

AGENDA – MEETING
GREENE COUNTY BOARD OF COUNTY COMMISSIONERS
7:00 PM – THE WELLNESS CENTER MONDAY, NOVEMBER 15, 2021

A. CALL TO ORDER

Invocation/Pledge to the Flag

B. APPROVAL OF AGENDA

C. CONSENT AGENDA

1. October 4, 2021 Regular Meeting Minutes
2. October 18, 2021 Regular Meeting Minutes
3. November 1, 2021 Regular Meeting Minutes
4. Releases/Refunds
5. Consideration of Late Elderly Exclusion Applications
6. Monthly Tax Collection Report
7. Budget Amendment; Health
8. Budget Amendment; DSS (3)

D. PUBLIC COMMENTS

E. COUNTY MANAGERS REPORT

1. Resolution; Application for NC Rural Center Building Reuse Grant
2. ARP Premium Pay Options

F. COUNTY ATTORNEY COMMENTS

G. COMMISSIONER'S REPORT AND RECOMMENDATION

H. ADJOURN

Commissioners
Bennie Heath - Chairman
James T. Shackleford-Vice Chair
Jerry Jones
Susan Blizzard
Derek Burress



County Manager
Kyle J. DeHaven

Finance Officer
Beverly T. Stroud

County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: Consent Agenda

Date: November 15, 2021

The Consent Agenda for the November 15, 2021 Regular meeting consists of the following items:

- 1.) October 4, 2021, Regular Meeting Minutes
- 2.) October 18, 2021, Regular Meeting Minutes
- 3.) November 1, 2021, Regular Meeting Minutes
- 4.) Releases/Refunds
- 5.) Consideration of late elderly exclusion application
- 6.) Monthly Tax Collection Report
- 7.) BA; Health
- 8.) BA; DSS (3)

Action Recommended:

Motion to accept the Consent Agenda

Board Action is Needed

229 Kingold Blvd., Suite D • Snow Hill, NC 28580 • (252) 747-3446 • FAX (252) 747-3884
www.greencountync.gov

The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment

NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, October 4, 2021 at 10:00 a.m. in the Wellness Center. Present for the meeting: Chairman Bennie Heath, Vice Chairman James T. Shackleford Jr, Commissioners Jerry Jones, and Derek Burrell, County Manager Kyle DeHaven, and Deputy Clerk Kathy Mooring. Commissioner Susan Blizzard and County Attorney Gay Stanley were absent.

A. Call to Order

Chairman Bennie Heath called the meeting to order, and gave the invocation and led the Pledge to the Flag.

B. Approval of Agenda

Chairman Heath asked for changes, additions or deletions to the Agenda as presented. Seeing, as there were no changes he called for a motion to approve the agenda.

On motion by Commissioner Jones and seconded by Commissioner Shackleford, the Board voted unanimously to approve the Agenda as presented.

C. Consent Agenda

Chairman Heath asked if there were any changes to the Consent Agenda. Chairman Heath called for a motion to approve the Consent Agenda.

On motion by Commissioner Shackleford and second by Commissioner Jones, the Board voted unanimously to approve the Consent Agenda.

- September 20, 2021 Regular Meeting Minutes
- Releases/Refunds
- Consideration of Late Present Use Applications
- Budget Amendment; DSS
- Budget Amendment; Senior Center

Refunds: NCVTS Tax & Tag

Vertical Access II LLC	\$30.25	Melissa Harper Barrow	\$31.58	Belinda Hardy Hilbourn	\$8.10
Charles Bennett Nelson, Jr.	\$68.09	Rhonda Erwin Moreen	\$137.52	Gina Hetzel Hawkins	\$48.00

Releases: Ad Valorem Tax

Janet Stocks	\$45.00	Tyson, Robert Jeffrey DBA Tyson Automotive Performance Inc.	\$194.17		
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D. Public Hearing

1. Mike Barnett; 2021 CDBG-NR

Chairman Heath opened the second Public Hearing for the 2021 CDBG-NR Program. Mr. Mike Barnett came forward and spoke about the need for the second public hearing and what this program entails. Chairman Heath opened the floor for public comments/questions.

Commissioner Burress asked Mr. Barnett if he had an update on Mink Point that Commissioner Blizzard inquired about at the first public hearing. Mr. Barnett stated he has and that would take too much money so therefore it would not be eligible for this program. Chairman Heath asked if the Board chooses the local contribution option does it make our application stronger. Mr. Barnett stated that it would. Chairman Heath asked if there were any more comments or questions. Seeing as there is not he closed the public hearing and the Board for their recommendation.

On motion by Commissioner Jones to choose the Resolution that has the local contribution and seconded by Commissioner Shackleford the Board voted unanimously to approve the Resolution with local commitment and the Citizen Participation Plan.

E. Public Comments

1. Jessica Byrd, Snow Hill. Ms. Byrd came to talk about the school resource officer situation. She stated that at the Middle and High Schools that fights are breaking out more and more and the safety of the students and staff are of the utmost importance. She has her child going to one of these schools and a fight broke out right next to her child and she was lucky to not become a part of that situation. The Board advised they are aware of the resource officer situation and asked the sheriff who was in attendance to speak about this as well. The Sheriff stated that he

has been able to assign one officer to go between the two schools and that there are supposed to be DEP security people as well. It was noted that there have not been DEP security people at either school. Mr. DeHaven stated he would look into this. Commissioner Shackelford stated that the parents are also responsible in ensuring that their children behave and understand that they are there to learn not fight.

F. County Manager Report

1. Mr. DeHaven presented a Resolution authorizing the Application for the 2023 Community Transportation Plan. He stated this is needed to enter into agreement with NC DOT, and provide the necessary assurances and local match.

On motion by Commissioner Jones and seconded by Commissioner Shackelford, the Board voted unanimously to approve the Resolution.

2. Mr. DeHaven next presented a Budget Amendment for the Armory Project. He stated this is needed to replace our aging equipment that will become unsupported at the end of the Calendar year for Dispatch. The total cost for this equipment is \$379,234.30 and qualifies for partial use of our E911 fund and requires partial use of County funds. The amount of local appropriation needed for this is \$90,837.79. The manager is also requesting additional funds for cameras and card readers at a cost of \$46,000 and \$15,000 for a mobile gate card reader as well as \$25,000 for any ancillary expenses such as lighting and sound for the Commissioners chamber and TV's for presentations throughout the facility. Commissioner Burress asked if additional training on the new consoles would be required or if the new consoles were similar to the existing consoles. It was noted that the consoles are similar with better technology.

On motion by Commissioner Jones and seconded by Commissioner Shackelford the Board voted unanimously to approve this budget amendment.

3. Mr. DeHaven next presented a request for a Retreat with the Board to discuss potential ARP funding projects and any other pertinent business identified by the Board. Commissioner Burress requested that we keep the retreat local to help support local businesses and he requested that we have a public hearing to gather input from the public and he requested to have Director Cash to create a form online so that the public could give their input on the ARP funds. The Board agrees that this Retreat is needed and they discussed possible dates. The Board requested options for date, place and time.

G. County Attorney Report

Not present.

I. ADJOURN

On motion by Commissioner Jones and second by Commissioner Shackleford to adjourn the meeting, the Board voted unanimously to adjourn.

Bennie Heath, Chairman

Attest:

Kyle J. DeHaven, Clerk to the Board

NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, October 18, 2021 at 7:00 p.m. in the Wellness Center. Present for the meeting: Chairman Bennie Heath, Vice Chairman James T. Shackelford Jr, Commissioners Jerry Jones, Susan Blizzard and Derek Burress, County Manager Kyle DeHaven, County Attorney Gay Stanley and Deputy Clerk Kathy Mooring.

A. Call to Order

Chairman Bennie Heath called the meeting to order, and asked Commissioner Shackelford to give the invocation and lead the Pledge to the Flag.

B. Approval of Agenda

Chairman Heath asked for changes, additions or deletions to the Agenda as presented. Commissioner Burress noted corrections needed to items E3, 4, and 5. Chairman Heath then called for a motion to approve the agenda with the needed corrections.

On motion by Commissioner Jones and seconded by Commissioner Shackelford, the Board voted unanimously to approve the Agenda with the noted corrections.

C. Consent Agenda

Chairman Heath asked if there were any changes to the Consent Agenda. Commissioner Burress stated in the minutes from the last meeting in Item F3 be revised to state “asked the board to ask Director Cash to create a form online.” Chairman Heath called for a motion to approve the Consent Agenda with the noted correction if the correction is needed. Upon listening to the recording again Commissioner Burress did not ask the Board to ask Director Cash to create a form online, Commissioner Burress asked Director Cash directly to create a form online. The minutes submitted were correct, no changes made to the October 4th, 2021 minutes.

On motion by Commissioner Jones and second by Commissioner Shackelford, the Board voted unanimously to approve the Consent Agenda.

- October 4, 2021 Regular Meeting Minutes
- Releases/Refunds
- Consideration of Late Elderly Exclusion Applications
- Monthly Collection Report; Tax
- Budget Amendment; Senior Center
- Budget Amendment; Senior Center

Refunds: NCVTS Tax & Tag

Kellie Smith Bowen	\$15.47	Pamela Lee Wade	\$308.62	Howard Leslie Morris	\$26.58
Shannon Marie Ferrell	\$86.88	Shannon Marie Ferrell	\$29.27	Delia Morris Pittman	\$46.92
Timothy Andrew Davis	\$152.84	Diane M. Cain	\$19.46	Jaret Kevin McKinley	\$109.50
David Roy Hill	\$183.92				

Releases: Ad Valorem Tax

Robert E. Suggs	\$45.00				
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D. Public Comments

1. Bobby Williams, 2477 Mewborn Church Rd, Snow Hill. Mr. Williams here to discuss the sale of the property next to his by the County. Called the tax office and was advised to go to the courthouse on a certain date for the auction. He stated he went and waited two hours and no auction was held that day that he was aware of. He stated he called the tax office again and was told it went to a lawyer's office in Kinston and the lawyer's office said it has gone back to the tax office and he was then told it would be put up for sale once the Commissioners agree upon a price to sell the land at and a for sale sign would be put up. He then stated that he never saw a for sale sign and then two months later a lady came over to the lot and stated she had bought the lot and the lady was the same lady he had been speaking to at the tax office. He is upset that the lady from the tax office purchased the lot and he never was told it was up for sale. Mr. DeHaven stated he would look into this and get back to Mr. Williams.

E. County Manager Report

1. Mr. DeHaven presented an Amendment to Position Classification Plan for DSS. Mr. DeHaven stated an amendment to the position classification plan is requested to reclassify a qualifying employee from the IIMC II position to the IIMC III position. The State approves the reclassification of this employee based on workload and time in position.

On motion by Commissioner Burress and seconded by Commissioner Jones, the Board voted unanimously to approve the Amendment.

2. Mr. DeHaven next presented an Amendment to Position Classification Plan for Transportation. He stated this request is an increase in starting pay for part-time drivers from \$10.50 an hour to \$11.50 an hour. We are hoping that this increase helps to attract applicants. The Transportation Department is also requesting the addition of a part-time dispatcher and an administrative assistant. Mr. DeHaven stated job description are in the packet. He also stated the addition of the requested positions, and the changes to the current positions is recommended to maintain continuity of service in an important and growing department. He noted this represents an opportunity to get ahead of staffing issues we see arising, remedy some compensation issues and hopefully put a succession plan into place. Commissioner Blizzard asked about the title and grade of the Admin Assistant. Mr. DeHaven said it will be a grade 63 and the title can be either an Admin Specialist or Admin Assistant I as the grade and pay will be the same.

On motion by Commissioner Jones and seconded by Commissioner Burress the Board voted unanimously to approve this amendment.

3. Mr. DeHaven next presented a Proposal for the custodial maintenance for Greene County. Mr. DeHaven stated this proposal covers all aspects of service currently provided. It contains the cost for 1 day cleaner, 1 night supervisor and 2 area cleaners. This represents cleaning coverage for our current facilities. New facilities will have an added cost. He went on to explain that the county has had a very hard time finding qualified applicants that would do the job. All current staff members will have an opportunity to gain employment with Red Coats who submitted the proposal. Commissioner Blizzard asked for two more quotes from other such companies. Mr. DeHaven explained that he is not aware of any other local companies that do this type of work. Commissioner Blizzard asked to table this discuss to see if other quotes can be obtained. Commissioner Burress seconded the motion to table this discussion. The Chairman tabled this discussion.

4. Mr. DeHaven next presented the Premium Pay topic that was discussed back in September and Commissioner Jones asked that this topic be tabled to today's meeting. Mr. DeHaven asked that

this be tabled until after the Commissioner Retreat where they will be discussing ARP Funds and Premium Pay. Commissioner Blizzard stated that we could go ahead and use unrestricted funds to pay the staff Premium Pay along with their yearly longevity pay. It was decided to hold off until after the retreat.

5. Mr. DeHaven next presented a Rate Schedule Amendment for the Department of Public Health. Mr. DeHaven went over the changes as submitted by the department.

On motion by Commissioner Jones and seconded by Commissioner Blizzard the Board voted unanimously to approve the Rate Schedule Amendment for the Department of Public Health.

Mr. DeHaven then updated the Board on the plans for the retreat. He stated the agenda is being worked on and he noted three locations of New Bern, Greenville, and Raleigh. Commissioner Blizzard asked why he is not looking at a location in Greene County and Mr. DeHaven said he is looking in Greene County just forgot to mention it. Chairman Heath reminded Mr. DeHaven he prefers to not go to Raleigh and Commissioner Blizzard asked to keep it local due to her obligations at this time. Mr. DeHaven said he will keep working on it.

F. County Attorney Report

Nothing at this time.

G. Commissioner's Report and Recommendations

Chairman Heath went over the county COVID number's for the past week. He reminded all that tomorrow (October 19th) is the second evening clinic for the public to get their vaccines, call 252-747-8181 to make an appointment. Chairman Heath noted he has received many positive comments about the Armory Project. Commissioner Jones asked about the phones for DSS/Health Departments, Mr. DeHaven said it is being worked on hopes to have new system in there as soon as the renovations in the our building are done. Commissioner Blizzard asked about COVID exposure to the staff while working. She stated she has heard that many employees are still getting exposed and getting sick and having to use their own leave while out sick she is wondering if we can use CSL (COVID Sick Leave) like some other counties are doing. Mr. DeHaven said he will look into this. Commissioner Burress congratulated Dr. Zebedee Sheppard, the pastor at Victory and Dominion World Outreach Center on being awarded the President's Lifetime Achievement Award for Volunteer Service. He also congratulated the Greene Central FFA team that participated in the livestock shows at the State Fair this past weekend and brought home several ribbons and the Mt. Calvary Christian Academy volleyball team that finished third at the state tournament. Commissioner Burress also reminded all that the Greene County Public Health Department will be hosting the second night

clinic for the COVID vaccines. The clinic will be Tuesday, October 19th 5 – 8 p.m. Please call to schedule an appointment. Saturday, October 23rd Greene Central will host its 40th annual “Band Day” with the opening ceremonies beginning at 3:30 p.m. On Sunday, October 24th, Calvary United Methodist Church will be hosting a trick or treat event in the church parking lot at 4 p.m. Thursday, October 28th the Greene Street Diner is hosting a trunk or treat event from 6 – 8 p.m. in the parking lot in front of their business downtown Snow Hill. Sunday, October 31st, Whispering Pines Nursery will be holding a trunk or treat event at their business beginning at 5 p.m. Free Gospel Church, located across the highway from the nursery will also be holding a trunk or treat event at their church on same date and time as Whispering Pines Nursery.

Commissioner Burress also thanked the County Manager and the Public Works Director for their leadership in getting the septic tank issues at the Guthrie-Turner convenience site repaired. He also wants to remind everyone that the Department of Social Services has partnered with the Marine Corp’s Toys for Tots program to provide unwrapped toys to the less fortunate children this Christmas. If you wish to donate or know of a child in need, please contact Preston Craddock at 252-747-5932. Applications are being accepted now until November 19th. He also congratulated Greene County Social Service Director, Amanda Smith, for being awarded two grants this past week. The largest involved Ms. Smith and Dr. Brandy Harrell of the Kinston Community Behavioral Health Center for being awarded a grant for \$50,000 to participate in Eastpointe’s County Initiative for the “Impact of Opioid Use” and/or “Whole Person Integrated Care.” These funds will go to improving mental health care services for Greene County residents. Commissioner Burress has had to attend several “special called” and “emergency” meetings during the past three months. Many of these meetings involved employee relations. During these meetings, one major issue stood out. The county’s need for a human resource professional. He has spoken to several department heads, several of whom are in attendance at tonight’s meeting. He stated he has also spoken with the county manager and chairman and believe they too recognize the need for a human resource professional. He noted the department heads have their hands full. Not only are they struggling to stay on top of their current duties, but many are also having to deal with human resource issues including shortages, keeping up with employee benefits and employment laws. He stated “since this segment of our meeting is officially called “Commissioners Report and Recommendations” I would like to recommend that the board direct the county manager to begin the process of hiring a professional human resource official. Hopefully, we will be able to have someone in place before the beginning of the new year.” Chairman Heath stated that a Human Resource Specialist is not in the budget this year but he will support it in the next year’s budget. Commissioner Blizzard asked how the audit for last fiscal year is coming along and Mr. DeHaven said he will check with the finance officer on it.

H. ADJOURN

On motion by Commissioner Jones and second by Commissioner Blizzard to adjourn the meeting, the Board voted unanimously to adjourn.

Bennie Heath, Chairman

Attest:

Kyle J. DeHaven, Clerk to the Board

NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, November 1, 2021 at 10:00 a.m. in the Wellness Center. Present for the meeting: Chairman Bennie Heath, Vice Chairman James T. Shackelford Jr, Commissioners Jerry Jones, Susan Blizzard and Derek Burress, County Manager Kyle DeHaven, County Attorney Gay Stanley and Deputy Clerk Kathy Mooring.

A. Call to Order

Chairman Bennie Heath called the meeting to order, and asked Commissioner Blizzard to give the invocation and lead the Pledge to the Flag.

B. Approval of Agenda

Chairman Heath asked for changes, additions or deletions to the Agenda as presented.

On motion by Commissioner Jones and seconded by Commissioner Shackelford, the Board voted unanimously to approve the Agenda as presented.

C. Consent Agenda

Chairman Heath asked if there were any changes to the Consent Agenda. Commissioner Burress requested that Item 1 be removed and discussed later. Chairman Heath called for a motion for Items 2 – 5.

On motion by Commissioner Jones and second by Commissioner Blizzard, the Board voted unanimously to approve Items 2 – 5 of the Consent Agenda.

Commissioner Burress stated that at the last meeting they voted to approve the October 4th minutes with corrections if needed. The corrections were not made because after listening to the meeting again the County Manager and the Deputy Clerk to the Board (Mrs. Mooring) said the minutes were correct and Commissioner Burress's comments that he submits to Mrs. Mooring stated the same as was typed in the minutes. Commissioner's Burress and Blizzard asked that the County Attorney watch the video that was streamed live by InfinityLink and give her opinion at the next meeting. The County Attorney watched the video of the October 4th, 2021 meeting and advised to correct the October 4th minutes as she does see Commissioner Burress turn and speak directly to Chairman Heath. The October 4th minutes have been corrected as advised to do so.

- October 18, 2021 Regular Meeting Minutes
- Releases/Refunds
- Consideration of Late Present Use Value Application
- Consideration of Late Elderly Exclusion Applications
- Budget Amendment; DSS

Refunds: NCVTS Tax & Tag

Janine Gin Shingleton	\$220.87	Edna Smithson Moye	\$80.97	Richard L. Davis, Jr.	\$74.68
Son Set Ministries, Inc.	\$103.96				

Releases: Ad Valorem Tax

Vanessa Hooker	\$52.86				
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D. Public Comments

None

E. County Manager Report

1. Mr. DeHaven presented a Resolution Accepting American Rescue Plan Act Funds. Mr. DeHaven stated this is merely a formality as we have already performed a Budget Amendment and placed the funds in a special revenue account.

On motion by Commissioner Jones and seconded by Commissioner Blizzard, the Board voted unanimously to approve the Resolution.

2. Mr. DeHaven next presented a Grant Project Budget Ordinance for the ARP Funds. Mr. DeHaven stated that the UNC SOG and LGC are recommending a Grant Project Ordinance for these funds. The creation of this Project Ordinance will transition our funds from the Special Revenue Account they currently reside in. The Project Ordinance very plainly identifies projects designated by the Board, as recommended by the Manager and Staff, as eligible expenses of the ARP funds.

On motion by Commissioner Jones and seconded by Commissioner Shackleford the Board voted unanimously to approve this Grant Project Budget Ordinance.

F. County Attorney Report

Nothing at this time.

G. Commissioner's Report and Recommendations

Chairman Heath went over the county COVID number's for the past week. He reminded all that the Booster shots are now available and to call to make an appointment. Commissioner Burress began by congratulating all of our local sports teams that are participating in the playoffs and regionals this week. Commissioner Burress asked that the Board keep the family of Mr. Bert Dixon in their prayers. Mr. Dixon served on many Boards for the County and he will be greatly missed and hard to replace. Commissioner Burress thanked the community for putting on a spectacular series of fall festivals and Halloween events. He also noted he enjoyed getting pied at church this past weekend, releasing balloons at the courthouse and dressing up like a clown for Halloween. He noted he also enjoyed seeing various county departments dress up and celebrate this past week as well. He noted that the County Animal Shelter will be having a Rabies Clinic on Saturday, November 6th at the Greene County Department of Public Health from 9 a.m. to 12 p.m. The cost is \$10 per animal and the vaccine is good for one year. Greene Lamp is hosting a "Fall Festival" that same morning from 10 a.m. to 2 p.m. at the Wellness Center. The event was originally scheduled for October 9th but was rescheduled due to weather. The Department of Social Services will be having a booth set up at this event. Several local businesses and churches are having holiday markets and vendor fairs on this same date, so please be sure to stop by and check them out. He also noted that Sunday, November 7th don't forget to set your clocks back an hour and change the batteries in your smoke detectors. The Greene County Senior Center is having a yard sale from 7 a.m. to noon on Saturday, November 13th. Anyone that would like to set up to sell items can rent a table for \$10 and will need to register for the event by calling 252-747-5436 or email Sharon Harrison at sharon.harrison@greencountync.gov. Also on Saturday, November 13th American Legion, Post 94 will be having their fall Pancake Supper from 5 p.m. to 7:30 p.m. All you can eat pancakes and sausage for \$8.00. DSS will be doing the Low Income Energy Assistance Program again and will be doing an automated payment this year for anyone 60 and over or disabled and receiving services through the Division of Aging and Adult Services who received LIEAP payment last year. In addition to this group, they will be adding FNS recipients that received LIEAP last year who have children under the age of 5 years old. The State will send letters to this group in November asking them to make sure their Energy Providers and account numbers are correct. The automatic payments will be sent out in December. An individual that is 60 & over or disabled and receiving services through the Division of Aging and Adult Services that hasn't received a LIEAP payment can apply for the program beginning 12/01/21 through 12/31/21. All other individuals can apply for LIEAP beginning 1/1/22 through 3/31/22 or until funds are exhausted. Commissioner Burress not that

NC AgVentures, an NC State Extension program that provides grants to farmers and community groups that work family farms, has a grant program that our county qualifies for funding this year. This program, which is supported by the NC Tobacco Trust Fund Commission, will award a minimum of 40 grants to independent family farms. This is a great opportunity for any producer who is thinking of diversifying, improving, or expanding their operation. NC AgVentures will award grants up to \$8,000. The application deadline is December 15, 2021. If you are interested in applying, please contact Ms. Jessica Anderson at the Greene County Cooperative Extension Agency. The Senior Center announced this morning that they are now accepting applications for the 2022 Governor's Volunteer Service Award. Please contact Sharon Harrison at the Senior Center for more information. Commissioner Blizzard asked if the public has been notified about the Commissioner Retreat in New Bern. County Manager DeHaven stated that retreat will be November 10th in New Bern at the Convention Center from 9:30 until 4:00 and that a notice will be posted online today as required. Commissioner Blizzard asked that this be broadcast live by InfinityLink and she asked the InfinityLink staff that was present if they are available to do this. They responded that they can do this. Commissioner Blizzard asked if a motion was needed for this and the response was no motion was necessary. Commissioner Blizzard asked if a copy of the Agenda would be given to the Board before hand and Mr. DeHaven said yes they will be sent an Agenda today. Chairman Heath noted that the Greene Central ladies tennis team holds a record for the most consecutive state titles, Commissioner Burress stated he believes they are tied with another team.

H. ADJOURN

On motion by Commissioner Jones and second by Commissioner Blizzard to adjourn the meeting, the Board voted unanimously to adjourn.

Bennie Heath, Chairman

Attest:

Kyle J. DeHaven, Clerk to the Board

Refunds: Ad Valorem Tax

[illegible]

[illegible]

C5

Stephanie C. Wiggins
Tax Administrator



229 Kingold Blvd
P.O. Box 482
Snow Hill, NC 28580

Phone 252-747-3615
Fax 252-747-5067

To: Mr. Kyle DeHaven, Greene County Manager
Greene County Board of Commissioners

From: Stephanie C. Wiggins, Greene County Tax Administrator

Date: November 15, 2021

Re: Tax Office Issues

Consideration of Late Application for Elderly or Disabled Exclusions

The assessor has no authority to approve a late application for the Elderly or Disabled Exclusion. However, GS 105-282.1(a1) states "upon a showing of good cause by the applicant for failure to make a timely application, an application for exemption or exclusion filed after the date of the listing period may be approved by the Board of Commissioners". If approved, the application is for the current year and is not retroactive. Due to information on the application being confidential, a copy of the application is not attached.

Attached are letters from taxpayers requesting your consideration of his/her late application. The applicant and parcel meet the eligibility requirements. Consideration of these late applications would be appreciated and is recommended since the Board has previously considered other late applications.

Elderly/Disabled Exclusion

Wayne Speight- Parcel 0523715

Fred D. Dupree – Parcel 0523715

RECEIVED

TO: Greene County Board of Commissioners

OCT 29 2021

FROM: Wayne Speight

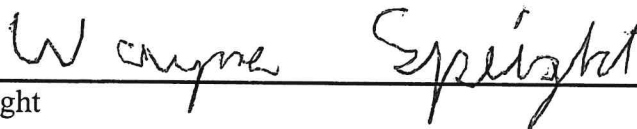
GREENE COUNTY
TAX DEPARTMENT

DATE: 10/26/2021

RE: Request for acceptance of late application for property tax relief
for the 2021 tax year on tax property 0523715.

Please accept my late application for property tax relief. My reason for filing untimely is, I was not aware that I would be eligible for the elderly/disabled exclusion until I talked with the tax office this month.

Thank you,



Wayne Speight

RECEIVED

OCT 29 2021

TO: Greene County Board of Commissioners

FROM: FRED D DUPREE

GREENE COUNTY
TAX DEPARTMENT

DATE: 10/29/2021

RE: Request for acceptance of late application for property tax relief
for the 2021 tax year on tax property 0421789.

Please accept my late application for property tax relief. My reason for filing untimely is, I was not aware that I would be eligible for the elderly/disabled exclusion until I talked with the tax office this month.

Thank you,



Fred D Dupree

Cl

Date: November 15, 2021

To: Greene County Board of Commissioners

From: Stephanie Wiggins - Tax Administrator

Subject: GS 105-350 (7)

Monthly

All levy

Report of amount collected on each year's taxes and amount remaining
uncollected - Collections posted as October 31, 2021

Year		Current		FY 2021-2022	Amount Remaining	%
		Month		Collections YTD	Uncollected	Collected
		Adj. Payments+interest		Adj. Payments+interest		
2011		\$ 182.67		\$ 1,644.10	\$ 11,504.14	99.87%
2012		\$ 19.08		\$ 287.77	\$ 12,124.60	99.87%
2013		\$ 51.70		\$ 128.41	\$ 20,094.69	99.78%
2014		\$ -		\$ 80.43	\$ 6,812.43	99.92%
2015		\$ -		\$ 366.59	\$ 7,747.08	99.91%
2016		\$ 100.00		\$ 714.20	\$ 13,492.26	99.85%
2017		\$ 489.36		\$ 1,742.68	\$ 15,104.16	99.83%
2018		\$ 629.07		\$ 3,252.80	\$ 22,156.47	99.76%
2019		\$ 1,178.85		\$ 9,654.79	\$ 34,771.13	99.63%
2020		\$ 5,932.86		\$ 48,745.54	\$ 55,277.50	99.41%
2021		\$ 835,991.38		\$ 2,661,371.13	\$ 7,845,535.01	25.32%
Total		\$ 844,574.97		\$ 2,727,988.44	\$ 8,044,619.47	

MTD Levy added for 2021				
\$	590.26			
Beginning Receivable		ytd add'l levy	payments (principal only)	ytd interest(+)
\$	-	\$ 10,529,527.87	\$ 2,671,023.60	\$ 886.25
YTD:	releases	adjustments	refunds	write offs
	\$ 26,691.52	\$ 3,183.54	\$ (12,838.72)	\$ 2,300.00

Date: November 15, 2021
Dept. Name: Health Department

Dept. # 11

BUDGET REVISIONS

<u>Revenues</u>				<u>Expenditures</u>			
<u>Account #</u>				<u>Account #</u>			
11-172-4384-06	Community Health Foundation Grant	+	1,000.00	11-572-5171-00	Community Health Foundation Grant O/E	+	1,000.00
11-172-4383-22	BCCCP State	-	152.00	11-566-5275-00	BCCCP Contract Svcs	-	152.00
TOTAL				+	848.00	TOTAL	
				+	848.00		

NC Community Foundation (Greene County Fund) \$1,000: The Greene County Department of Public Health was awarded a grant to participate in the Pediatric Literacy Book Giveaway. These funds will be used to purchase age-appropriate books for children seen our Child Health Clinic at the Health Department.

BCCCP (Breast Cancer Cervical Cancer Prevention) (\$152): The Greene County Department of Public Health received a revised contract addendum for the BCCCP Program. We will serve 13 State-funded and 15 Federal-funded BCCCP eligible women in this program. We will receive \$325 per woman served in this program. We will also provide patient navigation services to 4 women. We will receive \$25 per woman served.

Requested by: Jay Brock

Approved by: _____

CS

DSS

LINE ITEM TRANSFER					
<u>FROM</u>			<u>TO</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
Total		\$ -	Total		\$ -
BUDGET AMENDMENT					
<u>REVENUES</u>			<u>EXPENDITURES</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
Adult/Children's Crisis Fund	11-171-4378-03	\$ 900.00	Adult/Children's Crisis Fund	11-527-5630-03	\$ 900.00
Total		\$ 900.00	Total		\$ 900.00
<u>Explanation: Additional CIP Funding</u>					

Approved by:



Grant Terms & Conditions

Organization Name: **Greene County Department of Social Services**

Grant Purpose: **Adult and Child Services Crisis Fund Policy**

Amount Awarded: **\$900.00**

Grant date: **10/21/2021**

Listed below are the fund name(s) from which the grant has been issued

Greene County Fund

By depositing the grant check, the grantee is agreeing to the following grant terms and conditions

- Grantee certifies to the North Carolina Community Foundation ("Foundation") that it is an organization that is a government entity, religious organization, and/or an organization that is currently recognized by the IRS as a public charity under section 501(c)(3) of the Internal Revenue Code. If grantee has tax-exempt status through another section of the Code, documentation must be provided to the Foundation.
- Grantee agrees to notify the Foundation of any change in tax-exempt status or in its ability to execute the grant and use grant funds for the stated purpose of the grant.
- Grantee will utilize funding only for charitable purposes detailed above and/or in the grant award notification letter.
- Grantee offers programs and services without discrimination on the basis of age, race, national origin, ethnicity, gender, physical ability, sexual orientation, political affiliation, or religious belief.
- Grantee certifies that this grant does not represent payment of a pledge or other personal financial obligation on behalf of any Fund representative(s), family members, or businesses they control.
- Grantee certifies that no tangible benefit, goods, or services (including dinners, tickets, seating priority, etc.) were or will be received by any individual or entities connected with the Fund.
- Grantee certifies this grant was not earmarked for lobbying, electioneering, or political activities of any kind.
- In compliance with Executive Order 13224 and the Patriot Act, grantee certifies that it is not a terrorist or terrorist-supporting organization and agrees not to promote or engage in violence, terrorism, or bigotry.
- Any unused portion of the Foundation grant funding must be returned to the Foundation upon completion of the grant term. (Unless otherwise specified, the grant term is one calendar year following the date of the grant check.)
- Grantees certify that the Foundation may publicly announce the award in any fashion. Grantees are also expected to acknowledge support from NCCF in all publicity, exhibits and publications resulting from this grant, which should be acknowledged as "support from (*** Fund Name**), a component fund of the North Carolina Community Foundation." More detailed instructions on how to acknowledge this award can be found on our website.
 - ****For the Fund Name, please refer to the top of this form where the Fund Name(s) for this grant are indicated.***
- Grantee will promptly provide such additional information, reports, or documents as the Foundation may request.
- Grantee will promptly notify the Foundation if its contact information changes.
- The Foundation reserves the right to terminate this grant should the Grantee fail to comply with the terms and conditions of this agreement.

GREENE COUNTY

LINE ITEM TRANSFER/BUDGET AMENDMENT

11/8/21

DSS

LINE ITEM TRANSFER					
<u>FROM</u>			<u>TO</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
Total		\$ -	Total		\$ -

BUDGET AMENDMENT					
<u>REVENUES</u>			<u>EXPENDITURES</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
FNS - ARP	11-171-4371-40	\$ 11,483.60	FNS - ARP	11-521-5483-03	\$ 11,483.60
Total		\$ 11,483.60	Total		\$ 11,483.60

Explanation: Additional FNS Funds

Requested by:

Approved by:

Amande Smith

North Carolina - Department of Health and Human Services
Notice of Electronic Funds Transfer

ATTN: County Finance Officer
County DSS Director
County: GREENE
Run Date: 09/14/2021
Period: September, 2021

Deposits TO County Account FROM DSS

	Earliest date of payment :	09/17/2021
FNS SAE CAA	FNS	\$4,216.94
FNS SAE ARPA	FNS	\$11,481.60
County Payment Total :		+ \$15,698.54

Amade Smith

North Carolina - Department of Health and Human Services
Notice of Electronic Funds Transfer

ATTN: County Finance Officer
County DSS Director
County: GREENE
Run Date: 09/14/2021
Period: September, 2021

Deposits TO County Account FROM DSS

	Earliest date of payment :	09/17/2021
FNS SAE CAA	FNS	\$4,216.94
FNS SAE ARPA	FNS	\$11,481.60
County Payment Total :		+ \$15,698.54

E1

Commissioners
Bennie Heath - Chairman
James T. Shackleford-Vice Chair
Jerry Jones
Susan Blizzard
Derek Burress



County Manager
Kyle J. DeHaven

Finance Officer
Beverly T. Stroud

County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: Resolution Authorizing Greene County to file Application for Building Reuse Grant

Date: November 15, 2021

A resolution is attached requesting authorization to apply for a Building Reuse Grant from NC Rural Center for Project Exact. This application is for up to \$500,000.

Action Recommended:

Motion to approve the Resolution as presented

Board Action is Needed

229 Kingold Blvd., Suite D • Snow Hill, NC 28580 • (252) 747-3446 • FAX (252) 747-3884
www.greencountync.gov

The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment

RESOLUTION

INTRODUCED BY: Kyle DeHaven, County Manager

Date: 11/01/2021

SUBJECT AREA Economic Development

PRESENTED BY: DeHaven

RESOLUTION: Authorizing Greene County to file formal application for up to \$500,000 for Building Reuse for Project Exact

ACTION REQUESTED:

Authorizing Greene County to file a formal application for the NC Rural Center Building Reuse Grant Program for up to \$500,000 for business expansion related to Project Exact.

HISTORY/BACKGROUND:

NC Rural Economic Development Center Inc. has authorized the awarding of grants from appropriated funds to aid eligible businesses in financing the costs of building renovations associated with an economic development project. Project Exact needs assistance in financing the renovations that may qualify for Rural Center funding.

EVALUATION:

Greene County Board of Commissioners has previously indicated its desire to assist in economic development efforts within the county and wish to pursue formal application for Rural Center Building Reuse funding to benefit Project Exact and will invest a 5% match of the grant amount toward the proposed renovations toward the committed to the application. Greene County certifies it will meet all statutory requirements of the program. The County Manager and designee, Mark Pope, are authorized to execute daily grant related documentation which includes the grant agreement, general correspondence between Greene County and the proposed business and the funding agency. Any documentation, which reflects a change in the original scope of work and/or amendment related activities, must be brought before the Greene County Commissioners for approval.

MANAGER'S RECOMMENDATION: X Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Greene County Board of Commissioners, Authorizing Greene County to file a formal application for the NC Rural Center Building Reuse Grant Program for up to \$500,000 for business expansion related to Project Exact

FUNDING SOURCE:

AMENDMENTS

MOVED:

SECOND:

APPROVED: Heath

DENIED:

UNANIMOUS:

Heath

Shackleford

Blizzard

Jones

Burress

Bennie Heath, Chairman

11-01-2021

Date

11-01-2021

ATTEST

DATE

E2

Commissioners
Bennie Heath - Chairman
James T. Shackleford-Vice Chair
Jerry Jones
Susan Blizzard
Derek Burress



County Manager
Kyle J. DeHaven

Finance Officer
Beverly T. Stroud

County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: ARP Premium Pay Options

Date: November 15, 2021

As presented at the retreat held November 10, 2021, two options for premium payments to employees using ARP funds are attached. The two options follow the same methodologies, but vary on dates of service and dollar amount per hour of service. Both options carefully follow the guidelines stated by treasury, and staff has documented the following of these guidelines. Option 1 consists of a time period of April 1, 2020 – February 28, 2021. Option 2 consists of a time period of April 1, 2020 through October 31, 2021. Costs of premium payments are defined in an attached matrix.

Action Recommended:

Motion to approve a premium pay option

Board Action is Needed

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www.greencountync.gov

The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment



OPTION 1

GREENE COUNTY AMERICAN RESCUE PLAN ACT COVID-19 PREMIUM PAY POLICY

PURPOSE

On March 30, 2020 Governor Roy Cooper issued Executive Order 121 declaring a State of Emergency due to the Coronavirus Disease (COVID-19) public health emergency. To mitigate the community spread of COVID-19 and to reduce the burden on the state's health care providers and facilities a stay at home order was issued for individuals in the state of North Carolina. It allowed only essential activities and travel as outlined in the order. ALL county employees were deemed essential in order for the County to provide much needed core services during the time of the stay at home order. This order was followed by subsequent, modified stay at home orders which were eventually lifted February 28, 2021. The County feels that the employees that worked during the stay at home orders faced a higher risk of exposure to COVID-19 and would like to recognize those employees by providing a fixed premium pay amount as outlined below.

The American Rescue Plan Act (ARPA) was signed on March 11, 2021 by President Biden. An Interim Final Rule has been issued by US Treasury as of the date of the issuance of this policy. Under that Interim Rule, ARPA funds may be used to provide premium payments to eligible essential workers retroactive to the start of the COVID-19 emergency. All employees who meet the eligibility requirements below may receive a premium payment but the funding of those premium payments will be handled differently based on the requirements in US Treasury Guidance.

POLICY AND PROCEDURE

ELIGIBILITY

Employees that meet all of the following criteria are eligible to receive a pro-rated fixed dollar premium payment, based on the number of months worked in a full-time or part-time position during the eleven-month period of **April 1, 2020 through February 28, 2021, or other dates as approved by the Board:**

- Employee was employed in a full-time or part-time essential position during the identified time period.
- Employee is in active status at the time the premium payment is issued.
- Poll workers, independent contractors and board members and not eligible for premium payments.

CALCULATION AND METHOD OF PAYMENT

The premium payment is based on employee status (full-time/part-time) and the number of paid hours for the months during the period of eligibility. If an employee changed status from full-time to part-time during the eligibility period, each month will be calculated based on the employee's status for that month using the chart below. Paid time includes regular pay, education pay, vacation, sick, and holiday

up to a maximum of 40 hours/week. It does not include overtime, leave without pay, unpaid hours during 1st month of employment or any other hours not listed.

FULL-TIME EMPLOYEE STATUS	
80 or more hours paid time	\$100.00/month
8-79.99 hours paid time	\$50.00/month
Less than 8 hours paid time	\$0.00/month
PART-TIME EMPLOYEE STATUS	
80 or more hours paid time	\$50.00/month
8-79.99 hours paid time	\$25.00/month
Less than 8 hours paid time	\$0.00/month

The fixed dollar premium payment is considered taxable income.

IMPLEMENTATION & OVERSIGHT

- The Finance Department, will certify eligibility of each employee for premium payment. They will also certify eligibility by position classification for qualification under ARPA guidelines.
- Premium payments (and related FICA, Medicare and required LGERS county contributions) will be funded as follows:
 - Premium payments that meet ARPA eligibility requirements as outlined in the US Treasury guidance will be funded with ARPA funds
 - Premium payments to employees that do not meet the ARPA eligibility requirements will be funded with ARPA revenue replacement funds
 - A combination of either of the above depending on employee duties during the month of premium pay
- Premium pay will not exceed \$13 per hour or a total of \$25,000 to any single worker, per Federal guidelines.
- In the event Premium Pay would increase an eligible employee's total salary above 150 percent of the state's annual wage, written justification shall be documented to demonstrate that the employee meets the eligibility criteria. Based on the current North Carolina average annual wage of \$51,010, the justification shall be required for any employee with an annual wage of at least \$76,515.
- The Finance Department will be responsible for issuing fixed dollar premium payment(s) to eligible employees. The premium payment will be implemented through payroll following the date of Board approval.
- The Finance Department will be responsible for all policy monitoring, internal controls, and required ARPA compliance reporting related to the premium payment(s).
- An ARPA Program checklist along with a detailed listing of premium payments and the funding used to cover those payments will be forwarded to the County Manager for review.
- All premium pay distribution records will be retained by the County for at least five (5) years from final payment made using ARPA funding. Records and documentation will be made available to US Treasury, or any other authorized oversight body, by request.



OPTION 2

GREENE COUNTY AMERICAN RESCUE PLAN ACT COVID-19 PREMIUM PAY POLICY

PURPOSE

On March 30, 2020 Governor Roy Cooper issued Executive Order 121 declaring a State of Emergency due to the Coronavirus Disease (COVID-19) public health emergency. To mitigate the community spread of COVID-19 and to reduce the burden on the state's health care providers and facilities a stay at home order was issued for individuals in the state of North Carolina. It allowed only essential activities and travel as outlined in the order. ALL county employees were deemed essential in order for the County to provide much needed core services during the time of the stay at home order. This order was followed by subsequent, modified stay at home orders which were eventually lifted February 28, 2021. Between July and September 2021, the Delta Variant of COVID-19 caused cases to spike yet again. Employees have continued to conduct essential services since the beginning of the pandemic under heightened risk of exposure to COVID-19. The County would like to recognize those employees by providing a fixed premium pay amount as outlined below.

The American Rescue Plan Act (ARPA) was signed on March 11, 2021 by President Biden. An Interim Final Rule has been issued by US Treasury as of the date of the issuance of this policy. Under that Interim Rule, ARPA funds may be used to provide premium payments to eligible essential workers retroactive to the start of the COVID-19 emergency. All employees who meet the eligibility requirements below may receive a premium payment but the funding of those premium payments will be handled differently based on the requirements in US Treasury Guidance.

POLICY AND PROCEDURE

ELIGIBILITY

Employees that meet all of the following criteria are eligible to receive a pro-rated fixed dollar premium payment, based on the number of months worked in a full-time or part-time position during the eleven-month period of **April 1, 2020 through October 31, 2021, or other dates as approved by the Board:**

- Employee was employed in a full-time or part-time essential position during the identified time period.
- Employee is in active status at the time the premium payment is issued.
- Poll workers, independent contractors and board members and not eligible for premium payments.

CALCULATION AND METHOD OF PAYMENT

The premium payment is based on employee status (full-time/part-time) and the number of paid hours for the months during the period of eligibility. If an employee changed status from full-time to part-time during the eligibility period, each month will be calculated based on the employee's status for that month using the chart below. Paid time includes regular pay, education pay, vacation, sick, and holiday

up to a maximum of 40 hours/week. It does not include overtime, leave without pay, unpaid hours during 1st month of employment or any other hours not listed.

FULL-TIME EMPLOYEE STATUS	
80 or more hours paid time	\$60.00/month
8-79.99 hours paid time	\$30.00/month
Less than 8 hours paid time	\$0.00/month
PART-TIME EMPLOYEE STATUS	
80 or more hours paid time	\$30.00/month
8-79.99 hours paid time	\$15.00/month
Less than 8 hours paid time	\$0.00/month

The fixed dollar premium payment is considered taxable income.

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- All premium pay distribution records will be retained by the County for at least five (5) years from final payment made using ARPA funding. Records and documentation will be made available to US Treasury, or any other authorized oversight body, by request.

Premium Pay Comparison Option 1 & 2

	Option 1	Option 2
Premium Payments	\$164,950	\$183,750
FICA/Medicare	12,619	14,057
LGERS	<u>18,837</u>	<u>20,984</u>
Total Cost	\$196,406	\$218,791