C1

NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Tuesday, February 20, 2023, 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, Ray Johnson 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 at 7 p.m., and asked Commissioner Shackleford to give the invocation and lead the Pledge to the Flag.

There were four Greene County staff in attendance and seven other people present during the meeting.

B. Approval of Agenda

Chairman Heath asked for any changes to the Agenda.

On motion by Commissioner Jones and seconded by Commissioner Johnson, 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. Seeing as there were none Chairman Heath called for a motion.

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

-January 26, 2022 Mini-Retreat Meeting Minutes
-February 6, 2023 Regular Meeting Minutes
-Releases/Refunds
-Consideration of Late Applications Present Use Value

Refunds: NCVTS Tax & Tag

Stephen Dow Craft	$267.32	Pamela Denise Braswell	$22.89	East Carolina Erectors Co., LLC	$110.27
Kristen Sutton Tingen	$50.53	Raymond Louis Crawford	$60.12	Helen Roberson	$55.28

Refunds: Ad Valorem Tax

Harry Steven Joyner	$45.00	Joan A. Ferguson	$45.00		

D. Public Hearing – Rezoning Parcel 0400393

Chairman Heath opened the floor for public comment regarding the proposed rezoning request. Allison Ansilmo came forward and asked if the residents of this area need to be concerned about the amount of big trucks that will be coming through once this business opens. She was assured that the haulers will not be utilizing the roads behind the plant only the main road. Also, use of spray on fields, she was told the spraying of fields would not be needed.
No other people came forward with questions or concerns. Chairman Heath closed the floor for public comments. The Board was then asked to approve the proposed rezoning request.
On motion by Commissioner Jones and seconded by Commissioner Johnson per the Planning Board recommendation, the Board voted unanimously to approve this rezoning request.

E. Public Comments

1. Salvador Tinoco, 111 SE Second St. Snow Hill. Mr. Tinoco came to ask about the 2022 audit. He was advised that the county work has been complete and we are still waiting for the audit company to provide the audit.

F. Presentation

1. Stephanie Wiggins, Tax Administrator

Ms. Wiggins presented the most recent collections report and asked the Board to approve the order to advertise the tax liens.

On motion by Commissioner Jones and seconded by Commissioner Johnson, the Board voted unanimously to approve the order to advertise.

2. Stephanie Wiggins, Tax Administrator

Ms. Wiggins stated per general statute NCGS 105-322(e) the Board of Equalization and Review should convene not earlier than the first Monday in April and not later than the first Monday in May and adjournment should be on or before the third Monday following its first meeting. She stated the meetings must be advertised at least 3 weeks prior to convening and is, therefore, asking that they Board of Equalization and Review convene on April 17, 2023 and adjourn on May 1, 2023.

On motion by Commissioner Jones and seconded by Commissioner Johnson, the Board voted unanimously to convene on April 17, 2023 and adjourn on May 1, 2023 as the Board of Equalization and Review.

G. County Manager Report

1. Mr. DeHaven presented a budget amendment to from the Sheriff's Department for monies to purchase two additional cars for the department. Chairman Heath stated he is glad to approve this request as this means that department is filling the open staff slots.

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

2. Mr. DeHaven next presented a Resolution Supporting Project Water's Application to the NC Department of Commerce. This is a building reuse grant and the County's contribution is 5% of awarded funds. The application is for $50,000, making the County's contribution $2,500.

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

3. Mr. DeHaven next presented a request for re-appointment of four Planning Board members. The positions were advertised a couple of times and the only applications were from the sitting members for re-appointment, those members are Henry Lanier, Rick Davis, John Grant, and Leslie Mooring.

On motion by Commissioner Jones and seconded by Commissioner Johnson, the Board voted unanimously to approve the re-appointments.

4. Mr. DeHaven next presented the proposed Vehicle Fleet Policy. He stated this policy provides a singular policy for the purpose of the fleet. In the past, pieces of this proposed policy could be found in the personnel policy, safety manual, and insurance policies. This policy was discussed at the retreat in January and is presented for your approval. This policy will be an appendix to our Personnel Policy. Commissioner Burress noted that pieces of this policy could be found in the personnel policy, safety manual, and insurance policies. Will this new policy replace what is already in the safety manual or will it be a supplement to it. Mr. DeHaven stated this will be an

Appendix to the Personnel policy and it will be in addition to the Safety Manual. Commissioner Burress then stated he would like to propose an amendment to require department heads to have written justification for assigning permanent county vehicles to employees to ensure accountability and minimize unauthorized use. Mr. DeHaven stated that the departments that have permanent county vehicles are technically on call 24/7 and need a vehicle. Commissioner Jones said let's try it the way it is written and we can change the policy if necessary. Chairman Heath then said we have a motion and second to approve the policy and the vote was taken.

On motion by Commissioner Jones and seconded by Commissioner Johnson, the Board voted unanimously to approve the Vehicle Fleet Policy.

5. Mr. DeHaven next presented a Public Records Request Policy. Mr. DeHaven stated this policy is presented to provide staff with a uniform process for handling Public Records Requests. The County has seen a substantial increase in public records requests warranting the need for a policy. This policy was discussed at the retreat and is presented for approval.

On motion by Commissioner Jones and seconded by Commissioner Shackleford, the Board voted unanimously to approve the Public Records Request Policy.

6. Mr. DeHaven next presented a Proposed Amendment to the Juneteenth Personal Observance Day. These amendments will clarify those eligible for the benefit, and terms to which it can be used.

On motion by Commissioner Jones and seconded by Commissioner Shackleford, the Board voted unanimously to approve said amendments to the Juneteenth Personal Observance Day.

7. Mr. DeHaven next presented an Amendment to the Personnel Policy. Mr. DeHaven stated the proposed revision will require Department Directors to give 30 days minimum notice upon separation to receive accrued benefits. This allows for a smooth transition of duties.

On motion by Commissioner Jones and seconded by Commissioner Johnson, the Board voted unanimously to approve this amendment to the Personnel Policy.

8. Mr. DeHaven next presented an Addition to the Personnel Policy. Mr. DeHaven stated a dress code policy is proposed to be added to the personnel policy. The purpose of this request is for County Staff to convey professionalism at their workplace. Commissioner Burress asked the County Attorney Gay Stanley if she was okay with this policy as he remembers that the previous County Attorney had reservations about having a dress code. Ms. Stanley stated as long as it is not impeding on anyone's religious beliefs, racial, cultural, or gender identity and was not discriminating in any way she was fine with it.

On motion by Commissioner Jones and seconded by Commissioner Johnson, the Board voted unanimously to approve this addition to the personnel policy.

H. County Attorney Report

Ms. Stanley stated in reference to the Vehicle Fleet Policy, this policy is subject to the County Safety Policy.

I. Commissioner's Report and Recommendations

Commissioner Burress asked about the fire hydrant request from a couple of meetings ago. Mr. DeHaven stated he would have to ask the concerned parties about this. Commissioner Burress asked about the evaluation for the County Manager being every six months but he thought it was once a year. Chairman Heath said it did say every six months but he believes that was error and it is once a year. Chairman Heath wanted to remind everyone about the 30th Anniversary of the Senior Tarheel Legislature will be held at the Senior Center from 2 – 3 p.m. on Friday the 24th. Mr. DeHaven stated there will be a Black History Month Parade on Saturday the 25th at 2 p.m.

J. Closed Session – Economic Development and Personnel

Motion/Second into Closed Session: Commissioners Jones/Johnson
Motion/Second out of Closed Session: Commissioners Jones/Johnson

Upon coming out of Closed Session Commissioner Jones made a motion to approve the County Manager's contract, Commissioner Johnson seconded the motion. Commissioner Burress made a motion to have the County Manager's evaluation done one month prior to the contract being presented to the Board for renewal. This motion was seconded by Commissioner Johnson. The Board voted unanimously to approve this motion. Commissioner Burress made a second motion to remove the section that will provide a benefit to the County Manager for Capital Grants he writes and has approved. This motion was not seconded and failed. Chairman Heath called for a vote on the original motion including the first amendment to approve the County Manager's contract. The Board voted 4 – 1 (Commissioner Burress) to approve the contract of the County Manager.

K. ADJOURN

On motion by Commissioner Jones and second by Commissioner Johnson to adjourn the meeting, the Board voted unanimously to adjourn. The meeting adjourned at 8:50 p.m.

Bennie Heath

Bennie Heath, Chairman

Attest:

Kyle J. DeHaven, Clerk to the Board

Board of Commissioners
Bennie Heath – Chairman
James T. Shackleford – Vice-Chair
Derek Burress
Ray Johnson
Jerry Jones

GREENE COUNTY
NORTH CAROLINA

County Manager
Kyle J. DeHaven

County Attorney
Gay Stanley

January 17, 2023

To: Mr. Kyle DeHaven
Greene County Board Commissioners

Please find the attached application for the rezoning of **Greene County Parcel 0400393, 584 Lakeview Road**. Per Greene County Zoning Ordinance, an amendment to the zoning map must obtain approval from the Board of Commissioners.

The property, formally Lakeview Packing, is currently zoned Ag/Rural (AR). The owners have requested the property be rezoned **Industrial (I)**. Per discussions with myself, the owners asked about future expansion, I advised zoning the property to industrial would simplify this process and would also better fit the current use they are planning.

The Planning Board met on January 12, 2023 to review the application and make a recommendation to the Board of Commissioners as directed by Ordinance. The Planning Board discussed that the use proposed by the applicants was similar in nature to the previous business. Since the previous business of processing meat products would have also fell under current "industrial uses", the **Planning Board voted unanimously, to recommend approval of the rezoning from Ag/Rural (AR) to Industrial (I).**

Per the Greene County Zoning Ordinance, a Consistency Statement is required with any rezoning approval.

Consistency Statement:

The property proposed to be rezoned physical characteristic's meet the current property's attributes being that property contains the structures and previously was operated as a similar use to the proposed business. The new operation of this business would benefit adjoining property owners by not allowing the current structure and property to degrade. Rezoning of the property would increase the relationship with the current use and the new proposed use as Industrial since both previous and new fall under a manufacturing use. This new business would add new career opportunities and use of a current empty building located in the County for a new business.

GREENE COUNTY
NORTH CAROLINA

I am asking the Board of Commissioners to consider the approval of this application of rezoning.

Respectfully,

Brandon Sutton, CZO
Greene County Planning Director

GREENE COUNTY
Sheriff
LINE ITEM TRANSFER/BUDGET AMENDMENT
Budget Amendment-Sheriff
2/20/2023

LINE ITEM TRANSFER

FROM			TO		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
Total			Total		

BUDGET AMENDMENT

REVENUES			EXPENDITURES		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
F.B.A.	11198-439800	71476.00	Capital Outlay	11431-530200	71476.00
Total		71476.00			71476.00

Explanation: Additonal vehicles requested by Sheriff Sasser

Matt Sass

Requested by:

Matt Sasser
2/2/2023

Approved by:

GREENE COUNTY
NORTH CAROLINA

TO:	Greene County Board of Commissioners
FROM:	Trey Cash
DATE:	February 20, 2023
SUBJECT:	Resolution Supporting Project Water's Application Submission to the North Carolina Department of Commerce

Greene County Economic Development requests that the Greene County Board of Commissioners approve a resolution in support of Project Water's grant application submission to the North Carolina Department of Commerce.

Project Water is an economic development project name for a business located in Greene County that is planning on renovating and expanding an existing building in Greene County to expand its operations in Greene County. Project Water will create seventeen well-paying jobs over the next five years above the county average wage of $36,777.

The resolution of support must be submitted to the North Carolina Department of Commerce as part of the application for grant funding in the Rural Economic Development Division Building Reuse Program. If the grant funding is awarded, a Public Hearing will take place prior to Greene County providing the required cash match of 5% of the total grant amount.

GREENE COUNTY
NORTH CAROLINA

January 31, 2023

To: Mr. Kyle DeHaven
Greene County Board Commissioners

Per direction of the Board of Commissioners, we advertised two separate notices in The Standard to accept new applications for positions on the Planning Board.

The positions were open for applications for several weeks and the ad was ran an additional two times because of lack of responses.

At this time the Planning Board has five positions up for appointment due to end of terms. Four of the members are asking for reappointment. These include Henry Lanier, Rick Davis, John Grant, and Leslie Mooring. Each of these members have completed applications for reappointment.

It is my recommendation at this time for the Board of Commissioners to reappoint these four members to the Planning Board. Each term will be for three years. We will continue to advertise and look to fill the remaining vacant position.

I have attached the four applications with this request.

Your consideration of this request would be greatly appreciated.

Respectfully,

Brandon Sutton, CZO
Planning Director

Board of Commissioners
Bennie Heath – Chairman
James T. Shackleford – Vice-Chair
Derek Burress
Ray Johnson
Jerry Jones

GREENE COUNTY
NORTH CAROLINA

County Manager
Kyle J. DeHaven

County Attorney
Gay Stanley

RESOLUTION BY THE GREENE COUNTY BOARD OF COMMISSIONERS' SUPPORTING PROJECT WATER'S APPLICATION SUBMISSION TO THE NORTH CAROLINA DEPARTMENT OF COMMERCE

Whereas; Greene County is desirous of fostering economic development and creating new job opportunities for its citizens, and

Whereas; Project Water is an economic development project name for a business located in Greene County that will create seventeen new, well-paying jobs over the next five years that are above the county average.

Whereas; Project Water will be expanding its operations in Greene County. The company will renovate and exapnd a building in Greene County to meet their needs.

Now Therefore be it Resolved; that Greene County supports the aforementioned business expansion and is fully supportive of requesting a grant and financial assistance from the North Carolina Department of Commerce Rural Economic Development Division Building Reuse Program. A grant in the amount of $50,000 is supported, and Greene County will provide the required match to help defray the cost of up-fitting the building.

This Resolution is hereby adopted by the Greene County Board of Commissioners on this 20th day of February 2023.

Witness

Bennie Heath

Bennie Heath – Chairman

Kyle DeHaven – Clerk to the Board

GREENE COUNTY COMMISSIONERS
NORTH CAROLINA

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