radcliffe, Finance Officer	177	6:20 PM
2. US Cellular Contract – Anita Radcliffe, Finance Officer	191	6:30 PM
K) Items for Decision – Soil and Water		
1. Purchase Order Approval Over \$30,000 – Ann Williams, Soil and Water	200	6:35 PM
L) Items for Discussion and Decision – Public Works		
1. Solid Waste Updates – West Overman, Public Works	204	6:45 PM

2. Revision to Salary Plan – Christina Smith, Public Works Director	205	6:55 PM
BREAK		7:00 PM
M) Item for Decision – Emergency Management		
1. Purchase of Power Load System – Chris Newkirk, Deputy Director and Jeff Hibbard, EMS Operations Chief	211	7:15 PM
N) Item for Decision – Tax Assessor		
1. Negotiated PTC Agreement – Lloyd Salter, Tax Assessor	213	7:20 PM
O) Item for Decision – Economic Development		
1. Request to Lease Industrial Park at Chocowinity for Hunting – Martin Johnson, Economic Development Director	216	7:25 PM
P) Item for Decision – Clerk to the Board		
1. 2022 Board of Commissioners Meeting Schedule – Katie Mosher, Clerk to the Board	217	7:30 PM
2. Board/Committee Appointments – Katie Mosher, Clerk to the Board	218	7:35 PM
Q) Item for Discussion – Commissioner Frankie Waters		
1. Beaufort County Schools ADM Trends – Commissioner Waters	219	7:40 PM
2. District Attorney’s Office Space Issues – Commissioner Waters	221	7:45 PM
R) Item for Discussion – Commissioner John Rebholz		
1. Jail Committee Update – Commissioner Rebholz	223	7:50 PM
2. Strategic Plan for the County – Commissioner Rebholz	224	7:55 PM
S) Items for Discussion and Decision – Commissioner Hood Richardson		
1. Streaming/Sharing Recordings of Meetings – Commissioner Richardson	226	8:00 PM
2. ARP Funding Discussion – Commissioner Richardson	227	8:05 PM
3. Sheriff’s Office Staffing – Commissioner Richardson	228	8:10 PM
4. County Litigation Discussion – Commissioner Richardson	229	8:15 PM
5. Support Lawsuits Against Illegal Immigrants – Commissioner Richardson	231	8:20 PM
T) Items for Discussion and Decision – Commissioner Stan Deatherage		
1. Bruce Gray Update – Commissioner Deatherage	232	8:25 PM
2. In Defense of Defending Our Sovereign Southern Border Resolution Commissioner Deatherage	233	8:30 PM
U) Commissioner Comments	236	8:35 PM



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Katie Mosher, Clerk to the Board

Agenda Title: Conflict of Interest Disclosure Statement

Summary of Information: The Beaufort County Code of Ethics states that "the stability and proper operation of democratic representative government depends upon the continuing consent of the governed, upon the public confidence in the integrity of the government and upon responsible exercise of the trust conferred by the people." It further states that Commissioners should obey the law; should uphold the integrity and independence of their office; should avoid impropriety and the appearance of impropriety in all their activities; and should perform the duties of their office diligently.

In recognition of these goals and in keeping with the ethical standards of conduct for public officials, disclosure of interest in legislative action must be stated for the public record. Commissioners who have an interest in any official act or action before the Commission shall publicly disclose on the record the nature and extent of such interest and shall withdraw from any consideration of the matter if excused by the Commissioner pursuant to G.S. 153A-44.

Is there any Commissioner who wishes to make a disclosure regarding any matter that is before the Board?

Submitter Recommendations/Motions:

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: Katie Mosher, Clerk to the Board

Agenda Title: Nomination and Election of Chairman for 2022

Summary of Information: The Beaufort County Board of Commissioners will nominate and vote for the 2022 Chairman of the Board.

Submitter Recommendations/Motions: Vote to appoint the Chairman of the Board.

Nominations:

Votes:

Nominations:

Votes:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: Katie Mosher, Clerk to the Board

Agenda Title: Nomination and Election of Vice-Chairman 2022

Summary of Information: The Commissioners will nominate and vote for the 2022 Vice-Chairman of the Beaufort County Board of Commissioners.

Submitter Recommendations/Motions: Vote to appoint the 2021 Vice-Chairman of the Board of County Commissioners.

Nominations: _____

Votes:

Nominees: _____

Votes:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Katie Mosher, Administration

Agenda Title: Legislative Updates for Elected Officials

Summary of Information: During the May 4, 2020, Board of Commissioners meeting, in a vote of 6 to 1, The Beaufort County Board of Commissioners approved allowing County Representatives 15 minutes to speak and receive questions during regular Board meetings each month.

Submitter Recommendations/Motions: N/A

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: Melanie Corprew, DSS Director

Agenda Title: Work First Electing County Plan for 2023-2026

Summary of Information: BCDSS is requesting that the Board of Commissioners approve the Beaufort County Work First Electing County Plan for FY 2023-2026.

Beaufort County has been an Electing County since FY 2002-2004. This has allowed the county to establish our own eligibility criteria for work first services enabling us to better meet the needs within the county. The plan has focused on promoting self-sufficiency while offering services to recipients that will enable them to become employed and transition off the program.

Electing status has allowed Beaufort County to receive additional federal funding through meeting our Maintenance of Effort. The county received \$225,980 for FY 18-19, \$322,816 for FY 19-20 and \$160,425 for FY 20-21.

Submitter Recommendations/Motions: Approval of Work First County Electing Plan for FY 2023 – 2026.

Attachments:

**BEAUFORT COUNTY WORK
FIRST
ELECTING COUNTY PLAN
FOR
FY 2023-2026**



November 2021

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ELECTING COUNTY PLAN

	PAGE
COVER SHEET	1
TABLE OF CONTENTS	2
I. CONDITIONS WITHIN BEAUFORT COUNTY	3
II. THE BEAUFORT COUNTY PLANNING PROCESS	7
III. BEAUFORT COUNTY GOALS AND MEASURES FOR FY 2023-2026	8
IV. PLANS TO ACHIEVE GOALS AND MEASURES	11
V. ADMINISTRATION	11
VI. EMERGENCY ASSISTANCE	13
VII. SERVICES FOR FAMILIES WITH INCOME AT OR BELOW 200% OF POVERTY	14
VIII. SERVICES TO NON-CUSTODIAL PARENTS	14
IX. EXEMPTION FROM WORK REQUIREMENT	14
X. INNOVATIVE COUNTY STRATEGIES	15
XI. SPECIAL ISSUES	16
XII. ELIGIBILITY CRITERIA	17
XIII. COMMUNITY SERVICE PROGRAMS	21
XIV. APPEALS PROCESS	21
XV. REVIEW PRIOR TO EXPIRATION OF TIME LIMITS	21
XVI. FUNDING REQUIREMENTS	21
XVII. CERTIFICATION	21
ATTACHMENT I – CURRENT BEAUFORT COUNTY CHILD CARE POLICY	
ATTACHMENT II – MOA TRILLIUM HEALTH RESOURCES	
ATTACHMENT III – BUDGET INFORMATION	
ATTACHMENT IV- MOU NCWORKS	
ATTACHMENT V- RUTH'S HOUSE	
ATTACHMENT VI- EMERGENCY ASSISTANCE APPLICATION	

I. Conditions Within Beaufort County:

Beaufort County is primarily a rural area comprised of one larger city and several small towns with a total population of 44,672 based on the 2020 census. Beaufort County is, located in the eastern region of North Carolina and is geographically divided by the Pamlico-Tar River.

The unemployment rate for July 2020 in Beaufort County was 3.8%. The rate for North Carolina was 4.2% and the rate for the US was 4.8%. There have been several manufacturer closings and layoffs in recent years. New jobs have been created but not in numbers sufficient to replace all, of the jobs lost since 2002. One of the largest impacts on any community's population is the availability of new jobs paying a competitive salary. The ability to create new jobs could have a major impact upon the population of Beaufort County.

The Work First initiative has been successful at reducing the population of persons receiving Work First Family Assistance. Many of the participants who are receiving Work First today have more serious barriers to self-sufficiency than earlier participants. In other words, these are the "hardest to serve" clients due to domestic violence, mental illness, substance abuse, felony convictions, and long-term dependency upon welfare.

It is important to note that the target population served by the Work First Program is composed of three types of families.

- **Child Only** – These families consist of children who live with a relative/caretaker other than a parent. These children come to this living arrangement for a variety of reasons including CPS placement, death of a parent, abandonment, drug and or alcohol abuse by parent, mental health illness of parent, or incarceration of parent. The child only cases tend to receive assistance until the youngest child reaches age 18. The majority, of these children live with a grandparent who does not have legal custody of the children. This category represents the largest portion of the current WFFA caseload, not because the actual number of families served has increased, but because of a dramatic drop in the number of single and two parent families enrolled in the program. With the program's focus on helping custodial parents find work and become self-sufficient, this category of Work First families is the least served.
- **Single Parent** – These families now make up only one-third of the WFFA caseload. The typical family consists of two people: one parent aged 20 to 29 and one child under age two. The absent parent is often in prison or long-term unemployed. The average payment per family is now only \$236 per month.

- **Two Parent** – These families are the smallest portion of the WFFA caseload. These families normally do not request assistance if one parent is able to quickly find employment.

Some of the realities for these families are:

- Lack of affordable, adequate, and dependable transportation
- Lack of adequate child-care
- Lack of adequate and affordable housing
- Lack of adequate health coverage
- Lack of education
- Lack of adequate wages to sustain self-sufficiency
- Lack of family support systems
- Little or no work experience
- Medical and physical limitations
- Criminal background
- Domestic violence
- Budgeting and financial management deficiencies
- Lack of parenting skills
- Teenage pregnancy
- School dropouts
- Personal and family crisis
- Mental Health Issues

According to the 2019 North Carolina Children's Index with data showing 29.5% of Beaufort County children live below the federal poverty level. Due to the fact, that all Beaufort County Schools serve predominately low-income children, all Beaufort County children are enrolled in the Free lunch/Reduce Lunch program. These poverty statistics are very troubling in, light of, the fact, that children who grow up poor are more likely to experience negative outcomes. Unlike children from more affluent homes, poor children have a greater risk of poor health, dying during childhood, experiencing out of wedlock births, dropping out of school, lower end of grade test scores, being retained a grade in school, and becoming the victim of a violent crime. The outcome for these children is better when the child attends a quality pre-school program. The division of Child Development's "Star-rated" licensing system for childcare facilities and the grants from Beaufort Partnership for Children have encouraged and enabled childcare providers to improve their programs and hire more qualified teachers. Beaufort County works with 43 licensed Childcare Centers. The need for subsidized day care is expected to continue to increase as more Work First parents move into the work force. The lack of subsidy funding creates a serious barrier for many middle-and low-income working families. The county continues to pursue all available resources for additional funding of childcare services. Beaufort County served an average of 693 children at a cost of \$295,093 monthly during FY 2020/2021.

It is our belief that investing in families to maintain the household will best benefit the families and children that we serve in Beaufort County. In our interactions with families, especially through the child welfare arena, we find that there are often issues surrounding substance abuse, mental health, or domestic violence that present safety factors that do not allow a child to remain in the home. Often when this occurs resources available to the parent are removed. Thus, preventing services that would result in the child being reunified with parent. When the parent is not able to obtain services this often leads to the child being placed in foster care or kinship placement for a significant amount of time, the child enduring significant emotional trauma due to his or her removal from the home, and in the case of foster care an increased cost to the county in providing room and board as well as other needs to the children who are in custody of the Beaufort County Department of Social Services. Often these children, to be placed in our care due to there being no kinship placement that can take on the added financial responsibility of the children who have to be removed from the parents' home due to safety issues. As of October 31, 2021, the Beaufort County Department of Social Services had 115 children in its care.

It is the intent of the Beaufort County's Work First Plan to address each of the issues and others in, order to provide resources so that each family served can attain the goal of achieving stability over a period, of time. We believe that this can be best accomplished through "Electing" status which enables us the opportunity to shape the program in ways that will meet the needs of our local citizens. The anticipated outcome of Beaufort County's Work First Plan is to remain a short-term help center where people can receive temporary assistance but then move on to self-sufficiency.

Mission Statement

The Beaufort County Work First Plan has adopted a family centered approach to organizing and providing, assistance and support to families. This approach is based upon the principles of respecting every family's individuality. Family-centered services respect the strengths and resourcefulness of all families and aim to support and encourage families in their efforts to independently meet the needs of their family in ways that they define as functional and appropriate for them.

The family-centered philosophy is based on the following principles:

Principal 1- Everyone Desires Respect

Case Managers will:

- Respect families' decisions.
- Demonstrate care and concern for families.
- Follow through in a timely manner.
- Be knowledgeable and credible in the credible in their actions.

Principal 2 - Everyone Needs to Heard

Case Managers will:

- Use active /reflective listening skills.

- Effectively use communication skills of dialogue and discussion.
- Use “I wonder” questions.
- Be genuinely curious (open to new information and perspectives).

Principal 3 - Everyone Has Strengths

Case Managers will:

- Identify and use specific strengths of families as a resource for actively meeting.
- Help families feel hopeful.
- Assist families to identify and successfully use their abilities and capabilities.

Principal 4- Judgments Can Wait

Case Managers will:

- Suspend judgments of families.
- Create a welcoming atmosphere for families.
- Take a “not knowing” stance.
- Ask open -ended questions.

Principal 5 - Partners Share Power

Case Managers will:

- Assist families in making their own choices and decisions.
- Credit families for successful outcomes.
- Support and encourage decisions of families.
- Acknowledge families as equal partner

Principal 6- Partnership is a Process

Case Managers will:

- Present options of services and resources to families.
- Develop procedures that are simple and understood by families.
- Work together with families to individually design a plan of action

The basis of the family-centered approach is communication between families and case managers. The goal is to establish mutual trust and relationship so that a partnership can be formed. When parents participate, they have voice, feel included and build trusting relationships. Parents are likely to become better parents if they feel good about themselves, and thereby can feel competent in other important areas of their lives. The family-centered approach fosters a win-win situation.

Vision Statement

Beaufort County will hold parents responsible for their families by providing them with collaborative, respectful, individualized services that achieve stability for families and

to ensure child and family safety and parental autonomy.

II. The Beaufort County Planning Process:

A. Planning Committee:

The Beaufort County Commissioners met on November 1, 2021 and voted to approve for Beaufort County to continue to be an electing county. The following individuals were appointed to the Local Planning Team:

- Mr. Jerry Evans, Beaufort County Social Services Board Member
- Mr. Ed Booth, Beaufort County Commissioner
- Ms. Tonika Ward, Vocational Rehabilitation
- Ms. Ashley Singleton, Beaufort County Health Department
- Ms. Vicki Hamill, Beaufort County School System
- Ms. Vanessa Royster, Child Care/Business Community
- Mr. Wes Watson/Mr. Greg Smith, NCWORKS
- Ms. Helen Weatherington, Washington Head Start
- Ms. Susan Hall, Trillium Health Services
- Bishop James McIntyre, Cornerstone Family Worship Center
- Mr. Jeffrey Roberson, Roberson Cab Company
- Ms. Jaclyn Cullipher, Ruth's House

Advisors invited to the Work First Planning Committee include:

- Ms. Melanie Corprew, DSS Director
- Ms. Lori Leggett, DSS Deputy Director
- Ms. Theresa Porter, DSS Income Maintenance Supervisor
- Ms. Amy Alligood, DSS Income Maintenance Administrator
- Ms. Andrea Starkie, DSS Children's Services Supervisor/Former WFFA Participant
- Ms. Kelly Smith, DSS Operations Program Administrator
- Ms. Deb Bauer, Grace Martin Harwell Senior Center
- Ms. Jessica Burnham, Beaufort Hyde Partnership for Children

The Planning Committee met on November 9, 2021, to educate themselves on program policies and present conditions. A draft plan was presented to the Committee and Advisors at the meeting and there was discussion regarding goals of the plan and how these goals were being met.

B. Public Comment

The proposed plan was available for public inspection from November 10, 2021, through November 24th providing display at the following locations: Beaufort County Managers Office, Aurora Medical Center, Beaufort County NCWORKS, Belhaven Public Library, Beaufort County Social Services website, and Brown Library. A notice in the Washington Daily News

informed citizens that the plan was available for public comments. Copies of the proposed plan will be provided to the Beaufort County Manager and the Beaufort County Commissioners for their review before the final approval of this plan. The plan will be presented to the Commissioners on December 6th, 2021.

C. Planning Development

Following approval of this plan, the committee may meet periodically to evaluate the progress and outcome of the welfare reform efforts in Beaufort County and to consider plan revisions as necessary.

III. County Performance Measures

A. Statewide Work First Goals and Measures

The NC Department of Health and Human Services (hereafter DHHS) will establish levels of performance by counties in meeting the following state-level Work First goals and measures.

The Beaufort County Work First Committee recommends that Beaufort County will adopt the following goals and measures established by the State. These will be measured by reports generated at the state level.

Meeting All Parent Participation Rate	50%
Meeting Two Parent Participation Rate	90%

B. County Performance Measures

1. Employment

Self-sufficiency will be realized primarily through employment. One measure of the success of the Work First program is the number of participants who enter paid employment while receiving Work First benefits.

Services offered by NCWORKS, Vocational Rehabilitation and Beaufort County Community College will be utilized to assist individuals in finding employment.

Supportive services will be available to applicant including but not limited to child-care, transportation, and participation expenses (uniforms, tuition, and books, etc.).

2. Meeting Federal Participation Rates

Active participation in federal countable work activities will lead to full time employment. One measure of success of the Work First Program is the percentage of mandatory participants who complete the federally required number of hours of countable work activities each month.

The Work First Community Employment Case Manager will complete orientation within 5 days of application. Mutual Responsibility Agreements will be developed and closely monitored for compliance. Mandatory participants will be placed in appropriate countable activities such as employment, vocational training, and job search/job readiness. Referrals will be made to community partners such as Vocational Rehab and NC Works. Participants will be required to meet with the Work First Community Employment Case Manager as often as determined by the Mutual Responsibility Agreement. Outcome Plans will be monitored and updated and re-negotiated as often as appropriate. Frequent review of the Outcome Plan is encouraged to: 1. Ensure continued progress toward identified goals and 2. provide early identification of barriers to successful participation. At a minimum the Outcome Plan must be reviewed by the caseworker and the family every 12 weeks.

Child Care, transportation, participation expenses (uniforms, tuition, and books, etc) are provided in, order for participants to meet their scheduled hours.

3. Providing Employment Services

Active participation in intensive employment services for all families is necessary in, order to meet the participation rates and to ensure that families are served adequately before the end of the five-year time limit. One measure of success is the percentage of families who are receiving services to remove barriers and to move families from welfare –dependency to employment.

Beaufort County will offer services that will enable participants to meet work requirements and goals related to self -sufficiency. The Community Services Case Manager and participant in a joint effort will develop the Mutual Responsibility Agreement that will reflect services needed to meet the self-sufficiency goal. The services will include:

- a. Employment
- b. Job Search/Job Readiness
- c. On the job training
- d. Work Experience
- e. GED/HS completion
- f. Parenting classes
- g. Case Management

Child Care, transportation, participation expenses (uniforms, tuition and books, etc.) are provided in order for participant to achieve goals.

4. Staying Off Work First Cash Assistance

Efforts to reduce the need for assistance, help adults find jobs, and increase self-sufficiency are undermined when families return to request assistance. Families leaving Work First because of a job are tracked to determine if they return to cash assistance.

Beaufort County will evaluate former Work First participants for transitional services such as: 200% of Poverty services and Emergency Assistance. Referrals will be made to local community partners.

Child Care, transportation, participation expenses (uniforms, tuition, and books, etc.) are provided in, order for participant to remain self-sufficient.

5. Job Retention

Families who leave Work First for employment and remain employed 6 to 12 months after leaving the program show evidence of keeping their income and increased job stability, which impacts a family's well-being. This measure will be based on the number of responsible adults that leave Work First Family Assistance for employment who are still employed at 6 and 12 month intervals following termination.

Beaufort County will evaluate former Work First participants for transitional services such as: 200% of Poverty Services and Emergency Assistance and make referrals to local community partners. Case manager will continue with case management until deemed no longer needed by the participant.

Child Care, transportation, participation expenses (uniforms, tuition, and books, etc.) are provided in, order for participant to remain employed.

6. Benefit Diversion

The most successful outcome possible for an applicant for public assistance is to avoid the need to become a recipient. This is also recognized in the federal law, which specifies diversion from public assistance as a desired outcome. Benefit Diversion is to be used to meet a specific family crisis or family episode of need and not for ongoing or recurrent needs.

Beaufort County will evaluate each applicant for Benefit Diversion at application. The applicant will be offered the Benefit Diversion package if case manager determines the crisis, is short term. The applicant's ability to obtain sufficient income within a brief, period, of time, will be the main determining factor when offering the assistance.

Child Care, transportation, participation expenses (uniforms, tuition, and books, etc.) are provided in, order for participant to remain employed.

IV. Plans to Achieve the Goals and Measures are included in III. above.

V. Administration:

A. Authority

The Beaufort County Commissioners have delegated authority for administration of the Work First Program to the Beaufort County Department of Social Services.

B. Organization

Work First Community Employment Case Managers operate under the Income Maintenance eligibility structure as well as provide employment services. Work First Case Managers report to an Income Maintenance Supervisor.

C. Child Care

Beaufort County will prioritize its child-care, funds in accordance with existing policy which states that funding for child-care services is provided to families on a first-come first-served basis. Beaufort County currently has a waiting list for child-care services; however, Work First recipients are not placed on the waiting list.
Attachment I

D. Transportation

In terms of meeting transportation needs, DSS will coordinate with Beaufort Area Transit, which serves as the lead transportation agency. The county will continue to use local taxis, volunteers and friends for transportation needs of Work First recipients.

E. Substance Abuse Services

Beaufort County Department of Social Services will continue to coordinate with Trillium Health Services to provide assessment and treatment for clients who have substance abuse problems. We have a Memorandum of Agreement in place with Trillium Health Services outlining the responsibilities of each agency and services provided.
Attachment II

F. Family Violence Option

Beaufort County Department of Social Services will screen clients during the

application process to determine if they need domestic violence services. If a family needs services, they are referred to Ruth's House in Beaufort County. Ruth's House will complete an assessment and will offer safe shelter, counseling, and court advocacy services. Services are free. Each family is offered Family Supportive Services at Beaufort County Department of Social Services who will work closely with the staff of Ruth's House.

Ruth's House is notified by the Community Employment Services Case Manager when a client, is, in need of, domestic violence services. Families of domestic violence are also offered Mobile Crisis services through Trillium for crisis intervention.

Families of domestic violence will be offered a waiver if they are unable to participate in work activities or are unable to comply with the work first requirements at the time of the assessment. Beaufort County will refer to the "Work First Family Violence Option policy manual XI."

The MOA with our local domestic violence agency is attached. Attachment V

G. Other Services

Work Registration

Beaufort County will continue to adopt state policy related to Work Registration with the NC Works Career Center. The policy states that registration for work will be a prerequisite in the Job Search Component. The NC Works Center is located at 1502 N Market Street, Washington, NC 27889.

Failure to register to work with the NCWORKS Career Center as part of the Job Search Component will result in the family not receiving Work First Benefits. The caseworker will evaluate the family members for Medicaid if appropriate.

Reasonable accommodations may be necessary to assist individuals with disabilities with registration and access to employment services. (MOU with NC Works - Attachment IV)

H. Maintenance of Effort (MOE)

Attachment III

I. Child Welfare Services

Attachment III

J. Benefit Diversion

Benefit Diversion is a cash payment alternative to traditional Work First Family Assistance (WFFA). It is an optional package of services that may include: a one-time payment of up to a maximum of three months of WFFA benefits; referrals to child support, child-care assistance, and other community and agency resources. Beaufort County will offer a Benefit Diversion package to all applicants who expect to have a sufficient source of income within 3 months. Beaufort County will adopt state policy related to Benefit Diversion as described in Work First Manual Section 102. Beaufort County will also adopt state policy related to the recoupment process as outlined in

Section 263 of the Work First manual regarding Program Integrity.

VI. Emergency Assistance

Beaufort County plans to operate an Emergency Assistance Program based upon the following eligibility requirements:

1. Recipient must be a U.S. Citizen or qualified immigrant.
2. Must have a child under the age of 18 living with a specified relative as defined in the Work First manual.
3. Must be a resident of North Carolina and Beaufort County with the intent to remain.
4. Must not have income in, excess of 200% of the poverty guidelines. SSI/Foster Care Income will not be counted.
5. Must be under the resource limits of \$2,200.00 with no more than \$600.00 in liquid assets.
6. Be in a verifiable emergency, situation.

Emergency situations are those situations that constitute and can be defined as:

- 1) a substantial risk of loss of life or property to a family with minor children.
- 2) potential placement of children outside the home.
- 3) the need for child protective services.

Beaufort County will use the following criteria in assessing emergency situations:

- Emergency Assistance cannot be used to improve the family's standard of living.
- Explore whether any member of the family will have income that can be used to meet the emergency.
- Explore with them the steps they have taken to alleviate the emergency.
- Evaluate whether, or not the family has experienced a sudden change that has led to a decrease in income or created an extra expense.
- Determine if Emergency Assistance will prevent recurrence of the emergency. Will they be able to maintain on an ongoing basis if we alleviate this emergency or will they have the same problem next month?

An eligible family can receive up to \$1000.00 once in a 12-month period. Services provided include payment of rent/mortgage payments. Emergency Assistance will not be used for heating or cooling needs. Total amount budgeted for this will be \$26,500.00. Attached is an application for Emergency Assistance (Attachment VI).

VII. Services For Families with Income at or below 200% Of Poverty:

Beaufort County Department of Social Services will use Work First Block Grant funds to provide services to non-Work First families who are employed and whose income is at or below 200% of poverty. In, order to meet the definition of "employed" the adult must work at least 30 hours per week. These are supportive services needed to enable the

family to maintain self-sufficiency and avoid becoming Work First recipients. Services include transportation, child-care, education, and training.

VIII. Services to Non-Custodial Parents

The case manager will refer non-custodial parents to the social worker to be referred to Child Support Establishment. The Social Worker will work with non-custodial parents of an actively receiving child. The Social Worker works with the non-custodial parent through assessment of employment opportunities, reducing barriers preventing them from obtaining employment, job readiness, attitude, support groups education of child support payment system and job development. Activities with non-custodial parents will include but not be limited to parental responsibility education and job readiness; direct referrals to employers through job link partners, referrals to mediation services for non-custodial and custodial parents to help resolve child support and visitation disputes; non-custodial parent and child visitation planning sessions; pre-trial conferences; advocacy for a non-custodial parents in the court; parental responsibility workshops; specific fatherhood education workshops and support groups. Mediation services are available, and families are referred when appropriate.

The agency stresses the important role that parents have in the lives of their children in all programs within the Department of Social Services. Beaufort County will work with their contracted child support provider, Young Williams Child Support, to identify strategies to locate and engage non-custodial parents involved in Work First. We will continue efforts to encourage and focus on increasing the involvement of non-custodial parents with their children through child support and Work First.

IX. Exemption from Work Requirement

Beaufort County has elected to exempt from the Work Requirements, single custodial parents of children age, three months or younger with a lifetime maximum exemption of 12 months.

X. Innovative County Strategies

A. Safety Resource Payment:

If funding allows, Beaufort County will provide an emergency assistance payment to Safety Resource families that request assistance with caring for children placed in their home by Child Welfare when the permanent plan is to return the children to the parent's care within six months. This payment is intended to help with the one-time costs of caring for a new child or children in the household and can be used for purchasing a crib, a bed or bedding for the child(ren) or other essential items to accommodate the child(ren) moving into the Safety Resource Family's home. This payment is intended to address this one-time episode of need and not for ongoing or recurring household expenses. Eligible Safety Resource Families must have an income below 200% of poverty and meet kinship rules for Work First that can be found in the WR Policy Manual Sec 112- Kinship and Living Requirements, II Relationships that Meet Kinship Requirements. Payment will be made at the point of placement. The payment of a Safety Resource family will not exceed \$1,000

without the Director's approval. County MOE funds will support this payment. County General Assistance funds may be used to assist Safety Resource Families who do not meet the Work First kinship rules and beyond the four-month time, period if a need for services remain. These services are not to extend beyond four months.

Safety Resource Program:

When it is necessary to remove a child or children from their home, this agency will explore options to place the children with a close relative or friend who is capable, willing, and appropriate person to care for the children rather than place the children in a foster home. Social workers work closely with the Safety Resource family after CPS involvement ends, to identify barriers and concerns, and to provide supportive services designed to strengthen the family and enable the children and their caretaker to build a success family. The worker will monitor the children's progress in school and encourage the caretaker to be actively involved in their children's education by meeting with each child's teacher at least once each semester, ensuring that the children attend school regularly, making sure that their children have required well checkups and receive prompt medical care when needed, and ensuring that the children have a place to study, a place to sleep, necessary school supplies, and proper clothing for school. The agency will use MOE and/or Federal TANF funds to provide this service and supportive services such as transportation assistance for the parent or caretaker to visit the child's school.

B. Prevention Services in Child Welfare

The Beaufort County Department of Social Services received 168 reports of child abuse, neglect and/or dependency during the FY 20-21 that did not meet the general statute requiring investigation of the allegations. However, due to these reports not meeting the statutory requirement does not necessarily mean that the wellbeing needs of the families were being addressed.

Often when well-being needs of families have not reached a level of crisis safety factors are not present as is the case with many of the reports that are screened out. Well, being needs can be related to mental and physical health, parenting, educational, and household needs. When these reports are screened out these families with unmet well being needs that have not reached a level of crisis have to navigate complex and intricate systems to receive the services that they need and often are not able to acquire them. This results in these well-being needs going unaddressed and manifesting into complex safety issues with children in families that have, to be addressed with interventions that would not have otherwise been needed if these well-being needs were able to have been addressed at a time when they were at a more manageable state.

Beaufort County Department of Social Services has put in measures that can address these issues. Prevention social workers and social workers will be trained in the Positive Parent Program (Triple P). Our agency plans to continue to have staff trained in this program. The Triple P program is an evidence based parenting program that gives parents "simple and practical strategies to help them confidently manage their children's behavior, prevent problems developing and build strong healthy relationships. (Triple Parenting Program <https://www.triplep-parenting.com/>). While the implementation of the Triple P program will help our agency to address families with parenting issues, we still are not able to address other well-being needs in child welfare cases that have not been accepted due to not meeting the statutory requirement such as mental and physical health, educational, and

household needs.

Our prevention social worker provides preventative services to these families. These services can prevent them from entering child welfare arena that could include foster care services while helping families address issues and keeping them intact. This position is budgeted with funds currently in the annual Department of Social Services Budget Maintenance of Effort Funds.

Beaufort County ensures equal access to applicants and beneficiaries with disabilities by delivering services that are: (a) appropriate in view of, their particular, physical, and/or mental impairment; and (b) provide an equal opportunity to benefit from the agency's job placement, education, skills training, employment and other TANF activities.

Work First Employment Services Case Manager conducts a comprehensive and effective assessment of each applicant. If there is an initial indication that an individual has a disability that may impact his/her ability to successfully complete or benefit from certain program assignments the individual is often referred to Vocational Rehabilitation for a more comprehensive assessment by qualified professionals. Our Vocational Rehabilitation MOA and referral process is attached. (Attachment IV)

Policies and procedures in, regards to meeting the needs of TANF applicants and beneficiaries with disabilities are periodically monitored to ensure screening and assessment tools are adequate in meeting the needs of individuals with disabilities in moving toward self-sufficiency.

XI. Special Issues

TANF agencies must take reasonable steps to provide meaningful access for applicants with limited English Proficiency (LEP). Beaufort County's Work First Unit provides competent and timely interpreter services. The Work First Unit has access to one full time Spanish Interpreter on staff and full-time access to the Language Line that interprets all languages.

The unemployment rate in Beaufort County does have an adverse effect on our Work First Program. The latest rate in 2020 was 3.8%. It is increasingly difficult to support these families given the economic conditions and demands. This, also, makes it harder for us to meet the demands of the WFFA program. Without special considerations, and/or exemptions, we fear that we will not be able to meet participation rates. Our county strategies will help us to meet the numbers but, more importantly allow us to better serve these families.

XII. Eligibility Criteria:

Manual Section	Beaufort County Electing Policy
101- Initial Screening	Adopt State Policy.

102- Short-Term Services and Benefits	Benefit Diversion-Adopt state policy with the exception that if a client receives Benefit Diversion and subsequently applies for and begins to receive WFFA during the next twelve months, the client will be responsible for paying back any diversion assistance that has been received. 200% of Poverty- Adopt state policy with the exception that applicant must be actively seeking employment or employed. Certification period will be for three months with the possibility of an extension not to exceed six months within a 12-month period.
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Manual Section	Beaufort County Electing Policy
103-Personal Responsibility	Adopt State Policy.
104- The Application Interview	Adopt state policy with the addition that all caretaker relatives will be encouraged to seek legal custody of the children in their care.
104B- Substance Abuse-Mental Health Initiative	Adopt State Policy.
104D- Family Violence	Adopt State Policy.
105- Time Limits	Adopt State Policy
106- Family Cap	Adopt the state policy without the exception for newborns of a minor parent.
107- Minor parent	Adopt State Policy
108-State/County Residence	Adopt State Policy
109-Age Rule	Adopt State Policy
110- Rule to Apply for a Social Security Number	Adopt State Policy
111- Citizenship/ Immigrant Rules	Adopt State Policy
112- Kinship Living With Rule	Adopt state policy with additions: Caretakers will be encouraged to seek legal custody for children.
113- Parental Support and Care	Adopt State Policy
114- Income and Budgeting	Adopt State policy
115- Resources	Adopt State Policy

116- Child Support	Adopt State Policy.
117- Ongoing Assessment and Services	Adopt state policy
118- Work Requirements and Services	Adopt state policy with following exceptions: Single parents with a child 3 mo. old or younger are exempt from requirement to participate with Work First Employment activities. All mandatory (able-bodied) participants will be required to complete at least 35 hours per week of work or, work related activities that includes but is not limited to employment and job training. The hourly requirements for two parent household, is, 35 hours per week of work or, work related activities. If federally funded child-care is involved, then the hourly requirement for a two-parent household is 55 hours per week. Job Search and Timesheets must be submitted weekly. Direct reimbursement of transportation expenses for use of a personal vehicle is limited to the reimbursement rate for county employees. All mandatory Work First Employment participants are encouraged to complete high school or GED within 24-month time limit. All mandatory Work First Employment participants with employment-related physical or mental limitations will be referred to VR for assessment of eligibility or ineligibility for services. As it relates to cases where a Work First participant(s) quit their job, voluntarily reduce hour, or pay, and/or engage in behavior that will result in firing without good cause we will follow Standard County Policy as it relates to ineligibility.

119- Work First Benefits	Adopt State Policy.
120- Sanctions	Adopt State Policy.
130- Application Processing	Adopt state policy with these exceptions: Agency will assist applicants in obtaining verification of citizenship and/or identity.
140- Automated Inquiry/Match	Adopt State Policy
201- Reviews	Adopt State Policy.
202- Changes in Situation	Adopt State Policy.
203- Administrative Reopen	Adopt State Policy.
204- County Reassignment	Adopt State Policy.
205- Payment Rules For Payees	Adopt State Policy.
206- SSI & 1634 Medicaid	Adopt State Policy.
207- Fraud & Intentional Program Violation	Adopt State Policy.
263- Financial Responsibility: Part:1 Overpayment	Adopt State Policy.
263-Financial Responsibility Part:2 Underpayment	Adopt State Policy
263-Financial Responsibility Part:3 Reconciliation	Adopt State Policy

264- Notice & Hearings	Adopt state policy with the following changes: • <u>Hearing Steps:</u> 1. Local hearing with hearing officer designated by agency Director 2. Hearing before DSS Board 3. Petition to Superior Court Local hearing decision will be mailed to appellant via certified mail. Appellant will have 15 days to request a hearing at the 2 nd level, which is before the DSS Board. Failure to request hearing within the,15-day, time frame will result in forfeiting their right to appeal local hearing officers' decision.
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XIII. Community Service Programs

Beaufort County has elected not to require parents receiving assistance to participate in community service employment.

XIV. Appeals Process

Beaufort County will use the following appeals process:

1. Appeal to a Department of Social Service appointed hearings officer.
2. Hearing before DSS Board or its designee.
3. Appeal through the court system.

XV. Review Prior to Expiration of Time Limits

Beaufort County will follow the standard procedures found in the Work First Manual, Section 105.

XVI. Funding Requirements

See attachment III.

XVII. Certification

This is to certify that the Beaufort County Work First Plan for 2023-2026 has been reviewed and approved by the County Board of Commissioners on _____.

Signed : _____
 Frankie Waters, Chairman
 Beaufort County Board of County Commissioners

Beaufort County Child Care Policy

In compliance with the Subsidized Child Care Assistance Administrative Letter #08-17, published October 3, 2017, new local policy requires that all Departments of Social Services and Local Purchasing Agencies prioritize vulnerable populations including families experiencing homelessness.

Waiting List Policy

Beaufort County will implement a waiting list to limit and/or reduce subsidy services whenever the following situations may occur:

- Funding for subsidy services will not meet the demand for services, or
- Available funding for administering the subsidy program is not sufficient, or
- The number of available childcare slots is insufficient to meet the demand for services

When the above situations occur, Beaufort County will establish a waiting list for childcare services. Children will be assigned a priority based on the need for care and the length of time the family has been on the waiting list. Once all children in a priority group are served, the agency will offer services to the next highest priority group. New siblings born to or moving into the household will be served without going on a waiting list. A separate waiting list will be maintained for vulnerable populations to include children identified with special needs and families experiencing homelessness. If childcare cases are in jeopardy of termination due to potential lack of funding, Beaufort County will contact DCDEE for guidance.

Priority for Subsidy Services Based on Need

1. Child Protective Services
2. Work First Employment Services Participants
3. Child in Custody of Beaufort County DSS who needs care for any reason
4. Teen Parents attending school
5. Child Welfare Services
6. Employment
 - a. 1st Priority to full-time employed
 - b. 2nd Priority to part-time employed
7. Developmental Needs
8. Education and Training

Families in priority groups 1-5 will be placed on a waiting list only in extreme funding situations.

The above Child Care Priority Policy has been reviewed and adopted by the Beaufort County, Board of Social Services.


Jerry Evans, Chairman

9-20-2021
Date



MEMORANDUM OF AGREEMENT

**BEAUFORT COUNTY
DEPARTMENT OF SOCIAL SERVICES**

AND

**TRILLIUM HEALTH RESOURCES
LOCAL MANAGEMENT ENTITY- MANAGED CARE ORGANIZATION**

This Memorandum of Agreement is entered into and by the **BEAUFORT** County Department of Social Services, hereinafter called the Department, and the **TRILLIUM HEALTH RESOURCES** Local Management Entity-Managed Care Organization, hereinafter called the LME-MCO.

MISSION:

The Work First/Child Protective Services Substance Use Initiative provides early identification of a substance use disorder(s) or a mental illness that will affect the WF applicant/ recipients' ability to secure and maintain employment through screening (AUDIT, DAST-10 and Behavior Observation Checklist), assessment including the Substance Use Disorders Diagnoses Schedule (SUDDS) 5, referral and case coordination services to the eligible populations to be served. The WF/CPS Substance Use Initiative also facilitates substance use disorder services and mental health services to parents and caretakers of children, where there has been substantiated child abuse, neglect and/or dependency with an indication of substance use disorders, in order to better assure the safety, permanence and wellbeing of children. The services for WF/CPS Substance Use Initiative-involved families provided under this Agreement are assessment, referral and case coordination. Responsibilities also include collaboration to ensure that barriers to receiving treatment are addressed and that the requirements of G.S. 108A-25.2 and G.S. 108A-29.1 (Appendix A) are adhered to, case consultation, follow-up, training with local Department staff and other activities approved by the Division of Mental Health, Developmental Disabilities, and Substance Abuse Services (MH/DD/SAS).

ELIGIBLE POPULATIONS TO BE SERVED:

The eligible populations to be served are as follows:

- a. Work First applicants and recipients
- b. Class H or I Controlled Substance Felons applying for Work First assistance and/or Food

- and Nutrition Services.
- c. Non-custodial parents and/or families with income at or below 200% of federal poverty guidelines (The eligibility status of this population is based on inclusion of this population in the county Work First Plan)
- d. Parent(s)/caretakers who have a substantiated or in need of services finding that involves substance use.

Child Protective Services encompasses the provision of specialized services for maltreated children or those who are at risk of harm. Services are aimed at strengthening family life by supporting and improving parental/caretaker responsibility that, in turn, assures for each child a safe, nurturing home. Services focus on prevention and rehabilitation and are directed toward identifying and changing the cause of the maltreating behavior. This is accomplished through parent/caretaker cooperation and consent or, in the event that conditions pose serious issues for the child's safety, through the agency petitioning for court intervention.

This Memorandum of Agreement with the Department of Social Services establishes procedures surrounding the services of a Work First/Child Protective Services Qualified Professional in Substance Abuse (WF/CPS QP in Substance Abuse). Its purposes is to facilitate appropriate substance use disorder services and mental health services to parents and caretakers of children in order to better assure the safety, permanence and well-being of children when the need for CPS services has been identified and substance abuse or mental illness has been a factor in the maltreatment.

Substance use and mental health issues are significant barriers to employment for a number of Work First applicants/recipients. To assist these families in becoming employed and maintaining employment, all Work First adult applicants/recipients will be screened for possible substance use, and they may be voluntarily screened for mental health. Non-custodial parents and families with incomes at or below 200% of poverty may also volunteer to be screened for mental health, or substance use, if your county has chosen to serve these populations.

If the verbal screening indicates the applicant/recipient is at risk for substance use, he/she will be referred to a Qualified Substance Abuse Professional (QP in Substance Abuse) or other qualified staff. The QP in Substance Abuse will either provide information or conduct a substance use disorder assessment per G.S. 108A-29.1 (see appendix). If treatment is appropriate, the QP in Substance Abuse will facilitate the referral for the appropriate level treatment.

Applicants for Food and Nutrition Services with a history of a Class H or I Controlled Substance Felony, meeting criteria in G.S. 108A-25.2 (see appendix), will be referred to the QP in Substance Abuse for a substance use disorder assessment. If treatment is indicated as a result of the assessment, the QP in Substance Abuse will facilitate a referral to the appropriate treatment level for the applicant.

The responsibilities of the above two agencies in meeting the objectives are as follows:

THE DEPARTMENT OF SOCIAL SERVICES AGREES TO:

1. Refer Work First and Food and Nutrition Services applicants and recipients who have been convicted of a Class H or I felony in North Carolina to the designated QPSA for services.
2. Refer Work First applicants and recipients who have received a confirmatory positive substance use test to the QPSA for education regarding substance use disorder treatment, services and resources.
3. Refer applicants and recipients that meet or exceed the minimum acceptable score on the AUDIT or DAST-10 for further assessment and/or substance use testing.
4. Refer Work First applicants and recipients that request mental health services to the appropriate LME-MCO personnel and contracted QPSA Provider.
5. Secure a valid consent for release of confidential information to share the applicant's and recipients' specific information with appropriate LME-MCO personnel and contracted QPSA provider.
6. Consider including QPSA's in any Child and Family Teams or in multidisciplinary meetings that involve planning with mutual applicants and recipients.
7. Make referrals from Child Protective Services to QPSA to assess individuals with a substantiated CPS case or found in need of services where the case includes substance abuse if QPSA resources are available.
8. Involve DMH/DD/SAS in planning and policy discussions on issues that impact the population that NC DSS serves.
9. Share research of federal and state law and policy that will affect DMH/DD/SAS and NC DSS collaboration in serving mutual populations.

THE LME-MCO AGREES TO MAKE ARRANGEMENTS FOR:

1. Complete substance use disorder assessments.
2. Educate applicants/recipients about substance use disorder treatments and resources.
3. Refer to substance use disorder or mental health treatment.
4. Provide in-service training on substance use disorders.
5. Provide consultation to DSS staff.
6. Participate in DSS case staffing and meetings.
7. Provide feedback of the applicants/recipients compliance and cooperation.
8. Share statistical reports with the DSS regarding the substance use and mental health services, as deemed necessary to maintain open communication and good administrative practices, and that are mutually agreed upon by both parties as being necessary.

THE DEPARTMENT OF SOCIAL SERVICES AND LME-MCO JOINTLY AGREE TO:

1. Develop a plan for current Work First recipients/applicants, and Food and Nutrition Services recipients/applicants convicted of Class H or I Controlled Substance felony offenses to access substance use disorder, mental health and developmental disabilities

services.

2. Utilize the screening tools identified, AUDIT/DAST-10, the SUDDS 5 (or other approved tool), The ASAM Criteria and DSM5 as part of the clinical assessment. (QP in Substance Abuse may use additional tools when necessary to ensure accurate referrals to appropriate level of care.)
3. Confer about treatment recommendations when the assessment results in an indication of substance use disorder or a mental health disorder.
4. Provide ongoing collaboration and consultation regarding decision affecting substance use disorder treatment outcomes or mental health outcomes and/or child safety.
5. Arrange for appointments for the consumer and coordinate planning for child care and transportation.
6. Inform the consumer about the method of payment for substance abuse treatment or mental health treatment in the event the consumer must bear any of the cost.
7. Maintain regular contact on the consumer's engagement in treatment.
8. Utilize the standardized consent form to facilitate confidentiality as provided by the State Division of Social Services.
9. Arrange ongoing cross training for staff of both agencies.
10. Develop a reporting system of non-compliance by consumers.
11. QP in Substance Abuse will attend all appropriate collaborative meetings including Success Council.
12. Support collection and provide data for outcomes and program evaluation.
13. Abide by confidentiality regulations as set forth by State Division of Social Services or NC Division of MH/DD/SAS as well as Federal regulations.

TERMS OF THIS AGREEMENT:

The term of this Agreement shall commence on the **1ST day of July 2021**, and shall run through the **30th day of June 2022**, and shall continue thereafter until such time as a new written agreement is negotiated between the parties.

This Memorandum of Agreement may be amended or terminated upon mutual agreement of both parties, or terminated by either party upon thirty (30) days prior notice in writing to the other party.

APPENDIX A

§ 108A-29.1. Drug screening and testing for Work First Program applicants and recipients.

- (a) The Department shall require a drug test to screen each applicant for or recipient of Work First Program assistance whom the Department reasonably suspects is engaged in the illegal use of controlled substances. The Department shall provide notice of drug testing to each applicant or recipient. The notice shall advise the applicant or recipient that drug screening, and testing if there is reasonable suspicion that an individual is engaged in the illegal use of controlled substances, will be conducted as a condition of receiving Work First Program assistance, and that the results of the drug tests will remain confidential and will not be released to law enforcement. Dependent children under the age of 18 are exempt from the requirements of this section. The Department shall require the following:
- (1) That for two-parent households, both parents comply with the requirements of this section.
 - (2) That any teen parent who is emancipated pursuant to Article 35 of Chapter 7B of the General Statutes complies with the requirements of this section.
 - (3) That each applicant or recipient be advised before drug testing that he or she may inform the agent administering the test of any prescription or over-the-counter medication he or she is taking.
 - (4) That each applicant or recipient being tested signs a written acknowledgement that he or she has received and understood the notice and advice provided under this subsection.
 - (5) That each applicant or recipient who fails a drug test understands that he or she has the right to take one or more additional tests at his or her own expense.
 - (6) That each applicant or recipient who fails a drug test be provided with information regarding substance abuse, substance abuse counseling, and substance abuse treatment options, including a list of substance abuse treatment programs that may be available to the individual.
- (b) An applicant or recipient who tests positive for controlled substances as a result of a drug test required under this section is ineligible to receive Work First Program assistance for one year from the date of the positive drug test except as provided in subsections (b1) and (b2) of this section. The individual may reapply after one year. However, if the individual has any subsequent positive drug tests, the individual shall be ineligible for benefits for three years from the date of the subsequent positive drug test unless the individual reapplies pursuant to subsection (b1) or (b2) of this section.
- (b1) An applicant or recipient deemed ineligible under subsection (b) of this section may reapply for Work First Program assistance after the expiration of 30 days from the date of the positive drug test if the individual can document either the successful completion of or the current satisfactory participation in a substance abuse treatment program offered by a provider under subsection (e) of this section and licensed by the Department. The applicant or recipient who reapplies for Work First Program assistance after successful completion of a substance abuse program shall pass a drug test. The cost of any drug testing and substance abuse program provided under this subsection shall be the responsibility of the individual being tested and receiving treatment. An applicant or recipient who reapplies for Work First Program assistance pursuant to this subsection may reapply one time only.
- (b2) An applicant or recipient deemed ineligible under subsection (b) of this section may reapply for Work First Program assistance after the expiration of 30 days from the date of the positive drug test if a qualified professional in substance abuse or a physician certified by the American Society of Addiction Medicine determines a substance abuse program is not

appropriate for the individual and that individual has passed a subsequent drug test. The cost of any drug testing provided under this subsection shall be the responsibility of the individual being tested. An applicant or recipient who reappplies for Work First Program assistance pursuant to this subsection may reapply one time only.

- (c) The children of any applicant or current recipient shall remain eligible for benefits, and these benefits shall be paid to a protective payee pursuant to G.S. 108A-38.
- (d) The Social Services Commission shall adopt rules pertaining to the testing of applicants and recipients under this section. The Social Services Commission shall adopt rules pertaining to the successful completion of, or the satisfactory participation in, a substance abuse treatment program under subsection (b1) of this section, including rules regarding timely reporting of completion of or participation in the substance abuse treatment programs.
- (e) Area mental health authorities organized pursuant to Article 4 of Chapter 122C of the General Statutes shall be responsible for administering the provisions of this section.
- (f) Repealed by Session Laws 2013-417, s. 4, as amended by Session Laws 2014-115, s. 66 (c), effective March 1, 2015.
- (g) For the purposes of this section, reasonable suspicion that an applicant for, or recipient of, Work First Program assistance is engaged in the illegal use of controlled substances may be established only by utilizing the following methods:
 - (1) A criminal record check conducted under G.S. 114-19.34 that discloses a conviction, arrest, or outstanding warrant relating to illegal controlled substances within the three years prior to the date the criminal record check is conducted.
 - (2) A determination by a qualified professional in substance abuse or a physician certified by the American Society of Addiction Medicine that an individual is addicted to illegal controlled substances.
 - (3) A screening tool relating to the abuse of illegal controlled substances that yields a result indicating that the applicant or recipient may be engaged in the illegal use of controlled substances.
 - (4) Other screening methods, as determined by the Social Services Commission under subsection (d) of this section.
- (h) Child only cases shall be exempt from the requirements of this section. (1997-443, s. 12.8; 2009-489, s. 13; 2013-417, s. 4; 2014-115, s. 66(c).)

G.S. 108A-25.2 Exemption from limitations for individuals convicted of certain drug-related felonies.

Individuals convicted of Class H or I controlled substance felony offenses in this State shall be eligible to participate in the Work First Program and food stamp program:

- (1) Six months after release from custody if no additional controlled substance felony offense is committed during that period and successful completion of or continuous active participation in a required substance abuse treatment program determined appropriate by the area mental health authority; or
- (2) If not committed to custody, six months after the date of conviction if no additional controlled substance felony offense is committed during that period and successful completion of or continuous active participation in a required substance abuse treatment program determined appropriate by the area mental health authority.

A county department of social services shall require individuals who are eligible for Work First Program assistance and food stamp benefits pursuant to this section to undergo substance abuse treatment as a condition for receiving Work First Program or food stamp benefits, if funds and programs are available and to the extent by federal law.

Beaufort County Department of Social Serv

Melanie Corprew

Director

Melanie Corprew

Trillium Health Resources

Leza Wainwright

CEO

Leza Wainwright

cord

Beaufort County				
Work First Budget				
FY 2021-2022				
Attachment				
TANF-ALL PROGRAMS & COSTS	TOTAL	FEDERAL	STATE	COUNTY
CHILD PROTECTIVE SVS.- S.W. -37-	0	0	0	0
CHILD PROTECTIVE SVS.- S.W. - 38-	1,150,330	1,150,330	0	0
WORK FIRST CASE MGMT - COL.. 39	407,450	0	0	407,450
WORK FIRST ELIGIBILITY - COL. 41	89,625	0	0	89,625
TANF PROGRAM INTEGRITY - COL. 42	0	0	0	0
TANF 100% -COL. 43	28,406	28,406		
IN-HOME AIDES -- "CF LINE 11"	0	0	0	0
EMERGENCY ASSISTANCE PAYMENTS	13,000	0	0	13,000
IN-HOME AIDE CONTRACTS	0	0	0	0
CLIENT EDUCATION/TRAINING	0	0	0	0
ON THE JOB TRAINING	0	0	0	0
PARTICIPATION EXPENSE	0	0	0	0
SUBSIDIZED EMPLOYMENT	0	0	0	0
JOB SEARCH/JOB READINESS	0	0	0	0
CHILD CARE	0	0	0	0
TRANSPORTATION -DIR TO CLIENT	10,500	0	0	10,500
TRANSPORTATION - VENDOR PAYMENT	0	0	0	0
MENTAL HEALTH SERVICE	0	0	0	0
SUBSTANCE ABUSE SERVICE	500	0	0	500
OTHER SUPPORTIVE SERVICES	15,500	0	0	15,500
TRANSITIONAL SERVICES	0	0	0	0
CORNERSTONE	48,900	0	0	48,900
NON-CUSTODIAL PARENTS 100% FEDERAL	0	0	0	0
TANF FOSTER CARE 100% FEDERAL	0	0	0	0
CHILD PROTECTIVE SERVS. ATTORNEY	0	0	0	0
-	*	*	*	*
SUBTOTAL ---->See Notes----->	1,764,211	1,178,736	0	585,475
-	*	*	*	*
ADDITIONAL REQUIRED MAINT. OF EFFORT				0
INCREASE YOUR SPENDING TO MEET M. E.	1,764,211	1,178,736	0	585,475
-	*	*	*	*
ENTER YOUR ALLOCATIONS	1,251,848	679,653	0	572,195

ATTACHMENT III
MAINTENANCE OF EFFORT (MOE)

North Carolina state law requires that both the county and the state provide Maintenance of Effort (MOE) funds. County spending is generally through the County Work First Block Grant. This block grant contains an allocation of federal funds to be used for those services that meet the definition of Temporary Assistance to Needy Families (TANF) funds. It also contains state and county funds that are used to meet the Maintenance of Effort requirement with the following activities:

- Work First Family Assistance and Work First Services.
- Child Care
- Supportive and Preventive services, including, but not limited to child and family enrichment services, work-related expenses, and transportation.
- Educational activities intended to increase self-sufficiency, job training, and work, excluding any expenditure for public education in the state except expenditures that involve the provision of services or assistance to a member of an eligible family that is not generally available to other people.
- Administrative costs (which may not exceed 15% of the total funds spent for the purposes under Title I of the federal block grant.)
- (Administration is defined as costs associated with office directors, policy, fiscal, budget, personnel, purchasing, legal, clerical support, and direct, indirect, and allocated costs in support of these positions. The costs of staff that provide case management, program supervisors, program clerical staff, and support costs of program staff are services costs rather than administrative costs. The staff time spent solely on determining financial eligibility, including evaluating assets, is counted as administration.)
- Case management services, including outreach and follow-up activities.
- Expansion of child support efforts, including fatherhood initiatives, training for eligible non-custodial parents. TANF funds or MOE will be used to fund a concentrated plan to increase the level of collections for eligible families.
- Services such as housing assistance or health care assistance that can help families meet their goals for self-sufficiency.
- Automating the provisions of the law.
- Other uses that reasonably can be expected to enable families to care for children in their homes; that promote job preparation, work, and marriage; that prevent or reduce the incidence of out of wedlock pregnancies; and that encourage parents to marry and remain married.
- Programs for at-risk youth that provide after school programming, mentorship, remediation, alternative education, dropout prevention, and other supportive services.
- Any purpose for which the state was authorized to use funds received under Parts A and F of the Title IV of the Social Security Act as they were in effect on September 30, 1995. This means that North Carolina will continue, as it has since 1995, to provide services (including child welfare services) to at-risk children as was approved in the Title IV-A State Plan as of September 30, 1995. A description of these services is located in Appendix F of the NC TANF State Plan P.L. 104-193 – The Work First Program – Attachment F.

- Early Education and other school readiness programs intended to ensure youth are prepared to enter school.

These funds are also an integral part in the funding of our child welfare staff and administrators to ensure the safety and protection of children who have alleged to have been abused, neglected, or left dependent by their caretakers.

As an electing county, per the Work First state policy, we are allowed additional latitude to determine the county's eligibility criteria and payment amounts. Electing counties are also able to develop programs that are outside the Standard County Work First Plan specific to their county that they feel best assists all those involved in the Work First Program to improve their quality of life and/or gain employment.

Historically, Beaufort County Department of Social Services, like many other county department of social services, has had difficulty meeting the required spending in Maintenance of Efforts funds. However, the agency has been able to meet the Maintenance of Efforts requirement for the last two fiscal years, which has allowed the agency to provide additional services such as prevention services, services to non-custodial families, and parenting programs. The county benefits when the agency meets the Maintenance of Effort requirement in that the county is eligible for additional federal funds to support the programs listed above.

Pursuant to Chapter 108A-27.12(b) of the North Carolina General Statutes, counties that fail to meet maintenance of effort requirements and that fail to meet the performance indicators for reducing maintenance of effort shall submit a corrective action plan to the Department and shall be subject to G.S. 108A-27.14. The Department may reduce block grant allocations to counties that fail to meet maintenance of effort requirements and performance indicators or may use some of the county's block grant allocation to secure needed services for clients in that county. If a county fails to comply with maintenance of effort requirements, the Director of the Budget may also withhold State funds appropriated to the county pursuant to G.S. 108A-93.

Therefore, we believe that with the requests of this plan we will meet our Maintenance of Effort (MOE) while improving the quality of service for those in our Work First Program while also ensuring that we are receiving the maximum amount of federal and state dollars to offset the spending of county dollars.

Region Q NCWorks Career Center System Memorandum of Understanding

The Region Q Workforce Development Board, with the agreement of the Chief Elected Official, shall develop and enter into this Memorandum of Understanding (MOU) between the Region Q Workforce Development Board and the One-Stop (NCWorks) Partners under the Workforce Innovation and Opportunity Act (WIOA) P.L. 113-128, concerning the operation of the One-Stop delivery system.

This MOU is entered into by North Carolina Workforce Innovation and Opportunity Act workforce partners (collectively, the “Partners” and each individually, a “Partner”). See *Attachment A – WIOA MOU Partner Contact List*.

I. One-Stop Required Partners WIOA 121 (b)(1)(B)

a.) Shared Roles & Responsibilities for One-Stop Required Partners

Each required partner of the One-Stop Delivery System shall:

- i. Provide access through the one-stop delivery system, including making the career services (eligibility determination, outreach, initial assessment, labor exchange service, job search, recruitment, referrals, job listings, training provider information, local area performance, supportive service information, financial aid assistance, career planning, financial literacy, and more) that are applicable to the program or activities available at the one-stop centers.
- ii. Use a portion of the funds available for the program and activities to maintain the one-stop delivery system, including payment of the infrastructure costs of one-stop centers.
- iii. Enter into a local Memorandum of Understanding (shown by signature on this document) with the local board, relating to the operation of the One-stop system.
- iv. Participate in the operation of the One-stop system consistent with the terms of this Memorandum of Understanding, the requirements of this title, and the requirements of WIOA, and the requirements of the Federal laws authorizing the program or activities.
- v. Use a common one-stop delivery system identifier (in North Carolina this is NCWorks), as appropriate.
- vi. Identify strategies to meet the needs of individuals with barriers to employment.
- vii. Coordinate business services activities through the Region Q Workforce Development Board’s Business Engagement staff.
- viii. Provide opportunities for staff to participate in education and cross-training activities as needed.

b.) Individual Roles & Responsibilities for One-Stop Required Partners

In addition to the shared roles and responsibilities stated in I.a.) above, each individual partner hereto agrees to its specific responsibilities as stated below.

i. Mid-East Commission, Region Q Workforce Development Board (WDB) – *WIOA Title I: Adult, Dislocated Worker, and Youth programs*

WDB is responsible for coordinating and aligning workforce development services and strategies that meet local workforce and economic needs. This is accomplished, in part, by

the WDB carrying out its responsibility of certifying and overseeing the NCWorks Career Center System in the Region Q. WDB will utilize the Certification Criteria for NCWorks Career Center Policy, developed by the NCWorks Commission. WDB will provide:

1. Coordination with system stakeholders and partners in determining the appropriate Product Box services and center locations, based on local needs;
2. Designation of Region Q NCWorks Career Center Operator(s);
3. Assurance that all Region Q NCWorks Career Centers meet North Carolina's Certification Criteria, as well as the additional standards established by WDB;
4. Assurance that WIOA services provided in Region Q are delivered in a manner consistent with North Carolina's Certification Criteria (including the minimum staffing and service requirements);
5. Assurance that a Memorandum of Understanding is executed between WDB and the NCWorks Career Center Partners as identified in the WIOA;
6. Consistent and continuous oversight and monitoring of the Region Q NCWorks Career Center System. WDB will provide the leadership and advocacy for maintaining a quality and continuous improvement focus in order to ensure excellent customer service in the Region Q NCWorks Career Center System. WDB will also provide the administrative/policy guidance and funding resources to local WIOA Service Providers;
7. Provision of the necessary WIOA staffing and services required for Tier 1 NCWorks Career Centers (based on funding availability);
8. Provision of the necessary WIOA staffing and services required for Tier 2 NCWorks Career Centers (based on funding availability);
9. Training on and access to NCWorks Online to Partner staff, who meet requirements as defined by the North Carolina Division of Workforce Solutions; and,
10. Inclusion of NCWorks Career Centers in Rapid Response initiatives.

ii. Jackson Pierce Public Affairs, Inc. – *WIOA Title I: Job Corps*

Jackson Pierce Public Affairs agrees to provide Job Corps services and information at Region Q NCWorks Career Centers as customers' needs dictates.

iii. Telamon Corporation – *WIOA Title I: National Farmworker Jobs Program (NFJP)*

Telamon Corporation administers the National Farmworker Jobs Program (NFJP) to provide eligible farmworkers and their dependents with the means to reach self-sufficiency through better employment. Telamon agrees to provide:

1. Information on NFJP services, program eligibility and resources; and,
2. Opportunities for on-site presence or co-location in Region Q NCWorks Career Centers, as customers' needs dictates.

iv. North Carolina Department of Commerce, Division of Workforce Solutions – *WIOA Title III: Wagner-Peyser Act Employment Service (ES) program; Trade Adjustment Assistance (TAA) activities; Jobs for Veterans State Grants (JVSG) programs*

As administrator for Wagner-Peyser services, Veterans services, and other workforce development programs, and as a key partner in the Region Q NCWorks Career Center System, DWS agrees to support, maintain, and provide:

1. The necessary DWS staffing and services required for Tier 1 NCWorks Career Centers.
2. The necessary DWS staffing and services required for Tier 2 NCWorks Career Centers.

v. National Council on Aging (NCOA) - *Senior Community Service Employment Program (SCSEP)*

NCOA agrees to provide:

1. Information on agency services and eligibility at Region Q NCWorks Career Centers, as customer's needs dictates.
 2. Older Worker participants for work experience opportunities in the NCWorks Career Centers.
- vi. **Department of Commerce, Division of Employment Security (DES) - *Unemployment Compensation (UC) programs***
 Division of Employment Security (DES) agrees to provide:
1. Access to information on the wage database as needed by NCWorks Career Center staff.
 2. Referral of Unemployment Insurance claimants to the NCWorks Career Center as required.
- vii. **Beaufort County Community College, Martin Community College, Pitt Community College and Roanoke-Chowan Community College - *WIOA Title II: Adult Education and Family Literacy Act (AEFLA) programs; Carl D. Perkins Career and Technical Education Act, Career and technical education programs***
 The Adult Education and Family Literacy Act provider assist adults in: becoming literate; obtaining the knowledge and skills necessary for employment and self-sufficiency; obtaining the necessary education and skills to become full partners in the educational development of their children; and completing secondary education or its equivalent. The AEFLA provider will partner with the NCWorks Career Centers and NCWorks NextGen programs to ensure there is a seamless referral between programs.
 The Carl Perkins programs develop more fully the academic, career, and technical skills of secondary and postsecondary students who elect to enroll in career and technical education programs. Carl Perkins program will partner with the NCWorks Career Centers and NCWorks NextGen programs to ensure there is a seamless referral between programs.
 In addition to the above, BCCC, MCC, PCC, and RCCC agree to provide:
1. Information on college admissions, the Pell Grant and other financial aid resources;
 2. Information on all classes and services available and registration assistance for customers;
 3. Services offered by the Human Resources Development Program (HRD), including instructional training, skill assessments, and career development activities, to Region Q NCWorks Career Centers;
 4. A strong HRD presence at NCWorks Career Centers. Maintaining a presence includes, but is not limited to, the following: on-site instruction, co-location of program operations, and established NCWorks Career Center office hours when applicable; and,
 5. Skills and occupation assessments, where available, for employers.
- viii. **Pitt County Literacy Council- *WIOA Title II: Adult Education and Literacy Act (AEFLA) programs***
 Pitt County Literacy Council agrees to provide:
1. Information on agency services, program eligibility and resources, and
 2. Referrals to the Region Q NCWorks Career Centers, as appropriate.
- ix. **North Carolina Vocational Rehabilitation (VR) - *WIOA Title IV: State Vocational Rehabilitation (VR) Services program***
 VR offers to enhance the facilities and services of the Region Q NCWorks Career Center System. VR agree to provide:
1. Guidance and advice on matters related to facility and service access for the disabled.
 2. Information on VR services, program eligibility and resources; and,

3. Strong considerations of opportunities for on-site presence or co-location in Region Q NCWorks Career Centers, as leases expire.
- x. **North Carolina Division of Services for the Blind: WIOA Title IV: Services for the Blind**
Services for the Blind agrees to provide:
 1. Information on Services for the Blind services, program eligibility and resources, and
 2. Guidance and advice on matters related to facility and service access for individuals with visual impairments
- xi. **Greene Lamp, Inc and Choanoke Area Development Association (CADA) - Community Services Block Grant (CSBG) programs - Employment and training activities**
Greene Lamp and CADA agrees to provide agency services and information at Region Q NCWorks Career Centers, as customer's needs dictates.
- xii. **Beaufort County DSS, Bertie County DSS, Hertford County DSS, Martin County DSS and Pitt County DSS - Temporary Assistance for Needy Families (TANF) program**
Each County DSS offers to provide Temporary Assistance for Needy Families (TANF) services and other pertinent services at Region Q NCWorks Career Centers. DSS agrees to provide:
 1. Information on Work First services, program eligibility and resources; and,
 2. A strong presence at NCWorks Career Centers. Maintaining a presence includes, but is not limited to, the following: on-site presence, co-location of program operations, and established NCWorks Career Center office hours when applicable.

II. One-Stop Additional Partners

The local Workforce Development Board may have specialized centers to address special needs, such as needs of dislocated workers, youth or key industry sectors or clusters. With the approval of Region Q Workforce Development and the Chief Elected Official, the following entities may be additional One-Stop partners.

a.) Shared Roles & Responsibilities for Additional One-Stop Partners

Each required partner of the One-Stop Delivery System shall:

- i. Enter into a local Memorandum of Understanding (shown by signature on this document) with the local board, relating to the operation of the One-stop system;
- ii. Provide information about program services, eligibility requirements and resources.
- iii. Make referrals among One-Stop partners based on customer needs.
- iv. Provide opportunities for staff to participate in education and cross-training activities as needed.

b.) Individual Roles & Responsibilities for Additional One-Stop Partners

In addition to the shared roles and responsibilities stated in II.a.) above, each individual additional partner hereto agrees to its specific responsibilities as stated below.

1. Information on services, program eligibility and resources; and,
2. Opportunities for on-site presence or co-location in Region Q NCWorks Career Centers, as suitable for both parties.

III. Mutual Agreement of all Required Partners

a.) Costs of Services (WIOA Regulations 678.700, USDOL December 27, 2016: Infrastructure Funding Guidance)

The IFA must contain effective time period, infrastructure and shared services budget, identify all One-Stop partners/CEO/local Boards participating, and describe the periodic review and reconciliation process to ensure equitable benefit among partners. The infrastructure funding agreement (IFA) may have a different effective time period from the duration of the MOU. The IFA, included as *Attachment B – Region Q Infrastructure Agreement (IFA)*, provides information on the shared infrastructure cost and/or in-kind arrangements with the partners including:

- i. Identification of the infrastructure costs budget, which is a component of the overall One-Stop operating budget.
- ii. Identify all One-Stop partners, chief elected officials (CEOs), and the Local WDB participating in the infrastructure funding agreement.
- iii. Describe how the periodic modification and review process to ensure equitable benefit among One-Stop partners will be conducted. Include a timetable.
- iv. Provide the process used to reach consensus among all partners when developing the infrastructure funding agreement. (Or, if applicable, provide assurance that the local area followed the State Funding Mechanism process.)
- v. Describe the process to be used among partners to resolve issues related to infrastructure funding during the MOU duration period when consensus cannot be reached.

b.) Funding definitions

- i. Cash and In-Kind for Ongoing One-Stop Delivery System Operators
Non-cash contributions must be valued consistent with 2 CFR 200.306 and reconciled regularly (i.e., monthly or quarterly). Third-party in-kind contributions are contributions of space, equipment, technology, non-personnel services, or other like items to support the infrastructure costs associated with One-Stop operations. The value of third-party in-kind contributions must also be consistent with the Uniform Guidance at 2 CFR 200.306 and reconciled on a regular basis (i.e., monthly or quarterly) to ensure they are fairly evaluated and meet the partners' proportionate share.
- ii. Infrastructure Costs One-Stop Centers
Non-personnel costs necessary for the general operation of the One-Stop center. The funds provided under this paragraph by each One-Stop partner shall be provided only from funds available for the costs of administration under the program administered by such partner, and shall be subject to the program's limitations with respect to the portion of funds under such program that may be used for administration (WIOA Regulations 678.720).
- iii. Non-personnel costs include: Rental of the facilities; Utilities and maintenance; Equipment (including assessment-related products and assistive technology for individuals with disabilities); and Technology to facilitate access to the One-Stop center, including technology used for the center's planning and outreach activities.

NOTE: The infrastructure funding agreement is a required component of the MOU and not a separate document. The reasonable cost allocation methodology should be provided and consistent with Federal Cost Principles in the Uniform Guidance 2 CFR Part 200.94.

c.) Certification and Continuous Improvement

The Parties herein shall comply with established Certification and Continuous Improvement Criteria established by the State board, in consultation with chief elected officials and local boards. The objective criteria and procedures for use by local boards in assessing at least once every 3 years the effectiveness, physical and programmatic accessibility in accordance with section 188, if applicable, and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), and continuous improvement of One-Stop centers and the One-Stop delivery system. See *Attachment C – NCWorks Career Center Certification Criteria*.

d.) Performance and Accountability

Each partner is responsible for ensuring that its legislated programs, services, and activities are provided in the One-Stop Center in accordance with the goals, objectives and performance indicators of the Workforce Innovation and Opportunity Act (WIOA) P.L. 113-128 and regulations. Each partner agrees to work to support the achievement of WIOA and One-Stop performance indicators.

IV. Methods of Referrals

Methods to ensure the needs of workers and youth, and individuals with barriers to employment, including individuals with disabilities, are addressed in the provision of necessary and appropriate access to services, including access to technology and materials, made available through the one-stop delivery system.

Partners will utilize the Region Q Referral process to refer individuals between one-stop operators and one-stop partners for appropriate services and activities.

V. Confidentiality of Information

Exchange of information among partners is encouraged and expected. Exchanged information shall remain private and confidential in accordance with the most restrictive confidentiality requirements of any of the partners collecting, receiving, or sharing information. Each partner agrees to collect and share information necessary to track the performance of the One-Stop Center in accordance with provisions of the Workforce Innovation and Opportunity Act (WIOA) P.L. 113-128 and accompanying regulations.

VI. Monitoring and Oversight

The Chief Elected Official, the Workforce Development Board, the Division of Workforce Solutions, United States Department of Labor, and local area administrative entity have the right to monitor activities under this MOU to ensure performance goals are being maintained, and that the MOU terms and conditions are being fulfilled. Partners agree to share information/data and provide reports as needed amongst Partners under this MOU.

VII. Disputes

The parties shall first attempt to resolve any disputes informally. Any party shall call a meeting of the partners to discuss and resolve disputes. Should informal resolution efforts fail, the dispute shall be referred to the Chair of the local Workforce Development Board who shall place the dispute upon the agenda of a regular or special meeting of the Board's Executive Committee. The executive committee shall attempt to mediate and resolve the dispute. Finally, if the Executive Committee's resolution efforts fail, any party may file a grievance in accordance with agreed upon WIOA grievance procedures.

VIII. Duration

This Agreement will remain in effect until terminated by the repeal of the Workforce Innovation and Opportunity Act (WIOA) P.L. 113-128, or otherwise by action of law.

Any party may withdraw from this MOU by giving written notice of intent to withdraw at least 60-calendar days in advance of the effective withdrawal date. Notice of withdrawal shall be given to all parties at the addresses shown within this MOU, and to the contact persons so listed, considering any information updates received by the parties.

Should any One-Stop Partner withdraw, this MOU shall remain in effect with respect to the remaining Partners until a new MOU is executed or the end of the current federal program year (July through June).

The Workforce Development Board reserves the right to terminate the participation of any partner upon 60-days notice if the partner's actions are inconsistent with the terms and conditions of this memorandum of understanding.

This memorandum shall be reviewed by the parties as necessary but not less than once every 3-year period to ensure appropriate funding and delivery of services. [WIOA 121]

IX. Modification and Assignment

This MOU may be modified at any time by written agreement of the parties. Assignment of responsibilities under this MOU by any of the parties shall be effective upon written notice to the other parties. Any assignee shall also commit in writing to the terms of this MOU.

Such other provisions, consistent with the requirements of this title, as the parties to the agreement determine to be appropriate.

Additional partners may be added to this MOU at any time. A signatory page with responsibilities outlined will be added as an addendum to this document.

X. Signatures

By signatures hereto, the partner(s) attest to participation of the development of this Memorandum of Understanding and will support and implement the provisions contained herein. I certify that I have read the above information. My signature certifies my understanding and agreement of the terms outlined herein. By signing this document, I also certify that I have the legal authority to bind my agency to the terms of this Memorandum of Understanding.

Required One-Stop Partners

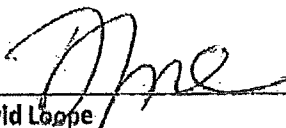
Jennie Bowen 11/19/18
 Jennie Bowen Signature Date
 Region Q Workforce Development Board, Representing Title I Adult, Dislocated Workers, Youth

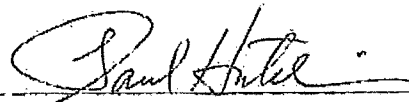
Edna L. Jackson 12/04/2018
 Edna Jackson Signature Date
 Title I Job Corps

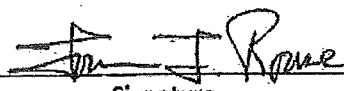
Suzanne Orozco 11/26/18
 Suzanne Orozco Signature Date
 Telamon Corporation, Representing Title I National Farmworkers Jobs Program (NFJP)

Larry Donley 11/27/18
 Larry Donley Signature Date
 NC Department of Commerce- Division of Workforce Solutions
 Representing Wagner-Peyser Act (Employment Services), Activities authorized under chapter 41 of title 38, United States Code: Job Counseling, Training, and Placement Service for Veterans, Activities authorized under chapter 2 of Title II of the Trade Act of 1974

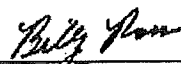
Gilda Rubio-Festa Dec. 13, 2018
 Gilda Rubio-Festa Signature Date
 NC Community College System
 Representing Adult education and literacy activities authorized under Title II

 11/19/18
 Dr. David Loope Signature Date
 Beaufort County Community College
 Representing Adult education and literacy activities authorized under Title II and Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006

 11-19-18
 Dr. Paul Hutchins Signature Date
 Martin Community College
 Representing Adult education and literacy activities authorized under Title II and Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006

 12/3/2018
 Dr. Lawrence Rouse Signature Date
 Pitt Community College
 Representing Adult education and literacy activities authorized under Title II and Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006

 11-19-18
 Dr. Stanley Elliott Signature Date
 Roanoke-Chowan Community College
 Representing Adult education and literacy activities authorized under Title II and Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006

  11/27/18
 Billy Ross Signature Date
 DHHS- Vocational Rehabilitation
 Representing Programs authorized under Title I of the Rehabilitation Act of 1973

DocuSigned by:
Donna Whit
Signature

Donna Whitt
National Council on Aging
Representing Activities authorized under Title V of the Older Americans Act of 1965

 December 4, 2018

Sallie Surface	Signature	Date
Choanoke Area Development Association, Representing Employment and training activities carried out under the Community Services Block Grant Act		

Angela H. Bates

12/05/18

Angela Bates	Signature	Date
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Greene Lamp, Inc, Representing Employment and training activities carried out under the
Community Services Block Grant Act

 11/26/18

Lockhart Taylor Signature
NC Department of Commerce- Division of Employment Security Date
Representing State unemployment compensation laws

Melanie Corprew 11/20/18
Melanie Corprew Signature Date
Beaufort County Department of Social Services
Representing Temporary Assistance for Needy Families (TANF)

Cindy Perry 11/19/2018
Cindy Perry Signature Date
Bertie County Department of Social Services
Representing Temporary Assistance for Needy Families (TANF)

Brenda Brown 11/28/18
Brenda Brown Signature Date
Hertford County Department of Social Services
Representing Temporary Assistance for Needy Families (TANF)

Letecia Loadholt 11/30/18
Letecia Loadholt Signature Date
Martin County Department of Social Services
Representing Temporary Assistance for Needy Families (TANF)

Jan Elliott 11/30/18
Jan Elliott Signature Date
Pitt County Department of Social Services
Representing Temporary Assistance for Needy Families (TANF)

Memorandum of Agreement
Beaufort County Department of Social Services
and
Ruth's House

This is an agreement between Beaufort County Department of Social Services and Ruth's House for the period of June 1, 2018 to June 1, 2019.

I. Purpose of Memorandum of Agreement (MOA):

The purpose of the Agreement is to establish working procedures between Beaufort County DSS and Ruth's House in the provision of services to families and children of domestic violence. This MOA is an agreement on how to proceed with referrals, services and treatment or families with children who are customers and/or clients of Beaufort County Department of Social Services and Ruth's House.

II. Agency Descriptions

Beaufort County Department of Social Services (BCDSS)

Child Protective Services: BCDSS protects children by providing services for families. This includes specialized services for abused, neglected, and/or dependent children, and those who are at imminent risk of harm due to actions of, or lack of protection by the child's parent or caregiver. These services are designed to protect children from further harm and support and improve parental/caregiver abilities in order to assure a safe and nurturing home for each child.

Work First Family Assistance: This program simulates Employment and is a "Work for Benefits" program. It is designed to offer supportive services to assist families with obtaining and maintaining Employment. Work First Family Assistance is a temporary financial assistance program for families experiencing a temporary break in Employment due to unforeseen circumstance.

Ruth's House

Ruth's House provides services to victims of domestic violence. It provides 24-hour crisis line and response, temporary emergency shelter, case management, counseling, support groups, legal services, advocacy and safety planning. Male victims are also assisted.

III. Referral Process

BCDSS customers requesting domestic violence services will be referred to Ruth's House. Coordination with Ruth's House is critical in identifying needs of the customers and avoiding duplication of services. Ruth's House staff along with other community partners may refer victims of domestic violence to BCDSS for financial assistance. If the victim has an on-going BCDSS social worker that social worker will be responsible for coordinating income maintenance program eligibility and financial assistance authorization. Coordination between the two

agencies must occur to avoid duplication of services. On-going communication between the BCDSS social worker and Ruth's House staff is encouraged.

If the family does not have an on-going social worker, they will be referred to BCDSS Family Support Unit for intake and assessment with BCDSS. BCDSS will determine eligibility for any program relative to the families' safety and self-sufficiency needs.

IV. Other Collaborative Efforts

Ruth's House will be available to BCDSS as needed for the purpose of staffing cases, collaboration, assessment and education. The collaboration efforts between the agencies have and will continue to provide open communication and dialogue as we continue providing support and services to domestic violence victims.

Child Welfare staff and Work First staff continue to utilize the resources through Ruth's House in order to meet the needs of families and children who are victims of domestic violence. On-going education and partnerships will enhance service delivery, eliminate duplication, and increase opportunities for effective and positive change for families. The following are outcomes that we will strive to achieve:

1. Enhance our collaboration efforts in serving victim of domestic violence through on-going communications and staffing on dual cases as needed. This is accomplished through direct one-on-one meetings, group meetings and telephone contacts.
2. Refer and provide emergency financial assistance to meet the emergency/safety financial needs of families/children involved in domestic violence.
3. Increase safety and well-being of families and children in Beaufort County through continued collaboration and partnership.
4. Each agency will provide opportunities that will enhance the quality of services delivered to our families.

For BCDSS, the SW Program Administrator will serve as the liaison under the MOA. The Client Services Coordinator of Ruth's House will serve as liaison under this MOA.

V. Confidentiality

BCDSS and Ruth's House agree that the privacy of clients should be strictly maintained. This agreement specifically includes that:

1. Case information learned through the team is confidential and will not be discussed or shared outside the meeting room except as specified.
2. Case information learned through the team will not be shared by any team member with his/her home agency except as specified.
3. Each staff member retains the responsibility to maintain confidentiality as required by their discipline/agency.

VI. MOA AMENDMENT

This MOA may be amended or terminated upon mutual agreement of both parties, or terminated by either party upon thirty (30) days prior notice in writing to the other party. The Memorandum of Agreement shall automatically renew June 1, 2018 for successive fiscal years unless terminated by either party.



Melanie Corprew, Director
Beaufort County Department of Social Services

5/22/18

Date



Valerie Kines
Ruth's House Executive Director

5/22/18

Date

WORK FIRST EMERGENCY ASSISTANCE APPLICATION

County Name: _____

Date of Application: _____

Applicant Name: _____

Address: _____ Telephone: _____

Case/ Reference No.: _____ Worker's Name: _____

HOUSEHOLD: List all household members requesting Emergency Assistance:

(Non-applicant household members are not required to provide a social security number, immigrant /citizenship status)

Name	Date of Birth	Sex	Social Security No. (if included in application)	U.S.Citizen Or Qualified Immigrant	Relationship

Does the household include a child who meets the Work First age requirement? ☐ Yes ☐ NoIs the child living with an adult who meets the Work First kinship requirement? ☐ Yes ☐ NoHas anyone listed on the EA Application ever received EA? ☐ Yes ☐ No If yes, when: _____Does anyone live in the home that is not listed on the EA Application? ☐ Yes ☐ NoIf yes, is the individual(s) a roomer/boarder? ☐ Yes ☐ No

Document the applicant's statement regarding individual(s) excluded from the EA Application:

Describe the emergency/crisis situation:

The North Carolina Division of Social Services does not discriminate against any person on the basis of race, color, national origin, disability, sex, religion or age in the admission, treatment, or participation in its programs, services and activities, or in employment.

RESOURCES: List all resources owned by the individuals listed on the EA Application.

Name	Cash On Hand	Checking Account	Savings Account
Sub-Totals	0	0	0

Total Resources (Add sub-totals) \$ 0 Resource eligible for EA? ☐ Yes ☐ No

INCOME: List below the gross earned and unearned income for each household member.

Name	Income Type	Source	Gross Monthly Amount
Total Countable Income			

Income eligible ☐ Yes ☐ No (Income limits 150% or 200% of Federal Poverty Limit)

Disposition: ☒ Approved ☐ Withdrawn ☐ Denied

Reason denied: _____

ASSISTANCE PROVIDED*: List below the assistance provided through Work First EA.

*Limited to non-recurring, short-term benefits designed to deal with a specific episode of need.

Paid To	Date Authorized	Check Amount	Purpose
Total EA		0	

Document referrals made to agencies/community resources for additional assistance to help alleviate the emergency:

Your Rights: You have the right to appeal for a hearing if you were denied the right to apply, if you believe the amount of your assistance is incorrect, or if your application was denied. You have the right to withdraw your application.

Applicant Statement: I understand that it is against the law for me to make false statements and that I am subject to prosecution if I do. I declare under penalty of perjury (and being subject to prosecution under 28 U. S. C. § 1746) that the information I have provided is a true and complete statement of facts according to my best knowledge and belief. I certify, under penalty of perjury, that all persons for whom I am applying are U.S. citizens or qualified immigrants. I give the agency permission to verify any information necessary to determine my eligibility for Emergency Assistance.

Applicant's Signature: _____ Date: _____

Caseworker's Signature: _____ Date: _____



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: Melanie Corprew, DSS Director

Agenda Title: Budget Amendment - DSS

Summary of Information: The Low-Income Household Water Assistance Program (LIHWAP) is a federally funded program that provides emergency assistance for drinking water and wastewater services to low-income households, particularly those with the lowest incomes. Beaufort County was allocated \$107,626 for this program.

We are requesting that the Social Services budget be amended to reflect an increase in the Low-Income Household Water Assistance line (105480.562007) and increase the Energy Assistance revenue line (100222.493568). Please see the attached funding authorization.

There are no county dollars included in the increase of these funds.

Submitter Recommendations/Motions: Staff recommends approving the budget amendment as presented.

Attachments:

Budget Amendment Request

Date of Request: December 6, 2021

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
105480.562007	LIHWAP – Water Assistance (Exp.)	\$107,626	
100222.493568	Energy Assistance (Rev.)	\$107,626	

State Position No.

APPROVAL	SIGNATURE	DATE
Department Head	<i>Melanie Carpenter</i>	11/24/21
Finance Officer		
	This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.	
County Manager	Required for interdepartmental transfers.	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: James Madson, Public Health

Agenda Title: Budget Amendment - Health

Summary of Information: Request to amend fiscal year budget 2021-2022 to reflect the following revenue and expenditures.

1. \$5,125 Breast and Cervical Cancer Control Prevention State Funding

Request also includes reallocating COVID funds (\$600) across cost centers to cover expenditures. Reporting to the Board.

Submitter Recommendations/Motions: Staff recommends adopting the budget amendment.

Attachments:
Budget Amendment 9

**Beaufort County
Finance**

**Budget
Amendment
Request**

Department: Health

Date of Request: 12/6/21

FY Budget: FY22 #9

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
100211-454520	Breast and Cervical Cancer Control State Funds	\$5,125	
105151-519300	BCCCP Professional Services	\$5,125	
105120-540003	COVID Equipment		\$600
105126-512200	Preparedness Salary Overtime	\$600	

Department Justification:

- Budget amendment BCCCP AA
- Reallocating funds to cover expenditures (AA 543) for COVID

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		11/19/21
Finance Officer		
	This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.	
County Manager	Required for interdepartmental transfers.	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: James Madson, Health Director

Agenda Title: Budget Amendment, COVID Contract Workers

Summary of Information: Approximately 12 to 15 contract workers are assisting the Health Department with various duties related to Covid. Some of the duties include contact tracing, answering the telephone and scheduling vaccination appointments, data entry, and providing support for medical personnel conducting testing and vaccinations. The budget needs to be amended to appropriate \$100,000 to cover the cost of the contract workers. The County will submit the costs to FEMA to try to get reimbursement.

Submitter Recommendations/Motions: Staff recommends approving the budget amendment.

Attachments: Budget Amendment

Budget Amendment Request



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: James Madson, Public Health

Agenda Title: Health Department Fee Revision FY22

Summary of Information: Request to approve the following fees. Board of Health approved on November 16, 2021, with retroactive date of October 13, 2021.

CPT Code	Description	Current Fee	Proposed Fee
0004A	Booster COVID-19 Pfizer Vaccine Administration Fee	\$0	\$30
0064A	Booster COVID-19 Moderna Vaccine Administration Fee	\$0	\$30
0034A	Booster COVID-19 J&J Vaccine Administration Fee	\$0	\$30
0071A	1 st Dose COVID-19 Pfizer Vaccine Administration Fee Ages 5-11	\$0	\$20
0072A	2 nd Dose COVID-19 Pfizer Vaccine Administration Fee Ages 5-11	\$0	\$30

Submitter Recommendations/Motions: Staff recommend the fee revisions are approved as presented.



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: James Madson, Public Health

Agenda Title: Surplus – Health Dept

Summary of Information: The Health Department is requesting to surplus the following items:

- | | | |
|----|-------------------------------|-------------------------|
| 1. | HP Elite X2 Tablet (EH 1015) | SN: 5CG6130R6Q |
| 2. | HP Pro 400 computer (WS 1102) | SN: MXL4490R68 |
| 3. | Dell Monitor E1901 FP | SN: CN5Y2327161842NBAW7 |
| 4. | Tripp Lite UPS | SN: 2627LLCPS719900010 |
| 5. | HP Probook 640 (WS 1097) | SN: BCAKW115BDF1R08 |
| 6. | Barracuda Web Filter | SN: BARYF244743 |

Submitter Recommendations/Motions: Staff recommend the surplus request be approved.

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: Jennifer Whitehurst, Register of Deeds

Agenda Title: Surplus, Register of Deeds

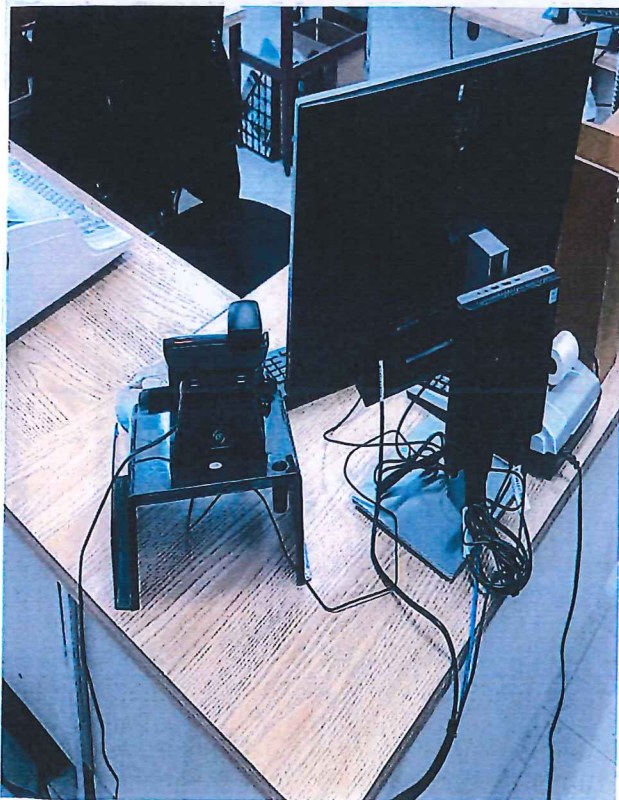
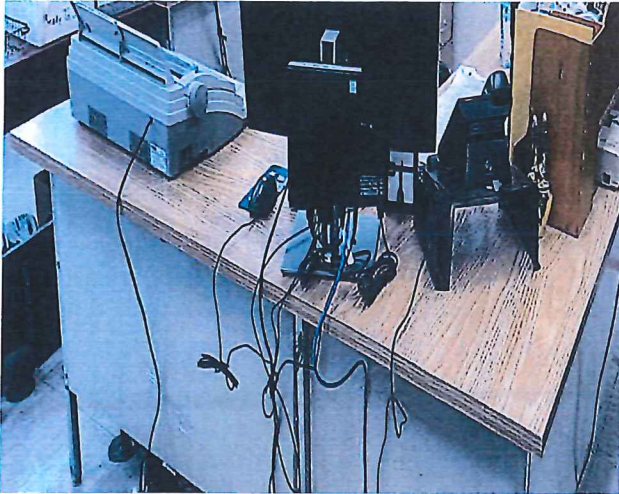
Summary of Information: The Register of Deeds is asking the Board to approve the surplus of four chairs and four desks, to be auctioned on GovDeals.Com.

Please see attached photos of chairs and desks.

Submitter Recommendations/Motions: Staff recommends the surplus of the chairs and desks.

Attachments:







Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: Christina Smith, Public Works

Agenda Title: Purchase Order Over \$30,000

Summary of Information: Funds were included in the FY2022 budget to purchase a diesel service truck for the Water Department. Per the Beaufort County purchasing policy, purchases greater than \$30,000 are to be approved by the Board of Commissioners.

Quotes were received from various vendors. Ilderton Dodge provided pricing based upon Sheriff's Association purchasing agreement. Feyer Ford submitted the lowest cost of \$54,578 to provide a 2022 Ford F350 4x4 Crew Cab with diesel engine, automatic transmission, and a Knapheide service body.

Vendor	Location	Amount
Dave Davis' Dodge	Greenville, NC	\$65,898
Feyer Ford	Plymouth, NC	\$54,578
Ilderton Dodge	High Point, NC	\$56,327

No additional funds are required.

Submitter Recommendations/Motions: Approve purchase order for new service truck from Feyer Ford for \$54,578.

Attachments:

1. Service Truck Quotes

Bid Tabulation

Bid/Quote Tabulation

Project: BCSW Watershed Restoration Project (Phase II)

Date: September 8, 2021

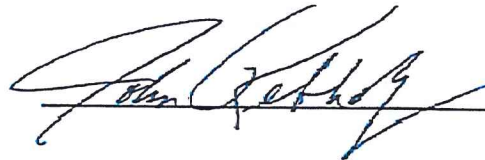
Description: Stream Debris Removal
(as per RFP)

Vendor Name:

RDC Debris Removal
Zulu Marine Services
J&J Environmental
Blackwater Forestry
Carolina Cleaning & Restoration

Equipment List	References	Bidder Qualifications	Proof of Insurance	Price per Foot	Total Cost
X	X	X	X	\$2.10	\$118,860.00
X	X	X	X	\$4.78	\$270,548.00
X	X	X	X	\$1.74	\$98,484.00
X	X	X	X	\$1.35	\$76,410.00
X	X	X	X	\$4.24	\$239,984.00

Authorized Signature/Commissioner:



Witness:





Purchase Order

Fiscal Year 2022

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20220426-00**

Delivery must be made within doors of specified destination.

BILL TO

Beaufort County
Finance Office
121 W. 3rd Street
Washington, NC 27889
Phone: (252) 946-0079
Fax: (252) 946-7722

VENDOR

J & J CONSTRUCTION & ENVIRONMENTAL LLC
1815-C VIRGINIA ROAD
EDENTON NC 27932

SHIP TO

155 Airport Road
Agriculture Building
Washington NC 27889

Vendor Phone Number		Vendor Fax Number		Requisition Number 437		Delivery Reference Bld Tabulation							
Date Ordered 10/21/2021		Vendor Number 20064		Date Required 11/08/2021		Freight Method/Terms		Department/Location SOIL/WATER CONSERVATION					
Item#		Description/Part No.				Qty		UOM		Unit Price		Extended Price	
		Phase II Stream Debris Removal											
		The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading											
1		Purchase services of J & J Environmental LLC to complete Phase II Stream Debris Removal Project in varlous creeks, runs, and guts containing 56,600 linear feet at \$1.74 per linear foot.				1.0		EACH		\$98,484.000		\$98,484.00	
		***** GL SUMMARY *****											
		140 -4962-559912										98,484.00	

This instrument has been preaudited in the manner required by the local government budget and Fiscal Control Act.

Beaufort County is NOT exempt from paying sales tax. All invoices must include sales tax as applicable.

VENDOR COPY

By Hollie L. Jones By Aita C. Radcliffe
Purchasing Agent Finance Officer

Total Ext. Price	\$98,484.00
PO Total	\$98,484.00



Date: 10/18/2021
Salesperson: Eric Jarvis
Manager: Brian Rogers

FOR INTERNAL USE ONLY

CUSTOMER Jeffery Everett Home Phone: _____
Address : WASHINGTON, NC 27889 Work Phone : _____
Beaufort CO
E-Mail : jeffery.everett@co.beaufort.nc.us Cell Phone : (252) 940-8594

VEHICLE

Stock # : BUILD EVERETT2 New / Used : New VIN : _____ Mileage: 0
Vehicle : 2022 RAM 3500 Chassis Color : _____
Type : Tradesman/SLT/Laramie/Limited 4x4 C

Market Value Selling Price	57,625.00
Discount	4,972.00
Adjusted Price	52,653.00
* 9 ft service body *	* 10,357.00 *
Total Purchase	63,010.00
Taxable Fees (Estimated)	799.00
Tax	1,914.27
Non Tax Fees	173.85
Cash Deposit	.00
Balance	65,897.12

Customer Approval: _____

Management Approval: _____

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

3500
DIESEL
8-10 WEEKS
BUT BODY 8-10 WEEKS
TOTAL OF 16-20 WEEKS
BUT COULD BE LONGER

Date: October 27, 2021

17664

To: Beaufort County Water

Attn: Jeffery Everett

From: Chad M. Feyer, *General Manager*; Feyer Ford and Lincoln, Inc.

The following is bid for one (1) **2022 Ford F350 4x4 XL Crew Cab DRW:**

10-SPEED AUTOMATIC TRANSMISSION

6.7L V8 DIESEL ENGINE

AIR CONDITIONING, FRONT AND SIDE AIRBAGS, ELEC STAB CONTROL

AM/FM RADIO, TIRE PRESSURE MONITOR, ABS

XL 640A PACKAGE, TRAILER BRAKE CONTROLLER, 3.73 REGULAR AXLE, POWER

EQUIPMENT GROUP, CRUISE CONTROL, XL DÉCOR GROUP, 110V/400W OUTLET,

332 AMP ALTERNATOR, UTILITY LIGHTING SYSTEM, XL VALUE PACKAGE, REAR

VIEW CAMERA, KNAPHEIDE 6108D54J DRW UTILITY/SERVICE BODY, TRAILER

HITCH, 7-POLE TRAILER WIRING PLUG

OXFORD WHITE CLEARCOAT

MEDIUM EARTH GRAY VINYL 40/20/40 FRONT SEATS

- Prices do not include taxes, title, or license fees
- All specifications are met for vehicle order and are reflected in pricing
- Payment to be made upon delivery
- Requires Ford Fleet number (Already on File)

Price quote and bid for each 2022 Ford F350 4x4 XL Crew Cab DRW.

Price quote applies to each vehicle requested (1)

Vehicle to be ordered, no guaranteed delivery date

Total for vehicle with equipment listed above:

\$54,577.80

- Subject to availability

Bid approved by

Bid accepted by:

Chad M. Feyer, *General Manager*

Quote good with bid acceptance and Purchase order issued by 12/31/21



ILDERTON

DODGE RAM CHRYSLER JEEP



701-712 South Main Street
High Point, NC 27260
(336) 841-6100

BUSINESS LINK



10/13/2021

Buyer:	BEAUFORT COUNTY	Cell:			
	JEFF EVERETT				
Phone:	252-940-8594	Phone:			
E-Mail:	JEFFREY.EVERETT@CO.BEAUFORT.NC	Fax:			

		TRADE	
VEHICLE	RAM 3500 CREW CHASSIS CAB 4X4	Make:	
Year:	2022	Model:	
Color:	WHITE	Year:	
Engine:	6.7L I6 CUMMINS TURBO DIESEL	Color:	
Drive:	6-SPD AUTO AISIN AS69RC	VIN:	
Mileage:		Stock #:	
		ACV:	

MSRP

Sale Price NCSA CONTRACT PRICING \$ 34,155.00

ITEM# 63

Options Included

VINYL FLOOR / HD VINYL 40/20/40 SPLIT BENCH SEAT			\$ -
DIESEL ENGINE UPGRADE	\$ 9,745.00		\$ -
DUAL REAR WHEELS	\$ 1,395.00		\$ -
REMOTE KEYLESS ENTRY	\$ 395.00		\$ -
PARKVIEW REAR BACK UP CAMERA	\$ 495.00		\$ -
FULL SIZE SPARE TIRE	\$ 395.00		\$ -
TRAILER BRAKE CONTROL	\$ 370.00		\$ -
KNAPHEIDE 9FT SERVICE BODY	\$ 9,377.00		\$ -
			\$ -
			\$ -
			\$ -
			\$ -

3500
DIESEL

Options Total \$ 22,172.00

Sub Total \$ 56,327.00

Units:	1

BALANCE DUE \$ 56,327.00

Manager

Catherine Martin

Customer

DIRECTOR OF FLEET SALES

AUTHORIZED PERSONEL



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: Wyn Kinion, Tax Collector

Agenda Title: Approval of Tax Collector's Refunds

Summary of Information: This is to present to the Board of Commissioners all tax refunds over the amount of \$100.

Submitter Recommendations/Motions: Staff recommends approval of refunds of attached list.

Attachments:

1. Tax Collector Refunds - December 2021



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Topic: Items for Consent

Presenter: Lloyd Salter, Tax Assessor

Agenda Title: Assessor's Office Refunds over \$100

Summary of Information: The Tax Assessor would like approval of the attached refunds over \$100.00.

Submitter Recommendations/Motions: Staff recommends approval of refunds over \$100.

Attachments:

1. Remaining NCVTS October Refunds
2. November NCVTS Refunds through 11/26/21
3. NCPTS Refunds November through 11/26/21



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Re

Payee Name	Primary Owner	Refund Type	Bill #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
COLTRAIN, TANNER RAY	COLTRAIN, TANNER RAY	Proration	0051041804	Refund Generated due to proration on Bill #0051041804-2020-2020-0000-00	Vehicle Sold	10/27/2021	G01	Tax	(\$153.82)	\$0.00	(\$153.82)
							F63	Tax	(\$9.93)	\$0.00	(\$9.93)
							E05	Tax	(\$8.47)	\$0.00	(\$8.47)
							Refund				\$172.22
EVERETTE, JIMMIE TAYLOR	EVERETTE, JIMMIE TAYLOR	Proration	0054665087	Refund Generated due to proration on Bill #0054665087-2020-2020-0000-00	Vehicle Sold	10/29/2021	G01	Tax	(\$227.71)	\$0.00	(\$227.71)
							F63	Tax	(\$14.70)	\$0.00	(\$14.70)
							E05	Tax	(\$12.55)	\$0.00	(\$12.55)
							Refund				\$254.96
Refund Total											\$427.18



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 11/29/2021 10:14:22 AM

Payee Name	Primary Owner	Refund Type	Bill #	Status	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
CASEY GLANCY TRUCKING INC	CASEY GLANCY TRUCKING INC	Proration	0060413508	PENDING	Refund Generated due to proration on Bill #0060413508-2020-2020-0000-00	Vehicle Sold	11/19/2021	G01	Tax	(\$329.58)	\$0.00	(\$329.58)
								F63	Tax	(\$21.28)	\$0.00	(\$21.28)
								ER	Tax	(\$25.95)	\$0.00	(\$25.95)
								Refund			\$376.81	
DOANE, MARK JAMES	DOANE, MARK JAMES	Proration	0057772110	PENDING	Refund Generated due to proration on Bill #0057772110-2021-2021-0000-00	Vehicle Sold	11/08/2021	G01	Tax	(\$116.19)	\$0.00	(\$116.19)
								F63	Tax	(\$7.62)	\$0.00	(\$7.62)
								ER	Tax	(\$9.29)	\$0.00	(\$9.29)
								Refund			\$133.10	
LOPEZ DURAN, CRISTOPHER	LOPEZ DURAN, CRISTOPHER	Proration	0062715614	PENDING	Refund Generated due to proration on Bill #0062715614-2021-2021-0000-00	Vehicle Sold	11/17/2021	G01	Tax	(\$162.53)	(\$8.13)	(\$170.66)
								F61	Tax	(\$15.60)	(\$0.78)	(\$16.38)
								Refund			\$187.04	
MADDALUNO, ACHILLE	MADDALUNO, ACHILLE	Adjustment >= \$100	0063745697	PENDING	Refund Generated due to adjustment on Bill #0063745697-2021-2021-0000	Situs error	11/17/2021	G01	Tax	\$0.00	\$0.00	\$0.00
								C01	Tax	(\$144.85)	\$0.00	(\$144.85)
								C01	Vehicle Fee	(\$5.00)	\$0.00	(\$5.00)
								F63	Tax	\$11.21	\$0.00	\$11.21
								ER	Tax	\$13.67	\$0.00	\$13.67
								Refund			\$124.97	
MARIANI, RICHARD JAMES	MARIANI, RICHARD JAMES	Proration	0061140887	PENDING	Refund Generated due to proration on Bill #0061140887-2020-2020-0000-00	Vehicle Sold	11/09/2021	G01	Tax	(\$277.32)	\$0.00	(\$277.32)
								F60	Tax	(\$18.78)	\$0.00	(\$18.78)
								E12	Tax	(\$21.83)	\$0.00	(\$21.83)
								Refund			\$317.93	
SPRING GARDEN MISSIONARYBAPTIST CHURCH	SPRING GARDEN MISSIONARYBAPTIST CHURCH	Adjustment >= \$100	0043237524	PENDING	Refund Generated due to adjustment on Bill #0043237524-2020-2020-0000-00	Exempt Property	11/15/2021	G01	Tax	(\$137.16)	\$0.00	(\$137.16)
								C01	Tax	(\$114.48)	\$0.00	(\$114.48)
								C01	Vehicle Fee	(\$5.00)	\$0.00	(\$5.00)
								Refund			\$256.64	
TIDELAND EMC	TIDELAND EMC	Adjustment >= \$100	0059991793	PENDING	Refund Generated due to adjustment on Bill #0059991793-2020-2020-0000-00	Exempt Property	11/03/2021	G01	Tax	(\$161.61)	\$0.00	(\$161.61)
								C04	Tax	(\$40.72)	\$0.00	(\$40.72)
								RES08	Tax	(\$12.73)	\$0.00	(\$12.73)
								Refund			\$215.06	
TRITT, BARBARA BATES	TRITT, BARBARA BATES	Proration	0052613042	PENDING	Refund Generated due to proration on Bill #0052613042-2020-2020-0000-00	Reg . Out of state	11/17/2021	G01	Tax	(\$124.63)	\$0.00	(\$124.63)
								F60	Tax	(\$8.44)	\$0.00	(\$8.44)
								E12	Tax	(\$9.81)	\$0.00	(\$9.81)
								Refund			\$142.88	
WOOLARD, LINDSEY NICOLE	WOOLARD, LINDSEY NICOLE	Proration	0057846158	PENDING	Refund Generated due to proration on Bill #0057846158-2020-2020-0000-00	Vehicle Sold	11/08/2021	G01	Tax	(\$173.83)	(\$8.69)	(\$182.52)
								F63	Tax	(\$11.22)	(\$0.56)	(\$11.78)
								E05	Tax	(\$9.58)	(\$0.48)	(\$10.06)
								Refund			\$204.36	
Refund Total											\$1958.79	

Date run: 11/29/2021 10:03:26 AM

TR-406A Refund Detail Report

NCPTS V4

Report Parameters: Refund Status: ONHOLD

Default Sort-By: Refund date, Refund Recipient Name, Refund Recipient Address

Trans #	Refund Recipient Name	Refund Address	Refund Description	Opid	Transaction	Refund(Autho	Refund
854477	RICK T STEWART	124 UPPER CROSS RD LEBANON,ME 04027	Refund on Bill # 0009539966-2021- 2021-0000-01	DPCADJ	11/15/2021 7:00:10 PM		322.20
854605	RUBY K MASON	223 OAK DR BLOUNT'S CREEK,NC 27814	Refund on Bill # 0000003479-2021- 2021-0000-00	DPCADJ	11/16/2021 7:00:08 PM		271.76
854608	ANGELA E DANIELS	178 FANTASY ISLAND ROAD BELHAVEN,NC 27810	Refund on Bill # 0000009769-2021- 2021-0000-01	DPCADJ	11/16/2021 7:00:08 PM		179.00
Total							772.96



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: Martyn Johnson, Economic Development Director

Agenda Title: Economic Development Committee Appointment

Summary of Information: The Economic Development Committee is recommending Mia Parker Williams to serve as the banking representative for Beaufort County. Ms. Williams would be appointed to a 3-year term, at which time she would be eligible for reappointment.

Submitter Recommendations/Motions: Staff recommends appointing Mia Parker Williams to the Economic Development Committee as the banking representative.

Attachments:

STATEMENT OF INTEREST TO SERVE

If you are a Beaufort County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Beaufort County Board of Commissioners
C/O Katie Mosher, Clerk to the Board
121 W 3rd Street
Washington, NC 27889

Please list in order of preference the boards or commissions for which you would be willing to serve:

1. Economic Development Advisory Board 2. _____
3. _____ 4. _____ Any/All Boards/Committees (check if applicable)

Note: By applying for the above listed boards and commissions, I have no known apparent or potential conflict of interest.

* If you are responding to specific criteria for a position, please explain further:

Full Name: Mia Parker Williams Sex: F
Residence Address: 547 Beaver Dam Rd Race: W
City and Zip Code: Pinetown, NC 27865

Mailing Address (If different): _____
City and Zip Code: 1

Home Phone No.: 252-945-8820
Cell Phone No.: 252-945-8820
Work Phone No.: 252-940-5002
Fax No.: _____

Employer: United Bank
Job Title: Branch Manager III / AVP

E-mail Address: mia.williams@bankwithunited.com

Do you live within the extraterritorial jurisdiction of a municipality? NO

Educational Background:

Name of High School Attended: Northeast Academy
Name of College Attended: Chowan University + East Carolina University
Degree Received: BA Science

Please list any military experience: N/A

If you are presently serving as an elected or appointed official, please explain:

N/A

Please list current/past employers and volunteer experience you have had which may be beneficial in evaluating your qualifications.

Work Experience: Branch Manager since 2015 (First South Bank, CresCom Bank, United Bank) Started as a teller in 2012

Director For home medical equipment co. (MedConn) for 5 years

Director For Payroll (Rivers Correctional Institution) 5 years

Volunteer Experience: Treasurer for AOP 2017-2020 Chamber Ambassador since 2017-present
Wash. Noon Rotary: 2019-present: Grant Comm 2019-Present: Small on
the Water 2019-Present: Membership Comm: 2021 Secretary for Rotary 2021
Board Member Eagle's Wings Food Pantry 2020-Present
Board Member United Way 2020-Present
Board Member Marion Sheppard Cancer Foundation 2021-present
CRA representative for United Bank since 2020-present Leadership Beaufort grad 2020

If I am appointed to serve on one or more boards, I will agree by signing an Affirmation of Understanding and abiding by the Board of Commissioners policy for Appointment to Boards.

Signature: Mia P Williams

Date: 11/3/2021

* Please feel free to attach a resume if so desired.

** NOTE: When applying for a Beaufort County Board or Commission, your application is considered a public record. The Board Appointment Policy requires that applications be on file in the Clerk's office 15 days prior to consideration for appointment.

***Interest to Serve forms remain current for two (2) years. After two (2) years you should contact the Clerk to the Board's office to update your form.



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: Katie Mosher, Clerk to the Board

Agenda Title: Nursing Home/Adult Care Advisory Committee Appointment

Summary of Information: The Beaufort County Nursing Home/Adult Care Home Community Advisory Committee is recommending the Board of Commissioners appoint Ms. Scarlet Boutchyard to the committee. Ms. Boutchyard would be appointed to a 2-year term which would expire on December 1, 2023.

Submitter Recommendations/Motions: Staff recommends appointing Ms. Scarlett Boutchyard to a 2-year term which will expire on December 1, 2023, to the Beaufort County Nursing Home/Adult Care Home Community Advisory Committee.

Attachments:



Area Agency on Aging

People Working Together

1502 North Market St. Washington, North Carolina 27889
www.mideastcom.org
Phone: (252) 946-8043 Fax: (252) 946-5489

October 28, 2021

Katie Mosher

Deputy Clerk to the Board
Beaufort County Board of Commissioners
121 West 3rd Street
Washington, NC 27889

Dear Ms. Mosher:

I am recommending the appointment of Scarlett Boutchyard to the Beaufort County Nursing Home/ Adult Care Home Community Advisory Committee. She has completed her initial training and was screened for any conflict of interest. Ms. Boutchyard meets the requirements set forth in G.S. 131 E-128. I am requesting this appointment for an initial term of one year in accordance with G.S. 131E-128.

Please contact me if you have any further questions or concerns. Thank you for your help.

Sincerely,

Laura Jett
Regional Long Term Care Ombudsman

Serving: Beaufort County • Bertie County • Hertford County • Martin County • Pitt County

"Auxiliary aids and services are available upon request to individuals with disabilities."
Relay numbers for the Hearing Impaired: (TTY) 1-800-735-2962 (voice) 1-800-735-8262



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: Katie Mosher, Clerk to the Board

Agenda Title: Records Retention and Disposition Schedule, General Records

Summary of Information: According to G.S. 121-5 and G.S. 132-3 local agencies may destroy public records only with the consent of the Department of Natural and Cultural Resources. The State Archives of North Carolina is the division of DNCR charged with administering a records management program. This schedule is the primary way the State Archives of North Carolina gives consent. Without approving the schedule, Beaufort County is obligated to obtain the State Archives of North Carolina's permission to destroy any record, no matter how insignificant. Adopting the schedule allows Beaufort County to dispose of records based on the DNCR's schedule without having to seek permission first.

Submitter Recommendations/Motions: Staff Recommends adopting the October 1, 2021, Records Retention and Disposition Schedule of General Records for Local Agencies provided by DNCR in its entirety and to sign and return the agreement.

Attachments:

2021 General Records Schedule: Local Government Agencies

The records retention and disposition schedules and retention periods governing the records series listed herein are hereby approved. This approval extends to and includes the following standards in the **2021 General Records Schedule: Local Government Agencies**:

1. Administration and Management Records
2. Budget, Fiscal, and Payroll Records
3. Geographic Information System Records
4. Human Resources Records
5. Information Technology Records
6. Legal Records
7. Public Relations Records
8. Risk Management Records
9. Workforce Development Records

In accordance with the provisions of Chapters 121 and 132 of the *General Statutes of North Carolina*, it is agreed that the records do not and will not have further use or value for official business, research, or reference purposes after the respective retention periods specified herein and are authorized to be destroyed or otherwise disposed of by the agency or official having custody of them without further reference to or approval of either party to this agreement.

Destructions

G.S. § 121-5 authorizes the Department of Natural and Cultural Resources to regulate the destruction of public records. Furthermore, the local government agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of destruction. The North Carolina Administrative Code states:

“(a) Paper records which have met their required retention requirements and are not subject to legal or other audit holds should be destroyed in one of the following ways:

1. burned, unless prohibited by local ordinance;
2. shredded, or torn up so as to destroy the record content of the documents or material concerned;
3. placed in acid vats so as to reduce the paper to pulp and to terminate the existence of the documents or materials concerned; or
4. sold as waste paper, provided that the purchaser agrees in writing that the documents or materials concerned will not be resold without pulverizing or shredding the documents so that the information contained within cannot be practicably read or reconstructed.

(b) When used in an approved records retention and disposition schedule, the provision that electronic records are to be destroyed means that the data and metadata are to be overwritten, deleted, and unlinked so the data and metadata may not be practicably reconstructed.

(c) When used in an approved records retention and disposition schedule, the provision that confidential records of any format are to be destroyed means the data, metadata, and physical media are to be destroyed in such a manner that the information cannot be read or reconstructed under any means.”

All local government agencies should maintain logs of their destructions either in the minutes of their governing board or in their Records Management file. Confidential records will be destroyed in such a manner that the records cannot be practicably read or reconstructed.

Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.

Audits and Litigation Actions

Records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule.

Electronic Records

All local government agencies and the Department of Natural and Cultural Resources concur that the long-term and/or permanent preservation of electronic records requires additional commitment and active management by the agency. Agencies agree to comply with all policies, standards, and best practices published by the Department of Natural and Cultural Resources regarding the creation and management of electronic records.

Local government agencies should consider retention requirements and disposition authorities when designing and implementing electronic records management systems. Any type of electronically-created or electronically-stored information falls under the North Carolina General Assembly's definition of public records cited above. For example, e-mail, text messages, blog posts, voicemails, websites, word processing documents, spreadsheets, databases, and PDFs all fall within this definition of public records. In addition, G.S. § 132-6.1(a) specifies:

"Databases purchased, leased, created, or otherwise acquired by every public agency containing public records shall be designed and maintained in a manner that does not impair or impede the public agency's ability to permit the public inspection and examination of public records and provides a means of obtaining copies of such records. Nothing in this subsection shall be construed to require the retention by the public agency of obsolete hardware or software."

Local government agencies may scan any paper record and retain it electronically for ease of retrieval. If an agency wishes to destroy the original paper records before their assigned retention periods have been met, the agency must establish an electronic records policy, including putting into place procedures for quality assurance and documentation of authorization for records destructions approved by the Government Records Section. This electronic records policy and releases for destruction of records must be approved by the Government Records Section. Agencies should be aware that for the purpose of any audit, litigation, or public records request, they are considered the records custodian obligated to produce requested records, even if said records are being maintained electronically by an outside vendor. Therefore, contracts regarding electronically stored information should be carefully negotiated to specify how records can be exported in case a vendor goes out of business or the agency decides to award the contract to a different vendor.

Reference Copies

All local government agencies and the Department of Natural and Cultural Resources agree that certain records series possess only brief administrative, fiscal, legal, research, and reference value. These records series have been designated by retention periods that allow these records to be destroyed when "*reference value ends*." All local government agencies hereby agree that they will establish and enforce internal policies setting minimum retention periods for the records that Natural and Cultural Resources has scheduled with the disposition instruction "*destroy when reference value ends*." If a local government agency does not establish internal policies and retention periods, the local government agency is not complying with the provisions of this retention schedule and is not authorized by the Department of Natural and Cultural Resources to destroy the records with the disposition instruction "*destroy when reference value ends*."

Record Copy

A record copy is defined as "The single copy of a document, often the original, that is designated as the official copy for reference and preservation."¹ The record copy is the one whose retention and disposition is mandated by this schedule; all additional copies are considered reference or access copies and can be destroyed when their usefulness expires. In some cases, postings to social media may be unofficial copies of information that is captured elsewhere as a record copy (e.g., a press release about an upcoming agency event that is copied to various social media platforms). Appropriately retaining record copies and disposing of reference copies requires agencies to

¹ Society of American Archivists, *Dictionary of Archives Terminology*.

designate clearly what position or office is required to maintain an official record for the duration of its designated retention period.

Transitory Records

Transitory records are defined as “record[s] that [have] little or no documentary or evidential value and that need not be set aside for future use.”²

North Carolina has a broad definition of public records. However, the Department of Natural and Cultural Resources recognizes that some records may have little or no long-term documentary or evidential value to the creating agency. These records are often called transitory records. They may be disposed of according to the guidance below. However, all public employees should be familiar with their appropriate retention schedule and any other applicable guidelines for their office. If there is a required retention period for these records, that requirement must be followed. When in doubt about whether a record is transitory or whether it has special significance or importance, retain the record in question and seek guidance from a DNCR records analyst.

Routing slips and transmittal sheets adding no information to that contained in the transmitted material have minimal value after the material has been successfully transmitted. These records may be destroyed or otherwise disposed of after receipt of the material has been confirmed. Similarly, “while you were out” slips, memory aids, and other records requesting follow-up actions (including voicemails and calendar invites) have minimal value once the official action these records are supporting has been completed and documented. These records may be destroyed or otherwise disposed of once the action has been resolved.

Drafts and working papers, including notes and calculations, are materials gathered or created to assist in the creation of another record. All drafts and working papers are public records subject to all provisions of Chapter 132 of the General Statutes, but many of them have minimal value after the final version of the record has been approved, and may be destroyed after final approval, if they are no longer necessary to support the analysis or conclusions of the official record. Drafts and working documents that may be destroyed after final approval include:

- Drafts and working papers for internal and external policies
- Drafts and working papers for internal administrative reports, such as daily and monthly activity reports;
- Drafts and working papers for internal, non-policy-level documents, such as informal workflows and manuals; and
- Drafts and working papers for presentations, workshops, and other explanations of agency policy that is already formally documented.

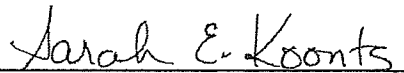
Forms used solely to create, update, or modify records in an electronic medium may be destroyed in office after completion of data entry and after all verification and quality control procedures, so long as these records are not required for audit or legal purposes. However, if the forms contain any analog components that are necessary to validate the information contained on them (e.g., a signature or notary’s seal), they must be retained according to the disposition instructions for the records series encompassing the forms’ function.

² Ibid.

It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule supersedes previous versions of this schedule and any localized amendments; it is to remain in effect from the date of approval until it is reviewed and updated.

APPROVAL RECOMMENDED

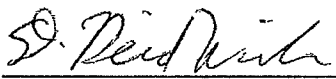
Municipal/County Clerk or Manager
Title: _____



Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

Head of Governing Body
Title: _____



D. Reid Wilson, Secretary
Department of Natural and Cultural
Resources

Municipality/County: _____

Effective: October 1, 2021



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Consent

Presenter: Katie Mosher, Clerk to the Board

Agenda Title: Approval of Board of Commissioner Minutes

Summary of Information: Approve the November 1, 2021, Regular Session meeting minutes submitted by the Clerk to the Board.

Submitter Recommendations/Motions: Motion to approve minutes as submitted by the Clerk to the Board.

Attachments:

The Beaufort County Board of Commissioner met in regular session Monday, November 1, 2021, at 5:30 PM, in the Commissioners Boardroom located at 136 W. 2nd Street in Washington, NC with the following present:

Commissioners Present

Vice-Chairman Jerry Langley
Commissioner Ed Booth
Commissioner Stan Deatherage
Commissioner John Rebholz
Commissioner Hood Richardson
Commissioner Randy Walker

Excused Commissioner

Chairman Frankie Waters

Staff Present

Brian Alligood, County Manager
David Francisco, County Attorney
Katie Mosher, Clerk to the Board
Anita Radcliffe, Chief Finance Officer

Vice-Chairman Langley welcomed everyone and called the meeting to order.

Commissioner Rebholz offered the invocation and Commissioner Booth led the Pledge of Allegiance.

Conflict of Interest Statement

Vice-Chairman Langley asked if anyone had a conflict of interest this evening. No one spoke.

Approval of the Agenda

Motion: Commissioner Booth motioned to approve the amended agenda. Commissioner Walker seconded. The vote was unanimous.

Public Comments

Mr. Lynwood Price said I'm with Blackwater Forestry Incorporated in Jamesville, North Carolina and we recently bid on a snag-and-drag operation in this county, and we were low bidders and did not receive the job. He said we have been in business, I've been, 45 years doing this type work. He said we've been doing this snag-and-drag probably 15 years. He said you cut a tree, cut it in pieces and throw it to the side of the bank or you winch it to the side of the bank. He said we're very capable, we work for Weyerhaeuser, we do 3,000 acres a year pruning for Weyerhaeuser. He said we were picked out of five companies to do the work: we've been doing it for ten years. He said the first year they had never had 3,000 acres done in a year, we did 3,000 acres the first year we did it. He said numerous jobs we've worked for NRCS doing stream restoration, we build ponds, dig ditches, work all over Beaufort County, Martin County, Hyde County. He said to be told we're not qualified is a slap in the face to me. He said I'd rather just someone say we picked somebody else, and we didn't give all of our references that we have. He said we gave the ones that are most recent with snag-and-drag which I didn't think, you know, snag-and-drag, I didn't think you had to give everything, all the companies that you had worked for before to get a simple little job and I consider this a small job. He said we've got men willing to work. He said all you've got to do is not be scared of snakes or water and be willing to work and I don't, you know, you bid on something it's kind of how bad you want it, whether it's a low bid or a higher bid and I know we can do the job, will do the job, done bunches of them and every reference that we gave told us they'd give a good reference so I don't see why we weren't picked. He said I could go on for a long time, tell you jobs we've done, this or that but the bottom line is we should've been picked. He said that's \$22,000 that your County is going to lose, giving it to some other company, and if it was my money, whoever did that would not be working with me long. He said that's a lot of money, to me it is, I don't know about you guys.

Mr. Ray Leary said I ran across this item here a few weeks ago. He said it's from the Johnston County Board of Commissioners meeting on June 21, 2021, during a budgeting session and there was an exchange between two of the Commissioners, Mr. Fred Smith and the Chairman and the Chairman asked why full funding for Johnston County public schools could not be approved at this meeting and he answered succinctly. Mr. Leary then read the following: *"I am committed to helping to educate our children. I am not committed to having our children indoctrinated. Critical Race Theory indoctrinates school children with some of the most toxic and anti-American theories ever considered. It pushed the vision of America, that's what we are talking about, we are talking about this great country. It pushed the vision of America to cast our history, our culture, our traditions, and our founding documents in the most negative possible light, and if that is not bad enough, from teaching that history is evil, they have now moved to telling white students that they are evil. Instead of helping young people discover that America is the greatest, most tolerant, the most generous nation in history, it teaches that America is systemically evil and that our hearts of our people are full with hatred and malice and it is so far from the great Reverend Martin Luther King Jr. who said that our children should not be judged by their skin but be judged by the content of their character. Indoctrination of generations of children with these extreme ideas is not just immoral, it is a program of national suicide. We cannot have that doctrine that attacks our country and attacks our people taught in our public schools. The only power our authority that we have as county commissioners is our funding power."* He said another thing, if you want to read this it's not in their minutes, it's on the video and I transcribed it.

Ms. Dawn Brinson-Slann said I'm a resident of Beaufort County, a small business owner and a taxpayer. She said I have worked in the pharmaceutical industry for almost 37 years. She said my rolls have been in quality and/or regulatory compliance with increasing responsibility, up to and including vice-president of quality. She said 31 of those years was with GlaxoSmithKline, a company that also manufactured vaccines. She said I have the background and I know the specifics. She said I have participated in many FDA inspections of the facilities for new products, product changes, regular inspections and recalls. She said I'm asking that everyone here make themselves aware of the real information and the data that is available for the Covid-19 vaccine. She said until you can get to your computer and do some research, let me provide a few facts for you. She said first, there is no approved vaccine available on the US market. She said it is plainly stated on the labeling for the Pfizer BioNTech vaccine that Pfizer has no plans at this time to provide the corona virus vaccine to the US market. She said all vaccines are still being provided under an emergency use authorization. She said while this used to be a great way to provide lifesaving medications to people in life threatening situations, when no other drug is available it is no longer safe. She said in changes made to the regulations for EUA in December 2020 by President Obama, there were many loopholes for those in charge to circumvent the system. She said changes like no requirement for manufacturing the drug under EUA, according to good manufacturing practices. She said these were foundational regulations put into place, enforced by the FDA to protect the American people. She said this was just one of several regulations that does not have the health of the American people in mind. She said second, there was no recommendations by the FDA to allow for boosters or mixing vaccines. She said the CDC overrode the FDA's vote sixteen to three against allowing the booster and sent out the call for everyone to get the booster. She said FDA did say that there may be benefit for those with a compromised immune system over 65. She said in addition there was significant data from children that had been vaccinated as part of the study, as well as the adverse events for adults, to show that there was minimal benefit to children getting the vaccine and yet, once again, the CDC has recommended the vaccine for children ages five to eleven. She said why would you subject a child to so many unknown factors when there is no data to show they are significantly impacted by the virus. She said and why would you do it based on six months of study that does not end until 2023. She said all the vaccines were either developed and/or tested with scientific technology that utilizes abortion derived fetal cells. She said this information is on the NC Department of Human and Health website. She said in addition whistleblowers from Pfizer have provided emails and validation of this information and the attempt of senior scientist to hide this information. She said these emails came out in the last couple of weeks. She said this goes against my religious beliefs and probably many others if they knew it. She said the data on the CDC website for North Carolina has not been updated since July of 2021. She said the last time I checked it showed we were at 52% of expected deaths for all causes and the only deaths being recorded were Covid deaths. She said how in the world can a local health department provide data, supposedly from the state, without completing data accurately from the federal website. She said finally, the first study with results that compares unvaccinated with vaccinated show that the vaccinated are more likely to have more severe sickness when they get covid because the vaccine has proven it does not prevent you from getting covid and they are more likely, if vaccinated, to have more detrimental outcomes. She said if we're going to push an unapproved product, can we at least get some facetime to provide the rest of the story. She said I'll be happy to provide any information that I have mentioned to those who would like to have it.

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Conflict of Interest Statement

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Approval of the Agenda

Motion: Commissioner Booth motioned to approve the amended agenda. Commissioner Walker seconded. The vote was unanimous.

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Legislative Updates

No elected officials were present to speak.

Items for Consent

1. Budget Amendment, Health
2. Purchase Order Over \$30,000, Sheriff's Office
3. Tax Collector Refunds Over \$100
4. Tax Assessor Refunds Over \$100
5. Surplus, Clerk of Court
6. Contract for Cost Allocation Plan & EMS Medicaid Cost Settlement
7. Work First County Electing Status for FY 2023 – 2026
8. JCPC Appointment
9. Minutes Approval

Commissioner Richardson said he would like to pull item #2, the Sheriff's Office.

Vice-Chairman Langley said okay.

Motion: Commissioner Booth motioned to approve the amended consent items. Commissioner Walker seconded.

Yes Vote

Vice-Chairman Langley
Commissioner Booth
Commissioner Deatherage
Commissioner Rebholz
Commissioner Walker

No Vote

Commissioner Richardson

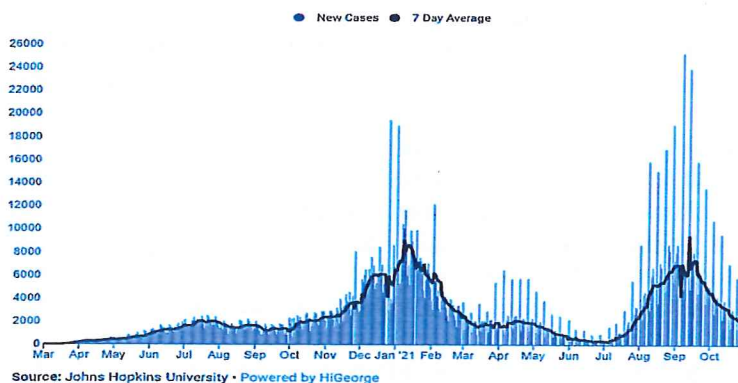
Vice-Chairman Langley said we'll send your item to, let's put it under K and it will be item #3.

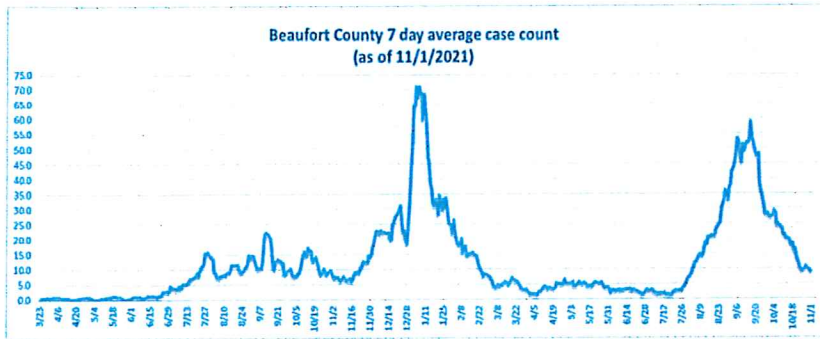
See Addendum 1

Covid-19 Update

Mr. James Madson said we're on day 587 in Beaufort County and by the way that's the gestational period for an elephant, so it just goes to show how long of a period it is for them. He then gave the following presentation:

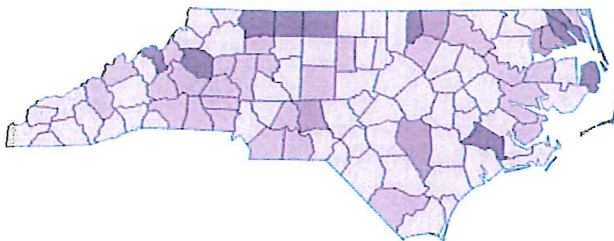
North Carolina 1.48 Million





Case counts

- 7,381 total cases recorded
- 127 known active cases currently
- 1 in Hospital
- 1 person on a ventilator
- 9.0 cases per day (7-day average)

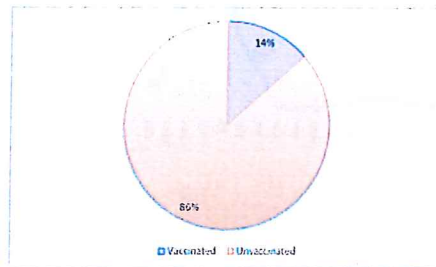


0.1-27.5
27.6-35.0
35.1-42.0
42.1-52.0

Last Two Weeks per 10,000 population
28.7 in Beaufort County

As of 10/26/2021

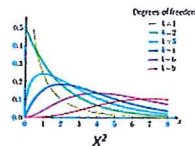
- 23,557 BC residents fully vaccinated (50% of our population)
- 2,661 positive cases BCHD has processed from June 1 to October 26th.
 - 362 Vaccinated (14%)
 - 2299 unvaccinated (86%)



Chi-Square (2X2)

- A chi-square test is a statistical test used to compare observed results with expected results. The purpose of this test is to determine if a difference between observed data and expected data is due to chance, or if it is due to a relationship between the variables you are studying.

$$\chi^2 = \sum \frac{(O_i - E_i)^2}{E_i}$$



Chi-square test results

P value and statistical significance:
Chi squared equals 1409.555 with 1 degrees of freedom.
The two-tailed P value is less than 0.0001.
By conventional criteria, this difference is considered to be extremely statistically significant.
The P value answers this question: If the theory that generated the expected values were correct, what is the probability of obtaining such a large discrepancy for longer between observed and expected values? A small P value is evidence that the data are not sampled from the distribution you expected.

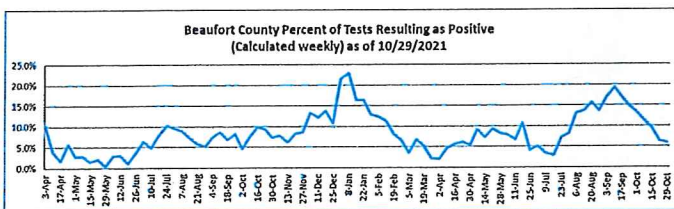
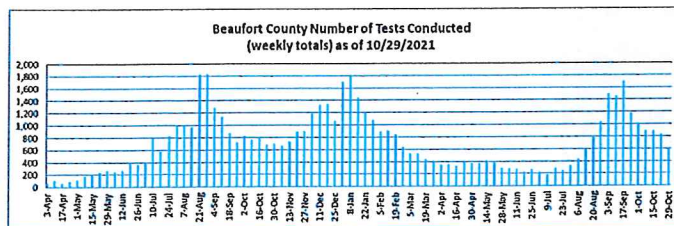
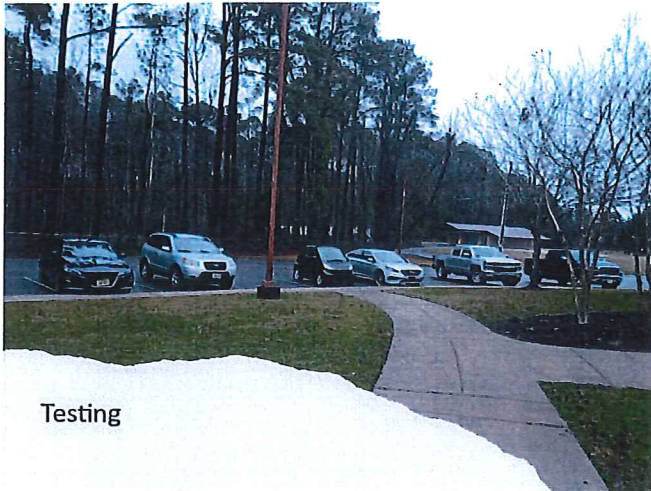
Learn more:
[View an example with explanation.](#)

GraphPad's website includes lots of information to help you learn about data analysis, including how to create and analyze contingency tables.

Do you need to analyze a contingency table, or perform other basic biostatistics tests? Try the free demo of GraphPad InStat (basic statistics only) and GraphPad Prism (statistics, nonlinear regression and scientific graphics).

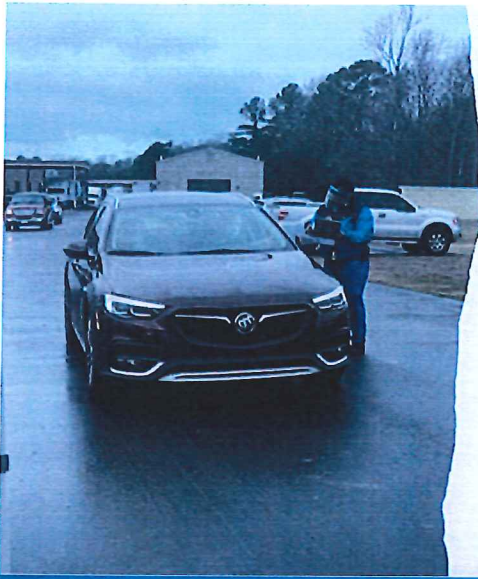
Review your data:

Row #	Category	Observed	Expected #	Expected
1	Vaccinated	362	1330.5	50.000%
2	Unvaccinated	2299	1330.5	50.000%

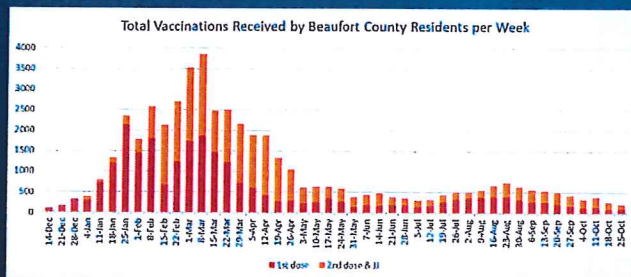


Test Sites

- Testing done at Health Department every workday from 7:30 to 11:00 (Vendor)
- 810 Hackney Ave, Washington— 8:00 to 5:00 M-F (Vendor)
- If transportation needed, call BATS by 1:00 for an appointment (252.946.5778)



Vaccination



Monday, November 1, 2021		Total
Beaufort County Population (NCSCS)		47,079
Residents that are partially vaccinated against COVID-19		25,387 53.9%
Completed COVID-19 vaccine series (all vaccines)		23,715 50.4%
Total Doses administered		49,102
Population over 65 years of age (NCSCS)		11,281
Over 65 that have received first dose of COVID-19 vaccine		10,356 91.8%
Over 65 that have completed series		9,997 88.6%
Adult Population (18 and older)		37,758
Partially vaccinated		24,392 64.6%
Fully vaccinated		22,880 60.6%
12-17 year olds vaccinated		3,295
Partially vaccinated		995 30.2%
Fully vaccinated		835 25.3%

Vaccine Info

- 5 to 11-year-old EUA for Pfizer
- Health Department Drive-thru
 - COVID vaccine Moderna, Pfizer, & J&J
 - Times 12:30 to 4:00
 - Monday – 1st and additional doses
 - Tuesday – 2nd and additional doses
 - Wednesday – Flu
- Boosters
 - Local Pharmacies and medical offices
 - Mass Vaccine Operations

Commissioner Deatherage said the State of North Carolina has no position on five-to-eleven-year old's getting vaccinated.

Mr. Madson said the state, yeah, they have.

Commissioner Deatherage said what is their position.

Mr. Madson said positive.

Commissioner Deatherage said positive, okay, is there going to be a mandate from the Governor on children being vaccinated.

Mr. Madson said I don't know. He said I hadn't heard anything about that. He said I can't speak for the Governor on that.

Commissioner Deatherage said I'd like to remind the public that the Governor has no statutory authority to mandate that children, or any of us get vaccinated.

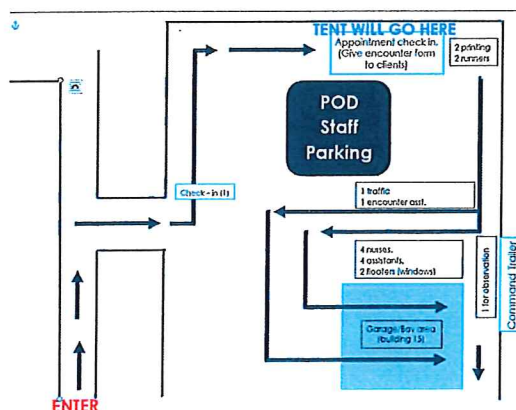
Mr. Madson said I think the public health commission would probably have to make that mandate if there was one.

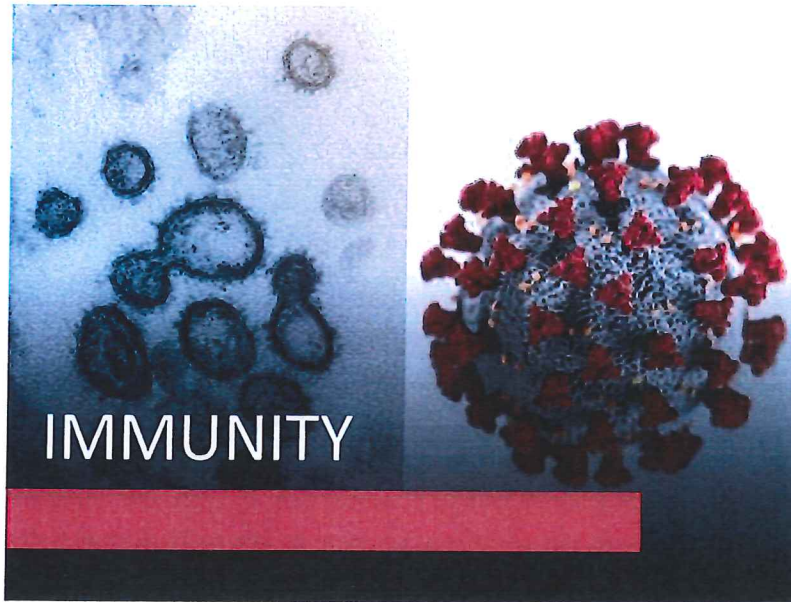
Commissioner Deatherage said it would take the general assembly to do it.

Mr. Madson said to clarify, I think the general assembly gave the Public Health Commission the authority to do that.

Commissioner Deatherage said they can take it back.

Mr. Madson said okay, again, I'm not worried about it, I was just trying to clarify as the way I understood it.



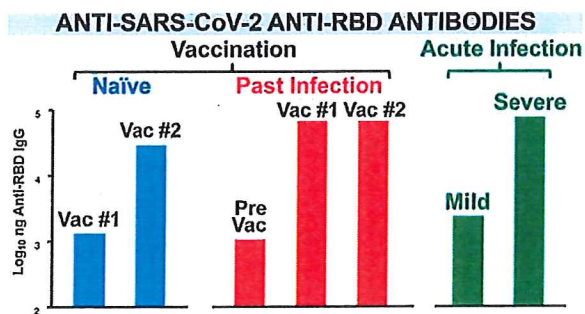
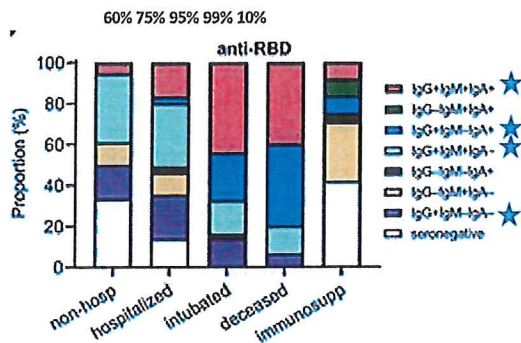


Immune System

- Mechanical/defense system
 - Skin
 - Enzymes
 - Histamines
 - Mucus
 - Sneezing
 - Fever
 - Phagocytes
- Antibody development
 - Immunoglobulin (5 types ... IgA, IgM and IgG are most tested for)
 - B-cell lymphocytes and memory cells
 - **Seroconversion**

Not all positive cases will seroconvert

- COVID positive (virus is present)
- COVID Infection/Illness (seroconversion)
 - 63% in one study of hospitalized patients
 - Most likely dose (viral load) is greatest factor to seroconversion



Primary, Recall, and Decay Kinetics of SARS-CoV-2 Vaccine Antibody Responses
F. Javier Ibarrondo, et al

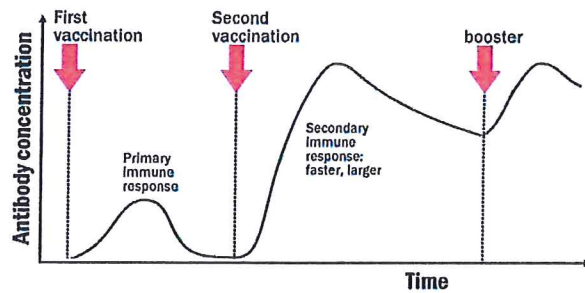
Commissioner Deatherage said if you've been vaccinated and say you get the Covid again, are all the symptoms the same or is there a different variety, an alternate variety of symptoms for different kinds of people.

Mr. Madson said the stuff that I've seen is that the reaction is much less if you've been vaccinated.

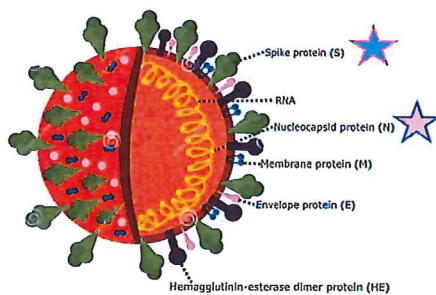
Commissioner Deatherage said you don't always lose your sense of smell or taste.

Mr. Madson said no. He said you can have any variety or level of illness, even if you've been vaccinated, it's just the amount of probability of it is lower. He said a lot has to do with the load and if you have something else going on at the time attacking your immune system, you're not able to fight it off as well. He said there's a lot of, it's very complex and that's why sometimes when I'm trying to explain it I stumble over my own words to get there but the answer is you can have a variety of symptoms whether you're vaccinated or unvaccinated but vaccinated typically protects people as a population.

Commissioner Deatherage said I mention this because in early September I got sick with something. He said I thought it was a cold, but it seemed to be a little more than that and it got into the chest but nobody around me got sick and I was around a lot of folks, and they'd all been vaccinated. He said generally when somebody gets a cold someone else does too, you know what I mean, so I was just wondering. He said I did get the tiredness; it went on for a month or month and a half. He said that's the one symptom I did get. He said I'm just giving context to this.

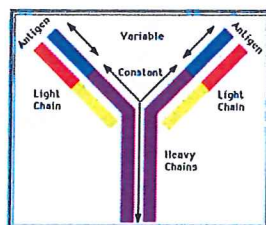


Nucleocapsid
Spike protein



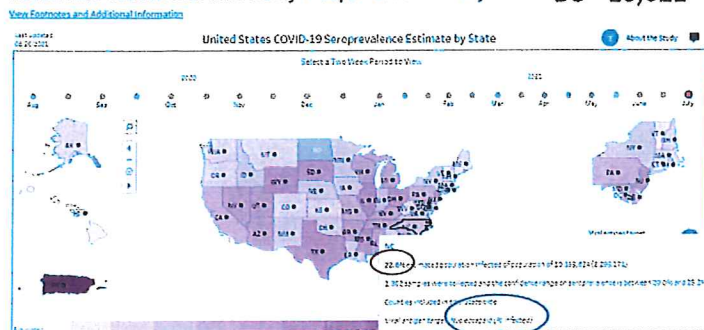
Currently 89 antibody tests on the market

- Some measure antibodies with Spike protein receptors others measure antibodies with Nucleocapsid receptors



Nationwide Commercial Laboratory Seroprevalence Survey

BC ~ 10,622



Health Department Communicable Disease Expansion Plan

Mr. James Madson said most people here don't know this, but I give a presentation to the Commissioners, and I give them how many numbers we do each year and we do about 350 to 400 case investigations in Beaufort County with our communicable disease nurse and anybody that can help her do these. He said this is all prior to Covid so a lot of times they're not really too serious and other times it might be tuberculosis or pertussis, an outbreak at the daycare center, a long-term facility may have something going on and then we have an occasional food born outbreak or something like that, but it can be intense, at times, for the communicable disease nurse. He said North Carolina has recognized this as a big problem for a while and in 2019 they actually put communicable disease money in the budget to go to the health departments, but you all remember the 2019 budget did not pass so it wasn't included in there. He then gave the following presentation:

Bill Summaries: H61 (2021)

- AN ACT APPROPRIATING FUNDS TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES, DIVISION OF PUBLIC HEALTH, FOR DISTRIBUTION TO LOCAL HEALTH DEPARTMENTS FOR EXPANSION OF LOCAL INFRASTRUCTURE ACTIVITIES ASSOCIATED WITH THE SURVEILLANCE, DETECTION, CONTROL, AND PREVENTION OF COMMUNICABLE DISEASES
- Bill sponsors Donna White (R), Larry Potts (R), Donny Lambeth (R)
- Has passed both house and senate and is in current budget appropriations

Bill Summaries: H61 (2021)

- **Recurring Funding**
- **\$18 million that is to be divided equally among the local health departments**
- **\$18 million to be divided based on population**

Bill Summaries: H61 (2021)

- **\$180,000 for Beaufort County (\$18,000,000 / 100)**
- **\$75,500 for Beaufort County (\$1.716 per resident)**
- **Total funding to Beaufort County = \$255,500 (estimate)**

Health Department Plan

- Presently One position designated for Communicable Disease (CD) operations (position #750203)
- Step ONE (Independent of State Budget passing)
 - PHNII (position #750161) becomes PHNIII
 - This position is to be trained in CD
 - Approximately \$3,500 increase in budget (covered by COVID funding)
- Step TWO (Contingent on State Budget passing)
 - Hire PHNIII and LPN (new positions) ~\$137,000
 - Separate program oversight for position #750160 into two programs with one going to new hire. Both nurses will be trained in CD.
 - \$15,000 Operational cost
 - Reduce ~\$82,000 county dollars supporting position #750203
 - Reduce ~10,000 county dollars supporting clinic operations

Health Department Plan

- Current picture
 - One Nurse trained in Communicable Disease
- Full plan picture
 - Four nurses trained in Communicable Disease
 - Health Department State Revenue increases by ~\$255,500
 - County portion of budget decreases by ~\$92,000

Mr. Madson said as far as that second stage goes, I would have to come to you all with a budget amendment, so you all get final say on those numbers. He said I'm just showing you what those numbers would probably be. He said all I'm really asking for is for you to approve step one part so I can go ahead and move forward with that part.

Commissioner Richardson said I don't mind doing this provided that those jobs exist only as long as the State pays for them.

Mr. Madson said it specifically entered as reoccurring dollars, so I think it's going to be there for a while. He said I think Covid is going to stay in people's minds for a really long time and they recognize in that bill how the State has not done

its part in funding the local communicable disease efforts. He said I think it's going to be there for a long time, but I appreciate what you're saying, and I agree with that.

Vice-Chairman Langley said is there a motion.

Commissioner Richardson said what is the motion, what are we voting on.

Commissioner Booth said the first phase. He said that's what you wanted right.

Mr. Madson said yeah. He said I can't move forward with the second phase until then but I'm just letting you know that it is a two-phased thing.

Motion: Commissioner Booth motioned to approve moving forward with phase one. Commissioner Walker seconded. The vote was unanimous.

Cooperative Extension Update

Mr. Rod Gurganus said I would like to say thank you all again to be able to come and occasionally update you on Cooperative Extension. He said a few months ago I was in to make a few comments. He said my intention then was to talk about agriculture and then come back in with updates on our family consumer science program, as well as our 4-H program but agriculture is the thing of the day right now. He said harvest season is underway. He said I want to show a video and hopefully, it's a video that we put together to inform and educate the public about, this is something we put together that we wanted to educate the public about the importance of agriculture to the County. He said we put some tidbits in here, as you can see as it plays, talking mainly about soybean production. He said harvest season is currently underway. He said in fact I probably should say it's almost over with. He said we have been blessed with an unbelievably good harvest season. He said this crop has flown out of the field and that's been good. He said not only has the crop come out of the field quickly, but it has, the yields have been really good, with the exception of tobacco crops. He said tobacco was negatively impacted by some wet weather and that really seemed to put a damper on those guys and their yields but outside of that crop corn, soybeans, a wheat crop that was harvested in June and our cotton crop that's come in now is really good. He said not only are yields good this year, with the exception of a few dry spots on the south side of the County we've also had a rare year, there's a farm in the Roanoke, if I mention this you could probably pick him out because he's going to be smiling about it because all farmers do, when you get good yields and good prices that's a rare occasion and this year we've actually had that. He said it's been a phenomenal year. He said if you see a farmer smiling right now it's because of what I just mentioned but he'll quickly turn to a frown on his face because he'll start thinking about next year and next year the issue is going to be high input prices. He said they are skyrocketing, fertilizer, pesticides, everything is shooting sky high. He said the amount of money that these guys are going to have to put in per acre to produce a crop next year is going to be increased by a tremendous amount of money so keep that in mind but we're definitely going to see positive impacts as far as this crop coming in and the money that it's going to put back into our local economy so be sure and thanks a farmer. He said also be aware, as I stated on that video harvest season is still underway. He said we're trying to encourage people to be careful as they're moving around the equipment that's on the road. He said the equipment is huge. He said if the farmer can't see you in the rearview mirrors on these machines he doesn't know you're there and accidents do happen, and we want to encourage people to be patient as these guys are moving their equipment around. He said a few things, just to finish up, talking about the things we'll be doing in the upcoming year or upcoming months, that's going to be an educational output and outreach that we do. He said we'll be working with growers to educate them. He said a lot of education this year is going to be on being more efficient. He said again, as I mentioned, input prices are skyrocketing, they're looking for ways to be more efficient with less so we're going to have some educational opportunities for those topics. He said pesticide recertification is always an issue. He said we'll be trying to keep them current on their pesticide license. He said we're also going to work with the Tax Assessor, Lloyd Salter, this year to do some education on property taxes and talk about some things that he's going to have to do moving forward in educating farmers. He said we find that we got a lot of opportunities, when we have meetings for farmers to come in there's a lot of opportunities to bring other things to the table and so we'll be doing that. He said one thing I did want to mention though, Mr. Madson's presentation reminded me of this, and I should've come probably to the County Manager, but we were recently told, like so many other universities that we're not going to be subject to the vaccine mandate because of the federal dollars. He said a lot of universities have federal dollars, NC State has a lot of federal dollars because of the extension component that I represent. He said there's a lot of federal money involved and so we're trying to untangle that in the next few months, or next few days and weeks as far as how that's going to impact us. He said either locally and certainly as an institution and that's going to cause some gray

hairs, certainly. He said those are some things going on. He said next time I come in we'll talk about 4-H and consumer science. He said are there any questions I can answer for you guys, I'd be happy to do so.

Made in Beaufort Presentation

Ms. Jennie Bowen said I'm with the Mid-East Commission and I'm the Workforce Development director for the RiversEast Workforce Development Board. She said a couple of the Commissioners actually saw this presentation last week, I believe, with the Economic Development Advisory group so I wanted to come bring this to you so you could see what we've done with "Made in Beaufort County". She said this initiative was originally funded by the Department of Commerce through a Maximize Carolina grant. She said we had five local employers who contributed to building this and then Beaufort County Schools pitched in some additional funds to create a video. She said we've had a lot of partners working on this, as you will see in the next slide, so it's been a combination of Beaufort County Schools, Beaufort County Community College, the Workforce Board, NCWorks and we also brought in ECU so that as well as these employers, and Mr. Johnson was a key part in getting these employers on board, as well as developing this framework. She then gave the following presentation:



PLASTICS and INJECTION MOLDING

- \$12.06 RESINUS STICK AND MIXING MASTERS
- \$13.73 ASSEMBLING & FINISHING
- \$13.81 OFFICE AND ADMINISTRATIVE SUPPORT SERVICES
- \$14.43 CUTTING, FINISHING & PREPARING ROLLERS, COILS, SHEETS, AND STRIPS
- \$14.80 INDUSTRIAL PLASTER SCULPTURE, LAURELS, AND DECOR
- \$15.03 CONTAINER CONTROLLING MACHINE TOOL OPERATOR
- \$16.74 INDUSTRIAL ASSEMBLING & BLOTTING CLERK
- \$22.40 INDUSTRIAL PLASTERING TOOL PREPARATION
- \$24.17 INDUSTRIAL PLASTERING TECHNICIAN
- \$24.68 WAREHOUSE

These career paths began at \$10.68 in 2014.

ROAT BUILDING

- \$14.81 SPECIALTIES
- \$14.93 ASSEMBLING, INSTALLING, AND FINISHING
- \$15.33 OFFICE AND ADMINISTRATIVE SUPPORT SERVICES
- \$15.39 SHAPING MACHINE OPERATOR
- \$15.79 INDUSTRIAL PLASTERING & FINISHING
- \$16.02 CUSTOMER
- \$16.30 CUSTOMER, SHAPING & FINISHING MACHINE TOOL OPERATOR
- \$16.70 INDUSTRIAL PLASTERING & FINISHING TECHNICIAN
- \$22.19 CUSTOMER AND FINISHING CUSTOMER
- \$27.26 CUSTOMER AND FINISHING CUSTOMER

These career paths began at \$10.68 in 2014.

WELDING and FABRICATION

- \$12.78 CUSTOMER AND FINISHING MACHINE OPERATOR
- \$13.75 ASSEMBLING AND FINISHING
- \$13.75 OFFICE AND ADMINISTRATIVE SUPPORT SERVICES
- \$14.43 CUTTING, FINISHING & PREPARING ROLLERS, COILS, SHEETS, AND STRIPS
- \$14.80 INDUSTRIAL PLASTER SCULPTURE, LAURELS, AND DECOR
- \$15.03 CONTAINER CONTROLLING MACHINE TOOL OPERATOR
- \$16.74 INDUSTRIAL ASSEMBLING & BLOTTING CLERK
- \$22.40 INDUSTRIAL PLASTERING TOOL PREPARATION
- \$24.17 INDUSTRIAL PLASTERING TECHNICIAN
- \$24.68 WAREHOUSE

These career paths began at \$10.68 in 2014.

WOODWORKING + CABINET MAKING

- \$12.06 RESINUS STICK AND MIXING MASTERS
- \$13.73 ASSEMBLING & FINISHING
- \$13.81 OFFICE AND ADMINISTRATIVE SUPPORT SERVICES
- \$14.43 CUTTING, FINISHING & PREPARING ROLLERS, COILS, SHEETS, AND STRIPS
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- \$24.17 INDUSTRIAL PLASTERING TECHNICIAN
- \$24.68 WAREHOUSE

These career paths began at \$10.68 in 2014.

Made in BEAUFORT COUNTY NC

THE ROAD TO Opportunity

Made in
BEAUFORT COUNTY
NC

Leading
EASTERN NC in
MANUFACTURING
TECHNOLOGY and
ECONOMIC GROWTH

Made in
BEAUFORT COUNTY
NC

Leading
EASTERN NC in
MANUFACTURING
and
ECONOMIC GROWTH

**WE ARE BEAUFORT
COUNTY, NC**

Beaufort County has it all! It is a great place to live, work and play. It does not matter what stage of life you may be in. Opportunity and adventure await those who dare to rise to the challenge to discover what Beaufort County has to offer.



Rivers East Academy for Advanced Manufacturing
(Beaufort, Bertie, Hertford, Hyde, Martin and Pitt)

- 3-year GLF-funded High School Teacher Externship Program (Informed by Teachers@Work)
- 6-county hybrid learning network for all high schools and four community colleges
- HS Teacher Teams (~ 200 teachers) trained with CC Faculty, Industry Experts and Student Ambassadors
- 3-Cohort (~ 60 teachers) Novice to Mastery Training Model In Smart Manufacturing (Industrial Technologies)
- Eight Student Ambassadors have paid positions: two students from each of the four community colleges
- Digital and Analog Career Marketing Toolkit for Teachers and Student Ambassadors
- Community College, ECU REDE, College of Engineering & Technology Partnership (MyFutureNC)
- Society of Manufacturing Engineers (ToolingU e-Learning) & SkillsUSA (Employability Framework)



RIBBON CUTTING

NOVEMBER 9 | 1PM

Washington-Beaufort County Chamber of Commerce
102 W Stewart Parkway, Washington

Come help celebrate the launch of the Made in
Beaufort County marketing initiative.

Ms. Bowen then invited the Board to the ribbon cutting on November 9th at 1:00 PM.

Mr. Martyn Johnson said I really don't have a lot, but I would like to thank Ms. Bowen and RiversEast from really filling out an idea we had about "Made in Beaufort County". He said a lot of people didn't know what was made here, what the jobs were and what was the pay so as you can see this was an incredible effort on the part of RiversEast and brought a lot of knowledge and technology such as websites to this effort. He said I was going to hand out some of the manufacturers that are in Beaufort County.

Ms. Bowen said as you look you'll see there's an extensive list, you'll see a few manufacturers we were not able to include in our overall grouping. She said I'll give you a few examples, Nutrien is not really, doesn't really fit into one of those four categories, even though they're our largest employers however they actually fit in so many of those categories when you actually look at the jobs. She said so that's how we will continue to promote them even if they're not specifically listed.

Budget Amendment – Soil and Water

Ms. Ann Williams said with me tonight is the Districts chairman, Mr. James Allen and the Districts Resource Conservation Specialist, Mr. Woolard, if you have any questions afterwards. She said the Soil and Water District has two agenda items before you tonight. She said the first is a budget amendment. She said on November 19th and 20th, the Beaufort Soil and Water District is assisting Southside High School with the 2021 FFA land judging competition. She said expense items that the district will be responsible for will be paid through the districts 2022 operating budget. She said Beaufort County

will be reimbursed for all payments paid through monetary contributions from the North Carolina Soil and Water Conservation Districts, Beaufort County Farm Bureau, and the Soil Science Society of North Carolina. She said the District's Board of Supervisors recommends the approval of the budget amendment to manage funds associated with the land judging competition.

Commissioner Richardson said did I understand we're going to get refunded this money.

Ms. Williams said yes sir, 100%.

Commissioner Richardson said if we're going to be refunded the money it's hard to say no.

Motion: Commissioner Booth motioned to approve the budget amendment. Vice-Chairman Langley seconded. The vote was unanimous.

See Addendum 2

Purchase Order Over \$30,000 – Soil and Water

Ms. Williams said the second item is a purchase order for an expenditure above \$30,000. She said Phase II of the stream debris removal project for the 2020 watershed restoration project is ready to start up. She said through the formal bid process five bids were received to complete the work. She said the three lowest bids, along with other information were reviewed and discussed during a meeting by the Board of Supervisors on the 27th. She said J&J Environmental were approved by the Board to complete the Phase II work. She said this project is 100% funded through a state grant with no match required from Beaufort County. She said the Beaufort County Soil and Water Conservation Districts Board of Supervisors recommend the approval of the purchase order that you have in front of you tonight to complete work under Phase II of their stream debris removal project.

Commissioner Richardson said I have some questions. He said I'm looking at the tabulations here and it says that J&J environmental is not the low bidder.

Ms. Williams said that's correct.

Commissioner Richardson said but I'm also looking at the tabulation and I see everybody who bid is rated at the same. He said there is no fly speck on the company that put in the low bid price so why are we bidding things if we're not going to bid to the lowest qualified bidder.

Ms. Williams said are you referring to the "X's" in those columns.

Commissioner Richardson said yes.

Ms. Williams said those just mean those items were submitted in the bid.

Commissioner Richardson said all right, why did you not award this to the lowest qualified bidder.

Ms. Williams said do you want to address that.

Mr. Woolard said as far as the references went.

Commissioner Richardson said whoa, is this the winner of the bid.

Ms. Williams said no.

Mr. James Allen said he handled the bidding process.

Commissioner Richardson said he's your employee.

Mr. Allen said right, and he contacted all of the references.

Mr. Woolard said Mr. Price did not receive a bad reference, per se. He said I was assured that he would get the job done. He said it was when I contacted J&J's references, every single one of them was he's the best, can't wait to work with him again. He said it wasn't there was a bad reference, it was just the quality of J&J's references were much higher.

Commissioner Richardson said that doesn't quite seem to sit with me on awarding bids. He said everybody had good references so what you're saying is we can award bids based on the quality of the references we get.

Mr. Woolard said I'm not the one who said that.

Commissioner Richardson said well then why didn't you award this to the lowest bidder.

Mr. Woolard said I didn't award this, the Board did. He said I didn't award it to anybody, I'm just an employee.

Commissioner Richardson said I have a serious problem when I see that everybody is rated that close to the same. He said I've done a few bids myself and I've bid on a few things myself so what you're giving for an excuse is not a good excuse.

Mr. Woolard said I haven't given an excuse.

Commissioner Richardson said yes you did, what did you do, what are you doing here.

Mr. Woolard said I took the references to my Board, they looked at it and they reviewed them and made their choice.

Commissioner Richardson said didn't you say the references for the low bidder were not as good as the references they chose.

Mr. Woolard said I didn't say they were negative.

Commissioner Richardson said well wait a minute, you have to take a position on this. He said either the references were acceptable, or they weren't.

Mr. Woolard said I just said they weren't as good.

Commissioner Richardson said I have a serious problem based on what you're telling me in awarding this to anyone but the lowest bidder because you haven't told me he has bad references; you haven't told me he failed to perform on a contract.

Vice-Chairman Langley said Commissioner Richardson I think you're putting him in a bad spot. He said he is not in the decision-making process. He said he just handles the information so I think your questions should be directed to those who are in charge.

Commissioner Richardson said then the Chairman of the Board should step up and answer what's the differences in the references.

Mr. Allen said we were more satisfied with J&J's references than we were the low bidder, and we had a unanimous decision to choose J&J.

Commissioner Richardson said well what was the difference in the references that one was better than the other.

Mr. Allen said the references stated that the low bidder had to be watched closely.

Commissioner Richardson said his references said that about him.

Mr. Allen said yes, said that about him. He said they said he would get the job done but he would have to be watched closely. He said that was the references that he got.

Commissioner Richardson said in other words he would require exceptional supervision.

Mr. Allen said right, and we don't have the labor to do it.

Commissioner Richardson said okay, fine, that's a reason, thank you.

Commissioner Rebholz said you were here during the public comment period, right.

Mr. Allen said yes sir.

Commissioner Rebholz said okay, can you respond to Blackwater.

Mr. Allen said just as I just stated, the low bidder would require more supervision than we had labor to provide and where J&J's references were excellent, the people we contacted had some reservations and because we had excellent recommendations for J&J we chose J&J. He said we've had experience with another contractor that we had to send him back to do some work several times and we just didn't want to go through that again.

Commissioner Richardson said let me ask one more question. He said if we had that \$22,000 that we're giving away, that's left on the table wouldn't we be able to provide some additional supervision and to do more work for the County.

Mr. Allen said I guess you could say that, but I don't know how we could do it. He said this money is all coming from the state. He said I understand where you're coming from but as a Board we just couldn't go through what we've been through with another contractor.

Commissioner Richardson said but were people invited to bid, were companies invited to bid or was this a public opening where anybody that wanted to could walk in and bid.

Mr. Allen said it was advertised in the newspaper and to people that we knew.

Commissioner Richardson said that's what I understand, this person was invited. He said he said back there that he was invited to bid so why is he on your bid list if you're not going to award him the bid.

Ms. Williams said may I say something, we went through the formal bid process for Beaufort County and a request for proposal was issued and that's where we got bidder responses.

Commissioner Richardson said so you're saying no one was invited to bid.

Ms. Radcliffe said everybody was invited to bid.

Ms. Radcliffe said every qualified bidder was invited to bid; it was advertised publicly.

Motion: Commissioner Richardson said I move we award this to the lowest bidder. Commissioner Deatherage seconded.

Vice-Chairman Langley said that is not what is before us.

Commissioner Richardson said yes it is, I am not a rubber stamp. He said that's what you're saying is before us is a rubber stamp and I'm not a rubber stamp.

Commissioner Booth said your Board is elected by the people aren't they.

Mr. Allen said we have three elected and two appointed.

Commissioner Booth said and all of them voted.

Mr. Allen said in favor of J&J. He said Mr. Francisco, we are a separate entity in the County, an elected Board. He said can you explain to the Commissioners how we work.

Mr. Francisco said that's correct. He said the Board of County Commissioners is not an appellate board for your board. He said your Board is your board and what they decide to do is their business and that's what the general statute says.

Commissioner Rebholz said then what's our role in all this.

Commissioner Richardson said are we just a rubber stamp.

Mr. Francisco said you partially fund them, as I understand it so it's a money sort of thing.

Commissioner Booth said we're a pass through.

Ms. Mosher said they're approving the purchase order, not the contract.

Mr. Francisco said right, but that's your connection. He said it's partially funded by the County.

Commissioner Rebholz said but in this particular case there is no funding.

Mr. Francisco said they decide who's going to do what and that's what this is.

Commissioner Rebholz said so what is there to debate, why are we here. He said why am I even signing the bids.

Mr. Allen said the money has to come through the County.

Commissioner Richardson said I can tell you why it comes through the County, it comes through the County because if the Board fails to perform and the state decides the work wasn't done properly and it shouldn't have been paid do you know who makes up the money, it's the Board of County Commissioners, it's the taxpayers money so the question is not a rhetorical question, what are we doing here. He said we have the final authority on this because we have the money. He said that's why the state sent the money to the County Commissioners, to make sure it was done properly and that the lowest bidder receives the bid.

Vice-Chairman Langley said okay, let's do this, you put a motion out here.

Commissioner Richardson said wait a minute, there's a motion up there now.

Vice-Chairman Langley said Commissioner Richardson if you would listen to me you would understand what I'm saying, I said you put a motion out here and did you get a second.

Commissioner Richardson said yeah.

Vice-Chairman Langley said so we will vote on your motion and then we will proceed.

Motion Restated: Commissioner Richardson said I move we award this to the lowest bidder. Commissioner Deatherage seconded.

Yes Vote

Commissioner Deatherage
Commissioner Richardson
Commissioner Rebholz

No Vote

Vice-Chairman Langley
Commissioner Booth
Commissioner Walker

No action taken due to tie vote.

Ms. Mosher said the actual thing tonight is you're voting on the budget amendment, not who their choosing. She said that's what I need a vote on.

Ms. Williams said we're asking for a purchase order to proceed with the work.

Vice-Chairman Langley said thank you for the correction.

Motion: Commissioner Booth motioned to approve the purchase order. Vice-Chairman Langley seconded.

Commissioner Richardson said I have some comments. He said you know, I talk to a lot of people in Beaufort County and a lot of people tell me the same thing, not all the stuff that's bid in Beaufort County is awarded to the lowest qualified bidder. He said there are several really good examples of this that I'm not going to go into right now. He said if this County wants the appearance of doing business in an honest way we need to do business in an honest way, and we're not doing it and I'm not going to vote for this.

Commissioner Booth said the only thing we're voting on is the budget amendment. He said we're not going to vote; we're not voting on the contract.

Commissioner Rebholz said we're voting on the purchase order.

Commissioner Booth said right, purchase order. He said we're not voting on who got the bid.

Commissioner Deatherage said you could restructure, if this is a concern for you we could restructure the motion not to exceed a certain amount and that would go to the lowest bidder by that amount. He said it's a money thing.

Commissioner Booth said it's not a concern to me.

Commissioner Deatherage said it is to us.

Commissioner Booth said well then you make the motion then. He said you can't tell me how to vote because you are concerned.

Commissioner Deatherage said I was just mentioning you could look at it that way.

Vice-Chairman Langley said okay, we have a motion and a second, let's vote.

Motion Restated: Commissioner Booth motioned to approve the purchase order. Vice-Chairman Langley seconded.

Yes Vote

Vice-Chairman Langley
Commissioner Booth
Commissioner Walker

No Vote

Commissioner Deatherage
Commissioner Richardson
Commissioner Rebholz

No action taken due to tie vote.

See Addendum 3

Purchase Order Over \$30,000, Sheriff's Office

Commissioner Richardson said this particular item, on page 8, this particular item is to buy 80 radios, the sum of the expenditure is \$191,000 and I guess I'm a little lost on this radio thing because I sat in here plenty of times, are these Viper radios.

Chief Deputy Rose said yes, and it's 40 radios.

Commissioner Richardson said how many.

Chief Deputy Rose said 40.

Commissioner Richardson said that's not what this purchase order says, well, yeah it does, it says 40, \$2,000 a piece but these are Viper radios.

Chief Deputy Rose said correct.

Commissioner Richardson said the life of these radios is expected to be what.

Chief Deputy Rose said we really don't know. He said the reason that we're looking to move with these radios is not because of the radios themselves, it's because the life radios that we've had for a dozen years has been at their end of life since December of 2019. He said they are still functioning, but we are told by Motorola that their serviceable life is over and if the Viper radio network ever has to be narrow banded again or touched again or reprogrammed again then that would mean every radio that we have would be obsolete at the snap of a finger. He said so there again, just a summary, we've actually talked about the radio over the last couple of years in the budget. He said there was a discussion over this in one of the budget workshops, the funds originally in the capital for vehicles, there was a discussion about how difficult it was to get vehicles at the time, which the vehicles we order in October 2020 we're just receiving within the last month. He said so I gave to the Commissioners that it is uncertain in the future what sort of availability we would have so I asked at that time for the opportunity to switch those capital funding to the radios instead of vehicles since we knew that was in front of us and I was asking for that instead of piecemealing that over a couple of years, and that was approved.

Commissioner Richardson said what is the warranty on these. He said how long will they warranty them for.

Chief Deputy Rose said with the Motorola radios the ones that you get in the initial package, and I'll be honest, a lot of this stuff in the purchase order is sort of gobbledygook when you get it, you've got to sort of get into it, but there's maintenance and warranty that goes along with the package that we have and then as long as the service of the life of the radio is existing then we still get maintenance and warranty on those that we can just, like the calls that I get on my phone sometimes, if something comes up and we're getting to 10 or 12 years from now we can purchase continuing maintenance as long as the radios have serviceable life.

Commissioner Richardson said so unless they make changes in the signal, which are not made by us they're made by the government or Motorola or whoever, we would expect these radios to last ten years.

Chief Deputy Rose said hopefully. He said the radios that we have now have lasted over a dozen years and just on that, we were fortunate enough at that point that we were able to purchase those radios because as that time we could use 911 funds to make that purchase but we don't have that ability anymore through the 911 Board so we were looking over the last few years to piecemeal five or ten radios at a time until we could do that. He said I think we've got 12 radios at this point. He said this would get us where all full-time law enforcement officers are covered and then we're still going to look to buy another five or ten over the next couple of years just to get it to the point where we will have a couple of extras and our part-timers can have radios without us having to rob Peter to pay Paul.

Motion: Commissioner Rebholz motioned to approve the purchase order. Commissioner Walker seconded. The vote was unanimous.

Register of Deeds Office Space

Ms. Jennifer Leggett Whitehurst said I'm here tonight to, once again, bring up the fact that the Register of Deeds office is running out of space and ask for your help to help me determine what direction we need to go in. She said right now the only place I have to go is up and I can't put books any higher in the vault. She said I don't know if we need to form a committee to look at the available resources around us to rehouse the Register of Deeds office. She said a lot of offices around the state are outside the courthouse and that seems to work well. She said I'm here for help and suggestions.

Commissioner Rebholz said one of the things we're doing with the Jail Committee is looking at the opportunity to use existing space, which includes the lower level as one of the more efficient ways of expanding the jail itself. He said with that, the thought process with the architect would be to use both your space downstairs and the Clerk of Court space downstairs. He said the logical procession from that would be to move you out and put the Clerks, the courts stuff into your existing facility. He said so I think that's in the works. He said there are some other things that we're talking about that sort of go along with that. He said I think we can incorporate what you're looking for into the Jail Committee because that would be part of that plan if it moves forward that way.

Ms. Whitehurst said I want to back up a little bit, I probably should've started with this. She said currently we are filling a real estate book; we go through about 3 or 4 books a month. She said I have about 60 slots open right now and by the end of this fiscal year I will have used half of those and will only have 30 more so it's something we need to consider and consider it quickly because it's not getting any better. She said even our work area behind the counter is becoming congested. She said it's sort of difficult to be doing a marriage license at one workstation, talking to someone about their deceased loved one's death certificate at another station and then have someone on the telephone helping someone navigate on the website, to do all of those things at the same time and then to number papers at the same time it's just noisy and it's hard to concentrate. She said so we've outgrown that space and we need to act quickly. She said I'm all for being moved out of the courthouse, but I don't want us to drag our feet. She said I think we need to just go ahead and work towards finding us another place.

Commissioner Richardson said okay so are we talking, just talking is what we're doing, we're talking about a free-standing building which really should be within walking distance of the courthouse so there are not many opportunities presently for parcels. He said I can think of one, but I don't want to say it, that could, we could use for something like this. He said using an existing building is difficult in your case because of the fire protection.

Ms. Whitehurst said exactly.

Commissioner Richardson so we really need to do something with this.

Ms. Whitehurst said we really need to think it out and do it right. She said we don't want to just grab some space and put us in there. She said we want to do it right and be able to grow and serve the people of Beaufort County without having to yell over someone else while we're trying to assist them and to give them a nice place to come and visit to look over their public records and use those records.

Commissioner Rebholz said would you be willing to come to the next Jail Committee meeting.

Ms. Whitehurst said I would be.

Commissioner Rebholz said okay, because at that point in time we should be starting to put more pen to paper in terms of plans.

Ms. Whitehurst said just let me know when that meeting is, and I'll be glad to be there.

Commissioner Walker said how often does the Jail Committee meet.

Commissioner Rebholz said it was meeting monthly, but we've postponed some because of Covid and we couldn't get the, we're at the point where the Feds need to come in and give us their view of what we ought to be doing so we're waiting on that right now. He said but it will be sooner than later.

Ambulance Purchase

Mr. Chris Newkirk said as you know, this fiscal year included capital outlay funding for the purchase of a new ambulance. He said several weeks ago Beaufort County Emergency Services put out that request for bid and received bids back from three different vendors. He said First Class Emergency Vehicles, Select Custom and CW Williams. He said Chief Hibbard and I wanted to take the opportunity tonight to kind of review the comparison of those bids and seek your approval to move forward with the purchase of that, of a new ambulance. He said I want to start on kind of recapping how we came up with the specifications and what we included in the bid for our ambulance. He said as we sat down and started putting in writing what we wanted out of an ambulance, safety of our providers and safety of the patients was our #1 priority. He said our trucks spend a lot of time on the road. He said this particular truck, when purchased, is slated to go to the Belhaven station. He said that truck ran, last year, about 16,000 miles, what we would consider loaded patient miles, meaning 16,000 miles with a patient and a provider in the back. He said now, when you look at that mileage, that 16,000 some people may look at that as a lot, some people may say that's not much at all but true travel time on that truck was around 36,000 miles that year so only about half the time that our trucks are on the road are actual loaded patient miles because time from the station to the home and time from the hospital back to the station doesn't come into play on that so our trucks are on the road a lot. He said while we have a patient and provider in the back we try to keep their safety and things we can put in the truck to keep everybody safe while they're in that environment. He said to give you an example, as you all know we have cardiac monitors in the trucks. He said we use those cardiac monitors on just about every call. He said that monitor weighs about 10 pounds, costs about \$25,000 and right now, in the back of our ambulances that is sitting on workspace so you can imagine what that monitor would look like if it was ever in an accident. He said it becomes a 10-pound projectile in the back of our vehicles and then what are we subjecting our patients and providers to. He said as we look at the specs for this particular build we have things like that in mind when we looked at the layout and what we would like to see in an ambulance, what we would like to see in that. He said so real quickly, we'll run through the different criteria of how we evaluated these. He said the top category that you see, specifics when you look at the chassis of a truck. He said a chassis is a chassis, right. He said we can all get into the debate of which is better, a Chevy, Ford, or a Dodge, that's where a lot of these come into play. He said the biggest piece for us was the year model. He said we wanted to ensure that it was a Type 1, meaning a truck style chassis because of the maintenance and less labor when it comes to replacement and doing engine work. He said those are all pretty comparable on that. He said as we step down to the warranty you start to see some differences and a lot of that varies from manufacturer to manufacturer and what they cover. He said for example the structural warranty, the box itself, C.W. Williams has a lifetime warranty on all components. He said that warranty is transferable and as many of you know we typically like to remount our boxes where we'll put it on a truck and chassis, we'll run those miles on it, we'll refurb the chassis, cut the cost down on our next ambulance instead of buying this grade of ambulance each time. He said C.W. Williams has a lifetime warranty. He said we have some manufactures, like Select, that has a 15-year warranty on everything. He said First Class has a lifetime warranty but only on the aluminum components so a lot of the workspaces, the cabinetry, things like that are not aluminum, it's wood and that would fall under a 12-month warranty. He said so you see some comparisons or differences along those lines. He said probably one of the biggest

warranty items we've run into in the past is the electrical warranty. He said as these trucks are running up and down the road vibrating, wires through chases rubbing together we develop shorts, lighting issues, that has come up on several units in the past, so you see some degree in the warranties on that as well. He said as you look through these bids, in each category green would be the best and red would be the worst, if they're all green it's all equal and anything that's not highlighted fell somewhere in the middle. He said as we get into the next section, that would be the options section. He said some of these would be safety components. He said we're looking at things like the techno-mounts. He said those are the things that secure our stretchers in the back of the truck, secure our monitors in place. He said we've had some things that we've implemented just through different DA requirements and chain of custody, like our narcotics safe that we're required to adhere to certain standards for that licensure. He said all of those pretty much fell in line with the specs on those particular categories. He said as we start looking under options, under liquid springs suspension and aluminum wheels. He said some people may look at that and say that's an add-on we don't particularly need. He said what we know is that these two items for a low cost up front save us immensely in PM work later on down the road. He said our current trucks have steel wheels, traditional suspension, we're rebuilding the front end of them about every 12,000 miles. He said these liquid filled cuts down on suspension repairs, the aluminum wheels dissipate heat better so breaks tend to go longer. He said everybody we have searched out in helping building these specs and trying to get information from have all steered us in that direction, we need to do this up front, it will save you down the road on maintenance. He said delivery times, you do see some variance in those. He said lot of the shorter deliver times are companies that have a chassis on hand. He said I'm sure everybody is aware of supply and demand on vehicles so the companies that have the chassis on hand can turn it quicker. He said the ones that don't have a longer time on that. He said we specifically broke out the safety design on the box layout. He said we had, actually in this case the lowest bid being First Class, was the furthest away from those bid designs and those safety aspects we would like to see in the back of the truck. He said all the others were pretty close in line with meeting all of those specifications in the bid packet. He said when we look at just the design of the truck, a lot of people would say an ambulance is an ambulance, it doesn't matter where you sit in the back. He said it does when you're trying to take into account your provider in a seatbelt during transport and still being able to administer care. He said if you've seen any TV shows, Chicago Fire, or anything like that, when you look in the back of the ambulance you've got the patient looking out the back door and then behind the patient is the provider. He said that's typically been the case in EMS, that's where the provider typically sat, is behind the patient during a transport. He said well, we have extended transport times and there's still care we have to provide during that transport so we need our providers to be able to sit next to our patients, to reach them, be able to touch them, more importantly to reach the reach the equipment in that truck that they may need to use to provide that person with care. He said so when we start looking at the safety aspects of the truck itself, that's where you see these differences. He said some trucks are set up with cabinetry and the seating positions and restraints allow providers to do that. He said other trucks do not. He said so as we look through the rest we had some vendors that included graphics, some did not. He said some we identified different locations for our oxygen tubing to connect, some included that, some did not so you do start to see some separation between the three bids we received on that. He said as we evaluated in totality, First Class was the cheapest bid. He said their bid, as submitted, was \$229,000. He said that did not include graphics on the side of the truck, that did not include a narcotic safe that's compatible with our software that we put in our bid specifications. He said also, it did not meet a lot of the safety specifications that we want to see in the back of the trucks. He said C.W. Williams was the highest at \$269,000. He said again, they were deficient on some things, the refrigerator, and narcotics safe were not included in theirs. He said Select Customs was the best middle ground of those two. He said they weren't the cheapest, they didn't meet every specification that we had but they met pretty much all the safety specifications that we put in it, with the exception of a storage drawer that IV needles, syringes, and things like that were included. He said so with that we're happy to answer any questions you may have between Mr. Hibbard and I. He said our recommendation is to proceed with the Select Custom F-550 for \$248,277.

Commissioner Richardson said we're talking about an ambulance, we're talking about buying the truck and the box, both.

Mr. Newkirk said yes sir.

Commissioner Richardson said okay, you're rebuilding front ends every 12,000 miles.

Chief Hibbard said yes sir.

Commissioner Richardson said you have a mis-designed, mis-specked piece of junk to begin with.

Mr. Newkirk said in the past we have bought the ambulance with the van-style front end. He said it's an F-450 ambulance with a van style front end. He said by the time you get that truck with a box on that truck with the equipment we are at the max load rating of that truck. He said so we're already bumping the max capacity.

Commissioner Richardson said well why are you doing that.

Mr. Newkirk said that was before us sir.

Commissioner Richardson said why are you doing that, well, what are you doing now.

Mr. Newkirk said that's what we're trying to correct.

Commissioner Richardson said how much is the capacity of the truck you're buying now compared to the load.

Chief Hibbard said right now the load is anywhere from 12,000 to 13,000 pounds. He said the load rating on the new truck we're going to get is 19,000 pounds, whereas the old truck is roughly 11,900 pounds gross weight.

Commissioner Richardson said why can't you buy a heavier rated truck, front end.

Chief Hibbard said that's what we're doing now.

Commissioner Richardson said no, no, heavier than the 19,000.

Chief Hibbard said you're looking at freight liners and you're looking at a \$500,000 truck.

Commissioner Richardson said yeah but that \$500,000 truck has a front end that's rebuildable and you're not going to have to rebuild it every 12,000 miles.

Mr. Newkirk said the other thing is there is a threshold because we are utilizing other stations, about the size of the truck that we can fit into our existing stations. He said so that does limit us on the size of the truck that we can spec. He said if we went with something like the international chassis that has that heavier front end on it, it wouldn't fit in the stations that we currently occupy, some of them.

Commissioner Richardson said is it too wide.

Mr. Newkirk said some of them may be too tall, some may be too long so for example in the Belhaven station.

Commissioner Richardson said you can bobtail a chassis.

Mr. Newkirk said those are adding on costs to, you certainly can but those would add on a substantial cost to a truck.

Commissioner Richardson said well I don't understand why we're buying something we keep maintaining, keep having high maintenance costs, that's what you're telling us that we've been doing is buying things with high maintenance costs.

Mr. Newkirk said that's what we're trying to be better prepared for.

Commissioner Richardson said why do we need a new ambulance, let me ask you that.

Mr. Newkirk said the one this is replacing is a 2012 with almost 200,000 miles on it and the transmission and drive train need serious repair at the moment.

Commissioner Richardson said is it an automatic transmission.

Mr. Newkirk said yes sir.

Commissioner Richardson said I just think that we're mis-specing these trucks. He said I think you're better off to buy something that's a little more expensive and will last longer and will give you better service than what you're buying. He said there's a lot different, I happen to have bought a few trucks in my day, so I do know what I'm talking about.

Mr. Newkirk said when we did look at our old trucks, I do want to make a point, I told you those were purchased before my time, they were also purchased according to the requirements that we were required to carry at the time. He said so OMS, EMS has changed. He said supplies, our equipment weights have changed, the amount of equipment we're putting on the trucks has changed. He said in 2012 this truck may not have been at the capacity that it is now but now with the items we have to carry it is and it's become an operational problem for us.

Commissioner Richardson said what if you rebuilt what you have.

Mr. Newkirk said we are unaware of a way that would meet, we're unaware of a way to make a 450 van style chassis and replace the suspension in a way that would absolve us of the liability of those after-market repairs so could someone do it.

Commissioner Richardson said you can't buy part from people that rehab these things.

Mr. Newkirk said yes sir and we've been doing it about every 12,000 miles.

Commissioner Richardson said no, I mean the whole ambulance, refurbish the whole ambulance but you're saying you're going to have to continue to rebuild the front end every 12,000 miles.

Chief Hubbard said no sir, not with the new truck. He said that was the reason, our old trucks are Type III ambulances with the van style chassis. He said this new one is a Type I sitting on a truck chassis that's independent from the box.

Mr. Newkirk said to answer your question, these specks take into account the issues that you're mentioning and putting some things in place that from all of our research and talking with other agencies who are using them, minimize those repairs because they've included them.

Commissioner Richardson said have you had people, like the reps who sell the chassis, to come and talk to you.

Mr. Newkirk said we have, and we have also.

Commissioner Richardson said I'm not talking about the local salesman, I'm talking about the factory rep.

Mr. Newkirk said yes sir and we have also reached out to other users of fleet vehicles beyond just ambulances. He said Mr. Boyd, I spoke to him quite extensively about the PM. He said he uses a lot of the Ford chassis, everything from the 250 to the 550 we're specking, and I've talked a lot with him in comparing gas versus diesel, PM costs, parked costs, reliability. He said he was very insightful in giving us some information so we have made an effort to try and get as much information as we can and we are, just in full disclosure, we're kind of hesitant in just taking word of mouth just from the salesman, as I'm sure you will all agree.

Commissioner Richardson said you don't talk to the salesman on something like this you talk to the factory rep.

Mr. Newkirk said yes sir, we've taken advantage of multiple outlets to gain that information, yes sir.

Commissioner Richardson said factory reps, not salesman.

Commissioner Rebholz said you're not going to get a factory rep.

Commissioner Richardson said you can call them and talk to them; they'll talk to you.

Chief Hibbard said yes sir, I've called and talked to Wheeled Coach, actually on the truck itself we actually talked to Ford Motor Company about the fluids, the biggest thing we wanted to know is it advantageous to the fluid spring suspension underneath it, how well that will save us maintenance on that truck, and they were real good to work with us, emails back and forth. He said then we went to Wheeled Coach. He said Wheeled Coach representatives talked with us, answered questions for us. He said MedEx offered to fly us out to their production plant to even look at it and talk with the reps in person. He said we didn't feel like it was necessary for us to go out there and look but in our bid specification there was a lot of plans that we collected from these entities and added to our bid specifications to make sure we get something safe for our people and the people we carry.

Commissioner Richardson said I have a problem with buying something that puts 200,000 miles on it, and it needs to be thrown in the junk pile. He said that shows we didn't buy the right thing to begin with. He said we need to buy something that when it needs, that you're coming in here every so often and saying it's time to rebuild this ambulance, not throw it in the junk pile and buy another one.

Mr. Newkirk said that was included in the considerations of our bid specs. He said one of the things we asked for was a lifetime warranty on the box itself because the box does, when we talk about rebuilding a truck one of the easiest and most feasible way to do that is take the box off and put it on a new chassis. He said so when you start rebuilding a chassis that's

got 200,000 miles on it there is a point where it's just better stewardship of our money to say just put a new chassis under it. He said that's one of the reasons that's why we specifically asked for the lifetime warranties on a lot of these components so we would be in a better position that when this chassis hits 200,000 miles we can take the box off, put it on another chassis and continue to use it.

Commissioner Richardson said no, that's not the right answer. He said the right answer is when it hits 200,000 miles we rebuild the chassis. He said it's not that expensive.

Mr. Newkirk said those are prices that I am not familiar with.

Commissioner Richardson said I can think of the parts. He said all you need are some bushings and some springs. He said there's not that much to it. He said we're looking at this from the standpoint that we're buying a disposable item and I don't think I want to spend the County's money on a disposable item because I know the equipment business well enough to know that when you get into the heavies like this you rebuild them, you don't go buy new.

Commissioner Rebholz said first of all let me commend you on the fine work you did here in putting this together. He said you're specking this out at 19, gross vehicle weight, GBW. He said your current is 11,500 so we got an 80% increase in the capability of this truck from what we've got right now that's falling apart. He said so that solves that problem moving forward. He said having been in this business I can tell you that you've done some great work in putting this together and I fully support this.

Commissioner Walker said what will happen to the truck this will be replacing; will it just be sold for salvage.

Mr. Newkirk said yes sir.

Commissioner Walker said what do you think, kind of money will you get for that.

Mr. Newkirk said that's hard to say in this market. He said it's really hard to say in this market, I'm just not sure. He said Chief Hibbard do you have anything to say in your research.

Chief Hibbard said no.

Commissioner Walker said I'd like to say you just didn't just, obviously, throw a dart at the dart board, you studied this thing.

Chief Hibbard said yes sir, we've been studying for almost a year. He said we actually started with a steering committee, putting together people that work on a truck, their needs and stuff and then we looked at the safety aspect. He said we've been doing almost a year to get the specifications. He said once we finalized and get this, this will be our bid specifications for now on.

Commissioner Walker said I think you identified your short comings and you've addressed them. He said I see no problems with it.

Motion: Commissioner Rebholz motioned to approve purchasing the ambulance from Select Custom Apparatus. Commissioner Walker seconded.

Yes Vote

Vice-Chairman Langley
Commissioner Booth
Commissioner Rebholz
Commissioner Walker

No Vote

Commissioner Deatherage
Commissioner Richardson

See Addendum 4

Finance Report

Ms. Anita Radcliffe said you have a packet in front of you with a bit of financial information that I'm going to review with you very quickly this evening. She said the first item you have on top there is a TR-401

File run: 11/1/2021 4:09:12 PM
 Date as of: 10/31/2021 7:00:39 PM
 Report Parameters:
 Date Sent to Finance Start: Min - July 1, 2021 Date Sent to Finance End: Max - November 1, 2021 Abstract Type: BUS,IND,PUB,REI,RMV
 District: COUNTY
 Levy Type: TAX
 Tax Year: 2021 Year For: 2021 Collapse Districts: N
 Default Sort-By: Tax Year Grouping: Tax District, Levy Type

Fiscal Year Activity from July 1, 20XX to November 1, 2021								Activity from July 1, 2021 to November 1, 2021			
Year	Orig. Billed Amt (\$)	Abs. Adj (\$)	Bill Releases (\$)	Disc. Levy (\$)	Net Levy (\$)	Amt Collect. (\$)	Unpaid Balance (\$)	Amt Collect. (\$)	Abs. Adj (\$)	Bill Releases (\$)	Disc. Levy (\$)
		Assessor Refunds (\$)	Net Collections (\$)	Additional Levy (\$)	Collection Fee Amt (\$)	% Coll.	% Uncoll.			Assessor Refunds (\$)	Additional Levy (\$)
X DISTRICT: COUNTY LEVY TYPE: TAX											
21	35,036,944.60	118,002.14	3,148.64	0.00	34,949,336.14	6,243,969.92	28,705,366.22	6,243,969.92	118,002.14	3,148.64	0.00
		17,373.35	6,261,343.27	33,542.32	0.00	17.87 %	82.13 %			17,373.35	33,542.32
b.	35,036,944.60	118,002.14	3,148.64	0.00	34,949,336.14	6,243,969.92	28,705,366.22	6,243,969.92	118,002.14	3,148.64	0.00
		17,373.35	6,261,343.27	33,542.32	0.00	17.87 %	82.13 %			17,373.35	33,542.32
tal	35,036,944.60	118,002.14	3,148.64	0.00	34,949,336.14	6,243,969.92	28,705,366.22	6,243,969.92	118,002.14	3,148.64	0.00
		17,373.35	6,261,343.27	33,542.32	0.00	17.87 %	82.13 %			17,373.35	33,542.32

Signature (Tax Collector)

Collection Rate $\times 98.22\%$
 Estimated 2021 Levy Revenue 34,327,238
 Budgeted < 33,750,426 >
 Surplus \$ 576,812

Same time last year 16.8 %.

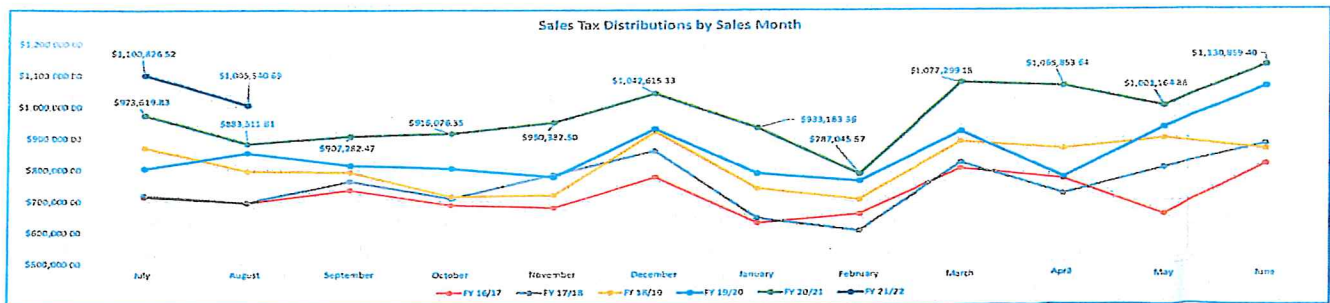
She said it's a collections report and I believe you saw this for the first-time last month. She said this is the report that comes out of Farragut. She said it was run as of today and it shows you the 2021 tax levy information. She said you can see there we have a net levy that's been billed of the \$34.9 million. She said as of today \$6.243 million of that levy has been collected, or 17.87%, leaving us with an uncollected balance of \$28.7 million and so I went back and looked at last year's levy, or the 2020 levy at this point in time last year and we were at 16.8% collections so we're a whole 1% ahead of where we were this time last year on where we were for collections so kudos to the tax collector and his folks for working hard to get those tax dollars in as early as possible. She said then, at the bottom left I'm just demonstrating showing there what I'm expecting the difference between where we're going to end up with the collections versus what we have budgeted. She said so I'm estimating, with our collection rate, which historically has been a little better than 98%, that we'll collect about \$34.3 million. She said we budgeted \$33.7 million so I am expecting we'll have a little bit of a surplus, around \$576,000 for the tax levy.

Commissioner Rebholz said weren't you looking at being under last month, that we were going to be less than budgeted.

Ms. Radcliffe said I think that, yes, I do believe, how things can change in a month. He said it got better, it improved. He said that's why it's just an estimate, it's a budget and we look at it month to month. She said moving right along on sales tax, the next sheet there.

Sales Tax Distributions						
Sales Month	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
July	\$ 713,975.87	\$ 719,967.21	\$ 870,925.51	\$ 804,652.23	\$ 973,619.83	\$ 1,100,826.52
August	\$ 694,327.92	\$ 697,155.16	\$ 795,311.30	\$ 854,426.57	\$ 883,511.81	\$ 1,005,540.69
September	\$ 735,415.92	\$ 763,868.26	\$ 792,899.77	\$ 814,733.86	\$ 907,282.47	
October	\$ 687,368.97	\$ 709,056.75	\$ 715,000.12	\$ 804,683.75	\$ 916,076.35	
November	\$ 678,662.71	\$ 784,994.00	\$ 719,319.88	\$ 777,598.60	\$ 950,382.50	
December	\$ 776,283.51	\$ 861,236.00	\$ 921,986.60	\$ 930,297.04	\$ 1,042,615.33	
January	\$ 630,087.18	\$ 646,138.74	\$ 740,157.36	\$ 788,529.34	\$ 933,183.36	
February	\$ 658,948.75	\$ 606,233.88	\$ 705,795.83	\$ 764,137.44	\$ 787,045.57	
March	\$ 803,631.79	\$ 824,136.16	\$ 889,127.85	\$ 921,933.13	\$ 1,077,299.18	
April	\$ 770,825.14	\$ 723,909.18	\$ 867,118.48	\$ 776,230.67	\$ 1,065,853.64	
May	\$ 656,305.73	\$ 804,783.81	\$ 897,173.25	\$ 933,146.42	\$ 1,001,164.88	
June	\$ 815,681.04	\$ 880,628.58	\$ 863,478.38	\$ 1,062,286.33	\$ 1,130,859.40	
Totals	\$ 8,621,314.53	\$ 9,022,107.73	\$ 9,779,294.33	\$ 10,232,655.38	\$ 11,668,894.32	
Increase from prior yr.		\$ 400,793.20	\$ 757,186.60	\$ 453,361.05	\$ 1,436,238.94	
% Increase from prior yr.		4.6%	8.4%	4.6%	14.0%	

Budgeted Sales Tax Revenue	
\$ 10,616,000.00	FY 21/22 Budgeted
\$ 12,638,203.26	2 month's Annualized
\$ 2,022,203.26	Surplus



Board of C

She said we did receive information today from the Association about our August sales, which will be distributed the 15th of this month and you can see it highlighted in yellow in that top left table. She said this is the 6th straight month that we've received over \$1 million in sales tax, which is quite impressive I think. She said the statewide growth for this month was 20% over the same period last year and you can see we were up 14% so we did lag behind the state a little bit this month in the growth but still, 14% growth, year over year in sales tax distribution is kind of unbelievable but that's what we were last year. She said if you'll look at where we finished up last year compared to the year before it was 14% and we're trending this year is the same, 14% up. She said if you look over to the right, that small box there, again, I try to look at what it's trending at or rolling at or annualizing at compared to what we budgeted, and you can see it's annualizing at \$12.6 million. She said we budgeted \$10.6 so if it keeps going like it is and we keep getting million-dollar distributions we're probably going to have a large surplus in sales tax. She said but, then again, I don't know yet. She said I'm trying to look into the future and trying to anticipate what might happen, but I really don't know what's going to happen, so we'll have to just take it month by month and see where we end up.

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BEAUFORT COUNTY
YEAR-TO-DATE BUDGET REPORT

P 1
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FOR 2022 13

ACCOUNTS FOR:	GENERAL FUND	Revenue	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100110	AD VALOREM TAXES		-37,661,057	-37,661,057	-6,968,744.75	.00	.00	-30,692,312.25	18.5%
100150	SALES TAX		-10,616,000	-10,616,000	-1,100,826.52	.00	.00	-9,515,173.48	10.4%
100180	OTHER TAX AND LICENSES		-227,800	-227,800	-113,782.32	.00	.00	-114,017.68	49.9%
100200	UNRESTRICTED INTERGOVERNMENTAL		-662,000	-662,000	-21,574.63	.00	.00	-640,425.37	3.3%
100211	RESTRICTED-STATE-HEALTH		-967,869	-1,616,663	-207,508.94	.00	.00	-1,329,154.06	17.8%
100212	RESTRICTED-STATE-DSS		-580,738	-580,738	-106,710.35	.00	.00	-474,027.65	18.4%
100213	RESTRICTED-STATE-OTHER		-1,059,431	-1,059,431	-97,714.81	.00	.00	-961,716.19	9.2%
100221	RESTRICTED-FEDERAL-HEALTH		-960,287	-960,287	-208,317.43	.00	.00	-751,969.57	21.7%
100222	RESTRICTED-FEDERAL-DSS		-6,252,619	-6,354,054	-955,515.33	.00	.00	-5,398,538.67	15.0%
100223	RESTRICTED-FEDERAL-OTHER		0	0	-16,242.00	.00	.00	16,242.00	100.0%
100300	PERMITS AND FEES		-353,550	-353,550	-134,782.39	.00	.00	-218,767.61	38.1%
100400	SALES AND SERVICES		-1,452,396	-1,572,396	-379,205.12	.00	.00	-1,193,190.88	24.1%
100500	INVESTMENT EARNINGS		-75,000	-75,000	-10,595.35	.00	.00	-64,404.65	14.1%
100600	MISCELLANEOUS		-1,166,485	-1,424,152	-671,277.51	.00	.00	-752,874.49	47.1%
100991	APPROPRIATED FUND BALANCE		-1,097,479	-1,561,396	-82,190.00	.00	.00	-1,479,206.00	5.3%
TOTAL GENERAL FUND			-63,131,711	-64,724,524	-11,154,987.45	.00	.00	-53,569,536.55	17.2%
TOTAL REVENUES			-63,131,711	-64,724,524	-11,154,987.45	.00	.00	-53,569,536.55	

Ms. Radcliffe said the next page, that's the remaining general fund revenues there. She said you've got your restricted DSS and Health Revenues, State and federal revenues, your sales and services, investment earnings. She said nothing spectacular

there to point out. She said the thing I did want to mention here is, so we're four months into the fiscal year, July through October 31st and we've collected \$11.1 million in revenue. She said if you go back a couple of pages and you look at the expenditure side, 2 more pages over, we've spent, year-to-date, \$19.353 million so that's when we talk about one of the important reasons to have a healthy fund balance is because there is a gap during the beginning of the fiscal year when your expenditures are going to exceed your revenues until all those tax dollars come in. She said I think this demonstrates that really well. She said we've got an \$8.2 million gap right now between our revenue and expenditures that our fund balance is supporting until we can get those revenues in November and December. She said so moving right along, the last few pages are our water and solid waste, our enterprise funds and again, nothing that I really need to point out there. She said they're exactly where I would expect them to be. She said you can see water funds at 22.5% collected on the revenues and ironically, 25.2% expended on their expenditure side. She said then for solid waste, about 22% on the revenues. She said again, these revenues are mostly the annual solid waste fee that is a fee, not a tax, however it is billed on the tax bill just to improve the collectability of that and so we expect most of that revenue to come in the next couple of months. She said on the expenditure side that 86% is way out of whack because we issued our purchase order to Republic for the entire year, but actual expenditures are at 23.5% for the year on solid waste.

Commissioner Rebholz said on the revenue side under restricted, the state DSS, Health, Other and then on the federal side, is there a reason they lag what you would expect. He said we're a third of the way through so 33% and these are down in the teens.

Ms. Radcliffe said they do lag. She said I know DSS does what they call a 1571 report and that's where they have to get in all of the October expenditures, and they don't file that report until the end of November and then you wait for the state to review that and analyze and then distribute. She said it's much like the sales tax where the lag is three months behind. She said I don't think the lag is quite that great but it's a similar type thing.

ARPA Funding Financial Recap

Ms. Radcliffe said the next item we have is, I thought it would be prudent tonight to do a brief review of the ARP funds. She said we have taken some action and taken some votes at the last couple of meetings, and I feel like we needed to kind of put things down on paper so we can see which projects we've identified, or you've identified and designated as using the ARP funds to pay for and then also I wanted you to ratify your actions on those capital project funds to be able to pay for those projects. She said so on page 130, just to review the information here, we received \$9.11 million in American Rescue Plan funding. She said we have actually, well, we received half of that back in May 2021. She said we're expecting to receive the remaining 50% before May 2022 but we have budgeted for the full \$9.11 million. She said that money had to be put in a special revenue fund and it's sitting there in an interest bearing account in a separate fund in our accounting system. She said you all came along in the last couple of months and designated three general fund projects that you wanted to use ARP funds to pay for and they are the jail architect fees, totaling \$12,000, broadband in the amount of \$4 million, and a multi-purpose building at a cost of \$1.5 million. She said so if you turn to page 139 I just want to show you where we have put together a capital project ordinance totaling \$5.512 million to pay for those three projects there. She said so what we're doing is we're taking \$5.512 million out of that special revenue fund; we're transferring that money to a general fund capital project fund to pay for those three projects. She said in the same manner you designated six water projects to use ARP funds to pay for and that is on page 137. She said so those total and let's just review those real quick to make sure we're all on the same page, there's a SCADA system replacement at an estimated cost of \$700,000. She said we're doing a water line extension to Swan Point Mobile Home Park for \$187,000. She said four elevated tank mixers for \$112,000, directional drills on Hwy 99, \$285,000 and then we're doing various line upgrades and flushing's at \$325,000 and then railroad crossing waterline issues at \$75,000. She said so those projects total \$1.609 million, and you can see on page 137, again, we're moving \$1.609 million out of the special project fund into a water capital project fund to pay for those projects there. She said now the one thing I do want to remind everybody of, because it's been a year and a half ago, the CARES funding, the \$1.9 million that we got in 2020, we used EMS salary and benefits to demonstrate that we were spending those funds on that, which really freed up that \$1.9 million and added it to our fund balance. She said then we came back along, and we identified about ten projects that we said you know, these are things we want to do that are Covid related that we think it's appropriate to spend this new fund balance money on these projects. She said you might remember they were things like doing the HVAC cleaning, the filters, the two generators that we did, one at this building, one at the Admin building. She said we put up the drive-through shelter at the Health Department. She said we did an essential bonus for the employees, essential government worker bonus and then we also did, we set aside \$500,000 for broadband. She said hopefully everybody recalls that or remembers that. She said an additional budget amendment that we have here is we need

to go ahead and appropriate that \$500,000 that rolled into the fund balance and move it over to that capital project fund that we have set up for broadband, and that's on page 136.

Commissioner Richardson said I'm still of the opinion that one of the dumbest things that we've ever done, aside from building the road on the four-lane by-pass on the west side where nobody can use it, building the school system twice the size that it needs to be so that the schools are sitting there half occupied, closing the hospital in Belhaven and giving away the Beaufort County Hospital, broadband ranks with all of those really dumb things. He said this is going to be a disaster before it's over with. He said the technology is very rapidly making this project obsolete. He said the example is that last week I saw an article that said it was Verizon was bragging that they already had 500,000 customers for their satellite broadband. He said all of the major companies are coming out with satellite broadband. He said Eli Musk is putting up satellites 24 at a time. He said on and on it goes. He said this is something that's going to be like the cell phones made the hard lines not quite obsolete but it's essentially obsolete. He said you're going to be in the same position with this. He said plus, the only reason the government ever wanted broadband, and the government pushed broadband, it came out of the Obama administration is where it came from, is so that they could spy, control, and keep tabs on the American people. He said this is really a bad deal.

Motion: Commissioner Booth motioned to approve the budget ordinances. Commissioner Walker seconded.

Yes Vote

Vice-Chairman Langley
Commissioner Booth
Commissioner Rebholz
Commissioner Walker

No Vote

Commissioner Deatherage
Commissioner Richardson

See Addendum 5

Holiday Meal Change

Ms. Katie Mosher said traditionally we've held an employee appreciation luncheon once a year for the last couple of years. She said this year it was suggested because of the uncertainty, after speaking with the Civic Center and some food vendors, they couldn't guarantee they'd be able to go forward even on the day of the lunch date. She said so management is recommending allocating \$15.00 per employee to the individual departments to hold a departmental luncheon and then additionally, in lieu of decorations, venue rentals, small gifts, that kind of thing, that \$27.07 payment be issued to each employee in their paycheck December 3rd, which will equate to about \$25.00 per employee.

Motion: Commissioner Booth motioned to approve the funding. Vice-Chairman Langley seconded.

Commissioner Booth said you said it's \$25.00 per employee.

Ms. Mosher said yes sir.

Commissioner Booth said do we have any more ARP money.

Ms. Radcliffe said we have \$1.9 million in ARP funding. She said if you're thinking of some type of employee payment then I would look back at the CARES funding. She said there was about \$47,000 left in the CARES funding and I think that it's more appropriate to use CARES funding for that than ARP funding.

Commissioner Booth said is it possible that we could increase that, divide that CARES money that's left and instead of \$25.00 maybe make it \$40.00 or \$50.00 for the employees.

Ms. Radcliffe said I think you could definitely do that because at this point it's not even CARES money it's just general fund balance and that's money just, unassigned money that you can, as a Board, designate how to spend.

Commissioner Booth said I'll also amend my motion, if that's appropriate, to increase that \$25.00 by whatever amount that you have by that \$40,000 but won't surpass it. He said is that a problem.

Ms. Radcliffe said doing a quick calculation I think we could bring it up to \$150.00 per employee payment.

Commissioner Booth said I'll make that motion, amend it.

Amended Motion: Commissioner Booth motioned to approve using CARES funding for a \$150.00 payment to employees. Vice-Chairman Langley seconded.

Commissioner Richardson said well look, I didn't mind the \$40.00 but this is a blatant example, this is general fund money, this is not CARES Act money. He said that's what the finance officer said. He said it's been converted from whatever it was that they gave us to begin with to general fund money. He said we have never in the 26 years that I've been here dipped into a fund for a spur of the moment bonus of this type and once we start this it just keeps going. He said we need to back up to the \$40.00 justification and we need to value the taxpayers of Beaufort County's money a whole lot higher than we're valuing it right now.

Commissioner Booth said we must also value our employees and believe it or not probably 95% of our employees are Beaufort County residents but I will more or less say I will back it down to \$50.00 because they deserve something. He said they worked very hard during this pandemic, and everybody's been rewarded and it's time for them to be rewarded.

Amended Motion: Commissioner Booth motioned to approve \$50.00 payment to employees. Vice-Chairman Langley seconded.

Commissioner Richardson said there was already awards of money for people doing exceptional service during the pandemic. He said we're setting a really bad precedent here. He said we need to go back to the \$40.00, which is hard to justify on its own, I was wavering on that, but I was willing to do it but when you start dipping into the general fund as a honey pot to start awarding employees without any justification whatsoever on a whim, that's not right.

Commissioner Booth said this isn't something you need to blow a gasket in your head, it's just a vote. He said I mean whether it passes or not you're just downing it, let me finish sir.

Commissioner Richardson said I didn't say a word.

Commissioner Booth said well don't say a word, clip your mouth up when I'm talking but what I'm trying to say is you don't run this whole Board, there's six of us here tonight and if it fails it fails. He said that's just the bottom line and if it fails I'm not going to die, and I hope you don't die if it passes.

Commissioner Richardson said what I want to say to you Commissioner Booth is I'm amazed at your callous disregard and unconcerned saying it doesn't matter on a vote like this. He said every vote is important and you need to get your head in the right place where you're making decisions for the taxpayers of Beaufort County instead of rewarding your buddies.

Commissioner Booth said Commissioner Richardson you ought to not say anything about rewarding your buddies because you've got the best reputation of doing that of anybody. He said you're the most filthiest man up here.

Commissioner Deatherage said I thank you Commissioner Booth for bringing up the CARES Act money because if you hadn't brought it up we wouldn't have known it was in the general fund. He said having said that, that's money we can use for just about anything, we could even give it back to the taxpayer if we wanted to.

Commissioner Booth said we're doing it.

Commissioner Deatherage said the employee's taxpayer, right, yeah, always. He said I like the \$25.00, I could go as much as \$40.00 but that's going to be my limit as well, but I thank you anyway for bringing that up or I would not have known it was in the general fund and I know that know and henceforth I would be looking to get that money allocated to a very special use for the taxpayer, all the taxpayers.

Commissioner Booth said I'm not going to lose sleep; I'm not worried about it.

Motion Restated: Commissioner Booth motioned to approve \$50.00 payment to employees. Vice-Chairman Langley seconded.

Yes Vote

Vice-Chairman Langley

No Vote

Commissioner Deatherage

Commissioner Booth
Commissioner Rebholz
Commissioner Richardson
Commissioner Walker

Mr. Alligood said I just want to clarify that Commissioner Booth included in that the individual meal stuff at the department head level. He said is that included or not or can we take an additional vote on that as well because it was originally \$15.00 for individuals at the department head level for meals and then the other piece so there were actually two pieces of that.

Vice-Chairman Langley said I thought it was just the \$50.00. He said it's just the \$50.00, that's it.

Mr. Alligood said so you don't want to do a meal for anybody.

Vice-Chairman Langley said no.

Mr. Alligood said okay.

Broadband Negotiation Update

Mr. Alligood said there really isn't any update on this. He said I've had conversations with our partner, RiverStreet, in fact I had a conversation with Mr. Coltrain Saturday morning, they're continuing to watch items that come along. He said there may be some federal funding that may be appropriate so they're continuing to watch that, and we'll come back to you when we have any additional information.

Commissioner Rebholz said did you hear anything from Representative Kidwell.

Mr. Alligood said I have not heard anything back from Representative Kidwell on the information we sent about the current Great Grant bill. He said what I can tell you is if you've been reviewing the information you get from the Association of County Commissioners there's a ton of bills that have information about broadband. He said they don't know if any of those are going to move. He said what they're anticipating is once the budget comes out there may be some language in the budget that will address some of those broadband issues. He said but they're not sure if any of those individual bills are going to move forward.

Cable Channel Broadcast Equipment

Mr. Alligood said at the last meeting we talked about cable broadcast. He said I reached out to Suddenlink, and we had some negotiations with them, and they've agreed to allow us to have access to that cable channel, essentially run it ourselves. He said so in order to do that, what we are currently doing is we are dropping off a DVD with them and they're putting it in and they're playing it. He said what this would essentially do is give you ownership of the play channel and you would be able to run it, program it, broadcast off of it and do like you would normally do. He said in order for you to do that you would have to have some additional equipment. He said that would be the HyperCaster B100, a license for that and support. He said what that would do is that piece of equipment would be at the head end of the cable company, we would remote into that through the internet, we would upload videos, we would schedule videos and we would be responsible for how that channel is broadcast. He said so you see there it's a total of about \$16,500, there are existing funds for that so if you so choose to move forward that's what it would be for this new level of service. He said I will tell you I had a conversation with one of their engineers and the reason that the broadcast is what the broadcast is, is those are analog channels, they're not digital. He said what we send to them comes out as analog. He said they are currently converting some of their channels over, obviously they are going to convert those type channels last. He said they're going to convert their revenue generating channels to high definition before they do that, and he said once they have an opening they will certainly move ours over to high definition but for now it's an analog channel.

Commissioner Deatherage said considering the standards, \$16,500 does not sound like too much however I would like to be fairly well assured that the digital representation that we make of these meetings will be accommodated by whatever changes that they make later on. He said is there any way we can get an assurance on that.

Mr. Alligood said all I can tell you is what the engineer told me, he said as soon as they had channels available they would convert ours to a digital channel.

Commissioner Deatherage said would that \$16,500, which we're paying them for a service more than anything else, as well as the equipment, I'm sure some of that's got to be service or is it all equipment oriented.

Mr. Alligood said it is equipment and a license and it is support.

Commissioner Deatherage said so that should hopefully assure us what we give them, at the very top quality we could probably go to 4K with the equipment that we have, they'll be able to broadcast at whatever their norms are at that time. He said if their norms are 1080 then it will be at 1080, if it's 720 they can do 720. He said if it's 2K they can do 2K.

Mr. Alligood said all I can tell you is the engineer said that we're currently on an analog channel and until they have capacity in their system to convert ours to a digital channel that we're going to be an analog. He said when we convert to digital I assume we'll be at whatever highest level they're on.

Commissioner Deatherage said is there any way we can get an assurance of that.

Commissioner Walker said not likely, no. He said several months ago we were discussing how to inform the residents and I look to my mother because she doesn't have a computer, she doesn't have a smart phone, she has a flip phone and so a lot of the information that we wish to get to that type of public is not there. HE said she does get cable and she does watch. He said I remember years ago when Suddenlink, well it was Cox Cable or whatever, first started they used that page as a rotational information page, and I can foresee this happening there. He said like "Made in Beaufort County" graphics. He said all you have to do is throw that on there and it might be some work for somebody but it's not that bad of work, I've done that work before. He said I'd love to see this happen because it does reach a person who's not normal, I mean, if you're flushing a hydrant somewhere you could put that on there so it's a great way to inform Beaufort County.

Commissioner Booth said is that going to be on the channel 5 or on the city's government channel.

Mr. Alligood said this is going to be on a separate channel. He said the City still has their channel right now. He said I think that's 7 and this would be on the basic level, channel 5.

Commissioner Richardson said who is going to program, who is going to set the program for this if we do this and how is the program going to be set.

Mr. Alligood said well right now it's, if this goes forward and we start this process we'll obviously bring back some guidelines for recommendations from the Board regarding policies relating to that about what goes on it and what doesn't go on it and then it would be programmed and managed by someone out of my office, some of our IT folks. He said I told you last meeting I'm going to bring you back another position and I'm going to bring you back another position. He said I've heard this Board say we've had issues with getting information out so I'm going to bring you back a position that's a communication director that would do this, that would manage these meetings, that would put out information, that would manage our website, that would do all those things that we're currently, bits and pieces, I'm doing a little bit, someone's doing a little bit, someone else is doing a little bit. He said we don't have a consistent or concise work done so the two pieces to that is we'll bring you back some policies because the Board needs to have some policies on exactly what gets played on this channel. He said they have some guidance. He said there are certain thing you can't. He said you can't put commercial things on there, it can only be government information but as Commissioner Walker said there's, this software will allow us to do billboards, that scrolling billboard kind of stuff. He said in fact it's a PowerPoint presentation. He said you put together a PowerPoint presentation and it scrolls that PowerPoint presentation. He said but if you want to do this right you need to dedicate someone who's in charge of it, who looks after it and it's not just this. He said there's a whole lot of other stuff that goes on in this County that needs to be managed instead of the piecemeal way it's being managed now.

Commissioner Richardson said we're talking about a channel that's going to play something 24-hours a day.

Mr. Alligood said that's correct. He said they would want you to have that program at least 24 hours per day.

Commissioner Richardson said let me give you a little history on this, this channel belonged to Beaufort County way back when. He said it's really our channel and it's set up on some kind of an agreement somewhere with the people. He said the

City of Washington has a similar channel that they own and it's their channel so Suddenlink, they really didn't give us anything, they just returned what was ours because we had essentially abandoned it.

Commissioner Walker said I think the City owns theirs with the Chamber and there's another person involved, or group that's involved but they had to buy this equipment too and it's over there at the City offices and that's where they feed it in there.

Commissioner Booth said wasn't the channel that they gave us, was that the channel they negotiated during the contract.

Commissioner Richardson said this is it, yeah.

Commissioner Deatherage said it's been ongoing for decades.

Mr. Alligood said we don't have franchise agreements with the cable companies. He said the state took over that 10 or 12 years ago. He said there was, initially when you negotiated those things that was correct, but the state took over those umpteen years ago and we don't have franchises anymore. He said you will hear, you will still hear that being said occasionally and people will say to us there's a problem with our cable and they say it's franchised, we don't have franchise agreements anymore, the state took over all of that.

Motion: Commissioner Walker motioned to approve buying the HyperCaster B100 for \$16,500. Commissioner Rebholz seconded. The vote was unanimous.

ARPA Funding Discussion

Commissioner Richardson said all I'm doing is keeping the public library, one of these days they're going to change the rules on these and say oh, by the way we're going to let you do something a little different so we don't know what politicians will do from one minute to the next, so I want to keep this out there and then the mega-sites, I want to keep that out there too. He said that's all I wanted to do was have an honorable mention on that.

Video Recording Meetings

Commissioner Richardson said video recordings of meetings, I think we've already done that. He said we can move on.

Sheriff Office Staffing

Commissioner Richardson said deputies, I believe this shows there are 13 vacancies within the Sheriff's Department if I'm reading this correctly. He said if there's anything different Chief Deputy Rose let us know. He said moving on, I'm moving through this stuff pretty fast.

County Litigation Discussion

Commissioner Richardson said the status of all litigation involving the County, and that's everything that's going on. He said I don't know how we can discuss this without going into closed session.

Mr. Francisco said I wondered about that myself. He said I can give you numbers if you want numbers. He said we've got some new cases that have come in where the County is being sued, nothing very serious, having to do with rights-of-way and new bridges, taking some land and the owners of the land owed back taxes. He said I've filed one answer on that, and I've got another. He said they give us a whole year to file an answer on those involving the Department of Transportation.

Commissioner Richardson said meaning the Department of Transportation took the land, back taxes are owed on the land.

Mr. Francisco said they are in the process of taking the land. He said they have filed their complaint to take the land and they named Beaufort County because a search of the title reveals we are owed some money.

Commissioner Richardson said we have a lean on it, so we become a party.

Mr. Francisco said correct. He said there's three of those. He said we've got our litigation, Beaufort County versus AmericaSource-Bergen Drug Corporation and approximately twenty other defendants, we're involved in that litigation still, and will be for the foreseeable future. He said you've got two wrongful termination claims against the Sheriff's Department, they're being handled by the Wahl Firm in Winston-Salem, passed out to them by our insurer. He said we have one lawsuit for death at the jail against the Sheriff's Office that is still pending. He said that's also defended by the Wahl Firm in Winston-Salem. He said there's been a motion, the last I heard there's been a motion for summary judgement pending the judges, and that's been several months ago. He said as far as I know there's been nothing done with it so far. He said that's pretty much the extent right now. He said we're not doing any of the other claims for taxes and for sales and all that kind of stuff.

Commissioner Richardson said okay, but that's all the suits that we've got against the County. He said does that include Social Services and anything they may have or the Health Department, anything they may have.

Mr. Francisco said no.

Commissioner Richardson said it does not include cases that would be going on over there.

Mr. Francisco said no. He said it would be in the Health Department but I'm not aware of any that are going on right now.

Commissioner Richardson said okay, that's all I wanted, just an update.

In Defense of Defending Our Sovereign Southern Boarder

Commissioner Deatherage said I'm going to speak in defense of our sovereign southern border. He said some of you may say it is not our business and I will tell you it is our business because we spend a lot of money getting the illegal aliens that come to this area. He said we educate their children; we find they're getting benefits that they shouldn't be getting that we're paid for by the folks that live here and made this country. He said while I support immigrants I support them coming to this country the right way and that's a process and the process is not only for the people south of us but for the entire world that wants to come here. He said the entire world cannot come and live in America. He said we cannot support the world just because there are governments that are poor. He said I would argue that if we keep going down the road we've been going with our government in the last ten months there could be a whole lot of folks that don't want to come here anymore. He said there's been a miscalculation by the democratic socialist party that thinks that if we allow all these folks from south of the four states that border our southern border then they will be able to forever change the demographics of this nation and by resettling these people into the construct of our democratic republic that they will be able to never lose another election. He said what we're finding is that people who are Hispanic and living in America, a greater propensity of them now want the southern border to be managed because they're seeing their quality of life go down the tubes. He said lately, and this did not make my resolution because it just happened this week, the Biden-Harris administration want to give over \$420,000, I think upwards of that, maybe \$450,000 to people who were wrongly separated for being in our country illegally. He said that's driving a lot of folks that care about our nation just nuts and it shows a great propensity by this administration to disparage the rule of law that has been the foundation of this republic since our inception. He said so basically I'm going to read this because this will make my argument and this should get a 6-0 vote because the rule of law is important from wherever you sit, wherever you stand because if you think that a two-tiered legal system that benefits one or more of us is going to make this nation stronger, it's not. He said it will tear it down to a point that there will be insurrection, real insurrection in this nation. He said now I don't know where it's going to come from, but it will be that way. He said the only way we as a people can be assured that we can live free is for the laws to be applied equally and right now they are not. He said I think I summed up a lot of that in my resolution and I'll begin by reading it now. He then read the following:

In Defense of Defending OUR Sovereign Southern Border

Whereas, it is the sworn duty of the Executive Branch to defend our sovereign Southern Border, and to remain vigilant in that charge just as our Republic's North Border with Canada is alternately being enforced, and,

Whereas, the previous Trump Administration did vigorously enforce the defense of the Southern Border, even while beleaguered by the Fake Russia Collusion Investigation, and the restriction of proper funding by a pro-open border Democratic Socialist controlled congress, and,

Whereas, the Biden /Harris Administration did enact a series of new Open Border initiatives immediately after taking office as a means to fulfill their campaign promises for an Open Border policy, not least of which, unconstitutionally ending the Trump era Remain in Mexico Agreement with Mexico regarding the Amnesty Conundrum, which is mostly a planned process for the appearance of a "more legal" entry of our Southern Border, and,

Whereas, the Biden /Harris Administration has offered a pained lip service as to their "resolute response" to ravages of Covid, while alternately resettling 1.8 million Illegal Migrants across our Southern Border, while refusing to manage the massive Covid infection rate of Illegal Migrants, in excess of 20%, as they transport those migrants here illegally into our unsuspecting Heartland, and,

Whereas, an estimated 2.4 million of known Illegal Migrants are projected to violate OUR Southern Border, creating a projected estimate of 4.8 million Illegal Migrants, including the "Getaways", mostly into the core of our Heartland; where this product of the Biden /Harris Resettlement Plan to Enact "The Browning of America" is the manifestation of the Democratic Socialists' fervent affront to OUR Democracy by their planned abrupt demographic shift to vote Illegal migrants as soon as is possible, and,

Whereas, The Southern Border spanning the borders of 4 states has been accurately described as "our nation's largest crime scene", where the Illegals, the coercive force of the Biden /Harris Resettlement Plan, are aided in this multi layered endeavor by the Narcotics and Human Trafficking Cartels of Mexico, while in the service of the Biden /Harris Administration, now grow richer and more powerful to commit the evil acts to distribute massive unprecedented quantities of the narcotic Fentanyl, human slaves, and even terrorists into these United States of OUR America, and,

Whereas, Border States, such as Texas, have intensely been affected by the full frontal assault by the Biden /Harris Resettlement Plan; and that reactive Texas Government has now called upon their National Guard to enforce state and federal border laws to stem this planned invasion, and in the complete absence of any real consistent federal enforcement, which is now their state and federal constitutional and sovereign right to do so, and,

Whereas, Illegal Immigration is a mammoth long-term cost to local governments; both state and county governments, who are forced to pay the bulk for the necessary infrastructure to accommodate the caring for these Illegal Migrants resettled in states such as North Carolina, therefore,

Let it be Resolved: It is an incumbent necessity for local governments to be aware of the severe consequences of the Biden /Harris Resettlement Plan to Enact "The Browning of America", and to know that they may seek constitutional remedy to "Defend OUR Sovereign Southern Border", thereby reversing Biden /Harris Plan to purposefully and forever change or destroy OUR Constitutional Republic.

He said I ask for your vote, that is a motion.

Commissioner Richardson said I second it and I'll add to it. He said we're going to have about 5 million new people in the United States this year because of what Commissioner Deatherage is talking about. He said this is a really big deal.

Commissioner Deatherage said I would like to also add that we send this to our congressional delegation and also the delegation of the four border states as well.

Motion: Commissioner Deatherage motioned to approve the resolution entitled "In Defense of Defending OUR Sovereign Southern Border" and have it sent to our congressional representatives, as well as the representatives of the four border states. Commissioner Richardson seconded.

Yes Vote

Commissioner Deatherage
Commissioner Richardson
Commissioner Walker

No Vote

Vice-Chairman Langley
Commissioner Booth
Commissioner Rebholz

Motion failed due to tie vote.

Commissioner Rebholz said what do you want.

Commissioner Booth said he wants all white folks here, he said the browning of America, that's what he wants. He said go ahead and ask him, he said browning of America.

Commissioner Deatherage said I really don't think this is a race thing. He said this is a real thing.

Commissioner Booth said then why did you say the browning of America.

Commissioner Deatherage said those were the words used by the democratic socialist party and they use these words, the words they use as part of their plan.

Commissioner Booth said then you think I'm going to vote for it. He said you want to get rid of me next.

Commissioner Deatherage said hold on a minute. He said this is a race thing by your party.

Commissioner Booth said well it might be but I'm not going to be a part of it.

Commissioner Richardson said Commissioner Booth you are a part of it.

Commissioner Deatherage said you are a part of it by making it a race thing.

Vice-Chairman Langley said this is a dead-end road which we, any other Commissioners have any comments, or I'll entertain a motion to adjourn.

Commissioner Deatherage said well hang on a minute.

Vice-Chairman Langley said I hope you're not bringing up that same thing back up again.

Commissioner Richardson said I've said all I want to say.

Commissioner Deatherage said well I'll say this, this is an important issue, and you can all make lite of it, but I've been right from over years and years ago bringing these issues up and now it's happening, and this is going to be a massive issue. He said you three do not feel that it is.

Commissioner Booth said I don't.

Commissioner Deatherage said no, of course you don't, you don't do math, I do math and math is very important and when the taxpayers cannot afford their taxes I will remind them you thought this was a race thing.

Commissioner Booth said yes I did and I'm not going to deny it.

Motion: Commissioner Booth motioned to adjourn. Commissioner Rebholz seconded. The vote was unanimous.

Adjourned at 8:57 PM

Respectfully submitted to you by:

Kathleen Mosher
Clerk to the Board of County Commissioners

ADDENDUM 1

Items for Consent

1. Budget Amendment, Health
2. Purchase Order Over \$30,000, Sheriff's Office
3. Tax Collector Refunds Over \$100
4. Tax Assessor Refunds Over \$100
5. Surplus, Clerk of Court
6. Contract for Cost Allocation Plan & EMS Medicaid Cost Settlement
7. Work First County Electing Status for FY 2023 – 2026
8. JCPC Appointment
9. Minutes Approval

**Beaufort County
Finance**

**Budget
Amendment
Request**

Department: Health

Date of Request: 11/1/21

FY Budget: FY22 #8

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
105120-540003	COVID Equipment		\$6,500
105120-512200	Immunization Salary Overtime	\$6,000	
105126-512200	Preparedness Salary Overtime	\$500	

Department Justification:

- Budget reallocation to cover expenditures (AA543)

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		10/18/21
Finance Officer		
	This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.	
County Manager	Required for interdepartmental transfers.	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	



Purchase Order

Fiscal Year 2022

Page 1 of 2

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20220234-03**

Delivery must be made within doors of specified destination.

B
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Beaufort County
Finance Office
121 W. 3rd Street
Washington, NC 27889
Phone: (252) 946-0079
Fax: (252) 946-7722

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MOTOROLA SOLUTIONS INC.
4625 LAKE PARK BLVD
SALT LAKE CITY UT 84120

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210 North Market Street
Oakland Building
Law Enforcement Center
Washington NC 27889

Vendor Phone Number		Vendor Fax Number		Requisition Number 207		Delivery Reference Quote# 1437033			
Date Ordered 08/12/2021		Vendor Number 2044		Date Required		Freight Method/Terms		Department/Location SHERIFF	
Item#	Description/Part No.					Qty	UOM	Unit Price	Extended Price
	Capital Outlay Equipment								
	The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading								
1	APX6000 700/800 Model 2.5 Portable					40.0	EACH	\$2,017.840	\$80,713.60
2	MultiKey					40.0	EACH	\$220.060	\$8,802.40
3	Extreme 1-Sided Noise Redcuton					40.0	EACH	\$16.670	\$666.80
4	ADP Only					40.0	EACH	\$0.000	\$0.00
5	P25 9600 BAUD Trunking					40.0	EACH	\$200.050	\$8,002.00
6	TDMA Operation					40.0	EACH	\$300.080	\$12,003.20
7	5Y Essential Service					40.0	EACH	\$216.000	\$8,640.00
8	Smart Zone Operation					40.0	EACH	\$800.200	\$32,008.00
9	ASTRO Digital CAI Operation					40.0	EACH	\$343.420	\$13,736.80
10	BATT Impres 2 LIION R IP68 2550T					40.0	EACH	\$97.360	\$3,894.40
11	Device Programming					40.0	EACH	\$39.000	\$1,560.00
12	Impres 2 Wire W/Trans Tube BLK					40.0	EACH	\$83.800	\$3,352.00
13	Charger, CHR IMP VEH EXT NA/EU Kit					40.0	EACH	\$314.750	\$12,590.00
14	Charger Single-Unit, Impres 2, 3A, 115VAC, US/NA					40.0	EACH	\$104.690	\$4,187.60
15	Charger, Multi-Unit, Impres 2, 6-DISP, NA/LA-PLUG, ACC USB CHGR					1.0	EACH	\$876.890	\$876.89

***** GL SUMMARY *****

This instrument has been preaudited in the manner required by the local government budget and Fiscal Control Act.

Beaufort County is NOT exempt from paying sales tax. All invoices must include sales tax as applicable.

VENDOR COPY

By Hollie C. Jones
Purchasing Agent

By Quita C. Radcliffe
Finance Officer

135

PO Total

CONTINUED



Purchase Order

Fiscal Year 2022

Page 2 of 2

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20220234-03**

Delivery must be made within
doors of specified destination.

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Beaufort County
Finance Office
121 W. 3rd Street
Washington, NC 27889
Phone: (252) 946-0079
Fax: (252) 946-7722

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MOTOROLA SOLUTIONS INC.
4625 LAKE PARK BLVD
SALT LAKE CITY UT 84120

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210 North Market Street
Oakland Building
Law Enforcement Center
Washington NC 27889

Vendor Phone Number		Vendor Fax Number		Requisition Number 207		Delivery Reference Quote# 1437033	
Date Ordered 08/12/2021	Vendor Number 2044	Date Required	Freight Method/Terms		Department/Location SHERIFF		
Item#	Description/Part No.			Qty	UOM	Unit Price	Extended Price
10	-4310-551000			191,033.69			

CHANGE ORDER

This instrument has been preaudited in the manner
required by the local government budget and Fiscal
Control Act.

Beaufort County is NOT exempt from paying sales tax.
All Invoices must include sales tax as applicable.

VENDOR COPY

By Hollie L. Jones Purchasing Agent By Arita C. Radcliffe Finance Officer

136

Total Ext. Price	\$191,033.69
PO Total	\$191,033.69

Tax Collector's Refunds

848917	578574	#####	LSADLER	00049352-2021-2021-0000-	REI	\$1,912.30	\$265.06	
IDEAL TITLE LLC. ERNEST AND POLLY HOLT 12000 SNOW ROAD SUITE 9 PARMA OH 44130 P. # 6671-67-2984								
848278	578505	#####	WKINION	Misc		\$1,455.44	\$600.00	No
LEWIS, LOUIS 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
☐	848278	578505	#####	WKINION	Misc		#####	\$239.92
LEWIS, LOUIS 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024 (6601295190)								
☐	848277	578505	#####	WKINION	00004492-2020-2020-0000-	REI	#####	\$198.50
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024 (6601295190)								
☐	848277	578505	#####	WKINION	09522387-1999-1999-0000-	REI	#####	\$375.60
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024 (6601295190)								
☐	848277	578505	#####	WKINION	09002425-2000-2000-0000-	REI	#####	\$372.48
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024 (6601295190)								
☐	848277	578505	#####	WKINION	09002700-2001-2001-0000-	REI	#####	\$372.90
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024 (6601295190)								
☐	848277	578505	#####	WKINION	09002993-2002-2002-0000-	REI	#####	\$285.76
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024 (6601295190)								
☐	848277	578505	#####	WKINION	09003282-2003-2003-0000-	REI	#####	\$269.45
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
☐	848277	578505	#####	WKINION	09003729-2004-2004-0000-	REI	#####	\$260.08
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
☐	848277	578505	#####	WKINION	09006394-2005-2005-0000-	REI	#####	\$250.75
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
☐	848277	578505	#####	WKINION	09009055-2006-2006-0000-	REI	#####	\$241.38
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
☐	848277	578505	#####	WKINION	09011874-2007-2007-0000-	REI	#####	\$233.22
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
☐	848277	578505	#####	WKINION	09014903-2008-2008-0000-	REI	#####	\$246.28
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
☐	848277	578505	#####	WKINION	09036031-2009-2009-0000-	REI	#####	\$256.39
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
☐	848277	578505	#####	WKINION	09142072-2010-2010-0000-	REI	#####	\$218.93
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☐	848277	578505	#####	WKINION	09247225-2011-2011-0000-	REI	#####	\$210.58
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								

	848277	578505	#####	WKINION	09352898-2012-2012-0000-	REI	#####	\$200.44
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848277	578505	#####	WKINION	09457408-2013-2013-0000-	REI	#####	\$190.29
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848277	578505	#####	WKINION	00004492-2014-2014-0000-	REI	#####	\$179.89
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848277	578505	#####	WKINION	00004492-2015-2015-0000-	REI	#####	\$169.77
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848277	578505	#####	WKINION	00004492-2016-2016-0000-	REI	#####	\$231.53
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848277	578505	#####	WKINION	00004492-2017-2017-0000-	REI	#####	\$217.97
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848277	578505	#####	WKINION	00004492-2018-2018-0000-	REI	#####	\$206.77
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848277	578505	#####	WKINION	00004492-2019-2019-0000-	REI	#####	\$203.91
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848277	578505	#####	WKINION		Misc	#####	\$600.00
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848277	578505	#####	WKINION		Misc	#####	\$239.92
LEWIS, LOUIS E 7300 DAVIE RD EXT-APT 314 HOLLYWOOD FL 33024								
	848274	578505	#####	WKINION		Misc	#####	\$600.00
LEWIS, LOUIS 7300 DAVIE RD EXT. - APT 314 HOLLYWOOD FL 33024								
	848274	578505	#####	WKINION		Misc	#####	\$239.93
LEWIS, LOUIS 7300 DAVIE RD EXT. - APT 314 HOLLYWOOD FL 33024								
	847587	578492	#####	C9BEADH	09522988-2021-2021-0000-	REI	\$444.14	\$330.23
838592	577660	FPITTMAN		0000041030-2020-2020-0000-		REI	\$362.63	\$358.27
WHITE, JOHN W JR PO BOX 212 690 PAMLICO STREET BELHAVEN BEAUFORT NC 27810								

0001295190

0097131846

7006902612



North Carolina Vehicle Tax System

NCVTS Pending Refund report

9/24/21-9/30/21

Payee Name	Primary Owner	Secondary Owner	Refund Type	Bill #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
GOLD, PATRICIA MARLENE	GOLD, PATRICIA MARLENE	GOLD, SHAWN DAVID	Proration	0062836184	Refund Generated due to proration on Bill #0062836184-2021-2021-0000-00	Vehicle Sold	09/27/2021	G01	Tax	(\$267.44)	\$0.00	(\$267.44)
								F63	Tax	(\$17.54)	\$0.00	(\$17.54)
								E05	Tax	(\$14.98)	\$0.00	(\$14.98)
								Refund			\$299.96	
HENRIES, LINDA CHANTELLE	HENRIES, LINDA CHANTELLE		Proration	0052913688	Refund Generated due to proration on Bill #0052913688-2020-2020-0000-00	Vehicle Sold	09/30/2021	G01	Tax	(\$94.41)	\$0.00	(\$94.41)
								F60	Tax	(\$6.39)	\$0.00	(\$6.39)
								E12	Tax	(\$7.43)	\$0.00	(\$7.43)
								Refund			\$108.23	
KEECH, CAROLYN FAY	KEECH, CAROLYN FAY		Proration	0042441900	Refund Generated due to proration on Bill #0042441900-2020-2020-0000-00	Vehicle Sold	09/29/2021	G01	Tax	(\$78.47)	\$0.00	(\$78.47)
								C01	Tax	(\$65.49)	\$0.00	(\$65.49)
								C01	Vehicle Fee	\$0.00	\$0.00	\$0.00
								Refund			\$143.96	
TAYLOR, GARY WAYNE	TAYLOR, GARY WAYNE		Proration	0051837699	Refund Generated due to proration on Bill #0051837699-2020-2020-0000-00	Vehicle Sold	09/28/2021	G01	Tax	(\$121.44)	\$0.00	(\$121.44)
								F63	Tax	(\$7.84)	\$0.00	(\$7.84)
								ER	Tax	(\$9.56)	\$0.00	(\$9.56)
								Refund			\$138.84	
											Refund Total	\$690.99



North Carolina Vehicle Tax System

NCVTS Pending Refund report

10/01/21 - 10/21/21

Payee Name	Primary Owner	Secondary Owner	Refund Type	Bill #	Refund Description	Refund Reason	Create Date	Tax Jurisdict	Levy Type	Change	Interest Change	Total Change
ALLIGOOD, DARRELL LEE SR	ALLIGOOD, DARRELL LEE SR		Proration	0062253832	Refund Generated due to proration on Bill #0062253832-2021-0000-00	Vehicle Sold	10/07/2021	G01	Tax	(\$134.88)	\$0.00	(\$134.88)
								F63	Tax	(\$8.85)	\$0.00	(\$8.85)
								E05	Tax	(\$7.55)	\$0.00	(\$7.55)
											Refund	\$151.28
BARLETTA, ALEXANDER	BARLETTA, ALEXANDER		Proration	0062821163	Refund Generated due to proration on Bill #0062821163-2020-0000-01	Vehicle Sold	10/18/2021	G01	Tax	(\$191.72)	\$0.00	(\$191.72)
								F61	Tax	(\$19.17)	\$0.00	(\$19.17)
											Refund	\$210.89
CLARK, DOUGLAS BRENTON	CLARK, DOUGLAS BRENTON	CLARK, CAROL SPARROW	Proration	0058741546	Refund Generated due to proration on Bill #0058741546-2020-0000-00	Vehicle Sold	10/14/2021	G01	Tax	(\$72.79)	\$0.00	(\$72.79)
								C05	Tax	(\$67.63)	\$0.00	(\$67.63)
											Refund	\$140.42
CLARK, DOUGLAS BRENTON	CLARK, DOUGLAS BRENTON		Proration	0059441722	Refund Generated due to proration on Bill #0059441722-2020-0000-00	Vehicle Sold	10/12/2021	G01	Tax	(\$131.97)	\$0.00	(\$131.97)
								C05	Tax	(\$122.62)	\$0.00	(\$122.62)
											Refund	\$254.59
FORSYTHE, WILLIAM WAYNE	FORSYTHE, WILLIAM WAYNE		Proration	0060964253	Refund Generated due to proration on Bill #0060964253-2020-0000-00	Reg . Out of state	10/14/2021	G01	Tax	(\$91.27)	\$0.00	(\$91.27)
								F60	Tax	(\$6.18)	\$0.00	(\$6.18)
								E12	Tax	(\$7.19)	\$0.00	(\$7.19)
											Refund	\$104.64
MAYO, JOSHUA KENNETH	MAYO, JOSHUA KENNETH	MAYO, SARAH MCKENNA	Proration	0053164639	Refund Generated due to proration on Bill #0053164639-2020-0000-00	Vehicle Sold	10/14/2021	G01	Tax	(\$310.44)	\$0.00	(\$310.44)
								F63	Tax	(\$20.04)	\$0.00	(\$20.04)
								E05	Tax	(\$17.11)	\$0.00	(\$17.11)
											Refund	\$347.59
WATKINS, THOMAS POOLE	WATKINS, THOMAS POOLE	WATKINS, MARY KATHRYN	Proration	0046495305	Refund Generated due to proration on Bill #0046495305-2020-0000-00	Vehicle Sold	10/14/2021	G01	Tax	(\$122.13)	(\$7.01)	(\$129.14)
								F63	Tax	(\$7.89)	(\$0.46)	(\$8.35)
								E09	Tax	(\$9.62)	(\$0.56)	(\$10.18)
											Refund	\$147.67
											Refund Total	\$1357.08

SERVICE AGREEMENT

This Service Agreement, (this "Agreement"), is entered into this October 11, 2021 (the "Effective Date"), by and between Maximus US Services, Inc., ("Contractor" or "Maximus"), and Beaufort County, North Carolina, ("Client"). In consideration of mutual promises and covenants, the parties agree as follows:

1. **Scope of Services**

Contractor will perform in a professional manner the Services detailed in Exhibit A.

2. **Term**

This Agreement commences on the Effective Date and remains in effect until the later of April 15, 2025 or completion of, and payment in full for, the Services specified in Exhibit A. Or, if earlier terminated in accordance with Section 4. The parties may mutually agree to extend this Agreement for two additional one year periods, pursuant to an amendment duly signed by both parties.

3. **Compensation.**

Client will pay Contractor the fees for services rendered as set forth in Exhibit A, incorporated herein by reference as if fully set forth as part of this Agreement.

4. **Termination.**

- a. **Termination for Cause.** Upon material breach of the terms of this Agreement, the non-breaching party will provide written notice to the breaching party specifying the nature of the breach. The breaching party will have 30 days (or a longer period if the parties mutually agree) from the date of receipt to cure any the default prior to the effective date of termination. Notice of default must be delivered by certified mail or overnight courier.
- b. **Termination for Convenience.** Either party may terminate this Agreement without cause upon 60 days prior written notice to the other. In the event the Agreement is so terminated by Client, Client will reimburse Contractor for all reasonable costs incurred by Contractor due to such early termination.
- c. **Rights Upon Termination.** Upon termination for whatever reason and regardless of the nature of the breach (if any), Client agrees to pay Contractor in full for all goods and/or services provided to Client under this Agreement, or any amendment thereto, as of the effective date of termination of the Agreement.

5. **Invoicing and Payment.**

Client will pay Contractor a fee for Services rendered as set forth in Exhibit A. Unless stated otherwise in Exhibit A, Client will pay all Invoices in full within thirty (30) days of the invoice date. Client agrees to at all times remain current on all amounts charged for the Services and acknowledges and agrees that any breach of the foregoing shall constitute a material breach under this Agreement entitling Contractor to pursue any and all remedies available at equity or at law including the suspension or termination of the Services provided hereunder.

6. **Data Accuracy.**

Contractor will guide the Client to determine the data required. Client represents that all financial and statistical information provided to Contractor by Client, its employees and

agents is accurate and complete to the best of its knowledge. Client further acknowledges and agrees that Contractor is entitled to rely upon the accuracy and completeness of the data to perform the Services. Client will provide all data in a timely manner sufficient to allow Contractor to provide the Services. Contractor has no liability to Client for Client's provision of incomplete, inaccurate or untimely data.

7. Records and Inspections.

Contractor will maintain full and accurate records with respect to all matters covered under this Agreement for 6 years after the completion of the Services. During such period, Client will have the right to examine and audit the records and to make transcripts therefrom. Client will provide 30 days' prior written notice of its intent to inspect or audit any such records and will conduct such inspection or audit only during Contractor's normal business hours and no more than once every six months. Any employee, Contractor, subcontractor or agent of Client granted access to such records will execute a non-disclosure agreement prior to being granted access.

8. Warranties.

Contractor warrants that it will perform the services in a manner consistent with the standards typically practiced by similarly situated companies in the same industry. Contractor specifically disclaims and the Client waives, all other express or implied standard, guarantees and warranties, including but not limited to implied warranties of merchantability, or fitness for a particular purpose, custom or usage, or otherwise as to and good or services under this Agreement.

9. Client Representations & Warranties.

Client represents and warrants to Contractor that its use of the Services shall comply with all applicable laws, statutes, ordinances, codes, rules, regulations, orders, judgments, decrees, standards, requirements or procedures enacted, adopted, applied, enforced or followed now or in the future by any federal or state governmental bodies or agencies. Client further represents and warrants to Contractor that it has obtained all necessary consents, rights and permissions to enter into this Agreement and use the Services in accordance with the terms of this Agreement.

10. Ownership of Intellectual Property.

All work, reports, writings, ideas, designs, methods, computer software (both object and source code) and data recorded in any form that exist and are owned by Maximus prior to this Agreement, or that are created, developed, written, conceived or made by Maximus or any third party (whether solely or jointly with others) as a result of, or relating specifically to this Agreement, or in the performance of the Services under this Agreement (collectively or separately, "Intellectual Property") are and shall be the exclusive property of Maximus and ownership shall vest in Maximus immediately upon creation. Nothing herein shall be deemed to grant Client any rights to the Intellectual Property except as explicitly stated in this Agreement.

11. Compatible Platforms/Hardware.

To the extent applicable to the Services that will be provided by Contractor, notwithstanding any initial set-up and/or implementation services provided by Maximus at the commencement of the Term, Client is responsible for obtaining, installing and maintaining an appropriate operating environment, including all connectivity and equipment as well as the necessary hardware, operating system software and other items

required to access and use the Services (the "Operating Environment"). Maximus will not be responsible for any incompatibility between the Service and Client's Operating Environment or for Client's use of any third party software, hardware, browsers or other products not specifically recommended or approved by Maximus for Client's use with the Services. Maximus will make written compatibility recommendations available to Client at Client's request, but, for clarity, Client is ultimately responsible for the compatibility and operation of its Operating Environment.

12. Copyright for Contractor's Proprietary Software.

To the extent that the Services provided by Contractor are generated by Contractor's proprietary software, nothing contained herein is intended nor will it be construed to require Contractor to provide such software to Client. Client agrees that it has no claims of ownership, including copyright, patents or other intellectual property rights to Contractor's software. Nothing in this Agreement will be construed to grant Client any rights to Contractor's materials created prior to the execution of this Agreement. All of the deliverables prepared by Contractor for Client included in the Services are specifically set out in Exhibit A.

13. Contractor Liability if Audited.

Contractor will, upon notice of audit, make work papers and other records available to the auditors. Contractor's sole responsibility under an audit will be to provide reasonable assistance to Client through the audit and to make changes to the work product required as a result of the audit. Contractor will not be liable for any audit disallowances or any missed or lost revenue associated with, or related to, the Services, regardless of cause.

14. Indemnification.

To the extent allowed by law, each party (an "Indemnifying Party") will defend, indemnify and hold harmless the other party (an "Indemnified Party") from and against any and all third-party claims and resulting proven direct damages, liabilities and costs (including reasonable attorney fees) to the extent proximately caused by the negligent actions or willful misconduct of the Indemnifying Party, its employees or agents. The Indemnifying Party will not be responsible for any damages, liabilities or costs resulting from the negligence or willful misconduct of the Indemnified Party, its employees, Contractors, or agents or any third party.

15. Limitation of Liability.

Client agrees that Contractor's total liability to Client for any and all damages whatsoever arising out of, or in any way related to, this Agreement from any cause, including but not limited to negligence, errors, omissions, strict liability, breach of contract or breach of warranty will not, in the aggregate, exceed USD \$ 15,000.00.

In no event will Contractor be liable for indirect, special, incidental, economic, consequential or punitive damages, including but not limited to lost revenue, lost profits, replacement goods, loss of technology rights or services, loss of data, or interruption or loss of use of software or any portion thereof regardless of the legal theory under which such damages are sought even if Contractor has been advised of the likelihood of such damages, and notwithstanding any failure of essential purpose of any limited remedy.

Any claim by Client against Contractor relating to this Agreement must be made in writing and presented to Contractor within one (1) year after the date on which Contractor completes performance of the services specified in this Agreement.

16. Notices.

Any notices, bills, invoices, or reports required by this Agreement will be sufficient if sent by the parties in the United States mail, postage paid, to the address noted below:

For Maximus:	For: Beaufort County, North Carolina
Jason Jennings	Sharon Rose
Director	Deputy Finance Director
808 Moorefield Park Drive, Suite 205, Richmond, VA 23236,	132 West 2nd Street, Washington, NC 27889
Phone: 804.323.3535	252.946.7721
Fax: 703.251.8240	Fax:
Email: JasonJennings@maximus.com	Email: sharon.rose@co.beaufort.nc.us

Any notice sent by certified mail will be deemed to have been given five (5) days after the date on which it is mailed. All other notices will be deemed given when received. No objection may be made to the manner of delivery of any notice actually received in writing by an authorized agent of a party.

17. Changes.

The terms and scope of Services of this Agreement may be changed only by written agreement signed by both parties.

18. Miscellaneous.

- a. There are no third-party beneficiaries to this Agreement and nothing in this Agreement will be construed to provide any rights or benefits to any third-party.
- b. If Contractor is requested by Client to produce deliverables, documents, records, working papers, or personnel for testimony or interviews with respect to this Agreement or any services provided hereunder for any third party matter, litigation or otherwise, then Client and Contractor will execute a change order or new services agreement for the sole purpose of setting forth any payment and the terms associated with Contractor's response and related to the reasonable fees of Contractor in responding. The foregoing does not: (1) diminish or negate Contractor's obligation to negotiate and defend all cost allocation plans and State mandated cost claims as specifically provided for under this Agreement; or (2) apply in the event Contractor is compelled by subpoena from a third party to provide Contractor deliverables, documents, records, working papers, or personnel for testimony or interviews.
- c. The parties intend that Contractor, in performing the Services specified in this Agreement will act as an independent contractor and will have full control of the work and the manner in which it is performed. Contractor and Contractor's employees are not to be considered agents or employees of Client for any purpose.
- d. In the event that any provision of this Agreement is held to be invalid, illegal or unenforceable for any reason, this Agreement will continue in full force and effect

without said provision, the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired thereby, and this Agreement will be interpreted to reflect the original intent of the parties insofar as possible.

- e. The titles of the sections, subsections, and paragraphs set forth in this Agreement are inserted for convenience of reference only and will be disregarded in construing or interpreting any of the provisions of this Agreement.
- f. This Agreement and any additional or supplementary document or documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof will have any validity or bind any of the parties hereto. This shall include any purchase order submitted or provided by Client, whether prior to or upon execution of this Agreement, which shall be for Client's internal purposes only. Consultant rejects, and in the future is deemed to have rejected, any purchase order's terms to the extent they add to or conflict in any way with this Agreement or the applicable Scope of Services, and such additional or conflict terms will have no effect.
- g. Neither party will be liable hereunder by reason of any failure or delay in the performance of its obligations hereunder on account of strikes, shortages, riots, insurrection, fires, flood, storm, explosions, earthquakes, acts of God, war, governmental action, labor conditions, material shortages or any other cause which is beyond the reasonable control of such party.
- h. Each individual signing this Agreement certifies that (i) he or she is authorized to sign this Agreement on behalf of his or her respective organization, (ii) such organization has obtained all necessary approvals to enter into this Agreement, including but not limited to the approval of its governing board, and (iii) when executed, this Agreement is a valid and enforceable obligation of such organization.
- i. Waiver by either party of a breach of any provision of this Agreement or the failure by either party to exercise any right hereunder will not operate or be construed as a waiver of any subsequent breach of that provision or as a waiver of that right.

IN WITNESS WHEREOF, the parties have executed this Agreement through their duly authorized representatives.

Maximus US Services, Inc.

Beaufort County, North Carolina

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

EXHIBIT A
Compensation & Scope of Services
NC CO Beaufort CAP/EMS 21-23
SCOPE OF SERVICES:

Contractor represents that it has, or will secure at its own expense, all personnel required in the performance of Services under this Agreement. All of the Services required hereunder will be performed by Contractor or under its supervision, and all personnel engaged in the work will be fully qualified to perform the services described herein. Contractor reserves the right to subcontract for Services hereunder.

Description of Services:

- a) Development of a central services cost allocation plan, which identifies the various cost incurred by the client to support and administer programs that provide services directly to citizens. This plan will contain a determination of the allowable cost of providing each supporting services such as purchasing, legal counsel, disbursement processing, etc.
- b) Prepare indirect cost proposals for federal grants as necessary.
- c) Negotiation, of the completed cost allocation plan, with the representatives of the State or federal government, whichever is applicable.
- d) Complete the client's EMS Medicaid cost report.

COMPENSATION:

For Services provided as set forth above, in this Exhibit A, Client agrees to pay Contractor compensation in the amount of USD \$ 15,000.00.

Contractor will render to Client one or more invoices for the fees specified herein, with payment due thirty (30) days after the invoice date.

The fee breakdown is as follows:

Fiscal Year	Fee for Cost Plan	Fee for EMS Report
Fiscal Year 2021	\$4,000	\$1,000
Fiscal Year 2022	\$4,000	\$1,000
Fiscal Year 2023	\$4,000	\$1,000
Total:	\$12,000	\$3,000



Phone: (252) 975-5500
Fax: (252) 975-5555
beaufort.county.dss@beaufortdss.com

BEAUFORT COUNTY DEPARTMENT OF SOCIAL SERVICES

POST OFFICE BOX 1358
632 W. 5TH STREET
WASHINGTON, NC 27889

COURIER #16-08-01

BOARD OF SOCIAL SERVICES

Jerry Evans—*Chairman*
Betty Green—Vice Chair
Ed Booth
James Blount
Linda Roberts

Melanie Corprew
Director

Work First Planning Committee Recommendations for 2023-2026 Plan

North Carolina General Statute 108.27 and Work First Policy Section 003, The Planning Process for Work First provides instructions on the appointment of a planning committee. The required committee stakeholders include, but are not limited to:

- County Board of Social Services
- Division of Workforce Solutions (NC Works)
- Workforce Innovative Opportunity Act
- Local Division of Vocational Rehabilitation
- Head Start Agency
- Local Management Entity (Trillium)
- Local Public Health Department
- Local school systems
- Business community
- Board of County Commissioners
- Community based organizations
- Childcare service providers
- Local DSS staff
- Transportation service providers
- Faith based organizations
- Work First recipients
- Other community agencies

Membership recommendations and agency that they represent:

- Mr. Jerry Evans, Beaufort County Social Services Board Chair
- Mr. Wes Watson/ Mr. Greg Smith, NCWORKS
- Ms. Tonika Ward Vocational Rehabilitation
- Representative of Washington Head Start
- Representative of Trillium Health Services
- Ms. Ashley Singleton, Beaufort County Health Department
- Representative of Beaufort County School System
- Ms. Vanessa Royster, Childcare agency
- Mr. Ed Booth, Beaufort County Commissioner
- Bishop James McIntyre, Cornerstone Family Worship Center
- Mr. Jeffery Robinson, Roberson Cab Company
- Ms. Jaclyn Cullipher, Ruth's House

Advisors to the Work First Planning Committee do not have to be appointed but can serve at the will of the Board of Commissioners. The persons below serve at the will of the Planning Committee for information on their respective field.

Advisors invited to the Planning Committee include:

- Ms. Melanie Corprew, DSS Director
- Ms. Lori Leggett, DSS Deputy Director
- Ms. Amy Alligood, DSS Income Maintenance Program Administrator
- Ms. Kelly Smith, Operations Program Administrator
- Ms. Andrea Starkie, DSS Child Welfare Supervisor / Former WFFA Participant
- Ms. Theresa Porter, DSS Income Maintenance Supervisor
- Ms. Jessica Burnham, Beaufort Hyde Partnership for Children
- Representative of Grace Martin Harwell Senior Center

Electing County Status Designation Survey

Page 1 of 1

Electing County Status Designation Form, Federal Fiscal Years 2023-2026

Request for Continuation of Electing Status or Redesignation as Standard Status for the Work First Program

1. The Board of Commissioners of Beaufort County voted on 11/1/21 (date) by at least two-thirds in favor of the below status (check one) for the Work First Program.

(Select the County of the Board of Commissioners as indicated above)*

☒ Beaufort County

2. Select date of vote as indicated above*

3. Select the checkbox with two-thirds votes in favor of either Continue in Electing Status or Change to Standard Status*

☐ Continue in Electing Status☐ Change to Standard Status

4. The Vote was: _____ in favor (enter number)*

5. The Vote was: _____ against (enter number)*

6. Commission Chair Signature (Enter first initial and last name)*

7. Signature Date*

The primary contact person for our Work First Block Grant planning process will be:

8. Name:*

9. Position/Title:*

10. Address:*

6632 W. 5th St. Washington, NC 27889

11. Phone:*

2529755500

12. Fax:*

2529755593

13. Email:*

theresa.porter@beaufordss.com

Due Date: Jan 15, 2022

Done

Done

ADDENDUM 2

Budget Amendment – Soil and Water

Beaufort County Finance

Budget Amendment Request

Department: Soil and Water Conservation

Date of Request: 10/22/2021

FY Budget: 2021-2022

Journal Reference Number:

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
10-0600-484000	Donations & Contributions	\$4,000.00	
10-4960-539500	Information/Education Costs	\$4,000.00	

Department Justification: The Beaufort Soil and Water Conservation District is assisting Southside High School with the 2021 NC FFA Land Judging Competition on November 19-20, 2021. Expense items that the District will be responsible for will be paid out of budgeted funds and reimbursed by contributions from the NC Association of Soil and Water Conservation Districts (\$1,500), Beaufort County Farm Bureau (\$1,500), and the Soil Science Society of NC (\$1,000). Contribution checks will be forwarded to the Finance Department when received.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		10/22/21
Finance Officer		
	This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.	
County Manager	Required for transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

ADDENDUM 3

Purchase Order Over \$30,000 – Soil and Water

Bid Tabulation

Bid/Quote Tabulation

Project: BCSW Watershed Restoration Project (Phase II)
Date: September 8, 2021

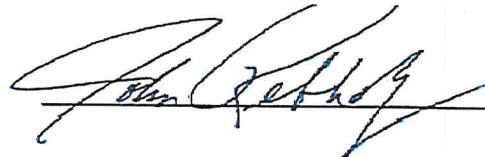
Description: Stream Debris Removal
 (as per RFP)

Vendor Name:

RDC Debris Removal
 Zulu Marine Services
 J&J Environmental
 Blackwater Forestry
 Carolina Cleaning & Restoration

Equipment List	References	Bidder Qualifications	Proof of Insurance	Price per Foot	Total Cost
X	X	X	X	\$2.10	\$118,860.00
X	X	X	X	\$4.78	\$270,548.00
X	X	X	X	\$1.74	\$98,484.00
X	X	X	X	\$1.35	\$76,410.00
X	X	X	X	\$4.24	\$239,984.00

Authorized Signature/Commissioner:



Witness:



8/13/2021

Stream Debris Removal

Property Description:

Information regarding location of streams and drainage systems that will require stream debris removal:

Drainage District	Stream	Start Point (latitude, longitude)	End Point (latitude, longitude)	Length (ft.)
	Old Ford Swamp	35.621684, -77.031334	35.638442, -77.090761	24,000
	VOA Run	35.607598, -77.129605	35.609766, -77.144772	7,300
	Boyd Creek	35.497323, -76.843485	35.499317, -76.823140	7,500
	Williams/Modlin Gut	35.491199, -76.845413	35.496093, -76.840353	2,800
	Maple Creek II	35.535024, -77.025001	35.535350, -77.035091	4,000
	Herring Run	35.576616, -77.017515	35.554430, -77.021348	11,000

*See attached maps

**Although maps and coordinates are provided for project extent review, proposers must schedule all site visits ahead of time with the District Resource Conservation Specialist.



Purchase Order

Fiscal Year 2022

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20220426-00**

Delivery must be made within
doors of specified destination.

B
I
L
L
T
O

Beaufort County
Finance Office
121 W. 3rd Street
Washington, NC 27889
Phone: (252) 946-0079
Fax: (252) 946-7722

V
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R

J & J CONSTRUCTION & ENVIRONMENTAL LLC
1815-C VIRGINIA ROAD
EDENTON NC 27932

S
H
I
P
T
O

155 Airport Road
Agriculture Building
Washington NC 27889

Vendor Phone Number		Vendor Fax Number		Requisition Number 437		Delivery Reference Bld Tabulation							
Date Ordered 10/21/2021		Vendor Number 20064		Date Required 11/08/2021		Freight Method/Terms		Department/Location SOIL/WATER CONSERVATION					
Item#		Description/Part No.				Qty		UOM		Unit Price		Extended Price	
		Phase II Stream Debris Removal											
		The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading											
1		Purchase services of J & J Environmental LLC to complete Phase II Stream Debris Removal Project in various creeks, runs, and guts containing 56,600 linear feet at \$1.74 per linear foot.				1.0		EACH		\$98,484.000		\$98,484.00	
		***** GL SUMMARY *****											
		140 -4962-559912										98,484.00	

This Instrument has been preaudited in the manner
required by the local government budget and Fiscal
Control Act.

Beaufort County is NOT exempt from paying sales tax.
All Invoices must include sales tax as applicable.

VENDOR COPY

By Hollie L. Jones By Quita C. Radcliffe
Purchasing Agent Finance Officer

Total Ext. Price \$98,484.00
PO Total \$98,484.00

ADDENDUM 4

Ambulance Purchase

OFFICE OF EMERGENCY SERVICES

 FIRE MARSHAL · EMERGENCY MEDICAL SERVICES
 EMERGENCY MANAGEMENT · ANIMAL CONTROL

October 2021 Ambulance RFQ Evaluation

	Scoring Criteria/TRK Mrg	First Class	Select Custom	Select Custom	CW Williams
Specifics	Make/Model	Ford F550	Ford F550	Ram B550	Ford F550
	Model Year	2020	2022	2022	2022
	Fuel	Diesel	Diesel	Diesel	GAS
	Drive	4x4	4x2	4x2	4x2
	BID Total	\$ 229,200.00	\$ 248,277.00	\$ 256,568.00	\$ 269,405.00
	<i>Estimated cost including graphics and KNOX narcotics safe for First Class. (\$5,000)</i>	\$ 234,200.00			
Warranty	Structural (Box) Warranty	Lifetime (Alluminum Components Only)	15 years	15 years	Lifetime
	Paint Warranty	48 mths	60 mths (Variable Pay Matrix)	60 mths (Variable Pay Matrix)	10 years
	Cabinetry Warranty	Lifetime (Alluminum Components Only)	12 mths	12 mths	Lifetime
	Chassis Warranty	36 mths / 36K miles	36 mths / 36K miles	72 mths / 100K miles	36 mths / 36K miles
	Electrical Warranty	72 mths / 72K miles	10 years / Unlimited Miles	10 years / Unlimited Miles	Life / 100K miles
Options	Fridge	Yes	Yes	Yes	No
	Narcotic Safe*	Yes (Medvault)	Yes	Yes	No
	Techno Mount (Truck)	Yes	Yes	Yes	Yes
	Techno Mount (COT)	Yes	Yes	Yes	Yes
	Stryker Power Load w/cot	Yes	Yes	Yes	Yes
	Ranch Hand Bumper Guard	Yes	Yes	Yes	No
	Howler Device	Yes	Yes	Yes	No

	Scoring Criteria/TRK Mrg	First Class	Select Custom	Select Custom	CW Williams
Options (Cont)	Tow Hooks	Yes	Yes	Yes	Yes
	Liquid Spring Suspension	Yes	Yes	Yes	Yes
	AL Wheels	Yes	Yes	Yes	Yes
Delivery Time	Delivery Time Frame	240-330 days	300 - 330 day	300 - 330 day	260-295 days
Service	Service Repair (Distance/time)	Monroe, NC	Falkland, NC	Falkland, NC	Rocky Mount, NC
Safety/Design	Box Design/Layout*	25%	90%	90%	100%
Misc	Graphics*	No	Yes	Yes	Yes
	Oxygen Locations (overhead)	No	Yes	Yes	No
	Remount Capabilities	Yes	Yes	Yes	Yes
	Estimated MPG	12	12	12	8
	Anticipated Fuel Cost*	\$ 10,470.00	\$ 10,470.00	\$ 10,470.00	\$ 14,805.00
	Door Opening Degree (120)	No	Yes	Yes	Yes
Notes	Box design/layout *Medix did not meet numerous safety design/layout specifications outlined in the RFQ. *Select Custom met the safety design/layout specifications with the exception of the "Medic in Mind" cabinet. *CW Williams met the safety design/layout specifications. Narcotic Safe *Medix provided narcotic safe is not as specified in the RFQ and will not intergrate with existing narcotic security software. Graphics *Medix did not include graphics in their submitted quote. The addition of NC OEMS compliant / Beaufort Co. graphics is estimated to cost \$3,000. Anticipated Fuel Cost *Anticipated Fuel Cost were calculated using current mileage data and market fuel pricing. (Diesel at \$3.49, Gas at \$3.29)				

ADDENDUM 5

ARPA Funding Financial Recap

**Beaufort County
Finance**

#456
10/25/21
Budget
Amendment
Request

Department: ARP FUNDS-CAP. PROJ FUNDS

Date of Request: 10-4-21

FY Budget: FY 21-20

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
80-4680-526126	American Rescue Plan Expense		7,121,000
80-4680-598180	Transfer to GF-CPF 180	5,512,000	
80-4680-598680	Transfer to Water-CPF 680	1,609,000	

Department Justification:

To transfer funds from the American Rescue Plan Special Revenue Grant Fund to the GF and Water Fund ARPA Capital Project Funds to complete projects as designated and approved by the Board of Commissioners.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Officer		
	This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.	
County Manager	Required for interdepartmental transfers.	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Approved by BOC by action 2
July, Aug, Sept, Oct 2021 meetings. - ace

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BEAUFORT COUNTY
BUDGET AMENDMENTS JOURNAL ENTRY PROOF

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LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
ACCOUNT					LINE DESCRIPTION					
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND			
2022	04	456	10/04/2021	BUDGET TRANSFER	BUA ARP-CAP.PR	1	1			
1	804680	526126		AMERICAN RESCUE PLAN EXP	AMERICAN RESCUE PLAN EXPENSE		.00	-7,121,000.00	-7,121,000.00	
	80	-4680-526126-			TRANSFER ARP FUNDS TO CAP. PROJ 10/04/2021					
2	804680	598180		AMERICAN RESCUE PLAN EXP	TRANSFER TO GF-CPF 180		.00	5,512,000.00	5,512,000.00	
	80	-4680-598180-			TRANSFER ARP FUNDS TO CAP. PROJ 10/04/2021					
3	804680	598680		AMERICAN RESCUE PLAN EXP	TRANSFER TO WATER-CPF 680		.00	1,609,000.00	1,609,000.00	
	80	-4680-598680-			TRANSFER ARP FUNDS TO CAP. PROJ 10/04/2021					
					** JOURNAL TOTAL			0.00		

10/25/2021 11:47 | BEAUFORT COUNTY
 265jhpk | BUDGET AMENDMENT JOURNAL ENTRY PROOF

| P 2
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CLERK: 265jhpk

YEAR PER	JNL									
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT	
2022 4	456									
BOA 804680-526126	10/04/2021	ARP-CAP.PR BUDGET TRANSFER				AMERICAN RESCUE PLAN EXPENSE 5			7,121,000.00	
						TRANFER ARP FUNDS TO CAP. PROJ				
BOA 804680-598180	10/04/2021	ARP-CAP.PR BUDGET TRANSFER				TRANSFER TO GF-CPF 180 5		5,512,000.00		
						TRANFER ARP FUNDS TO CAP. PROJ				
BOA 804680-598680	10/04/2021	ARP-CAP.PR BUDGET TRANSFER				TRANSFER TO WATER-CPF 680 5		1,609,000.00		
						TRANFER ARP FUNDS TO CAP. PROJ				
						JOURNAL 2022/04/456 TOTAL		.00	.00	

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BEAUFORT COUNTY
BUDGET AMENDMENT JOURNAL ENTRY PROOF

P 3
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FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
					-----	-----
FUND TOTAL					.00	.00

** END OF REPORT - Generated by Jennifer Hopkins **

**Beaufort County
Finance**

**Budget
Amendment
Request**

Department: General Fund

Date of Request: 11-1-21

FY Budget: FY 21-22

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
10-0991-499100	APPROPRIATED FUND BALANCE	500,000	
10-9800-598180	TRANSFER TO ARP GF CAPITAL PROJCT	500,000	
180-3650-499010	TRANSFER FROM GENERAL FUND	500,000	
180-7300-544010	CONTRACTED SERVICES – BROAD BAND	500,000	

Department Justification: To transfer \$500,000 general fund balance designated by Board of Commissioners to the broad band project.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Officer		
	This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.	
County Manager	Required for interdepartmental transfers.	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

**AN ORDINANCE TO ESTABLISH A PROJECT FUND
WATER CAPITAL PROJECT FUND
BEAUFORT COUNTY, N.C.
FOR FISCAL YEAR 2021-2022**

BE IT ORDAINED, by the County Commissioners of Beaufort County, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project fund is hereby established:

Section 1. The Water Capital Project Fund is to complete 6 water capital projects deemed necessary by the Board of Commissioners of Beaufort County with ARPA funding. The capital projects consist of a SCADA System replacement, Swan Point MHP water extension, 4 elevated storage tank mixers, directional drills on Hwy 99, various line upgrades to larger lines with flushing, and address water line issues at Railroad Crossings.

Section 2. The Board of Commissioners of Beaufort County adopts this capital project ordinance with the following estimated revenues and expenses:

REVENUES:

680-3660-499080	TRANSFER FROM FUND 80 AMERICAN RESCUE PLAN	\$1,609,000
TOTAL REVENUES		\$1,609,000

EXPENSES:

680-7400-551010	CAPITAL OUTLAY - SCADA	700,000
680-7400-551011	CAPITAL OUTLAY - SWAN POINT	187,000
680-7400-551012	CAPITAL OUTLAY - TANK MIXERS	112,000
680-7400-551013	CAP. OUTLAY - DIRECTIONAL DRILLS	285,000
680-7400-551014	CAPITAL OUTLAY - LINE UPGRADES	325,000
TOTAL EXPENSES		\$1,609,000

Section 3. The officers of this unit are hereby directed to proceed with the capital project.

Section 4. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records.

Section 5. The Finance Officer is directed to report on the financial status of each project element in Section 2.

Section 6. Copies of this capital project ordinance shall be furnished to the County Clerk, Budget Officer, and to the Finance Officer for direction in carrying out this project.

Section 7. This ordinance shall become effective upon its adoption.

This the 4th day of October 2021.

Chairman

Attest:

Clerk

**AN ORDINANCE TO ESTABLISH A PROJECT FUND
GENERAL FUND CAPITAL PROJECT FUND
BEAUFORT COUNTY, N.C.
FOR FISCAL YEAR 2021-2022**

BE IT ORDAINED, by the County Commissioners of Beaufort County, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project is hereby established:

Section 1. The project authorized is for ARPA Funding to increase Broad Band areas and construct a multi-purpose building for Beaufort County.

Section 2. To complete the project the Board of Commissioners of Beaufort County adopts this project ordinance with the following estimated revenues and expenses:

REVENUES:

180-3650-499080	TRANSFER FROM FUND 80 AMERICAN RESCUE PLAN	\$5,512,000
TOTAL REVENUES		\$5,512,000

EXPENSES:

180-7300-544010	CONTRACTED SERVICES-BROAD BAND	\$4,000,000
180-7300-554003	CAPITAL OUTLAY-MULTI PURPOSE BUILDING	1,500,000
180-7300-535550	JAIL IMPROVEMENTS	12,000
TOTAL EXPENSES		\$5,512,000

Section 3. The officers of this unit are hereby directed to proceed with the project.

Section 4. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records.

Section 5. The Finance Officer is directed to report on the financial status of each project element in Section 2.

Section 6. Copies of this capital project ordinance shall be furnished to the County Clerk, Budget Officer, and to the Finance Officer for direction in carrying out this project.

Section 7. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 8. This ordinance shall become effective upon its adoption.

This the 4th day of October, 2021

Chairman

Attest:

Clerk

ADDENDUM 6

Cable Channel Broadcast Equipment

Proposed to:
 Ryan Waymire
 Altice
 Winterville, NC
 Phone: 252-561-6679



9620 Bartlett Circle
 Fort Worth, TX 76108
 Fax: 817-529-0745

Guy Levassar
 guy@go2mhz.com
 800-883-8839 x119

For faster order processing send all purchase orders to
 purchaseorder@go2mhz.com or fax to 817-529-0745

MHz Proposal #: 011GL-2631

Date: 9/29/2021

Expires: 10/19/2021

As a Value-Add-Partner & Systems Integrator, you can turn-to MHz to engineer, furnish & integrate your unique Multi-Vendor, Multi-Technology System Solution that addresses your long-term goals, network demands and subscriber requirements.

MHz#	Description	Price	Qty	Extend
	HYPERCASTER			
HyperCaster AIO B100-4	4TB drive, 4 Configurable SDI ports. 1 Channel, 1 Encode,	\$9,995.00	1	\$9,995.00
PROVUE-IP-ENC	Single IP Transport Stream encoded output license for AIO channel, ProVue decoder, or ProVue GFX. HD/SD MPEG-2 / H.264 video codecs supported.	\$877.94	1	\$877.94
HyperCaster IP Capture	IP Capture Option - Capture HD/SD IP streams on schedule or manually and store as a file for playback or transfer to another device. MPEG-2 TS unicast/multicast/SSM, RTMP, HLS (single rate). Max 2 Captures on B100	\$1,495.00	1	\$1,495.00
	TelVue Care™ is quoted as 15% of the value at sale of TelVue Care™ eligible equipment for year 2 coverage, declining (straight line) to 7.5% in the 5th year coverage if prepaid. Year 2 TelVue Care™: \$1866.75 Year 3 TelVue Care™: \$3,422.38 Year 4 TelVue Care™: \$4,666.88 Year 5 TelVue Care™: \$5,600.26			
119-2367	Encoder Options Drake PEG Plus HD PEG Channel Encoder, includes Zixi encoding support (Model# 1002613B) (Weight 1.5 lbs)	\$1,258.18	1	\$1,258.18



HyperCaster® AIO B100

All-In-One, Configurable PEG Broadcasting



More broadcasting with less hardware!

The HyperCaster AIO (All-In-One) B100 gives you ultimate playback flexibility in a powerful, single channel broadcast server. One channel of Playback & Encoding, plus native SDI & IP Switching all-in-one! Optional HD/SD Simulcast is perfect for PEGs delivering SD on Cable, with full HD Streaming/OTT. The AIO Series includes a user-friendly, access-from-anywhere, browser-based interface for scheduling, content management, and designing on-air graphics. Simplify your workflow, trim your equipment, and get the best of both SDI & IP with the HyperCaster AIO.

INPUTS

- Up to 4 auto-sensing HD-SDI inputs
- HD-SDI switching & file encoding
- StreamThru™ IP Switching & optional Capture
- Files: MPEG-2 PS/TS, DVDs, MP4, MOV, AVI
- Streams: Transport, RTMP, HLS
- Codecs: MPEG-2 & H.264, SD & HD

OUTPUTS

- Built-in Up & Down Conversion
- Optional HD/SD Simulcast (2 ports/channel)
- Dynamic Downstream Graphics on all sources
- Motion Logos, Tickers, Snipes, Squeezebacks
- CEA-608/708 Closed Captions

AND BECAUSE IT'S A TELVUE SERVER, YOU ALSO GET:

- Browser-based, easy content and scheduling tools
- 24/7 Support – Expandable Design – Future-Proof Technology
- Powerful Options
 - Streaming & OTT Integration with TelVue CloudCast™
 - Cloud Contributor Upload & Media Exchange with TelVue Connect™
 - InfoVue™ Plugin Module for Per-Channel Community Bulletin Board
 - Real-time Audio Loudness Plugin (CALM Compliant)
 - Archive Integration (NAS, Archive.org)

Provided by: Mega Hertz 800-883-8839 info@go2mhz.com www.go2mhz.com

HyperCaster® AIO B100 Specifications

I/O Configuration	
Channels	1 Playback + 1 Encode
HD-SDI Ports	4
SDI Inputs	All SDI ports not used for Playback available as auto-sensing, switchable inputs
IP Inputs	Transport, RTMP, HLS via GigE. StreamThru™ IP Switching, optional Capture
HD/SD Simulcast	Optional, requires 2 ports per Channel
Storage	
OS/System	SSD
Media	4 TB, Single Drive
Archive	Optional Archive to NAS (FTP, CIFS) and Archive.org
Content	
File Formats	MPEG-2 Program, MPEG-2 Transport, DVDs, VOB, MP4, MOV, AVI
IP Streaming Formats	MPEG-2 TS over UDP, RTP (Unicast, Multicast, SSM Multicast), RTMP, HLS
Video Codecs	MPEG-2, H.264
Audio Codecs	MPEG-1 Layer II, AC-3, AAC, MP3, LPCM
Closed Captions	CEA-608/708
Video Bit Rates	Up to 20 Mbps
Upload Protocols	FTP, CIFS
Recording	
Encode	MPEG-2 Transport (MPEG-2 and H.264 SD/HD)
IP Capture	Optional up to 2 Simultaneous
Playback	
Video Resolutions	SD 480i29.97 NTSC & 576i25 PAL, 720p50/59.94/60, 1080p23.98/24/25/29.97/30, 1080p50/59.94/60, 1080p23.98/24/25/29.97/30, 1080i25, 1080i29.97, 1080i30, Automatic up/down-conversion
Audio Format	48 kHz, 16 bit
Audio Channels	Stereo
Audio Processing	Optional Real-time Audio Loudness Management (CALM Compliant)
VANCs	CEA-608/708 Closed Captioning
Downstream Graphics	
	Bugs, Tickers, Snipes, Squeezedbacks, Motion Logos, Emergency Tickers

Network Management	
System Health Notifications	SNMP, Email, REST API, and Web Browser UI.
Other	Built-in Firewall & Routing Table, Remote Management, Station Timing Locked to NTP
High Availability	
	Watchdog Timer, Solid State System Drive
Physical	
Power	100 - 240 VAC/200 Watts
Dimensions	17.2"x1.7"x11.3" (WxHxD)
Weight	10 lbs.
Form Factor	1 RU Rackmount, 19" Standard
External Interfaces & Connections (Typically Used)	
HD-SDI ports	4
External Reference	Blackburst in SD, 720p50, 720p59.94, 1080i50 and 1080i59.94 formats or Tri-Sync in any HD format.
Copper NICs	Dual 10/100/1000 BT
Front Panel	Power/Fail/Drive LEDs, Power/Reset Switch/ LCD Interface
Operating System	
	Linux, Standard Drivers
Application Software	
User Interface	Integrated, HTML Browser-based
Content Management	Custom Metadata, Hierarchical Categories, Video Previews with Virtual Trim Editing, Advanced Search, Bulk Actions, Optional Archiving Management
Scheduling	Drag & Drop, Copy/Paste, Block Copy, Bulk Modify, Recur, Ripple, Import/Export
Continuity	Auto fill Program Gaps with Playlists or Live sources
Graphics	Built-in, WYSIWYG Editor, Multiple Simultaneous Overlays, Alpha Channel, Drop Shadow Text, Date & Metadata Variables
Reports	As Run, First/Repeat Run, Missing Files
TV Listing	Embeddable, Searchable Website Program Guide, Rovi X-List, XMLTV, Minerva, RSS
Traffic & Billing	Optional CCMS
APIs	REST, RSS, SNMP
User Management	Roles, Emergency-only User, Preferences
Cloud Services	
	Optional Streaming & OTT with TelVue CloudCast™, Cloud Upload with TelVue Connect™

Note: Specifications are subject to change without notice.



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: James Madson, Public Health

Agenda Title: Covid-19 Update

Summary of Information: A Health Department representative will give an update on the Covid-19 response/status.

Submitter Recommendations/Motions: Information only.

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: James Madson, Public Health

Agenda Title: Budget Amendment - Health

Summary of Information: Request to amend the FY 2021-2022 budget for the increase in Communicable Disease Funding. Request includes one full time Public Health Nurse III position.

This request is Stage 2 of the Communicable Disease Expansion Plan presented November 1, 2021.

Submitter Recommendations/Motions: Staff recommend the approval of the budget amendment and establishment of the Public Health Nurse III position.

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Anita Radcliffe, Finance Officer
Alan Thompson of Thompson, Price, Scott, & Adams
Company, P.A.

Agenda Title: FY 2020/2021 Audit Presentation

Summary of Information: A summary presentation will be given on the fiscal year 2020-2021 audit..

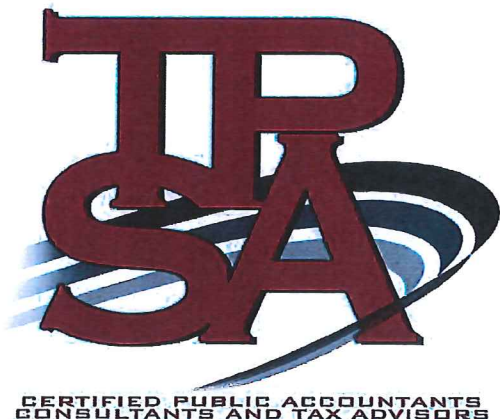
Submitter Recommendations/Motions: Information only.

BEAUFORT COUNTY



Presentation of Audit Results

Fiscal Year Ended
June 30, 2021



Alan W. Thompson, CPA
1626 S Madison Street
PO Box 398
Whiteville, NC 28472
910.642.2109 phone
910.642.5958 fax
www.tpsacpas.com

Beaufort County

Presentation Agenda

	<u>PAGE(s)</u>
I. GENERAL COMMENTS	
II. REQUIRED COMMUNICATIONS	
SAS 114	1-3
III. AUDIT RESULTS	4-11
IV. QUESTIONS AND COMMENTS	
V. CLOSE	



Thompson, Price, Scott, Adams & Co, P.A.

P.O. Box 398
1626 S Madison Street
Whiteville, NC 28472
Telephone (910) 642-2109
Fax (910) 642-5958

Alan W. Thompson, CPA
R. Bryon Scott, CPA
Gregory S. Adams, CPA

October 29, 2021

To the Board of Commissioners
Beaufort County
Washington, North Carolina

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Beaufort County for the year ended June 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 12, 2021. Professional standards also required that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Beaufort County are described in Note 1 to the financial statements. As described in Note IX to the financial statements, the County changed accounting policies related to Fiduciary Activities by adopting GASB Statement 84 "Fiduciary Activities," effective for fiscal year ended June 30, 2021. Accordingly, the cumulative effect of the accounting change as of the beginning of the year is reported in Note IX, and is reflected in the Statement of Activities, Statement of Changes in Fiduciary Net Position, and the respective governmental fund statements. We noted no transactions entered into by the Beaufort County during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no significant estimate(s) or assumptions noted during the audit.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to the financial statement users. There are no such disclosures identified.

Members

American Institute of CPAs - N.C. Association of CPAs - AICPA Division of Firms

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representation

We have requested certain representations from management that are included in the management representation letter dated October 19, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Auditing Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Beaufort County's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

We disclosed items that were identified as technical errors in our review of the Medicaid program. Please review the schedule of findings and questioned cost in the audit report for a description of these errors. These items have been discussed with the DSS director, and a corrective action plan is in place to address the issues noted.

The Local Government Commission (LGC) will no longer initiate communications about concerns or findings (formerly considered unit letters). They have created a spreadsheet that has to be completed and submitted with the audit report. If that worksheet identifies what they consider a "Financial Performance Indicators of Concern" (FPICs), we are required to communicate those items to the Board.

The County is required to submit a response within 60 days of the Board meeting in which the financial statements are presented. The detailed audit response should be presented to the entire Board, and signed by the entire Board, Finance Officer, and Manager. We are pleased to disclose that there were no indicators that we were required to present.

Other Matters

We applied certain limited procedures to the Schedule of County's Proportionate Share of Net Pension Liability (LGERS), Schedule of County Contributions (LGERS), Schedule of County's Proportionate Share of Net Pension Asset (ROD), Schedule of County Contributions (ROD), Schedule of Changes in Total Pension Liability - Law Enforcement Officer's Special Separation Allowance, and Schedule of Changes in Total OPEB Liability and Related Ratios, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual non-major fund statement schedules, budgetary schedules, and other schedules, and the schedule of expenditures of federal and State awards, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Please ensure that management and the Board is aware of the new GASB pronouncements for the upcoming fiscal year. Be especially mindful of GASB No.87: *Leases*, as the implementation of this standard will take a significant amount of time and resources to gather the necessary information. If the proper resources are not allotted for the implementation of this standard, this could potentially cause a significant delay in the completion of the upcoming audit.

Restriction on Use

This information is intended solely for the use of the Board of Commissioners and management of Beaufort County and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Thompson, Price, Scott, Adams & Co., P.A.

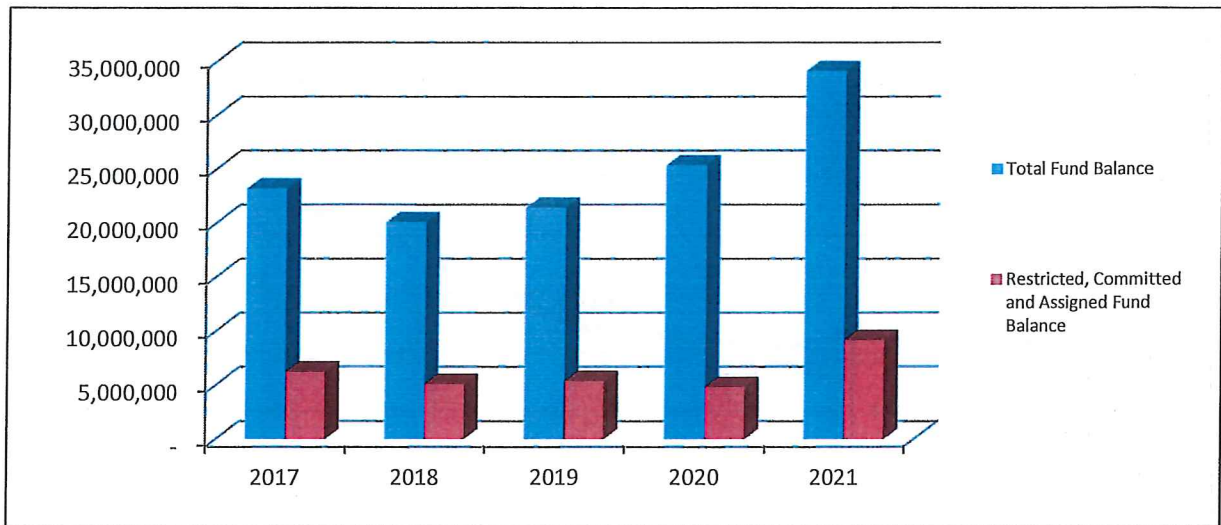
Thompson, Price, Scott, Adams & Co, P.A.

Beaufort County						
FINANCIAL INFORMATION FOR 5 YEARS						
		2021	2020	2019	2018	2017
Total Fund Balance - General Fund	\$	34,028,356	\$ 25,303,138	\$ 21,370,871	\$ 20,035,894	\$ 23,152,167
Unavailable Fund Balance - GF (Restricted for State Statute, Inventories, Prepaids)		7,242,048	4,340,459	4,919,734	4,307,595	5,485,692
Restricted, Committed, and Assigned Fund Balance		9,172,838	4,839,582	5,391,443	5,115,770	6,253,916
General Fund Expenditures (including Transfers out)		59,435,663	58,759,368	58,789,530	58,583,958	59,479,929
Fund Balance Available as % of General Fund Expenditures		45.07%	35.68%	27.98%	26.85%	29.70%
Unassigned Fund Balance		24,855,518	20,463,556	15,979,428	14,920,124	16,898,251
Unassigned Fund Balance as % of General Fund Expenditures (including Transfers out)		41.82%	34.83%	27.18%	25.47%	28.41%
Revenues over (under) expenditures before other financing sources						
General Fund		9,153,225	5,531,637	3,285,912	58,218	702,801
Solid Waste Fund		291,080	320,219	(261,822)	220,651	83,977
Water Districts Fund		709,029	174,419	(124,764)	(75,149)	31,882
Cash vs. Accumulated Depreciation - Water						
Total Fixed Assets		88,079,216	85,317,343	83,874,082	80,023,224	79,261,311
Accumulated Depreciation		27,091,889	24,923,350	22,726,834	20,755,501	18,653,484
Cash		9,562,609	8,954,560	7,857,021	7,852,050	8,363,391
Cash vs. Fund Balance (Net Position)						
Cash - General		31,871,990	25,341,557	20,352,973	20,252,530	18,887,114
Cash - Water Districts		9,562,609	8,954,560	7,857,021	7,852,050	8,363,391
Cash - Solid Waste		1,085,352	680,738	321,056	470,445	280,575
Cash - Other Governmental		9,277,417	5,718,464	4,924,487	4,601,420	2,332,495
Fund Balance - General		34,028,356	25,303,138	21,370,871	20,035,894	23,152,167
Net Position - Water Districts		32,758,052	30,112,329	29,407,357	29,290,144	29,869,786
Net Position - Solid Waste		1,305,142	1,014,062	693,843	795,665	575,014
Fund Balance - Other Governmental Funds		6,686,728	7,098,909	7,701,374	7,323,335	2,330,271
Property Tax Rates		0.635	0.635	0.615	0.550	0.550
Collection Percentages		98.38%	98.10%	98.29%	98.01%	98.08%
Collection Percentages (excluding Motor Vehicle)		98.22%	97.93%	98.14%	97.85%	97.92%
Total Property Valuation		6,032,735,118	5,855,547,088	5,737,757,779	5,960,519,274	5,934,812,728
Total Levy Amount		38,307,868	37,182,724	35,287,210	32,782,856	32,641,470
Breakdown of Debt (Excl Compensated Absences & OPEB)						
Governmental - General Obligation (school)		10,977,000	12,334,000	14,015,000	15,704,000	17,250,000
Governmental - Installment Purchases		3,865,805	4,125,368	4,388,088	4,634,373	4,868,507
Business-type - Limited Obligation		31,410,000	31,215,000	32,520,000	33,755,000	34,880,000
Business-type - Installment Purchases		3,650,000	3,950,000	4,250,000	-	-
Business-type - Revolving Loan		1,840,751	1,650,000	1,760,000	1,870,000	2,012,225
		51,743,556	53,274,368	56,933,088	55,963,373	59,010,732

Beaufort County						
FINANCIAL INFORMATION FOR 5 YEARS						
		2021	2020	2019	2018	2017
Breakdown of General Fund Revenues						
	Ad Valorem Taxes	38,552,966	37,158,836	35,500,043	32,810,609	32,880,891
	Other Taxes, License & Permits	12,408,012	10,819,822	10,438,515	9,612,895	9,179,746
	Intergovernmental Revenue	14,053,458	11,370,592	10,730,141	9,837,529	13,127,606
	Sales and Services	2,813,992	2,581,577	2,759,039	2,452,723	2,195,288
	Investment Earnings	74,135	406,439	524,554	277,379	80,283
	Miscellaneous	143,185	210,620	155,909	355,102	227,823
	Total	68,045,748	62,547,886	60,108,201	55,346,237	57,691,637
Breakdown of General Fund Expenditures						
	General Government	6,508,177	6,099,760	6,172,979	6,071,602	5,899,930
	Public Safety	12,622,849	12,860,884	12,657,699	11,915,214	10,709,635
	Economic and Physical Development	982,753	1,025,685	910,848	1,140,365	1,246,774
	Human Services	17,006,877	15,257,067	14,936,987	14,635,829	17,680,403
	Environmental Protection	-	-	-	-	-
	Cultural & Recreational	446,397	424,402	454,070	444,070	431,270
	Education	18,795,136	18,839,953	19,125,697	18,500,700	17,804,749
	Debt Service	2,530,334	2,510,257	2,564,009	2,580,239	2,643,971
	Total	58,892,523	57,018,008	56,822,289	55,288,019	56,416,732

Beaufort County

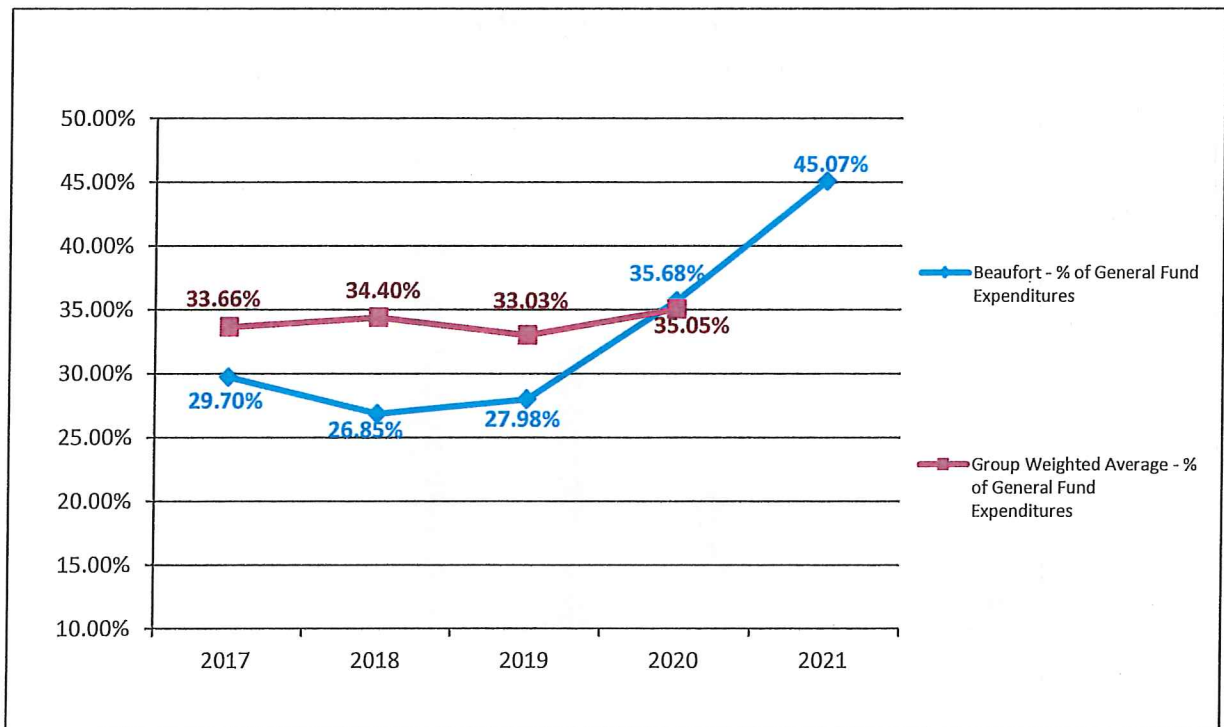
Analysis of Fund Balance



Beaufort County

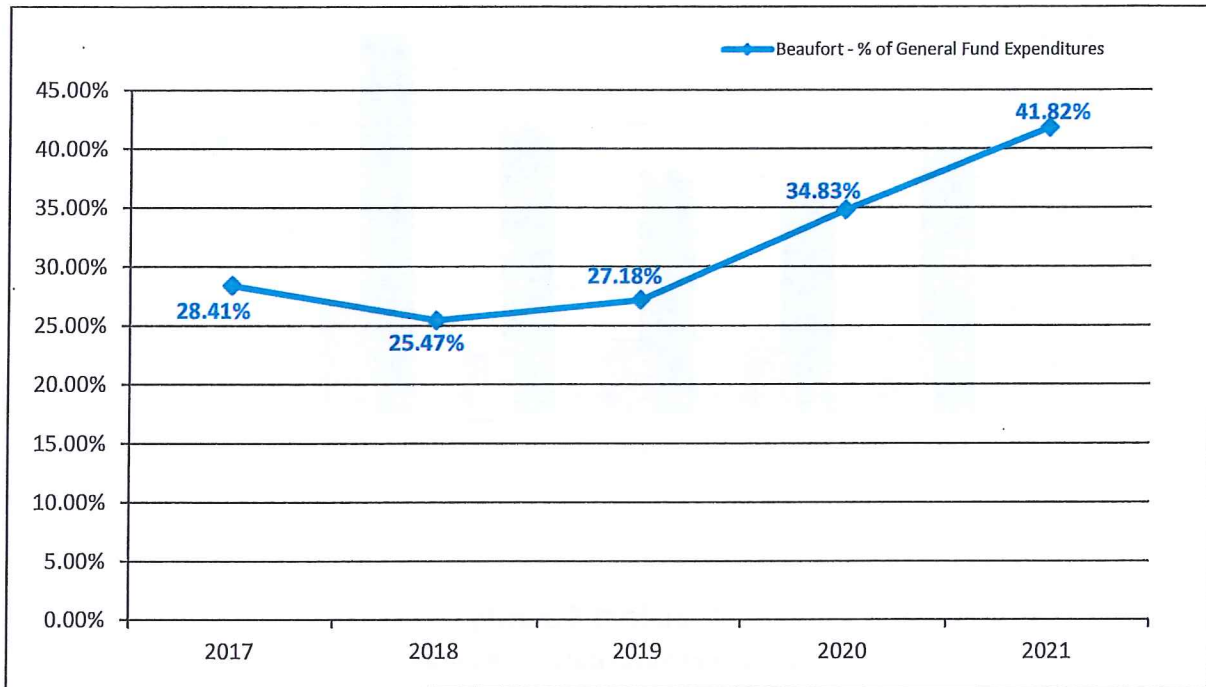
Analysis of Fund Balance Available

(Note - 2021 Group Weighted Average Not Available at Date of Presentation)



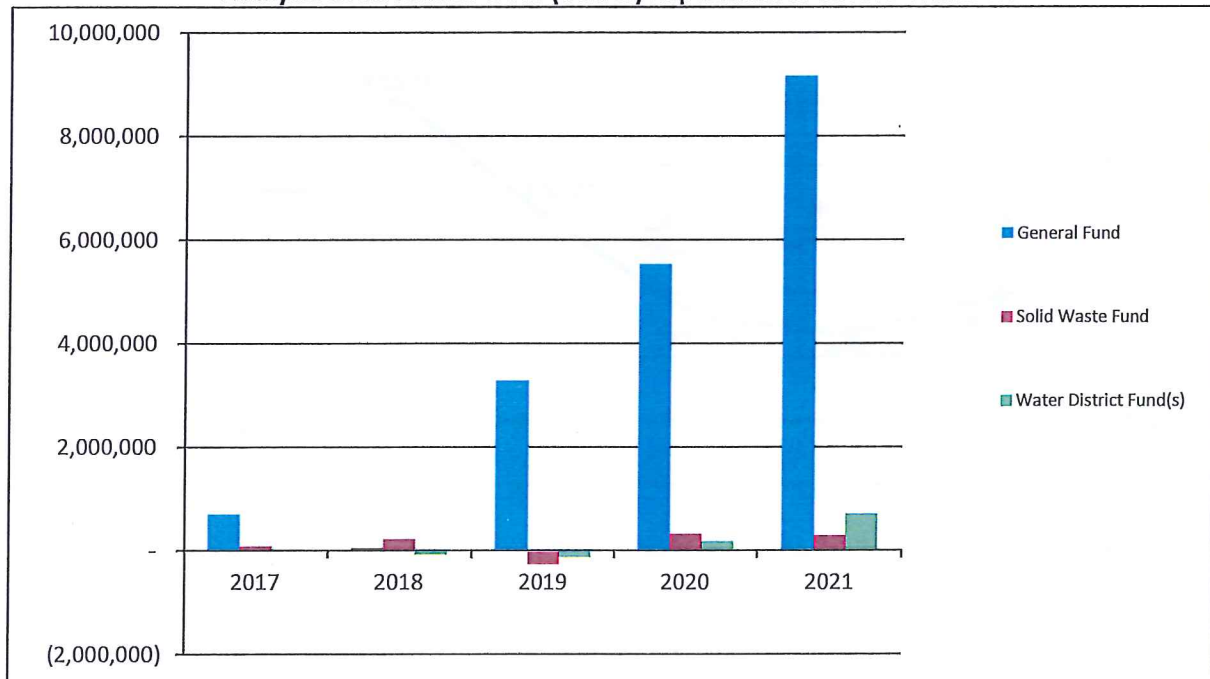
Beaufort County

Analysis of Unassigned Fund Balance as a % of General Fund Expenditures



Beaufort County

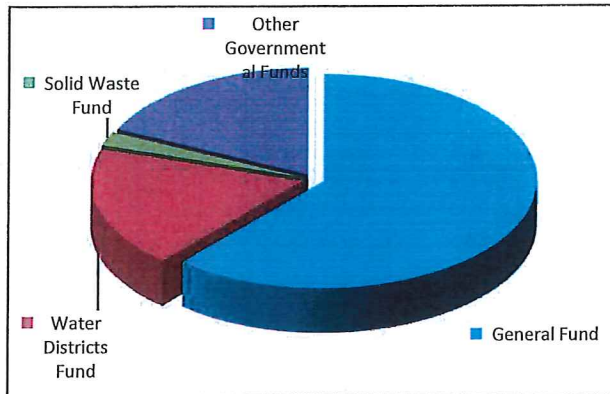
Analysis of Revenues Over (Under) Expenditures before Transfers



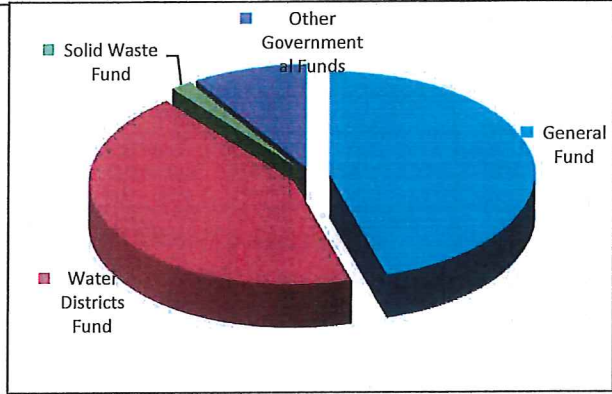
Beaufort County

Analysis of Cash and Fund Balances at June 30, 2021

CASH BALANCES



FUND BALANCES



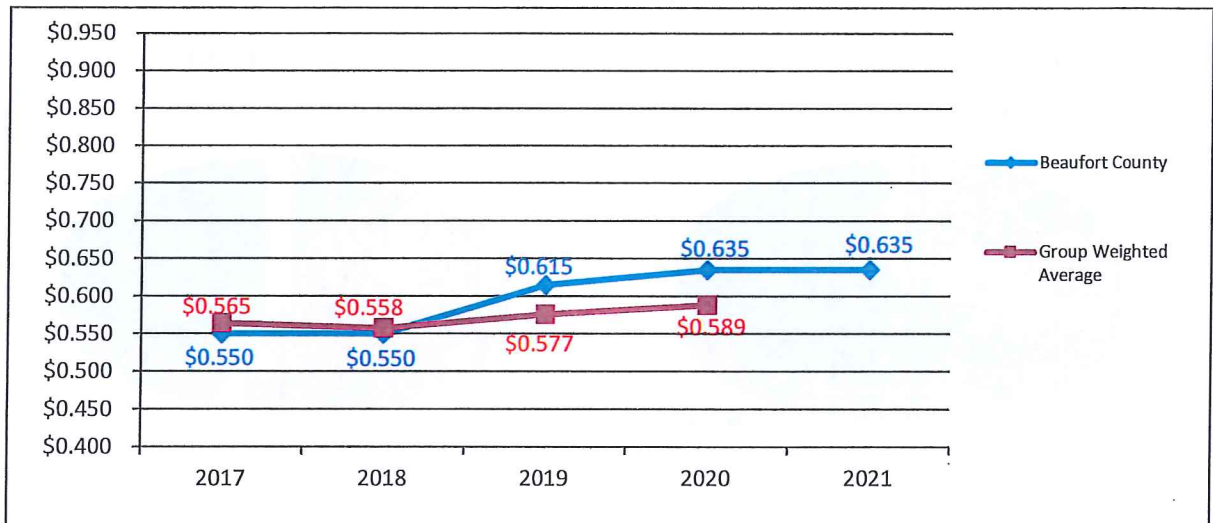
2021

	<u>Cash Balances</u>	<u>Fund Balances</u>
General Fund	\$ 31,871,990	\$ 34,028,356
Water Districts Fund	9,562,609	32,758,052
Solid Waste Fund	1,085,352	1,305,142
Other Governmental Funds	9,277,417	6,686,728
Total	<u>\$ 51,797,368</u>	<u>\$ 74,778,278</u>

Beaufort County

Property Tax Rates

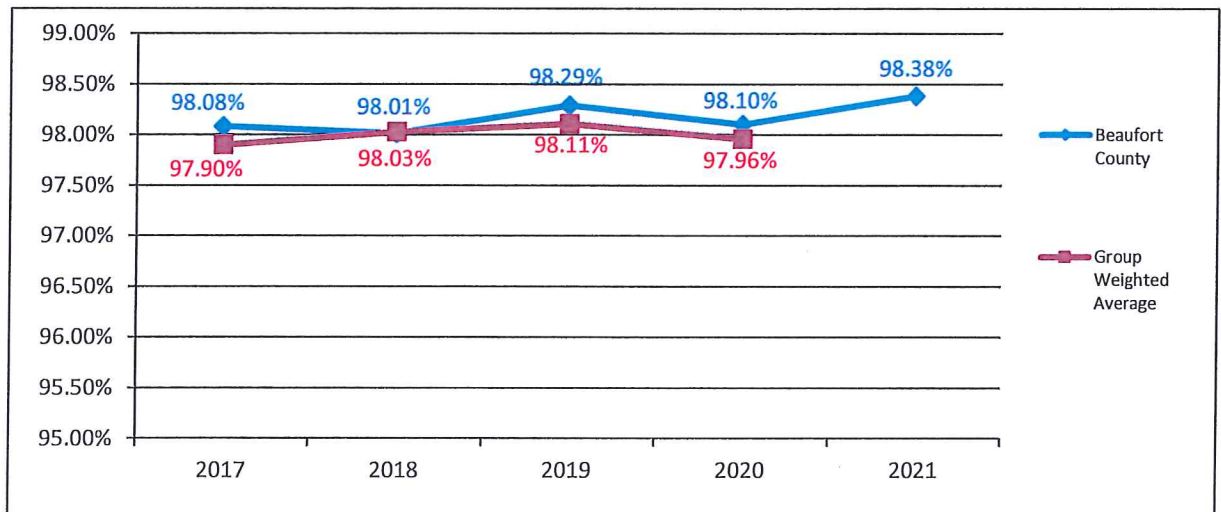
(Note - 2021 Group Weighted Average Not Available at Date of Presentation)



Beaufort County

Collection Percentages

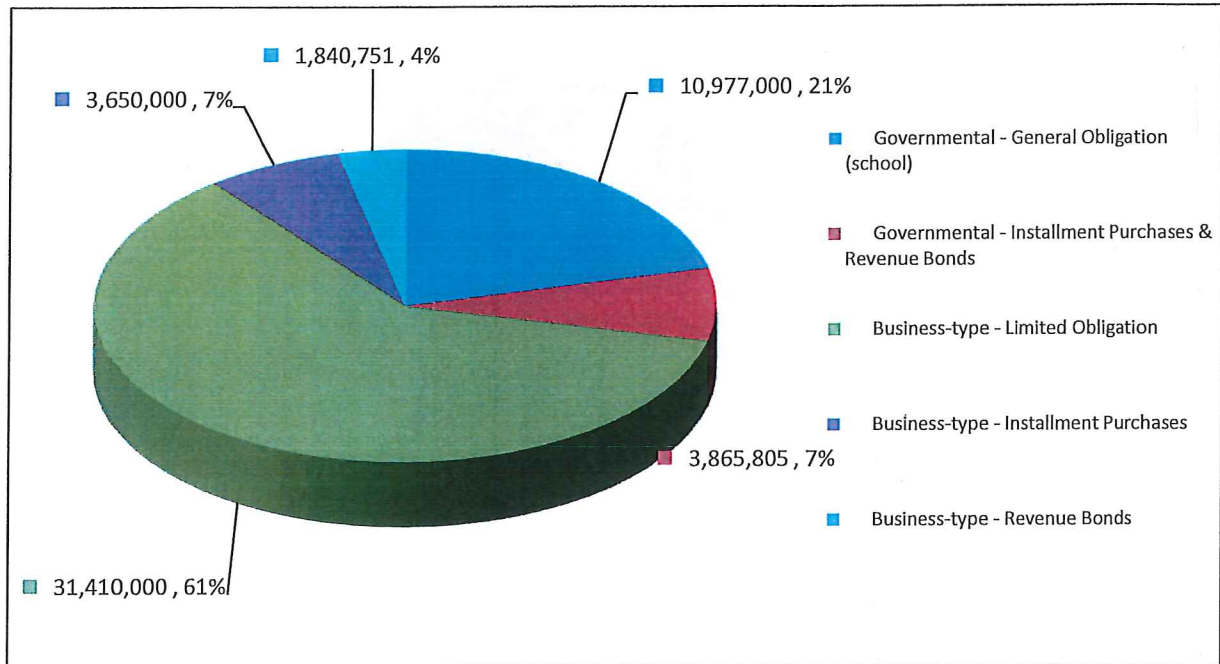
(Note - 2021 Group Weighted Average Not Available at Date of Presentation)



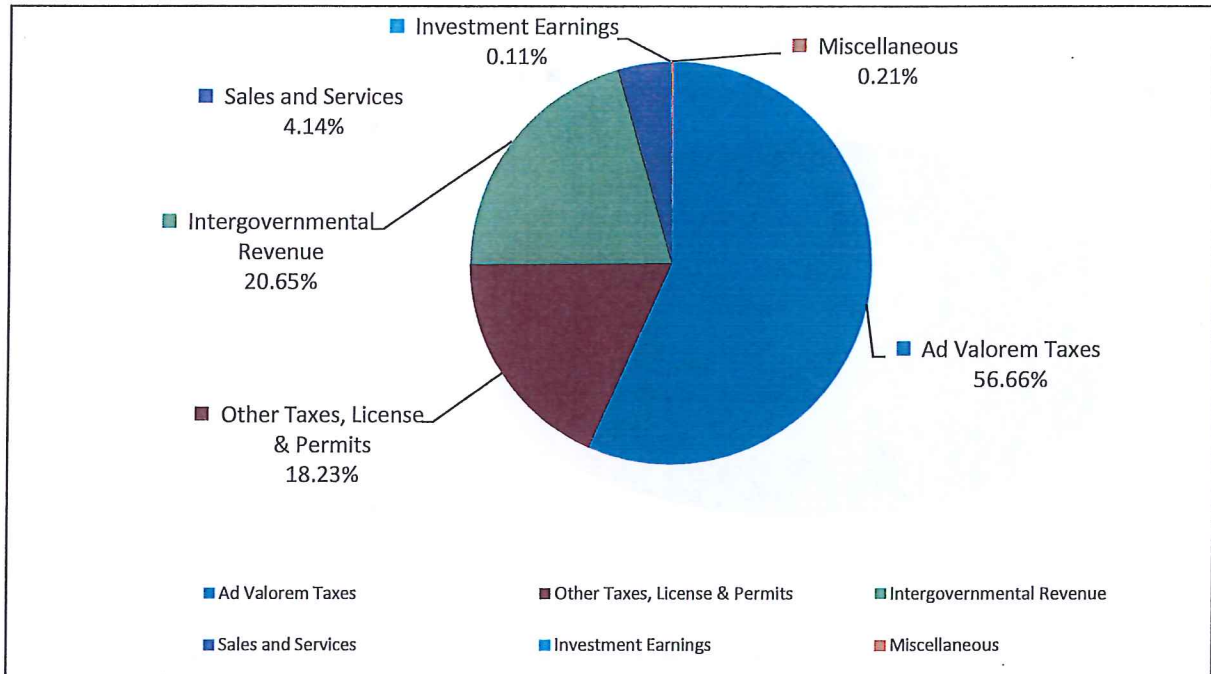
Beaufort County

Debt Analysis (excluding Compensated Absences, Pension Liability & OPEB Liability)

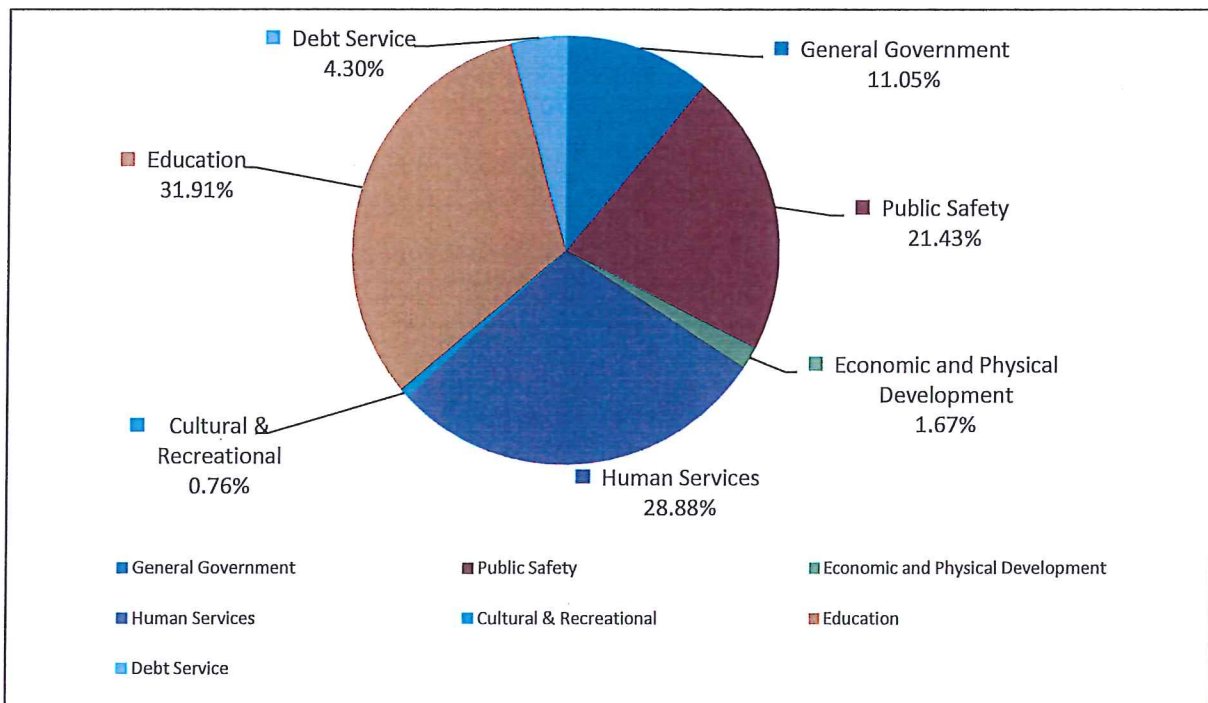
FYE June 30, 2021



Beaufort County
Break Down of General Fund Revenue
FYE June 30, 2021



Beaufort County
Break Down of General Fund Expenditures
FYE June 30, 2021





Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: Anita Radcliffe, Finance Officer

Agenda Title: US Cellular Contract

Summary of Information: The County currently has cellular service with US Cellular, an approved State Contract vendor. The County's US Cellular Public Sector Representative and County staff have carefully reviewed the current plans and recommend that a couple of changes be made that will move all phones to a Government Unlimited Plan, instead of a shared data plan, eliminating data overage charges. As part of this upgrade in service, the 17 basic phones at the Water Department will be upgraded to smart phones and the water tablets will be eliminated. The plans for the EMS routers, water meters, and the Sheriff's Office CHQ trackers will not change. They will continue to use shared data since they have never exceeded the allowed data under that shared data plan. The Sheriff's Office will continue to have their own separate contract and all other County department's, excluding DSS, will be on a contract together. This upgrade results in better equipment and more data service at a slightly better price than the current plans. A 2-year contract is required, thus requiring Board approval.

Please note that DSS is not included in this upgrade and will continue to be on a month-to-month contract with US Cellular. This is due to DSS testing out other cellular service providers at this time.

Submitter Recommendations/Motions: Authorize the County Manager to sign a new 2-year contract with US Cellular.

Attachments:

Plan Comparison Summary



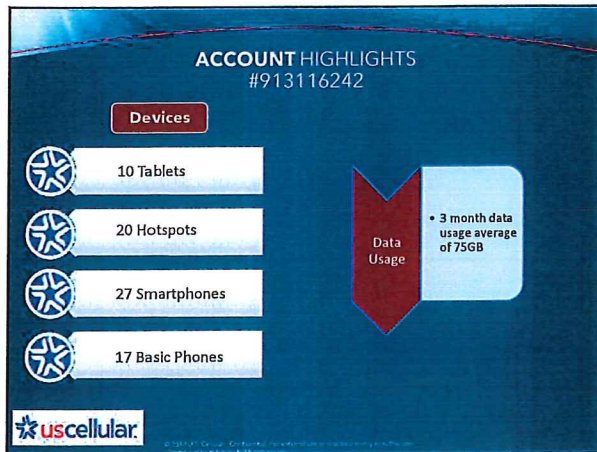
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4

CURRENT SOLUTIONS #913116242 (All Other Depts)					
Quantity	Feature	Standard Offering	Discount	Investment Per Line (After Discount)	Subtotal
1	Shared Data 85GB All Devices	\$500.00	\$100.00	\$400.00	\$400.00
10	Tablet Access Fee	\$10.00	-	-	\$100.00
20	Hotspot Access Fee	\$20.00	-	-	\$400.00
27	Smartphone Access Fee	\$40.00	\$5.00	\$35.00	\$945.00
17	Basic Phone Access Fee (Water Dept)	\$30.00	\$10.00	\$20.00	\$340.00
TOTAL (Before Applicable Taxes and Fees)					\$2,185.00

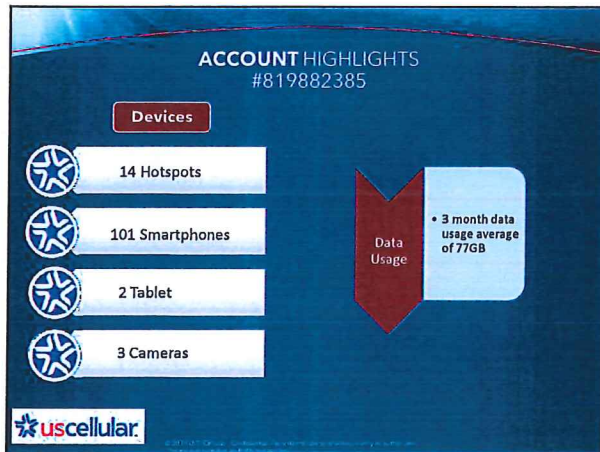
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5

PROPOSED UNLIMITED OPTIONS #913116242 (All Other Depts)					
Quantity	Feature	Standard Offering	Discount	Investment Per Line (After Discount)	Subtotal
30	Gov Only Unlimited Data	\$34.00	-		\$1,020.00
44	Gov Only Unlimited Voice, Msg, Data	\$35.00	-		\$1,540.00
TOTAL (Before Applicable Taxes and Fees)					\$2,560.60
**Includes upgrading (17) basic Water phones to Smartphones					

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6



7

CURRENT SOLUTIONS
#819882385 (Sheriff's Office)

Quantity	Feature	Standard Offering	Discount	Investment Per Line (After Discount)	Subtotal
1	Shared Data 40GB All Devices	\$120.00	\$24.00	\$96.00	\$96.00
1	Shared Data 85GB All Devices	\$500.00	\$100.00	\$400.00	\$400.00
39	B and G Unl 300MB	\$50.00	\$46.00	\$4.00	\$156.00
59	Smartphone Access Fee	\$40.00	\$5.00	\$35.00	\$2,065.00
13	Hotspot/Router Access	\$20.00	-	\$20.00	\$260.00
2	Tablet Access Fee	\$10.00	-	\$10.00	\$20.00
3	Remote Monitoring Access Fee	\$5.00	-	\$5.00	\$15.00
1	B&G 20GB Data	\$60.00	\$24.00	\$36.00	\$36.00
1	B&G 5GB Data	\$50.00	-	\$50.00	\$50.00
1	Gov Only Unl Data	\$39.00	-	\$39.00	\$39.00
1	Gov Only Unl Voice/Text/Data	\$39.99	-	\$39.99	\$39.99
TOTAL (Before Applicable Taxes and Fees)					\$3,176.99

uscellular

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8

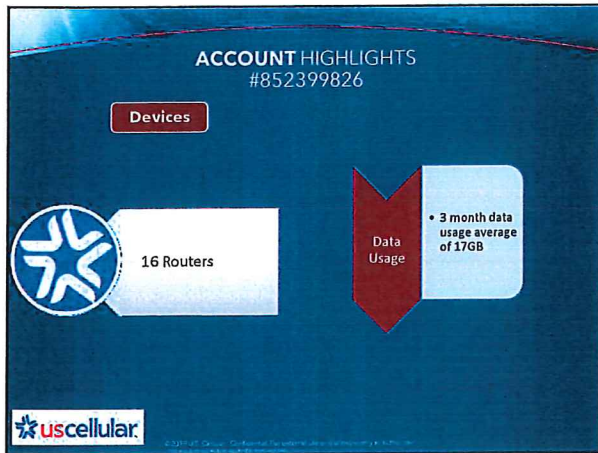
PROPOSED UNLIMITED OPTIONS
#819882385 (Sheriff's Office)

Quantity	Feature	Standard Offering	Discount	Investment Per Line (After Discount)	Subtotal
39	B and G Unl 300MB	\$50.00	\$46.00	\$4.00	\$156.00
62	Gov Only Unlimited Talk, Text, Data	\$39.99	-	\$35.00	\$2,170.00
19	Gov Only Unl Data	\$39.00	-	\$34.00	\$646.00
TOTAL (Before Applicable Taxes and Fees)					\$2,972.00

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9



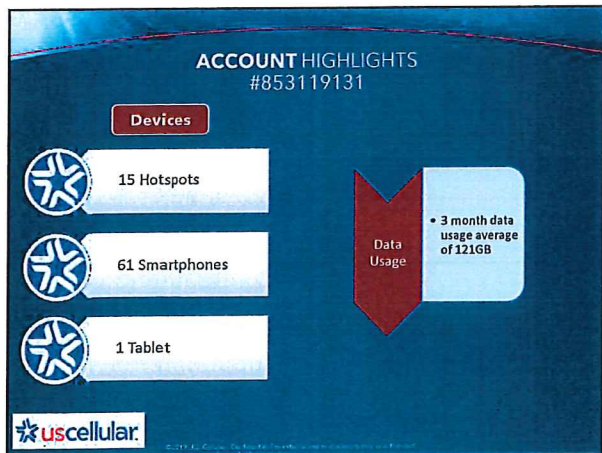
10

CURRENT SOLUTIONS
#852399826 (EMS)
No Change

Quantity	Feature	Standard Offering	Discount	Investment Per Line (After Discount)	Subtotal
16	B&G Unl 5GB Data	\$40.00	\$14.80	\$25.20	\$403.20
TOTAL (Before Applicable Taxes and Fees)					\$403.20

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11



12

CURRENT SOLUTIONS #853119131 (DSS)					
Quantity	Feature	Standard Offering	Discount	Investment Per Line (After Discount)	Subtotal
61	Gov't Unl Voice, Messaging, and Data	\$39.99	-	-	\$2,439.39
16	Gov't Unl Connected Device	\$39.00	-	-	\$624.00
TOTAL (Before Applicable Taxes and Fees)					\$3,063.39
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13

PROPOSED SOLUTIONS #853119131 (DSS) (Plan stays the same but discount saves money)					
Quantity	Feature	Standard Offering	Discount	Investment Per Line (After Discount)	Subtotal
61	Gov't Unl Voice, Messaging, and Data	\$35.00	-	-	\$2,135.00
16	Gov't Unl Connected Device	\$34.00	-	-	\$544.00
TOTAL (Before Applicable Taxes and Fees)					\$2,679.00
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14

CURRENT SOLUTIONS #853786248 (Sheriff's Office-No change)			
Quantity	Feature	Standard Offering	Subtotal
28	20GB CHQ Account	\$40.40	\$1,131.20
TOTAL (Before Applicable Taxes and Fees)			\$1,131.20
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15

Slide 14

ND1 Nichols, Devin, 10/26/2021

CURRENT SOLUTIONS #852882778 (Water Meters-No change)			
Quantity	Feature	Standard Offering	Subtotal
14	750MB CHQ Account	\$18.40	\$257.60
TOTAL (Before Applicable Taxes and Fees)			\$257.60

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16

We've built a vast solutions portfolio to meet your changing needs

Fleet Management Get the insights you need to effectively manage your vehicles, drivers and assets while saving time, money and resources.	Security See how to keep your data and property safe with mobile device management and carrier mobile solutions.	Productivity & Collaboration Enable your workforce to get more done with cloud-based communications, messaging services, mobile forms and automatic document capture.	Network Access Complete your transactions seamlessly from anywhere, with tools that enable use of cellular, Wi-Fi, Ethernet, Fiber, Machine-to-Machine (M2M) connectivity and more.	Smart Connectivity Monitor and control your assets and operations efficiently with public safety, smart farms, utility and property management solutions.
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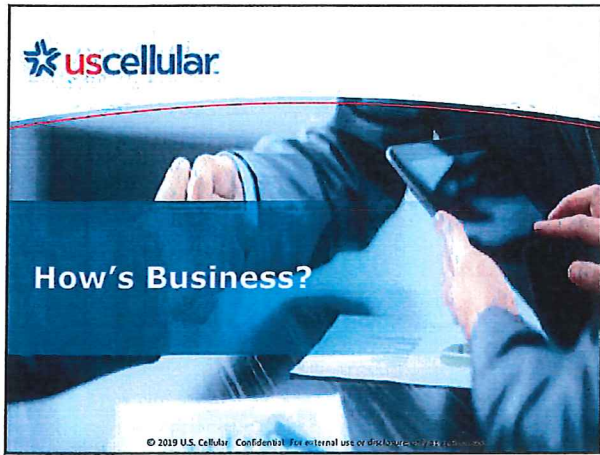
17

uscellular

4G LTE Enhancements - Increased 4G LTE coverage and network speeds as we roll out 5G as part of our network modernization and LTE Advanced updates! - Almost 100 CellSite improvements and additions in Eastern NC alone planned for 2020!	VoLTE - HD Voice - Simultaneous Voice and Data - Enhanced Roaming 6-way Conference Calling	5G Enhanced Speed: Increased data speeds and less lag time! Network Efficiency: Increased bandwidth means more lanes on the 5G highway for more users!
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18



19



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: Ann Williams Soil & Water

Agenda Title: Purchase Order Approval Over \$30,000

Summary of Information: Through the formal bid process, the Beaufort Soil and Water Conservation District's Board of Supervisors requested quotes from experienced vendors that specialize in stream debris removal work. Five bidders responded prior to the published deadlines. During their September 27, 2021, Board Meeting, the District's Board of Supervisors reviewed the bids of the three lowest bidders. Following the review and discussion of all information provided them, and with careful, thoughtful, and complete due diligence, J & J Environmental, LLC was approved to complete the District's Phase II Stream Debris Removal Project under the 2020 Watershed Restoration Project. A Bid Tabulation, along with the scope of work to be completed and a Purchase Order, are attached. This project is 100% funded through a state grant with no match required from Beaufort County.

Submitter Recommendations/Motions: The Beaufort Soil and Water Conservation District's Board of Supervisors recommend the approval of Purchase Order No. 20220426-00 to complete work under their Phase II Stream Debris Removal Project.

Attachments:

1. Bid Tabulation, Scope of Work (Property Description), Purchase Order

Bid Tabulation

Bid/Quote Tabulation

Project: BCSW Watershed Restoration Project (Phase II)

Date: September 8, 2021

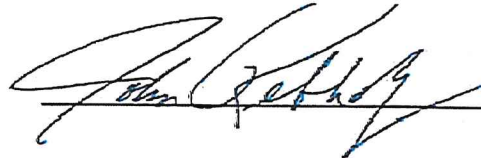
Description: Stream Debris Removal
(as per RFP)

Vendor Name:

RDC Debris Removal
Zulu Marine Services
J&J Environmental
Blackwater Forestry
Carolina Cleaning & Restoration

Equipment List	References	Bidder Qualifications	Proof of Insurance	Price per Foot	Total Cost
X	X	X	X	\$2.10	\$118,860.00
X	X	X	X	\$4.78	\$270,548.00
X	X	X	X	\$1.74	\$98,484.00
X	X	X	X	\$1.35	\$76,410.00
X	X	X	X	\$4.24	\$239,984.00

Authorized Signature/Commissioner:



Witness:



8/13/2021

Stream Debris Removal

Property Description:

Information regarding location of streams and drainage systems that will require stream debris removal:

Drainage District	Stream	Start Point (latitude, longitude)	End Point (latitude, longitude)	Length (ft.)
	Old Ford Swamp	35.621684, -77.031334	35.638442, -77.090761	24,000
	VOA Run	35.607598, -77.129605	35.609766, -77.144772	7,300
	Boyd Creek	35.497323, -76.843485	35.499317, -76.823140	7,500
	Williams/Modlin Gut	35.491199, -76.845413	35.496093, -76.840353	2,800
	Maple Creek II	35.535024, -77.025001	35.535350, -77.035091	4,000
	Herring Run	35.576616, -77.017515	35.554430, -77.021348	11,000

*See attached maps

**Although maps and coordinates are provided for project extent review, proposers must schedule all site visits ahead of time with the District Resource Conservation Specialist.



Purchase Order

Fiscal Year 2022

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20220426-00**

Delivery must be made within
doors of specified destination.

B
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Beaufort County
Finance Office
121 W. 3rd Street
Washington, NC 27889
Phone: (252) 946-0079
Fax: (252) 946-7722

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J & J CONSTRUCTION & ENVIRONMENTAL LLC
1815-C VIRGINIA ROAD
EDENTON NC 27932

S
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155 Airport Road
Agriculture Building
Washington NC 27889

Vendor Phone Number		Vendor Fax Number		Requisition Number		Delivery Reference	
				437		Bld Tabulation	
Date Ordered	Vendor Number	Date Required	Freight Method/Terms			Department/Location	
10/21/2021	20064	11/08/2021				SOIL/WATER CONSERVATION	
Item#	Description/Part No.			Qty	UOM	Unit Price	Extended Price
	Phase II Stream Debris Removal						
	The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading						
1	Purchase services of J & J Environmental LLC to complete Phase II Stream Debris Removal Project in various creeks, runs, and guts containing 56,600 linear feet at \$1.74 per linear foot.			1.0	EACH	\$98,484.000	\$98,484.00
	***** GL SUMMARY *****						
	140 -4962-559912						98,484.00

This instrument has been preaudited in the manner
required by the local government budget and Fiscal
Control Act.

Beaufort County is NOT exempt from paying sales tax.
All Invoices must include sales tax as applicable.

VENDOR COPY

By Hollie L. Jones By Aita C. Radcliffe
Purchasing Agent Finance Officer

Total Ext. Price \$98,484.00
PO Total \$98,484.00



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: West Overman, Public Works

Agenda Title: Solid Waste Updates

Summary of Information: Updates will be given on current Solid Waste projects.

- 1) Collection Site Upgrades
 - a) Signage
 - b) Cameras
 - c) Engineering Design
- 2) Solid Waste Ordinance
- 3) Hauler Registry
- 4) Mega-Site Development
- 5) Republic Contract Revision

Submitter Recommendations/Motions: Staff will follow the Boards direction.

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: Christina Smith, Public Works

Agenda Title: Revision to Salary Plan

Summary of Information: During the MAPS Classification & Pay Study in 2017, Beaufort County positions were analyzed, and employees completed MAPS questionnaires to describe their current job duties. At the time of the employee interviews and questionnaires, the Water Quality Technician position had been recently approved, and an employee had not worked in that position. The duties, responsibilities, and qualifications of the Water Quality Technician and Maintenance Technician were intermingled and inaccurate. This resulted in an incorrect assignment of pay grade and title - from Water Quality Technician (Grade 14) and Maintenance Technician/Treatment Operator (Grade 14) to Water Quality Technician (Grade 63) and Senior Water Quality Technician (Grade 65) respectively.

Human Resources and water management staff compiled information which reflected the accurate duties, responsibilities, and qualifications of each position, and submitted to the MAPS Group for their review. The MAPS Group reviewed the information, composed new class specifications for both positions, revised the title of one position, and revised the recommended salary grade for one position. A summary follows.

Previous Title	Pay Grade	Current Title	Pay Grade	Proposed Title	Pay Grade
Water Quality Technician	14	Water Quality Technician	63	Water Quality Technician	66
Maintenance Technician/Treatment Operator	14	Senior Water Quality Technician	65	Plant Maintenance Mechanic	65

No additional funds are required.

Submitter Recommendations/Motions: Concur with the recommendation from the MAPS Group and approve revising the 2021-2022 Salary Plan: (1) add Plant Maintenance Mechanic classification at Pay Grade 65 and remove Senior Water Quality Technician; (2) assign a pay grade of 66 to the Water Quality Technician.

Attachments:

1. Water Quality Technician Specification
2. Plant Maintenance Mechanic Specification

WATER QUALITY TECHNICIAN

General Statement of Duties

Performs responsible technical utility system work to ensure safety of the County's drinking water supply.

Distinguishing Features of the Class

An employee in this class performs a variety of tasks designed to protect, monitor and improve water system and quality. Work involves planning, organizing and leading a program of hydrant flushing to ensure water quality; serving as ORC for cross connection control and backflow prevention program; leading and participating in valve and hydrant exercising and maintenance programs; and maintenance of a variety of records. The employee also works with other water system staff in the general maintenance and repair of the system. Work requires knowledge of water quality standards and regulations, ability to work with business owners on cross connection and backflow issues, and customer service skills. Work is performed in inside and outside environments and the employee is subject to working in extreme temperatures and hazards such as chemicals, fumes, or gasses and at varying hours of the day. Work is performed under regular supervision and is monitored for adherence to schedule, accuracy of records, customer service, and compliance with regulatory requirements.

Duties and Responsibilities

Essential Job Functions

Plans, organizes and leads a program of hydrant flushing to ensure water quality; works with management on plans and staffing; leads a small crew working at varying hours including nights to flush hydrants.

Exercises gate valves, greases threads and replaces caps to maintain hydrants; conducts hydrant flow tests and maintains records; paints and tags hydrants.

Develops and implements a water valve exercising program; works with management on plans and staffing; locates and verifies placement of all water valve; leads a small crew in exercising, repairing and replacing valves.

Takes and analyzes water samples for iron and chlorine residuals.

Serves as ORC for the cross connection control and backflow prevention program; meets with business owners to identify potential issues; maintains records and notifies customers when backflow devices are out of compliance and corrections needed; tests county backflow assemblies and repairs or replaces as needed.

Participates with other staff in general maintenance and repair to water lines, meters, valves and hydrants; may serve as lead worker; completes work orders.

Operates vehicles and heavy equipment as needed in maintenance and repair work including excavator, back hoe, front end loader and other equipment and tools.

Completes work orders including investigating leaks and connecting and disconnecting service; prepares and maintains a variety of records and compiles data and report.

Additional Job Functions

Responds to citizens' questions or complaints.

Performs other related work as required.

Recruitment and Selection Guidelines

Knowledge, Skills and Abilities

Considerable knowledge of the requirements of water quality including ability to test and determine corrective action such as flushing.

Considerable knowledge of cross connection control and backflow prevention methods, strategies and practices.

Considerable knowledge of the tools, materials and equipment used in the installation, replacement, maintenance and repair of utility lines.

Considerable knowledge of a variety of maintenance and manual methods and tasks involved in the installation, maintenance, repair and replacement of utility lines and appurtenances.

Considerable knowledge of the safe use and operation and preventive maintenance of construction equipment.

Knowledge of the application of information technology to utility system maintenance and related records and reports.

Knowledge of water service policies and procedures.

Skill in collaborative conflict resolution, teamwork and customer service excellence.

Skill in the operation of a light and medium size construction equipment.

Skill in leading, mentoring and training coworkers.

Ability to establish and maintain effective working relationships with supervisors, co-workers and the public.

Ability to read utility line maps, as-builts, and operation and service manuals, to understand and follow oral and written instructions, and to prepare records of work activities.

Ability to communicate effectively orally and in writing.

Ability able to exercise tact and courtesy in frequent contact with customers, and to maintain control when dealing with sensitive issues.

Ability to prepare and maintain accurate records of work activities.

Physical Requirements

Must be able to physically perform the basic life operational functions of stooping, kneeling, crouching, reaching, standing, walking, pulling, lifting, and grasping.

Must be able to perform heavy work exerting up to 100 pounds of force occasionally; up to 50 pounds of force frequently; and up to 20 pounds of force constantly to move objects.

Must possess the visual acuity to read and record numbers, operate construction equipment, operate specialized technology, and visually inspect meter and dials.

Desirable Education and Experience

Graduation from high school supplemented by technical training and experience in water distribution or treatment work; or any equivalent combination of education and experience.

Special Requirement

Possession of a valid North Carolina commercial driver=s license.

Possession of level B Distribution Operator certification.

Possession of Cross Connection Control and Backflow Prevention certifications.

PLANT MAINTENANCE MECHANIC

General Statement of Duties

Performs difficult technical utility system work to ensure safety of the County's drinking water supply.

Distinguishing Features of the Class

An employee in this class performs a variety of tasks designed to protect, monitor and improve water system and quality and to ensure maintenance and repair of departments vehicles and facilities. Work includes monitoring and analyzing trends in vehicle maintenance needs, SCADA system operation and maintenance, pump maintenance needs and building maintenance needs and coordinating repairs with staff and/or contractors; obtaining price quotes; inspecting the system for maintenance and repair needs; establishing preventive maintenance schedules and records; flushing water lines to insure supply of fresh water; and related tasks. Work requires general knowledge of water quality standards and regulations, use of specialized technology, knowledge of purchasing policies and procedures and ability to work independently. Work is performed in inside and outside environments and the employee is subject to working in extreme temperatures and hazards such as chemicals, fumes, or gasses. Work is performed under general supervision and is monitored for success in preventing failure of equipment and vehicles and accuracy of records.

Duties and Responsibilities

Essential Job Functions

Monitors and analyzes trends in vehicle and construction equipment maintenance needs; monitors adherence to vehicle maintenance schedules; coordinates vehicle repairs.

Monitors and coordinates pump station maintenance; establishes preventive maintenance schedules; obtains quotes for electrical and electronic work; coordinates work and monitors work quality.

Coordinates maintenance and repair of SCADA systems; coordinates with vendors on repair and installation of new systems.

Inspects department buildings and identifies maintenance and repair needs; coordinates with staff for in-house maintenance and repair; obtains vendor quotes and coordinates vendor work; inspects work in progress and upon completion.

Operates the water plant; observes the operation of water pumps, electric motors and chemical feed machines; backwashes filters as needed; adjusts chemical feed based on laboratory analysis or other results or readings; makes records of readings on run times and volumes.

Operates booster pumps that feed chemicals; takes samples and tests for free chlorine and chlorine residual; adjusts chemical feed pumps to achieve desired chemical levels.

Performs preventive maintenance and repair on water pumps, chemical feed pumps, wells, and filters; diagnose and trouble-shoot equipment maintenance problems; replaces parts; changes out valves and meters; repairs leaks.

Maintains chemical day tank at necessary volume.

Tests chlorine residual and ph in lines to determine flushing needs; investigates complaints of low water pressure, discoloration, or odors in the system.

Reads various charts, graphs, gauges, and meters; computes from readings and records the water volume pumped; monitors elevated storage tank level.

Stops and starts pumps according to amount of water in demand and time of use energy

savings.

- Monitors water pumping from the city and pumps from south side of river whenever possible.

- Performs pump and plant operations as needed.

- Travels to designated locations and collects water samples in bottles; returns samples to laboratory for testing or shipping to contracted laboratory.

- Receives and unloads chemical deliveries to the plant; assures proper storage; fills, cleans and replaces tanks of chemicals and other tanks.

- Prepares and maintains records of quotes, maintenance and repair work; maintains records of distribution system water samples taken with time, date and location; completes work order.

Additional Job Functions

- Responds to citizens' questions or complaints.

- Performs other related work as required.

Recruitment and Selection Guidelines

Knowledge, Skills and Abilities

- Considerable knowledge of water treatment and distribution system maintenance and repair.

- Considerable knowledge of the tools, materials and equipment used in the installation, replacement, maintenance and repair of utility lines.

- Considerable knowledge of a variety of maintenance and manual methods and tasks involved in the installation, maintenance, repair and replacement of utility lines and appurtenances.

- Considerable knowledge of the safe use and operation and preventive maintenance of construction equipment.

- Knowledge of the County's purchasing policies and procedures.

- Knowledge of the operating characteristics and maintenance needs of vehicles, construction equipment, pumps, facilities and buildings.

- Knowledge of the application of information technology to utility system maintenance including office technology and the operating and maintenance needs of SCADA systems.

- Knowledge of water service policies and procedures.

- Skill in collaborative conflict resolution and customer service excellence.

- Skill in the operation of a light and medium size construction equipment.

- Ability to establish and maintain effective working relationships with supervisors, co-workers and the public.

- Ability to detect and diagnose maintenance and repair needs.

- Ability to conduct trend analysis and perform problem-solving.

- Ability to read utility line maps, as-builts, and operation and service manuals, to understand and follow oral and written instructions, and to prepare records of work activities.

- Ability to communicate effectively orally and in writing.

- Ability able to exercise tact and courtesy in frequent contact with customers, and to maintain control when dealing with sensitive issues.

- Ability to prepare and maintain accurate records of work activities.

Physical Requirements

- Must be able to physically perform the basic life operational functions of stooping, kneeling, crouching, reaching, standing, walking, pulling, lifting, and grasping.

- Must be able to perform heavy work exerting up to 100 pounds of force occasionally; up to 50 pounds of force frequently; and up to 20 pounds of force constantly to move objects.

- Must possess the visual acuity to read and record numbers, operate construction equipment,

operate specialized technology, and visually inspect meter and dials.

Desirable Education and Experience

Graduation from a community college with a degree in mechanics, trades, or environmental science supplemented by technical training and experience in water distribution or treatment work; or any equivalent combination of education and experience.

Special Requirement

Possession of a valid North Carolina commercial driver=s license.

Possession of level C Well Operator certification.

Beaufort County
2021



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: Chris Newkirk, Deputy Director, Emergency Services
Jeff Hibbard, EMS Operations Chief

Agenda Title: Purchase of Power Load System

Summary of Information: The Beaufort County Board of Commissioner's approved the purchase of a new ambulance for the 2021-2022 budget. It is imperative for Beaufort County to go ahead and purchase this piece of equipment for cost savings and warranty ownership.

The price of this system will increase \$3000.00 as of January 1, 2022. In addition, by Beaufort County purchasing the system directly verses via added to a new truck purchase, the system will automatically be added to our current stretcher warranty and maintenance contract with Stryker.

We are seeking approval for a purchase order of \$38,152.07. This amount will be deducted from the cost of the approved EMS unit.

Submitter Recommendations/Motions:

Approve the purchase of a Stryker Power Load System at a cost of \$38,152.07.

Attachments:



Purchase Order

Fiscal Year 2022

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20220501-00**

Delivery must be made within
doors of specified destination.

B
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Beaufort County
Finance Office
121 W. 3rd Street
Washington, NC 27889
Phone: (252) 946-0079
Fax: (252) 946-7722

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STRYKER SALES CORP.
P. O. BOX 93308
CHICAGO IL 60673-3308

S
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1420 Highland Drive
Beaufort Emergency Management
WASHINGTON NC 27889

Vendor Phone Number		Vendor Fax Number		Requisition Number 494		Delivery Reference	
Date Ordered 11/23/2021		Vendor Number 20906		Date Required		Freight Method/Terms	
						Department/Location EMERGENCY MANAGEMENT	
Item#	Description/Part No.			Qty	UOM	Unit Price	Extended Price
	MTS POWER LOAD MOUNT						
	The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading						
1	MTS POWER LOAD MOUNT			1.0	EACH	\$22,600.000	\$22,600.00
2	Power-PRO XT Cot			1.0	EACH	\$15,552.070	\$15,552.07
	***** GL SUMMARY *****						
10	-4390-554000						38,152.07

This instrument has been preaudited in the manner
required by the local government budget and Fiscal
Control Act.

Beaufort County is NOT exempt from paying sales tax.
All Invoices must include sales tax as applicable.

VENDOR COPY

By Hollie E. Jones
Purchasing Agent

By Quita C. Radcliffe
Finance Officer

212

Total Ext. Price \$38,152.07
PO Total \$38,152.07



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Topic: Item for Decision
Presenter: Lloyd Salter Tax Assessor
Agenda Title: Negotiated PTC Agreement

Summary of Information: The Tax Assessor has negotiated a potential settlement on the attached property and is seeking the Boards approval to move forward.

Submitter Recommendations/Motions: Accept Negotiated Value for PTC case.

Attachments:
1. Negotiated PTC Agreement



Beaufort County
Post Office Box 160
Washington, North Carolina 27889

Appellant/Owner/Representative Name:

Daniella & Michael Russell _____ (the Appellant)

Abstract / Parcel: _____ 10241 _____

Real Property _____ X _____ Business Personal Property _____ Individual Personal Property _____

Described as:

LT 32 Treasure Pointe _____

_____ (the property)

Negotiated Value

It is hereby agreed upon by the Appellant and the Assessor's Office that the Property is to be valued at
\$ _____ 60,000 _____ for the tax year 2019, subject to approval by the _____ PTC _____.
If the value is not accepted, you will be notified of a future hearing date.

Exemption/Exclusion/Deferment

It is hereby agreed upon by the Appellant and the Assessor's Office that the Property is to be
_____ exempt/excluded/deferred (*) from local taxation for the tax year _____, subject to
approval by the _____.

Appeal Withdraw

Appellant hereby requests a withdrawal of the request for the appeal hearing with the
_____ which was scheduled for: _____ (date). Appellant
acknowledges there will be **NO CHANGE** in value for the Property.

**The signature of the Appellant/Owner/Representative below hereby represents formal notification and
acknowledgement of the information indicated above.**

Appraiser Signature _____

Date _____

Taxpayer Print Name _____

Date _____

Signature _____

Taxpayer _____

	Approved by: _____ (initial) Date: _____
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Beaufort County
Agenda Abstract

Meeting Date: 12/06/21

Agenda Section: Item for Decision

Presenter: Martyn Johnson, Economic Development Director

Agenda Title: Request to Lease Industrial Park at Chocowinity (BCIP@C) for Hunting

Summary of Information: Mr. Reddick Marcus, on Commissioner Richardson's advice, approached Beaufort County Economic Development to request Beaufort County Commissioners approve access to the BCIP@C for both hunting and access to other hunting sites for him and his friends for the remainder of the 2021 hunting session.

Mr. Marcus stated he and his fellow hunter are willing to pay a fee for the privilege to hunt and access plus repair with gravel any damage they do to the farm road on the BCIP@C.

The current southeastern deer hunting season lasts until January 1, 2022. Next years season will likely last from mid-October to January 1, 2023.

Alternatives: Post signs that no hunting is allowed on BCIP@C

Fiscal Impact: Potential \$100s of revenue from hunting lease

Submitter Recommendations/Motions: The BCED staff has no recommendation on the issue of hunting but are hesitant to allow access to the BCIP@C fearing hunters tearing up the internal roads causing \$1,000s of damage.

Attachments: None



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: Clerk to the Board Katie Mosher, Clerk to the Board

Agenda Title: 2022 Board of Commissioners Meeting Schedule

Summary of Information: The following is the suggested 2022 Board of Commissioner meeting Schedule:

Monday, January 3, 2022
Monday, February 7, 2022
Monday, March 7, 2022
Monday, April 4, 2022
Monday, May 2, 2022
Monday, June 6, 2022
Tuesday, July 5, 2022
Monday, August 1, 2022
Tuesday, September 6, 2022
Monday, October 3, 2022
Monday, November 7, 2022
Monday, December 5, 2022

Planning Retreat: Thursday, January 27, 2022
Friday, January 28, 2022

Submitter Recommendations/Motions: Staff recommends approving the meeting schedule as presented.

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision
Presenter: Katie Mosher, Clerk to the Board
Agenda Title: Board/Committee Appointments

Summary of Information: The following committees and boards require a Commissioner representative. These are boards or committees that are renewed annually.

<u>Board or Committee</u>	<u>Current Appointee</u>
Animal Control/Dangerous Dog Board	Commissioner Langley
Economic Development Advisory Committee	Commissioner Booth
EMS Oversight Committee	Commissioner Waters
Finance Committee	Commissioners Langley, Rebholz and Waters
Greene Lamp	Commissioner Langley
Highway 17 Association	Commissioner Deatherage
Juvenile Crime Prevention Committee	Commissioner Rebholz
RPO/TAC	Commissioner Rebholz, Alternate: Commissioner Booth
RPO/TCC	Alternate – Commissioner Richardson
Vidant Hospital Board	Commissioner Langley
Water Committee	Commissioners Walker, Langley and Rebholz

You may elect to keep the appointments the same or choose a new representative amongst the Commissioners.

Submitter Recommendations/Motions: Recommend appointing a Commissioner to each Board or Committee

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Commissioner Frankie Waters

Agenda Title: Beaufort Co Schools ADM Trends

Summary of Information: Commissioner Waters would like to hold a discussion regarding the Beaufort County Schools average daily membership totals.

Beaufort County Schools

	<u>Enrollment in October</u>					
	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>Four Year Change</u>	
WHS	828	823	868	890	(62)	-7%
PSJones	748	733	776	782	(34)	-4%
Bath	512	520	600	577	(65)	11%
John Small	466	499	512	502	(36)	-7%
Choco Primary	449	437	472	500	(51)	10%
JCTaylor	441	463	501	528	(87)	16%
SHS	398	397	404	411	(13)	-3%
Eastern	382	420	475	506	(124)	25%
Choco Middle	364	393	413	409	(45)	11%
NHS	360	382	402	404	(44)	11%
Northeast	349	377	409	430	(81)	19%
Early College	255	267	261	274	(19)	-7%

Snowden	169	151	151	165	4	2%
Ed Tech	<u>47</u>	<u>54</u>	<u>53</u>	<u>69</u>	<u>(22)</u>	<u>32%</u>
Total	<u>5,768</u>	<u>5,916</u>	<u>6,297</u>	<u>6,447</u>	<u>(679)</u>	<u>11%</u>

Year over Year

Number	(148)	(381)	(150)	(679)	-
Percentage	-3%	-6%	-2%	11%	-

Pre-K	151	130	160	173	(22)	13%
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11/19/2021

School Enrollment 2018-2021

Submitter Recommendations/Motions: N/A



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

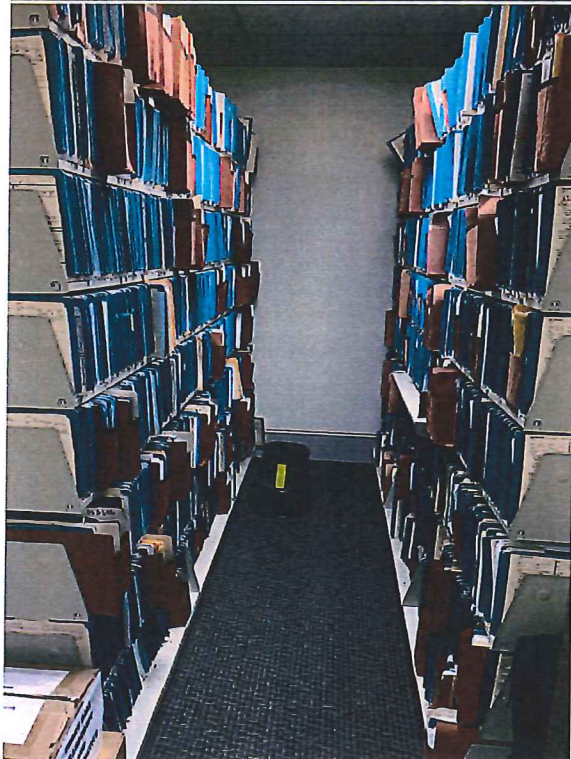
Presenter: Commissioner Frankie Waters

Agenda Title: District Attorney's Office Space Issue

Summary of Information: The District Attorney's Office has notified staff that they are out of storage space. They are suggesting the Water Department employees be moved to a new location so they can move their offices downstairs and then would be able to use the second level as storage. They are requesting the Board hold a discussion regarding the storage issue and possibly come up with a resolution.

Submitter Recommendations/Motions: Staff will follow the Boards direction. .

Attachments:





Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Commissioner John Rebholz

Agenda Title: Jail Committee Update

Summary of Information: Jail Committee update:

Errol Warren, our retained Architect, provided a concept to improve the existing jail that would leave it functional for the next 40 years.

The concept involved adding 6,000 sf of new facility on the backside of the current jail/courthouse. It would be at the same level as the existing facility. We would also renovate the lower level of the Courthouse that currently contains the Clerk of the Court and Recorder of deeds storage areas. This would require relocating the Recorder of Deeds office to another location and moving the Clerk of the Court storage into that area.

The new addition would include new Magistrate offices, new medical areas, new storage, a secured sally port and visitation areas. The concept is attached for your review. There is an option to add a second and third story, which could be used for different offices or departments.

We will gather the additional costs associated with this concept. These include, but not limited to:

- temporary housing of inmates during construction
- additional detention staff for the extra 20 beds,
- Increased Utilities
- Parking issues

Any plans would need to go to the Board of Commissioners and the State for approval before any action could be taken.

Next Jail Committee meeting is Thursday, December 16 at 3:00 PM. At that meeting, this concept would be refined and better cost estimates presented.

Submitter Recommendations/Motions: N/A

Attachments:



Beaufort County Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Commissioner John Rebholz

Agenda Title: Strategic Plan for County

Summary of Information: The recent found money generated by the ARP and prior stimulus has pointed out a weakness in our county's plan. What do we want to accomplish? Expand the Water system, Jail plan, Countywide Broadband, Solid Waste, County Library system, County EMS and several other issues came forward. How do these fit into an overall plan, what are our priorities?

Strategic planning is the process by which we as Elected Leaders of Beaufort County, determine what the County intends to be in the future and how it will get there. It involves developing a vision for the Beaufort County's future and determining the necessary goals, priorities, and action strategies to achieve that vision.

As Yogi Berra would say: "If you don't know where you are going - you might end up someplace else."

A **strategic plan** serves as our roadmap and is used to prioritize initiatives, resources, goals, and department operations and projects. The strategic plan is a big-picture document directing efforts and resources toward a clearly defined vision.

Obviously, we need to identify a vision for the Beaufort County. Do we want to grow employment, retain our young adults, reduce the tax burden, reduce the size of County Government, better coordinate with the Municipalities, retain the Status Quo or any other group of possibilities. However, right now we have no stated vision for the County. There is no long-term plan, hence we are not moving in any direction, but we are losing population. The citizens of the County deserve a better effort from us.

The following chart shows the decline in population. That trend should be disturbing to all of us. If it continues, it would result in reduced employees available for businesses in the county.

Year	Population	% over 65
2020	44,652	24.6%
2010	47,759	18.4%

Developing a Strategic Plan will take time and effort. It will involve us spending time working together to identify what the citizens want from County Government and translating that into a plan.

Submitter Recommendations/Motions: Commissioner Rebholz recommends a motion to set aside two (2) days in February or March to begin the process and contact NCACC for assistance in leading us in the planning process.

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Commissioner Richardson

Agenda Title: Streaming/Sharing Recordings of Meetings

Summary of Information: Commissioner Richardson would like to hold a discussion regarding procedures for getting the filming of Commissioner meetings to the public.

1. Target dates for publishing videos
2. Who does it and when
3. More discussion on Suddenlink

Submitter Recommendations/Motions:

Submitter Recommendations/Motions: A motion to set procedures on video recording meetings in the Commissioners boardroom.

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Commissioner Hood Richardson

Agenda Title: ARP Funding Discussion

Summary of Information: Commissioner Richardson would like to hold a discussion regarding the use of funds for:

1. Improving our public library system using ARP funds.
2. Status of mage-sites using ARP funding.

Submitter Recommendations/Motions: N/A

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Commissioner Hood Richardson

Agenda Title: Sheriff Office Staffing

Summary of Information: Commissioner Richardson would like a report on staffing in the Sheriff's Office regarding vacancies with job titles.

Beaufort County Sheriff's Office Current Vacancies - November 29, 2021

Position	Description	Group/BU	Location Desc	Number of Employees
431017	DEPUTY SHERIFF CORPORAL	FULL	SHERIFF	0
431026	DEPUTY SHERIFF	FULL	SHERIFF	0
431072	DEPUTY SHERIFF	FULL	SHERIFF	0
431084	DEPUTY SHERIFF	FULL	SHERIFF	0
431096	DEPUTY SHERIFF	FULL	SHERIFF	0
-		-		
432003	DETENTION OFFICER	FULL	JAIL	0
432007	DETENTION OFFICER	FULL	JAIL	0
432009	DETENTION OFFICER	FULL	JAIL	0
432015	DETENTION OFFICER	FULL	JAIL	0
432023	DETENTION OFFICER	FULL	JAIL	0
432030	DETENTION OFFICER	FULL	JAIL	0
-		-		
432505	TELECOMMUNICATOR	FULL	COMMUNICATIONS	0
432511	TELECOMMUNICATOR	FULL	COMMUNICATIONS	0
432520	TELE COMM SHIFT SUP	FULL	COMMUNICATIONS	0

Submitter Recommendations/Motions: N/A

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Commissioner Hood Richardson

Agenda Title: County Litigation Discussion

Summary of Information: Commissioner Richardson would like a summary of all litigation involving the County. This is to include named County employees, the Sheriff's Department, and all other departments. He is requesting all court dates for the Sheriff's Office lawsuits, and judges' decisions filed during the last three months.

He would also like to discuss who are the members of the insurance pool in the Sheriff's lawsuits.

Submitter Recommendations/Motions: Discussion only.

Attachments:

2016 Sheriff's Department

B718401967000101

Dominic Franks

Wrongful Termination

Discrimination charge

Claim Status: Open actively being negotiated within the NCACC authority

DOI: 2/8/2017

PATRICK SPAUGH/COUNSE Trial date December 10, 2021, in Elizabeth City. We requested Magistrate jurisdiction. Per Counsel, plaintiff does not want to try the case in Elizabeth City and may request a venue transfer to Greenville; however, we will still be under Judge Boyle's jurisdiction. It is unknown if plaintiff will consent to Magistrate Judge jurisdiction...(vholling)

Sheriff's Department

301775343300001

Michael R Sheppard

Wrongful Termination

CHARGE OF EMPLOYMENT DISCRIMINATION FILED AGAINST BEAUFORT COUNTY SHERIFF S DEPARTMENT UNDER TITLE VII OF THE CIVIL RIGHTS ACT WITH THE CLAIM OF RACE. NO ACTION IS REQUIRED AS OF 2/15/2017 EEOC NOTIFICATION.

Claim Status: Open actively being negotiated within the NCACC authority

DOI: 2/15/2017

Plaintiff filed a Motion to Enforce Settlement Court setting an evidentiary hearing on Plaintiff's motion to enforce for October 19 at 1pm follow for results of motion to enforce settlement current reserves are adequate

Jail

B718405099000101

Cory E Anderson

Death of inmate

Claim Status: Open

DOI: 5/9/2017

We filed our Summary Judgement Motion as to the official capacity claims against the Sheriff and await a ruling from the Court on same. To date, plaintiff has not amended his complaint to add any individual capacity claims against the Sheriff other Beaufort County entities. We will forward or next report in approximately six(6) months, or sooner, upon receipt of an reportable claims activity.



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: Commissioner Hood Richardson

Agenda Title: Support Lawsuit Against Illegal Immigrants

Summary of Information: Commissioner Richardson would like the Board to consider filing an Amicus Curiae brief to support lawsuits against illegal immigration and the transportation of illegal immigrants inside U.S. borders.

Submitter Recommendations/Motions: Staff will follow the Boards direction.

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Commissioner Stan Deatherage

Agenda Title: Bruce Gray Update

Summary of Information: Commissioner Deatherage will be giving an update regarding the Bruce Gray situation.

Submitter Recommendations/Motions: N/A

Attachments:



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Decision

Presenter: Commissioner Stan Deatherage

Agenda Title: In Defense of Defending Our Sovereign Southern Border - Resolution

Summary of Information: Commissioner Deatherage would like the Board to consider the attached resolution entitled: In Defense of Defending our Sovereign Southern Border.

Submitter Recommendations/Motions: Staff will follow the Boards direction.

Attachments:



In Defense of Defending OUR Sovereign Southern Border

Whereas, it is the sworn duty of the Executive Branch to defend our sovereign Southern Border, and to remain vigilant in that charge just as our Republic's North Border with Canada is alternately being now enforced, and,

Whereas, the previous Trump Administration did vigorously enforce the defense of the Southern Border, even while beleaguered by the Fake Russia Collusion Investigation, and the restriction of proper funding by an unrelenting Open Border Democratic Socialist controlled House of Representatives from which funding originates, and,

Whereas, the Biden /Harris Administration did enact a series of new Open Border initiatives immediately after taking office as a means to fulfill their campaign promises for an Open Border policy on the Southern Border, not least of which: Unconstitutionally ending the Trump era Remain in Mexico Agreement with Mexico regarding the Fake Asylum Conundrum, which is mostly a Democratic Socialist planned process for the appearance of a "more legal" entry within their Open Southern Border policy, and,

Whereas, the Biden /Harris Administration has actively imported Covid from around the World across OUR Open Southern Border, while alternately resettling 2 million Illegal Migrants (to this date in 2021), and in some groups the Covid infection rate of Illegal Migrants is excess of 20%, as they transport those migrants here illegally into our unsuspecting Heartland in the dead of night, employing both military and commercial transport, and,

Whereas, an estimated 2.3 million of known Illegal Migrants are projected to violate OUR Southern Border, creating a projected estimate of 4.8 million Illegal Migrants, including the "Gotaways", mostly into the core of our Heartland; where the planned and promised Biden /Harris Resettlement Plan to enact "Dramatic Demographic Upheaval" is the exemplified manifestation of the Democratic Socialists' fervent affront to OUR democratic representation within this Constitutional Republic, and,

Whereas, The Southern Border spanning the borders of 4 states have been accurately described as "our nation's largest crime scene", where the Illegals, the coercive force of the Biden /Harris Resettlement Plan, are aided in this sorry multi layered endeavor by the Narcotics and Human Trafficking Cartels of Mexico; while in the working hand-in-glove with the Biden /Harris Administration, now grow richer and more powerful to commit the evil acts to distribute massive unprecedented quantities of the deadly narcotic Fentanyl, while introducing human trafficking, and even terrorists into these United States of OUR America, and,

Whereas, Border States, such as Texas, have intensely and terribly been affected by the full-frontal assault by the Biden /Harris Resettlement Plan of immediate action, and that a rightly reactive Texas Government has now called upon their National Guard to enforce state and federal border laws to stem this planned invasion, and in the complete absence of any real consistent federal enforcement, which is now their state and federal constitutional /sovereign right to do so, and,

Whereas, the extra-political Merrick Garland Department of Justice (DOJ) is in negotiations to Sue Settle to achieve a politically convenient settlement, with the full backing of the Biden /Harris Administration to the mammoth benefit of people here within our borders illegally, who were inconveniently separated at the Southern Border, who now could be awarded sums of American dollars in excess of \$400,000.00 per person, which would achieve yet another monumental incentive for the Democratic Socialists' Biden /Harris Resettlement Plan to continue and fulfill their collective dream of "Dramatic Demographic Upheaval", and,

Whereas, Illegal Immigration is a mammoth long term cost to local governments; both state and county governments, who are forced to pay the bulk of the public's money for the necessary infrastructure to accommodate for the caring for these Illegal Migrants resettled in states such as North Carolina, which is tacitly now just another border state in the Heartland, therefore,

Let it be Resolved: It is an incumbent necessity for local governments to be aware of the severe consequences of the Biden /Harris Resettlement Plan to Enact "Dramatic Demographic Upheaval", and to know that they may seek constitutional remedy to "Defend OUR Sovereign Southern Border", thereby reversing Biden /Harris Plan to purposefully and forever change or destroy OUR Constitutional Republic.

Adopted this the 6th day of December, 2021.

Frankie Waters, Chairman
Beaufort County Board of Commissioner

Kathleen Mosher, CMC, NCCCC
Clerk to the Board



Beaufort County
Agenda Abstract

Meeting Date: 12/6/2021

Agenda Section: Item for Discussion

Presenter: Katie Mosher, Clerk to the Board

Agenda Title: Commissioners Comments

Summary of Information: During the June 7, 2021, Board of Commissioners meeting it was agreed that each Commissioner would be allowed two (2) minutes to speak at the end of each meeting.

Submitter Recommendations/Motions: N/A

Attachments: