

The Beaufort County Board of Commissioner met in regular session Monday, June 5, 2023, at 5:30 PM, in the Commissioners Boardroom located at 136 W. 2<sup>nd</sup> Street in Washington, NC with the following present:

**Commissioners Present**

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

**Staff Present**

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

---

Chairman Waters welcomed everyone and called the meeting to order.

Vice-Chairman Langley led the Pledge of Allegiance.

---

**Conflict of Interest Statement**

Chairman Waters asked if any Commissioner have a conflict with any of the agenda items tonight.

No one spoke.

---

**Approval of Agenda**

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

---

**Service Award Presentation**

Ms. Deloris Creasman said I'd like to name some employees, Beaufort County employees that have completed some years of service and will be receiving service awards tonight. She said the first employee is Ms. Pamela Brinn with 20 years at our Health Department. She said our next employee works for the Department of Social Services, Ms. Vaneice Boston-Brown, she has 5 years of service. She said next we have Mr. Linwood Waters with our Sheriff's Office who now has ten years of service.

Sheriff Hammonds said Mr. Waters has a family emergency and couldn't attend.

Ms. Creasman said we also have a couple of employees who could not be here tonight, Ms. Jennifer O'Neal with the Department of Social Services now has 15 years of service and Ms. Andrea Starkie with 15 years of service so congratulations to them.

---

**Public Comments**

Mr. Bruce Gray said I'm here again to speak about the problem of sex trafficking of children. He said it's still going on in Beaufort County and we can't get any help with it. He said finally we do have, I've been able to get up with two organizations, the Dead 8 are investigating into it and trying to come up with evidence and see that I'm telling exactly the truth. He said it's been going on and I've been reporting this situation for ten years now and can't get any help with this. He said my child's been raped by her own mother and a man with it. He said the second person, another boyfriend of her

mother's, has molested her again and now we do have the proof of that one and it's in court but it hasn't been continued eight times. He said it still hasn't been heard yet, he lives next door to us. He said this is unacceptable. He said here in Beaufort County they sex traffic people and it's a harbor here for people who sex traffic children and women, not just children but women and children. He said I've gotten it to the missing and exploited now. He said it's the Sheriff's Department, it's DSS and the courthouse, they're all covering up for people that do this here. He said I don't understand, why can't we get help instead of threats from the Sheriff's Department. He said even the bikers, the club that's trying to find it and prove what's going on is being told to stop by the Sheriff's Department. He said they've told members here that it's bad for your career. He said why are we being threatened instead of helped. He said I was trying to get my child away from this, it's so bad here, and we couldn't even, it was supposed to be, his case was supposed to have been done again this last month and again it's been continued. He said this is really unacceptable, I'm sorry.

Ms. Evette Page said I'm home grown, I was born and raised here in Washington, NC. She said in 1970 I migrated to New York because of the job situation here for young people and worked on Wall Street for eight years. She said I came back in 1979 and my husband and I reside here. She said he is a pastor and first lady of Sutton Tabernacle, located directly behind the Days Inn. She said we have been affected tremendously by the pandemic. She said it is what it is. She said we have served, my Dad built the church there back in 1979 and for forty years plus, coming up in November it will be 44 years we have served the community. She said we have given, we have provided food, clothing, medicine, all kinds of things to help the community and because we're in this place where we are with the membership and since the pandemic we were trying to find out if there was anything available to help. She said I know there is a lot of money in Beaufort County, I read the papers, I'm abreast, I worked forty years at DSM where they make the medicine, I know there's an opioid addiction and if there's anything we can do to help along those lines or to help the community with feeding to be able to help to keep us moving and help us as we continue to help the community we would like to know about it. She said that is Southern Tabernacle, located in Washington, NC and we've been there for 44 years in November and that's my concern.

---

### Legislative Updates from Elected Officials

There were no outside elected officials present.

---

### Items for Consent

|                                                                                                                     |    |
|---------------------------------------------------------------------------------------------------------------------|----|
| 1. Surplus, Health Department – JaNell Octigan, Health Director                                                     | 6  |
| 2. Health FY24 Influenza Purchase – JaNell Octigan, Health Director                                                 | 7  |
| 3. Camp Bodie Fireworks Permission – Chris Newkirk, Emergency Services Director                                     | 13 |
| 4. Tax Office Refunds Over \$100 – Lloyd Salter, Tax Assessor and Wyn Kinion, Tax Collector                         | 14 |
| 5. Interdepartmental Reallocations – Anita Radcliffe, Finance Officer                                               | 19 |
| 6. Mid-East Commission Planning Contract – Brian Alligood, County Manager                                           | 20 |
| 7. Appointment and Reappointment to the Washington Enlarged Board of Adjustment<br>Katie Mosher, Clerk to the Board | 28 |
| 8. Reappointment to ABC Board – Katie Mosher, Clerk to the Board                                                    | 31 |
| 9. Reappointment to the BCCC Board of Trustees – Katie Mosher, Clerk to the Board                                   | 33 |
| 10. Board Minutes Approval – Katie Mosher, Clerk to the Board                                                       | 36 |

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

### Yes Vote

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

### No Vote

Commissioner Deatherage  
Commissioner Richardson

### See Addendum 1

---

### **Solid Waste Update**

Ms. Christina Smith said I have a very brief update for you this evening regarding the solid waste ordinance, we have contacted attorneys with the UNC School of Government and we've had discussions with them. She said they are still reviewing our ordinance. She said in discussions with them they believe that the timeline we will be able to have something to present next month but due to the deadline of the agenda we were still waiting.

Vice-Chairman Langley said I have a question that pertains to the Cherry Run site. He said the Cherry Run site is closed as of today and you say it will take approximately two weeks.

Ms. Smith said approximately two weeks.

Vice-Chairman Langley said so it could be opened earlier.

Ms. Smith said yes. She said that is for repairs to the driveway.

Chairman Waters said is there anything you would like to say based on the complaint received by the Commissioners, as it relates to where you're at.

Ms. Smith said are you talking about the email.

Chairman Waters said yes.

Ms. Smith said that was an isolated incident. She said West Overman has spoken with the lady that sent you the email, it was the first we'd heard of it today, he spoke with her today and she's sending additional information but it does appear to be an isolated incident with one particular resident so we will follow up on that and determine the best way to move forward.

---

### **County Line Review**

Mr. Lloyd Salted said this one is essentially what is going on is Pitt County and us have been in discussions for a while now, there's some land, I guess you could say along that line, more towards 102 and down that way but there's some in the southern area where both counties have a slight divergent on where they think the line is, it's just that simple. He said normally in these situations you ask the state to do a survey. He said there's a little of both, some of it we think we may be a little more, some of it they think it's a little more up and down that line so what we would like to do is actually ask the state Geo Survey to do a survey of that line. He said come in and look at that entire county line border, including actually the creek as well but mostly focusing, priority, north to south I guess you could say. He said they are on about anywhere from 1.5 to a 2-year wait list right now. He said this is just to ask to get on the list. He said this is just an endorsement allowing us to ask to let that line be resurveyed. He said we believe, I believe that it's always best to have a good working knowledge of where your line is and if the state can come in, at no expense to us, and really work with us that would be great. He said additionally I would ask; it would come up to you all again. He said once they do the survey we would come to you again, we would work with Pitt County of course to come up with an agreement on the findings. He said so this isn't me saying give it to me and forget about it, this is me saying I would like to go to the state and get permission, get the survey done.

Commissioner Rebholz said is there any downside to this that you know of.

Mr. Salter said to be really honest I can sit here and tell you we're going to gain land or lose land or anything like that. He said maybe in some places there's going to be both but I think that knowing where it is and being secure in it, especially with any development along that line, is really a secure place for us to be. He said I think it would avoid any future potential, and I don't know of any but any potential arguments about that line in the future I would think. He said I just think having that backup, I know most surveyors in the county, a lot of developers would be onboard with this, I spoke with permitting on this, he's all about it and thinks it's a great idea. He said again, I don't know how it's going to come out with that, that will be a discussion after the survey of it but I think it's a great idea.

Commissioner Deatherage said one thing you might be able to do, which is very important in discovering which is what or what is ours and what is theirs is maybe swapping and putting whole pieces in one county or the other. He said is that possible.

Mr. Salter said it doesn't work exactly that way. He said what the state is going to do is the state is going to basically, the gentlemen who does it and the teams that work with him their going to come in and basically do a survey themselves of where that line should be. He said there are some markers on that line, they're going to mark it, they're going to look at those, they're going to get why we think certain things, they're going to look at a lot of deeds on that line and see that it fits in like a jigsaw puzzle and that's where they'll make a lot of that determination. He said there are a lot of properties that straddle the line and there probably could be some back and forth with that. He said we have some agreements now between the counties. He said we agree this is where it is, you agree and we're still comfortable with those but we both think with any development on that it would be best to have it official. He said really reconciliation of that line.

**Motion:** Commissioner Booth motioned to approve requesting a survey of the County line. Commissioner Rebholz seconded. The vote was unanimous.

## See Addendum 2

## Office of the State Fire Marshall Presentation, Pamlico Beach

Mr. Chris Newkirk said

### Challenges to Volunteer Services



- ▶ Growing number of "weekenders" or secondary homes within their community.
- ▶ Population consists of a growing number of retirees / aging adults
- ▶ Population are working daytime jobs outside of the service area.
- ▶ Very limited employment opportunities that are conducive to volunteer services within the district.

### OSFM Findings

- ▶ Non-Compliant Items
  - ▶ Low on Personnel
  - ▶ No Training Records
- ▶ Applicable Timeline
  - ▶ 6 Months: Non-Compliant Status
  - ▶ 6 Months: Probation Status



**RATINGS AND INSPECTIONS**  
549-9647000 Fax 519-715-0067

MARIE CAUSEY BOLANDES COMMISSIONER & STATE FIRE MARSHAL  
BRIAN TAYLOR, CHIEF STATE FIRE MARSHAL

**NOTICE OF NON-COMPLIANCE**

April 26, 2023

Curtis Latham Avery  
Deputy County Fire Marshal's Office  
1420 Highway 100  
SP4 EKO road Ormewood NC 27557  
Washington, NC 27588

Reference: District Pamlico Beach  
Department: Pamlico Beach Fire and Rescue Squad

Dear Curtis Latham Avery:

OSFM appreciates the cooperation and assistance given by members of your staff during the recent inspection of your department. The purpose of the inspection was to verify that your department meets the State's minimum requirements for a certified department.

Your department did not meet the minimum standards or requirements for a certified department for the following reasons:

| Category   | Non-Compliant Item  |
|------------|---------------------|
| Personnel  | Low on Personnel    |
| Department | No Training Records |

Failure to meet the minimum requirements for a certified department will lead to a change in the rating classification of your department and the fire district(s) it serves to a Class 10 rating. Your department currently holds a Class 9/10 rating. If this rating classification were implemented, the change to a Class 10 would affect all property insurance premium contributions for residential occupancy insured under Homeowner policies and other special insurance coverage properly.

Before any action is taken regarding your department's rating classification, OSFM would like to provide the department with the opportunity to develop a plan to correct the deficiencies. If your department wishes to develop a plan to correct the deficiencies and wishes to continue to meet all minimum standards it will need to take the following action:

**Action Required:**

\* The fire department shall correct 30 days from the date of the inspection to which a detailed written narrative plan to correct OSFM field inspection, per the Administrative Code 11 NC 114.01 45 NC 112 NC 114.01 requires.

OSFM will be committed to assist your department in meeting with the corrective action plan. If, after 30 (30) months, your department still does not meet all of the minimum requirements set forth in the NC Administrative Rules, OSFM will take action to change the status from non-compliant to probation.

1707 AAAA SERVICE CENTER | RALEIGH, NC 27699-1302 | WWW.WCDOM.COM

## Option 1 – Continuation of Pamlico Beach Fire Dept.

- ▶ Recruit and maintain at least 15 members.
- ▶ Members must have 36hrs of annual training
  - ▶ 12 of which must be in house training
  - ▶ Maintain documented training records for each member.
- ▶ Maintain trucks and equipment to include documented annual pump and hose tests as required.
- ▶ Maintain heated station and communications equipment.
- ▶ Chief Officers must maintain NCOSFM's Chief's 101 Certification

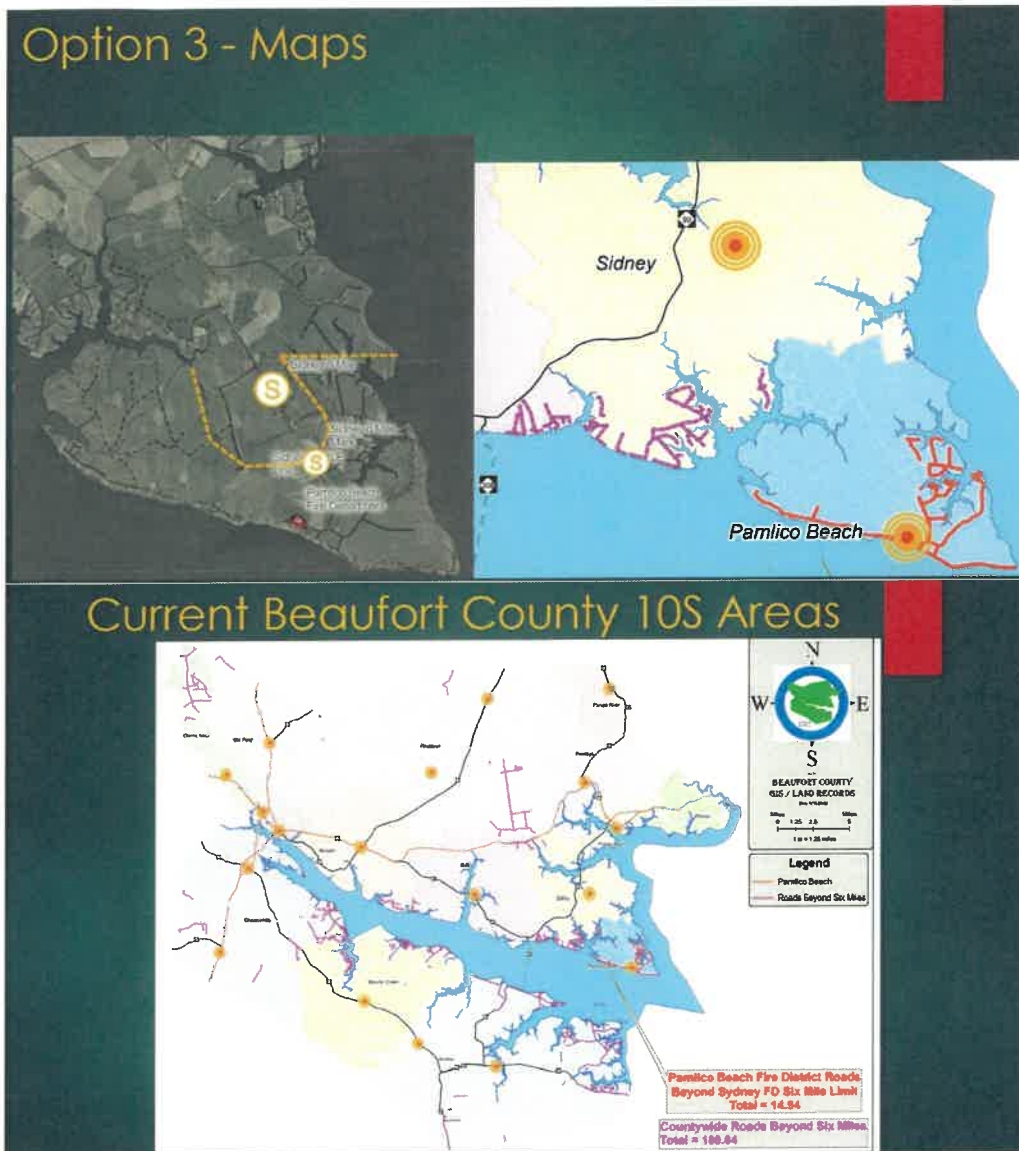
## Option 2 – Sidney Fire Dept. Substation

- ▶ Recruit and maintain 6 members. (OSFM requires 4)
- ▶ Maintain at least one (1) Engine and one (1) Tanker
- ▶ Maintain heated station and communications equipment.
- ▶ **Benefit**
  - ▶ Lower the insurance rating of all property owners from a 9S / 10S to a 6S / 9S.

*\*It is difficult to estimate the cost savings homeowners would experience due to the numerous variables applicable to the cost of insurance.\**

## Option 3 – Unsuccessful Volunteer Recruitment Efforts

- ▶ Pamlico Beach Fire & Rescue would no longer exist.
- ▶ Legal guidance / processes to ensure the appropriate reallocation of Fire & EMS assets.
- ▶ Sidney Fire Department would provide services from their existing station with areas of Pamlico Beach transitioning to a 10S insurance rating.
- ▶ **Benefits**
  - ▶ Lower the insurance rating to a 6S for property owners along and north of Bailey Point Dr. & Beach South Rd.
  - ▶ Preserve a 9S rating for property owners along and north of the Boat Basin.



Mr. Newkirk said what do we do moving forward. He said in talking with the community we have a couple of “next steps” that we have in mind and certainly open to suggestions from the Board. He said the first thing we would like to do is send a letter to all the property owners in Pamlico Beach explaining the current situation of where we are with this issue and the state and what our possible solutions are. He said we would love to have a public meeting in Pamlico Beach to answer any questions, show them these graphics, show them in more detail if people would like to see them and from there it’s about what support the community is able to provide for volunteer services. He said if we’re able to get at least six that at least puts us in the avenue of making that a potential sub-station of Sidney. He said if we get more than that we can certainly reevaluate. He said right now our goal, the best benefit to the community would actually be the sub-station option because it requires less volunteer support and gives the best insurance rate to the community. He said with that I have members of both Pamlico Beach and Sidney here, along with myself and Mr. Avery. He said we’d be happy to answer any questions you may have and welcome any guidance you may have moving forward.

Commissioner Booth said I know on option one was to get at least six people trained.

Mr. Newkirk said that’s option two.

Commissioner Booth said option two, what happens, then you have to do that within a twelve-month timeframe, is that correct.

Mr. Newkirk said that’s correct.

Commissioner Booth said I'm going to ask the real question here because I want what's best for the people of Pamlico Beach, is that going to be doable, is that what you think.

Mr. Newkirk said truthfully I think it's going to be difficult.

Mr. Bob Watson said I'm the treasurer, been on the board for a long time and was there for the recertification in 2010 when we went through a suspension. He said this is a demographic problem. He said we don't have a business, there's not a retail business or employer in our service area. He said what's happened is the young people have moved towards Pinetown, Washington and Belhaven to raise their kids, it backfired a lot of retirees and second homeowners down there and this is not new, we've been talking about this all year. He said the fire chief has said I don't have enough people coming to the training, we knew we were going to fail the inspection. He said they've been very professional, very open with what we're doing, what my job has basically been is to put oil on the water down there because the first thing that people started saying was my insurance is going to double, it's not. He said we have surveyed up to twenty residents and asked them to go back to their insurance companies and ask if we go from nine to ten and what's it going to do and the answers are all over the map but everyone was saying my insurance is going to double. He said I can't find anybody whose insurance is going to double. He said in my particular case my insurance is going to go up as much as 50%. He said we've had people, because of what we're talking about and where we're going, one woman said it's not going to change me at all and this was a very modest means person. He said what I didn't want happening down there is people will hear we failed the inspection and start jumping to conclusions about what it was going to mean or that we're out of business because we failed inspection. He said we've got a year, really a six-month milestone to say we've got a plan but I wanted to come tonight because I wanted to say, again, how professional they've been because I alerted Mr. Avery to this over a year ago and so did the chief saying we're not going to be able to pass, there's just no people here anymore. He said if we can cooperate with them with some plan and what I've been doing politically, with a little 'p' is letting people know the worse case you're still going to be able to see the Pamlico River when you come down here. He said it's not going to ruin your view and most people feel, as taxpayers in the county, that commissioners and the government will figure out what they need to do. He said where our fire department is nobody would've ever put it there in a general sense. He said it was built with private money, it is still, just FYI, we will have some legal issues. He said we are a 501C4 corporation. He said we were incorporated for community service down there. He said we added the fire department and rescue services to that organization and didn't start taking county contracts until the early 90's so our intent would be, and we're under a reduced contract now for the rescue services which was negotiated when Mr. Hedgepeth was here and we've got two people running the ambulance and he said I'd rather have it there than not. He said we're real practical about this and I just wanted to come mainly to tell you guys that these guys are doing their job and we don't have any real political issues. He said I'm not speaking for Sidney; we have not formally started speaking with Sidney. He said they know what's going on but I don't see any problems with us. He said whatever we do to resolve that will resolve it for everybody's benefit down there.

Chairman Waters said I'm assuming that when the letter goes out if you're going to have a public meeting are you going to put this in the letter.

Mr. Newkirk said yes. He said our goal, very similar to what you had received in your agenda, that pretty much being the templet that we would send to the community. He said our biggest objective with that is just getting accurate information out and having the opportunity to answer questions. He said I think that will go a long way with whatever the future looks like for services in that area. He said if we don't accomplish that, in my opinion, we're going to have a hard hill to climb. He said that's why that is a priority for us and then from there it's really just conversation and seeing what kind of support we get. He said we just don't know but it's certainly something we need to have a conversation with the community about. He said that's kind of where my thoughts are.

Commissioner Rebholz said I'm reading the letter that you got.

Mr. Newkirk said from OSFM.

Commissioner Rebholz said yes and it says at the bottom of the fourth paragraph the fire department shall not exceed 30 days from the date of inspection to submit a detailed written comprehensive plan, have we done that.

Mr. Newkirk said yes, we have been in continuous conversation with OSFM and essentially saying hey, we have met with members of the department, they knew about this meeting tonight with you commissioners so that plan as you see referenced here, the spirit of that is keep us in the loop. He said that's essentially what OSFM is asking here.

Mr. Curtis Avery said we keep them notified of every step and they're good with where we're at.

Mr. Newkirk said within 30 days it was a conversation with OSFM that we've met with members of the fire department and their board, this is kind of the path we have outlined and we'll keep you posted so we have been compliant with that.

Commissioner Walker said with what you're doing I think they'll work with you and might even extend the time a little bit.

Mr. Newkirk said the extensions are kind of hard. He said I do think they're going to be firm on that one year.

Commissioner Walker said when I was with Washington we had something called the call company and it compensated us a little bit of money to learn how to compensate the truck and we were responsible to come to every fire but that's when Washington was more volunteer than it is now. He said it doesn't sound like this; any kind of money that could be paid to the volunteers would help at all because the people just aren't there.

Mr. Newkirk said I think you're right and I know many of you in conversations in other areas across the state, this is not a problem that is unique to us. He said there's a lot of areas in North Carolina that are experiencing this. He said you think about when volunteer fire departments were in their prime, especially in rural areas, they were primarily made up of farmers and self-employed people who were working in that district and if a call came in they were able to respond and that work environment has changed and I think the fire departments have done very well in holding the line where they are but those difficulties are starting to make themselves known. He said when you think about the group of people that we really try to target for volunteer services like that our prime candidate is that 18 to 40 age range who's ambitious, physically fit, capable to do the work and has the heart to serve in their community and there's so many competing factors on that now. He said just try to think of an 18 to 40 year old person that you know, able bodied person that you know that's not already got an exhausted schedule from work, family or trying to start a family, raising kids, getting kids to ball practice and things like that, that dwindles the amount of time down that you have for a response or the training that's required so our departments as a whole across the county are doing really well, this is just difficult for that area.

Mr. Rudolph Ramirez said I'm a fire fighter and president of the Sidney Volunteer firefighters board of directors. He said we've known about this problem for a while. He said our members are aware of it, our board is aware of it. He said we currently have two members, future members in the application process from Pamlico Beach and our members are actively recruiting right now to get the additional four so we are working towards this. He said what we are doing is we're bringing them into our department but they would be from that area and then once we had the people we would work with the County and OFSM to take it over as a sub-station. He said just as an aside, the book that we got from OSFM, the guidelines is 70 pages long, to create a sub-station so it's not something you do easily or quickly. He said it may take the full year but we are actively recruiting people from Pamlico Beach, men, and women to be firefighters and right now we have two so we are going from there.

Chairman Waters said just for the public's knowledge, Pinetown, and Longacre work together. He said Longacre is a sub-station, am I right.

Mr. Newkirk said that's correct.

Chairman Waters said thank you gentlemen for all you do, we appreciate your volunteer hours.

### **See Addendum 3**

---

### **EMS Remount Procurement**

Mr. Newkirk said our next item is a continuation of one we had discussed I think on two occasions. He said if you recall we came to you gentlemen initially in April exploring options to fix a truck that was damaged. He said we gained your approval to get RFPs for that and they came back not as clean as we would like so we triggered a new RFP process. He said the results of which were much more compliant to what we like to see in these processes and that's what I wanted to present to you today. He said the three bids that we got back, we got three, one from Emergency Transport Associates, one from Atlantic Emergency Solutions and one from Southeastern Specialist Vehicles. He said I've highlighted here some of the changes or differences in warranties and turnaround times. He said I want to jump down about mid-way and talk about the differences we saw in the request. He said of these three, ETA, Emergency Transport Associates, they were the only

vendor that complied fully with our specs. He said Atlantic submitted a bid which, in total, was lower. He said their bid was submitted at \$146,388 but they excluded the stretcher and power load specs that were included in it, which was about a \$55,000 addition. He said while their number at the opening seemed cheaper they did not comply with everything we had on the specs. He said Southeastern Specialty Vehicles, they are the vendor who is the official dealer for the ambulance we currently have so just like with any vehicle you have manufacture, Chevrolet, Ford, Toyota. He said in the ambulance world you have different vendors that assemble those together so items like wheel coached. He said this particular one is known as Lifeline and initially when it was bought by the Bayview EMS agency it came with a lifetime warranty. He said the stipulation being any work that's done to that box, the patient compartment, had to be done by Lifeline in order to maintain a lifetime warranty. He said Southeastern is the vendor for that and essentially what they would do is take this truck, put it on a rail car, send it to Illinois where Lifeline is at, have them do the work and send it back. He said so Southeastern would essentially be the middleman so to speak for that work. He said as we evaluated these bids, honestly Atlantic, and we've done business with them in the past and have had good customer service with them, exclusion of that stretcher to the price difference, that's hard to justify. He said Southeastern is the same way. He said when you look at the price of \$154,000 for ETA and you compare that to Southeastern, a \$70,000 difference to maintain a lifetime warranty when ETA is going to have some warranty components on their work already, as much as we would like to have that warranty we can't justify it for \$70,000. He said we haven't been able to do that so our recommendation in this process, and what we're seeking approval for is to move forward with ETA for the remount of this box onto a new chassis and get us back into a serviceable, essentially new truck for a fraction of the cost of purchasing a new one. He said with that I'll be happy to answer any questions or concerns you may have.

Commissioner Deatherage said you remember back around covid when prices started going up astronomically, are you seeing a reduction in price overall, a little bit lower or is it still accelerating at a high rate or has it evened out.

Mr. Newkirk said we haven't seen a reduction in price, what we are seeing is a quicker order time on some components. He said chassis for example, if this was a year ago we would've been on the waiting list for a chassis. He said each of these three vendors have chassis on hand right now. He said there are some areas we have seen improvement since covid, unfortunately it has not been a lower price on vehicles. He said a great example, the last truck we purchased I believe was at \$208,000, that truck now would be closer to \$380,000 or \$400,000 and that was two years ago. He said this is a market where the price has drastically gone up. He said this truck, as it is right now would not be uncommon for a new unit to be \$340,000 or \$350,000.

Commissioner Deatherage said you answered my question, thank you.

**Motion:** Vice-Chairman Langley motioned to approve contract to Emergency Transportation Association for the amount of \$154,701.95. Commissioner Rebholz seconded. The vote was unanimous.

---

### 2023 NCACC Voting Delegate

Ms. Mosher said in August you guys are going to Raleigh to do the NCACC annual conference and during the business session they're asking for a person to be the delegate for Beaufort County.

Commissioner Rebholz said I nominate Chairman Waters, which I think has been a tradition.

Vice-Chairman Langley said it is.

Chairman Waters said I guess they're asking for an alternate to do it in one motion. He said do you want Chairman and Vice-Chairman.

Commissioner Rebholz said yes, Chairman and Vice-Chairman as delegates.

**Motion:** Commissioner Rebholz motioned for Chairman Waters to be the delegate and Vice-Chairman Langley as alternate for the NCACC Annual Conference business meeting. Commissioner Booth seconded. The vote was unanimous.

---

### Beaufort County School Discussion

Commissioner Richardson said at the last meeting we talked about when we're going to meet with Beaufort County Schools and talk about discipline in the schools and talk about the miserably low ratings of the schools. He said what's the report from the manager on that.

Mr. Alligood said members of the Board I had a conversation with the superintendent after the last meeting. He said we were scheduled to meet on the 28<sup>th</sup>, he was unable to make that meeting so I reached back out to him after the 4<sup>th</sup> and he said he was out of the district until July 11<sup>th</sup> and upon his return he would try to get with me to establish some dates so when he gets back on the 11<sup>th</sup> we will try again.

Commissioner Richardson said it still looks like foot dragging to me.

---

### **Update on Cable TV Services**

Commissioner Richardson said the next item, unless a commissioner wants to comment on that, update on cable TV services. He said cable TV services from Suddenlink, which changed their name to disguise their miserably poor service to Optimum, the service is miserably poor. He said I assume that we've sent the letter to the Attorney General, he's the authority. He said who has control over the franchise of these people.

Mr. Alligood said it's the State. He said years ago it used to be the County, the County used to negotiate individual franchise agreements and then the State took those over so the State ultimately has that franchise authority.

Commissioner Richardson said but does that come under the attorney general.

Mr. Alligood said the Attorney General is the one you make complaints to and we sent the letter.

Commissioner Rebholz said by statute he's the enforcer.

Commissioner Richardson said well yeah, he's the law enforcer of that but I suspect he's getting enough donations from these people that he's sitting on his hands because he certainly hasn't done anything. He said if I wanted to be governor of North Carolina I'd try to get them some decent TV service because people are going to remember that on election day. He said I guess my next question is what agency is in charge of these franchises in Raleigh. He said we need to determine that, we need to go directly to them, forget about the attorney general, he's not going to do anything. He said does that make sense.

Mr. Alligood said I'll see what I can find out about who actually handles that, whether it's DIT or whether it's, I'm not sure.

Commissioner Rebholz said we may need to send a letter to Murphy too because he promised to follow up on that and I'm not sure if that's happened since then.

Commissioner Richardson said I don't mind doing that, send it to whoever you need to send it to get some action. He said I think we need to find out who the regulatory agency is and we need to push this thing as hard as we can because the service is horrible so we'll have a report at the next meeting.

Commissioner Rebholz said as part of that could you comment on the last award from the GREAT Grant.

Mr. Alligood said sure, I sent a notice out to the Board the other day, Beaufort County through its partnership with Charter/Spectrum, Charter/Spectrum was awarded a GREAT Grant and the Board had agreed to partner with them on the original and held that agreement. He said I think it was \$150,000 we were contributing of our ARPA funds that we'd set aside for that. He said it's a little over, I want to say, a \$1.6 million grant from the State. He said there was a match that went along with that, we would put our piece in and Charter/Spectrum would be putting in the rest and Charter/Spectrum also won the RDOF award, the federal award where they would provide service in unserved and underserved areas that was predominantly on the southside of the river. He said when they submitted for the GREAT Grant it was their intent to leverage those two together to build out other areas by leveraging the two. He said unfortunately they didn't get the first grant but they did get the second grant. He said there was enough money left over in the process that they awarded, I think they awarded 80 grants in the second round so I had a conversation with their head guy the other day and he said once they got all the paperwork together they'd be glad to sit down with us and show how they would leverage the GREAT Grant against the RDOF grant and where they were going to provide service in. He said they're predominantly providing on the

southside, they do have some on the northside but are predominantly on the southside, is where they'll be doing their work. He said I think the GREAT Grant was something like 900 and some locations. He said we've had conversations with Brightspeed, who is predominantly on the northside, they've shown us what they're going to do. He said so in the next two years, it's a two-year process, the RDOF was a seven-year process so Charter/Spectrum knows they've got to advance their RDOF faster and they've agreed to that, to do it within two years so they could get those funds as well. He said good news for Beaufort County in general. He said the other good news about it is that the Board forward thinking of setting funds aside, there is additional funding coming down from the state and federal government called BEAD, called CAB, that we'll be eligible for and they give the County a little more say-so in the matter. He said these last ones have been the private vendors have said here's where we can go, here's what we can do. He said BEAD and CAB, the County essentially works with a provider and says we need to provide service in these areas, these areas are underserved or these areas need more service and you put together grants to do that and as you recall the Board put aside \$4 million of the ARPA funds to match up against this. He said what I hear from some of my counterparts and some of the folks at the association is that a lot of counties across North Carolina have spent all their money already, spent their ARPA funds already so there's not going to be a lot, I won't say a lot but there won't be as much competition for those funds and we'll be able to leverage those a lot more than what we'd have been able to do if everyone had held onto their money so hanging on to our money and playing this for the long run, the conversations I've had with our vendors is they're looking to provide universal service. He said just like the telephone used to be wherever you lived you could get a telephone, well their goal is to have Beaufort County with universal service for broadband so you can have broadband wherever you locate in Beaufort County, which will be a really great thing.

Chairman Waters said one of the things that happens, and this goes back to the cable TV, cable tv at some point in time will be a dinosaur because you're going to have to stream whatever you get and there's already groups out there trying to get your business and they're adding TV shows to it and national news to their package. He said I don't know that an attorney general or anybody is going to force these companies that are trying to put in broadband to spend any money on cable.

Mr. Alligood said right. He said you're right, bringing in broadband is kind of the pipe that brings the world in and like the pay telephone that was did away with after mobile phones, probably cable is going to go away because everything is going to come through fiber optics and digitally streamed. He said I think we've seen, well one of our local vendors has said they're going away from moving everything to streaming so they're doing away with their cable piece and it will all be fiber so I think that's just as technology continues to advance I think that's where it's all going and there's an opportunity as we've talked about this is a generational opportunity for Beaufort County to be able to put broadband services across the County and provide a, it touches all aspects. He said it's quality of life, its health care, its education, it's all of those things. He said economic development, it's all the things you want to try and grow a community. He said we're excited about it; hope you all are as well.

---

### **Elections Integrity Resolution**

Commissioner Richardson said the next one concerns election integrity, let me start off by saying this, this is no is no complaint against our local board of elections, our local director, I think elections are handled very professionally in Beaufort County, I have no qualms about the way that we count, I have no qualms about anything that's going on with the local board of elections. He said that having been said the national news over the last two years somewhat local things that have happened in North Carolina puts a question mark on the public about election integrity. He said there's no question when you go to Philadelphia, Chicago, some other places in the United States, San Francisco, some other places in the United States, there are corrupt elections and we just had a president that lost an election, Donald J. Trump, because of corrupt elections and that has made a lot of people, you think that's funny.

Vice-Chairman Langley said I do.

Commissioner Richardson said do you, you think it's not true.

Vice-Chairman Langley said no.

Commissioner Booth said no.

Commissioner Richardson said really.

Commissioner Booth said really.

Commissioner Richardson said a lot of people talked to me about this, it's difficult to convince people who have not had the experience that some of us have with elections and the election process in Beaufort County to get them to understand that our elections are conducted and are, if you will, proof, verified, audited, whatever you want to call it in such a way as to find fraud if it were here. He said the other rule of thumb about election fraud is it's hard to do in small places. He said there's too many people watching, there's too many people watching what's going on, it's easy to do in places like Philadelphia, Chicago, San Francisco, and some of these other places. He said Chicago has been corrupt for the last 100 years, nobody can remember when Chicago wasn't corrupt in elections. He said that's how bad it is so the proposal that I have here, and the elections director has shed some light on this, which I don't have a problem with, and that is the State Board of Elections and what they require. He said basically what has happened is there's a little bit of push-back on my proposed resolution which is that we count ballots in a certain way by hand and then we run them through the machine to see if we get the same count. He said it turns out that we are apparently doing almost what I'm talking about doing in this resolution. He said the push back in this comes from the State Board of Elections and the State Board of Elections is one of those outfits that has assumed a lot more authority than it really has and it's going to take the legislature and the governor to take them down and that's going to happen sooner or later but they want to maintain absolute dictatorial control over elections. He said I don't have a problem with that but also any Board of Commissioners, which is the front line for the public to make a resolution to do anything we want to do. He said it doesn't mean that it's going to be done, it's a resolution. He said it will only be done if we have the personnel and the legal authority to do it, which that is under the State Board of Elections right now and we don't have the personnel because they work for an independent Board of Elections, of which the County Commissioners doesn't have anything to do with so what I'm saying is I still want to do the resolution to put us on board for election integrity so the population of Beaufort County knows that there is concern about it. He said once again I think that the County Board of Elections is doing a fine job, making no accusation against them, staff, personnel, or Board. He said my resolution goes like this, that we consider approving a resolution, I guess I'm making a resolution, that would require the Board of Elections, before certifying any election, to pull 200 ballots randomly from each precinct and perform a hand to eye count of the three electors obtaining the highest voter participation, and then run those ballots through the optical scanner, our counter, that's what our voting machines do, they count votes, and if any election votes do not reconcile within ten votes then the entire election is to be hand to eye counted before certification. He said my understanding is that we're doing something that is very close to that right now but I still think it behooves the County Commissioners to vote for this resolution to show the public that they are behind election integrity in this County and are willing to stand up and do something about it so that's my resolution.

Commissioner Deatherage said I think what Commissioner Richardson is trying to do is noble. He said I think it would be wise for this Board to express that we too are in favor of voter integrity. He said I agree with Commissioner Richardson, the last election was irregular in many ways. He said Covid was used to put 45 million ballots out, floating around and when that happens anything can happen. He said the press, well, there is no journalism any more in America except in certain small sectors. He said they all got behind one candidate and we saw all the irregularities and we're finding out more and more about what happened and it is a real abysmal mess. He said there were polls done and if people had known about Hunter's laptop they wouldn't have voted for Biden. He said they didn't know because it was not to be mentioned, it was not to be talked about and in America it was once said by, once said by an established journalism entity that no longer is that democracy dies in darkness and we need to be transparent as a County and present the fact that we'll always be transparent. He said we need to understand that people are so nefarious that they don't care about our republic. He said they probably hate our republic, what they care about is power and they will do anything to keep the democratic process in their favor. He said I understand that I've seen it and it's ugly and we will lose this republic if we have any more elections like the last one so we need to sign on to this as a group.

Chairman Waters said the problem I have is that as you read this it sounds like Beaufort County. He said you put on here pull 200 ballots from each precinct, we have 21 precincts so we would pull 4,200 ballots. He said there's nothing in here that talks about national or state voter integrity at all. He said it's very poorly done. He said I can support voter integrity if you say continued to do that at the local, state, and federal level but when you pull 4,200 ballots in a place like Philadelphia you're looking at percentages, you're looking at doing percentages.

Commissioner Richardson said Mr. Chairman I take exception to your statement that this is poorly done. He said this is very well done, very well thought. He said I actually didn't write that text in there; you need to take that up with the Clerk, she copied my text and there's a few typos in it so you take that up with the Clerk if you have a problem. He said what I propose is not something for Philadelphia, I'm proposing something for Beaufort County Mr. Chairman so I don't know

what your reading comprehension is but you missed the boat on this. He said it says the most voted election, the most popular elections so it's comprehensive. He said it covers municipal elections, it covers county elections, it covers federal elections, it covers all elections. He said it is deliberately written so that it covers all elections without being verbose so I'm sorry, once again that you're pleading, once again, that you cannot comprehend the writing. He said that is your problem, that is not my problem so I think we need to vote on this to show support for elections that have integrity.

Commissioner Booth said I call the question.

**Motion:** Commissioner Richardson motioned to approve a resolution that would require Board of Elections, before certifying any election, to pull 200 ballots randomly from each precinct and perform a hand to eye count of the three electors obtaining the highest voter participation. Then run those ballots through the optical scanner. If any election votes do not reconcile within ten votes, the entire election is to be hand to eye counted before certification. Commissioner Deatherage seconded.

**Yes Vote**

Commissioner Deatherage  
Commissioner Richardson

**No Vote**

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

---

**Commissioner Comments**

Commissioner Richardson said this is the shortest Commissioners meeting that I have ever attended. He said we have less business to do. He said if you notice our commissioner meetings over the last several years have been getting shorter and shorter, there's a reason for that and I will comment on it later.

Commissioner Deatherage said I just want to say, there's nothing more important than voter integrity and at the county level we do stand as a bulwark for voter integrity, we do, we do have a say-so, we are the first line of defense. He said we're not the last but we are the first line of defense. He said I think Commissioners, if you had some changes you wanted to make on Commissioner Richardson's resolution, he didn't really write a resolution, he wrote something akin to present to you guys of an idea that could blossom into a resolution. He said I think if you guys wanted to make some constructive changes to what Commissioner Richardson wrote that would be great but you did not do that.

Chairman Waters said you're wrong, I offered, I said if it just said local, state, and federal. He said you were not listening apparently. He said you were down on your computer just looking at your computer.

Commissioner Deatherage said I have my agenda on there but that's not about me, it's about you guys, again, I have the floor, it's about you guys making a statement tonight and your statement was we don't care. He said now if you want to talk about, now you're going to make your comment as a commissioner and you say you really do care we can revisit this at another time we can but if you want to make a full, complete sentence what you said was some words about how this was, instead of a Beaufort County issue it needs to be a state or federal issue and then you need to present something and you didn't present anything. He said what I'm saying to you Commissioners who voted in block, five, against voter integrity. He said that's the way I see it without any presentation to the contrary.

Commissioner Richardson said that's correct.

Vice-Chairman Langley said I just have something very brief. He said Commissioner Richardson led off with the fact that there was nothing wrong with the voting in Beaufort County and our jurisdiction stops where, at the county line so if Beaufort County is fine then I am fine, I see no need for his resolution.

Commissioner Walker said I agree. He said I'm not fixing something that's not broke. He said I agree, we need to have some integrity going on nationally. He said there's some changes that need to be made and I think there are changes that will be made. He said it will affect what we have and will do locally. He said we don't know what those changes are or if those changes will be made but we need to wait and see what happens so I'm all for integrity, I just don't think we need to fix something right now that's not really broken because our Board of Elections does a great job.

Monday, July 10, 2023  
Regular Meeting

Commissioner Booth said I think we should start with integrity over there. He said don't worry about Philadelphia or Chicago, start with right here.

Commissioner Rebholz said you gave us before the meeting the law, right.

Ms. Kellie Harris said yes.

Commissioner Rebholz said so the law says already that a sample eye-hand count of paper ballots of a statewide ballot of every county and it goes through that already, that's the law. He said we're covered.

Commissioner Richardson said I asked you to vote for voter integrity, I didn't ask you to vote for the law.

Commissioner Rebholz said you asked me to vote for something specific.

---

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

Adjourned at 8:12 PM

Respectfully submitted to you by:

Kathleen Mosher  
Clerk to the Board of County Commissioners

# ADDENDUM 1

## Items for Consent

1. Surplus, Health Department – JaNell Octigan, Health Director
2. Health FY24 Influenza Purchase – JaNell Octigan, Health Director
3. Camp Bodie Fireworks Permission – Chris Newkirk, Emergency Services Director
4. Tax Office Refunds Over \$100 – Lloyd Salter, Tax Assessor and Wyn Kinion, Tax Collector
5. Interdepartmental Reallocations – Anita Radcliffe, Finance Officer
6. Mid-East Commission Planning Contract – Brian Alligood, County Manager
7. Appointment and Reappointment to the Washington Enlarged Board of Adjustment  
Katie Mosher, Clerk to the Board
8. Reappointment to ABC Board – Katie Mosher, Clerk to the Board
9. Reappointment to the BCCC Board of Trustees – Katie Mosher, Clerk to the Board
10. Board Minutes Approval – Katie Mosher, Clerk to the Board

**EXHIBIT C**  
**SOLE SOURCE JUSTIFICATION FORM**

This form must be completed for all Sole Source purchase requests and submitted to the Purchasing Agent for approval **prior** to obtaining **County Manager** approval; or submitting a Consent Item for **BOCC** approval.

For informal purchases not requiring **County Manager** or **BOCC** approval, the completed form must accompany the Purchase Requisition whenever a sole source purchase is requested. However, I am requesting sole source approval based on the following criteria.

Requestor: **Sara Graham**

Date: **06/28/23**

Requestor:

Department: **Public Health**

Title: **Business Officer I**

Phone: **252-940-6537**

Requisition:

Number:

Product: **Fluzone Influenza Vaccine**

Amount: **\$57,640.12**

I am aware that N.C.G.S. 143-129 and the Countywide Procurement Policy mandates that Beaufort County procure all apparatus, supplies, materials and equipment totaling \$30,000 or more by competitively bidding.

1. Recommended Sole Source Vendor:

Company Name: **Sanofi Pasteur**

Contact Name:

Address: **12458 Collections Center Drive**

City, State, Zip: **Chicago, IL 60693**

Telephone: **( )**

2. Is the recommended company the manufacturer? Yes **X** No \_\_\_\_\_

3. Does the manufacturer sell the item(s) through a distributor? Yes \_\_\_\_\_ No **X**

**SOLE SOURCE RATIONALE**

**A specific contractor is the only source of the required item because (check all that apply):**

**X** The required items are **proprietary to the Contractor**

\_\_\_\_\_ A specific item is needed:

\_\_\_\_\_ to be compiled or interchangeable with existing hardware

\_\_\_\_\_ as spare or replacement hardware

\_\_\_\_\_ for the repair or modification of existing hardware

\_\_\_\_\_ for technical evaluation or test  
\_\_\_\_\_ Other (provide information below)

\_\_\_\_\_ There is a **substantial technical risk** in contracting with any other contractor, thereby making that an unacceptable course of action (e.g. where only one contractor has been successful to date in implementing a difficult manufacturing process). *In a brief explanation, provide supporting evidence of other contractors with relevant capabilities and emphasize their inability to overcome the substantial technical risk.*

\_\_\_\_\_ The requested product is essential in maintaining standardization and the use of another product require considerable time and money to implement or evaluate.

\_\_\_\_\_ The product must be compatible to existing equipment in order to operate adequately; or maintain existing warranties.

Is this project is technology related, has it been reviewed and approved by IST?

\_\_\_\_\_ No (If No, you must complete this process before submitting the sole source form)

\_\_\_\_\_ Yes (if Yes, provide IST Project List documentation or the date of IST approval so we may confirm the project status.) IST Approval Date: \_\_\_\_\_

1. Provide detailed information about why you need to acquire these goods:

2. Has your department bought these goods in the past? ☒ Yes \_\_\_\_\_ No

a. Who was the contractor/supplier? Sanofi Pasteur

b. Was the requirement competitively bid or declared a sole source? Sole Source

c. What was the last date and price paid for goods? FY23 \$53,653.47

3. Why are the requested goods the only item that can satisfy your requirements? Indicate the unique features of the product that are not available in any other product. Provide specific, quantifiable factors and qualifications. Fluzone Influenza Vaccine is only manufactured by Sanofi

4. Were alternative goods evaluated? \_\_\_\_\_ Yes ☒ No

4a. If yes, what were they and why were the unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility.

4b. If no, why were alternatives not evaluated? Fluzone Influenza Vaccine is only manufactured by Sanofi

5. What efforts were made to get the best price possible? Sanofi Pasteur offers a prompt pay discount

6. Will this purchase obligate the County to this vendor for future purchases?

\_\_\_\_\_ Yes ☒ No

6a. If yes, please provide details regarding future obligations and/or needs:

7. Why is the price for this purchase considered to be fair and reasonable?

[Consistent with pricing for influenza vaccine](#)

8. What will be the financial or other impact to your department if this sole source is not approved and a competitive bid is required?

[Influenza vaccine must be ordered in a timely manner to meet the community's need at the start of flu season.](#)

**TERM**

☒ One Time Purchase (For FY24)

☐ Ongoing Purchase

Procurement begin Date: [07/01/23](#)

Procurement end date: \_\_\_\_\_

I certify that the above information is true and correct and that I have no financial or other beneficial interest in the vendor or product.

[Sara Graham](#)

Requestor/Responsible Person

Date: [06/28/23](#)

[Janell Octigan](#)

Department Head

Date: [Jun 28, 2023](#)

[Hollie Jones](#)

[Hollie Jones \(Jun 28, 2023 10:39 EDT\)](#)

Purchasing Agent

Date: [Jun 28, 2023](#)

Bill To  
1436 Highland Drive  
Health Department

Washington, NC  
27889

Requisition 00000007-00 FY 2024

Acct No:  
10 -5120-523900  
Review:  
Buyer: 265hijon  
Status: Released

Page 1

Vendor  
SANOFI PASTEUR, INC.  
12458 COLLECTIONS CENTER DRIVE

CHICAGO, IL 60693

Ship To  
1436 Highland Drive  
Health Department  
Washington, NC 27889

| Date Ordered                                                                | Vendor Number | Date Required | Ship Via | Terms         | Department          |           |
|-----------------------------------------------------------------------------|---------------|---------------|----------|---------------|---------------------|-----------|
| 07/05/23                                                                    | 018949        |               |          |               | HEALTH-IMMUNIZATION |           |
| LN Description / Account                                                    |               |               |          | Qty           | Unit Price          | Net Price |
| 001 Fluzone Quadrivalent PFS                                                |               |               |          | 3.00<br>EACH  | 186.22000           | 558.66    |
| 1 10 -5120-523900                                                           |               |               |          |               |                     | 558.66    |
| Ship To<br>1436 Highland Drive<br>Health Department<br>Washington, NC 27889 |               |               |          |               |                     |           |
| 002 Fluzone High Dose Quadrivalent Influenza Vaccine                        |               |               |          | 62.00<br>EACH | 637.06000           | 39497.72  |
| 1 10 -5120-523900                                                           |               |               |          |               |                     | 39497.72  |
| Ship To<br>1436 Highland Drive<br>Health Department<br>Washington, NC 27889 |               |               |          |               |                     |           |
| 003 Fluzone Quadrivalent Influenza Vaccine Mult Dose Vial                   |               |               |          | 95.00<br>EACH | 172.46042           | 16383.74  |
| 1 10 -5120-523900                                                           |               |               |          |               |                     | 16383.74  |

Bill To  
1436 Highland Drive  
Health Department

Washington, NC  
27889

Requisition 00000007-00 FY 2024

Acct No:  
10 -5120-523900  
Review:  
Buyer: 265hijon  
Status: Released

Page 2

Vendor  
SANOFI PASTEUR, INC.  
12458 COLLECTIONS CENTER DRIVE

CHICAGO, IL 60693

Ship To  
1436 Highland Drive  
Health Department

Washington, NC 27889

| Date Ordered                                                                | Vendor Number | Date Required | Ship Via     | Terms      | Department          |
|-----------------------------------------------------------------------------|---------------|---------------|--------------|------------|---------------------|
| 07/05/23                                                                    | 018949        |               |              |            | HEALTH-IMMUNIZATION |
| LN Description / Account                                                    |               |               | Qty          | Unit Price | Net Price           |
| Ship To<br>1436 Highland Drive<br>Health Department<br>Washington, NC 27889 |               |               |              |            |                     |
| 004 Excise Tax                                                              |               |               | 1.00<br>EACH | 1200.00000 | 1200.00             |
| 1 10 -5120-523900                                                           |               |               |              |            | 1200.00             |
| Ship To<br>1436 Highland Drive<br>Health Department<br>Washington, NC 27889 |               |               |              |            |                     |

[Requisition Link](#)

Requisition Total 57640.12

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

| Account         | Amount   | Remaining Budget |
|-----------------|----------|------------------|
| 10 -5120-523900 | 57640.12 | 72359.88         |

HEALTH-IMMUNIZATION

\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

| Activity | Date     | Clerk                 | Comment                    |
|----------|----------|-----------------------|----------------------------|
| Approved | 07/05/23 | Sharon JaNell Octigan | Auto approved by: 265sgrah |



# North Carolina Vehicle Tax System

Remaining May and June VTS Refunds 2023

## NCVTS Pending Refund report

Report Date 6/30/2023 3:21:41 PM

| Payee Name             | Primary Owner          | Secondary Owner      | Refund Description                                                      | Refund Reason | Create Date | Tax Jurisdiction | Levy Type | Change     | Interest Change | Total Change |
|------------------------|------------------------|----------------------|-------------------------------------------------------------------------|---------------|-------------|------------------|-----------|------------|-----------------|--------------|
| AHEARN, CRYSTAL ALLEN  | AHEARN, CRYSTAL ALLEN  | AHEARN, NEAL PATRICK | Refund Generated due to proration on Bill #0069560801-2022-2022-0000-00 | Vehicle Sold  | 06/16/2023  | G01              | Tax       | (\$146.77) | \$0.00          | (\$146.77)   |
|                        |                        |                      |                                                                         |               |             | F63              | Tax       | (\$9.63)   | \$0.00          | (\$9.63)     |
|                        |                        |                      |                                                                         |               |             | E09              | Tax       | (\$11.74)  | \$0.00          | (\$11.74)    |
|                        |                        |                      |                                                                         |               |             |                  |           |            | Refund          | \$168.14     |
| ALLIGOOD, DOUGLAS LEE  | ALLIGOOD, DOUGLAS LEE  |                      | Refund Generated due to proration on Bill #0069807212-2022-2022-0000-00 | Vehicle Sold  | 06/15/2023  | G01              | Tax       | (\$102.50) | \$0.00          | (\$102.50)   |
|                        |                        |                      |                                                                         |               |             | F63              | Tax       | (\$6.72)   | \$0.00          | (\$6.72)     |
|                        |                        |                      |                                                                         |               |             | ER               | Tax       | (\$8.20)   | \$0.00          | (\$8.20)     |
|                        |                        |                      |                                                                         |               |             |                  |           |            | Refund          | \$117.42     |
| ALLIGOOD, DOUGLAS LEE  | ALLIGOOD, DOUGLAS LEE  |                      | Refund Generated due to proration on Bill #0059554155-2022-2022-0000-00 | Vehicle Sold  | 06/15/2023  | G01              | Tax       | (\$166.60) | \$0.00          | (\$166.60)   |
|                        |                        |                      |                                                                         |               |             | F63              | Tax       | (\$10.93)  | \$0.00          | (\$10.93)    |
|                        |                        |                      |                                                                         |               |             | ER               | Tax       | (\$13.33)  | \$0.00          | (\$13.33)    |
|                        |                        |                      |                                                                         |               |             |                  |           |            | Refund          | \$190.86     |
| BLACKWELL, DANNY WADE  | BLACKWELL, DANNY WADE  |                      | Refund Generated due to proration on Bill #0052571064-2022-2022-0000-00 | Vehicle Sold  | 06/27/2023  | G01              | Tax       | (\$129.31) | \$0.00          | (\$129.31)   |
|                        |                        |                      |                                                                         |               |             | F63              | Tax       | (\$8.48)   | \$0.00          | (\$8.48)     |
|                        |                        |                      |                                                                         |               |             | E02              | Tax       | (\$10.35)  | \$0.00          | (\$10.35)    |
|                        |                        |                      |                                                                         |               |             |                  |           |            | Refund          | \$148.14     |
| CLARK, DOUGLAS BRENTON | CLARK, DOUGLAS BRENTON |                      | Refund Generated due to proration on Bill #0071720713-2022-2022-0000-00 | Vehicle Sold  | 06/26/2023  | G01              | Tax       | (\$848.72) | \$0.00          | (\$848.72)   |
|                        |                        |                      |                                                                         |               |             | C05              | Tax       | (\$801.19) | \$0.00          | (\$801.19)   |
|                        |                        |                      |                                                                         |               |             |                  |           |            | Refund          | \$1649.91    |
| COCHRAN, PHILIP ELLIOT | COCHRAN, PHILIP ELLIOT |                      | Refund Generated due to proration on Bill #0068576708-2022-2022-0000-00 | Vehicle Sold  | 06/09/2023  | G01              | Tax       | (\$126.13) | \$0.00          | (\$126.13)   |
|                        |                        |                      |                                                                         |               |             | F63              | Tax       | (\$8.27)   | \$0.00          | (\$8.27)     |
|                        |                        |                      |                                                                         |               |             | E05              | Tax       | (\$7.06)   | \$0.00          | (\$7.06)     |
|                        |                        |                      |                                                                         |               |             |                  |           |            | Refund          | \$141.46     |



# North Carolina Vehicle Tax System

Remaining May and June VTS Refunds 2023

## NCVTS Pending Refund report

Report Date 6/30/2023 3:21:41 PM

|                               |                           |                                                                                               |                  |            |     |             |            |        |            |
|-------------------------------|---------------------------|-----------------------------------------------------------------------------------------------|------------------|------------|-----|-------------|------------|--------|------------|
| JOHNSON, HAROLD LLOYD III     | JOHNSON, HAROLD LLOYD III | Refund Generated due to proration on Bill #0069921030-2022-2022-0000-00                       | Vehicle Sold     | 06/21/2023 | G01 | Tax         | (\$107.76) | \$0.00 | (\$107.76) |
|                               |                           |                                                                                               |                  |            | F63 | Tax         | (\$7.07)   | \$0.00 | (\$7.07)   |
|                               |                           |                                                                                               |                  |            | E05 | Tax         | (\$6.03)   | \$0.00 | (\$6.03)   |
|                               |                           |                                                                                               |                  |            |     | Refund      | \$120.86   |        |            |
| MARIANI, RICHARD JAMES        | MARIANI, RICHARD JAMES    | Refund Generated due to proration on Bill #0066044164-2022-2022-0000-00                       | Vehicle Sold     | 06/08/2023 | G01 | Tax         | (\$229.74) | \$0.00 | (\$229.74) |
|                               |                           |                                                                                               |                  |            | F60 | Tax         | (\$15.80)  | \$0.00 | (\$15.80)  |
|                               |                           |                                                                                               |                  |            | E12 | Tax         | (\$18.38)  | \$0.00 | (\$18.38)  |
|                               |                           |                                                                                               |                  |            |     | Refund      | \$263.92   |        |            |
| PITT COUNTY TAX ADMINISTRATOR | STAMATIS, TIMOTHY EDWARDS | Abstract #0071523279-2022, Timothy Edwards Stamatis, vin #1GC1KXCGXDF24197 2, 2013 Chev Truck | Change of County | 06/26/2023 | G01 | Tax         | (\$133.63) | \$0.00 | (\$133.63) |
|                               |                           |                                                                                               |                  |            | C01 | Tax         | (\$124.00) | \$0.00 | (\$124.00) |
|                               |                           |                                                                                               |                  |            | C01 | Vehicle Fee | (\$5.00)   | \$0.00 | (\$5.00)   |
|                               |                           |                                                                                               |                  |            |     | Refund      | \$262.63   |        |            |
| RESPESS, BECKY SMITH          | RESPESS, BECKY SMITH      | Refund Generated due to proration on Bill #0070721332-2022-2022-0000-00                       | Vehicle Sold     | 06/29/2023 | G01 | Tax         | (\$130.56) | \$0.00 | (\$130.56) |
|                               |                           |                                                                                               |                  |            | F63 | Tax         | (\$8.56)   | \$0.00 | (\$8.56)   |
|                               |                           |                                                                                               |                  |            | E05 | Tax         | (\$7.31)   | \$0.00 | (\$7.31)   |
|                               |                           |                                                                                               |                  |            |     | Refund      | \$146.43   |        |            |
| STOKES, ALAN HUNTLEY          | STOKES, ALAN HUNTLEY      | Refund Generated due to proration on Bill #0068106898-2022-2022-0000-00                       | Vehicle Sold     | 06/08/2023 | G01 | Tax         | (\$85.49)  | \$0.00 | (\$85.49)  |
|                               |                           |                                                                                               |                  |            | C01 | Tax         | (\$79.34)  | \$0.00 | (\$79.34)  |
|                               |                           |                                                                                               |                  |            | C01 | Vehicle Fee | \$0.00     | \$0.00 | \$0.00     |
|                               |                           |                                                                                               |                  |            |     | Refund      | \$164.83   |        |            |
| ZEFERINO JOSE, JEREMY         | ZEFERINO JOSE, JEREMY     | Refund Generated due to proration on Bill #0072064643-2022-2022-0000-00                       | Vehicle Sold     | 06/27/2023 | G01 | Tax         | (\$60.73)  | \$0.00 | (\$60.73)  |
|                               |                           |                                                                                               |                  |            | C01 | Tax         | (\$56.36)  | \$0.00 | (\$56.36)  |
|                               |                           |                                                                                               |                  |            | C01 | Vehicle Fee | \$0.00     | \$0.00 | \$0.00     |
|                               |                           |                                                                                               |                  |            |     | Refund      | \$117.09   |        |            |
| WILMOT, KEVIN WILLIAM         | WILMOT, KEVIN WILLIAM     | Refund Generated due to proration on Bill #0069914947-2022-2022-0000-00                       | Vehicle Sold     | 05/30/2023 | G01 | Tax         | (\$368.93) | \$0.00 | (\$368.93) |
|                               |                           |                                                                                               |                  |            | F63 | Tax         | (\$24.20)  | \$0.00 | (\$24.20)  |
|                               |                           |                                                                                               |                  |            | E02 | Tax         | (\$29.52)  | \$0.00 | (\$29.52)  |
|                               |                           |                                                                                               |                  |            |     | Refund      | \$422.65   |        |            |

**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<br>Finance sent Date | Ref<br>un | Refund Amount<br>(\$) |
|---------|-----------------------|----------------------------------------------|---------------------------------------------------|--------|----------------------------------|-----------|-----------------------|
| 922599  | CHRISTIE NORMAN       | 115 BAKER DR WASHINGTON,NC<br>27889          | Refund on Bill # 0009538024-2019-<br>2019-0000-00 | DPCREL | 6/14/2023 7:00:07 PM             |           | 179.64                |
| 922600  | CHRISTIE NORMAN       | 115 BAKER DR WASHINGTON,NC<br>27889          | Refund on Bill # 0009538024-2018-<br>2018-0000-00 | DPCREL | 6/14/2023 7:00:07 PM             |           | 262.95                |
| 922840  | SHAMEKA RODGERS       | 1013 VAN NORDEN ST<br>WASHINGTON,NC 27889    | Refund on Bill # 0009523423-2022-<br>2022-0000-00 | DPCREL | 6/28/2023 7:00:08 PM             |           | 182.72                |
| 922842  | SHAMEKA RODGERS       | 1794 ASBURY CHURCH RD<br>WASHINGTON,NC 27889 | Refund on Bill # 0009523423-2019-<br>2019-0000-00 | DPCREL | 6/28/2023 7:00:08 PM             |           | 162.10                |

## Report Parameters:

Refund Status: ONHOLD

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

| Trans # | Refund Recipient Name        | Refund Address                                        | Refund Description                                                        | Refund Amount (\$) |
|---------|------------------------------|-------------------------------------------------------|---------------------------------------------------------------------------|--------------------|
| 905964  | MACK ALLEN PAUL,III          | PAUL, MACK ALLEN III 519 BANKS ST RALEIGH,NC 27604    | Overpayment on Payment of CHECK on Bill # 0000027655-2022-2022-0000-00 of | 356.71             |
| 906944  | FISHING CREEK PROPERTIES LLC | 275 PAMLICO ST BELHAVEN,NC 27810                      | Overpayment on Payment of CHECK on Bill # 0000001375-2022-2022-0000-00 of | 119.44             |
| 912757  | JO ANN FOSTER BOYD           | 3340 HARVEY RD WASHINGTON,NC 27889                    | Refund on Bill # 0000000357-2022-2022-0000-00 of                          | 222.91             |
| 912782  | JUSTIN DAVID BLACKMAN        | 7283 TERRA CEIA RD PANTEGO,NC 27860                   | Refund on Bill # 0000039814-2022-2022-0000-00 of                          | 322.20             |
| 913633  | CHARLES KEITH RESPESS, JR    | 21258 NC HWY 32 N PANTEGO,NC 27860                    | Overpayment on Payment of OTHER on Bill # 0000008523-2022-2022-0070-00 of | 103.16             |
| 918125  | TERRYL D SMITHWICK           | 241 MOSS WAY WASHINGTON,NC 27889                      | Overpayment on Payment of CHECK on Bill # 0009536871-2022-2022-0000-00 of | 171.46             |
| 919478  | MONICA MAYO MUNOZ            | 3356 KURT DRIVE LA GRANGE,NC 28551                    | Overpayment on Payment of CHECK on Bill # 0000024181-2017-2017-0000-00 of | 124.66             |
| 919491  | JOSHUA LEE LATHAM            | 5731 US HIGHWAY 264 E WASHINGTON,NC 27889             | Overpayment on Payment of CHECK on Bill # 0009527581-2017-2017-0000-00 of | 132.00             |
| 921463  | ANTHONY MICHAEL BEAL         | BEAL, ANTHONY MICHAEL 5445 VOA RD WASHINGTON NC 27889 | Overpayment on Payment of CHECK on Bill # 0009497060-2013-2013-0000-00 of | 874.61             |
| 921513  | JOSHUA MARKLAND              | 412 N BONNER ST WASHINGTON,NC 27889                   | Refund on Bill # 0009540877-2019-2019-0000-00 of                          | 132.14             |
| 921514  | JOSHUA MARKLAND              | 412 N BONNER ST WASHINGTON,NC 27889                   | Refund on Bill # 0009540877-2020-2020-0000-00 of                          | 124.01             |
| 922466  | ANTHONY CRAIG BADGER         | P O BOX 398 GRANTSBORO, NC 28529                      | Overpayment on Payment of CHECK on Bill # 0000044137-2015-2015-0000-00 of | 365.28             |
| 922565  | EDDIE A MOORE                | 434 GRAY ROAD CHOCOWINITY,NC 27817                    | Overpayment on Payment of CHECK on Bill # 0000019265-2022-2022-0000-00 of | 165.47             |
| 922599  | CHRISTIE NORMAN              | 115 BAKER DR WASHINGTON,NC 27889                      | Refund on Bill # 0009538024-2019-2019-0000-00 of                          | 179.64             |
| 922600  | CHRISTIE NORMAN              | 115 BAKER DR WASHINGTON,NC 27889                      | Refund on Bill # 0009538024-2018-2018-0000-00 of                          | 262.95             |
| 922695  | VLADISLAV OLEYNIK            | 345 ROCKY HILLS ROAD PITTSBORO, NC 27312              | Overpayment on Payment of CHECK on Bill # 0000042058-2014-2014-0000-00 of | 1,249.38           |
| 922719  | BEAUFORT COUNTY INSPECTIONS  | 220 N MARKET ST WASHINGTON,NC 27889                   | Overpayment on Payment of CHECK on Bill # 0000042955-2023-2023-0000-00 of | 200.00             |
| 922767  | MAURICIO R RAMIREZ           | 15596 NC HWY 33 E BLOUNTS CREEK,NC 27814              | Overpayment on Payment of CHECK on Bill # 0000034182-2022-2022-0000-00 of | 177.53             |
| 922767  | JOSHUA W HOPKINS             | 2063 TUNSTALL SWAMP RD AURORA,NC 27806                | Overpayment on Payment of CHECK on Bill # 0000008997-2022-2022-0000-00 of | 132.25             |
| 922840  | SHAMEKA RODGERS              | 1013 VAN NORDEN ST WASHINGTON,NC 27889                | Refund on Bill # 0009523423-2022-2022-0000-00 of                          | 182.72             |
| 922842  | SHAMEKA RODGERS              | 1794 ASBURY CHURCH RD WASHINGTON,NC 27889             | Refund on Bill # 0009523423-2019-2019-0000-00 of                          | 162.10             |
| 921104  | FERNANDO COTA URTUSUATEGUI   | 133 VREUGDENHIL RD PANTEGO,NC 27860                   | Refund on Bill # 0009523442-2015-2015-0000-00 of                          | 152.42             |



## *People Working Together*

1502 North Market Street, Suite A Washington, North Carolina 27889

[www.mideastcom.org](http://www.mideastcom.org)

Phone: (252) 946-8043 Fax: (252) 946-5489

Brian Alligood  
Beaufort County Manager  
121 W. Third Street  
Washington, NC 27889

Dear Brian Alligood,

First let me thank you for allowing the Mid-East Commission to provide your local government with Planning and Zoning Administration Services. We value our partnership and appreciate your confidence in our ability to deliver these services.

Given the new fiscal year is quickly approaching and for your consideration, I have taken the liberty to draft the enclosed 2023-2024 contract for these same services. There is no price increase.

Please let me know if you would like to discuss the proposed contract's Scope of Work, or if you have any questions or concerns. My job is to ensure you get the needed services. My contact information can be found below.

Thank you for your continued partnership.

Respectfully submitted,

**Pat Harris, Director**  
Planning, Economic Development & Community Services  
Mid-East Commission  
1502 N. Market St., Suite A  
Washington, NC 27889  
(t) 252.974.1823  
[pharris@mideastcom.org](mailto:pharris@mideastcom.org)

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

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

## **MID-EAST COMMISSION**

### **Planning and Zoning Administration Services Contract July 1, 2023 – June 30, 2024**

**THIS AGREEMENT**, made this \_\_\_\_\_ day of \_\_\_\_\_ 2023, by and between the Mid-East Commission, hereinafter called the “Commission”, and Beaufort County, North Carolina, hereinafter called the “County.”

#### **WITNESSETH**

**WHEREAS**, the Commission operates to provide Planning and Technical Assistance to Local Governments in Region Q, and

**WHEREAS**, the County has requested the assistance of the Commission.

**NOW, THEREFORE**, the Commission and the County mutually agree as follows:

#### **1. Employment and Scope of Work**

The County hereby agrees to engage the Commission and the Commission agrees to perform in a satisfactory and proper manner the work as described in the detailed “Scope of Services” set forth in Exhibit A, attached hereto, and by this reference made a part hereof.

#### **2. Length of Contract**

The work of the Commission shall commence on or after the 1<sup>st</sup> day of July 2021, and shall be undertaken and completed in such sequence as to assure expeditious completion in light of the purposes of this Contract; but, in any event, the work required herein shall not extend beyond the Scope of Services set forth in Exhibit A, and this contract and all conditions of this contract shall expire on the 30<sup>th</sup> day of June 2022.

#### **3. Assignability**

The Commission shall not assign any interest in this Contract, and shall not transfer any interest in the same whether by assignment or substitution, without the prior written consent of the County, unless specifically contained in the Scope of Work.

#### **4. Compensation and Method of Payment**

The County will pay the Commission for the services provided hereunder, based upon an hourly rate for actual hours of work provided to the County by the Commission staff. Associated travel costs authorized by the County will be an extra charge. Such travel will include periodic (monthly) trips around the County for Code Enforcement purposes.

The total of services, not to exceed \$60,000.00, is described on page 4, Exhibit A, Scope of Services.

The Commission will issue an invoice to the County on a Monthly basis. The County will issue a check to the Commission upon receipt of the agreed upon services as set forth in Exhibit A.

5. Termination of Contract for Cause

The County shall have the right to terminate this Contract by giving written notice to the Commission of such termination forty-five (45) days before such effective date.

The Commission may also terminate this contract for any reasons associated to its workload, time constraints, and the like. If the Commission feels that it cannot complete the work for any of the aforementioned reasons, it shall have the right to terminate this contract by giving written notice to the County of such termination forty-five days before such effective date.

6. Changes

The County may from time to time request changes in the Scope of Work or services to be performed by the Commission hereunder. Such changes, including any increases or decreases in the Commission compensation, which are mutually agreed upon by and between the County and the Commission, shall be incorporated as written amendments to the Contract.

7. Records

The Commission shall maintain financial records pertaining to this Contract for three years after final settlement of the Contract or until cleared by audit.

8. Access to Records

The Commission shall have access to all pertinent records of the County to assist the Commission staff in providing planning and technical services and as a part of this contract to assure that proper recordkeeping is maintained.

9. Interest of Contractor

The Commission covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this contract. The Commission further covenants that in the performance of this contract no person having any such interest shall knowingly be employed.

10. Findings Confidential

Any reports, information, data, etc. given to or prepared or assembled by the Commission under this contract which requests to be kept confidential shall not be made available to any individual or organization other than the County.

11. Complete Agreement

The Contract contains the complete agreement of the Parties and may not be modified in any respect except by written amendment hereto.

12. Applicable Laws

The Parties agree that this document is to be governed, construed, and enforced in accordance with all of the laws of the State of North Carolina.

By: \_\_\_\_\_  
N. Bryant Buck, Executive Director  
Mid-East Commission

By: \_\_\_\_\_  
Brian Alligood, Manager  
Beaufort County

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

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

Signed: \_\_\_\_\_  
Anita Radcliffe, Finance Officer

## **EXHIBIT A SCOPE OF SERVICES**

For consideration of the hourly rate as set forth below, the Mid-East Commission will make available to Beaufort County, the following Planning Administration Services on an on-going basis:

### **PROFESSIONAL SERVICES:**

1. Review of Subdivision Applications.
2. Interpretation of Land Use regulations.
3. Notification of violators and coordination with County Attorney.
4. Review of Special Use Requests.
5. Report to Planning Board on pertinent activities.
6. Preparation for and attendance at Planning Board, Board of Adjustment, and County Commissioner meetings.
7. Issuance of Subdivision Compliance Certificates.
8. Administration of Subdivision, Mobile Home, Camper, Junkyard, Billboard, and all other Land Use Regulations.
9. Review and administration of Addressing Ordinance.
10. Assistance as requested with updates to Countywide GIS/E-911 Database.
11. Preparation and Revision of Land Use Regulations/Ordinances.
12. Review and adherence to Commercial Developmental Ordinances.
13. Processing of Major and Minor Subdivisions from inception to completion.
14. Review and administration of Special Subdivisions.

**HOURLY RATE:** the Commission's hourly rate for actual work by the planner or support staff shall be as follows:

| <b><u>PERSONNEL</u></b> | <b><u>RESPONSIBILITY</u></b>          | <b><u>COST PER HOUR</u></b> |
|-------------------------|---------------------------------------|-----------------------------|
| Executive Director      | General Supervision                   | No Additional Charge        |
| Planning Director       | Overall Program Supervision           | \$85.00                     |
| Professional Planner    | Review, Analysis, and Recommendations | \$85.00                     |
| Admin. Assistant        | Administrative Support                | No Additional Charge        |

The hourly rate includes salary, fringe benefits, indirect costs and normal travel to perform services. If out of town meetings are required, the planner will be compensated at a rate in accordance with current IRS and Federal regulations, and the County will bear all pertinent registration fees, meals, and overnight costs. For such meetings, the hourly rate will apply only to actual travel time and meeting time.

- NOTE 1: The Planner will attend night meetings on an "as can" basis as needed.
- NOTE 2: Individual projects of a major nature such as annexation feasibility studies, ordinance updates, or others will be considered separate projects and the County must request individual project proposal estimates.

**NOTE 3:** Extraordinary postage, e.g., mass/accountable mailings and other than ordinary coping on a Mid-East Commission cost basis.

Bill To  
121 West 3rd Street  
Administration Building  
  
Washington, NC  
27889

Requisition 00000014-00 FY 2024

Acct No:  
10 -4900-519501  
Review:  
Buyer:  
Status: Released

Page 1

Vendor  
MID-EAST COMMISSION  
1502 N MARKET STREET, SUITE A  
  
WASHINGTON, NC 27889

Ship To  
121 West 3rd Street  
Administration Building  
  
Washington, NC 27889

| Date Ordered                                                                                           | Vendor Number | Date Required | Ship Via | Terms        | Department     |           |
|--------------------------------------------------------------------------------------------------------|---------------|---------------|----------|--------------|----------------|-----------|
| 07/05/23                                                                                               | 000498        |               |          |              | COUNTY MANAGER |           |
| LN Description / Account                                                                               |               |               |          | Qty          | Unit Price     | Net Price |
| 001 Planning and Zoning Admin Services<br>for FY 23-24 (NTE)<br>The Above Line Item Is For Department: |               |               |          | 1.00<br>EACH | 60000.00000    | 60000.00  |
|                                                                                                        |               |               |          |              | PLANNING       |           |
| 1 10 -4900-519501                                                                                      |               |               |          |              |                | 60000.00  |
| Ship To<br>121 West 3rd Street<br>Administration Building<br>Washington, NC 27889                      |               |               |          |              |                |           |

[Requisition Link](#)

Requisition Total 60000.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

| Account                       | Amount   | Remaining Budget |
|-------------------------------|----------|------------------|
| 10 -4900-519501               | 60000.00 | .00              |
| PLANNING, COMMUNITY/ECON.DEV. |          |                  |

\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

| Activity | Date     | Clerk             | Comment |
|----------|----------|-------------------|---------|
| Approved | 07/05/23 | Brian M. Alligood |         |
| Queued   | 07/05/23 | Anita C Radcliffe |         |
| Queued   | 07/05/23 | Hollie I. Jones   |         |

Requested Board Board of Adjustment

**CANDIDATES REQUEST FOR APPOINTMENT TO BOARDS, COMMISSIONS, AND/OR AUTHORITY OF  
THE CITY OF WASHINGTON**

NAME Steven C. Fuchs

ADDRESS 125 Honey Pod Farm Rd., Washington, NC 27889

PHONE (WORK) 252-943-8200 (HOME) \_\_\_\_\_

E-MAIL ADDRESS Sfuchs1020@aol.com

DO YOU LIVE WITHIN THE CORPORATE LIMITS OF WASHINGTON? YES ☐ NO ☒

HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 41 YEARS

YEARS OF EDUCATION 18 Masters Degree

HAVE YOU SERVED ON A BOARD/COMMISSION OF THE CITY? YES ☒ NO ☐

IF YES, PLEASE INDICATE See Reasons Below

DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF A  
BOARD/COMMISSION? NO IF YES, EXPLAIN \_\_\_\_\_

STATE REASONS WHY YOU FEEL QUALIFIED FOR THIS APPOINTMENT (s) (OPTIONAL): *Use back of  
sheet if additional space is needed.*

I have served on the BOA since 1990 and have been elected Chairman repeatedly since 1995. I have  
strived to ensure that BOA members were trained and knowledgeable so that BOA business could be  
conducted in a professional and fair manner. I take my BOA position very seriously and am totally  
committed to it operating as required. I believe I have only missed approximately 4 meetings since  
1990. I would like to continue to serve.

NOTE: This information will be used by the City Council in making appointments to Boards and Commissions  
AND, in the event you are appointed, it may be used as a news release to identify you to the community.

30 May 2023

Date

Steven C. Fuchs

Signature

NOTE: Application will remain on file for six (6) months. Expiration Date: \_\_\_\_\_  
Page 266 of 353

Enlarged.  
Requested Board Board of Adjustment

CANDIDATES REQUEST FOR APPOINTMENT TO BOARDS, COMMISSIONS, AND/OR AUTHORITY OF  
THE CITY OF WASHINGTON

NAME Crist Moore

ADDRESS 109 Canterbury Rd Washington, NC. 27889

PHONE (WORK) (252) 378-0220 (HOME) (252) 378-0220

E-MAIL ADDRESS EMOORE5512@Gmail.com

DO YOU LIVE WITHIN THE CORPORATE LIMITS OF WASHINGTON? YES ☒ NO ☐ ETJ

HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 65 YEARS

YEARS OF EDUCATION Associates Degree in Architectural Technology

HAVE YOU SERVED ON A BOARD/COMMISSION OF THE CITY? YES ☒ NO ☐

IF YES, PLEASE INDICATE Nabitate For Humanity

DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF A  
BOARD/COMMISSION? NO IF YES, EXPLAIN \_\_\_\_\_

STATE REASONS WHY YOU FEEL QUALIFIED FOR THIS APPOINTMENT (s) (OPTIONAL): Use back of  
sheet if additional space is needed.

I Am honored to have an opportunity to serve my home  
city, and will do so with the best of my ability.

NOTE: This information will be used by the City Council in making appointments to Boards and Commissions  
AND, in the event you are appointed, it may be used as a news release to identify you to the community.

May 16, 2023  
Date

Crist Moore  
Signature

NOTE: Application will remain on file for six (6) months. Expiration Date: \_\_\_\_\_  
June 12, 2023  
Page 267 of 353

DONALD SADLER  
Chairman of Board  
Washington, N.C.

BELINDA APONTE  
General Manager/Supervisor  
Washington, N.C.

**BEAUFORT COUNTY**  
**Alcoholic Beverage Control Board**  
770 Carolina Avenue, P.O. Box 2552  
Washington, N.C. 27889

06/16/2023

Beaufort County Commissioners  
Attn: Chairman Waters  
121 W. 3<sup>rd</sup> St.  
Washington, NC 27889

Mr. Waters,

On behalf of the Beaufort County ABC Board, we would like to recommend the re-appointment of Donald Sadler to our Board. He has been long standing part of the Board, very committed, and is the most knowledgeable regarding the ABC system and is a great asset to the ABC Board.

The Board would appreciate your consideration in this matter.

Thanks for all of your help.

Sincerely,

*Belinda Aponte*

Belinda Aponte  
Beaufort County ABC Board  
General Manager/CEO

cc. Katie Mosher

### 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 3<sup>rd</sup> Street  
Washington, NC 27889

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

1. Beaufort County Community College
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: Steven Archie Griffin Sex: Male  
Residence Address: 3001 St. John Church Rd Race: White  
City and Zip Code: Washington, NC 27889

Mailing Address (If different): \_\_\_\_\_  
City and Zip Code: \_\_\_\_\_

Home Phone No.: \_\_\_\_\_  
Cell Phone No.: 252-945-7356  
Work Phone No.: \_\_\_\_\_  
Fax No.: \_\_\_\_\_

Employer: Self-Employed - Griffin Farms Inc  
Job Title: Owner - Operator

E-mail Address: Archie190@gmail.com

Do you live within the extraterritorial jurisdiction of a municipality? \_\_\_\_\_

#### Educational Background:

Name of High School Attended: Washington High School  
Name of College Attended: N.C. State, ECU  
Degree Received: Plant & Soil Science, MBA  
B.S.

Please list any military experience: \_\_\_\_\_

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

Beaufort County District Soil & Water Conservation Supervisor

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

Work Experience:

Self-Employed  
N.C. State University

Volunteer Experience:

Past President - Farm Bureau Young Farmers & Ranchers  
Board Member - North Carolina Crop Improvement  
Board - Beaufort County Economic Development

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:

[Signature]

Date:

4/16/19

\* 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.**

# **ADDENDUM 5**

## **Wright's Creek Phase III Contract Administration**

# **MID-EAST COMMISSION**

## **Wright's Creek Phase III DCM Public Beach & Coastal Waterfront Access Grant Administration Contract June 05, 2023 – August 28, 2024**

**THIS AGREEMENT**, made this 5<sup>th</sup> day of June 2023, by and between the Mid-East Commission, hereinafter called the "Commission," and the Board of Commissioners of Beaufort County, North Carolina, hereinafter called the "Board."

### **W I T N E S S E T H**

**WHEREAS**, the Commission operates to provide Planning and Technical Assistance to Local Governments in Region Q, and

**WHEREAS**, the Board, has requested the assistance of the Commission.

**NOW, THEREFORE**, the Commission and the Board mutually agree as follows:

#### **1. Employment and Scope of Work**

The Board hereby agrees to engage the Commission and the Commission agrees to perform in a satisfactory and proper manner the work as described in the detailed "Scope of Services" set forth in Exhibit A, attached hereto, and by this reference made a part hereof.

#### **2. Length of Contract**

The work of the Commission shall commence on or after the 5<sup>th</sup> day of June 2023 and shall be undertaken and completed in such sequence as to assure expeditious completion in light of the purposes of this Contract; but, in any event, the work required herein shall not extend beyond the Scope of Services set forth in Exhibit A, and this contract and all conditions of this contract shall expire on the 28<sup>th</sup> day of August 2024.

#### **3. Compensation and Method of Payment**

The Board will pay the Commission a sum of \$68,281.00 for the services provided hereunder. Services provided are described on page 4, Exhibit A, Scope of Services.

The Commission will issue invoices to the Board periodically as work is completed. The Board will issue a check to the Commission upon receipt of the agreed upon services as set forth in Exhibit A.

4. Termination of Contract for Cause

If, for any cause, the Commission shall fail to fulfill in a timely and proper manner its obligations under this Contract, or, if the Commission shall violate any of the covenants, agreements, or stipulations of this Contract, the Board shall, thereupon, have the right to terminate this Contract by giving written notice to the Commission of such termination forty-five (45) days before such effective date. During the forty-five day notification period, the Commission shall have the opportunity to remedy any failures or violations to avoid termination of the Contract. If termination occurs, the Commission shall be entitled to receive just and equitable compensation for all satisfactory work completed.

The Commission may also terminate this contract for any reasons associated to its workload, time constraints, and the like. If the Commission feels that it cannot complete the work for any of the aforementioned reasons, it shall have the right to terminate this contract by giving written notice to the Board of such termination forty-five (45) days before such effective date.

5. Changes

The Board may from time to time request changes in the Scope of Work or services to be performed by the Commission hereunder. Such changes, including any increases or decreases in the Commission compensation, which are mutually agreed upon by and between the Board and the Commission, shall be incorporated as written amendments to the Contract.

6. Records

The Commission shall maintain financial records pertaining to this Contract for three years after final settlement of the Contract or until cleared by audit.

7. Access to Records

The Commission shall have access to all pertinent records of Beaufort County to assist the Commission staff in providing planning and technical services and as a part of this contract to assure that proper recordkeeping is maintained.

8. Interest of Contractor

The Commission covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this contract. The Commission further covenants that in the performance of this contract no person having any such interest shall knowingly be employed.

9. Findings Confidential

Any reports, information, data, etc., given to or prepared or assembled by the Commission under this contract which requests to be kept confidential shall not be made available to any individual or organization other than the Board.

11. Complete Agreement

This Contract contains the complete agreement of the Parties and may not be modified in any respect except by written amendment hereto.

12. Applicable Laws

The Parties agree that this document is to be governed, construed, and enforced in accordance with all of the laws of the State of North Carolina.

By: \_\_\_\_\_  
Bryant Buck, Executive Director  
Mid-East Commission

By: \_\_\_\_\_  
Frankie Waters, Chairman  
Beaufort County Board of Commissioners

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

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

Signed: \_\_\_\_\_  
Finance Officer

Date: \_\_\_\_\_

## **EXHIBIT A**

### **SCOPE OF SERVICES**

For consideration of a sum of \$68,281.00, the Mid-East Commission will make available to Beaufort County, the following Planning services:

#### **PROFESSIONAL SERVICES:**

1. Administration of the NC Division of Coastal Management (DCM) Public Beach & Coastal Waterfront Access Grant for the Wright's Creek Phase III project.
2. Includes design, permitting, and grant administration.

# Wright's Creek Park Site Plan Beaufort County, NC

Undeveloped

Residential

SR-1726

Residential

WILKINS RD

NCWRC Public Boat Ramp

Entrance Drive Improvement

Canoe/Kayak Launch

40'x100' parking lot

Accessible walking path 10 ft. width

20'x20' picnic shelter

30'x40' picnic shelter

Accessible walking path 10' width

120' linear foot Boardwalk

550' linear foot rip-rap revetment

20' Diameter Gazebo

Living Shoreline Demonstration Site

N Prong Wright's Creek

Wright's Creek

Residential

1 inch = 125 feet

0 62.5 125 250 Feet

## Legend

- Property Boundary
- Proposed Improvements
- Wetlands (USFWS)
- Parcels

Map By:  
Mid-East Commission  
Planning Department  
Date: 03/14/2023

# **ADDENDUM 2**

## **County Line Review**

**BOARD OF COMMISSIONERS**

Frankie Waters, Chairman  
Jerry E. Langley, Vice Chairman  
Ed Booth  
Stan Deatherage  
John Rebholz  
Hood Richardson  
Randy Walker

**COUNTY OFFICIALS**

Brian M. Alligood, County Manager  
Katie Mosher, Clerk to the Board  
Anita Radcliffe, Finance Director  
David Francisco, County Attorney

**BEAUFORT COUNTY  
NORTH CAROLINA**

**A Resolution Authorizing County Line Surveying**

WHEREAS, the North Carolina Geodetic Survey has been designated and funded by the North Carolina General Assembly to assist with the re-survey of ambiguous or uncertain county boundaries, and

WHEREAS the work can be completed at the invitation of the counties involved at no cost to the county government, and

WHEREAS, in order to initiate the process, the county should identify the county's ambiguous boundary and must appoint a "Special Commissioner of Boundaries."

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Beaufort County as follows:

1. The Board deems the Beaufort County boundary common with Pitt County is uncertain.
2. The Board hereby appoints Lloyd Salter, Beaufort County Assessor as Beaufort County Special Commissioner on Boundaries.
3. The Board of Commissioners request that Beaufort County's line be surveyed by the North Carolina Geodetic Survey, County Boundary Surveyor
4. It is understood that the Board of Commissioners has to formally take further action to amend the County Line.
5. This Resolution shall be in full effect upon it's adoption this, the 10<sup>th</sup> day of July 2023.

**BEAUFORT COUNTY ADMINISTRATION BUILDING**

121 West 3rd Street \* Washington, North Carolina 27889 \* Phone (252) 946-0079 \* Fax (252)-946-7722

# Pitt / Beaufort County Boundary Survey Request



*Pitt County*

**Boundary  
Not Surveyed**

*Beaufort County*

Date: 6/30/2023



**BEAUFORT COUNTY  
GIS / LAND RECORDS**

# **ADDENDUM 3**

**Office of the State Fire  
Marshall Presentation, Pamlico  
Beach**



**RATINGS AND INSPECTIONS**

Tel 919.647.0000 Fax 919.715.0063

MIKE CAUSEY, INSURANCE COMMISSIONER & STATE FIRE MARSHAL  
BRIAN TAYLOR, CHIEF STATE FIRE MARSHAL

**NOTICE OF NON-COMPLIANCE**

April 26, 2023

Curtis Lathan Avery  
Beaufort County Fire Marshal's Office  
1420 Highland Drive  
5924 Elks road Grimesland NC 27837  
Washington, NC 27889

Reference: District: Pamlico Beach  
Department: Pamlico Beach Fire and Rescue Squad

Dear Curtis Lathan Avery:

OSFM appreciates the cooperation and assistance given by members of your staff during the recent inspection of your department. The purpose of the inspection was to verify that your department meets the State's minimum requirements for a certified department.

Your department did **not** meet the minimum standards or requirements for a certified department for the following reasons:

| Category   | Non-Compliant Items |
|------------|---------------------|
| =====      | =====               |
| Department | Low on Personnel    |
| Department | No Training Records |

Failure to meet the minimum requirements for a certified department will lead to a change in the rating classification of your department and the fire district(s) it serves to a Class 10 rating. Your department currently holds a Class 9S/10 rating. If this rating classification were implemented, the change to a Class 10 would affect all property insurance premium calculations for residential occupancy insured under Homeowner policies and other special schedule surveyed property.

Before any action is taken regarding your department's rating classification, OSFM would like to provide the department with the opportunity to develop a plan to correct its deficiencies. If your department wishes to develop a plan to correct its deficiencies and ensure it continues to meet all minimum standards it will need to take the following actions:

Action Required

- \* **The fire department shall not exceed 30 days from the date of the inspection to submit a detailed written corrective plan to their OSFM field Inspector, per the Administrative Code: 11 NCAC 05A.0912 NON-Compliance.**

OSFM will be committed to assist your department as needed with the corrective action plan. If, after six (6) months, your department still does not meet all of the minimum requirements set forth in the NC Administrative Rules, OSFM will take action to change the status from non-compliant to probation.

For additional information about the inspection or recommendations for improvement, please contact Tony Bailey at 919-647-0000, to schedule a conference or discuss any concerns.

Sincerely,

*Tony Bailey*

Tony Bailey  
Supervisor of Inspections

TB/jg

Cc: Mckinley L Fulford, Fire Chief  
Cc: Todd Brewer, Board of Directors President