MINUTES
REGULAR MEETING
NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
DECEMBER 2, 2019

BE IT REMEMBERED that the Board of Commissioners of Northampton County met on December 2, 2019 at 6:00 p.m. in the Commissioners’ Meeting Room located in the JW Faison Building, 9495 NC Highway 305, Jackson, North Carolina, with the following present: Charles Tyner, Geneva Faulkner, Nicole Boone, Joyce Buffaloe and Kelvin Edwards.


Call to Order (Tab 1):
Mr. Tyner called the meeting to order.

Moment of Silence and Pledge of Allegiance (Tab 2):
Mr. Tyner called for a moment of silence and followed with an invitation for all present to participate in the Pledge of Allegiance.

Approval of Agenda (Tab 3):
A motion was made by Ms. Boone, seconded by Mr. Edwards, to approve the agenda for December 2, 2019. Question Called: All present voting yes. Motion Carried.

Conflict of Interest (Tab 4):
Mr. Tyner read the conflict of interest statement and asked if any Board member had a conflict with any matter on the approved agenda. No conflict was reported.

Chair and Vice-Chair Appointment (Tab 5):
Presented by Mr. McKellar, and pursuant to the procedures manual adopted and followed by the Board to elect a Chair and Vice-Chair annually, a motion was made by Ms. Faulkner, seconded by Ms. Buffaloe, to appoint Mr. Tyner as the Board Chair for the 2020 calendar year. Question Called: All present voting yes. Motion Carried.

A motion thereafter was made by Mr. Edwards, seconded by Ms. Boone, to appoint Ms. Faulkner as the Vice-Chair for the 2020 calendar year. Question Called: All present voting yes. Motion Carried.
2020 Meeting and Holiday Calendar (Tab 6):

Following a presentation by Mr. Jackson, a motion was made by Mr. Edwards, seconded by Ms. Buffaloe, to approve the 2020 Meeting and Holiday calendar with the corrections mentioned. Question Called: All present voting yes. Motion Carried.

Clerk to the Board Appointment (Tab 7):

Presented by Mr. Tyner, a motion was made by Ms. Faulkner, seconded by Ms. Boone, to reappoint Mr. Smallwood as the Clerk to the Board for the 2020 calendar year. Question Called: All present voting yes. Motion Carried.

County Attorney Appointment (Tab 8):

Presented by Mr. Tyner, a motion was made by Mr. Edwards, seconded by Ms. Buffaloe, to reappoint Scott McKellar as County Attorney for the 2020 calendar year. Question Called: All present voting yes. Motion Carried.

Watson Steam Cleaning and Janitorial Services (Tab 9):

Calvert Watson presented his business and services to the Board.

Northampton County Memorial Library Updates (Tab 10):

Pam Brett, Branch Manager, provided the Board with updates and upcoming events with the library.

Northampton County Employee Wellness (Tab 11):

E.B. Odom and Lauren Morris with N.C. Cooperative Extension Office provided information to the Board on the benefits of an employee wellness program.

Enviva (Tab 12):

Chris Brown, Enviva Community Relations Manager, provided information and updates to the Board on Enviva.

New Employee Introduction (Tab 13):

Kristin Shotwell, Human Resources Manager, and Shelia Evans, DSS Director, provided new hire updates to the Board.

Sheriff's Department Updates (Tab 14):

Sheriff Jack Smith updated the Board on several matters his department has been addressing.
Tax Department Matters (Tab 15):

After a presentation by Cathy Allen, Tax Administrator, a motion was made by Ms. Faulkner, seconded by Mr. Edwards, to approve the release or refunds of the ad valorem tax appeals in the amount of $530.08 and for the reasons stated in Ms. Allen’s decision paper. Question Called: All present voting yes. Motion carried.

Following a further presentation from Ms. Allen, a motion was made by Ms. Faulkner, seconded by Ms. Boone, to approve the release of funds of the motor vehicle ad valorem tax appeals in the amounts of $1,092.87 for the reasons stated in Ms. Allen’s decision paper. Question Called: All present voting yes. Motion carried.

Following a final presentation from Ms. Allen, a motion was made by Mr. Edwards, seconded by Ms. Faulkner, to table the Solid Waste appeal for the Arrowhead Subdivision. Question Called: All present voting yes. Motion carried.

Board of Elections Update (Tab 16):

Spinosa Clements, Board of Elections Director, provided updates to the Board on elections dates and procedures for the 2020 election cycle.

Monthly Finance Report and Budget Amendments (Tab 17):

Angela Cahoon, Finance Officer, presented to the Board the Monthly Finance Report and budget amendment 23 in the amount of $867.90. A motion thereafter was made by Mr. Edwards, seconded by Ms. Buffaloe, to approve budget amendment 23 as presented. Question Called: All present voting yes. Motion carried.

County Manager Comments (Tab 18):

Mr. Jackson expressed condolences on the tragic loss of Deputy Makeem Brooks and emphasized the importance of small business and resources available in the County. He also thanked the Board and County staff for their hard work and dedication.

Citizen Comments (Tab 19):

Kimberly Scott, resident of Rich Square, expressed concerns with crime in her community and the need for increased police protection.

Richie Harding addressed zoning concerns with Enviva and area pollution.

Warren Heitzenator announced the Jackson Christmas tree lighting and Christmas parade. The Christmas tree lighting will take place at the Northampton County Courthouse on December 3, 2019 at 6:00 p.m.
Board Comments (Tab 19):

Ms. Buffaloe:
Thanked citizens for coming out and announced there will be information on Human Trafficking provided by Roanoke Chowan.

Mr. Edwards:
Provided condolences to the Brooks family, reported on homeless and human trafficking issues.

Ms. Boone:
Thanked citizens and employees for their hard work and dedication. Thanked Cooperative Extension and various schools for their participation in the Speedway to Health event.

Ms. Faulkner:
Congratulated the Northampton Jaguars for making it to the state championship game and provided transportation information. She also emphasized the need for community programs, addressed human trafficking and provided safety tips.

Mr. Tyner:
Announced plans to work with the school system to help build a new school. The state has provided $15 million and advised the County must provide the additional $5 million. Addressed public safety concerns.

Closed Session (Tab 20):

A motion was made by Mr. Edwards, seconded by Ms. Boone, that the Board enter into closed session pursuant to N.C.G.S. §§143-318.11(a)(6) [Personnel], (a)(3) [Attorney-Client Privilege] and (a)(4) [EDC Report]. Question Called: All present voting yes. Motion carried.

Adjourn (Tab 21):

There being no further business, a motion was made by Mr. Edwards, seconded by Ms. Boone, to adjourn the Board. Question Called: All present voting yes. Motion carried.

Respectfully submitted this 2nd day of December, 2019.

Tanya Smallwood
Clerk to the Board