

MONDAY, OCTOBER 3, 2016 – 4:00 p.m.

The Pender County Board of Commissioners met in regular session on Monday, October 3, 2016 at the Commissioner's Public Assembly Room, 805 S. Walker St., Burgaw, NC 28425.

MEMBERS PRESENT: Chairman George Brown, presiding; Vice-Chairman Fred McCoy; Commissioners Demetrice Keith, David Piepmeyer, and David Williams.

OTHERS PRESENT: Randell Woodruff, County Manager; Trey Thurman, County Attorney; Melissa Long, Clerk to the Board; Kathy Brafford, Finance Director; other staff and members of the Press and public.

CALL TO ORDER

Chairman Brown called the meeting to order at 4:00 p.m. and thanked and welcomed all to the meeting.

INVOCATION

Commissioner McCoy offered the invocation.

PLEDGE

Commissioner Brown led the Pledge of Allegiance.

ADOPTION OF AGENDA

Mr. Williams made a motion to add a Hurricane Matthew update by Emergency Management Director Tom Collins and adopt the rest of the agenda as written. Ms. Keith seconded the motion and it was unanimously approved.

Mr. Brown recognized all veterans in the room.

PUBLIC INFORMATION

1. Labor Commissioner Cherie Berry, North Carolina Department of Labor: Presentation of N.C. Department of Labor Annual Safety Awards.

Human Resources Director Denise Mulhollen explained: The North Carolina Department of Labor safety awards program recognizes private and public firms throughout the state that achieve and maintain good safety records. The program is designed to stimulate interest in accident prevention and to promote safety in the workplace by providing an incentive to employers and employees to maintain a safe and healthful workplace. To qualify for an annual safety award, there must have been no fatalities during the calendar year and an incident rate at least 50 percent below the industry average for a particular group must be maintained. The gold award is based on the DART rate, which includes cases of days away from work, restricted job activity or job transfer. NC Department of Labor Commissioner Cherie K. Berry has issued annual safety awards to the Pender County departments that met these criteria for calendar year 2015. Awards will be presented to eligible departments. Mr. Brown gave a brief history of Commissioner Berry's accomplishments before introducing her. Mr. Piepmeyer mentioned the Carolina Star program that he and Commissioner Berry spoke about before the meeting. Commissioner Berry explained the Carolina Star Program and then spoke about safety in the workplace. She further explained that the criteria to receive the Gold Award the rate of days away from work, job transfer or restriction must be at least 50% below the industry average. Commissioner Berry then introduced Eursula Joyner who helped to present the awards.

Awards were given to the following departments:

First Year Gold: Animal Shelter
 Social Services

Second Year Gold: Register of Deeds
 Tax Assessor's Office

Fourth Year Gold: Library

Fifth Year Gold: Animal Control
 Elections
 Emergency Management
 Housing

Sixth Year Gold: County Manager's Office
 Finance
 Human Resources
 Information Technology Services
 Mosquito Control
 Parks & Recreation
 Tax Collections
 Tourism
 Utilities
 Vehicle Maintenance
 Veterans Services

Commissioner Berry congratulated all the departments receiving awards. The Board thanked Commissioner Berry for attending the meeting and presenting the awards.

2. Update on Trillium Health Resources Activities.

Deanna Campbell, the Southern Director for Trillium Health Resources was not present to speak at the meeting. Mr. Woodruff stated that this was a meeting that was chosen at her convenience.

3. 4-H Club Leader Recognition.

4-H Agent Jessica Hogan explained: Pender county 4-H Clubs are small arms that extend over the entire county. Club Leaders volunteer their time working with parents and youth providing programs at club meetings to teach youth about 4-H, livestock, healthy living, target sports, electric projects, citizenship, and most importantly give 4-H'ers the skills to be future leaders. Pender county 4-H would like to recognize three individuals for over five years of service: Jennifer Hansen of the Buddies 4-H Club, Joe Noble of the Holly Shelter Shooting Sports 4-H Club, and Chasity Smith and Alecia Deaton of the Clover Community 4-H Club. Ms. Hogan recognized each club and presented awards to each club leader. Ms. Keith asked how someone can join 4-H. Ms. Hogan explained further what each club does individually further explaining that anyone who wishes to join 4-H can contact her directly. Joe Noble of the Holly Shelter Shooting Sports 4-H Club spoke briefly regarding how rewarding the program is.

Emergency Management Director Tom Collins gave a Hurricane Matthew Briefing to the Board. Mr. Collins reviewed actions that are currently being taken such as meetings with department heads, conference calls with the National Weather Service and State Emergency Management Office, staffing for during the storm, checking on resources including vendors, and monitoring of the storm. Mr. Collins then reviewed the maps and models including the current forecast track. Mr. Collins explained to the Board that his office is planning for the worst but hoping for the best. Updates and Evacuation Routes were also discussed.

PUBLIC COMMENT

There were signups for Public Comment. Mr. Brown put a three minute time limit on Public Comment.

- Paula Africa of Hampstead, NC spoke to the Board regarding stormwater and flooding concerns. Ms. Africa explained that renters are being turned down for insurance. Mr. Williams stated that the roads in her community are private roads and are the responsibility of the HOA. Discussion ensued regarding the roads, the DOT's standards for roads, and Subdivision standards when the subdivision was constructed versus now. Ms. Africa explained that she is seeking direction. The Board suggested that the HOA hire an engineer for help on this issue and explained that they could not give legal advice.
- Teresa Giddeons of 4960 Willard Road in Penderlea spoke regarding Board of Education unapproved minutes and transparency. Ms. Giddeons provided a copy of her statement which read:

"I want to start with transparency. First, I want to bring to your attention the issue of meeting minutes. The BOEd has board meeting minutes from June June 14, 23,30, July 12, August 9 and sept 13 and 28. The agenda for September 13, all June and august meeting minutes were to approved. I have contacted Dr Cobb's office requesting unofficial copies of these minutes, perhaps copies provided to Board members for the Sep 13 mtg. I was told no. In short, if you were not able to attend these meetings all one is privy to is the agenda. As you know, the BOEd refuses to "air" their meetings as you the County commissioners. Again, we battled with the issue of transparency over two years ago while Board of Education demonstrated little to no efforts to keep the people of Pender County, especially those from Penderlea, aware of what was really going on. If I remember correctly, the BOE's tactic in summer of 2014 was to use 1 agenda and to hold 4 separate meetings, just spreading the agenda from date to date by recessing or going in closed session. Now just a brief request for the BOEd provide reconciliation statements to the public to show exactly how in 52 days the budget went up \$5.1mil. Per the star news, on August 8th, the project is already \$200,000 over its \$21.5 budget. Last Thursday, the Star News reported that Penderlea was \$5,300,000 over budget, and that a new school site was being considered. Please take this information as you see fit. Perhaps I should have been attended those meetings, however, I spent the entire summer of 2014 fighting for my community and the education of the children of Penderlea, that includes my own four children. I suppose it was a mistake in judgement to believe that once the Bond was voted in, that the Board of Education could be trusted once with our children's futures and educational endeavors. Education is supposed to be equitable and that starts at the foundation. At present, Our kids education is not equitable. It is clear that the BOEd cannot be trusted to build our school, that being Penderlea, unless funding is withheld in Surf city until Penderlea breaks ground. Today, I ask you, just as Mr. McCoy prayed, use your wisdom for the best interest of the people of Pender county. It is unfortunate as well, BOE has managed to have again drawn a line in the middle of the sand for Pender County, once again East vs. West."

Discussion then ensued regarding transparency and public records law.

CONSENT AGENDA

Chairman Brown presented the items on the Consent Agenda and asked for any discussion or questions. Mr. McCoy made a motion to approve the consent agenda as written. Mr. Williams seconded the motion and the consent agenda was unanimously approved as follows:

4. Approval of Minutes: Regular Meeting: September 19.
5. Approval of Tax Releases and Refunds for September 2016.
6. Approval of Fee Schedule for the Holly Shelter Shooting Range.

APPROVALS AND RESOLUTIONS

7. Resolution Requesting Authorization for Utilization of Funds on Pender County Bond Projects.

Mr. Brown introduced the item. Mr. Williams stated that he was glad that the Board held a special meeting last week to discuss the bond projects. There being no further discussion, Ms. Keith made a motion to table the item. Mr. Piepmeyer seconded the motion and it was unanimously approved.

8. Resolution to Approve the Sale of School Bonds in the Amount of up to \$50,500,000.

Mr. Bob Jessup with the firm SanfordHolshouser and Bond Counsel for Pender County explained: Approval of this resolution does three main things:

1. Approves the sale of up to \$50,500,000 in Bonds;
2. Approves the form of the disclosure document that will be used to provide information to prospective investors of the Bonds;
3. Authorizes staff to complete the closing;
 - a. Authorizing the Finance Officer to reduce the amount of Bonds that are sold if it turns out the whole sale of Bonds is not needed, any changes in the amount sold can be directed from the Board to the Finance Officer at the next meeting on October 17.

Mr. Piepmeyer asked if all of the information needed for the Official Statement had been received from the Board of Education to make it complete and accurate. Mr. Jessup stated that the information was regarding school population numbers and that information was received last week. Mr. Piepmeyer then asked Mr. Thurman if he agreed. Mr. Thurman explained that he was still trying to confirm the numbers. Mr. Piepmeyer asked if Mr. Thurman foresees any problems to which he stated he did not. Ms. Keith asked if the Board would be updated with any changes. Mr. Thurman stated that they would be. Discussion ensued as to the window of opportunity to sell the Bonds. Mr. Piepmeyer explained that if the Bonds are not sold this month, they will not be able to be sold until the spring. Mr. Brown added that the date has already been moved back to accommodate the Board of Education. There being no further discussion, Mr. Williams made a motion to approve the resolution as submitted and explained. Mr. McCoy seconded the motion and it was unanimously approved.

9. Resolution to Award a Construction Contract and Authorize the Issuance of a Purchase Order to Tim's Heating & Air Conditioning, Inc. for the HVAC Renovations to the Pender County Government Complex.

Utilities Director Michael Mack explained: In October 2014 staff hired Cheatham and Associates to conduct a study of the existing system and to provide recommendations for upgrading the existing Boiler/Chiller system or replacing it all together with a new HVAC mechanical system. In September 2015 discussion of the options and recommendations per the study referenced above were presented and discussed at the County Commissioners meeting. Based on the results of the study and recommendation to replace the boiler/chiller system with new air handler units with split system heat pumps in each building, staff requested and received Capital Project funding in the amount of \$1,200,000.00 for this project. In November 2015 the Board of County Commissioners authorized award of an engineering services contract to Cheatham & Associates to prepare construction documents to replace the Boiler/Chiller system that serves the Pender County Government Complex on South Walker Street with a new HVAC system. On August 25, 2016 construction bids could not be opened because only two bids had been received. In accordance with the public bidding

requirements the project was then re-advertised for seven days and a new bid date, September 8, 2016 was established. On September 8, 2016 construction bids were opened and the apparent lowest responsive bidder was Tim's Heating & Air Conditioning, Inc. A copy of the engineer's recommendation of award and certified bid tabulation were provided to the Board prior to the meeting. Staff concurs with this recommendation of award. For clarification the project base bid and alternate bid amounts are generally described as \$817,787.00 which is the Lump sum base bid amount to include a \$50,000.00 allowance for unforeseen renovations; \$74,777.00 for Alternate A which is the cost to clean existing ceiling grid and replace all ceiling tiles; \$140,200.00 for Alternate B which is the cost to replace all light fixtures to move energy efficient fixtures; \$4,900.00 for Alternate C which is the cost to remove all existing Boiler/Chiller equipment from the central plant building including cooling tower (Equipment to be decommissioned and abandoned in place with the base bid amount); and \$1,037,664.00 for the total for base bid and all three (3) alternates. The bid summary for this project was:

Bid Summary:

Tim's Heating & Air Conditioning, Inc.	Base Bid:	\$ 817,787
	Alt A:	\$ 74,777
	Alt B:	\$ 140,200
	Alt C:	\$ 4,900
	<u>Total Bid Amount</u>	\$ 1,037,664

Southern Piping Company (SPC)	Base Bid:	\$ 1,475,000
	Alt A:	\$ 100,000
	Alt B:	\$ 230,000
	Alt C:	\$ 30,000
	<u>Total Bid Amount</u>	\$ 1,835,000

Mr. Williams noted that by approving the contract with Tim's Heating and Air Conditioning, the county will be saving money and staying local. There being no further discussion, Mr. McCoy made a motion to approve the resolution. Ms. Keith seconded the motion and it resolution was approved 4-1 with Mr. Piepmeyer voting in opposition.

ROCKY POINT/TOPSAIL WATER & SEWER DISTRICT

The Board convened as the Rocky Point/Topsail Water & Sewer District Board at 5:07 p.m.

10. Resolution by the Board of Directors of the Rocky Point/Topsail Water and Sewer District Accepting the Deed of Dedication for the Conveyance of Title to the Water Distribution System Properly Installed to Serve Acorn Branch and The Knolls at Turkey Creek – Section 2 Phase 1.

Utilities Director Michael Mack explained: In accordance with the Pender County Water and Sewer Ordinance, Article XII, Subsection II, 5.a: submission of a Deed of Dedication is required for acceptance of any new water and/or sewer extensions constructed to serve any structure within a subdivision prior to the commencement of water and/or sewer service by the District. With acceptance of these improvements, the conveyance of title to these infrastructure improvements will occur and the District will become responsible for the permanent maintenance of these improvements. Staff is recommending acceptance of the respective project infrastructure improvements at Acorn Branch: 280 LF 6" watermain on Acorn Branch, 744 LF 4" watermain on Pin Oak Court, 2 fire hydrants, valves, and related water appurtenances; and The Knolls at Turkey Creek – Section 2 Phase 1: 220 LF 8" watermain on Toms Creek Road, 815 LF 6" watermain on Toms Creek Road, 380 LF 2" watermain on Beltsville Court, 760 LF 8" watermain on Bronze Drive, 360 LF 2" watermain on Poults Place. 295 LF 2" watermain on Clutch Drive, 3 fire hydrants, valves, and related water appurtenances. All of the improvements have been inspected, engineer certified, and issued Final

Approval by the NCDENR – Public Water Supply Section. There being no discussion, Mr. McCoy made a motion to approve the resolution. Mr. Williams seconded the motion and it was unanimously approved.

11. Approval of Payment and Issuance of a Purchase Order to Utility Specialists Company for the Emergency Repair of the 24” Water Transmission along US Highway 421 that ruptured on September 6, 2016 in the amount of \$12,250.

Utilities Director Michael Mack explained: At approximately 4:30 pm on September 6, PCU started to receive calls from our customers in and around the Rocky Point area complaining of low water pressure. Staff confirmed on our SCADA system (computerized system control) that the Rocky Point Elevated Water Storage Tank was losing water at a very quick rate. All available staff was immediately dispatched to the area in search of the water leak. At approximately 7:30 pm that evening, staff was able to locate the “area” of the leak and isolated the leak area by closing the closest mainline water valves. The leak occurred on the 24” finished water transmission main between the Water Treatment Plant (WTP) and the Rocky Point WSD Distribution System connection approximately 7 miles up from the WTP. Once the leak was isolated, we began to blow off our “emergency” interconnection with the Town of Wallace water system to purge the lines (as it has been off line for several months). At approximately 10:00 pm, we began pumping water from the Town of Wallace into our distribution system and by 12:00 am, distribution system pressure had returned to near normal. Due to the depth (9’) and diameter of the water main pipe (24”), a licensed Utility Contractor with the proper equipment and manpower was required to complete the necessary repair. Utility Specialists Company from Wilmington was called and able to mobilize to conduct the repair. They are one of two large Utility Contractors in the area we use on large scale repairs. The repair and ground restoration took a full two days. Water supply from the WTP was returned to the distribution system on the morning of September 9th (Friday) and the supply from Wallace was discontinued. Mr. Piepmeyer asked where the payment for this would be coming from and if contingency funds were available. Mr. Mack explained that there was about \$80,000 available in a contingency fund. Mr. Brown asked about a warranty on these water lines. Mr. Mack explained that there is a five year warranty on these lines. He further explained that the company who manufactures the water line is looking into the reason for the break. Possibilities of what caused the waterline to fail were discussed. Mr. Brown asked how long the county was pulling water from Wallace. Mr. Mack stated that water was pulled from Wallace for about four days before returning back to normal operations. The Board thanked Mr. Mack for getting the information out to the public in the timely matter that he did. There being no further discussion, Mr. Williams made a motion to approve the item. Mr. Piepmeyer seconded the motion and it was unanimously approved.

12. Approval of the Purchase of Two (2) RD1100 Ground Penetrating Radar Units and Two (2) Hand-Held RD7100 LT Underground Utility Locators and Issuance of a Purchase Order to C&S Solutions East in the Total Amount of \$37,578.

Utilities Director Michael Mack explained: House Bill 476 “Laws Regulating Underground Utility Damage Prevention” requires PCU to join and participate in the NC811 Utility Locate Service as of October 1, 2016. The law was enacted to “protect the citizens and workforce from the dangers inherent in excavating or demolishing in areas where underground lines, systems, or infrastructure are buried beneath the surface of the ground, and it is necessary to protect from costly damage to these underground facilities.” As a participating member of NC811, PCU will be notified each time someone calls into the Utility Locate Service to have either communication, electrical, gas, petroleum, water, sewer, or steam lines located prior to anyone excavating in the area of the locate request. As such, PCU is anticipating up to 500 locate requests per month for our water and sewer infrastructure facilities. Currently, PCU does approximately 100 locates per month called in from

local contractors that know we have lines in the area of their intended excavations. Each locate takes approximately one hour for our Water/Sewer Field Technicians to complete using conventional locate methods (probe rod and shovel excavation). In order to increase the efficiency and confidence of our underground locates, staff researched the use of Ground Penetrating Radar equipment used by other local water/sewer providers (CFPUA, Brunswick County, ONWASA, etc.). The use of GPR equipment was highly recommended by these agencies and found to be the most efficient and effective way to properly locate underground utilities. PCU had the most recommended field equipment demonstrated to us last year and requested the necessary funds for the purchase of this equipment in our FY-17 Budget. The funds were approved in the FY-17 Budget. PCU received four (4) written quotes for the equipment and recommends the purchase of the equipment from C&S Solutions East. Discussion ensued regarding the equipment. Mr. Piepmeyer asked about training for this equipment. Mr. Mack stated that there would be unlimited and onsite training. Mr. McCoy asked if this equipment was in the budget. Mr. Mack explained that it was. There being no further discussion, Mr. Piepmeyer made a motion to approve this item. Mr. Williams seconded the motion and it was unanimously approved.

MOORE'S CREEK WATER & SEWER DISTRICT

The Board convened as the Moores Creek Water & Sewer District Board at 5:21 p.m.

13. Resolution by the Moores' Creek Water & Sewer District Board of Directors to Adopt the FY-17 Moore's Creek Water and Sewer District's Rate and Fee Schedule and Proposed Annual Operating Budget.

Utilities Director Michael Mack explained: In 2006, voters of the Central Pender Water & Sewer District approved a \$45,000,000 General Obligation Bond Referendum to construct a water distribution system to serve their District. The Referendum approval was extended by three (3) years to November 7, 2016. The scope of the overall project was amended to accommodate a phased approach to growth and construction within the District over the next 20 years. As such, Phase I was approved for USDA-RD funding in September 2014 with a loan amount of \$5,281,000, a grant in the amount of \$3,467,432, and a local contribution (tap fees) of \$78,100 for a total project cost of \$8,826,532. Interim construction financing was secured by a General Obligation Bond Anticipation Note (BAN) issued in April 2016 in order to move forward with award of the construction contract. The BAN is scheduled to mature on November 2, 2016 and permanent financing of the project by USDA-RD is scheduled for closing on October 31, 2016. The District received our loan closing documents and requirements from USDA-RD on September 14, 2016. One of the loan closing requirements is a certified copy of the District's Rate and Fee Schedule and Annual Operating Budget as adopted by the District Board of Directors. Since it will be August 2017 before the construction is complete and water becomes available, the Rate and Fee Schedule and Annual Operating Budget was not submitted during the preparation and subsequent adoption of the FY-17 Budget. However, with the Loan Closing requirement, a proposed Rate and Fee Schedule and Annual Operating Budget have been developed. These will be reviewed and are subject to change during preparation of the FY-18 Budget. Mr. Mack explained that the interest for these loans has come to 1.875% which is better than first expected. Ms. Keith asked why Union Chapel Road was not included in the project. Mr. Mack explained that for this project there must be twelve sign-ups per mile, further explaining that the project will cost \$22.50 per foot of water line. Mr. Woodruff added that without enough people on a specific line, the county would have to flush the lines more because of the lighter usage. There being no further discussion, Mr. Piepmeyer made a motion to approve the resolution. Mr. McCoy seconded the motion and it was unanimously approved.

CENTRAL PENDER WATER & SEWER DISTRICT

The Board convened as the Central Pender Water & Sewer District Board at 5:29 p.m.

14. Resolution by the Central Pender Water & Sewer District Board of Directors to Adopt the FY-17 Central Pender Water and Sewer District's Rate and Fee Schedule and Proposed Annual Operating Budget.

Utilities Director Michael Mack explained: In 2006, voters of the Central Pender Water & Sewer District approved a \$27,000,000 General Obligation Bond Referendum to construct a water distribution system to serve their District. The Referendum approval was extended by three (3) years to November 7, 2016. The scope of the overall project was amended to accommodate a phased approach to growth and construction within the District over the next 20 years. As such, Phase I was approved for USDA-RD funding in September 2014 with a loan amount of \$6,047,000, a grant in the amount of \$3,910,091, and a local contribution (tap fees) of \$81,700 for a total project cost of \$10,038,791. Interim construction financing was secured by a General Obligation Bond Anticipation Note (BAN) issued in April 2016 in order to move forward with award of the construction contract. The BAN is scheduled to mature on November 2, 2016 and permanent financing of the project by USDA-RD is scheduled for closing on October 31, 2016. The District received our loan closing documents and requirements from USDA-RD on September 14, 2016. One of the loan closing requirements is a certified copy of the District's Rate and Fee Schedule and Annual Operating Budget as adopted by the District Board of Directors. Since it will be August 2017 before the construction is complete and water becomes available, the Rate and Fee Schedule and Annual Operating Budget was not submitted during the preparation and subsequent adoption of the FY-17 Budget. However, with the Loan Closing requirement, a proposed Rate and Fee Schedule and Annual Operating Budget have been developed. These will be reviewed and are subject to change during preparation of the FY-18 Budget. Mr. McCoy stated that the contractors are working on his road now and doing a great job. There being no further discussion, Mr. McCoy made a motion to approve the resolution. Mr. Williams seconded the motion and it was unanimously approved.

The Board reconvened as the Board of Commissioners at 5:31.

Mr. Williams asked Mr. Mack about the waterline at Olde Point Road in regards to the recent break. Mr. Williams noted that this is happening often and asked if there was a possibility of this happening again. Mr. Piepmeyer asked how much this cost to repair each time. Mr. Mack explained that fortunately this is something that can be handled by staff which saves the county money. Mr. Mack explained that until the road is repaired by NCDOT it will probably happen again. Discussion ensued regarding the construction of a bulkhead or culvert to protect the water line as well as other options. Mr. Mack further explained that what this actually costs the county was customer satisfaction because there were 600 customers without water. The Board thanked Mr. Mack for getting the information out in a timely matter. Mr. Brown also thanked Mr. Mack for assisting the water customer on Richard Switch Road. Mr. Mack explained the complaint process as well as progress meeting for each of these contractors within the new districts.

PENDER COUNTY BOARD OF HEALTH

The Board convened as the Board of Health at 5:36 p.m. There was no business to be conducted.

PENDER COUNTY SOCIAL SERVICES BOARD

The Board convened as the Social Services Board at 5:36 p.m. There was no business to be conducted.

The Board reconvened as the Board of Commissioners at 5:36.

ITEMS FROM THE COUNTY ATTORNEY

Mr. Thurman clarified that the Surf City project is only \$441,000 over budget without using any of the sales tax money. Discussion then ensued regarding a Special Meeting next week regarding the bid opening for the Penderlea School taking place on October 7. Dates that were available for the Board were discussed. Should a Special Meeting need to be called, the Board decided that Wednesday, October 12 at 4:00 p.m. would be the best time. Mr. Thurman also stated there were items for Closed Session, item #'s 3, 4, and 6.

ITEMS FROM COUNTY MANAGER

Mr. Woodruff reminded the Board of some upcoming events:

- October 5: Burgaw Business and Health Expo, Burgaw Train Depot
- October 6: Economic Outlook Seminar, UNCW
- October 11: Wilmington Business Development Annual Meeting, Wilmington
- October 15-16: Autumn in Topsail
- October 22: Burgaw Ghost Walk
- October 31: Cape Fear RC&D Annual Meeting

ITEMS FROM COUNTY COMMISSIONERS

Ms. Keith – Ms. Keith stated that she attended the NC Spot Festival and enjoyed it. Ms. Keith added that she was amazed at the amount of people who attended from out of town.

Mr. McCoy – Mr. McCoy also stated that he attended the NC Spot Festival. He added that he enjoyed the day.

Mr. Williams – Mr. Williams briefly commented on the storm adding that the County has a great staff who work very hard during these situations.

Mr. Piepmeyer – Mr. Piepmeyer made comments on Pender County's Tier 3 designation. He stated that he would like to see a presentation on this determination and see how it can be changed noting the large difference between the east and west sides of the county. Mr. Williams explained efforts that have been made in the past to change this. The Board suggested that this can be a legislative goal for the NCACC.

Mr. Brown – Mr. Brown commented on the upcoming Legislative Goals conference. He asked the Commissioners to be thinking about the goals that they would like to propose to the NCACC. Mr. Woodruff stated that the packet has not come out yet but should be soon.

CLOSED SESSION

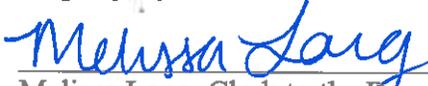
At 5:56 p.m., Mr. Williams made a motion to enter into closed session, pursuant to NCGS 143-318.11: 3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes

as soon as possible within a reasonable time after the settlement is concluded; 4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session; and 6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy matters may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting. Ms. Keith seconded the motion and it was unanimously approved. The Board exited the Closed Session at approximately 6:57 p.m. There was no announcement made after exiting closed session.

ADJOURNMENT

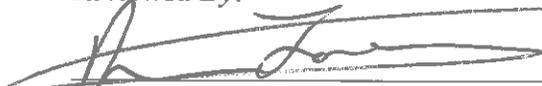
There being no further business, the meeting adjourned at 6:57 p.m.

Respectfully Submitted,



Melissa Long, Clerk to the Board

Reviewed By:



Ann Jones, Administrative Assistant II

APPENDIX A



REQUEST FOR BOARD ACTION

ITEM NO. 5

DATE OF MEETING: October 3, 2016

REQUESTED BY: Justian Pound, Tax Assessor, Tax Assessor's Office

SHORT TITLE: Approval of Tax Releases and Refunds.

BACKGROUND: Releases and refunds result from listing and assessing due to incorrect and incomplete information. Taxpayers will or have overpaid taxes. Board action rectifies the mistake. The refunds and releases are recommended as follows:

RELEASES OVER \$100

YEAR	NAME	ACCOUNT	AMOUNT	REASON
2016	ABUNDANT LIFE CHRISTIAN C	968057	1327.08	EXEMPT PROPERTY
2016	BLOSSOM, DAVID J II	972146	348.66	MILITARY EXEMPT
2016	BRANDT, ANNE MARIE	967008	110.00	SOLID WASTE
2016	BRITTLE, DANA LYNNE	971441	236.62	ADJUSTED VALUE
2016	BYRD, CAMERON POPE	954386	252.72	ADJUSTED VALUE
2016	CANTWELL, THOMAS A	968011	110.00	SOLID WASTE
2016	CMH PARKS INC	924286	220.00	SOLID WASTE
2016	COBLE, JOHN J JR	914035	110.00	SOLID WASTE
2016	COLLINS, MICHAEL ANDREW	838567	236.63	LISTING CORRECT
2016	CORL, RICHARD ALAN	940675	122.03	ADJUSTED VALUE
2016	CURRIN, GLEN	967836	220.00	SOLID WASTE
2016	EDENS, HILDA	592849	220.00	SOLID WASTE
2016	FESTA, ANTHONY JR	967769	220.00	SOLID WASTE
2016	FORD, PAMELA PRIDGEN	953648	220.00	SOLID WASTE
2016	FOWLER, CLAUDE HARRY	26191	220.00	SOLID WASTE
2016	GARDNER, RONNIE L	953642	247.94	LISTING CORRECT
2016	GREEN, LESLIE M	7891	220.00	SOLID WASTE
2016	HAINES, JILL	868078	463.72	EXEMPT PROPERTY
2016	HAWLEY, ROBERT ADAM	827459	397.07	SOLD
2016	HENRY, DEBORAH	958526	225.11	DESTROYED
2016	HENRY, DORIS C	593597	110.00	SOLID WASTE
2016	HORRELL, SHERRY FUTRELL	953650	220.00	SOLID WASTE
2016	HOUSE OF RAEFORD FARMS IN	970634	1474.25	WRONG COUNTY
2016	HOUSTON, SAMUEL H JR	38682	186.88	DOUBLELIST
2016	HUFF, JAMES C	955872	110.00	SOLID WASTE
2016	INDUSTRIAL HOMES INC	877947	220.00	SOLID WASTE
2016	JACKSON, RONALD LEE JR	907914	220.00	SOLID WASTE
2016	JARMAN, BECKY	843795	110.00	SOLID WASTE
2016	JOHNSON, BRADLEY	967926	110.00	SOLID WASTE
2016	JOHNSTON, WILLIAM L	11224	220.00	SOLID WASTE

2016	KEA, D J HEIRS	11679	220.00	SOLID WASTE
2016	KINGS HERITAGE FARM HOMEO	967643	268.00	EXEMPT PROPERTY
2016	LENNON, LAWRENCE EDWARD	12893	1688.77	LISTING CORRECT
2016	MCNEIL, HOWARD MARTIN	38222	147.77	ADJUSTED VALUE
2016	MORRIS, DANIEL STEPHEN	40777	110.00	SOLID WASTE
2016	NEWKIRK, JEREMIAH HEIRS	16207	220.00	SOLID WASTE
2016	ODOM, RICHARD DALE	618630	152.46	ADJUSTED VALUE
2016	OWSLEY, JONATHAN M	962832	110.00	SOLID WASTE
2016	POPE, HIXIE J REVOCABLE L	889234	450.01	LISTING CORRECT
2016	RABON, WILLIAM THOMAS	971530	159.53	WRONG COUNTY
2016	REECE, GILBERT	876588	2407.34	LISTING CORRECT
2016	REEVES, THOMAS STANLEY JR	840467	233.77	SOLD
2016	ROBINETTE, DAVID L	965401	129.41	ADJUSTED VALUE
2016	SANTORO, PAUL A	913439	110.00	SOLID WASTE
2016	SMITH, RANDY ALLEN	53524	110.00	SOLID WASTE
2016	SUSTAINABLE FOREST LLC	940264	938.18	LISTING CORRECT
2016	TOWN OF WALLACE	25893	781.53	EXEMPT PROPERTY
2016	TRIAD FREIGHTLINER OF GRE	942609	184.99	
2016	TUMM, ROSEANN MANDEL	862751	215.63	EXEMPT PROPERTY
2016	TUREL, ANITA	885107	871.71	EXEMPT PROPERTY
2016	WALSH, EDWARD V	967466	608.13	EXEMPT PROPERTY
2016	WEBSTER, ALEC MANNING	961322	124.11	ADJUSTED VALUE
2016	WILLCOX, DAVID LAWRENCE	968510	167.50	ADJUSTED VALUE
2016	WILLIAMS, DELL MCKAY	2753	117.23	EXEMPT PROPERTY

TOTAL OF RELEASES OVER \$100 \$19,234.78

REFUNDS OVER \$100

YEAR	NAME	ACCOUNT	AMOUNT	REASON
2015	BEA, MARCY PATTERSON	79498458	105.95	SOLD
2015	BOWEN, NEZZIE ROBINSON	82075407	183.06	SOLD
2015	FISHER, MELISSA DAWN	81633921	245.61	SOLD
2016	GUENOT, KATIE TUMA	79838412	113.65	ADJUSTED VALUE
2015	HEALY, JOHN EDWARD	79838466	169.91	SOLD
2014	HENRY, DEBORAH	958526	177.84	LISTING CORRECT
2013	LIBRETTO, JANELLE MARIE	107518584	137.84	SITUS
2015	LONGLEY, CLIFTON ISSAIH JR	80486247	279.47	SOLD
2015	MOELLER, KEVIN PATRICK	81797007	104.41	OUT OF STATE
2015	PASCHALL, PETER GREGORY	81417672	138.71	SOLD
2015	PERRY, WILLIAM BANFORD	81321141	121.92	OUT OF STATE

TOTAL OF REFUNDS OVER \$100 \$1,778.37

RELEASES UNDER \$100

YEAR	NAME	ACCOUNT	AMOUNT	REASON
2016	ABUNDANT LIFE CHRISTIAN C	968057	31.19	EXEMPT PROPERTY
2016	ALLEN, JOHN HENRY III	924291	6.07	ADJUSTED VALUE
2016	BAER, MATTHEW JOSEPH	968190	71.84	MILITARY EXEMPT
2016	CAPE FEAR HABITAT FOR HUM	969222	70.75	EXEMPT PROPERTY
2016	CARTER, BRENDA	970032	0.80	LISTING CORRECT
2016	CARTER, THOMAS NATHAN	950003	84.21	
2016	DIRINGER, LINDA M	906183	25.13	SOLD

2016	GORRE, LEWIS	54035	23.73	ADJUSTED VALUE
2016	HALSTEAD, MICHAEL TIM	612203	59.01	SOLD
2016	KINGS HERITAGE FARM HOME0	967643	7.43	EXEMPT PROPERTY
2016	KINGS HERITAGE FARM HOME0	967643	12.31	EXEMPT PROPERTY
2016	KINGS HERITAGE FARM HOME0	967643	47.60	EXEMPT PROPERTY
2016	KINGS HERITAGE FARM HOME0	967643	69.61	EXEMPT PROPERTY
2016	LEWIS REALTY ASSOC INC	968360	73.79	DOUBLELIST
2016	MACIAS, JOSE MARTIN JR	916033	60.71	LISTING CORRECT
2016	MANNING, JAMES R	967664	87.28	WRONG COUNTY
2016	MCINTYRE, CARL DAVID	32477	17.68	ADJUSTED VALUE
2016	MICKLE, JEAN	969909	30.83	DOUBLELIST
2016	MILLER, SHANNON C	965046	76.24	ADJUSTED VALUE
2016	NEWBY, JOHN PETER	971587	98.05	ADJUSTED VALUE
2016	OLEARY, PATRICK	970914	69.83	ADJUSTED VALUE
2016	RECONNU, JOSEPH ARTHUR	920469	37.36	MILITARY EXEMPT
2016	RIVENBARK, DANNIE CARROL	723667	44.84	ADJUSTED VALUE
2016	SKIPPER, TAMMY	29906	41.86	EXEMPT PROPERTY
2016	SPEAKMAN, JAMES JAY	840510	66.53	SOLD
2016	TRICK, GLENN F	851462	24.44	ADJUSTED VALUE
2016	WHITE, THOMAS CHARLES	912241	47.05	SOLD
2016	WIGGS, STEPHEN TODD	915449	58.31	ADJUSTED VALUE
2016	YOUNG, ROBERT ALLEN	927498	14.66	ADJUSTED VALUE

TOTAL OF RELEASES UNDER \$100

\$1,359.14

REFUNDS UNDER \$100

YEAR	NAME	ACCOUNT	AMOUNT	REASON
2015	AMAN, COURTNEY JONES	80947140	77.07	SOLD
2015	ARMSTRONG, ROBERT LOUIS	79634085	54.93	SOLD
2015	BALDWIN, WALKER DAVIS	80761938	40.64	SOLD
2015	BAREWOOD SERVICES INC	105998284	15.59	SITUS
2015	BARNES, DAVID ANDERSON	80161683	76.60	ADJUSTED VALUE
2016	BLACK, MITCHELL ROBERT	106178908	95.78	ADJUSTED VALUE
2015	BOND, DARLENE LEE	79744491	64.71	SOLD
2015	BOUTON, STEPHEN & PATRICIA	80859744	38.42	SOLD
2012	BROWN, DALE M	944908	57.88	DOUBLELIST
2013	BROWN, DALE M	944908	58.63	DOUBLELIST
2014	BROWN, DALE M	944908	58.63	DOUBLELIST
2015	BROWN, DALE M	944908	77.00	DOUBLELIST
2011	BROWN, DALE M	29523	57.88	DOUBLELIST
2012	BROWN, DALE M	29523	57.88	DOUBLELIST
2013	BROWN, DALE M	959327	58.63	DOUBLELIST
2013	BROWN, DALE M	29523	58.63	DOUBLELIST
2014	BROWN, DALE M	29523	58.63	DOUBLELIST
2014	BROWN, DALE M	959327	58.63	DOUBLELIST
2015	BROWN, DALE M	29523	77.00	DOUBLELIST
2015	BROWN, DALE M	959327	77.00	DOUBLELIST
2016	BUELL, ROBERT GOODHALL JR	81320808	44.46	ADJUSTED VALUE
2015	BURNS, HILDA STEELMAN	80859897	60.27	SOLD
2015	CANGIALOSI, CHRISTINE JUNE	80947179	5.55	SOLD
2014	DAVIS, ELBERT FRANKLIN	80485698	2.34	SOLD
2014	DIRINGER, LINDA MARIE	106930748	43.29	SITUS
2015	DRAUGHON, BARBARA TORRANS	79947108	31.82	SOLD
2015	DUNCAN, RICHARD JONATHAN	80638872	33.29	SOLD

October 3, 2016

Page 13 of 14

