BE IT REMEMBERED that the Board of Commissioners of Northampton County met on February 3, 2020 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 February 3, 2020 as presented. 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.

Approval of Consent Agenda (Tab 5):

A motion was made by Mr. Edwards, seconded by Ms. Faulkner, to approve the consent agenda for February 3, 2020, thereby approving the Special Called Meeting Minutes of December 16, 2019 and December 20, 2019 along with the Regular Meeting Minutes of January 6, 2020 and January 22, 2020. Question Called: All present voting yes. Motion Carried.

Discovery Channel, Discovery ID Investigation “2020 Everyday Hero-Inspire A Difference” (Tab 6):

Debbie Manning, CEO/Founder of the National Center for Missing and Endangered Inc. spoke of the award she received from the Discovery Channel and provided the Board with an overview of the services offered by her foundation and the lives it has impacted.
Trillium Annual Report (Tab 7):

Bland Baker, BA, Northern Regional Director for Trillium Health Resources, presented his yearly report to the Board of the services offered by way of Trillium Health Resources. Mr. Baker provided updates on Medicaid transformation, organizational changes, call center contacts, county data and insurance company partner information.

CADA Fiscal Year 2020-2021 Community Services Block Grant (CSBG) (Tab 8):

Christopher Moody, Manager of Community Services for the Choanoke Area Development Association of North Carolina, Inc., provided an overview of the Community Services Block Grant and the services offered to the citizens in the community. A motion thereafter was made by Ms. Buffaloe, seconded by Ms. Boone, to approve the CSBG Anti-Poverty Work Plan for 2020-2021 as presented. **Question Called:** All present voting yes. **Motion Carried.**

Planning and Zoning Initiative (Tab 9):

Roger Walden, FAICP, provided an overview of his services, fees and recommendations for revisions to the County’s Unified Development Ordinance to align with the new Chapter 160D of the North Carolina General Statutes, in addition to the necessary preparation for the County of a Comprehensive Land Use Plan. A motion thereafter was made by Ms. Faulkner, seconded by Ms. Boone, to approve the proposed contract for Roger Walden to provide the presented services for the County and to authorize Mr. Jackson to execute the same on behalf of the County, subject to legal review. **Question Called:** All present voting yes. **Motion Carried.**

Phase VI Water Agreement (Tab 10):

Kirk Rogers, Public Works Director, presented the Utility User Agreement for Phase VI of the County’s water expansion project. Mr. Rogers highlighted that new services will be available for an average of 200 citizens and citizens will be able to sign up for a $75 fee. A motion thereafter was made by Ms. Faulkner, seconded by Mr. Edwards, to approve the Agreement and tap fee of $75 as presented. **Question Called:** All present voting yes. **Motion Carried.**

Human Resources Report (Tab 11):

Sheila Watford introduced new hires to the board and provided a monthly recruitment and retention report. She also provided an overview of available positions with the county and the upcoming Northampton County Career Fair held at the Northampton County Cultural and Wellness Center on February 12, 2020 from 9:30 a.m. to 1:30 p.m.

Tax Matters (Tab 12):

After a presentation by Kathy Butler, Assistant Tax Administrator, a motion was made by Mr. Edwards, seconded by Ms. Buffaloe, to approve the release or refund of the January 2020 ad valorem motor vehicle tax appeals in the total amount of $482.90 and for the reasons stated in Ms. Ms. Butler’s decision paper. **Question Called:** All present voting yes. **Motion carried.**
Following a further presentation from Ms. Butler, a motion was made by Ms. Faulkner, seconded by Ms. Boone, to accept the recommendation of Ms. Butler to advertise all secured liens during the second or third week of April 2020 as presented. **Question Called:** All present voting yes. **Motion Carried.**

Following a further presentation from Ms. Butler, a motion was made by Ms. Faulkner, seconded by Mr. Edwards, to approve the presented appeal Mark Watts, thereby releasing $105.55 from tax bill 19A0101066. **Question Called:** All present voting yes. **Motion Carried.**

Following a final presentation from Ms. Butler, a motion was made by Ms. Faulkner, seconded by Ms. Boone, to deny the presented appeal of James Stephenson seeking a release of $98.35 from account #92835. **Question Called:** All present voting yes. **Motion Carried.**

**Budget Amendments (Tab 13):**

Angela Cahoon, Finance Officer, presented to the December Financial Report, Budget Amendment #30 (Insurance Proceeds in the amount of $7,106.17) and Budget Amendment #31 (DSS Crisis Funding in the amount of $42,750.00). A motion thereafter was made by Ms. Faulkner, seconded by Mr. Edwards, to approve both budget amendments as presented. **Question Called:** All present voting yes. **Motion Carried.**

**County Manager Comments (Tab 14):**

Mr. Jackson thanked the guests for coming out and presented Northampton County’s Five-Year Revenue & History Forecast.

**Citizen/Board Comments (Tab 15):**

Mike Pucci, VP and Executive Director of the Roanoke River Basin Association, presented to the Board information concerning uranium mining and coal ash clean-up with Duke Energy both on a local and statewide level.

**Ms. Boone:**

Provided updates on the precinct changes and mergers in advance of the March 2020 primary. Urged citizens to contact the Board of Elections at 252-534-5681 with any questions or concerns.

**Ms. Buffaloe:**

Announced Harriett Tubman film will be shown at the Northampton Memorial Library on February 7, 2020 at 7:00 pm. The event is free to the public.

**Mr. Edwards:**

Thanked the Sheriff’s Department on the recent crimes solved in the area. Also thanked the volunteers and first responders for their efforts. Reported on the status of his lack of familial relationship to Grover Edwards.
Ms. Faulkner:
Noted the need for 2020 census workers and that applications are being accepted on February 20, 2020 from 2pm to 4pm.

Mr. Tyner:
Reported on the need to increase housing in Northampton County and advised of the joint meeting with the Jackson Town Council on February 17, 2020 at 5:30 pm, Northampton County Cultural and Wellness Center.

**Closed Session (Tab 16):**

A motion was made by Ms. Faulkner, seconded by Mr. Edwards, 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.**

**Non-Residential Building Permit Fee Rate:**

Upon return from closed session, a motion was made by Mr. Edwards, seconded by Ms. Boone, to approve a change to the County’s non-residential building permit fee rate from the present $4 per $1000 of proposed project contract cost to the following tiered rate schedule:

- $0.30 per $1,000 for projects totaling over $3 million;
- $0.25 per $1,000 for projects between $1 million to $3 million; and
- $0.20 per $1,000 for projects between $1,000 to $1 million.

**Question Called:** All present voting yes. **Motion carried.**

**Adjourn (Tab 17):**

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

Respectfully submitted this 3rd day of February, 2020.

Tanya T. Smallwood
Clerk to the Board