

**AGENDA – MEETING
GREENE COUNTY BOARD OF COUNTY COMMISSIONERS
10:00 PM — GREENE COUNTY OPERATIONS CENTER
MONDAY, OCTOBER 3, 2022**

A. CALL TO ORDER

Invocation/Pledge to the Flag

B. APPROVAL OF AGENDA

C. CONSENT AGENDA

1. September 19, 2022 Regular Meeting Minutes
2. Releases/Refunds
3. Consideration of Present Use Value Application
4. Health Department CPT Codes
5. Board of Health Vacancies

D. PUBLIC COMMENTS

E. COUNTY MANAGERS REPORT

1. Computer Use Policy
2. Resolution of Surplus Property

F. COUNTY ATTORNEY COMMENTS

G. COMMISSIONER'S REPORT AND RECOMMENDATION

H. ADJOURN

C

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



County Manager
Kyle J. DeHaven
Interim Finance Officer
Landon Price
County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: Consent Agenda

Date: October 3, 2022

The Consent Agenda for the October 3, 2022 Regular meeting consists of the following items:

- 1.) September 19, 2022, Regular Meeting Minutes
- 2.) Releases/Refunds
- 3.) Consideration of late Application Present Use Value
- 4.) CPT Codes; Health
- 5.) Board of Health Vacancies

Action Recommended:

Motion to accept the Consent Agenda

Board Action is Needed

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NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, September 19, 2022 at 7:00 p.m. in the Greene County Operations Center. Present for the meeting: Chairman Bennie Heath, Vice Chairman James T. Shackleford 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 Jones to give the invocation and lead the Pledge to the Flag.

B. Approval of Agenda

Chairman Heath asked for any changes to the agenda. There were none and he called for a motion to approve.

On motion by Commissioner Jones and seconded by Commissioner Blizzard the Board voted unanimously (5-0) to approve the agenda.

C. Consent Agenda

Chairman Heath asked if there were any changes to the Consent Agenda. Chairman Heath did note that the Health Department had the Budget Amendment and a Request to set fees/increase fees as well. Seeing as none, he called for a motion to approve.

On motion by Commissioner Jones and second by Commissioner Shackleford the Board voted unanimously (5-0) to approve the Consent Agenda.

- September 6, 2022 Regular Meeting Minutes
- Releases/Refunds
- Monthly Collection Report
- Consideration of Late Applications for Elderly or Disabled Exclusion and Present Use Value
- Budget Amendment and CPT Codes; Health
- Budget Amendment; DSS

Refunds: NCVTS Tax & Tag

Frederick Hugh Hart, Jr.	\$224.26	Jamie Brooks Tingen	\$9.42	Thomas Jefferson Carmon	\$109.92
Kenta Lamont Hall	\$68.31	Jose Isabell Alonso	\$67.89		

Releases: Ad Valorem Tax

Janet M. Stocks	\$45.00	Helen J. Robertson	\$45.00	Mohamad Maker Ahmad	\$1,446.16
Greenbriar Poultry	\$204.56				

D. Public Comments

1. Helen Lee, 1085 Fred Harrison Rd., Snow Hill, NC. Ms. Lee stated she has lived in her home for 50 years, has raised 14 foster children which she adopted 2 and also had 2 of her own children. She is here to ask for help with a neighbor that has a bunch of junk vehicles, trash, unkept yard which are producing rats, snakes and other critters. She is asking for the county's help with this situation. This is causing her a large amount of stress which is affecting her health.
2. Nancy Grant, 1479 Peter Grant Rd., Snow Hill, NC. Ms. Grant is here for the same reason and wants help with this issue.

E. County Manager Report

1. Mr. DeHaven gave a review of the Paramedic Education Program. At the last meeting Commissioner Blizzard and Vice Chair Shackelford asked for the success rate of our Paramedic Education Program. Mr. DeHaven stated it is important to review why this program was created. He stated this program was created as an opportunity for our current staff to become Paramedics from their current service level. The program began with 8 people. Of the 8 who started, 5 left the program while in process and have paid or repaying at this time. Two people achieved the paramedic certification and work for the county, and 1 has taken another job with the County and is in repayment. This gives a 25% success rate. This is for informational purposes only.

2. Mr. DeHaven next presented a Budget Amendment for Extension. This budget amendment is necessary to account for the revenue and expenditures of the Farmers Market renovation. Mr. DeHaven noted that the original budget amendment had the wrong figures on it and provided a corrected budget amendment that shows the total cost of the project as \$86,750 of which \$56,000

is covered by a Tobacco Trust Fund Grant that the Extension Office received and the balance is coming for the Fund Balance Appropriated in the amount of \$30,750. Commissioner Blizzard asked when this project would be complete, Mr. DeHaven stated they are shooting for mid-October time frame.

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

F. County Attorney Report

No comments.

G. Commissioner's Report and Recommendations

Commissioner Blizzard stated that the Senior Center will be having a Hot Dog Fundraiser for the NC Dementia Alliance Memory Walk Team to DeFEET Dementia on Wednesday September 28th from 11 a.m. to 1 p.m. Please contact Sharon Harrison (252-747-5436 or email: sharon.harrison@greenecountync.gov) to place your order or to just donate to the cause.

Commissioner Blizzard also noted that September 18th – 24th is National Farmer Safety Week. Please watch out for farmers on the road, their safety is important. Chairman Heath stated that his heart goes out to the two ladies that spoke during the public comments, their situation is a bad one and he stated the Board will look into what can be done.

H. 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

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: October 3, 2022

Re: Tax Office Issues

Consideration of Late Application for Present Use Value

The assessor has no authority to approve a late application for the present use value deferment. 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 their late applications. The applicants and parcels meet the eligibility requirements. Consideration of these late applications would be appreciated and is recommended since the Board has previously considered other late applications.

Present Use Application (agriculture):

Gay Farms, Inc. – Parcels 0900741, 0924890, 0900449, & 0900733

Present Use Applications (agriculture and forestry):

Michael L. Gay and Matthew W. Gay – Parcel 0923755

Michael L. Gay – Parcels 0200135, 0224148, 0900003, 0900259, 0900269, 0900364, 0900369, 0900479, 0906865, 0923924, & 0924330

Stephanie Wiggins
Tax Administrator



229 Kingold Blvd.
P.O. Box 482
Snow Hill, NC 28580
(252) 747-3615
(252) 747-5067 FAX

TO: Greene County Board of Commissioners
FROM: Gay Farms, Inc
DATE: 9-14-22, 2022
RE: Request for acceptance of late present use value application on
Parcels 0900741, 0924890, 0900449, 0900733

Please accept my request for acceptance of my late application for present use value on
the above referenced parcels. My reason for filing untimely is

We are in harvest season.

Lindsay Gay
Gay Farms, Inc

9/14/22
Date

RECEIVED

SEP 14 2022

GREENE COUNTY
TAX DEPARTMENT

Stephanie Wiggins
Tax Administrator



229 Kingold Blvd.
P.O. Box 482
Snow Hill, NC 28580
(252) 747-3615
(252) 747-5067 FAX

TO: Greene County Board of Commissioners

FROM: Michael L Gay, Matthew W Gay

DATE: 7-26, 2022

RE: Request for acceptance of late present use value application on
Parcel 0923755

Please accept my request for acceptance of my late application for present use value on the above referenced parcel. My reason for filing untimely is

the original application was lost.



Michael L Gay

7-26-22
Date



Matthew W Gay

7-26-22
Date

RECEIVED

JUL 26 2022

GREENE COUNTY
TAX DEPARTMENT

Forestry Management Plan to
complete the application was
received on 9/14/2022.
SWW/jrs

Stephanie Wiggins
Tax Administrator



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Snow Hill, NC 28580
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(252) 747-5067 FAX

TO: Greene County Board of Commissioners

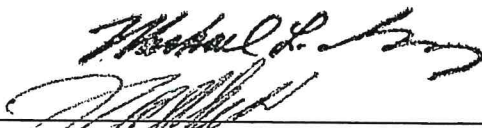
FROM: Michael Gay

DATE: 7-26, 2022

RE: Request for acceptance of late present use value application on
Parcels 0200135, 0224148, 0900003, 0900259, 0900269, 0900364,
0900369, 0900479, 0906865, 0923924, 0924330

Please accept my request for acceptance of my late application for present use value on
the above referenced parcel. My reason for filing untimely is

the original application was lost.



Michael Gay

7-26-22
Date

RECEIVED

JUL 26 2022

**GREENE COUNTY
TAX DEPARTMENT**

Forestry Management Plan to
complete the application was
received on 9/16/2022.
SWiggins



**Greene County
Department of Public Health
Snow Hill, NC 28580**

September 16, 2022

Set fee for the following CPT Code:

36416 – Collection of capillary blood specimen (e.g., finger, heel, ear stick)

36416 - \$25.00

The Greene County Department of Public Health has the need for utilizing the above referenced CPT (Current Procedural Terminology) code. This is a method of blood collection used in our in-house lab to help provide certain lab services to the clients we serve. The Fee Setting Committee met September 15, 2022 via email and has agreed to the fee as listed above for the services to be billed to all payor sources. In order to charge all parties for this service, GCDPH needs the approval of the Greene County Board of Health and the Greene County Board of Commissioners. The Greene County Board of Health gave their approval via email on September 16, 2022 to add this fee and make this service fee retroactive to August 15, 2022. Please accept our proposal to allow us to charge all insurances and clients for these services. Uninsured clients will be billed on the appropriate sliding fee scale.

Betty Shingleton

Business Officer I

Joy Brock

Health Director

Glenn E. Bunch, Jr.

Greene County BOH, Chairman



To: Kyle DeHaven, County Manager
Greene County Board of Commissioners
Board of Health Members

From: Joy Brock, Health Director
Greene County Department of Public Health

Date: September 26, 2022

Re: Board of Health vacant positions

The purpose of this memo is to inform you that as of November 30, 2022, the Greene County Board of Health will have 2 board vacancies. Both of the individuals currently serving are eligible for another term.

Our plan of action:

- Post on the Greene County Website
- Post on the Health Department Website
- Post on the Health Department Facebook page
- Post on the Greene County Facebook page
- Inform the Board of Commissioners – October 3rd meeting and October 17th meeting
- Accept applications through November 4th at 5 p.m.
- Discuss applications at the Board of Health meeting on November 8th at 7 p.m.
- Make a recommendation to the Board of Commissioners at their November 21st meeting

Advertisement:

The Greene County Board of Health is currently seeking two individuals to serve on the board. We are recruiting for the following vacancies: Dentist and Professional Engineer. You must be a Greene County resident and attend 75% of the meetings. Board of Health members are appointed to three-year terms and may serve a maximum of three consecutive three-year terms. The Greene County Board of Health meets the 2nd Tuesday of every other month (January, March, May, July, September, and November) at 7 p.m. If you're interested in applying, please visit [Board Openings – Greene County, North Carolina \(greenecountync.gov\)](https://www.greenecountync.gov) for a Board Appointment Application. Applications will be accepted through Friday, November 4, 2022 at 5 p.m.

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 James T. Shackleford-Vice Chair
 Jerry Jones
 Susan Blizzard
 Derek Burress



County Manager
 Kyle J. DeHaven
 Interim Finance Officer
 Landon Price
 County Attorney
 Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: Computer Use Policy

Date: October 3 2022

Attached is a Policy for Computer Use that puts to writing what we are already doing. This policy comes at the request of our auditors who want to see that we have written policy regarding computer/technology use as virtual crime continues to increase. This policy is an acceptable start which again, is what we already practice, but will change as circumstances warrant. The Manager will be available for questions at this time.

Action Recommended:

Motion to approve the policy as written

Board Action is Needed

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E-mail, Internet, and Computer Use Policy

This policy covers the use of electronic technology resources belonging to, or used by, Greene County. It includes, but is not limited to, all computer systems of any size and function and their attached peripherals, e-mail systems, software, network resources and internet resources.

All technology resources owned by Greene County are County property. These systems are in place to enable employees to do their jobs efficiently and productively. To that end, these systems are for business purposes only and any personal use is prohibited.

Definitions:

“Electronic Technology Resources” include, but are not limited to, host computers, file, software, internal or external data communication networks.

“Users”, as stated in this policy, refers to all employees, elected and appointed officials, independent contractors and other persons or entities accessing or using any of Greene County’s electronic technology resources.

“E-mail”, as stated in this policy, is the ability to compose and distribute messages, documents, files, software or images by electronic means over a phone line or network connection. This includes internal and external e-mail.

“Software” is the computer programs that reside on any type computer to perform a desired function. Software includes programs provided by the manufacturer, a vendor or developed by in-house staff.

“Network Resources” include the hardware and software necessary to connect computers and resources into a communication system.

“Internet” refers to the worldwide network of computer servers connected by phone lines that allow access to the public through the use of special languages.

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Scope:

This policy shall apply to all persons, whether employees, independent contractors or agents of the County, or otherwise, who use the County's electronic technology resources. All persons using Greene County's electronic technology resources must comply with all software licenses, copyright laws and all other State and Federal laws governing intellectual properties. Authorization to use the County's e-mail systems and access the Internet will be granted by the County Manager, or his designee, on an as-needed basis.

Ownership and Privacy Expectations:

All technology resources and all information transmitted by, received from and stored on Greene County systems are the property of Greene County and as such, are subject to inspection by County officials. Greene County has the right, but not the duty, to monitor any and all aspects of the County's electronic technology resources. Greene County reserves the right for business purposes to audit and monitor the information on all systems, electronic mail and information stored on computer systems or media, without advance notice. This might include investigation of theft, unauthorized disclosure of confidential business or proprietary information, personal abuse of the system or monitoring workflow and productivity.

E-mail created, sent or received through the use of any County owned resource is the property of Greene County, not its' employees. Users should have no expectations of privacy in anything created, sent, stored or received on or through any County owned electronic technology resources. The recipient of a message may forward it to any number of other parties. Messages could be sent to the wrong recipient. E-mail may become evidence in legal cases. A good rule is to compose e-mail and text messages with the expectation that it will become public. Do not use e-mail for legal lawyer-client confidential communications without approval by the County Manager.

Policy Violations:

The following are examples of violations of this policy by anyone using the County's electronic technology resources. It shall be deemed a violation of this policy to:

- (a) use Electronic Technology Resources for any personal use;
- (b) solicit or advertise for personal or commercial gain;
- (c) solicit or advertise for outside organizations, religious, charitable or political causes;

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- (d) create, send or store messages that may reasonably be regarded as offensive, obscene, disruptive, illegal, fraudulent, profane, embarrassing or libelous. These include information that may be construed as harassment or disparagement of others based on their race, national origin, sex, sexual orientation, age disability or religious or political beliefs. Users encountering or receiving such material should immediately report the incident to their Supervisor or Human Resources.
- (e) to send or receive copyrighted materials, proprietary information or similar materials without express authorization from the author;
- (f) send or forward e-mail, either internally or externally, without identifying themselves clearly and accurately. Anonymous or pseudonymous posting is expressly forbidden.
- (g) attempt to access another employee's e-mail without permission;
- (h) use County electronic technology resources to access and use sensitive or confidential information in a manner not originally intended;
- (i) load employee owned or non-County purchased software on County electronic technology resources, whether intended for legitimate business matters, personal purposes or amusement; this includes shareware, freeware, personal software or internet distributed programs.
- (j) use electronic resources in any illegal, malicious or inappropriate manner;
- (k) transmit confidential personnel information using electronic technology systems;

If Greene County determines that an employee has used electronic technology resources in a manner that violates this policy or any other State or Federal law, the violation may result in disciplinary action up to and including dismissal.

Appropriate Use:

At all times when an employee is using Greene County electronic technology resources, he or she is representing the County. The employee should use the same good judgment in all resource use that the employee would use in written correspondence or in determining the "appropriate conduct". Greene County employees are expected to use County provided electronic resources responsibly and professionally.

Greene County employees have a responsibility to make sure that all information disseminated through e-mail or the internet is accurate. Employees shall provide, in association with such information, the information's source and the date at which it was current and either an e-mail address or phone number that allows the recipient to contact the staff responsible for the making the information available.

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Greene County is not responsible for the actions of individual users. This policy may be amended or revised periodically as the need arises.

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To file a complaint of discrimination write USDA, Director, Office of Civil Rights, 1400 Independence Ave., SW, Washington, DC 20250-9410 or call (800) 795-3272 or (202) 720-6382 (TDD)

E2

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Jerry Jones
Susan Blizzard
Derek Burress



County Manager
Kyle J. DeHaven
Interim Finance Officer
Landon Price
County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: Resolution for Surplus Property

Date: October 3, 2022

A Resolution for Surplus is attached for items no longer needed/replaced by the County. These items will be sold on Govdeals and the revenue will be credited back to the department for which the items were depreciated. The manager will be available for questions at this time.

Action Recommended:

Motion to approve the Resolution as written

Board Action is Needed

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Resolution Declaring Surplus Property

WHEREAS, Greene County is authorized by the North Carolina Statute (NCGS) 153A-176 to dispose of real or personal property belonging to the county by public auction and donations of personal property to other governmental units, and

WHEREAS, there exists certain items of personal property belonging to Greene County which are surplus to the needs of the County, and

WHEREAS, NCGS 153A-176 describes the procedure to be followed to affect such sale,

NOW, THEREFORE BE IT RESOLVED by the County Commissioners of Greene County that the County Manager is directed to dispose of the following items of County property by online auction utilizing GovDeals.com. Terms are cash or certified check at the time of sale.

ITEM NAME	DESCRIPTION	VIN/ID#
Pitney Bowes	DI425 Envelope Stuffer (Inserter) Serial #1404657	
1948 Rodgers	Lowboy Trailer – No Ramps	
Ron Ayers	BHZ422DTE Equipment Trailer	4MNDB242X9001985
2009 Kaufman	HP20Ton Trailer	5VGFH25239L002136
1989 Hudson Bros.	HTD18D 9ton trailer	10HHTD1D9K1000410
2001 Ford	F250	1FTNF20F52EA36549
2015 Dodge	Charger	2C3CDXAT4FH902968

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Adopted this _____ of October, 2022.

ATTEST:

Bennie Heath, Chairman

Kyle J. DeHaven, Clerk to the Board

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