The Beaufort County Board of Commissioner met in regular session Monday, December 6, 2021, at 5:30 PM, in the Commissioners Boardroom located at 136 W. 2nd Street in Washington, NC with the following present:

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

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

Chairman Waters welcomed everyone and called the meeting to order.

Vice-Chairman Langley offered the invocation and Commissioner Rebholz led the Pledge of Allegiance.

Conflict of Interest Statement

Chairman Waters asked if anyone had a conflict of interest this evening. No one spoke.

Approval of the Agenda

Chairman Waters said next is the approval of the agenda. He said we've got one change. He said Mr. Madson has asked to remove item #2 under the Health Department because he did not receive the information from the State, is that correct.

Mr. Madson said yes.

Commissioner Deatherage said Mr. Chairman I would also like to remove one item I was bringing forth involving the Bruce Gray incident.

Motion: Vice-Chairman Langley motioned to approve the amended agenda. Commissioner Rebholz seconded. The vote was unanimous.

Board Organization – Election of Chairman and Vice-Chairman

Ms. Mosher said each year you as a Board are brought forth to elect a Chairman and a Vice-Chairman and at this time I'll take nominations for Chairman.

Commissioner Rebholz nominated Commissioner Waters for Chairman.

Commissioner Richardson nominated Commissioner Deatherage for Chairman.

Ms. Mosher asked if there were any other nominations. No one spoke.

Votes for Commissioner Waters	**Votes for Commissioner Deatherage**
Commissioner Booth	Commissioner Deatherage
Commissioner Langley	Commissioner Richardson

Commissioner Rebholz
Commissioner Waters
Commissioner Walker

Ms. Mosher said Chairman Waters it appears you are Chairman for 2022. She said we can move on to Vice-Chairman.

Commissioner Booth nominated Commissioner Langley for Vice-Chairman.

Commissioner Deatherage nominated Commissioner Walker for Vice-Chairman.

Votes for Commissioner Langley	**Votes for Commissioner Walker**
Commissioner Booth	Commissioner Deatherage
Commissioner Langley	Commissioner Richardson
Commissioner Rebholz	Commissioner Walker
Commissioner Waters	

Ms. Mosher said Chairman Waters you can set the seats now if you chose to change them.

Chairman Waters said there will be no change in the seating order.

Public Comments

Ms. Patricia Garris said tonight I want to just make the public aware the number of homeless veterans in our Country is climbing. She said this is a national disgrace. She said we allow illegals to come into our Country and they're housed in 5-star hotels while we have veterans living on the street. She said that is a moral outrage. She said I've talked with some of the Commissioners, and they've said they are interested in this issue and they're willing to look into it so I'm asking them to do that. She said there are approximately 45 homeless veterans that was counted about two years ago, prior to this Covid pandemic. She said there are a number of states in the country that are using their Covid money to provide housing for homeless veterans. She said in fact Asheville has done a tremendous job with building a community of tiny houses for homeless veterans in their area. She said not only are there public entities that are working on this issue but there are private and public entities that are joining together. She said so I'm asking that the County Commissioners investigate this issue. She said possibly plan with Pitt County, since they are the ones that provide services to veterans, that possibly we could join together and provide housing for homeless veterans in our area.

Legislative Updates from Elected Officials

Chairman Waters said Representative Kidwell is doing a Town Hall so he is not here, and our other representative is not in the room so we will move on.

Items for Consent

Chairman Waters said we're down to items for consent. He asked if there were any items a Commissioner would like to remove for further discussion.

Commissioner Deatherage said I would like to move item #1, Work First Electing County Plan for 2023 to 2026. He said I'd just like to discuss it.

1. Work First Electing County Plan for 2023 – 2026
2. Budget Amendment, DSS
3. Budget Amendment, Health
4. Budget Amendment, COVID Contract Workers
5. Health Department Fee Revision FY 22
6. Surplus, Health
7. Surplus, Register of Deeds

8. Purchase Order Approval Over $30,000
9. Tax Collector Refunds
10. Tax Assessor Refunds
11. Economic Development Committee Appointment
12. Nursing Home/Adult Care Advisory Committee
13. Records Retention and Disposition Schedule, General Records
14. Approval of Board of Commissioner Minutes

Motion: Vice-Chairman Langley motioned to approve the consent agenda. Commissioner Walker seconded.

Yes Vote	**No Vote**
Chairman Waters	Commissioner Deatherage
Vice-Chairman Langley	Commissioner Richardson
Commissioner Booth	
Commissioner Rebholz	
Commissioner Walker	

Commissioner Richardson said when will the item that's been moved be discussed.

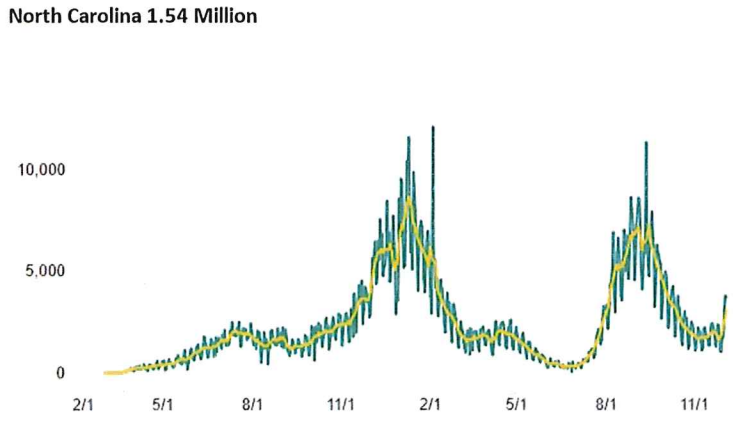
Chairman Waters said it's under DSS, we'll probably move it in right after Mr. Madson. He said that way she will be able to leave.

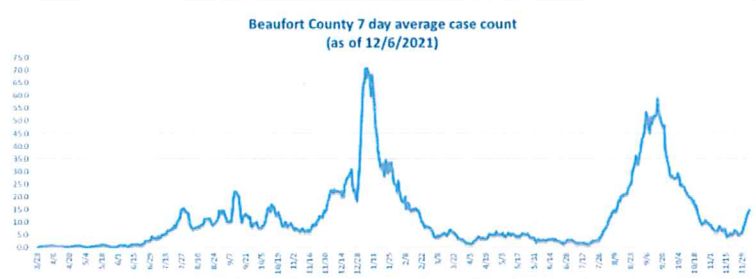
See Addendum 1

Covid-19 Update

Mr. Jim Madson said this is day 623 since our first case so it's been a while and you're all probably tired of seeing me up here. He then gave the following presentation:

gave the following PowerPoint presentation:

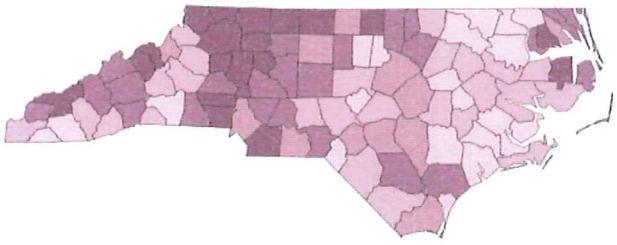




Monday, December 6, 2021		
Tests conducted on Beaufort county residents (to date)	60,803	
Total cases (tested positive)	7,657	
Total hospitalizations that have occurred	331	4.3%
Total Deaths*	134	1.8%
Average age of deaths (years)	75.0	
Known active cases currently in the county	142	
Currently hospitalized	7	4.9%
Currently on a ventilator	-	
Total cases recovered	7,381	96.4%
Seven (7) day average case rate	**14.7**	
Positive cases since June 1, 2021**	2,993	
Breakthrough (positive after completing vaccination)**	415	14%
	-	
Deaths* from long term care facilities	52	39%

*Deaths reported through this website have been confirmed through a review of the death certificates. This validation process can sometimes take a long time when a resident passes in another County or State. Other sources may report presumptive totals and therefore will vary with those reported here.

**June 1, 2021 is used as a starting point due to first breakthrough case and start of Delta Variant detected in area.



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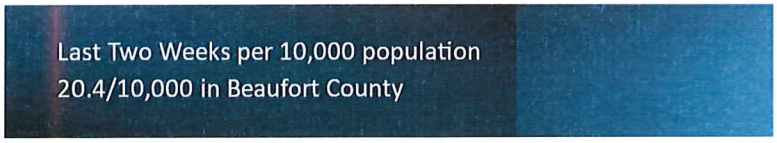
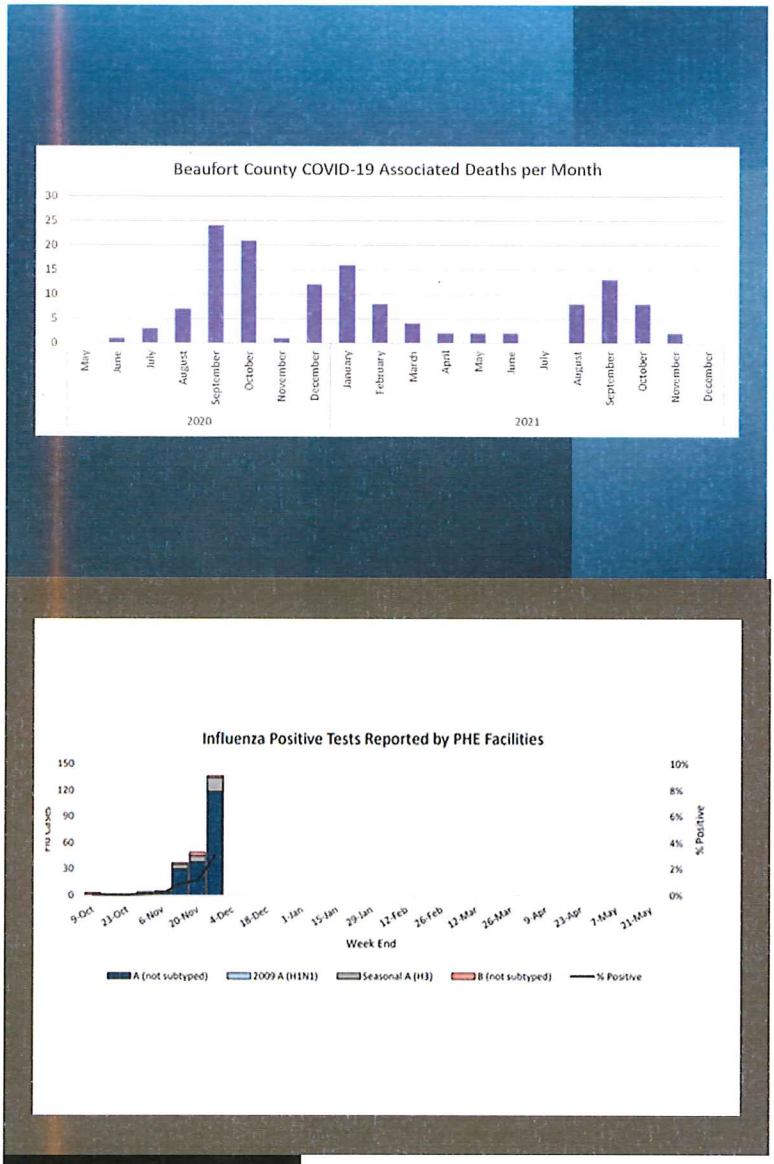
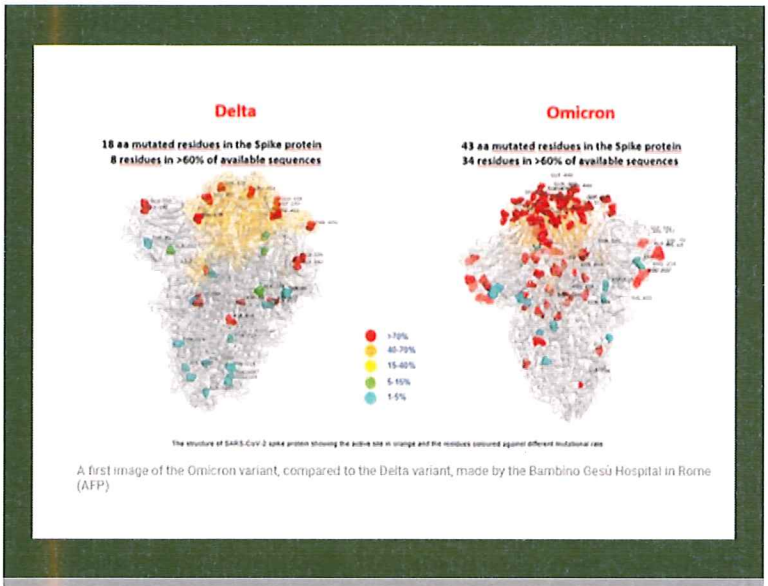


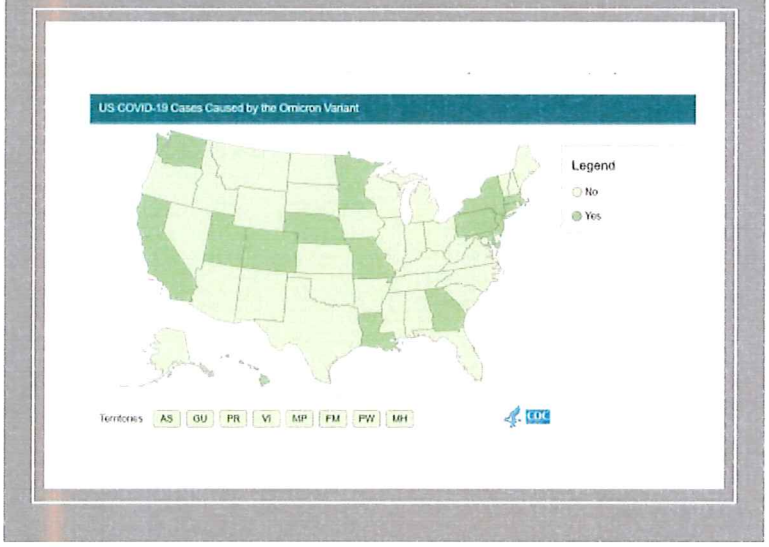


Omicron variant

- SARS-CoV-2 variant, B.1.1.529 or Omicron
- Many mutations, including >30 in the spike protein
- Declared a variant of concern by WHO
- Has rapidly replaced the delta variant across South Africa
- Anticipate that omicron will be identified in North Carolina in the coming days and weeks.

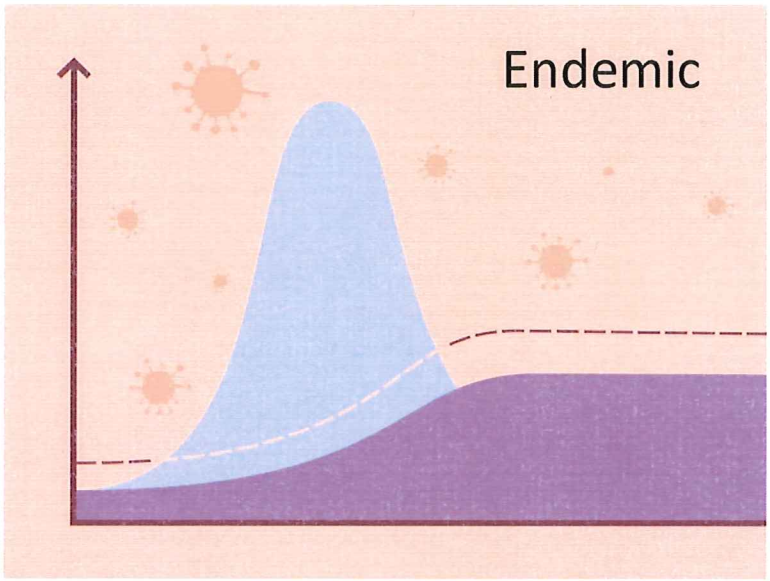


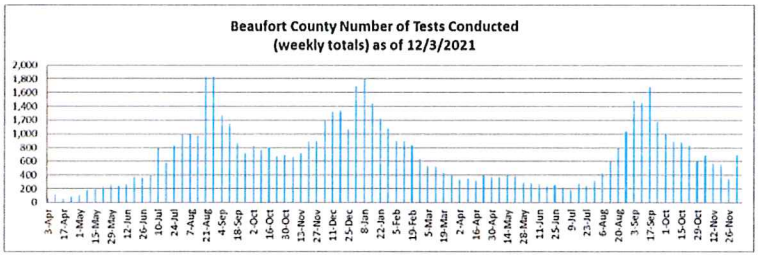
A first image of the Omicron variant, compared to the Delta variant, made by the Bambino Gesù Hospital in Rome (AFP)

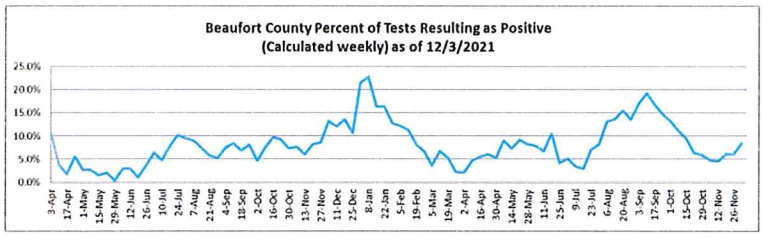


What is known

- How easily does Omicron spread? The Omicron variant likely will spread more easily than the original SARS -CoV-2 virus
- Will Omicron cause more severe illness? More data are needed to know if Omicron infections cause more severe illness or death than infection with other variants.
- Will vaccines work against Omicron? Current vaccines are expected to protect against severe illness, hospitalizations, and deaths due to infection with the Omicron variant.
- Will treatments work against Omicron? Scientists are working to determine how well existing treatments for COVID -19 work. Based on the changed genetic make -up of Omicron, some treatments are likely to remain effective while others may be less effective.

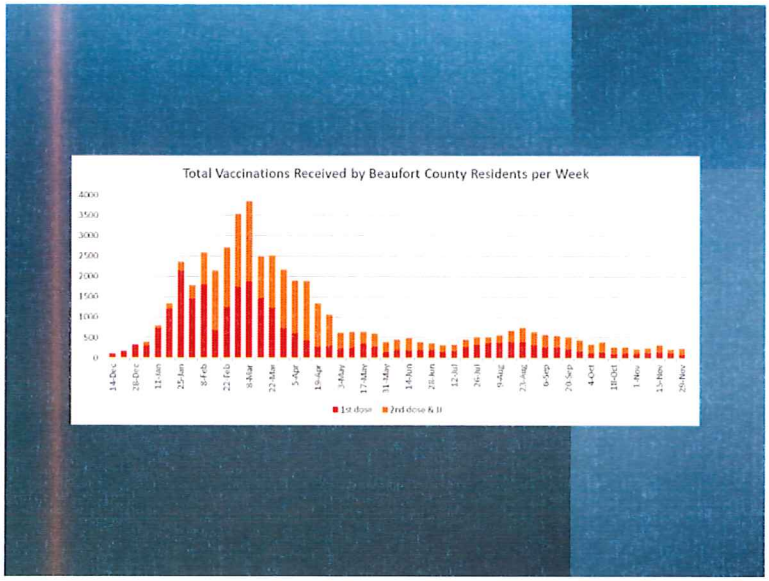






Test Sites

- 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)



Monday, December 6, 2021	Total	
Beaufort County Population (NCSCHS)	47,079	
Residents that are partially vaccinated against COVID-19	25,938	55.2%
Completed COVID-19 vaccine series (all vaccines)	24,476	52.0%
Total Doses administered	50,464	
Population over 65 years of age (NCSCHS)	11,281	
Over 65 that have received first dose of COVID-19 vaccine	10,496	93.0%
Over 65 that have completed series	10,160	90.1%
Adult Population (18 and older)	37,758	
Partially vaccinated	24,835	65.8%
Fully vaccinated	23,565	62.4%
12-17 year olds vaccinated	3,295	
Partially vaccinated	968	29.4%
Fully vaccinated	832	25.3%
5-11 year olds vaccinated	3,604	
Partially vaccinated	158	4.4%
Fully vaccinated	47	1.3%

Vaccine Info

- 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
    - Thursday– Boosters
    - Friday - Boosters

Commissioner Booth said I noticed that the only place you're doing testing now is in the City of Washington. He said what happened to those outlaying areas, the southside and the northeastern part of the County, what happened to doing testing out there.

Mr. Madson said they're being done by the providers in the area. He said if you think there's a need to go out there we can come up something.

Commissioner Booth said the reason I ask is the bulk of your people live out in that area. He said there's only 9,000 people who live in the City of Washington and those 1,300 last week and I was wondering why, on the southside or the northeastern part of the County we don't have a setup for those people.

Mr. Madson said when we did have it down there the need was so low. He said we only had about five people per week, so we moved it back and depending on the Chocowinity medical sites and Aurora Vidant area to do them.

Chairman Waters said in Belhaven you have O'Neals and Walgreens, both of them are doing them.

Mr. Madson said and the multi-specialty clinic.

Commissioner Richardson said I don't want to say that this isn't a dangerous disease because I was in the top risk group because of my age, and I certainly have friends who have succumbed to the disease and other people that I know. He said the death rate on this has been very low and doesn't support all of the extreme measures to fight the thing. He said with that in mind, I heard today, NPR Radio, National Public Radio, is reporting that the death rate is much higher in counties that are conservative than liberal counties. He said do you have any comment on that.

Mr. Madson said I didn't know that until you told me that, so I did look it up and I think the report was that if they had 60% or higher voting conservative during the last election, they had higher rates of death.

Commissioner Richardson said that's true, so conservatives are at risk.

Mr. Madson said I don't know if it's being a conservative or if it's age because some conservativism goes up as you get older so it could be that. He said it could be the vaccine, conservatives tend not to have as high vaccination rates as the more liberal person.

Commissioner Deatherage said I've got a question along that same vein. He said now that we were talking about vaccine mandates, and you may be forced to adjust your parameters on how you deal with your personnel, and you may have to force them to get vaccinated, some may be unvaccinated still. He said again, I support vaccination if that's what somebody wants to do however, now that OSHA, and I think the County is administered by OSHA, OSHA's mandates have been presumed to be unconstitutional and they will not be able to mandate through OSHA that government employees take the vaccine, what's going to be the County's position on that.

Mr. Madson said well, I'm the Health Director and I guess that would be up to you.

Commissioner Deatherage said right, it may be up to us.

Mr. Madson said I don't know, I guess it's up to the legislatures.

Commissioner Deatherage said if OSHA is not really going to be able to make an assessment.

Mr. Mason said I know the OSHA rule and the CMS rule, they're two different rules that came down. He said one is geared towards people who are receiving Medicaid funding, Medicaid or Medicare funding, and OSHA is if you're an employer with more than 100 people so I know what you're talking about. He said I know that the 6th circuit court is now has put a stop on that until they review it or do whatever they do. He said I don't know where that's going to go but I'm not mandating it for anybody, I'm just making it available to the people that need it or want it. He said that's my position. He said the County would have to follow the OSHA laws and stuff, I guess.

Commissioner Deatherage said so your position is to just hold firm and tight until we know something definite.

Mr. Madson said my official position on that is yes, we have to wait until we know something. He said my official position as a Health Director is that the vaccine works, the vaccine is safe, I think you should get the vaccine.

Commissioner Deatherage said I tend to agree with you however other people have their own opinion, and they have that right as Americans in a free society to have that opinion. He said if OSHA, which is the authority, authoritarian type decider for what happens for us, if it does remain unconstitutional, they exerted to much authority in that regard then the people should be able to make that decision for themselves.

Mr. Madson said I'm not the one to debate that.

Commissioner Deatherage said I'm speaking for the folks that, my constituents, that's all.

Mr. Madson said there are other vaccines that are required but again, that's getting into a debate, and I don't think that's what you want to do.

Commissioner Deatherage said no, I just wanted to make a point.

Work First Electing County Plan for 2023 – 2026

Commissioner Deatherage said we really haven't talked about that in a really long time. He said it's probably been years and if you could maybe just give us a run down and we could ask some questions later.

Ms. Melanie Corprew said in 2002 to 2004 years, the Beaufort County Board of Commissioners elected to become a Work First Electing County and in doing that it allows the County to have some control over the program, the Work First program and the options that we offer. She said it also allows the County to draw down additional federal funding that would otherwise be county funding. She said so we have to, it started out we are doing the plan every two years and it's gone to three years so we last came in 2017 for an update for three years so this plan will cover 2023 to 2026. She said over the last seven to eight years the County has been able to draw down about $1.2 million in federal funding to not only help administer our Work First program but also, as years have gone on the caseloads have dropped, rolls have dropped and we're able to use that funding for child welfare, not just Work First. She said we do have parenting programs, we have prevention programs, more programs that we might not have if we were a standard County.

Commissioner Deatherage said I was a Commissioner when this was first initiated back in the 90's, late 90's and I was on that Work First planning committee. He said I do remember we spent a lot of time and a lot of energy trying to get this done and getting it done right and we had great success in the early days in getting people back to work. He said are folks going back to work.

Ms. Corprew said they are. She said the roles, not only in Beaufort County but across the state and the country have dropped, I would say, 95% since this program was implemented in 1996. She said they are, the state is currently looking at revamping the program. She said the payments for this program have stayed the same since 1996, $181.00. She said they have put more money into childcare and transportation, but the roles have dropped significantly. She said we have about 75 on the roles right now and the majority of them are what we call child only cases, which is a grandparent or uncle taking care of a child, the parent is not in the home.

Commissioner Deatherage said is the federal government still taking a firm stand that work is best than not work because there was a time during the Obama administration there was some talk about suspending Work First. He said I remember that.

Ms. Corprew said I have not heard that.

Commissioner Deatherage said it was right before the election in 2012.

Ms. Corprew said I do know the state is reviewing it right now. She said I do not know the outcome of that and what changes it will entail, I don't know.

Commissioner Deatherage said but you're still getting a good many folks that are having to apply through Work First and they're going to have to jump through all the hoops to get any kind of assistance they're going to have to try to seek work first. He said now with so many jobs open right now in Beaufort County they should be able to find some jobs right now shouldn't they.

Ms. Corprew said the overwhelming majority just generally, maybe they've lost a job, they come in and get assistance and go right back into the workforce. She said maybe they need assistance with childcare. She said the overwhelming majority of the few, what they call single parent or two-parent with a parent working in the household, has something else going on like maybe there's a disability and we may be working with the family to work with Social Security to apply for disability. She said maybe it's someone who needs to apply with child support, we help with that but that is a very small part of our caseload.

Commissioner Deatherage said of the chronic unemployed, are they still looking for jobs and are they affected by Work First. He said you know you hear there are some families where nobody's worked for years and yet they're still able to exist in America. He said do we have that going on in Beaufort County.

Ms. Corprew said not to my knowledge, not that I know of. She said our caseload, for me to know it's dropped 95%, people are working. She said I think most of the program is when people, maybe, lose their job. She said they come in briefly, get assistance, we offer assistance and they're right back in the workforce.

Motion: Vice-Chairman Langley motioned to approve the Work First Electing County Plan for 2023-2026. Commissioner Walker seconded. The vote was unanimous.

FY 2020/2021 Audit Presentation

Ms. Anita Radcliffe said we have with us this evening Mr. Austin Eubanks. She said he is with the firm Thomas, Price, Scott and Adams, the audit firm who performed the audit. She said he's the audit manager and CPA out of the Wilmington office and he's here to present the results of the audit and there's a handout at your desk and it's also included in your agenda packet so whichever you prefer to follow they're exactly the same.

Mr. Austin Eubanks said I'm the Audit Manager of the Wilmington office for TPSA. He said I am a CPA, a certified public accountant and a certified fraud examiner. He said first of all we wanted to thank you for the opportunity to audit Beaufort County this year. He said the first couple of pages are some required communication stuff that I have to announce. He said significant audit findings, all of the significant transactions have been recognized in the financial statements in the proper period. He said all the accounting estimates, there were no significant estimates or assumptions noted in the audit this year. He said we encountered no significant difficulties in dealing with management performing or completing the audit. He said in addition, no misstatements as a result of the audit procedures are corrected by management were material, so no material corrections this year. He said any disagreements with management, there were no disagreements with management during the course of the audit. He said we disclosed that there were identified technical errors in our review of the Medicaid program. He said you can see that in schedule of findings under questions and comments in the audit report for the descriptions of these errors. He said these items have been discussed with the DSS director and a corrective action is in place and should be addressed further. He said we are pleased to discuss there are no significant indicators that we're required to present during the audit. He said we tested six, we had six single audits this year. He said a single audit is basically $750,000 of federal funds or $500,000 of state funds so we had six separate single audits this year and only the Medicaid audit presented any issues. He said again, you can find that in the audit report. He said so going over some of the financial information, you'll see on page 4, I do want to say this audit has not been approved by the state, the LGC, until that has been we will release the audit. He said total fund balance you see from 2017 to 2021. He said in 2017 the total fund balance of the general fund was $23 million and that has risen every single year to $34 million in 2021. He said the unavailable fund balance for the general fund, which is restricted by state statute and mandatory pre-paids, in 2017 was $5.4 million all the way to $7.2 million this year. He said restricted, committees or assigned fund balances were $9.1 million this year. He said the general fund expenditures was $59 million this year and that's about on par with every single

year going back to 2017. He said the fund balance available, as a percentage, in 2017 was 29.7% and that rose every single year to 45%. He said that basically means you have about right at 6 months of fund balance to cover expenditures and that's pretty high for a county. He said so unassigned fund balance was at $24.8 million this year and you see back in in 2017 it was right at $17 million so that keeps on rising. He said so the trends are strong in the fund balance. He said general fund revenues is at $9.1 million this year and that's significantly higher. He said basically revenues increased by $10 million over the last year overall and expenses increased by $4.2 million. He said overall those trends are just really strong. He said if you look at the cash and overall, in the water fund $79 million, total fixed assets was $79 million, this year it's at $88 million. He said total cash for the water fund was $8.3 million in 2017 and if you look to the left at 2021 it's at $9.5 million. He said so overall, in the cash in the general fund in 2017 it was $18 million. He said this year it's at $31.8 million. He said just overall the cash is steadily rising and that's pretty good, especially with the amount of projects the County has going on this year. He said the breakdown of the general fund revenues can be found on page 5 of the presentation. He said we're going straight down on the general fund revenues. He said the ad valorem revenues were $38.5 million. He said other taxes and licenses are at $12.4 million, Intergovernmental revenue was $14 million, sales and services were at $2.8 million, investments were $74,000 and miscellaneous were $143,000. He said you can see a breakdown of percentages on page 11. He said so ad valorem taxes are about 57% of total revenues of the general fund. He said sales and services are about 4%, intergovernmental at 21%, other taxes at 18%, it's just a general pie chart that shows you exactly where the revenues are coming from for the general fund. He said so the breakdown of the general fund expenditures, general governmental was $6.5 million, public safety at $12.6 million, economic, and physical development was $982,000, human services, $17 million. He said cultural and recreational was $446,000, educational was $18.7 million and debt service at $2.5 million. He said you can also see that on page 11 for the breakdown based on percentages. He said so the overwhelming majority was education at 31%. He said general government was 11%, public safety 21.4%, human services, 28.8%. He said if you look on page 6 of the presentation, you'll get a general understanding of the analysis of fund balance. He said so total fund balance of 2017 you'll see to the far left, the blue column is the total fund balance and the restricted and committed is the red. He said so total fund balance, like I said before, in 2021 was $34 million and the restricted is $9.1 million. He said so you have a strong trend of the total fund balance continuing to rise year after year. He said the analysis of fund balance available, second chart on page 6, also shows a very strong trend. He said 45% over 35.68% last year. He said the weighted average, is all the county's, it's basically the group weighted average is counties like Beaufort County, that information has not come out yet for 2021. He said normally we will get that in April 2022 when the state has compiled that information. He said on page 7, the analysis of unassigned general fund expenditures. He said you're looking at right about 42%. He said again, that's a solid trend, right direction, the higher the better. He said analysis of revenues over expenditures before the transfers, the blue is the general fund, red is solid waste fund, and the water fund is the green. He said again, you can find a lot of this information, year to year comparison in the MDNA, pages 4 through 12 in the audit report. He said like I said before, the average, the revenues increased by $10.3 million over 2020. He said the expenses increased by $4.2 million. He said so you had a really solid year from the 2020 audit. He said on page 8, it's just a general break down of the cash balances and the fund balances. He said so in the general fund, $31.8 million, you see it on the pie chart it's the overwhelming majority. He said the water district had $9.5 million, solid waste was $1 million and other governmentals, $9.2 million. He said your total cash for the year totals to $51,797,368. He said if you compare that with the fund balance, general fund balance of $34 million, water district fund of $32.7 million, solid waste of $1.3 million, other governmental at $6.6 million, that brings your total fund balance to $74,778,278. He said on page 9 of the presentation, this shows the property tax rate compared to the average, again, this information hasn't come out for the other counties. He said we'll get those around April of 2022. He said but Beaufort County stayed stagnant this year with a tax rate of $0.635. He said again, although the rate stayed the same property tax revenue increased by $1.3 million over 2020. He said collection percentages, it rose slightly this year to 98.3% this year and that's over 98.1% last year and that is, again, above the aggregate, which was 97.96% in 2020. He said so going on to the debt analysis, which can be found on page 10, this is also, if you want a further breakdown of this it can be found on page 59 of the audit report. He said the green is the business type, the limited obligations at $31.4 million of obligation. He said the purple is the installment purchase of $3.6 million, the red is governmental installment purchases at $3.8 million, the dark blue, the $10.977 million is governmental obligations and you have $1.8 million in revenue bonds. He said on page 11, this can also be found on page 5 of the presentation and the dollar amounts, it's just a general breakdown, we can go back and look at it as well, but I think we covered this pretty good. He said we'll hit on the overview of the financials; the governmental funds income was $8.4 million this year. He said the business type income rose $2.9 million of the governmental funds, the general fund net income itself was $8.7 million. He said solid waste net income was $291,000. He said waters net income was $2.6 million, and of that net income of $2.6 it was obviously helped out by some of the capital projects. He said total government fixed assets purchased, just the general fund alone was $1.4 million. He said business type fixed assets that were purchased during the year was $2.8 million, of which, obviously, $2.7 million coming from CIP, from the capital projects. He said

total debt for the governmental funds is at $29.9 million, and that includes the pension. He said total business debt is $38.7 million. He said there was no financial statement findings this year, like I said before the only findings was pertaining to the Medicaid audit. He said overall the financial trends are strong. He said the fund balance is cash and coverage continue to be strong year after year with the capital projects and additional expenditures and that's a really good sign for the County. He said with these strong trends and with these ongoing projects it seems to me that you're all being good stewards of the citizens money.

Commissioner Rebholz said can you tell me what the unassigned fund balance is in the water districts. He said I didn't think I saw it in here. He said I saw the general fund.

Mr. Eubanks said unrestricted for the water districts, $8.6 million. He said total fund balance in water is $32 million so $24 million of that is net investments and capital assets.

Commissioner Richardson said I have a question, well, it's really more of a statement. He said if you go to page 6 and look at the chart there that shows the 45.07% of fund balance, when the red line on there shows the average for comparable counties under comparable situations at 35% that amounts to almost $7 million. He said that is a bad reflection on this Board. He said while we want to crow that we're liquid and we have money we're not managing money properly. He said we're doing two things, we have, for the last 3 or 4 or 5 five years we have been underestimating revenue and that is causing this fund balance to grow. He said we gave, with $7 million more than the average now, keep in mind what this means at 35% of fund balance is what, about $24 million. He said we've got a lot of money, of your money that we have take for taxes that is sitting in the bank doing nothing that you could have. He said Beaufort County gave a paltry 1 cent, which is $700,000 of tax reduction this year, while we're sitting on $7 or $8 million of true surplus. He said that should be given back to the taxpayers. He said it is a bad reflection on the management of this Board and on the people on this Board who are going along with underestimated revenues while these revenues continue to climb, and that money is sitting in the bank. He said that's your money, you should have it. He said it's called over taxation.

Ms. Radcliffe said first of all, what you've been given tonight is a really good overview of our financials, however last Thursday the Finance Committee took a very deep dive, we had about a 2.5, 3-hour meeting that I think was very beneficial. She said one thing that did come out of our meeting, I think, is that we all agree that we've been good stewards of the County's money. She said expenditures tend to come in under budget while revenues do come in better than anticipated and we have seen our fund balance grow over the years. She said it may be time, and we do believe it's time to look at our fund balance policy. She said the official fund balance policy of the County is that we will strive to maintain 35% of available fund balance and if you look at the chart on page 6, give everyone a chance to look at the actual picture, we are at, last year in 2020, we were at 35.68%. She said so #1, we were right at what our adopted policy said we would be, and #2, we were right at our peer group was at because if you see that red line there, the peer group was at 35.05%. She said you can see they were almost identically on the same dot. She said now you're right Commissioner Richardson, all counties, because of the flooding in of the Covid funds and the grant funding last year did go up significantly, so we did go from 35.68% to 45% and unfortunately, I did try to get our peer group averages to see where we're at, but it doesn't really matter where our peer groups at. She said I think everybody is in agreement that it is time to look at our fund balance policy and we feel like the appropriate time to do that is in January, next month, at our planning retreat for next year's budget to see if the Board would like to adjust that number down and how we'd like to go about doing that. She said so to your point, I'm in agreement with you that our fund balance has grown to a level where we might want to look at adjusting that number down.

Commissioner Deatherage said I'd just like to say thank you Financial Officer for giving these Commissioners cover on lowering the fund balance.

Chairman Waters said we're going to take a deep dive on it. He said one of the comments that you made was we do have some projects coming up that are very capital intensive so we will have the choice of using cash or we'll use the idea of kicking some of these ideas down the road and not address them. He said it really gets down to the Board and what the passion is and whether the Board wants to face some of the issues that have been on the table for a number of years. He said but our policy is 35%, my guess is when you look at the peer that they're probably going to look similar to us.

Ms. Radcliffe said I believe so.

Chairman Waters said it may not be as high, but I think it will be very similar to that and I think we could have those numbers by the end of January, if I understood you correctly.

Ms. Radcliffe said they won't be available to the LGC until April but I plan to call the peer groups and ask them what their fund balances are so I can have that number for you in January at our planning retreat. She said it's 45% now and I'm going to sit here and say that is too high. She said it's 10% higher than we said we'd be at but, again, it's because we had a lot of free money last year and its one-time money, it's not going to continue on. She said it's one time money, well we hope, how can it continue on. She said we don't think it will continue on.

Chairman Waters said the other thing we're facing is inflation and inflation takes a bite out, it increases our cost. He said we're not exempt from that 5% or 6%, whatever that number's going to be.

US Cellular Contract

Ms. Radcliffe said the next item I have is the US Cellular contract. She said so we had an opportunity to meet with our US Cellular public sector rep to redo an annual review of our account of all of our cellular services with US Cellular. She said he has recommended that we move from a shared plan, where we have a certain bank or an allotted amount of data minutes to a government unlimited plan with special pricing and that way, we can eliminate the data overages that we've experienced in some of our areas. She said by doing that we originally showed this as a savings because DSS was included in the analysis. She said we've now removed DSS from that because they're actually testing out a different service provider so once we removed DSS out of it, it's actually going to increase by $170 per month. She said but that $170 per month will upgrade us to all the basic things, 17 basic phones at the water department and get those folks using a smart phone. She said so it gives us better equipment and unlimited data at just a slight increase in price, $170 per month for the whole County.

Commissioner Rebholz said were you having overage fees in data.

Ms. Radcliffe said yes.

Commissioner Rebholz said are those included in this.

Ms. Radcliffe said an average of it was. She said the main reason for the increase, there's a lot of savings on the data side, the overages. She said the slight increase will be charged to water because we're upgrading 17 basic flip phones to smart phones. She said otherwise it would be a bigger savings.

Commissioner Booth said is that $170 per phone.

Ms. Radcliffe said no, per month total.

Commissioner Booth said $170 for everything.

Ms. Radcliffe said yes.

Commissioner Booth said I noticed DSS went with a different vendor.

Ms. Radcliffe said they haven't switched to a different vendor. She said they're testing, I believe it's called, it's AT&T First Net and she has a handful of phones, I think 5 phones that she's testing out. She said but at any time she may choose to switch more over from US Cellular to AT&T. She said so we didn't want to do a 2-year contract for those phones and her not have the option of switching.

Commissioner Booth said is this the best available vendor that you have dealt with as far as service-wise because I was in a town yesterday and US Cellular was pretty weak.

Ms. Radcliffe said the departments that we've talked to, they're pretty happy with the service. She said I believe DSS has experienced, the example Ms. Corprew used for me was when she was in Ocracoke, she didn't get very good coverage with US Cellular but with AT&T she did so that was the example she gave me with the service in Ocracoke, so I think it depends on who you ask and where they're at in the County.

Commissioner Booth said I've got US Cellular, and I didn't go to Ocracoke, I was in Acres Station, and I couldn't get service.

Chairman Waters said there's some areas in the County where all providers have poor service.

Commissioner Richardson said why does the water department need to upgrade to a smart phone. He said what are the benefits.

Ms. Radcliffe said I'd have to let Ms. Smith talk about that but basically right now they're trying to do their work with the work orders and the new AMI metering smart meters with tablets and hot spots and they're using multiple devices and if they go to a smart phone with wi-fi and data they can just go to that one device. She said it's just more efficient.

Chairman Waters said I'm assuming the smart phone has the hotspot in there.

Ms. Radcliffe said yes.

Motion: Commissioner Booth motioned to approve the contract with US Cellular. Vice-Chairman Langley seconded. The vote was unanimous.

See Addendum 2

Purchase Order Approval Over $30,000, Soil and Water

Ms. Ann Williams said I return tonight on behalf of the Soil and Water Conservation District. She said we recommend the approval of their purchase order and the selection of J&J Environmental as the contractor to complete phase II stream debris removal work. She said after careful consideration, all due diligence, the Board stands firm on their decision on making that selection as the lowest responsible bidder.

Commissioner Richardson said what is the difference between the high bid and the low bid on the contracts.

Ms. Williams said the dollar amount.

Commissioner Richardson said yes.

Ms. Williams said $22,074.

Commissioner Richardson said why wasn't the low bidder selected.

Ms. Williams said because the contractor who was selected has excellent references, unquestionable references. She said he's known to us; he has worked with us before. She said he's somebody who, as he's done in the past, he's someone who will jump in, do a great job quickly and very timely.

Commissioner Richardson said I take that answer this way, what you just said was the low bidder has poor references and will do a sorry job.

Ms. Williams said I didn't say that, I said the other contractor.

Commissioner Richardson said that's what you said.

Ms. Williams said no sir, that's not what I said.

Commissioner Richardson said that's what you said, when you say that who you selected has great references and will do a great job then the person that was not selected must have a lower rating.

Ms. Williams said his references were not as good.

Commissioner Richardson said okay, now, one of the games that's played in this business is when you don't want to award something to somebody people get on the telephone, and they keep calling until they get people to say things that they want to hear. He said then they don't make the award. He said did you do that.

Ms. Williams said did I call people.

Commissioner Richardson said your department. He said when I say you, your department, anybody in your department.

Ms. Williams said call who.

Commissioner Richardson said anybody about his references.

Ms. Williams said yes sir. She said his references were reviewed, the references that were submitted in the bid package.

Commissioner Richardson said the references gave him a bad reference.

Ms. Williams said they did not give him as good of one as the other.

Commissioner Richardson said as the person you want to award this contract to.

Ms. Williams said that's correct.

Commissioner Richardson said if this contract is mis-awarded by this $22,000, you know, this is being proffered as approval of a purchase order. He said this is not approval of a purchase order. He said the money that the grant that you got to fund this came to who.

Ms. Williams said it was awarded to the Beaufort Soil and Water Conservation District.

Commissioner Richardson said who was the check sent to.

Ms. Williams said there hasn't been a check, it's a grant.

Commissioner Richardson said who will the grant be awarded to.

Ms. Williams said to the Soil and Water District.

Commissioner Richardson said no, that's not true.

Ms. Williams said are you talking Beaufort County then. She said the payments for the work will come from Beaufort County and they will be reimbursed 100% by the grant.

Commissioner Richardson said that's correct and when, the grant, the money is sent to Beaufort County. He said we do a lot of grants. He said there are no grants that direct pay. He said very few. He said I don't want to say none because there are a few but they don't direct pay for a reason. He said because when they give that grant money, if the money is mis-spent then somebody has to make it up. He said somebody has to be responsible. He said the County of Beaufort and this Board is going to be responsible if you mis-award this grant, this money, and the $22,000 that's involved, plus any other money that's in default is going to be paid by the taxpayers of Beaufort County so I want to make it perfectly clear, we're not approving your decision to give this grant to somebody. He said this Board will be approving a contract with an

individual and it's set up for the specific reason of that way so that the County can be responsible for these funds. He said so let's get off of the word games. He said you're playing word games and it doesn't really look good. He said I've had a lot of complaints over the years from low bidders of contracts that are not awarded when you can't really be specific in saying why this person is not qualified for this contract. He said what I would like to hear you say is oh, it took him 6 months to do a 3-month contract, oh, he is not reliable, he didn't show up from the notice of proceed he didn't show up for two months after the notice to proceed. He said you have no specifics, so this looks like a contract to me based on an award of favoritism and I don't intend to vote on it for that reason.

Chairman Waters said since I've been a Commissioner for seven years, we've already honored the recommendations of the elected Soil and Water Board and that's the reason I made the motion, and I will stick with that.

Commissioner Richardson said Mr. Chairman.

Chairman Waters said you've already had your five minutes.

Commissioner Richardson said I have the right to speak. He said you spoke, and I have the right to rebut, this is a deliberative body. He said are you denying me the right to speak.

Chairman Waters said go ahead, you have one minute.

Commissioner Richardson said thank you King Chairman, I appreciate that. He said now, since I've been here 26 years this Board has stepped up from the ethical and honesty standpoint to see to it that contracts are awarded to the low bidder and if we want to continue doing this, we need to award these contracts to low bidders, so we get good prices. He said there are several other contracts in this County that I have complaints about, and I intend to get involved in those because some of this stuff has gone on too long and it needs to be stopped.

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

Yes Vote	**No Vote**
Chairman Waters	Commissioner Deatherage
Vice-Chairman Langley	Commissioner Rebholz
Commissioner Booth	Commissioner Richardson
Commissioner Walker	

See Addendum 3

Solid Waste Updates

Mr. West Overman said Public Works staff was asked to give an update on site improvements at the Yeatesville site. He said we did want to take this opportunity to bring further updates about our solid waste program versus talking about that one site, so I did want to talk about a few items here. He said first thing we've got on our list is signage. He said as you're aware we've made schedule changes in the past months to a year and as a point of that, signage was very important. He said so we're working on a comprehensive update to our site signage. He said we started with planning, making sure that all of our designs and everything is as they need to be, making sure that all the information, and there's a lot of information that has to go on these signs to relay what we need the citizens to know so we planned, we've gone through several iterations of sign designs to make sure everything was laid out, was readable from the road, making sure they are the best that they can be. He said we feel that we've done that. He said the first phase of the signage has been to do the operating hours of the sites, which will go on the exterior of the fence, which is visible to the road. He said obviously those are the most important signs we can have at those sites. He said there has been some delays due to material availability, which we're running into a lot in public works right now. He said currently we are installing those signs right now, ten of them. He said we have six on hand right now and we're getting those installed now. He said the southside has been completed. He said the second phase of our signage project will be to update our signs inside the site showing what are the acceptable materials that we'll take at the sites. He said each site has different offerings; a few sites have a different offerings. He said most of

them are the same, but a few have a few less services because of space and everything like that so we're planning for what we're doing down the road. He said so as a part of that our planning and designs have been somewhat completed for our interior signs but we're wanting to finalize an updated solid waste ordinance, which I'll speak about in a few minutes, before we issue the order for those signs to make sure we're getting them as they need to be as we're going forward. He said next thing that we've done is a few months ago we came to you for a 2-year contract for cellular service for security cameras at the site. He said we have installed cellular cameras at most sites. He said the only one we've not been able to get to yet is the Buck Jones site. He said one thing we did run into with our original plan is we had solar panels that were going to power these sites. He said we found that due to the activity at these sites the solar panels are not able to keep up the batteries for the cameras so we're working on converting those into electrical. He said in some places we're having to install outlets but we're making progress on that. He said with these cameras I frequently go in and I'm able to review the footage. He said things like making sure the site is open when it needs to be, making sure the attendant is there. He said I can go in and, you know, things like the bulk bin is overflowing, I can pull up a camera and see is that the case or not because we do get things, we do get calls saying the bins are overflowing and we check with Republic or go out there and the bins are empty so it's a quick easy way to check on some of those things. He said we can just review the operations and see some site attendant interactions with the public. He said I cannot review all the footage. He said frequently I'll look at my phone and have 2,000 or 3,000 notifications where the recordings have started so I have no way to go through and look at every single one of them, so we really do have to rely on these attendants if something does happen at one of the sites. He said they've got to let us know within our 30-day storage limit we have with our subscription service. He said so we've passed that along to the management at Republic and they've filtered that down to their site attendants. He said we have already found where footage has been helpful in finding and resolving some issues, mostly due to operating hours kind of things. He said but they are already coming in handy, and I think we will find, moving forward, that continues to be the case more and more. He said one thing we missed putting on the agenda, but I did want to touch on briefly is we have installed traffic counters at each of the sites. He said that was one piece of data we really had no idea on other than going by tonnage but that's hard to rely on, how busy the site is or anything. He said someone could bring a huge truck and add a bunch of tonnage. He said they've been in place at all sites since mid-April to mid-May. He said data has been gathered day in and day out, however it does require a visit to the site to actually download the data to a computer for analyzing it. He said I've pulled a few sites and we're looking at how that data can be best used and best organized to make some decisions, but the counters are still going. He said that's been a good development that we've got that information coming in. He said the next thing on the list is engineering design. He said this kind of goes back to the original Yeatesville site discussion. He said as was approved in the fiscal year 22 budget we are planning to do site improvements at all 10 sites. He said we are currently working with Inner Banks Engineering, who did our initial budget quotes for the project. He said we have issued a PO for the engineering services and the in-depth design work is proceeding with the Yeatesville site, due to the metal platform issue which we closed down to vehicle traffic. He said we have run into, the first surveyor the engineer was using has had to back out due to their workload however the engineer has secured the services of Sorrell Surveying and they have committed to completing the survey at the Yeatesville site by the end of this week. He said at that point design work will commence and we anticipate submitting a bid package for our Yeatesville site improvements in January. He said so a little bit of delay there but we're overcoming that by getting some additional help in there. He said once that bid package is issued design focus is going to shift to our heavily trafficked sites, River Road, Chocowinity, Cherry Run, which we plan to issue as one bid package and then we'll continue on to the remaining sites for further work. He said we're trying to hit the safety issue first, then our heavily trafficked sites and then we'll move to the rest. He said the next four items, we are actually working with Vance Moore of Garret and Moore Incorporated. He said they are a firm that specializes in solid waste engineering, so I'm going to kind of talk about all of those together. He said number two and three, the solid waste ordinance and hauling registry kind of go hand in hand, and please, if you have any question at any point please feel free to stop me, I'm carrying on. He said we've been working on a comprehensive update to our solid waste ordinance to replace the one that was passed in 1974. He said there's a lot of things in that ordinance that are outdated and don't apply to what we're currently doing, and we need to improve what we've got on the books there. He said we've met several times with Mr. Moore to discuss his experiences in other locations that he's worked at. He said we've spent time researching other counties throughout the state, seeing what their language in their ordinances look like and what we're doing is we're trying to figure out the best combination in language that works best Beaufort County. He said not only for today but what's going to help us ten years down the road, to make sure we're in a good position. He said we're planning on this ordinance involving items such as clarifying a definition for the annual solid waste fee, because there's a lot of questions that come up about that and I think, depending on who you ask you might get a different answer because we don't have something good to reference back to. He said but that's going to be a major improvement. He said we plan to include enforcement policies, which we've spoken about before, as well as penalties associated with those. He said also a part of these improvements will be a hauler registry, where for a hauler such as David's Trash Service, Family Sanitation,

etcetera, to go to the Republic Services transfer station and use the County's account they will actually have to certify that their waste in that truck came from Beaufort County, and we'll have a whole application process permit to ensure that is happening as it should. He said next thing, mega-site development. He said we're working with Mr. Moore on this, and we've met several times to discuss, we've talked about history of the process of the mega-sites, what are some of the ideas that have been passed around, either in here, public work staff in general, we're trying to come up with a plan there. He said we've shared our solid waste data. He said Mr. Moore is currently analyzing that data to evaluate what is the best look of a mega-site as far as the services offered, certain design considerations, how will they work best and how do they fit within the overall solid waste strategy of the County. He said but also, we're not only working for today, he's taking that data, he's modeling for future use. He said what do we expect solid waste to look like in Beaufort County in ten years from now, fifteen years from now. He said we're not focusing solely on the past ten years and today, we're looking into the future to make sure what we do is going accomplish what we need to do ten years from now. He said last thing on the list, we are looking into potential revisions of our contract with Republic Services. He said Mr. Moore has spent some time delving into the contract using his expertise, his experiences with other counties, other locations, to look for any areas of improvement. He said he's already sent over some comments that he thought, we really haven't discussed it at length yet because of the focus on all the other items, trying to make those move forward. He said really what we're trying to do is we've got a lot of areas that we want to remove the ambiguity to benefit both parties. He said it comes to our load count limits and sever weather hauls and things like that. He said there's a lot in the contract that we need to get more in black and white and get away from the grey area. He said I think ultimately our goal with this is to make improvements to our Republic contract at additional cost. He said I can't say that 100% will happen but that's what we're trying to do. He said I'll be glad to take questions on any of that.

Commissioner Booth said good job. He said I have a question, kind of funny you're here tonight because yesterday I had two people call me about the Aurora site. He said an odd thing you said you were looking into, and I think we need them, but on those border sites of the county we need to look at the way that those people from those counties are bringing their waste to us and our citizens are paying for it. He said I had to calls from Aurora and I told them I was going to say something to Ms. Smith tonight, but you've done a pretty good job. He said could you address that. He said what are you going to do to address those adjoining counties, like in Aurora. He said Pamlico County, the Aurora site is closer to some of those people. He said it's probably the same thing for Hyde or Washington County and that's an issue, but I haven't heard it anywhere else but Aurora.

Mr. Overman said we certainly expect that. He said we think that we have some Pamlico County residents that probably work at Nutrien that on their way to work they can drop it off or they're in Hyde County and they're going to Washington and can stop by Pantego or Pitt, Martin County they can come to Cherry Run or Chocowinity. He said we certainly suspect it's happening. He said we don't have any way to verify that. He said one thing we're doing, very obvious, our new signs say Beaufort County residential waste only. He said that has not been anywhere else.

Commissioner Booth said they might not be reading it.

Mr. Overman said I understand that, but we have to start with low hanging fruit and we're doing that now. He said that will also be addressed in the ordinance update and if you recall we talked about the card program and that was to be discussed again when we talked further about the mega-sites. He said so we've got potential ideas that we wanted to kind of bump together in a more comprehensive plan.

Commissioner Booth said I just wanted to mention it so the person who called me knew I wasn't lying to them.

Commissioner Rebholz said do we have, do you have any timing on the mega-sites, expectations.

Mr. Overman said going back and thinking about when I first was involved in it the whole thing was the Republic contract ends in five years and we want to be prepared for that change in contract. He said I know with some of the ARPA funding that timeline may need to move forward a little bit. He said if that's going to possibly be a consideration used to fund these projects but as far as actually Mr. Moore making plans or anything I really don't have an answer for that.

Commissioner Richardson said why can't you, you've got your cameras, why can't you set those cameras and take license tags for about a week and then run a trace to see where those tags originated from.

Mr. Overman said we have been told that we cannot run license plates for that purpose.

Commissioner Richardson said who told you that.

Mr. Overman said I don't know that I've got that answer.

Mr. Alligood said you can't do that. He said we don't have access, that's a law enforcement function and we don't have access to that. He said the license plate information is through DCI through the Sheriff's Office. He said any law enforcement agency, the Department of Justice is very tight on who has access to that and using that for what they would consider this is not appropriate. He said we could go to jail for that.

Commissioner Richardson said let's just wait just a minute here. He said we're not identifying individuals. He said we want to see two or three numbers that just say so many cars were from Hyde County and so many cars were from Beaufort County during that period of time. He said can you get me a copy of that statute.

Mr. Alligood said I can get you the operating responses from the Sheriff's Office, I can get you the DCI.

Commissioner Richardson said I'd rather see the written word.

Mr. Alligood said that's what it is, it's the operating response.

Commissioner Richardson said okay, I'd like to see that. He said is it backed up by a statute or is this just a policy.

Mr. Alligood said I think it's administrative law. He said Chief Deputy Rose do you have any idea whether that's administrative law or if it's state statute.

Chief Deputy Rose said as far as DCI, it is part of administrative law.

Commissioner Richardson said I'd just like to get copies of it.

Vice-Chairman Langley said when I was with the Sheriff's Department in 1982 that same law applied way back then, that you could not do it for other purposes.

Commissioner Richardson said we'll see.

Commissioner Rebholz said one last question, who's responsibility is it, again, to get full bins out of a site. He said let me frame it for you, a couple of weeks ago I was in Chocowinity and both of the compactors were down. He said I don't know if they were full or broken, and three open bins were being used to just throw trash into. He said that just drives our costs up immensely.

Mr. Overman said I'll give a little bit of an update on that process. He said there is good and bad to that. He said including some bagged trash to the bulk waste fills in some of the void, so we do gain a little bit of weight in those containers. He said that's not an excuse for it happening. He said I personally ran into this situation yesterday myself. He said Republics process is towards the end of the day a site attendant is to call in to their dispatcher and give a report on the status of their bins. He said at that point the dispatcher makes the necessary plans based on the information on where to send the trucks. He said I would prefer if a bin gets full that it's reported right then versus the end of the day, but they've got that process that they've worked out and that's what they're using.

Commissioner Rebholz said is there anything in the contract that holds Republic responsible for getting the bins moved.

Mr. Overman said just that they're responsible for moving the full bins. He said I don't think there's any time constraints in the contract, that I recall.

Ms. Smith said a couple of comments, one regarding the full bins, they are supposed, if both of the compactors were disabled and unable to operate then using an empty bin would be their SOP, their standard, because the main goal is a

resident should not go to a site and leave with the waste, so they make sure the waste is left there. She said so the make sure, if the compactors are not working they would be instructed to put it in any open top available, do whatever it takes to make sure the waste is left there. She said we do not pay per load. She said we actually have a lump sum for trucking costs so whether Republic is hauling a container that is compacted at a very heavy weight or whether they're hauling a container at a lower rate there's no additional charge to the County, so it is to Republics advantage to have the compactors working. She said so when it comes to, the way that it would cost us is at the end of the year we have a minimal number of loads and then we pay an overage if there was a named storm that calendar year so that is then it would come back, and the County would be charged additional costs if there was a higher number of loads. She said that is the reason, if anyone has been to the Magnolia School Road recently, they have installed a compactor that is a different design so that they can compact bulk waste. She said so Republic has installed that new piece of equipment which is a very expensive equipment on their own dime, and they've done that so they can reduce the trucking costs, so they have less loads and less trucks running.

Commissioner Richardson said our tonnage price takes place from the transfer station to Bertie County.

Ms. Smith said we have two tonnage prices; we have two tipping fees. She said one is paid at the transfer station here off of Flanders Filters Road and then we have a second tipping fee that is paid for final disposal in Bertie County in Olander.

Commissioner Richardson said I have another question that concerns me personally. He said why, in the City of Washington am I getting a $25.00 per month tipping fee from the City of Washington. He said I know you don't represent the City of Washington, but I thought I paid for this on my taxes so that's $400 a year.

Ms. Smith said are you a commercial owner.

Commissioner Richardson said well I have a business, but I wouldn't consider myself commercial, but I guess I am.

Ms. Smith said I would contact the City of Washington and ask them that question, but I have also noticed that we now have that on our County utility bills as well so that, my suspicion is that is their way to recoup the tipping fee that commercial, the City of Washington goes and picks up for commercial businesses, they also go to the transfer station. She said remember, the fee that we collect is tied to residences, residential trash, not commercial. She said if I may, to respond back to the users of the sites near the County borders. She said there are different ways we could do that. She said we've talked about this for many years but in order to do it there has to be some amount of inconvenience to the residents. She said we can always hire someone; you go old school. She said you can have someone standing at the gate with a clipboard and when someone goes through you ask them where they're from. She said some people will be honest, some people will have no idea they're not supposed to use the convenience site so they will probably say I'm from Bayboro or I'm from Bear Grass but my pick up isn't scheduled until Tuesday and I wanted to get rid of this mattress. She said there are ways that we can do it but please keep in mind that's not something that Mr. Overman or I plan to activate and change the policy. She said it would be something we would look to you to give us that direction because in order to gather information, we aren't homeland security, we don't have access to that kind of stuff so in order to gather the information somebody needs to instruct us to do that and to understand that there will be some level of inconvenience or some level of discomfort or just something that's different that our citizens would need to be aware of.

Commissioner Walker said concerning the mega-site, I think it's Onslow County has opened up what I would think our mega-site might look like and so I went on an internet search and I saw this fabulous machine that they put a complete car, tires and everything, and it sat there, right before our eyes and ate it into little pieces and wow, that's, one on each side of the river, that would just chew up everything and I hope that's being considered.

Mr. Overman said there's definitely benefits to something like that. He said obviously acquisition costs of something like that would be astronomical, as well as maintenance and that kind of thing. He said coming from an equipment background, for me, those kinds of machines require a lot of maintenance. He said one thing that has been discussed as far as the mega-sites is further use of compactors like the one that's now at River Road where you can throw a couch in there and it will eat it up. He said compacting boat waste, compacting MSW, compacting recycling, trying to do everything to limit our hauling costs. He said that's one thing this analysis is showing is that our hauling costs are a major factor in our price we're having to turn around and relay back to the taxpayer.

Chairman Waters said I'm happy that Yeatesville is moving a little bit closer. He said on Monday's we have three sites that come there, mainly because the older people have problems at Sidney climbing up the steps and then of course Beach Ridge is closed. He said are we looking at doing something similar at the Yeatesville site like we had before and adding a guardrail or do we have enough room to drive up and back around, like at Beach Ridge and some of the other sites. He said I know the survey has not been completed.

Mr. Overman said obviously not knowing what the engineer has in mind either, but our initial thoughts was more similar to what we had previously. He said we would, essentially, our initial plan is to get rid of the metal platform, move the containers closer to the retaining wall, you'd still be able to back directly up to the bins and be able to get closer that way.

Chairman Waters said but there would be a guardrail to keep somebody from backing their vehicle into the bin.

Mr. Overman said right, that's included in our safety plan. He said for each site there's some kind of fencing, guardrail, to keep people from going into the bins without, hopefully being too much of an inconvenience.

Revision to Salary Plan

Ms. Smith said on page 205 of your agenda book you'll see information related to a proposed revision of the salary plan. She said if you recall, back in 2017 the MAPS group completed a classification and pay study for the County. She said during that time the MAPS group sent out questionnaires to all employees to describe their current job duties. She said at the time of the employee interviews and the review of the questionnaire the Water Quality Technician position had only recently been approved and an employee was not currently working in that position. She said the duties, responsibilities and qualifications required for that position and the Maintenance Technician were intermingled and inaccurate. She said so basically we have two of the classifications for water employees. She said one is a Water Quality Technician and one was previously called a Maintenance Technician/Treatment Operator. She said both of these were new positions that were created to fulfill needs that the Water Department had at the time. She said when MAPS Group completed their study, when they reviewed the questionnaires there was a question, and some technical language and technical terms that were used on the questionnaire that I believed cause them to intermingle the two positions. She said the pay study that was given to you for approval classified the Water Quality Technician at a paygrade 63 and then they renamed the Maintenance Technician/Treatment Operator as a Senior Water Quality Technician and gave that a paygrade of a 65. She said when we looked at that in detail we saw, again, that they appeared to be intermingled and they were inaccurate. She said some of the inaccuracies were things that were considered major. She said for instance the Water Quality Technician certifications, the state certifications are required for that position. She said they are a back flow ORC, which is an operator and response charge, which means they personally are legally liable for decisions that are made. She said we have quite a few of those positions and when you hold that position of operator responsible charge your classification is given a higher pay grade due to those responsibilities that you carry with you every day. She said once those were identified, management staff worked with the human resource department, and we compiled all of the needed information and gave the correct and accurate responsibilities and duties and qualifications required and we submitted that to the MAPS group for their review. She said the MAPS Group then reviewed the information, they composed class specifications for both positions, with the more accurate information and they revised the title of the position again. She said Senior Water Technician, they're now recommending that we call that a Plant Maintenance Mechanic and they also revised the recommended paygrade. She said again, the middle of page 205 you'll see a table that gives a summary of the previous title and paygrade was, what the current title and paygrade currently is, as recommended previously by the MAPS Group and now what I'm proposing today, following the recommendation of the MAPS Group, which would revise the Senior Water Quality Technician to a title Plant Maintenance Mechanic and then revising the paygrade of the Water Quality Technician. She said no additional funds are required for this budgetary year but again, before Commissioner Booth asks, this would be an increase in next year's salary due to a changing the paygrade from a 63 to a 66. She said just to give you an idea it's about a $5,000 change in the hiring rate but what this does by altering the paygrade is it puts that person, who is required to have three certifications, it puts them in line with other people. She said some are required to have one, some are required to have two, so it puts them in the appropriate place in the pay plan.

Commissioner Booth said I'm going to come at it from a different angle this time. He said you know I believe in fairness, don't you. He said it wasn't many months ago that we told the Sheriff's Office to come back at budget time and I wish you would do the same, then I could vote for it but right now I can't because he had, the Sheriff had the same problem. He said

people want to say we're against the Sheriff and I'm not against the Sheriff, but I am for fairness. He said now if you want to bring it back at budget time I will consider it highly but tonight I can't support it.

Ms. Smith said I understand. She said the timing for this is currently the Water Quality Technician is a vacant position so as far as the advertising, as we're advertising and we're looking for someone who either has 3 water certifications or has the ability to obtain them, and I'm not speaking just to you, but has the ability to get them as well.

Commissioner Booth said I understand you're not speaking just to me but if you were going to do it tomorrow it wouldn't change my mind at all because I believe in fairness. He said if we didn't do it for him, I didn't vote for it, I'm not going to vote for you. He said the way you explained is good, don't get me wrong, btu I believe in being fair.

Ms. Smith said well I'm looking for fairness in my department.

Commissioner Booth said I'm looking for fairness throughout the whole County, not just one department, the whole County.

Commissioner Rebholz said did the prior job description require one certification.

Ms. Smith said I believe that is the case. She said there were quite a few inaccuracies in the previous job description, but it did not include all three of the certifications. She said this is actually the back flow certification and if you look at the pass/fail rate of all the water certifications, it has the lowest pass rate of any of the certifications. She said it's a very difficult examination to get that certification.

Commissioner Rebholz said I'm trying to understand why we're just now catching it compared to what we did before.

Ms. Smith said because when it was presented.

Commissioner Rebholz said didn't the person have to have three certifications before.

Ms. Smith said yes sir, and I'm not a human resource specialist so please understand that, but it was my understanding that the pay grade and the salary plan was what was presented for approval, not the class specifications because the class specifications could be altered based on the particular job and that type of thing. She said minor discrepancies are allowed but once we looked at details this is what we determined to be a major discrepancy.

Commissioner Richardson said how many employees are we talking about.

Ms. Smith said one.

Commissioner Richardson said just one employee. He said there's two, are you talking about one for each.

Ms. Smith said it's one for each. She said the water quality technician is the person that operates, we do a flushing program, you know we flush about six months out of the year, so they are working not 8 to 5. She said they generally work from 9:00 PM until 6:00 AM. She said they are managing one other person, they are operating at night, they are in control of the turning valves on and off so it has to be someone of a very high level, so it has to be someone you trust to do that kind of work to do directional. She said plus they are in charge of the back flow program once that certification is obtained. She said the previous employee had not received their back flow certification.

Commissioner Richardson said what is the midpoint of these two, a 65 and a 66.

Ms. Smith said I do not have the full paygrade.

Commissioner Richardson said tell us about what it is.

Ms. Smith said well that's the hiring, I would guess approximately $10,000 more than that.

Commissioner Richardson said no, give me a number.

Ms. Smith said oh, I'm sorry, then I would guess the pay grade of the 63 would be around $45,000 and the pay grade of the 66 would be at $50,000 at the mid-point.

Motion: Vice-Chairman Langley motioned to approve revising the 21-22 salary plan to include the changes requested for the Water Department. Commissioner Walker seconded.

Yes Vote	**No Vote**
Vice-Chairman Langley	Chairman Waters
Commissioner Rebholz	Commissioner Booth
Commissioner Richardson	Commissioner Deatherage
Commissioner Walker	

See Addendum 4

Purchase of Power Load System

Mr. Chris Newkirk said I come before you today with the opportunity to save a small amount of money on the previously approved EMS truck. He said as you recall, at the last Commissioners meeting the Board approved the purchase of a new ambulance. He said in that bid spec, one of the line items in that bid spec, it included the stretched and the power load system for that stretcher. He said in that, the bid that was awarded to Select Customs, the line item for that amount was for $38,946. He said in reviewing operational costs and trying to keep up with changing prices of our supplies, Chief Hibbard was in conversations with Stryker, which is the company who makes that stretcher and power load system, and we found a couple of things. He said first, Stryker is forecasting a pretty significant price increase on all of their products for next year. He said they estimated that for the power loader and stretcher, the increase of that price after January 1st would be somewhere around $3,000. He said now, as the contract stands for us right now that's really no detriment for us because it's in the contract for Select so Select would have to absorb any price changes. He said however, what we did find was that we could purchase the power load and stretcher for $793 cheaper from our, as a customer directly with Stryker, than what Select can. He said so what we bring before you now is allowing us to, the approved amount, that PO, be able to break that out so that we are purchasing the stretcher and power load for $793 cheaper and then that entire line item Select would remove from the bid package because we have purchased that at a reduced rate. He said overall it would save us about $7933.93. He said the additional benefit from that is that whenever we purchase directly from Stryker it is a more seamless transition into our service plan. He said we have an existing annual service plan with Stryker that services all of our load systems and stretchers, kind of like an additional warranty, so to speak, or extended warranty. He said new items purchased from Stryker have a 12-month warranty on them from the date you take possession. He said our service contract is renewed annually in July but the seamless transition into that service plan, if we buy directly from Stryker, so if we take possession of that stretcher and power load in April, the warranty expires April of the next year, from April to July, when we renew our contract we would have no service coverage on a stretcher if we purchased that through a third party vendor. He said so if we leave that as it is right now we include that cost in the Select Custom we would lose that benefit versus if we buy directly from them we would save roughly $800 and the provision on the service warranty. He said so that's what we bring you tonight, I'd be happy answer any questions you might have.

Commissioner Waters said is it $793 plus the additional $3,000 it was going to go up.

Mr. Newkirk said no sir because any change in price, as it is right now, Select Custom signed a contract saying we will include this in our price. He said if Stryker goes up in its price $5,000 that would be absorbed by Select so that change in price going in next year is not necessarily a savings to us because we already have it in a contract. He said what Chief Hibbard has found in conversations with Stryker is we can actually save money just by purchasing it directly because we get it at a cheaper price than what Select is getting it off the bat. He said I hope that answered your question. He said it's kind of muddy water and I'm doing my best to explain it.

Commissioner Richardson said this particular unit, what does it actually do. He said is it attached to the ambulance itself.

Mr. Newkirk said you can think of it as two pieces of equipment. He said first is just the stretcher and traditionally if you see the old EMS movies you had two people who would pull a lever and they actually had to pick the weight of the patient up. He said these particular stretchers are pneumatic, so you press a button, and it raises the weight of that patient up and down. He said it's a huge safety piece for us, for our employees with back injuries and things like that, so that is one component. He said so when you see the line-item power cot, that's what it's referring to, that pneumatic stretcher. He said the power load system, in the EMS world, is the equivalent of an old tommy-gate on the back of an old service truck, where before our personnel would have to push that stretcher to the back of a truck and then they'd pick the weight of that patient up while someone else raises the wheels and pushes it in. He said the power load system is a device in which that stretcher locks into and then its hands-off. He said you press a button; the power load supports the weight of the patient and then you just slide it into the vehicle from there. He said so both of these pieces of equipment greatly reduce your common heavy weightlifting injuries that an employee would have by the manner in which it works.

Commissioner Richardson said by us buying this unit separately and all the logistics that go with it, are the people that we're buying the ambulance from going to install it for us free.

Chief Hibbard said actually Stryker will come in and do it, the Stryker technicians will come in and install it. He said that's really the savings we're getting. He said instead of them charging us hourly wages for Select to put it in the technician from Stryker are doing it free and those are the technicians that actually build the units.

Commissioner Booth said what is the weight limit.

Chief Hibbard said 750 pounds.

Commissioner Richardson said so what you're going to have is the ambulance would be delivered here, and they would come and install this unit.

Chief Hibbard said actually it will be a coordination between Select, when Select says they're ready then Stryker will come to work at Select and actually do it in their service area in Falkland.

Commissioner Richardson said but the way a lot of these things work I wouldn't think Select would be very happy about this.

Chief Hibbard said actually it is a huge, it helps him out a whole lot by having them do it. He said it free's his people up to work on other ambulances and be able to get more units out. He said I have spoke with Dennis on this and he agrees this is the best way to go.

Commissioner Richardson said so Stryker supports the people we're buying this from.

Chief Hibbard said yes.

Chairman Waters said do we have one of these on every truck.

Chief Hibbard said no sir. He said as of right now the only truck we've bought since I've been here in 2018, which is EMS 7, it has this unit on it.

Chairman Waters said so this will make two for us.

Chief Hibbard said yes sir.

Mr. Newkirk said from a safety aspect it is something we would pursue with your permission, to get on every truck on the force.

Commissioner Rebholz said should we have an amended purchase order on the ambulance.

Mr. Newkirk said yes sir, we do.

Commissioner Rebholz said can you send that to us too, so we will have a record of that.

Ms. Radcliffe said yes.

Chief Hibbard said yes, taking the power lift out of it reduced it.

Commissioner Rebholz said yeah, that's what I mean.

Motion: Commissioner Walker motioned to approve the change order. Commissioner Booth seconded.

Yes Vote	**No Vote**
Chairman Waters	Commissioner Deatherage
Vice-Chairman Langley	Commissioner Richardson
Commissioner Booth	
Commissioner Rebholz	
Commissioner Walker	

See Addendum 5

Negotiated PTC Agreement

Mr. Lloyd Salter said this will hopefully be simple and I think I made a small error. He said I actually did not give you all, this is my fault, but I did not give you a signed copy of it, but I have a signed copy with me of this where the taxpayer signed this. He said essentially we have an open PTC case, and we have an agreement, now we need the Board to ratify that agreement. He said in other words we've already discussed this with the customer. He said normally when I discuss it with you I discuss, this one has been discussed, we have an agreement between us if the Board sees fit to agree.

Motion: Commissioner Richardson motioned to approve. Vice-Chairman Langley seconded. The vote was unanimous.

See Addendum 6

Request to Lease Industrial Park at Chocowinity for Hunting

Mr. Martyn Johnson said Mr. Marcus has asked that he and some friends be allowed to lease the land at the Chocowinity Industrial Park for hunting and access to other hunting sites for the remainder of the 2021 hunting season, which would be up until January 1, 2022. He said he's willing to pay a fee and also any repairs to the farm road with gravel that may occur when they're using it hunting. He said currently the land is leased to Keith Waters for farming and I've spoken to Mr. Waters and he's okay with the hunting situation. He said the fiscal impact is potentially, maybe a few hundred dollars of revenue from the hunting lease. He said I really don't have a recommendation, just the fear is the hunters may cause some damage on the property.

Chairman Waters said how about liability.

Mr. Johnson said maybe Mr. Francisco can address that.

Mr. Francisco said you would be going from an immunity as a government activity to a commercial proprietary situation so in theory you could be liable for any type of accident that occurred as a result of leasing it to hunters. He said that's the objection and frankly I'm not sure our insurance carrier would cover us in that situation. He said that's my concern.

Commissioner Richardson said well, are the hunters willing to provide us with a certificate of insurance.

Mr. Johnson said they haven't told me about insurance. He said they said they would sign something not holding the County liable.

Commissioner Richardson said no, not quite done that way.

Chairman Waters said one of the comments that I'll say is that on our farm land we have tried to accommodate hunters and we've asked for them to cover the insurance, to my knowledge there's only one company and that's Farm Bureau and what they were requiring is they were requiring them to form an LLC and provide insurance through that and the people, once the found out the cost of it, they had to back out. He said I'm opposed to it because of the liability to the County because it's going outside of what we do and we've never done it on our one here in Washington and we've got that for economic development and if somebody wants to go out there at the same time the hunters were there I can tell you what happened on our farm, there was almost a fight so I'm opposed to that. He said now if someone wants to make a motion and get it started we'll take a vote.

Mr. Alligood said just a quick comment. He said Commissioner Booth has raised the issue of fairness. He said I guess from our perspective, also, like when we have public property that we allow farmers to farm on we put that out as a request for bids so I've got a little bit of a concern if you were to select an individual group or a group of people to say we're going to give you benefit, personal benefit from a public piece of property without putting that out and saying we're opening that to either anybody and everybody or put it in a bid situation where we say okay, we're not accepting bids and you can pay us $100 and the next person can up that bid. He said I think you need to be careful in that because there is emolument clauses in the constitution that doesn't allow you use of public property for personal benefit.

Commissioner Richardson said I would make a motion that goes like this, that we be willing to consider leasing providing that we can receive assurance that no liability will fall to the County and you may lease it for a short term this year and I wouldn't mind doing that with the emolument thing but next year it would have to be bid so again, you get into the expense thing getting into the way of it so I'll make that motion. He said let me do that again, I would be willing to lease provided the lessor would provide us with adequate insurance liability and a competitive price and the Manager is probably right, you wouldn't have time to bid it this year, but you would do that next year because I don't think you have time to advertise it. He said hunting season will be over with by the time you place an add. He said so maybe we look at that for next year, that's a motion.

Chairman Waters said to wait until next year.

Commissioner Richardson said yeah, we do this next year but that it be, it would have to be done as a competitive bid, as the Manager described that we would only lease it under terms that we would be satisfied that there was sufficient liability protection for the County.

Chairman Waters said I want to make sure I understand. He said are you recommending that we do it for this year.

Commissioner Richardson said no, I don't think we have time to satisfy the requirements for this year, but I think next year we should take a look at doing it, we should consider it. He said that means advertising it and seeing what people are willing to pay and then presenting them, in the advertisement, what the liability would be and that could be done in conjunction with our carrier and our attorney.

Mr. Alligood said just from, and I'm not going to speak for the County Attorney btu I think I know what his comment is but from a staff perspective, from my recommendation to you as the County Manager I would not recommend that you do that and I think the County Attorney, from a liability perspective would not recommend you do that. He said ultimately the Board of Commissioners is the policy making decisions. He said we make recommendations to you; we offer you our best advice. He said our best advice to you would be not to do that. He said you ultimately make that final decision.

Motion: Commissioner Richardson motioned to bid out and lease the Chocowinity Industrial Park property in 2022 for the purpose of hunting. Commissioner Deatherage seconded.

Yes Vote	**No Vote**
Commissioner Deatherage	Chairman Waters
Commissioner Richardson	Vice-Chairman Langley
	Commissioner Booth
	Commissioner Rebholz
	Commissioner Walker

2022 Board of Commissioners Meeting Schedule

Chairman Waters said Ms. Mosher you've got the 2022 Board of Commissioners meeting schedule in our book. He said does anyone have any problems with these dates, as of now.

Commissioner Booth said I'll make the motion to accept these dates with the understanding that if any of us has a conflict we will notify the Clerk of the conflict.

Commissioner Richardson said and be able to change it.

Commissioner Booth said yes.

Commissioner Deatherage said I'd just like to say it's far too early to be definitive here.

Ms. Mosher said just real quick, the statute does clarify that it's preferred to do it the first Monday of each month and there are two Tuesdays in here so if you change it I'm going to need enough time to advertise it and change it and get people notified.

Chairman Waters said I think we should be able to do it a month in advance. He said I don't think we should be able to change it mid-month.

Motion: Commissioner Booth motioned to approve the dates as presented with the understanding that if anyone on the Board has a conflict they can notify the Clerk of the conflict and the date can be changed. Chairman Waters seconded. The vote was unanimous.

Commissioner Richardson said I'd like to raise one issue on schedules that I have a problem with that has not come before us, it may come before us at budget time, and we may want to wait until budget time but the Christmas vacation season for County government this year that's proposed that I saw on the internet somewhere has a 5-day Christmas break for County employees.

Ms. Radcliffe said it's not 5 days.

Commissioner Richardson said yes it is, it's five calendar days over Christmas Break. He said tell me I'm wrong.

Mr. Alligood said you're correct Commissioner Richardson, but it does include the weekend and the Boards policy on that is we follow the state's schedule so that's Thursday, Friday, and Monday.

Commissioner Richardson said well, you know, here's the problem I have with this. He said the people that pay these taxes, they don't get that. He said they don't get a five-day Christmas break that's paid for. He said we've been doing this for several years now. He said it was two days at Christmas, I don't mind two days, but I have a serious problem when County Government is closed down for five consecutive days.

Commissioner Booth said they don't work on Saturdays anyhow.

Commissioner Richardson said the public doesn't get this benefit.

Commissioner Booth said they don't work on Saturdays or Sundays.

Commissioner Richardson said when will we take this up. He said will this be a part of the budget.

Chairman Waters said it would be a change in the policy.

Mr. Alligood said it would be a policy change because your personnel policy reads that you adopt the North Carolina holiday schedule.

Commissioner Booth said that's right.

Commissioner Richardson said that's how the three days got in there because it was always two days until that came along.

Commissioner Booth said it depends on when Christmas falls.

Commissioner Richardson said lately it's been a three-day break, three holidays for Christmas is what's been followed, am I wrong. He said I want the County Manager to tell me I'm wrong.

Mr. Alligood said I'm not sure what the question is.

Commissioner Richardson said there's been three working holidays for County employees for Christmas for the last three or four years.

Mr. Alligood said I couldn't tell you; I'd have to go back and look at the state schedule. He said what I know is that the personnel policy that was adopted by the Board reads that Beaufort County follows the State of North Carolina for holidays so whatever those were, I can go back and look at them, but I don't know them off the top of my head.

Commissioner Richardson said I don't mind debating what it says and what it doesn't say but I've been watching this, and my concern is for the people of Beaufort County. He said they do not get this kind of plush benefit for Christmas, and I don't think our employees should get it. He said now if the state wants to give it that's fine, let them give it, it's our money they're giving away. He said I'll put this on the agenda, don't worry about it. He said you'll all get a chance to vote on it.

Board/Committee Appointments

Chairman Waters said we're down to the committee appointments, you've got that in your books. He said the only one that's not on there is ever since Al Klemm chose not to run again I've served on the college facility and maintenance committee, and I think we need to add that and if someone would like to replace me I'll be happy to allow them to do that. He said would anyone else like to make a change.

Commissioner Richardson said I'd like to be relieved off the RPO/TCC.

Chairman Waters said you're the alternate right.

Commissioner Richardson said yup, so remove me.

Chairman Waters said do we have to have an alternate on that.

Commissioner Richardson said we've already got an alternate, Commissioner Booth.

Mr. Alligood said there's an alternate for the TAC and an alternate for the TCC. He said Commissioner Richardson serves as the alternate for the TCC. He said I serve as the primary for that.

Chairman Waters said do we need an alternate for that.

Mr. Alligood said typically they would like an alternate. He said I don't know that I've missed any of those meetings but doesn't mean to say that I couldn't, potentially in the future.

Chairman Waters said do we have a volunteer.

Vice-Chairman Langley said Commissioner Deatherage is only on one.

Chairman Waters said he's on the Highway 17 one.

Commissioner Deatherage said but I'm not notified of any of the meetings over the last few years, so it doesn't matter.

Commissioner Rebholz said since I'm the other one can I do both, can I fill both rolls at once.

Mr. Alligood said I think you can as long as, obviously you can't serve both at the same time but as long as someone is there you should be able to do that.

Chairman Waters said okay, Ms. Mosher if you will make that change.

Commissioner Deatherage said why don't you remove me from the Highway 17 committee since I'm not getting any notifications.

Chairman Waters said would anyone like to take that one. He said I've served on it in the past and I'll be glad to serve again.

Commissioner Walker said I'll sit on that committee.

Chairman Waters said okay, Walker is going to take that.

Animal Control/Dangerous Dog Board	Commissioner Langley
College Facilities and Maintenance	Chairman Waters
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 Walker
Juvenile Crime Prevention Committee	Commissioner Rebholz
RPO/TAC	Commissioner Rebholz, Alternate: Commissioner Booth
RPO/TCC	Alternate – Commissioner Rebholz
Vidant Hospital Board	Commissioner Langley
Water Committee	Commissioners Walker, Langley and Rebholz

Motion: Vice-Chairman Langley motioned to approve the appointments to the above committees. Commissioner Booth seconded. The vote was unanimous.

Beaufort County Schools ADM Trends

Chairman Waters said next item is the Beaufort County Schools average daily membership trends. He said if you look in the book there's a comparison for each one of the campuses from 2018 to 2021. He said the only thing I would suggest is we take a look at this during our planning in January. He said I'll highlight just a few things. He said we've had a drop of 679 students, or 11% in a 4-year period. He said if you look at the average students per location, that's the equivalent of 1.5 schools. He said moving Ed Tech to Southside High School cost a drop in enrollment by 32% and the NC State study the Commissioners paid for and had done in 2018, the enrollment was predicted at that time to be 5,921 and that number has dropped to 5,768 and if you remember the joint meeting we had there was a lot of people the NC State forecasted numbers in 2018. He said so this is mostly for information and also to make sure we take a look at that. He said we're responsible for the capital. He said we continue to see all of these schools operating and it's, the enrollment just keeps dropping.

District Attorney's Office Space Issues

Chairman Waters said the next item is the District Attorney's office storage space. He said Mr. Edwards, we're delighted to have you.

Mr. Seth Edwards said I'm delighted to be here. He said I know it's getting late, so I'll get right to the point, I'm here tonight to request some additional space in the courthouse annex across the street from the courthouse. He said I've got two main reasons. He said it's not just about space, it's also about access to my office. He said believe it or not, the end of this month will mark 19 years that I've been your district attorney. He said in those 19 years I've not come to you and asked for any type of funding over and above what you have to provide by statute. He said approximately half the district attorneys in North Carolina have a county budget each year. He said they get money, personnel, furniture, all types of office supplies from the county in addition to what the state provides and I'm not here to ask you for that tonight. He said I don't want to have a line in your budget each year. He said I'm doing my best to be a good steward of the public's money, just like you are. He said unfortunately we've outgrown our office space. He said we're at the point now where we have no more space to keep our closed files, except to put them on the floor. He said many of you will remember years ago when Jim Spain was in charge of maintenance here in Beaufort County and he came over and built some shelving inside our office and I think it's on page 222 in your agenda, I sent some photographs of those shelving's. He said all of that shelving is full. He said we've got boxes stacked on top of the shelves; we've got no other place to put them. He said now I will credit Mr. Alligood with reminding me of an idea and that is whether we can take some external hard drives, scan some of those old files into the computer and then destroy some of these old files. He said I've asked the state in 2018 for external hard drives, I was denied that request but when Mr. Alligood and I started discussing this again I actually went back to them, since it's been 3 or 4 years, no telling what kind of Covid money the states got up there. He said they're telling me, tentatively, that they will provide these external hard drives to me so the County, I'm not here tonight asking you to buy external hard drives. He said however, the state has really strict guidelines on what I can destroy. He said I've got to maintain these for a certain number of years and as many of you know, too, there's no such thing, in my line of work as a completely closed case. He said cases are always being brought back up. He said we're having to go back and look at cases 20 and 30 years old and we need to have access to those files so those external hard drives, I think, might provide a short-term solution to storage but that brings me to my next point tonight and that is access. He said as you know, I'm upstairs on the second floor, every person that wants to come to our office, whether it be a victim, whether it be a witness, whether it's somebody that wants to get their traffic ticket reduced they have to climb 22 stairs. He said many of you have been up there many times and climbed up those steps. He said we've had people tripping and fall. He said luckily no one has been hurt seriously. He said at least one or two people a week complain to me about those steps. He said they're not handicap accessible, we don't have an elevator so if someone that is handicapped cannot come up those steps, I do remember a number of years ago, one of your colleagues, Gary Brinn, was on the Commissioner and he came up to see me about something and he had just had a minor surgery of some kind and he was huffing and puffing when he got there and he said you've got to do something about these steps and I said Commissioner Brinn, you need to do something about these steps, I need your help. He said so I've been asking about this for a couple of years. He said the sad part about my request, what I'm asking for is the space on the first floor, currently where the Water Department and Public Works are. He said one of my favorite people in the world and one of Beaufort County's best employees, Ms. Smith, the last thing I want to do is displace her or Mr. Overman or anyone down there but that would solve my storage problem, it would solve my access problem. He said the area where people used to go in and pay their water bill would be perfect for my receptionist and another employee to deal with all the public. He said they would not have to come up the steps. He said I cannot envision any scenario where a member of the general public would have to climb those steps. He said if I had a meeting with a witness we'd go downstairs and meet with them in the conference room and so that would allow us, some of our employees to spread out. He said that would allow us to take care of our storage as well as our space problem. He said so just in conclusion, that's what I had to say tonight. He said I want to thank you, first of all, for the opportunity to stand before you, I thank you for your service that you give each citizen here in Beaufort County and so I thank you for that as a citizen of Beaufort County as well and I can certainly answer any questions or offer any information I can provide.

Commissioner Walker said is it important that you be in close proximity to the courthouse.

Mr. Edwards said absolutely. He said I'll just say I'm not expecting anything to happen overnight or next month, but I appreciate you allowing me to speak to you and taking this under consideration.

Commissioner Deatherage said you know there is a possibility there might be some of that ARPA money available now.

Commissioner Richardson said it can be used for water infrastructure, would that be water infrastructure.

Mr. Alligood said I think where we are, working with the DA, obviously if he was not able to get external hard drives we had offered to purchase those if we needed to because obviously that helps us to. He said what we've immediately done,

or I think they're carrying it out now as we speak is to convert that smaller area, the area where they took the bills, to make it a large conference room to help immediately solve the access issue so if they did have someone, they could come down and meet with them in the conference room. He said our goal is long-term, to move our folks out of that and let the DA have that building, it just makes sense. He said with that, we've got to have some help from you as well as we look at long-term planning of where space needs are. He said there's some opportunities with the Jail Committee out of their work with some additional space. He said there's some opportunities in some other areas where we hope we can move some things around but that's going to take some additional planning but we're trying to work to solve the access issue as quickly as we can, so we don't have an issue there. He said but ultimately our long-term goal is to let the DA have that entire building.

Commissioner Booth said we appreciate the way you have handled things because the building is outdated. He said any time, can you imagine someone going upstairs in a wheelchair.

Mr. Edwards said well, they'd have to be picked up and carried.

Commissioner Booth said you've done a good job managing and keeping us out of the federal governments or the state governments eyesight.

See Addendum 7

Jail Committee Update

Commissioner Rebholz said I just wanted to update everybody on what the last meeting of the Jail Committee was. He said as you know, we've retained an architect, Errol Warren, to look at some concepts in terms of expanding the jail and he has provided us with the drawings that you have here. He said there are two different concepts. He said one is for a 6,000 square foot addition, which would provide not just the sally port but additional storage. He said mainly, solving the problem with the medical issues. He said the other opportunity took a look at the possibility of going up and creating a three-story building, which would be another 12,000 square feet and that could be used for a host of things, including where the Register of Deeds was, moving her from her current office. He said you'd have to have some interim stuff there. He said in any case, I just want to let you know we're moving forward in this regard. He said there are a lot of other assessment that has to be done regarding this type of a plan, including what additional costs is associated with it. He said you've got that list, just a beginning list actually, of those additional costs that would be integrated into this type of solution. He said so this is just the first solution, possible solution that we're looking at that we have. He said on the table still is doing nothing and the solution of a new jail. He said our charge was to get all that information together, bring it back to the Board, have them take a look at it and discuss it and make a final decision moving forward.

Commissioner Booth next time you have a meeting, I know this is just a planning stage, put in some soft numbers.

Commissioner Rebholz said he's going to bring soft numbers back and the next meeting is December 16th at 3:00 PM. He said he's charged with bringing soft numbers.

Commissioner Booth said is he going to break them down with going up another story.

Commissioner Rebholz said yes.

Chairman Waters said he's scheduled to come to the January Board of Commissioners meeting for a presentation.

Commissioner Richardson said I have some questions. He said this project started off as staying entirely inside the footprint of the jail and as I recall, we're going to have about 18 new cells, and it was going to solve some of these problems and that was going to be about $2 million. He said now, all of a sudden we've got a project to build outside of the building, to build a sallyport, build new offices for the magistrates and some more things going on in there for $14 million.

Commissioner Rebholz said I never heard $14.

Commissioner Richardson said I heard him say it.

Commissioner Rebholz said he quoted $9 million with the three stories.

Commissioner Richardson said $9 million with the three stories.

Commissioner Rebholz said $5.5 million with just the one story. He said that was the real soft numbers. He said he wanted more time to get more details on that.

Commissioner Richardson said well, when you bring this plan with alternatives I think we should show staying inside the footprint and the number of cells we get and what that will cost, and I think we should also show staying inside the footprint. He said there was a solution to extend, maybe 10 feet on this end that we're on, the west end of the courthouse building so that we could solve that light problem that comes and goes, which is the only problem we have with the jail that amounts to a hill of beans so we're talking here about $2 million versus $14 million.

Commissioner Rebholz said not $14 million.

Commissioner Richardson said well I heard $14 million.

Commissioner Rebholz said nobody talked about $14 million.

Commissioner Richardson said we'll see how it all works out. He said we're not there yet.

Commissioner Rebholz said then don't quote stuff that doesn't exist.

Commissioner Richardson said it exists for me. He said I say that I heard it, you say you heard $9 so he said, she said. He said can't you be polite enough to present that in your final proposal and let it go at that.

Commissioner Rebholz said I can, I'm doing that.

Commissioner Richardson said then that's what you do.

Commissioner Rebholz said I just don't quote $14.

Commissioner Richardson said I heard $14; I was sitting in the room. He said right back there.

Chairman Waters said I was sitting in the room, and I never heard that.

Commissioner Richardson said part of us are lying.

Chairman Waters said yeah, absolutely, at least one.

Commissioner Richardson said wait a minute. He said what I would like to see presented to the Board are these alternatives. He said I don't want to see a proposal for some grand scheme to build three stories and all of this stuff of things the County does not need.

Commissioner Rebholz said Commissioner Richardson, I just told you we are going to have everything from do nothing to a new jail and it will be all laid out.

Commissioner Richardson said so we're going to have the do-nothing proposal, we're going to have the stay inside the footprint proposal, we're going to have the solve the lighting proposal and then we're going to have the grand scheme. He said is that the plans.

Commissioner Rebholz said yeah, that's the plans.

Commissioner Richardson said okay, well, I just want to be sure that we looked at this thing completely.

Commissioner Rebholz said all I'm trying to do is update you on where we're at right now.

Commissioner Richardson said and what I'm trying to do is let you know that some of this stuff is not going to fly just because somebody walks in with a plan to spend a wad of money. He said doesn't mean we're going to do it.

Commissioner Rebholz said nobody said it was going to fly.

Commissioner Booth said you're voting for Hood but four votes count.

Commissioner Richardson said I've been here for 26 years.

Commissioner Booth said and you've done nothing.

Commissioner Richardson said I've been here for 26 years, and I have seen a lot of things come before this Board that were pure pipe dreams and I don't want to see another one come in front of us. He said it's the same way. He said four votes do count but I will remind you of this, this is an election year, now don't forget that.

Commissioner Booth said let me tell you this about election year. He said you don't threaten me with that. He said the only thing I can tell you is you've been here 25 years and you can't say one thing you've done but fault everything that somebody else tried to do. He said now all the man said, I think you're hallucinating. He said you didn't hear no $14 million.

Commissioner Richardson said fortunately the voters have a different opinion.

Commissioner Deatherage said in defense of Hood Richardson, which needs no defense, he's been here 26 years and he's done a lot in the face of you guys voting together as a caucus, voting block to raise spending and raise taxes in Beaufort County for all these years, and you've been a part of it Commissioner Booth. He said Commissioner Richardson has done a lot to save money in Beaufort County and give constituents the feeling that they are being represented. He said I know; I've stepped off this Board and when I was off this Board I looked to this man to represent me.

Vice-Chairman Langley said can we move on.

Commissioner Booth said please move on.

Commissioner Rebholz said everything up until now is just information.

Chairman Waters said absolutely, not rumor.

Strategic Plan for the County

Commissioner Rebholz said I'm obviously the newest person, well I'm not anymore, you are but I'm not sure quite how we run a railroad when we don't know where we're going, and we haven't decided where we're going. He said I think this became clear when we got this influx of money and we're trying to figure out what to do with it and we don't have a plan. He said we don't have a long-term strategy for the County as to where we want to go because we don't know where we want to go and absent that we make those stupid decisions that you're talking about.

Commissioner Richardson said you sure have made a lot of stupid decisions, if that's what you're admitting to.

Commissioner Rebholz said absent that we don't really prioritize things, we're not able to offer to the other municipalities so they know what they can do to integrate with that and I think it's just like, like in the write up it said if you don't know where you're going you can end up in the wrong place so I would suggest that we start with a strategic, start putting together a strategic plan as our roadmap and use it to prioritize our initiatives, to use the right resources, set our goals and department operations and projects. He said it's a big picture document, but it does give everybody in this operation not only the opportunity to have input but also to see what the plan is, and they can rally around that plan, and we can make decisions in accordance with that plan. He said so my suggestion is we move towards that, starting with a meeting, we could probably start at the 2-day meeting in January and then move from there. He said I don't know what it all takes to put together a strategic plan. He said I've done it in corporate world but that's different from this world. He said there's examples out there, there's lots of examples out there. He said I looked at Catawba County and they're facing the same thing we are,

which is a loss in population, and they had no strategic plan to attack that issue, or as part of their strategic plan. He said they formed their strategic plan and got everyone on board with it and as a result of that they've turned that around, the loss in population. He said they've created 2,000 some odd jobs in the last 4 years and I think we can benefit from doing the same kind of thing so my recommendation is we start it at the January 2-day planning meeting and move forward on how we can best implement, develop, and implement a strategic plan.

Vice-Chairman Langley said we had one, did we not have a strategic plan.

Mr. Alligood said actually we started the Board down that path and the Board said they didn't want to go down that path a couple of years ago.

Chairman Waters said yeah, we had someone from the State Association at the community college. He said Ms. Mosher of Mr. Alligood can you put that on our planning session the last week in January.

Commissioner Richardson said yeah, let me comment on this before I get into my item. He said Commissioner Rebholz if you're talking about a strategic plan that involves how we go about doing certain things and not capital spending strategic plan then I'm willing to talk about that. He said I'm not willing to get into this deal where we build this, and we build that, and it becomes a capital plan, and everybody thinks they have to go in that direction I'm not for that. He said but if you want to talk about a strategic plan from the standpoint of the benefit of the County long-term, in so far as jobs for the people that are here then I'm all for that.

Commissioner Rebholz aside economic development is certainly a keystone part of that, but I think you would be, you would not be serving the people of the County if you ignored the County assets and didn't look towards he future and say how long are those things going to survive and are we going to save money to be able to replace them in the time that it's needed.

Commissioner Deatherage said I'd like to say one thing. He said I'd like to participate in the strategic plan as well, probably more along the lines of what Commissioner Richardson is talking about if he is talking about finding some way to streamline government and make more effective and resourceful so that we can cut spending and cut taxes and get the money back to where it needs to go, to the hard-working taxpayers. He said not everybody gets free money, not everybody gets five days off at Christmas.

Commissioner Rebholz said I think if you read the write-up then, it says do we want to grow employment, retain our young adults, reduce the tax burden, reduce the size of government, better coordinate with municipalities and retain the status quo. He said in any other combination, those are the ones you've got to decide on first.

Commissioner Deatherage said I think we will grow if we have a more efficient government.

Commissioner Rebholz said we'll be able to talk more about that in January.

Streaming/Sharing Recordings of Meetings

Commissioner Richardson said this item has to do with filming Commissioner's meetings. He said I've been watching the Commissioners meetings for about the last month. He said about half of the time there's no sound, sometimes there's no video and it's a very poor job. He said showing three Commissioners, that we're showing right now, on the screen with one Commissioner talking is very poor quality. He said it is a very bad show and sure enough, if you put up enough of a bad product people will go away from it and leave it alone and the public seems to be doing that so what the Manager has proposed doing is spending about $15,000 for a device that we could upload Commissioner's meetings to. He said the questions I want answered before we get further into this is who is going to be responsible for doing that. He said I know he wants a new employee; I'm not going to vote for that I don't think but we need to talk about the quality, we need to talk about how we're going to do it. He said we need to talk about the cost, we need to talk about the target date for doing it and we need to talk about the quality of the film. He said the quality of the film, the information that is presented on it is terrible compared to what it was when Randy Walker was doing it. He said he had titles and sub-titles and dates, and you could, the public is informed. He said what we've got right now is somewhat of a nothing burger and we need to do better than that and that's the purpose of this discussion. He said does this Board want to improve the quality that we are showing

the people on these things by purchasing this device and how do we go about doing that. He said any motion that is made in the end I want standards to be made in that motion.

Chairman Waters said I'd like to make one comment as it relates to the video and the streaming. He said last month, at my doctors request I was asked to stay at home. He said so I decided to stream the meeting and I want the public to be aware and I want to encourage them to watch it live as it streaming, there was only one time that it shut down. He said the audio, the photos and everything was absolutely perfect. He said you've got to realize though that I've got fiber. He said I don't have Suddenlink or some of these other ones that have poor quality, but it was absolutely fine and the only time I had trouble understanding and identifying somebody is when we had two of the Commissioners that had a side show and that's what jumbled it up to where I could not hear but as long as the Commissioners keep their mouths shut while the other Commissioners are speaking we have no problems understanding that. He said that's something you can't take out of that. He said as far as the captions and all that kind of stuff, the purpose is to be transparent so the people can see what happens just like the citizens that are sitting out here. He said so this garbage about the poor quality and the stuff that is just spread is absolutely false information and if you don't believe it just watch it. He said don't watch it on these websites that have poor equipment and poor quality. He said just watch it live using the County's equipment. He said you want to go to the ARP funding.

Commissioner Richardson said wait just a second.

Commissioner Walker said I have a request that I think would immediately improve things and that is leaving the microphones on all the time. He said for 20 years I never had one issue where I had to alter the video because somebody misspoke or said something wrong. He said that is the one thing, you started the meeting out this afternoon without pushing the mic so it's a real problem in the back. He said there's nothing you can do when you don't have sound you ain't got sound and 98% of good video is good audio. He said if you ain't got audio nobody is going to watch it so I would make the recommendation that these mics stay on all the time, I know you can do it.

Commissioner Waters said based on me watching it, if you've got two people at the end of the table talking and they're mic is on it's just going to make it worse. He said it was my mistake not having it on at the beginning and we should be gentlemen and when somebody else is talking, be quiet and let that person speak. He said if you do that and you listen, I don't encourage you to take one off because of a doctor but there is nothing at all wrong with what we're showing the public.

Commissioner Walker said right, and I'm excited about what I'm calling County Channel 5, that if we get that going a lot of this can be fixed because a lot of the poor quality is on the end of Suddenlink as they play it now. He said because I used to have to take good quality and make it less good quality to get it on their system but if we go with what they're talking about that would improve. He said then you're talking about audio, and I think leaving the mics on would help and they'll promise to be quiet. He said but the graphics are important. He said that's part of the story being told. He said if somebody tunes in mid-meeting they can see the lower third, that's what it's called and they can say okay, they're talking about the jail right now, I'm interested in that, I'm going to stick here and watch it. He said or if they watch segments of it, and that's how most people watched it with me, they would watch segments of it throughout the month so they would know where they stopped and where they started so it's very important to be instructional in what we're doing here and this channel, county channel 5, we have a real opportunity to put, I mean we're talking about testing the wells and flushing the hydrants, you can put all of that up there and it would be a never ending source of information, like Suddenlink used to have. He said I do believe that we will have to have somebody that runs this thing because it's so important to have current information because if you've got something that's from November, October, people will stop watching it.

Motion: Commissioner Walker motioned to leave all microphones on/live at all times during meetings. Commissioner Richardson seconded.

Yes Vote	**No Vote**
Commissioner Deatherage	Chairman Waters
Commissioner Richardson	Vice-Chairman Langley
Commissioner Walker	Commissioner Booth
	Commissioner Rebholz

Commissioner Richardson said I just want to point out to you that what's on the screen right now is totally inferior quality. He said you've got all seven Commissioners and you can't tell who's talking.

Chairman Wates said yes you can.

Commissioner Richardson said how do you know.

Chairman Waters said your voice.

Commissioner Richardson said look, the public deserves quality. He said if you made a movie, if Gone With the Wind was made like this nobody would've ever heard of it. He said you're just trying to debase the quality. He said people who are not good speakers, the people voting against this, those of you that can't present yourselves are the ones voting against this, so you know, why don't you man up, do the right thing and give the public a decent program for what they're paying for.

Vice-Chairman Langley said when Hollywood makes movies and they're about to start a scene the first thing they say is "quiet on the set" but here it's never quiet on the set because Commissioner Richardson and Commissioner Deatherage they're together over there talking and if you've got all the mics on everybody is going to hear everything they're saying and it is well documented if you will look at all of our past meetings you will see them together, just like this, talking and they can't whisper.

Commissioner Richardson said well look, I have a theory and that is you can make a bigger fool out of yourself as you want to so if you get on here and talk and say things that are stupid and of little consequence that is a reflection on you so how many people do you think will be doing that purposely so let's all get real with what's going on here, we're producing a poor quality program by design.

Mr. Alligood said just to speak to a couple of those items. He said first of all the Board approved us purchasing that equipment and we've made that purchase order and that equipment has been ordered so I wanted to make sure that's clear. He said so we are moving in that direction at the direction of the Board. He said the second thing I'd like to say is, which I said at the last meeting, and I think I said it at the meeting before. He said I want to thank our staff instead of talking bad about them to tell them how much I appreciate what they do because we do not have anyone on our staff who is dedicated, that that's their only job. He said Melissa Beacham is sitting in the back doing the absolute best she can, and I appreciate everything she does, and I don't appreciate the fact that she's talked bad about when she's doing her job and doing other duties as assigned. He said at the last board meeting I said to you if you want something nice and you want more than what you've asked for, because this is exactly what this Board told us you wanted. He said when we first put this in you told us you wanted wide shots so that everybody, exactly what the Chairman said, what the people sitting in the audience were seeing is what the people on the TV were seeing. He said so if you want there to be zoom-ins, if you want there to be graphics at the bottom then you've got to give me somebody that's dedicated to do that and that's all they do. He said there's plenty of things for them to do and you can have the fanciest and nicest and all the pieces that you want btu for us to continue to do it the way that we're doing it, it's other duties as assigned, and folks are taking time away from their other jobs and then get criticized for it so that's not the way to approach this. He said I will bring to you a communications director position in the new budget, and I'll ask you to support it so you can have whatever it is you want. He said you can have this done as fancy as you want but that's what it's going to take. He said we can either sit here and do nothing, we can continue to kick the can down the road, but you've got an opportunity to do it and do it right and be shown in a professional manner that the public expects.

Commissioner Walker said I would support that and if there's a committee that gets created I'd love to be on it.

Commissioner Richardson said I think that's a good idea and it's a good way to go forward. He said in so far as the county employee is concerned let's understand one thing, the supervisor is who this would back up on. He said she's doing her job as she is directed so she is producing the product she is directed to produce so Mr. Manager, if you want to back that up on somebody look in the mirror.

Mr. Alligood said I absolutely am, and the buck stops with me Commissioner Richardson, you're absolutely right and I'm proud of what our employees do, and I support them 100% and I will stand up for them every time someone takes a shot

at them for doing what they've been asked to do. He said so I'm going to provide you a plan to get you exactly what you want, which you said you would support, and I hope you're good to your word and support it.

Chairman Waters said Mr. Alligood I would like to thank you and our staff for the job that you're doing on it. He said you know; you've always got people who want to take pot shots and it's just very unprofessional as an elected position to talk negative about our employees.

Commissioner Deatherage said hold on a minute. He said I don't think Commissioner Richardson was talking bad about the employees. He said I think he was talking bad about the direction you guys gave the employees after you guys fired Commissioner Walker, who was a lot cheaper than what you're paying now. He said let's get real here, there's a math involved. He said you're trying to act like you're revising history and bringing it forward like we've all forgotten. He said no, I know what happened, Commissioner Richardson knows what happened, Lord knows Commissioner Walker knows what happened.

Commissioner Booth said and he ain't going to quit until he gets the job.

Chairman Waters said what I would recommend is you guys have the website and it's important for you to have it on there, why don't you just fund what you need to do to make this work.

Commissioner Deatherage said that's pretty stupid too, stupid times two. He said why don't you get real and act like you've got some sense. He said this is a math thing. He said you wanted a bad product; you directed a bad product to the Manager. He said it's not the Managers fault, he said you wanted a certain product, the Board voted to get a certain product, he went and got that product. He said it's not a reflection on the employee, it's not even a reflection on the Manager, it's a reflection on you.

Chairman Waters said no, there's nothing wrong with the product.

Commissioner Deatherage said the public will beg to differ.

Chairman Waters said so you understand this, there was only six people watching after the break a month ago, only six people watching it. He said not 10,000, not 20,000.

Commissioner Richardson said you got what you wanted, a sorry product, nobody is going to watch it.

Chairman Waters said why don't you go into the public funding of the library by ARP update.

ARP Funding Discussion

Commissioner Richardson said I just want to mention this, all I'm doing is keeping this alive. He said the status of ARP, there's will be some changes in what they're doing and if they do we can take a look at improving our public library with ARP funds we should do it. He said status of mega sites, I think that's already been addressed tonight so I'm satisfied with that. He said I'll move on.

Sheriff's Office Staffing

Commissioner Richardson said Sheriff's Office staffing, I don't see, is Chief Deputy Rose back there. He said I would ask this question to you, has your staffing improved or do you still have these 13 vacancies.

Chief Deputy Rose said we do have openings in all of our divisions. He said we do have some new hires; we've had a couple of new hires in communications. He said we had at least one new hire in the detention center, and we've had three new hires recently over the last couple of months. He said folks will be getting out of training soon and getting out on the road, so we've had some hires, we've had a couple people leave. He said I mentioned to the Manager that Pitt County has been hitting us hard as far as recruiting. He said they're paying a little bit more money and they're really recruiting out of

our detention center right now, so we've lost two employees recently and as people are applying they're applying with both agencies and when Pitt County makes their offer they're going to Pitt so we're doing the best with what we have. He said we are filling openings and just as things go we're going to have openings and we'll fill them, and we get close to full, and folks will leave again but that's where we are right now.

County Litigation Discussion

Commissioner Richardson said this is going to take a few minutes. He said county litigation, we have some, there have been some suites settled lately involving the Sheriff's Department, in particular. He said the Sheppard suite was settled, as a matter of public record, for $175,000 that was paid out. He said the lawsuit filed by Franks, that has been settled and sealed, is my understanding. He said the last report that came out of the federal court was that it was $400,000 and they were still negotiating so I think that might have been settled for more than $400,000. He said I have some questions about this. He said where is this money coming from, who is paying this money. He said that's directed to the County Attorney.

Mr. Francisco said it's not me. He said I don't know. He said our insurance money, as I understand it. He said they pay the lawyer, they don't pay me, they pay the lawyer. He said I find out about it six weeks later.

Commissioner Richardson said well they talk about the insurance pool in the settlement of the Sheppard case so my question is that I would like you to bring back these answers to our next meeting. He said what is the insurance pool, who is in the insurance pool, is that our insurance carrier.

Mr. Francisco said it's my understanding that is correct.

Commissioner Richardson said there's a rumor that Coleman had a private insurance liability insurance policy and I'd like for that question to be answered too. He said that would be answered, I guess, when you find out who's in the pool and how much was paid out of what part of the pool. He said this money is coming from our insurance carrier our insurance rates are going to go through the ceiling because insurance companies don't insure you for free, it's based on what your liability is, and our liability is going sky high so can you find answers for that.

Mr. Francisco said you have to understand, I don't handle the cases. He said I find out about them about the same time you do.

Commissioner Richardson said but you are the County Attorney, right.

Mr. Francisco said I can ask the question.

Commissioner Richardson said you would be the logical one to get these answers wouldn't you.

Mr. Francisco said yeah.

Commissioner Richardson said okay, this is a public request for you to do that. He said how much was paid out, what cases were sealed, what cases have been settled, who is in the insurance pool and how much can you expect our liability insurance to go up because of this.

Commissioner Booth said he might not be able to get all that.

Commissioner Richardson said yes he can, he can go right to the insurance carrier and say based on what you've been paying out how does this look.

Mr. Francisco said I will find out what I can, and I will report on it again.

Commissioner Richardson said because, you know, I get concerned when I see payments of this type and there's a couple of other lawsuits that are still out there that I understand still haven't been settled. He said the Corey Anderson death and maybe something else. He said I mean, are there any other ongoing lawsuits that Beaufort County has liability for.

Mr. Francisco said not that I'm aware of.

Commissioner Richardson said I think our deductible in our policy is what, $25,000, we pay the first $25,000.

Mr. Francisco said I don't know.

Commissioner Richardson said we need to find that out too. He said how much monies, and you can find this out from the Finance Officer, how much other monies have been paid out to lawyers for these suits that don't necessarily appear as part of the suit. He said are we hiring other lawyers, other experts, other witnesses, who's paying for these things. He said what is the expense to the County that goes through the Sheriff's Department for these lawsuits.

Mr. Francisco said as far as I know our company, our insurance company pays for that.

Commissioner Richardson said if they can tell you how much. He said I have a serious problem with the sealing of these suits. He said it serves no public purpose for a federal judge to seal a lawsuit because the public doesn't know what's going on. He said secret settlements, I've looked, I've tried to dream up what is the advantage in sealing a lawsuit when a public official is involved, and I can't find an advantage. He said the advantage goes to the public official because he gets to cover up his bad behavior. He said that's all it does so we need, as Commissioners we need information on this because we pay his insurance premium, so we have a dog in the fight.

Chairman Waters said Mr. Alligood if I remember correctly the State Association and that pool, we have somewhere around 60 or 70 counties that are now participating, does that sound right.

Mr. Alligood said that sounds right but I'm not exactly sure what it is but it's a pool and we are a member of the liability pool and the workers compensation pool and then you have your health insurance through the State of North Carolina.

Commissioner Richardson said well that brings up another point. He said since we are a member of an insurance pool, there are insurance laws in North Carolina. He said don't these people file an annual report with the Secretary, who is it, Mike Causey. He said don't they file an annual report with Mike Causey. He said would you please try to get a copy of that report. He said I'd like, they would have to say in the report what their payouts were and what their extreme liabilities were, where they had to pay unusual amounts unanticipatedly. He said it's one thing to pay a $25,000 claim, it's another thing to pay a $400,000 plus claim. He said I know the lawsuit for Sheppard is public. He said I don't know whether the other lawsuit has been sealed or not but whatever legal documents that can be put up about that, I would like to see them and that is the settlement, the notation of the settlement, whatever it is. He said it may only be one sheet of paper signed by a judge, but I would like to see the details. He said I know in the Franks; I mean in the Sheppard lawsuit there were some extenuating circumstances, and the judge became quite irritated with Sheriff Coleman. He said that's one of the reasons that suit was not sealed, because he wanted the public to know about some behavior that really wasn't acceptable. He said so that's all I have on that.

Elected Officials Revisited

Chairman Waters said since we have Representative Keith Kidwell here, I just sent him a text, we're going to allow you to come up now for your discussion. He said since you were not here earlier, you were doing your town hall.

Representative Keith Kidwell said thank you Mr. Chairman and Commissioners, ladies, and gentlemen. He said yeah, I had a town hall at the community college to discuss the budget and some of the things we were able to accomplish in Raleigh this year. He said I appreciate the opportunity to do likewise here. He said I'll just quickly go through some of the highlights. He said if you have questions I'll be happy to address those as much as possible. He said what I really want to hit here is obviously Beaufort County. He said working with several members of the economic development, a lot of businesses in the area, the airport authority, some of the Commissioners and members of the public we put together quite a package for Beaufort County to bring some jobs into the area and to bring some relief to get necessary projects done without an additional expense to the taxpayers. He said the reason a lot of this is not additional expense to the taxpayers, I'm not fool enough to believe just because it's federal dollars it's not additional expense but it's Covid money that was

already directed to North Carolina. He said I just made sure we got some of it directed to Beaufort County. He said so we'll start from there. He said we will have $20 million that will be allocated to the airport and businesses that will co-locate or closely locate to the airport, expanding the runway to allow us to land larger aircrafts. He said we'll have computer landing systems as well as lighted runways so that we can bring in aircraft in the evening, bring them in on bad weather. He said the reason we're doing that partly is to expand, as we finish the Highway 17 project, which, by the way, I'll be checking with the construction process on that tomorrow, make sure we're still on target. He said we're supposed to start letting that out this month. He said we'll have Highway 17 running right near the airport. He said we'll be able to take freight in and out and bring that directly to the trucks and bringing that up and down the highways and moving that up to Norfolk, down to Wilmington, that sort of stuff. He said we're also going to have the ability to bring in agricultural planes. He said they'll be able to refuel and refill their planes for crop dusting and things of that nature. He said it's going to be able to bring in additional hangers, which we have people lined up waiting to take those hangers, so we know that's going to happen. He said we'll be facilitating the helicopter repair for Vidant Beaufort and Vidant Greenville. He said any of the helicopters flying up and down eastern North Carolina will be serviced at the facility there. He said we do have a small facility there, it's not big enough to handle everything, we plan on bringing that in. He said we have two companies who will be new to the area that will be moving in. He said there will be announcements coming up on that in the near future. He said we have a few other companies in the area that will relocate to the new facilities that will be out at the airport. He said this is going to breed an estimate, I believe was 6500 jobs over the next several years that we'll be bringing into eastern North Carolina. He said not just the $20 million but everything that we'll be bringing into the area so there will be more to come on that as we move forward and get all the details worked out. He said the Town of Bath is going to get $5 million for their sewer system, yeah, wow. He said that was, you probably know the story behind that but I'm just going to run through it quickly. He said Bath had put in to expand their current spray field and they got the approval from the state, went, and spent about a million dollars to do that and then the state came back and were like psych, we're not going to give you the permits, we're not going to give you the permits for that property, after they had already approved it. He said they told them their only option was to connect to either the Belhaven or Bath sewer system, I'm sorry, to Belhaven or Washington sewer system and the cheaper of those two routes was to connect to Washington at $5 million. He said that burden on the taxpayers of Bath would've been unattainable. He said it probably would have put them in a situation where it would've never happened, and this is going to allow the Town to start building again. He said they can put houses in, they can add new businesses as they see fit and connect to the new system. He said $4.1 million coming to Beaufort County Community College for new construction and rehabilitating existing facilities. He said $2.5 million going to the Community College to establish a satellite campus in Aurora. He said the reason we're looking at doing that, we've got a lot of things happening in Aurora. He said there will be a press release, or not a press release but an announcement here today, as soon as I get done with the budget summary, of what's going on down in Aurora. He said there's some big things happening down there, believe it or not. He said so the campus in Aurora is going to help retrain the new staff we're going to need down at Nutrien because Nutrien's people are aging out. He said they have to currently drive all the way up to Beaufort Community College and back down, it costs a lot of time, energy, expense to do that and putting the college down there is going to help our largest employer, our largest taxpayer and the ROI is definitely going to be there, so we'll see a return on that. He said public safety grants to the town of Chocowinity in the amount of $360,000 plus for emergency vehicles so they can replace those vehicles and this money, again, is Covid money so it was money that was already coming to the state, we just got it allocated as we needed it here in this area. He said $121,000 goes to Washington High School for the repairs and renovations of the soccer fields. He said also, locally, $215 million to replace the Brody School of Medicine. He said we'll be able to increase the doctors we educate in that facility. He said I believe I was told a 40% increase in capacity for education at that facility so that's going to be something else we'll see a good return. He said we definitely need more doctors in the area. He said $2 million to oyster beds and such in the sound. He said oysters clean the water, oysters bring in money and some people like to eat them, I don't but that's okay. He said they're just the little cleaners of the bad water so we're very happy to see we're able to put some more money into that and as you all know there's about $1 billion coming into North Carolina, as I believe you have already seen some benefit in, for broadband expansion. He said it is targeted at rural areas so, you know, if you're big city, Wake, Raleigh, you're not getting any of this money. He said this is strictly to the rural areas to have them be able to increase the broadband capacity. He said raises for teachers, I believe is 5.5% teachers raises, 7% for correctional officers. He said detention center staff, things like that getting more money. He said getting rid of the $50.00 per day the teachers had to pay if they took a day off. He said that was insane, I don't understand that. He said the master's pay is back for teachers and the school employees who are non-certified staff are getting a minimum wage increase to $13.00 and then $15.00 per hour over the next 2 years, respectively. He said tax cuts across the board. He said the tax rate is going to drop down to 3.99% over the next several years. He said we're working on phasing out the corporate tax, why, corporations don't pay tax. He said they charge of the expense to the people they sell products to; therefore, it makes it cost more money. He said we make ourselves more business friendly, we bring more

business into North Carolina by cutting the corporate taxes. He said so, quick overview, there's a lot more in the tax. He said there's individual tax breaks, the standard deductions are going to be higher, the exemption for children is going to be higher, we're revamping the tax for small businesses, so they don't have the triple taxation they actually face right now and after I get done with this next session I'll stand for any questions. He said I've been working with Nutrien directly over the last year and probably a little bit more than that, and what we can do to revitalize Aurora. He said as you're well aware, Aurora has become a dying community. He said the people are moving out, the children don't stay when they graduate school, they head off to other areas, I mean we don't even have a grocery store in Aurora. He said we have the owner of the grocery facility down there is working on renovating that. He said we're romancing with several different grocers to bring a store back into Aurora. He said just today Nutrien announced or sent me an announcement that they have accepted some of the proposals we've been working on with them. He said they're going to donate an additional 26 acres to the Aurora Industrial Park. He said we'll be able to house more businesses down there. He said we have two businesses that want to put their headquarters down at that location and this is going to give us more room. He said I talked to the company that Pitt County did not want to do business with. He said you may remember about six weeks ago Pitt County kind of kicked this computer company to the curb. He said as soon as I saw that on the news I had my staff get the president of that company on the phone. He said we are currently working with them to either bring them into Chocowinity Industrial Park or possibly the Aurora Industrial Park, with the possibility of the additional 26 acres now, because they need about 20 acres. He said so that's going to work out. He said I've worked with Duke Energy to make sure they're able to provide the energy and they said you put it in, we'll get power to them so we're going to make that happen over the several months, is what I'm hoping. He said Nutrien has committed to donate $100,000 to provide training equipment to the Beaufort Community College annex to put down in Aurora so that will be coming, not taxpayer money, not school money, it will be coming straight from Nutrien to help us out with that. He said the Town of Aurora has had an option on what's called Bailey's Creek to purchase for $500,000. He said Nutrien has agreed to donate that property as long as it is used for affordable housing. He said it's not going to be a Cypress Landing; it's not going to be a fancy place. He said it's going to be for the people who work at Nutrien to be able to buy affordable housing and live near their job. He said bring the grocery store, bring the jobs, bring the college, we've revitalized all of Aurora and that's going to be good for the County and that's going to be good for the public in general. He said I've also worked with Nutrien to increase the spending with local vendors. He said they've committed to do that. He said they're going to make every effort they can to make sure our local vendors have the opportunity to bid on and work on jobs, not necessarily always on a price parity but on a value because there is value in being able to use local vendors. He said they can get the product much more quickly, more responsibly, they can get someone out there in the middle of the night to take care of a problem if they have a breakdown and we're working with them on a commitment to do that. He said they've also committed to talking to the vendors, currently there's contractors on their property currently and tell them if they want to move offsite that's fine because that's one of their concerns the vendors had was uh oh, we're going to be in trouble with Nutrien if we move off site and Nutrien has to let them know, and they will do so very publicly that it is okay to move off site. He said with that I stand for any questions.

Commissioner Deatherage said the computer company in Aurora, is that going to be hardware.

Rep. Kidwell said it is hardware, well, it was public information so I can tell you the company is Compute North, and they are data mining company and a cloud storage so it's about 20 jobs and they would place in modular servers, and they hook those up to broadband and they need a lot of power. He said plus they pay property taxes on said servers which are very expensive.

Commissioner Deatherage said data mining, are they working for the federal government.

Rep. Kidwell said I don't know who they work for, but they pay taxes. He said I think the main part of their stuff is actually bitcoin mining. He said there's money in that, in case you hadn't heard.

Commissioner Deatherage said yeah, for now.

Commissioner Walker said the group you talked about possibly at Chocowinity, in listening to what they were proposing for Pitt County, they're property tax was going to be over $1 million a year if they put that full facility in Greenville. He said are they talking about putting that full facility here.

Rep. Kidwell said yes sir.

Commissioner Walker said and all they have to have is power.

Rep. Kidwell said they have to have power and broadband. He said they don't even really need Highway 17 and all that stuff, it's about 20 jobs, it's computers.

Commissioner Walker said bully for you if you can pull that off.

Rep. Kidwell said I'm doing my best; I'll keep you posted.

Chairman Waters said but broadband is #2 behind power or in front of power.

Rep. Kidwell said you'd have to have both. He said you can't make sausage without the meat and the skin, so you've got to have them both.

Support Lawsuits Against Illegal Immigrants

Commissioner Richardson said the next thing on my agenda, the County, and this is a discussion item, that we should consider filing amicus curiae briefs, friend of the court briefs in some of these federal lawsuits, the County should consider filing, okay, I'll start over again. He said the County should consider filing amicus curiae, friend of the court lawsuits in some of these lawsuits that are going on. He said especially involving immigration and the opening of the border and the fact that they're taking these immigrants, we don't know who they are, where they're from, what diseases they've got, can't speak English, most of them and they're flying them all over the United States, implanting them in our communities. He said Beaufort County, if Beaufort County were to consider doing this we would, of course, need a lawyer that can practice in front of a federal court, and it would add some momentum to some of these lawsuits and if the county started doing there may be other counties that are willing to do the same thing. He said the whole thing, one of the reasons that we have such a disaster on our border today is that everybody is sitting on their hands, everybody says we can't do anything, but Texas has been overrun that they have been forced to do something. He said in five years you're going to change the whole makeup of the United States of America with the people that are coming in because they all are coming because of the fact the liberal democrats want them in here so that they can have those votes one way or another. He said they want the cheap labor. He said it's all coming for reasons that are promulgated by communists as opposed to capitalist and if we don't start defending ourselves there's going to be nobody else to defend us so what do you all think about this.

Commissioner Deatherage said I think that's a good plan because whatever money we spend now is money we will save later. He said the cost for illegal immigrants living in our community, and we pay Medicaid, educating the children, crime going up, right now Covid. He said it's estimated around 20% of all these people they're flying into the heartland in the dead of night have Covid and it just seems a real conflict, hypocritical to me, a real conflict that you have mask mandates and you're importing Covid into America. He said I mean it's just makes no sense so either we defend the republic now, as a constitutional republic, and we're seeing that the Biden/Harris administration are losing in court now, but we defend it at every turn we're going to lose this republic in 20 years, it's gone, and you won't get it back. He said it will be the great comedy of human history that this great nation went down in such a short period of time. He said it is led by this all-inclusive, everybody can live here, nobody has no responsibility, let's just be woke guys, and it's got to end. He said I appreciate you bringing that forward.

Chairman Waters said does anyone have any comments, if not I'll let Commissioner Deatherage continue.

Commissioner Deatherage said don't you want to make a motion there.

Commissioner Richardson said no, I don't want to make a motion tonight, I want you to think about it. He said I'll bring it back next month because I'll be interested to see what the County attorney has to say about it.

Mr. Francisco said the term is amicus brief, not Americus, it's a different word.

Commissioner Richardson said it's misspelled in here. He said I'm well aware of how to spell it. He said I'd be willing to hear what the County Attorney's opinion is on this.

Mr. Francisco said you said something about finding a place for an amicus brief. He said you've got to find a lawsuit. He said a brief supports a position when something is pending before a judge in court. He said it's not a separate item, so you've got to connect with somebody who's working a brief to support lawsuits against illegal immigration and transportation of illegal immigrants inside the U.S. border. He said I don't think there's anything like that going on in Beaufort County. He said how are you going to do that.

Commissioner Richardson said filing a friend of the court doesn't require that you have to have the badness going on in your county. He said I know how amicus briefs work. He said you attach to a lawsuit, federal lawsuit anywhere in the United States. He said it doesn't matter. He said yes we would have to do some searches to select those lawsuits or maybe we see those lawsuits and say that's something we should file a brief on, but I don't see it going on in Beaufort County, but I have Hispanic friends that tell me some of these really bad Mexican gangs are here in the County so just because we don't see it doesn't mean it's not here. He said we have these enclaves that have been created, like the Muslim enclave in Wisconsin that was created by the Obama administration. He said they just flew enough Muslims in to repopulate the whole thing. He said we need to make sure the same thing isn't happening in the United States. He said if you've got two or three million people crossing the border every year in the United States they are going somewhere. He said they are causing problems somewhere.

Commissioner Booth said they aren't coming to Beaufort County.

Commissioner Deatherage said it's more like five or six million, including the got-a-ways.

Commissioner Richardson said I got you, but we don't need to sit back and wait for this problem to show up at our door before we do something about it. He said I don't want to vote on this tonight. He said I'll bring it back next month and we'll talk about it some more.

In Defense of Defending Our Sovereign Southern Boarder Resolution

Commissioner Deatherage said in defense of defending our sovereign southern border. He said the purpose of this resolution is to register with all responsible parties our great displeasure our southern border left wide open at a great current and future cost to our constituents. He said understanding that all politics are local I offer this resolution to affect a far better and more responsibly proper governing perspective. He said I will not read this revised resolution regarding this most serious situation, but I will, however, offer this abridged perspective of this resolution as per article but with less context and I will keep it brief. He said in defense of defending our sovereign southern border, first article, US Policy should become consistent for all borders, north and south. He said second article, the Trump administration did defend the southern border even with a belligerent congress cutting funding for the defense of that southern border. He said third article, the Biden-Harris administration did create a plethora of incentives to circumvent the enforcement at the southern border in favor of their preferred demographic upheaval in our republic going forward. He said Commissioner Richardson just spoke to that. He said fourth article, the Biden/Harris administration is importing Covid via the illegal immigrants into our heartland at an excessive rate. He said fifth article, the Biden-Harris administration is importing, excuse me, the Biden-Harris administration has created a spurious relationship with the narcotics and human trafficking cartel of Mexico to achieve their desired resettlement plan. He said it may not be intentional, but it is happening, they are working hand in glove. He said the border states should have the privilege to defend their borders with Mexico and have our qualified support with their constitutional right to do so. He said we should recognize that a politically expedient Sue Settle award is in the works for an estimated $400 million of our citizens money to so called described separated illegals and we find that wrongful. He said the end result of the resettlement plan is it will eventually cost local taxpayers on all levels. He said let it be resolved that we are aware of the purpose of the resettlement plan, and we ask for a constitutional remedy to protect our local constituents. He said Commissioner Richardson just mentioned that. He said we're going; it's going to have to come through proper politics and the courts and it's got to end as soon as possible. He said I offer that to the Commissioners now.

Commissioner Walker said I told you I was going to chime in on this. He said for your two terms as Commissioner you've always brought these resolutions and you have a terrible track record of getting them through and I think the menu that you cook this up with, you just add a little too much hot sauce and you give these guys a reason for them not voting for it.

He said I say let's simplify this thing and make them have to vote for it. He said if you said simply let's be for strong borders and basically that's what it is we want, shame on them if they don't vote for that but the way you have it, it gets so complex that the folks watching at home have a hard time understanding what you're saying. He said if you simply say we're for a strong border they get it and if they vote against it then shame on them. He said so I'm just asking you to maybe simplify that, super simple, and see what happens.

Commissioner Rebholz said I would tend to agree with Commissioner Walker because you said you were going to send this to all responsible parties. He said that's going to include a lot of people that you're slamming in here.

Commissioner Deatherage said well, yeah.

Commissioner Rebholz said do you know what that's going to end up as, they're just going to toss it in the circular basket and you're not going to get anywhere with it.

Commissioner Deatherage said you're asking me to respond, ok. He said first, Commissioner Walker, I've been up here for six terms. He said I have written these resolutions but if you write a resolution you've got to be resolved to specific information. He said just specifically saying yeah, open borders are bad, responsible borders are good, I agree, that would be great but that's not what's going to work. He said you've got to have specific information. He said I would be agreeable to work with some of the members of this Board to hone out a resolution that speaks to all the resolute points that we're going to have to make, pretty much like what Commissioner Richardson was talking about. He said I doubt if this Board is going to go with what Commissioner Richardson was talking about but what Commissioner Richardson is talking about is very important and it would be a piece of this resolution as well. He said just to try to get them to say yes or no, that's not my purpose. He said my purpose is to show that there is a problem, speak to it specifically and yes, people do read them. He said I've got, I put these on my Beaufort County now and I get a lot of views and as Chairman Waters said, we might not get as many people watching and this, that is just for show. He said the real information is online where you can read it word for word and if you've got the sense to understand it, so be it but to dumb it down to a point where it will have no power whatsoever when you send it to the responsible parties, which you have to, it's not that you're afraid to anger people, what you want is for others to get the same results and to be ready to move to this pitched battle to save the republic. He said I find that important. He said I'm not trying to get a political hit here, I'm just trying to do some good because that's what I'm up here for, for the last six terms.

Commissioner Walker said when it gets voted down and nothing happens.

Commissioner Deatherage said that doesn't matter. He said the resolution is written, it gets out there, people understand it, they know it and eventually there will be political change, even in Beaufort County with our weird way we elect Commissioners.

Motion: Commissioner Deatherage motions to approve the resolution entitled "*In Defense of Defending Our Sovereign Southern Boarder Resolution*" as presented. Commissioner Richardson seconded.

Yes Vote	**No Vote**
Commissioner Deatherage	Chairman Waters
Commissioner Richardson	Vice-Chairman Langley
	Commissioner Booth
	Commissioner Rebholz
	Commissioner Walker

See Addendum 8

Commissioner Comments

Chairman Waters said does any Commissioner want to use two minutes.

Commissioner Richardson said I do. He said I will remind this Board, for those of you who are offended because you have to come to meetings and debate things, this is a deliberative body. He said this body is not run by any one person. He said actually the Chairman's only authority, under state law, is to conduct an orderly meeting and that means everybody gets to speak. He said that means time is not unduly rationed. He said that means he doesn't take offense because somebody is taking him on, on one of his issues. He said if you don't have thick enough skin to come to this meeting and debate an issue and take your licks then you don't need to be here, you need to resign and let someone else take your place.

Chairman Waters said well you're going to have that opportunity Commissioner Richardson and I expect you to do just like you've been doing in the past.

Motion: Vice-Chairman Langley motioned to adjourn. Commissioner Rebholz seconded. The vote was unanimous.

Adjourned at 9:38 PM

Respectfully submitted to you by:

Kathleen Mosher
Clerk to the Board of County Commissioners

ADDENDUM 1

1. Work First Electing County Plan for 2023 – 2026
2. Budget Amendment, DSS
3. Budget Amendment, Health
4. Budget Amendment, COVID Contract Workers
5. Health Department Fee Revision FY 22
6. Surplus, Health
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14. Approval of Board of Commissioner Minutes

BEAUFORT COUNTY WORK

FIRST

ELECTING COUNTY PLAN

FOR

FY 2023-2026

November 2021

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ELECTING COUNTY PLAN

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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-termed 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 Manages 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 polices 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 to12 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 and12 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.

Wort 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 form 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.

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 incudes 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: • **Hearing Steps:** **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 2nd 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.**

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 se ices 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

Trillium
HEALTH RESOURCES
Transforming Lives. Building Community Well-Being.

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 reapplies 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 G.S. 108A-29.1 Page 3 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

Attachment III

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 the 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 cots 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 Caroline 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 parterns.

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 Innocation 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 out lined 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

11/26/18

Suzanne Orozco **Signature** **Date**

Telamon Corporation, Representing Title I National Farmworkers Jobs Program (NFJP)

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

Dec 23, 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

Billy Ross 11/27/18

Billy Ross **Signature** **Date**

DHHS- Vocational Rehabilitation

Representing Programs authorized under Title I of the Rehabilitation Act of 1973

11-29-18

Craig Respess **Signature** **Date**
DHHS- Services for the Blind
Representing Programs authorized under Title I of the Rehabilitation Act of 1973

DocuSigned by:
Donna Whitt
A884D8A03D7B440...
12/6/2018 | 06:46:33 PST

Donna Whitt **Signature** **Date**
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

12/05/18

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

11/26/18

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

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.

Scanned By: Elizabeth Winstead 6/11/2018 10:52:08 AM

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 AMENDEMENT

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 ☐ No

Is the child living with an adult who meets the Work First kinship requirement? ☐ Yes ☐ No

Has 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 ☐ No

If 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
Finance

Budget Amendment Request

Department: Social Services **Date of Request:** December 6, 2021

FY Budget: 2022

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

Department Justification: 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 an 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.

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	Melanie Carpenter	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
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	

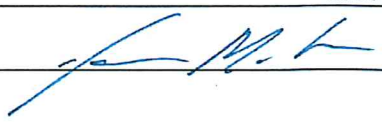
Department Justification:

- 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
Finance

Budget Amendment Request

Department: Finance **Date of Request:** December 6, 2021

FY Budget: 2022 **Journal Reference Number:**

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
100600-433600	FEMA Reimbursement	$100,000	
104135-526110	COVID19-Expenses FEMA	$100,000	

Department Justification: To recognize COVID-19 FEMA funds and use funds to pay for COVID contract employees.

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 transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

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:	Equipment List	References	Bidder Qualifications	Proof of Insurance	Price per Foot	Total Cost
RDC Debris Removal	X	X	X	X	$2.10	$118,860.00
Zulu Marine Services	X	X	X	X	$4.78	$270,548.00
J&J Environmental	X	X	X	X	$1.74	$98,484.00
Blackwater Forestry	X	X	X	X	$1.35	$76,410.00
Carolina Cleaning & Restoration	X	X	X	X	$4.24	$239,984.00

Authorized Signature/Commissioner: _____

Witness: Hallie Jones

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	Delivery Reference
		437	Bid 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. ******** GL SUMMARY ******** ***140 -4962-559912*** ***98,484.00***	1.0	EACH	$98,484.000	$98,484.00

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

VENDOR COPY

By Hollie el gones Purchasing Agent

By Anita C. Radcliffe Finance Officer

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

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

Dave Davis' East Carolina
252-355-3333
www.ecauto.com

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

FOR INTERNAL USE ONLY

CUSTOMER *Jeffery Everett* Home Phone:

Address : *WASHINGTON, NC 27889*
Beaufort CO
Work Phone :

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

17664

Date: October 27, 2021

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

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 ITEM# 63	$ 34,155.00

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

853765	578846	#####	FPITTMAN	0000018763-2021-2021-0000-00	REI	$2,952.83	$425.30			
ALFONSO, GILBERTO JORGE 606 NORTHWOOD ROAD WASHINGTON BEAUFORT NC 2788 P.N # 5686-76-3493										
853582	578840	#####	KJEFFERSON	0000036690-2021-2021-0000-00	REI P.N # 6694-38-7462	$12,363.42	$330.38			
WELLS FARGO REAL ESTATE TAX SERVICES REFUNDS/FINANCIAL SUPPORT P.O. BOX 14506 DES MOINES BEAUFORT IA 5030										
853582	578840	#####	KJEFFERSON	0000036691-2021-2021-0000-00	REI P.N # 6694-38-8359	$12,363.42	$2,783.52			
WELLS FARGO REAL ESTATE TAX SERVICES REFUNDS/FINANCIAL SUPPORT P.O. BOX 14506 DES MOINES BEAUFORT IA 5030										
850876	578752	#####	C9BEATB	0009522841-2021-2021-0000-00	BUS	$17,204.26	$1,800.41			
CHOCO SOLAR LLC 192 RACEWAY DRIVE MOORESVILLE, NC 28117 N/A P.N #										
849852	578679	#####	FPITTMAN	0000015465-2021-2021-0000-00 P.N # 5685-81-6264	REI	$1,787.65	$187.82			
ANDREW M. ADAMS, PA TRUST ACCOUNT 129 WEST TRADE STREET SUITE 1525 CHARLOTTE BEAUFORT NC 28202										
856677	578924	#####	0000016662-2021-2021-0000-00	16662-2021-2021	REI	$1,106.99	1106.99			
CORELOGIC TAX SERVICES 1 CORELOGIC DR WESTLAKE TX 76262 P.N # 6638-35-9308										
856512	578924	#####	0000052181-2021-2021-0000-00	52181-2021-2021	REI	$360.04	360.04			
CORELOGIC TAX SERVICES 1 CORELOGIC DR WESTLAKE TX 76262 P.N # 6519-19-4111										
856337	578924	#####	0000020672-2021-2021-0000-00	20627-2021-2021	REI	$2,483.51	2483.51			
CORELOGIC TAX SERVICES 1 CORELOGIC DR WESTLAKE TX 76262 P.N # 6694-27-9828										
856139	578924	#####	0000011499-2021-2021-0000-00	11499-2021-2021	REI	$1,669.32	16692			
CORELOGIC TAX SERVICES 1 CORELOGIC DR WESTLAKE TX 76262 P.N # 7505-30-9947										
[redacted]										

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 MISSIONARYB APTIST CHURCH	SPRING GARDEN MISSIONARYB APTIST 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 BLOUNTS 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

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: _____

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. (Med Conn) 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: Smile on the Water 2019-Present: Membership Comm: 2021 Secretary for Rotary Bags 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.**

MID-EAST COMMISSION
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

"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

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
Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

Head of Governing Body
Title: _____

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

Municipality/County: _____

Effective: October 1, 2021

ADDENDUM 2

FY 2020/2021 Audit Presentation

BEAUFORT COUNTY

Presentation of Audit Results

Fiscal Year Ended
June 30, 2021

CERTIFIED PUBLIC ACCOUNTANTS
CONSULTANTS AND TAX ADVISORS

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

	PAGE(s)
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

CERTIFIED PUBLIC ACCOUNTANTS
CONSULTANTS AND TAX ADVISORS

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.

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

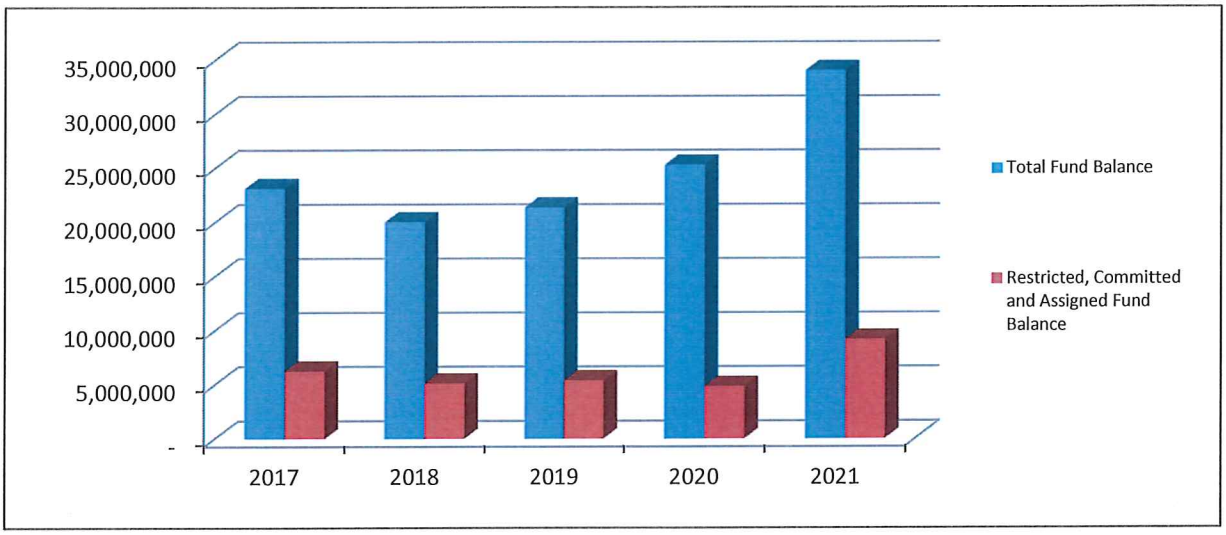
Beaufort County

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

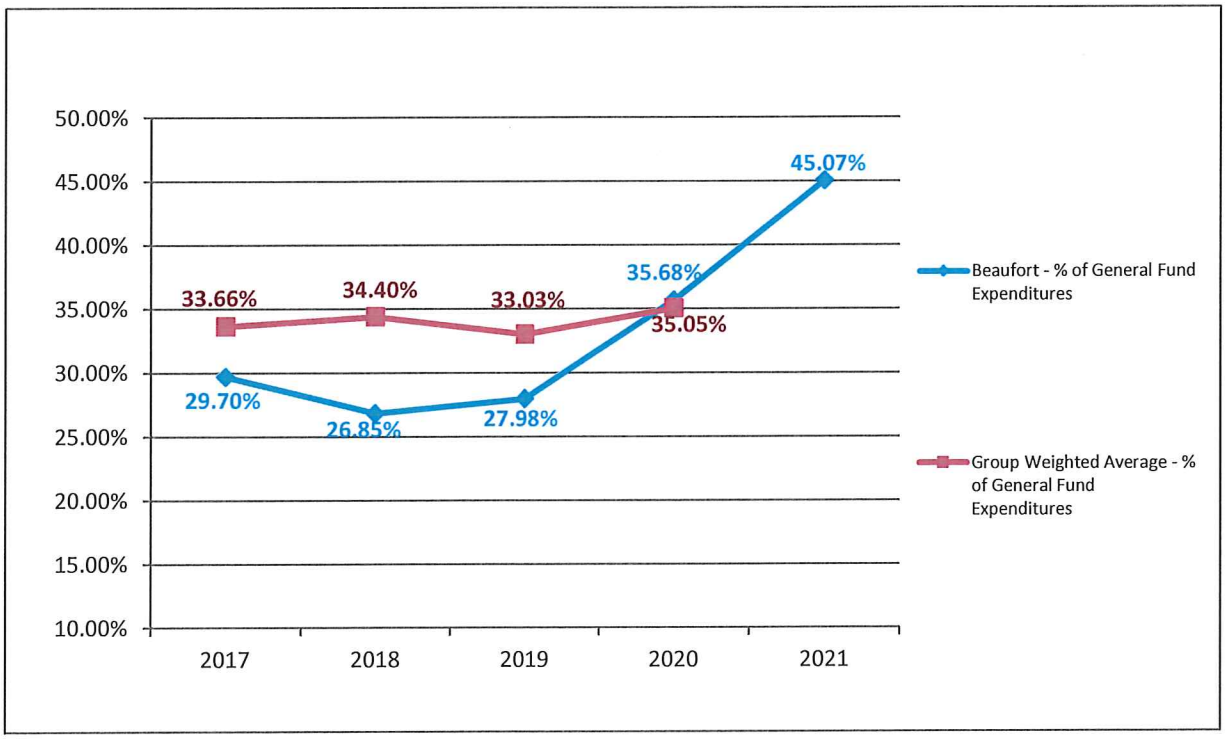
Analysis of Fund Balance



Beaufort County

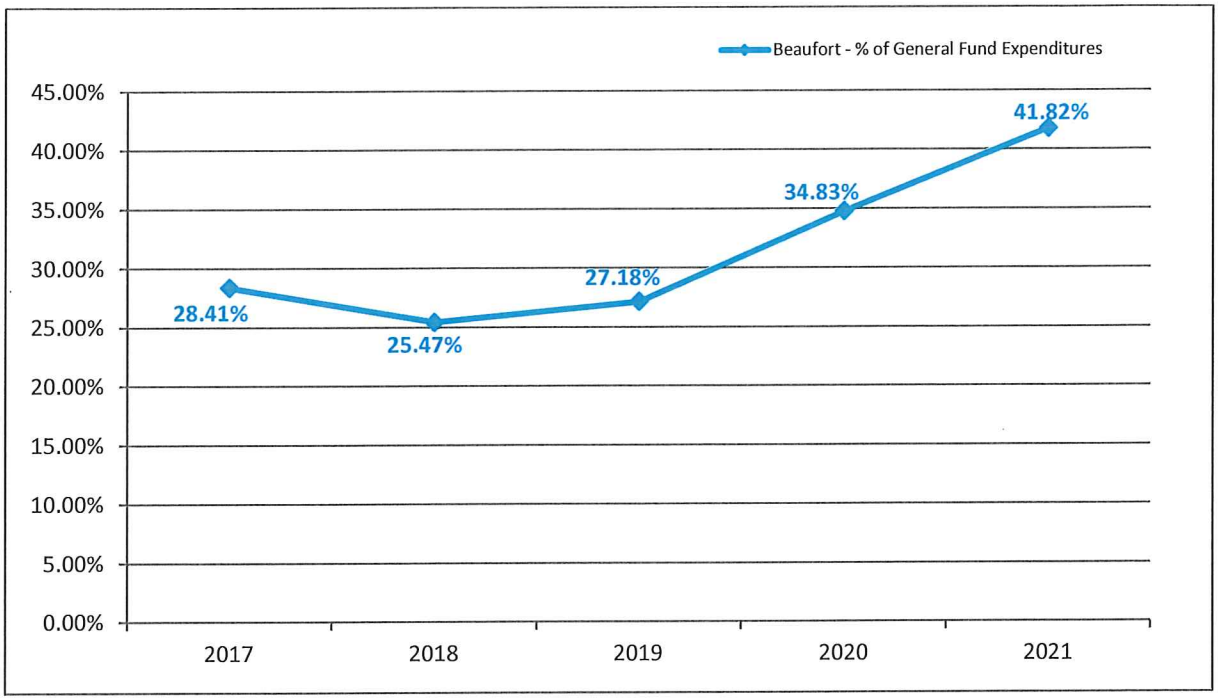
Analysis of Fund Balance Available

(Note - 2021 Group Weighted Average Not Available at Date of Presentation)



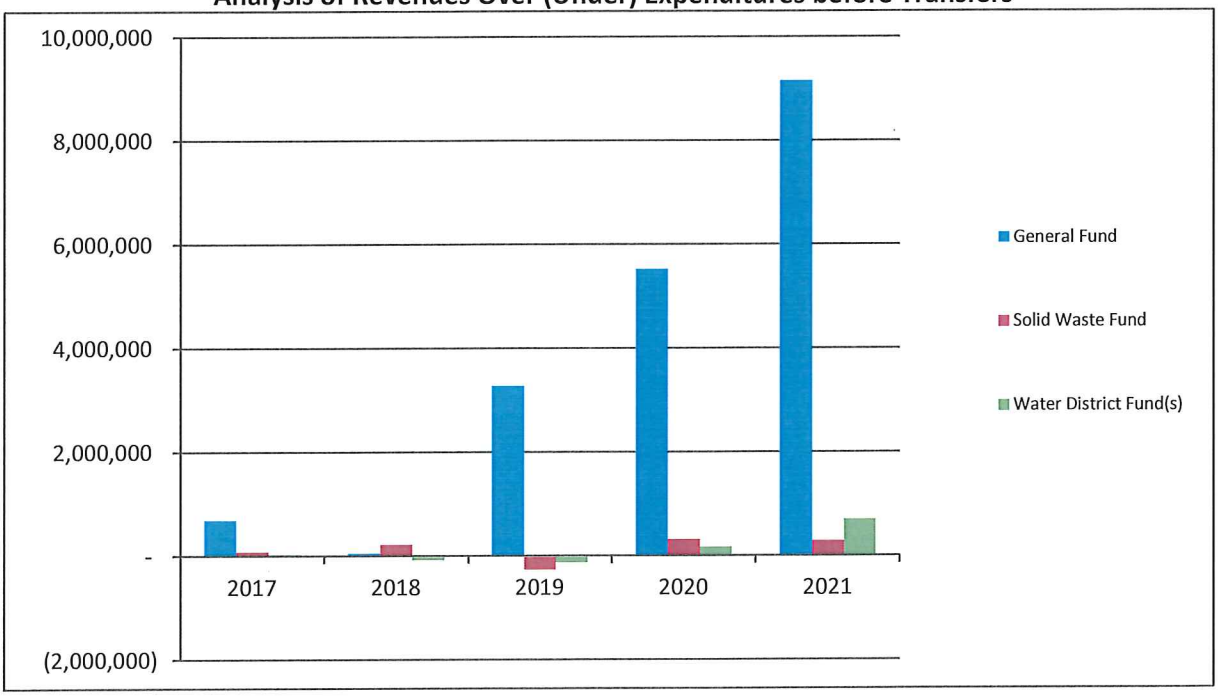
Beaufort County

Analysis of Unassigned Fund Balance as a % of General Fund Expenditures



Beaufort County

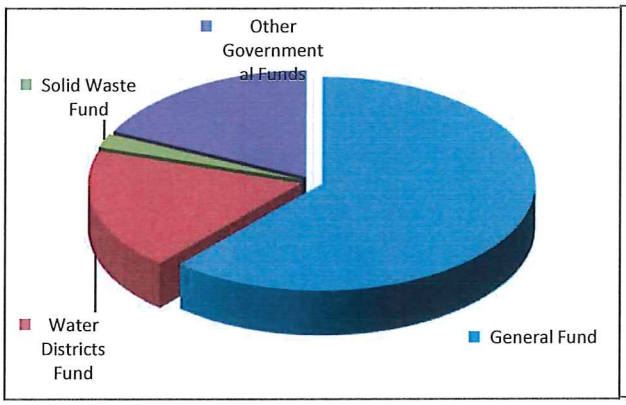
Analysis of Revenues Over (Under) Expenditures before Transfers



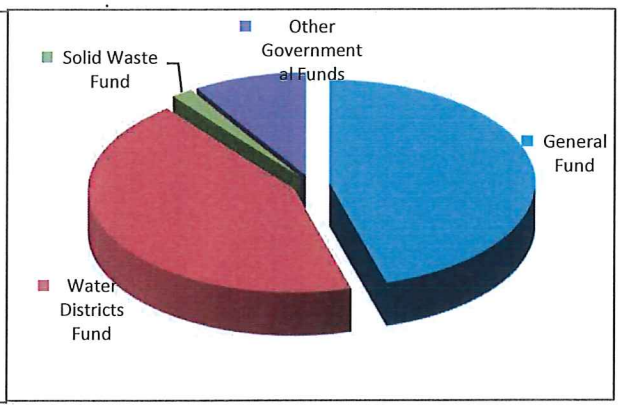
Beaufort County

Analysis of Cash and Fund Balances
at June 30, 2021

CASH BALANCES



FUND BALANCES

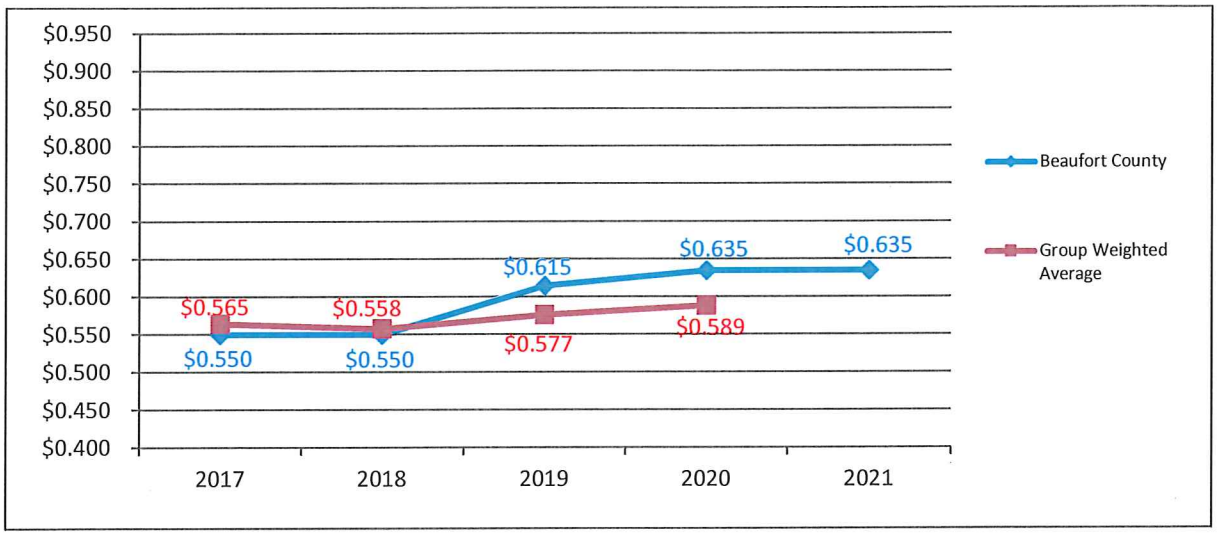


	2021	
	Cash Balances	Fund Balances
General Fund	$ 31,871,990	$ 34,028,356
Water Districts Fund	9,562,609	32,758,052
Solid Waste Fund	1,085,352	1,305,142
Other Governmental Funds	9,277,417	6,686,728
Total	$ 51,797,368	$ 74,778,278

Beaufort County

Property Tax Rates

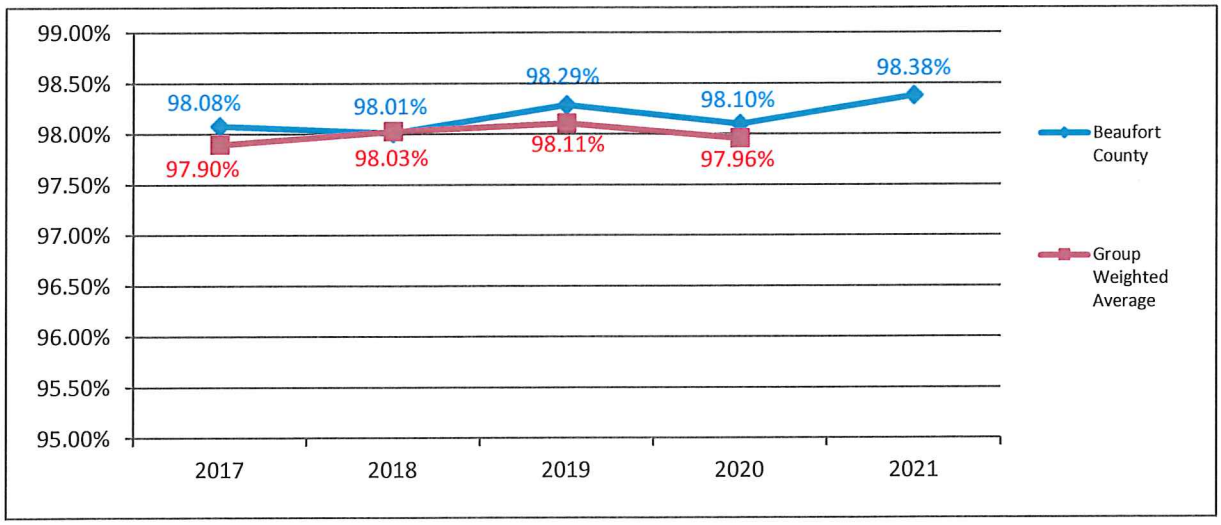
(Note - 2021 Group Weighted Average Not Available at Date of Presentation)



Beaufort County

Collection Percentages

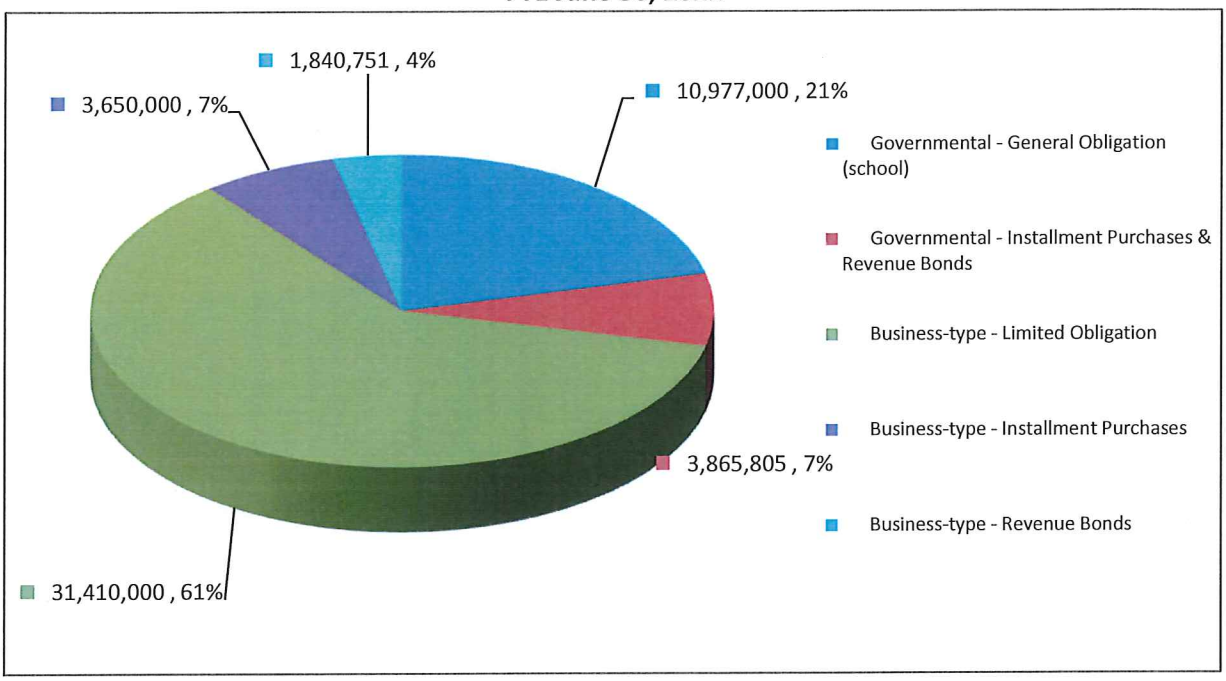
(Note - 2021 Group Weighted Average Not Available at Date of Presentation)



Beaufort County

Debt Analysis (excluding Compensated Absences, Pension Liability & OPEB Liability)

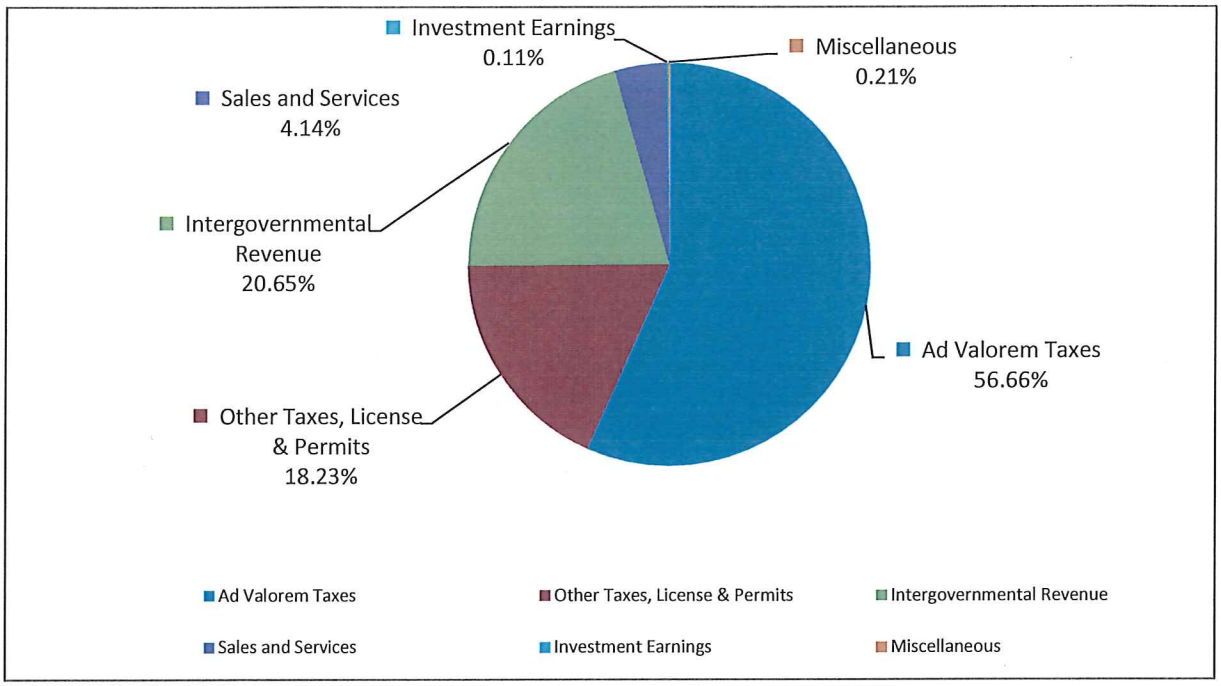
FYE June 30, 2021



Beaufort County

Break Down of General Fund Revenue

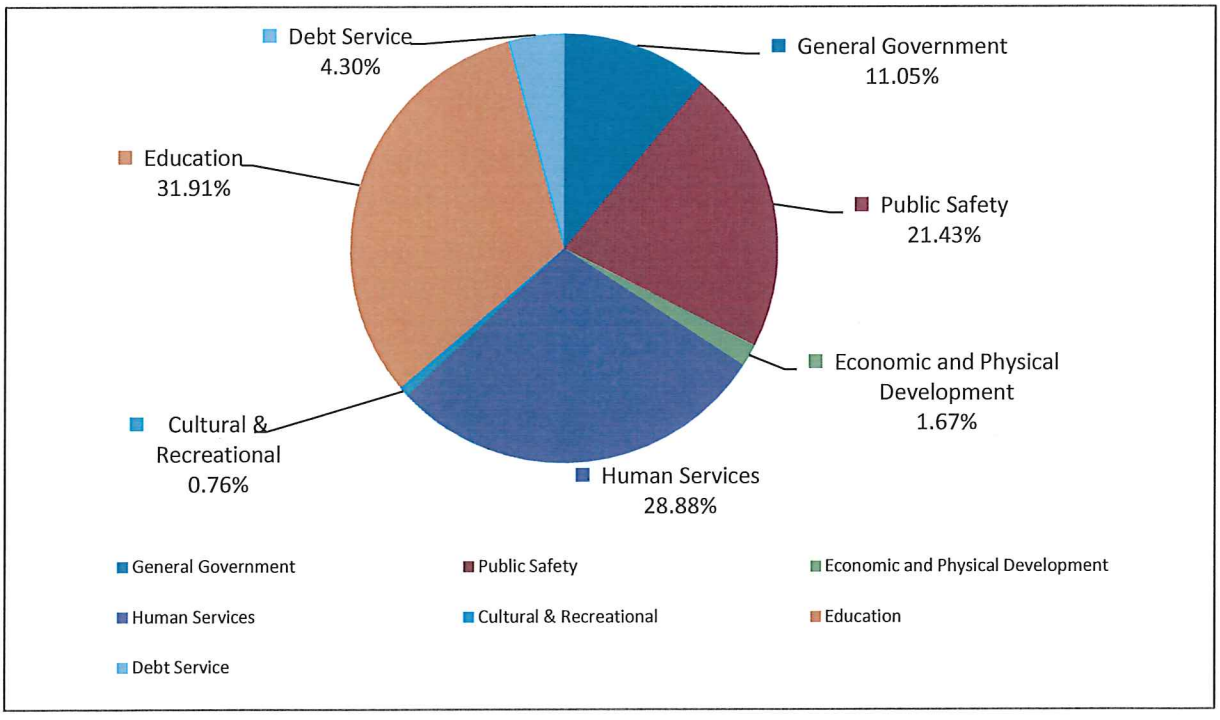
FYE June 30, 2021



Beaufort County

Break Down of General Fund Expenditures

FYE June 30, 2021



ADDENDUM 3

Purchase Order Approval 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:	Equipment List	References	Bidder Qualifications	Proof of Insurance	Price per Foot	Total Cost
RDC Debris Removal	X	X	X	X	$2.10	$118,860.00
Zulu Marine Services	X	X	X	X	$4.78	$270,548.00
J&J Environmental	X	X	X	X	$1.74	$98,484.00
Blackwater Forestry	X	X	X	X	$1.35	$76,410.00
Carolina Cleaning & Restoration	X	X	X	X	$4.24	$239,984.00

Authorized Signature/Commissioner: _____

Witness: Hallie Jones

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.

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	Delivery Reference
		437	Bid 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. ******** GL SUMMARY ******** ***140 -4962-559912*** ***98,484.00***	1.0	EACH	$98,484.000	$98,484.00

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

VENDOR COPY

By Hollie el gones
Purchasing Agent

By Anita C. Radcliffe
Finance Officer

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

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

ADDENDUM 4

Revision to Salary Plan

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 tansk 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.

ADDENDUM 5

Purchase of Power Load System

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.

BILL TO

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

VENDOR

STRYKER SALES CORP.
P. O. BOX 93308
CHICAGO IL 60673-3308

SHIP TO

1420 Highland Drive
Beaufort Emergency Management
WASHINGTON NC 27889

Vendor Phone Number	Vendor Fax Number	Requisition Number	Delivery Reference
		494	

Date Ordered	Vendor Number	Date Required	Freight Method/Terms	Department/Location
11/23/2021	20906			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.

VENDOR COPY

By Hollie L Jones
Purchasing Agent

By Anita C. Radcliffe
Finance Officer

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

Total Ext. Price	$38,152.07
PO Total	$38,152.07

ADDENDUM 6

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.

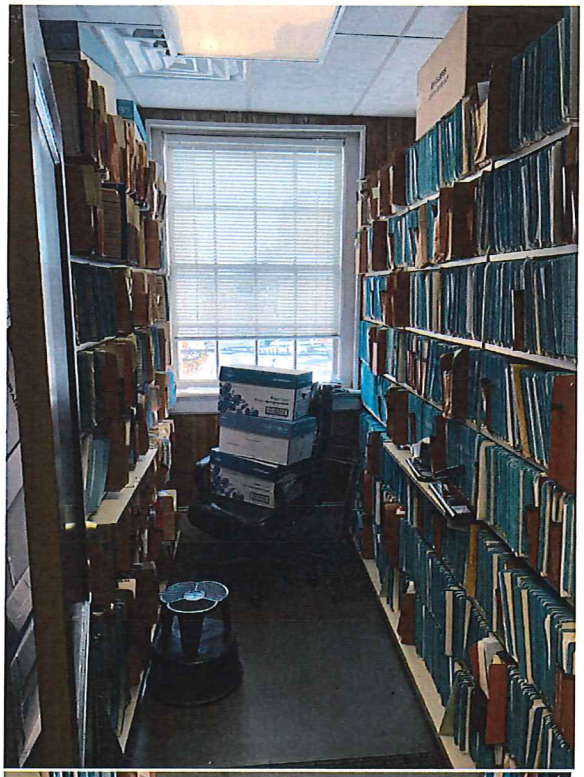
Appraiser Signature _____ Date _____

Taxpayer Print Name _____ Date

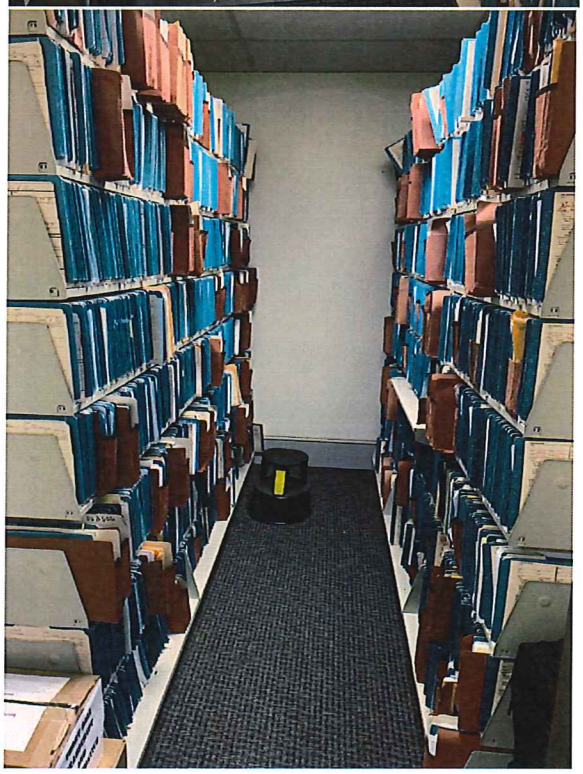
Taxpayer Signature

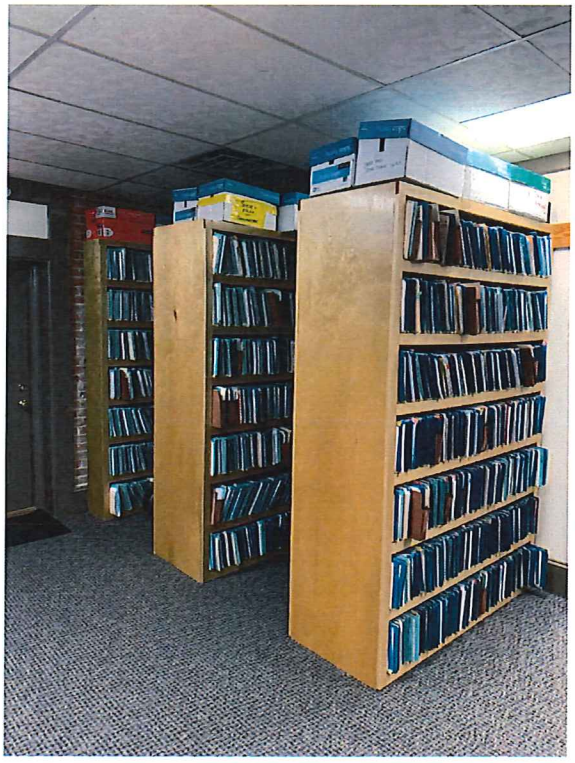
ADDENDUM 7

District Attorney's Office Space Issues



12H37





ADDENDUM 8

In Defense of Defending Our Sovereign Southern Boarder Resolution

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