

NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Tuesday, September 7, 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, Susan Blizzard, and Derek Burress, County Manager Kyle DeHaven, Deputy Clerk Kathy Mooring and County Attorney Gay Stanley.

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 changes, additions or deletions to the Agenda as presented. Seeing as there were none he asked for a motion/second to approve.

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. Seeing as there were none he asked for a motion/second to approve.

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

- August 2, 2021 Regular Meeting Minutes
- Releases/Refunds
- Consideration of Late Applications for Elderly Exclusions and Present Use Value
- Monthly Collection Report
- Budget Amendment; Extension
- Budget Amendment; Senior Center (3)

Refunds: NCVTS Tax & Tag

Rochester Reid	\$95.34	Henry Clayton Keel	\$499.10	Bobby Stuart Beaman	\$136.26
Christine Lynn Greene	\$30.44	William Lewis Jones	\$12.19	Janet D. Skelton	\$5.40
Peggy Christine Mooring	\$250.97	Estate of James Michael Moye	\$31.53	Larry Wayne Schultz	\$8.56
Frank Ricker Sturges	\$163.98	Frank Ricker Sturges	\$42.31	Evelyn Barnes Hart	\$22.20
Nicky Dwight Taylor	\$36.50	Geraldine Hamm	\$2.55	Linwood Earl Hall	\$135.12
Linwood Earl Hall	\$122.73	Linwood Earl Hall	\$249.97	Robert Deuane Wagner	\$51.21
Daniel Capers	\$2.14	Daniel Capers	\$4.96		

Releases: Ad Valorem Tax

Susan M. Moye	\$45.00	NPRTO South-East, LLC	\$5.35	NPRTO South-East, LLC	\$13.72
NPRTO South-East, LLC	\$7.93	Scot Eric Burchman	\$171.87	John F. Bartlett	\$45.00
James Travis Harper	\$129.85	Michelle Pate	\$45.00	Jimmy Ray Joyner, Sr.	\$45.00
Linda Williams Spikes	\$45.00	Linda Williams Spikes	\$45.00	Linda Williams Spikes	\$45.00
Linda Williams Spikes	\$45.00	Linda Williams Spikes	\$45.00	Linda Williams Spikes	\$45.00
Linda Williams Spikes	\$45.00	Linda Williams Spikes	\$45.00	Linda Williams Spikes	\$45.00
Charles Cannon, Jr.	\$139.39				

Refunds: Ad Valorem Tax

Susan M. Moye	\$42.00	Patricia MacNeill	\$1,000.52		
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D. Public Hearing

1. 2021 CDBG-NR; Mike Barnett

Mr. Barnett of McDavid Associates gave a brief overview (see attached) of the program and was available for questions that the Board of Commissioners may have. Chairman Heath opened the hearing for Commissioners and citizens questions/comments at this time. Second hearing is scheduled for October 4th. Commissioner Blizzard asked how many years this project is for, Mr. Barnett noted it is for 3 years. Commissioner Blizzard then asked how many extensions can we receive, Mr. Barnett stated there is no rule about this due to things going on at this time in our world. Commissioner Burress noted that the second public hearing date in the paperwork today states October 14th and Mr. DeHaven noted that was a typo on his part and the second hearing is October 4th. Commissioner Blizzard asked about using this program for public utilities, street and drainage conditions within a neighborhood. Mr. Barnett noted it must meet all the guidelines and Commissioner Blizzard noted that some of the neighborhoods in the county could possibly benefit from this program then and Mr. Barnett noted that they would have to look into this. Chairman Heath closed the public hearing as there was no further comments.

E. Public Comments

None

F. Presentation

1. Eve Honeycutt, Interim County Extension Director introduced the new County Extension Director, Ms. Jessica Anderson. Ms. Anderson stated she was glad to be here and went over her work history with other Extension Offices.

G. County Manager Report

1. Mr. DeHaven presented a Resolution of Gratitude to Ms. Becky Sutton for her 22 years of service to the County.

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

2. Mr. DeHaven next presented a request to appoint a member of the jury commission. Mr. DeHaven noted that previously, Ms. Janette Fulghum had been appointed by the Greene County Board of Commissioners. The Clerk of Court, Ms. Sandra Beamon requested that the Board appoint Ms. Gloria Artis to the Jury Commission.

On motion by Commissioner Jones and seconded by Commissioner Shackelford the Board voted unanimously to appoint Ms. Gloria Artis.

3. Mr. DeHaven next presented a request for a public hearing to hear public comments on the FY 2023 Community Transportation Plan. The request is to hold the public hearing on Monday, September 20th at 7 p.m. at the Wellness Center.

On motion by Commissioner Jones and seconded by Commissioner Shackelford the Board voted unanimously to approve the public hearing for September 20th at 7 p.m.

4. Mr. DeHaven next presented an Amendment to Position Classification Plan for the Sheriff Department. Mr. DeHaven noted this is needed due to the recent increase in Sheriff Deputy pay and is needed to more appropriately align the different job classifications with salary grades in our pay grade classification system. Commissioner Blizzard asked if this grade change can only be applied to sworn in officers, Mr. DeHaven responded yes that is correct. Commissioner Blizzard asked if this is just salaries and does not include benefits. Mr. DeHaven stated that is correct. Commissioner Blizzard asked again if newly hired deputies will be hired as Grade 67 and other employees will be hired at Grade 65 if that is the Grade they are normally hired at. Mr. DeHaven stated yes that is correct. Commissioner Blizzard then asked what the total amount will be for this increase. Mr. DeHaven stated he believes it was \$105,000 as he did not have the exact amount in front of him. Commissioner Blizzard asked since the Sheriff Department has been down 7 deputies since May would that money not spent on salaries since then would help to offset this increase. Mr. DeHaven stated that since we are in a new budget year the salaries not paid since July would help to offset this some. Commissioner Blizzard asked when did this change take effect and Mr. DeHaven stated it was effective August 1st and Commissioner Blizzard stated so this happened without approval and Mr. DeHaven stated this step was needed for housekeeping purposes but the pay increase was approved in a prior meeting and was made effective August 1st. Commissioner Blizzard stated that this is not fair to other departments as the Sheriff Department is getting a total of 14% increase and the other employees are not. Commissioner Blizzard asked the Sheriff if he has filled the open positions and he stated he has not and she then asked if he had any applications for these positions, he stated he does not at this time. The Sheriff stated that if he had gotten this increase a year ago he may not be in this position at this time, he just had one deputy that was going to quit and with the increase in pay he has decided to stay. Chairman Heath said at this time this is a housekeeping step that is needed and feels it the most appropriate step to take at this time. Commissioner Shackelford had asked the Sheriff if he had gotten complaints from other departments about this increase and he said he has not. Commissioner Blizzard asked if the Sheriff is providing deputies as Resource Officers to the schools at this time and the Sheriff stated no but we do have DEP Officers covering these positions at this time.

On motion by Commissioner Jones and seconded by Commissioner Shackelford the Board voted 4 to 1 (Commissioner Blizzard) to approve this amendment.

5. Mr. DeHaven next presented an Amendment to the Position Classification Plan for EMS. Mr. DeHaven stated an amendment is requested for the position classification plan to add 3 positions and place them in the position classification plan. The three positions requested being added to the plan are Paramedic, Shift Supervisor (Paramedic), and EMS Manager (Paramedic). The requested grades in the current position classification plan are included. The Greene County EMS staffing matrix is included for review, as well as a summary pay scale for that department. Chairman Heath said what Mr. DeHaven said about pay for these position being comparable with surrounding counties as applicants will come from surrounding counties and we will have to compete pay wise in order to get the positions filled as needed. Commissioner Blizzard asked why part-time paramedic making more per hour then full-time paramedic. Mr. DeHaven stated because the full-time will be make a lot more than the part-time due to also getting benefits. Commissioner Blizzard asked for the chain of command in that department, Mr. DeHaven stated it is the EM Director and then EMS Manager. Commissioner Blizzard asked that this be looked at because per her information they would be making the same amount and that cannot be like that and Mr. DeHaven said he believes her information is wrong but he will look into that per her request. Commissioner Blizzard asked next about staffing of the paramedics. She feels that three paramedics on a shift will be overkill. She asked Director Brock Kearney to answer some questions. She asked him what is the number of calls per week that require a paramedic. Mr. Kearney stated that the amount of weekly calls a lot of times require we have another truck available to handle the calls. Commissioner Blizzard asked that they be provided the cost of another truck plus the staffing cost to man this truck. Commissioner Blizzard asked if some of this cost could come from ARP Funds, Mr. DeHaven stated he does not have the breakdowns available as of yet but will advise when he gets that information. Commissioner Blizzard asked how many EMT's we have in class at this time to become paramedics. Mr. Kearney advised we have 4 currently taking classes and when they are expected to finish. Commissioner Blizzard asked that we hold off taking a vote on this at this meeting and get more information before we proceed with this. Chairman Heath asked Mr. Kearney if waiting will hold anything up at this time and he said it would not they want to get things set up now for a smoother transition.

Commissioner Blizzard made a motion to table this until the next meeting and have more information provided to them at the next meeting. Commissioner Burress seconded the motion. Chairman Heath asked that if there are any more questions to have them in to the EM Director so that they can be addressed at the next meeting. Chairman Heath stated he would like to have this settled before the first of October so that the EMS Department may proceed for a smoother transition. Chairman Heath called for the vote and the Board voted 4 – 1 (Commissioner Jones) to approve tabling this until the next meeting.

6. Mr. DeHaven next presented a Budget Amendment for Animal Control for the purchase of a truck. He noted that this was in last year's budget but we could not get the truck until this new budget year. The truck was just delivered and the funds need to be re-appropriated to pay for the vehicle.

On motion by Commissioner Jones and seconded by Commissioner Shackleford the Board voted unanimously to approved the Budget Amendment.

7. Mr. DeHaven next presented a Designation of Funds for the Water Department. Mr. DeHaven stated a waterline relocation is needed at the intersection of Pope Farm Road and Bullhead Road. This waterline has been compromised three times now. The improvement of this water infrastructure qualifies as an eligible expense of ARP Funds. He asked that ARP Funds be designated to make this improvement to our water system.

On motion by Commissioner Jones and seconded by Commissioner Shackleford the Board voted unanimously to approve this Designation of Funds.

8. Mr. DeHaven next presented a Resolution in support of the MOA for the Opioid Litigation Settlement. He stated that the Resolution gives background of the cause for the suit, its results and gives authorization as to who can accept settlement funds and execute any documents related to the allocation of opioid settlement funds.

On motion by Commissioner Burress and seconded by Commissioner Jones the Board voted unanimously to approve the resolution and MOA.

9. Mr. DeHaven next presented a request in support of Operation Santa Clause. He noted that we received a request to participate in the Caswell Centers Operation Santa Clause. In the past we have participated by donating \$225, which breaks down to \$75 for 3 residents from Greene County. He noted that a request to be included in our budget was not received but many were not. This was budgeted for any way as we always participate. He asked for approval to donate \$225.

On motion by Commissioner Shackleford and seconded by Commissioner Jones the Board voted unanimously to approve the support of Operation Santa Clause.

H. County Attorney Report

Nothing to report.

I. Commissioner's Report and Recommendations

Chairman Heath went over the county COVID number's for the past week. We have a lot of active cases and 1 more death in the county. County Manager Kyle DeHaven stated that the Departments will handle their protocols for COVID.

Commissioner Burress welcomed Ms. Jessica Anderson in her new role as Cooperative Extension Director and he also thanked Ms. Eve Honeycutt for her leadership in the interim. He thanked Commissioner Shackelford for representing the county as a voting delegate Saturday, August 14th during the annual conference. Commissioner Shackelford was also recognized at the conference as one of the longest serving elected officials in the state, Commissioner Burress congratulated him for that accomplishment. He asked that we keep Haywood County (western part of the state) in our thoughts as they were hit hard by Tropical Storm Fred less than a week after the conference. He also asked that we keep the families of Mr. Kenneth Ginn and Mr. Swindell Isler Jr. in our thoughts. Both were legends in our community. Mr. Ginn was the choral director at Greene Central and LCC, and Mr. Isler was the LCC Barber School instructor. On to County Business, Commissioner Burress noted he is disappointed that the monthly finance sheet is missing from their agenda packet. He requested that it be added back. He believes this report to be a great resource tool for the Commissioners and the other departments in the county as well and they have created their own department monthly finance reports. He asked about the sewer/septic issue at the Guthrie-Turner Convenience Site. Mr. DeHaven stated we are still waiting for someone to come out and fix it. Commissioner Burress stated the NCACC has hosted several meetings aimed at helping counties understand and plan how they intend to spend their allotment of the American Rescue Plan funds. Greene County is scheduled to receive \$4.2 million in ARP funding. He stated he had hoped that Greene County would hold a series of hearings like surrounding counties have held to plan and discuss how the county intends to spend these funds. He has attended several of these meetings, one of the biggest suggestions in addition to providing hazard pay for employees is to make needed investments in broadband, water and sewer infrastructure. These investments are desperate across the country, especially in low-income areas and communities. He noted that just this morning we invested over \$30,000 in water infrastructure. During our last meeting, we used the same funds to invest in body cameras for the sheriff's department. Both are wise investments, but now we have a rare opportunity to invest in an issue that has plagued our community for years, the lack of affordable broadband internet. He went on to say that Internet access is a necessity, yet many millions of children live in homes without it, either because their families cannot afford access or because the connectivity infrastructure in their communities is weak or nonexistent. That disadvantage has been especially obvious during the pandemic when many schools shifted classes to online-only, but it limits children's educational opportunities outside of health crises as well. Internet access is also essential for adults seeking jobs, medical advice in areas with few doctors, and government services and civic opportunities, among many other uses. Commissioner Burress noted he has heard for years there is nothing we as a county can do, but now we have a chance.

Commissioner Burress then made a motion to designate \$1.5 million of the ARP funds to invest in broadband infrastructure to be used in underserved areas within the county. He stated with the NTIA Grant that the school system has partnered with Infinity Link to apply for, he hopes we will not have to use these funds, but if not, he feels \$1.5 million is a good amount to set aside if needed. He also noted that it still leaves several million on the table for other projects and is in line with the percentages that other counties are setting aside. Commissioner Blizzard seconded this motion. Commissioner Burress said he is not asking that we choose among providers or make any decisions about which methods would better serve the county. Instead, he is asking that the board join him in setting aside a reasonable amount of the ARP funds to be used to address a specific purpose; the lack of broadband access. He also asked that the Board consider supporting the school system and Infinity Link in their grant opportunity. Commissioner Jones suggested that they wait until they find out exactly what they can do with these funds. Chairman Heath called for the voted and this motion failed by a vote of 2 yay to 3 nay (Commissioners Jones, Shackleford and Heath).

Commissioner Jones reminded everyone of the American Legion BBQ plate sale this coming Saturday, September 11.

H. Closed Session – Economic Development

Motion/Second into Closed Session were made by Commissioner Jones and Commissioner Shackleford. Board voted unanimously to go into closed session.

Motion/Second out of Closed Session were made by Commissioner Jones and Commissioner Shackleford. Board voted unanimously to come out of closed session.

Meeting called back to order by Chairman Heath.

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

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

**RESOLUTION EXPRESSING APPRECIATION FOR 22 YEARS OF SERVICE
BY BECKY SUTTON TO THE COUNTY OF GREENE**

WHEREAS, Becky Sutton retired on July 30, 2021 from the Greene County Tax Department with more than 22 years of service to the County of Greene; and

WHEREAS, Becky Sutton began her career in the Tax Department on March 2nd 1998 as the Tax Appraiser, and became the Tax Administrator in September of 1999, and served in this position until her retirement; and

WHEREAS, Becky Sutton has proven herself to be a dedicated and efficient public servant and leader time and time again; and

WHEREAS, on behalf of The Greene County Board of Commissioners, the other County officials and employees, and the citizens of the County of Greene, we wish to express to Becky Sutton a deep appreciation and gratitude for the service rendered to the County over the years.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Greene, North Carolina, that:

1. The Board of Commissioner express to Becky Sutton on behalf of themselves, the other County officials and employees, and the citizens of Greene County their deep appreciation and gratitude for the dedicated service rendered on behalf of the County of Greene.
2. We offer Becky our very best wishes for success, happiness, prosperity and good health in all future endeavors.
3. This Resolution shall be incorporated into the official minutes of the Greene County Board of Commissioners, and shall be in full force and effect from and after this 16th day of August, 2021.

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

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



County Manager
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NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Greene, North Carolina, that:

1. The Board of Commissioner express to Becky Sutton on behalf of themselves, the other County officials and employees, and the citizens of Greene County their deep appreciation and gratitude for the dedicated service rendered on behalf of the County of Greene.
2. We offer Becky our very best wishes for success, happiness, prosperity and good health in all future endeavors.
3. This Resolution shall be incorporated into the official minutes of the Greene County Board of Commissioners, and shall be in full force and effect from and after this 7th day of September, 2021.


Bennie Heath, Chairman
Greene County Board of Commissioners

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Derek Burruss



County Manager
Kyle J. DeHaven

Finance Officer
Beverly T. Stroud

County Attorney
Gay Stanley

From: Kyle J. DeHaven, County Manager

Re: Amendment; Position Classification Plan

Date: September 7, 2021

An Amendment is need for the position classification plan due to the recent increase in Sheriff Deputy pay. The change is needed to more appropriately align the different job classifications with salary grades in our pay grade classification system. The current and proposed grades are attached for review.

Action Recommended:

Motion to approve the amendment to the position classification plan as presented

Board Action is Needed

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**GREENE COUNTY
CURRENT PAY GRADE CLASSIFICATIONS
SWORN OFFICERS**

	Current grades 7/1/21			Proposed new grades		
	GRADE	HIRING	DIFFERENCE	GRADE	HIRING	DIFFERENCE
Deputy Sheriff	65	32,398		67	36,000	
Deputy Sheriff Special Assignment	66	34,019	1,621	68	37,506	1,506
Deputy Sheriff Sergeant	68	37,506	3,487	69	39,381	1,875
Deputy Sheriff Lieutenant	69	39,381	1,875	70	41,350	1,969
Deputy Sheriff Captain	71	43,418	4,037	71	43,418	2,068
Deputy Sheriff Major	73	47,868	4,450	73	47,868	4,450
Deputy Sheriff Chief	75	52,774	4,906	75	52,774	4,906
Sheriff	79	64,148	11,374	79	64,148	11,374

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: Amendment; Position Classification Plan

Date: September 7, 2021

An Amendment is requested for the position classification plan to add 3 positions and place them in the position classification plan. The three positions requested being added to the plan are Paramedic, Shift supervisor (paramedic), and EMS Manager (paramedic). The requested grades in the current position classification plan are included. The Greene County EMS staffing matrix is included for review, as well as a summary pay scale for that department. The manager and staff will be available for questions at this time.

Action Recommended:

Motion to approve the amendment to the position classification plan as presented

Board Action is Needed

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proper and good working order; makes routine adjustments, but reports other than minor defects for specialized attention. Completes patient care reports and participates in the department QA program.

- Maintains cleanliness and performs minor maintenance of Emergency Medical Service facilities. Provides leadership and assistance to members of volunteer emergency medical service organizations in County, as requested.

Knowledge, Skills and Abilities

- Considerable knowledge of and skill in administering emergency medical procedures and techniques.
- Considerable knowledge of anatomy and physiology.
- Considerable knowledge of intravenous therapy and skill in recognizing adverse conditions.
- Considerable knowledge of equipment and supplies employed in emergency care of patients and accident victims.
- Considerable knowledge of county geography and locations of roads and streets.
- Skill in recognizing trauma and signs and symptoms of medical emergencies to determine appropriate treatment.
- Ability to perform duties in accordance with established emergency medical procedures and techniques, medical protocols and standing orders.
- Ability to work with a diverse socio-economic population, based on the unique situations encountered.
- Ability to respond quickly and calmly in emergencies and stressful situations.
- Ability to drive safely an emergency medical vehicle in adverse conditions and according to motor vehicles laws.
- Ability to communicate effectively in a tactful and firm manner with the public.
- Ability to deal with stress and death and dying patients.
- Ability to accurately record services provided on required forms.
- Ability to work with co-workers, law enforcement personnel, fire, medical personnel, patients and the general public.
- Ability to maintain vehicles, equipment, and facilities.
- Ability to maintain confidentiality of patient contact.

Additional Job Duties

- Performs additional duties as required.

Shift Paramedic (Part-Time)

Salary: Grade 67 \$17.50/Hour

Job Type: Full Time

Department: Emergency Services

General Statement of Duties

Performs paramedic level life support work in the Emergency Medical Services Division under the supervisor of the EMS Manager. A paramedic workday will consist of 24 hours on one of three operational shifts. Greene County EMS operates on a 24/7 Kelly Shift. (No more than 980 hours annually).

Distinguishing Features of the Class

An employee in this class performs professional advanced life support work in operating an approved mobile medical unit, rescuing victims and performing advanced emergency care including the administration of life sustaining treatment to patients on-site and while enroute to a hospital. Work involves responding to the scene of emergency and non-emergency calls, applying necessary medical treatment to sick or injured persons, and transporting persons to a medical facility. Employee serves as a member of an ambulance crew and is responsible for the medical care administered to the patient. This position is differentiated from an Advanced Emergency Medical Technician of other certification levels by the additional requirements of performing defibrillation and cardio version, using gas-powered or hand-powered nebulizers, decompressing a tension pneumothorax by use of a catheter-flutter-valve device, using positive-end expiratory pressure respirators, performing cricothyrotomy for relief of upper airway obstruction, and performing gastric suction by intubations. Employee is also responsible for patient care reports, maintaining supplies, performing janitorial duties at the base station, and performing miscellaneous office duties. Employee is exposed to the normal hazards of emergency rescue work, including risk of exposure to infectious diseases. Reports to an EMS Shift Supervisor.

Essential Duties and Tasks

- Responds to emergency calls in a quick response vehicle or ambulance; performs necessary rescue work in accordance with established protocols for Basic and Advanced Life Support; administers necessary emergency medical care requiring the use of suction units, immobilization equipment, intravenous infusions, syringes and medications, and cardiac monitors/defibrillator/pacers, and performance of intubations/advanced airway management. Lead provider for 2 person EMS crew.
- Participates in a continuous training program to improve competence in medical technical work and in ambulance service and operation; studies street and road patterns and networks of the County in order that future runs may be made with minimum difficulty and delay. Maintains state certifications through continuing education programs and/or departmental training.
- Inspects and tests ambulances and their emergency equipment, maintaining proper inventory of equipment and supplies; cleans and sanitizes ambulance and equipment daily; ensures that they are in

Physical Requirements

- Must be able to physical perform the basic life functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motions.
- Must be able to perform very heavy work exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to lift objects.
- Must possess the visual acuity to operate mobile equipment, monitor work site progress, and use measurement devices.

Desirable Education and Experience

Graduation from high school or equivalent and 1 to 2 years of experience in advanced emergency medical service work; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities. Associates Degree in Emergency Medical Services or related field from an accredited college or university desired. Certification as an Emergency Vehicle Driver is preferred.

Special Requirements

Must possess and maintain certification as a Paramedic through NC Office of Emergency Medical Services and be able to board with the medical director within one (1) month of employment. Must possess and maintain a valid NC Driver License.

that future runs may be made with minimum difficulty and delay. Maintains state certifications through continuing education programs and/or departmental training. Serves as the primary training officer for the shift and completes daily QA for shift reports.

- Inspects and tests ambulances and their emergency equipment, maintaining proper inventory of equipment and supplies; cleans and sanitizes ambulance and equipment daily; ensures that they are in proper and good working order; makes routine adjustments, but reports other than minor defects for specialized attention. Completes patient care reports and participates in the department QA program.
- Maintains cleanliness and performs minor maintenance of Emergency Medical Service facilities. Provides leadership and assistance to members of volunteer emergency medical service organizations in County, as requested.

Knowledge, Skills and Abilities

- Mastery knowledge of and skill in administering emergency medical procedures and techniques.
- Mastery knowledge of anatomy and physiology.
- Mastery knowledge of intravenous therapy and skill in recognizing adverse conditions.
- Mastery knowledge of equipment and supplies employed in emergency care of patients and accident victims.
- Mastery knowledge of county geography and locations of roads and streets.
- Mastery skill in recognizing trauma and signs and symptoms of medical emergencies to determine appropriate treatment.
- Ability to perform duties in accordance with established emergency medical procedures and techniques, medical protocols and standing orders.
- Ability to work with a diverse socio-economic population, based on the unique situations encountered.
- Ability to respond quickly and calmly in emergencies and stressful situations and use critical thinking to make high consequence decisions rapidly
- Ability to drive safely an emergency medical vehicle in adverse conditions and according to motor vehicles laws.
- Ability to communicate effectively in a tactful and firm manner with the public.
- Ability to deal with stress and death and dying patients.
- Ability to accurately record services provided on required forms.
- Ability to work with co-workers, law enforcement personnel, fire, medical personnel, patients and the general public and operate with little supervision for long periods of time.
- Ability to maintain vehicles, equipment, and facilities.

EMS Manager (Paramedic)

Salary: Grade 76 \$26.64/Hour (\$55,411.20 annually)

Job Type: Full Time Exempt

Department: Emergency Services

General Statement of Duties

Performs supervisory, administrative, and managerial work in managing the daily operations of Emergency Medical Services.

Distinguishing Features of the Class

Work involves the responsibility for the operational functions of the emergency medical services program, working through Shift Supervisors. The employee works closely with the Emergency Services Director on short- and long-range budget preparation; development of operational structure and staffing; projection of needs, service expansion and delivery; and overseeing daily operations through intervening supervisors. Work includes hiring, training, performance evaluations, and discipline action, and final authority with the Director in hiring and dismissal. Employee may assist with responding to major emergency response scenes to coordinate the activities of various agencies and to ensure availability of necessary equipment, supplies and manpower. Work is performed in accordance with State and Federal regulations, program SOP's, established EMS procedures and under local medical director approved protocols. The employee is exposed to the normal hazards of emergency rescue work, including risk of exposure to human body fluids and infectious diseases, thus the work is subject to the OSHA requirements for bloodborne pathogens. Employee must maintain ability to respond to emergency situations, as required. Work is performed independently requiring initiative, sound judgment and tact and diplomacy. Work is performed under the general supervision of the Emergency Services Director, and work is reviewed by discussion, reports and public acceptance of services.

Essential Duties and Tasks

- Coordinates and supervises emergency medical services daily operations and training activities and staff through intervening supervisors; coordinates procedures and regulations with agencies served; develops and maintains up to date procedures manual for employees, and agencies served; works closely with the Medical Director on policy and medical protocol coordination.
- Assists the Director in planning, organizing and directing the delivery of emergency services throughout the County; assists in development and updating of the County's emergency medical services plan including the County First Responder Program; provides input on organizational staffing and delivery approaches; involves supervisors in planning and budgeting process.
- Recommends budget needs for the division; provides justification for recommendations; builds budget requests based on input of supervisors; researches, recommends and purchases needed equipment and medical supplies; ensures proper maintenance of equipment.
- Ensures adherence to medical and response protocols and SOP's; participates in development, evaluation and revision of protocols and SOP's. Handles personnel functions for staff; ensures training meets State certification requirements; monitors and evaluates work.

- Ability to use sound judgment and determine best options and decisions for handling emergency matters.
- Ability to establish and maintain effective working relationships with law enforcement agencies, volunteer fire services, public officials, hospitals, schools, and the general public.
- Ability to supervise EMS staff, including knowledge of budgeting, personnel, and purchasing requirements, and to train and mentor other employees.

Physical Requirements

- Must be able to perform the physical life functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motion.
- Must be able to perform very heavy work exerting in excess of 100 pounds of force occasionally, and/or up to 75 pounds of force frequently, and/or 50 pounds of force constantly to move objects.
- Must possess visual acuity to prepare and analyze data and figures, perform accounting functions, operate a computer terminal, operate a motor vehicle, do extensive reading and use measurement devices.

Desirable Education and Experience

Bachelor's degree from an accredited college with a major in emergency medical services, or related field required or ability to obtain a Bachelor's degree within 3 years of hire date. Master's degree preferred. A minimum of five years' experience in emergency services as a Paramedic or higher level with three years of supervisory experience.

Special Requirements

Certification by the North Carolina OEMS as a Paramedic. Possession of a valid NC driver's license.

Must live within an acceptable distance of GC EMS Station 1 (201 Martin Luther King Jr. Parkway, Snow Hill, NC 28580) for on-call requirements with Emergency Management.



Proposed Pay Scale for Certified Employees

Greene County Current Pay Schedule			
EMT			
Grade/	Hourly Rate	Annual Salary (40 hr work week)	Annual Salary (Actual)
61 Shift EMT	\$ 12.81	\$ 26,653.00	\$ 37,405.20
AEMT			
Grade/	Hourly Rate	Annual Salary (40 hr work week)	Annual Salary (Actual)
64 Shift AEMT	\$ 14.83	\$ 30,846.40	\$ 43,303.60
Paramedic (Proposed)			
	Hourly Rate	Annual Salary (40 hr work week)	Annual Salary (Actual)
67 Shift Paramedic	\$ 17.17	\$ 35,713.60	\$ 50,136.40
69 Shift Supervisor	\$ 18.93	\$ 39,374.40	\$ 55,275.60
76 EMS Manager	\$ 26.64	\$ 55,411.20	\$ 55,411.20
Part Time Paramedic	\$ 18.00		
**Current employees that obtain their paramedic certification should receive at 3- 5% increase to prevent compression.			
Percentage Increase	Hourly Rate	Annual Salary (40 hr work week)	Annual Salary (Actual)
3.00%	\$ 17.69	\$ 36,795.20	\$ 51,654.80
4.00%	\$ 17.86	\$ 37,148.80	\$ 52,151.20
5.00%	\$ 18.03	\$ 37,502.40	\$ 52,647.60

Notes:

- In the 2019 pay study, all current salaries are more than \$1.00 per hour below the average salary for counties included in the study.
- The proposed pay rate for paramedic of \$17.51 is equal to the average hourly rate, however most services are operating on a 24/72 schedule. Greene County EMS will remain on our current schedule (24/48).

Position	Annual Need	Daily Need	Base Pay Rate	Hours per year	Total Annual Cost
EMT/AEMT	9	3	13.82*	2920	\$ 363,189.60
Paramedic	9	3	17.17	2920	\$ 451,227.60
Shift Supervisor	3	1	18.93	2920	\$ 165,826.80
EMS Manager**	1	1	26.64	2080	\$ 55,411.20
Totals	22	8	N/A	N/A	\$1,035,655.20***

The current 9 non paramedic positions requested could be filled by an EMT or AEMT. For budgeting purposes, these 9 positions should be budgeted at a rate of \$13.42/hour. This rate is an average of both EMT and AEMT pay rates. **Exempt Position *Assumes no increase for current employees to offset compression*

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: Amendment; Position Classification Plan

Date: September 7, 2021

An Amendment is requested for the position classification plan to add 3 positions and place them in the position classification plan. The three positions requested being added to the plan are Paramedic, Shift supervisor (paramedic), and EMS Manager (paramedic). The requested grades in the current position classification plan are included. The Greene County EMS staffing matrix is included for review, as well as a summary pay scale for that department. The manager and staff will be available for questions at this time.

Action Recommended:

Motion to approve the amendment to the position classification plan as presented

Board Action is Needed

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www.greencountync.gov

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GL

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: BA; Animal Control

Date: September 7, 2021

A BA is needed in the Animal Services department for the purchase of a truck. This truck was encumbered in the prior FY but was not ready. We have been informed that it is finally here and the funds need to be re-appropriated to pay for the vehicle.

Action Recommended:

Motion to approve the BA as presented

Board Action is Needed

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Approved by:

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: Designation of Funds

Date: September 7, 2021

A waterline relocation is needed at the intersection of Pope Farm Rd and Bullhead Rd. This waterline has been compromised 3 times now. The improvement of this water infrastructure qualifies as an eligible expense of ARP monies. I would ask that ARP funds be designated to make this improvement to our water system.

Action Recommended:

Motion to approve the designation of funds for waterline relocation

Board Action is Needed

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Kathy Mooring

From: Kyle DeHaven
Sent: Thursday, August 19, 2021 2:40 PM
To: Kathy Mooring
Subject: FW: Pope Farm Road Waterline Relocation
Attachments: Greene Co Pope Farm Rd Wat Rel Sketch Map 210816 000.pdf; Greene Co Pole Farm Wat Rel PCE 210816 000.pdf

Add to agenda

From: David Jones
Sent: Tuesday, August 17, 2021 7:12 AM
To: Kyle DeHaven <kyle.dehaven@greencountync.gov>
Subject: FW: Pope Farm Road Waterline Relocation

This is cost est. for relocation of water that is out of service.

From: Rich Moore <rbm@mcdavid-inc.com>
Sent: Monday, August 16, 2021 6:50 PM
To: David Jones <david.jones@greencountync.gov>
Subject: Pope Farm Road Waterline Relocation

Mr. David Jones, Public Works Director
Greene County

David:

Reference the subject and as follow-up to our discussion, please find attached the following exhibits for your review in support of relocating a section of the County's existing 8" diameter waterline at the intersection of Pope Farm Road and Bullhead Road:

1. Preliminary Cost Estimate
2. Sketch Map

The GIS shows the existing waterline on Bullhead Road changes from 8" diameter to 4" diameter at the drybore crossing on Pore Farm Road (one of the existing valves is shown as a 4" gate valve). The fire hydrant on Pore Farm Road was installed using a tapping sleeve and valve.

Unknown is the level of concrete thrust blocking used at the drybore and fire hydrant installation. I've assumed that the existing hydrant is probably pretty well blocked such that relocation may prove difficult. I put cost in for a new tee, new valves and new hydrant.

Please review and advise regarding any changes. Once acceptable, I'll forward to Kyle for his approval.

Rich

POPE FARM ROAD WATERLINE RELOCATION (INTERSECTION WITH BULLHEAD ROAD)
GREENE COUNTY REGIONAL WATER SYSTEM – AUGUST 2021



NEW FIRE HYDRANT
ASSEMBLY PROPOSED WITH
TEE AND TWO (2) VALVES

8" WATERLINE TO BE
RELOCATED 5' FROM EDGE
OF NCDOT RIGHTS-OF-WAY

TIE-IN TO EXISTING WATERLINE AT
DRYBORE, SDR 26 TO SDR 21
TRANSITION, NEW 8" VALVE
PROPOSED AT TIE-IN

PRELIMINARY COST ESTIMATE
 POPE FARM ROAD WATERLINE RELOCATION
 GREENE COUNTY
 AUGUST 2021

Item	Description	Quantity	Unit	Price	Amount
1	8" PVC Waterline	200	LF	\$35.00	\$7,000.00
2	6" Gate Valve & Box	1	EA	\$2,000.00	\$2,000.00
3	8" Gate Valve & Box	2	EA	\$2,500.00	\$5,000.00
4	8" 45d Bend, DI	3	EA	\$1,000.00	\$3,000.00
5	8" 90d Bend, DI	1	EA	\$1,000.00	\$1,000.00
6	Transition Fitting	2	EA	\$500.00	\$1,000.00
7	8"x6" Tee, DI	1	EA	\$2,500.00	\$2,500.00
8	Fire Hydrant Assembly	1	LS	\$5,000.00	\$5,000.00
9	Remove Existing Fire Hydrant	1	LS	\$500.00	\$500.00
10	Remove Existing 90d Bend	1	LS	\$500.00	\$500.00
11	Borrow	20	SY	\$30.00	\$600.00
	Subtotal Construction				\$28,100.00
12	Technical Services				\$2,200.00
	TOTAL PROJECT COST				\$30,300.00

Commissioners
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 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: MOA for the Opioid Settlement

Date: September 7, 2021

Attached is a Resolution between Greene County and the State of North Carolina related to the Opioid litigation settlement. This Resolution gives background of the cause for suit, its results, and gives authorization how who can and how to proceed. The Manager will be available for questions at this time.

Action Recommended:

Motion to approve the Opioid Settlement MOA

Board Action is Needed

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A RESOLUTION BY THE COUNTY OF GREENE
APPROVING THE MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE STATE OF
NORTH CAROLINA AND LOCAL GOVERNMENTS ON PROCEEDS RELATING TO THE
SETTLEMENT OF OPIOID LITIGATION

WHEREAS, as of 2019, the opioid epidemic had taken the lives of more than 16,500 North Carolinians, torn families apart, and ravaged communities from the mountains to the coast; and

WHEREAS, the COVID-19 pandemic has compounded the opioid crisis, increasing levels of drug misuse, addiction, and overdose death; and

WHEREAS, the Centers for Disease Control and Prevention estimates the total “economic burden” of prescription opioid misuse alone in the United States is \$78.5 billion a year, including the costs of healthcare, lost productivity, addiction treatment, and criminal justice involvement; and

WHEREAS, certain counties and municipalities in North Carolina joined with thousands of local governments across the country to file lawsuit against opioid manufacturers and pharmaceutical distribution companies and hold those companies accountable for their misconduct; and

WHEREAS, representatives of local North Carolina governments, the North Carolina Association of County Commissioners, and the North Carolina Department of Justice have negotiated and prepared a Memorandum of Agreement (MOA) to provide for the equitable distribution of any proceeds from a settlement of national opioid litigation to the State of North Carolina and to individual local governments; and

WHEREAS, Local Governments and the State of North Carolina anticipate a settlement in the national opioid litigation to be forthcoming; and

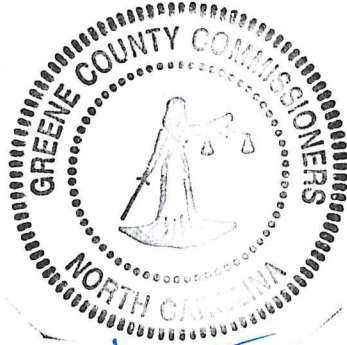
WHEREAS, by signing onto the MOA, the state and local governments maximize North Carolina’s share of opioid settlement funds to ensure the needed resources reach communities, once a negotiation is finalized, as quickly, effectively, and directly as possible; and

WHEREAS, it is advantageous to all North Carolinians for local governments, including Greene County and its citizens, to sign onto the MOA and demonstrate solidarity in response to the opioid epidemic, and to maximize the share of opioid settlement funds received both in the state and this county to help abate the harm; and

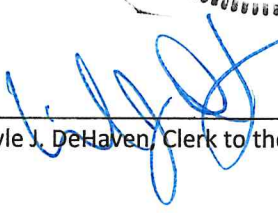
WHEREAS, the MOA directs substantial resources over multiple years to local governments on the front lines of the opioid epidemic while ensuring that these resources are used in an effective way to address the crisis.

NOW, THEREFORE BE IT RESOLVED, Greene County hereby approves the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation, and any subsequent settlement funds that may come into North Carolina as a result of the opioid crisis. Furthermore, Greene County authorizes the County Manager (or County Attorney) take such measures as necessary to comply with the terms of the MOA and receive any settlement funds, including executing any documents related to the allocation of opioid settlement funds and settlement of lawsuits related to this matter. Be it further resolved copies of this resolution and the signed MOA be sent to opioiddocs@ncdoj.gov as well as forwarded the North Carolina Association of County Commissioners at communications@ncacc.org.

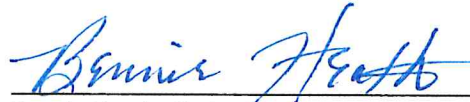
Adopted this the 7th day of September, 2021.



ATTEST:



Kyle J. DeHaven, Clerk to the Board



Bennie Heath, Chair
Greene County Board of Commissioners

(SEAL)

**MEMORANDUM OF AGREEMENT
BETWEEN THE STATE OF NORTH CAROLINA AND LOCAL GOVERNMENTS
ON PROCEEDS RELATING TO THE SETTLEMENT OF OPIOID LITIGATION**

IN WITNESS WHEREOF, the parties, through their duly authorized officers, have executed this Memorandum of Agreement under seal as of the date hereof.

SIGNATURE PAGE FOR GREENE COUNTY AND ITS MUNICIPALITIES

County Government

GREENE COUNTY

By: Bennie Heath
Name: Bennie Heath
Title: Chairman, Greene BOC
Date: 9-7-21

Municipal Governments

By: _____
Name: _____
Title: _____
Date: _____

By: _____
Name: _____
Title: _____
Date: _____