

The Sampson County Board of Commissioners convened for their regular meeting at 6:00 p.m. on Monday, February 7, 2022 in the County Auditorium, 435 Rowan Road in Clinton, North Carolina. Members present: Chairperson Sue Lee, Vice Chairman Jerol Kivett, and Commissioners Thaddeus Godwin, Lethia Lee, and Clark Wooten.

Chairperson Sue Lee called the meeting to order and acknowledged Vice Chairperson Kivett who provided the invocation and led the pledge of allegiance.

Approval of Agenda

Upon a motion by Commissioner Godwin and a second by Commissioner Lethia Lee, the Board voted unanimously to approve the agenda with the following changes:

Tabled Item 1 (a): Overview of Services - Mt. Calvary Center for Leadership Development (presenter could not be in attendance)

Item 1: Planning and Zoning Matters

Approval of Revised Preliminary Plan - Murray Farms (Phillips Road) Chairperson Lee called upon Senior Planner Austin Brinkley who reviewed the request for approval of the revised final preliminary plan for Murray Farms, which proposes 26 single-family lots being created. The revised preliminary plan for Murray Farms was reviewed by the Sampson County Planning Board at their January 10, 2022 meeting. The key change in the revision in comparison to the original preliminary plan, which was approved by the Board of Commissioners at the May 3, 2021 meeting, is that the subdivision is now proposing 2 off-site septic lots. Upon a motion by Chairperson Lee and seconded by Commissioner Godwin, the Board voted unanimously to approve the revised preliminary plan given its compliance with the Sampson County Subdivision Ordinance.

Item 2: Action Items

Presentation and Approval of the Audit for Fiscal Year Ending June 30, 2021
Chairperson Lee called upon Finance Officer David Clack who acknowledged Wade Green of W. Green, PLLC. Mr. Green presented the Board with the audit for fiscal year ending June 30, 2021. Mr. Green stated that the audit had been submitted to and approved by the Local Government Commission. Upon a motion by Vice Chairman Kivett and a second by Commissioner Godwin, the Board voted unanimously to accept and approve the audit.

Public Hearing - Economic Development Budget Adjustments Chairperson Lee opened the Public Hearing and recognized Finance Officer David Clack who reviewed a budget amendment enacting changes in Economic Development budget items. The public notice for the hearing invited the public to submit written comments as well as appear in person. Clerk to the Board Susan Holder stated that there had been no written comments received and that there were no individuals present who wished to speak on this matter. Chairperson Lee closed the

public hearing and made a motion to approve the budget amendment. Upon a second by Commissioner Godwin, the Board voted unanimously to approve the budget amendment as follows:

<u>EXPENDITURE</u>		Economic Development Commission		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11449200	544000	Contracted Services	\$24,314.	
<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034920	403608	Misc Revenue (2021 Job Fair)	\$ 2,100.	
11034920	403602	Demolition Grant Funds	\$ 22,114.	

Tax Administration – Annual Statutory Activities Related to Tax Collection Chairperson Lee called upon Tax Administrator Jim Johnson to complete annual statutory activities related to tax collection.

Report of Unpaid Taxes Which Are Liens on Real Property Mr. Johnson reported that the amount of unpaid taxes for last year which are liens on real property amounted to \$3,210,242.73. These delinquent taxes must be advertised at least once between March 1 and June 30. Mr. Johnson recommended an advertisement date of April 13, 2022 with a deadline for payment being April 6, 2022. Upon a motion by Vice Chairperson Kivett and seconded by Commissioner Godwin, the Board voted unanimously to authorize advertisement of unpaid taxes which are liens on real property as recommended by the Tax Administrator.

Scheduling of 2022 Board of Equalization and Review Hearings In accordance with GS 105-322, the first meeting of the Board of Equalization and Review shall not be held earlier than the first Monday in April and not later than the first Monday in May. The meeting dates must be published at least three times and include the date on which the Board expects to adjourn. Mr. Johnson has recommended the Board convene on April 21, 2022, with appointment times between 1-6 pm. Upon a motion by Chairperson Lee and seconded by Vice Chairman Kivett, the Board voted unanimously to convene the Sampson County Board of Equalization and Review on April 21, 2022.

Clinton City Schools – Approval to Pursue Guaranteed Energy Savings Chairperson Lee called upon John Lowe, CCS Director of Technology and Auxiliary Services who discussed a proposed Guaranteed Energy Savings Contract pursuant to G.S. 143-64.171. The project will involve LED lighting retrofits/replacements across City School facilities with the generated savings helping Clinton City Schools replace the end of life 24-year-old chiller at Sampson Middle School. Upon a motion by Commissioner Godwin and seconded by Commissioner Lethia Lee, the Board voted unanimously to adopt a resolution regarding the energy savings project required by state legislation. (Resolution filed in Inc. Minute Book _____, Page _____.)

Clinton City Schools – Authorization to Submit Requests for Needs Based Public School Capital Fund The recently adopted State budget now allows renovation and repair requests for funding from the Needs Based Public School Capital Fund. Mr. Lowe explained that Clinton City Schools would like to submit requests for funding from the NBPSCF for the many roofing

needs across their facilities, and that County approval is required. Upon a motion by Chairperson Lee and seconded by Vice Chairman Kivett, the Board voted unanimously to authorize submission of the funding applications. (Copies filed in Inc. Minute Book ____, Page ____.)

Water Infrastructure Engineering Contract – Authorization of County Manager to Negotiate with Most Qualified RFQ Respondent Chairperson Lee called upon Public Works Director Lin Reynolds who explained that on December 20, 2021, an RFQ was issued with submittal deadline of January 21, 2022 for Engineering Services Contract for the Sampson County Water Infrastructure Projects. The County received three responses to the RFQ by the submittal date of January 21, 2022. Per County policy, there was an initial review for conformity with the RFQ of the proposals received. Afterwards the Technical Review Committee (TRC) evaluated and scored the responses and met to discuss the results. The TRC determined based on responses to the RFQ that interviews were not necessary and determined the best qualified firm to be Dewberry and the next best qualified firm to be Vaughn & Melton Consulting Engineers. There were no questions for Mr. Reynolds regarding this matter. Upon a motion by Vice Chairman Kivett and seconded by Commissioner Godwin, the Board voted unanimously to adopt a resolution finding Dewberry to be the most qualified RFQ respondent based on the criteria included in the RFQ and authorize the County Manager to negotiate and execute a contract with them as the most qualified RFQ respondent at a fair and reasonable price, and if a contract cannot be negotiated with them as best qualified firm, terminate negotiations with that firm and initiate negotiations with the next best qualified firm. (Resolution filed in Inc. Minute Book ____, Page ____.)

Item 3: Consent Agenda

Upon a motion made by Vice Chairman Kivett and a second by Chairperson Lee, the Board voted unanimously to approve the Consent Agenda as follows:

- a. Approved the minutes of the January 3, 2022 meeting
- b. Authorized the acceptance of certain donated surplus military property on behalf of the Sampson County Sheriff's Office (list maintained in Finance Office)
- c. Declare as surplus certain Sheriff's Department weapons and authorize trade for credit to purchase new weapon (list maintain in Finance Office)
- d. Authorized Sampson County Public Works to reject all bids received and previously awarded to Core & Main, LP on December 6, 2021 for pipe/supplies, due to escalating material cost and lack of delivery date
- e. Authorized execution of North Carolina Statewide Emergency Management Mutual Aid Assistance Agreement (Copy filed in Inc. Minute Book ____, Page ____.)
- f. Authorized execution of contract between Sampson County (Department of Social Services) and Allies4Outcomes, LLC (Copy filed in Inc. Minute Book ____, Page ____.)

g. Authorized execution of lease of 8.86 tract for agricultural purposes to Kenneth Mac Sutton (Copy filed in Inc. Minute Book _____, Page _____.)

h. Approved the tax refunds and releases as submitted

#9810	William Henry Jones Jr.	\$414.00
#9818	Donnie Bradsher Jr.	\$372.78
#9813	Joseph Robert Hudson	\$103.42
#9799	Clinton Truck & Tractor	\$483.25
#9802	Christine Carter Matthews	\$149.09
#9794	Sherri Jackson Bostic	\$148.15
#9786	Jerry Patrick	\$162.07
#9797	O.B. Tew	\$378.82
Tax Release	Marshall & Joan Lee	\$1097.26

i. Approved budget amendments as submitted

<u>EXPENDITURE</u>		Sheriff's Office	
<u>Code Number</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11243200	558200 CO Building Improvements	\$25,000.	
<u>REVENUE</u>			
<u>Code Number</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034310	402603 Federal Assets Revenue	\$25,000.	
<u>EXPENDITURE</u>		Board of Elections	
<u>Code Number</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11141700	581000 Transfer to State Agency	\$2,300.	
<u>REVENUE</u>			
<u>Code Number</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11039999	409909 Fund Balance Appropriated	\$2,300.	
<u>EXPENDITURE</u>		Animal Shelter	
<u>Code Number</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11243800	526200 Departmental Supplies	\$1,781.	
<u>REVENUE</u>			
<u>Code Number</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034380	408401 Donations	\$1,781.	
<u>EXPENDITURE</u>		Cooperative Extension	
<u>Code Number</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
4449570	526200 Departmental Supplies	\$300.	
<u>REVENUE</u>			
<u>Code Number</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
4034957	404012 Cooperative Extension Seminars	\$300.	

<u>EXPENDITURE</u>		Aging		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
2558800	526200	Nutrition – Department Supplies	\$200.	

<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
2035880	408401	Nutrition - Donations	\$200.	

<u>EXPENDITURE</u>		Health Department – AA-716 COVID Vaccination Program		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
12551230	512100	Salaries	\$113,224.	
12551230	518100	FICA	\$7,021.	
12551230	518120	Medicare FICA	\$1643.	
12551230	518200	Retirement	\$8,561.	
12551230	518300	Group Insurance	\$16,229.	
12551230	518400	Dental Insurance	\$588.	
12551230	518901	401K	\$8,455.	
12551230	526200	Department Supplies	\$4,163.	
12551230	523100	Medical Supplies	\$2,730.	
12551230	53700	Advertising	\$3,114.	
12551230	532100	Telephone & Postage	\$3,570.	
12551230	543000	Rental Equipment	\$1,260.	
12551230	544000	Contract Services	\$128,577.	

<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
12535124	404000	State Assistance	\$299,135.	

<u>EXPENDITURE</u>		Health Department – RHG Additional Funding		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
12551150	512100	Salaries	\$23,588.	
12551150	518100	FICA	\$1,401.	
12551150	518120	Medicare FICA	\$328.	
12551150	518200	Retirement	\$1,699.	
12551150	518300	Group Insurance	\$3,238.	
12551150	518400	Dental Insurance	\$118.	
12551150	518901	401K	\$1,687.	
12551150	526200	Department Supplies	\$5,000.	
12551150	523100	Medical Supplies	\$20,741.	
12551150	529702	Lab Services	\$2,000.	
12551150	544000	Contract Services	\$3,000.	

<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
12535115	404000	State Assistance	\$62,800.	

