



**SAMPSON COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
March 4, 2019**

- 6:00 pm Convene Regular Meeting (County Auditorium)**
Invocation and Pledge of Allegiance
Approve Agenda as Published
- Tab 1 Planning and Zoning** **1 - 13**
- a. Public Hearing – Amendment to Section 7.7 of the Sampson County Zoning Ordinance
 - b. Public Hearing – Amendments to Article V, Sections 501 and 502 and Article III, Section 304 of the Sampson County Subdivision Ordinance
- Tab 2 Action Items**
- a. Award of Contract for Analysis of Customer Service as it Pertains to Economic Development **14 - 26**
 - b. Approval of Updated Emergency Operations Plan **27 - 28**
 - c. Appointments **29 - 31**
 - Local Emergency Planning Committee (LEPC)
 - Social Services Board
 - Juvenile Crime Prevention Council (JCPC)
- Tab 3 Consent Agenda** **32**
- a. Approve the minutes of the February 4, 2019 meeting **33 - 40**
 - b. Accept the 2018 Report of the Sampson County Community Child Protection Team **41 - 43**
 - c. Approve a proposal by Sampson County Public Library System for a “Fine Free Summer” program, waiving overdue fines for juvenile patrons from June – August, 2019 **44**
 - d. Authorize execution of the Memorandum of Agreement between the North Carolina Dept. of Public Safety/NCHP and Sampson County transferring ownership of a microwave tower **45 - 47**
 - e. Approve the renewal of the lease between Sampson County and USDA for 5,620 square feet of space at 80 County Complex Road **48 - 49**

Tab 3 Consent Agenda, continued

- f. Approve tax refunds and releases as submitted **50 - 53**
- g. Approve budget amendments as submitted **54 - 64**

County Manager's Reports

Public Comment Period (see policies and procedures in agenda) 65 - 66

Adjournment

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 1 (a-b)

Meeting Date: March 4, 2019	<input type="checkbox"/> Information Only <input type="checkbox"/> Report/Presentation <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Public Comment <input type="checkbox"/> Closed Session <input checked="" type="checkbox"/> Planning/ Zoning <input type="checkbox"/> Water District Issue
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SUBJECT: Planning Issues

DEPARTMENT: Inspections and Planning Department

PUBLIC HEARING: Yes, both items

CONTACT PERSON: Anita Lane, Senior Planner
Joel Starling, County Attorney

PURPOSE: To consider actions on planning and zoning items as recommended by Planning Board

ATTACHMENTS: Memoranda; Public Hearing Notices; Planning Board Minutes

BACKGROUND:

There are two text amendments for consideration; both are public hearings:

- a. Amendment to Section 7.7 of the Sampson County Zoning Ordinance
Staff will review proposed amendments to Section 7.7 of the Sampson County Zoning Ordinance regarding expirations of special use permits, correcting the wording of "Board of Commissioners" to "Planning Board".
- b. Amendments to Article V, Sections 501 and 502 and Article III, Section 304 of the Sampson County Subdivision Ordinance
Staff will review proposed amendments to Article V (Sections 501, 502) and Article III (Section 304) of the Subdivision Ordinance. Such amendments bring the Subdivision Ordinance into compliance with changes in the General Statutes adopted by the General Assembly during its 2017-18 session.

RECOMMENDED ACTION OR MOTION:

Following each duly convened public hearing:

- a. Motion to approve proposed amendments to Section 7.7 of the Sampson County Zoning Ordinance, as recommended by the Planning Board
- b. Motion to approve amendments to Article V, Sections 501 and 502 and Article III, Section 304 of the Sampson County Subdivision Ordinance, as recommended by the Planning Board

NORTH CAROLINA'S
SAMPSON COUNTY
OFFICE of the COUNTY ATTORNEY

MEMORANDUM

TO: Susan J. Holder
FROM: Joel Starling
DATE: February 21, 2019
RE: Zoning Ordinance Text Amendment for the March 4, 2018 Board of Commissioners' Meeting

Section 7.7 of the Sampson County Zoning Ordinance provides that special use permits that have not been exercised within the time limit set by the *Board of Commissioners* are null and void. However, the Sampson County Planning Board has been delegated the authority to issue special use permits. Incumbent with this authority is the Planning Board's ability to specify the time limit after which a special use permit it has issued will expire. Furthermore, an appeal of the grant or denial of a special use permit by the Planning Board lies with the Superior Court of Sampson County, not the Board of Commissioners. In other words, the Board of Commissioners is not involved at any stage of the special use permitting process under the County's current Zoning Ordinance.

In order to correct this error, the following text amendment strikes "Board of Commissioners" from Section 7.7 of the Zoning Ordinance and replaces it with "Planning Board." The proposed text amendment was unanimously recommended for approval by the Sampson County Planning Board at its February 18, 2019 regular meeting.

Materials:

1. February 18, 2019 Minutes of the Sampson County Planning Board
2. Public Hearing Notice
3. Proposed Text Amendment

**AMENDMENT TO THE ZONING ORDINANCE, SAMPSON COUNTY,
NORTH CAROLINA**

WHEREAS, the Sampson County Board of Commissioners duly adopted by ordinance the Zoning Ordinance, Sampson County, North Carolina on October 4, 2004 pursuant to the authority conferred upon counties by N.C. Gen. Stat. § 153A-320, *et seq.*;

WHEREAS, in order to promote the health, safety, morals, and general welfare of the citizens of Sampson County, the Sampson County Board of Commissioners determines that it is necessary to amend the Zoning Ordinance, Sampson County, North Carolina to correct an inadvertent error in Section 7.7 thereof;

THEREFORE, BE IT ORDAINED that Section 7.7 of the Zoning Ordinance, Sampson County, North Carolina is hereby amended as follows:

SECTION 7. SPECIAL USE PERMITS

7.7 EXPIRATION

In any case where a Special Use Permit has not been exercised within the time limit set by the ~~Board of Commissioners~~ Planning Board, or within one year if no specific time limit has been set, then without further action, the permit shall be null and void. “Exercised” as set forth in this section shall mean that binding contracts for the construction of the main building have been let; or in absence of contracts that the main building is under construction to a substantial degree; or that pre-requisite conditions involving substantial investment are contracted for, in substantial development; or completed (sewerage, drainage, etc.). When construction is not a part of the use, “exercised” shall mean that the use is in operation in compliance with the conditions set forth in the permit.

Adopted by the Sampson County Board of Commissioners the 4th day of March, 2019.

CLARK H. WOOTEN, Chairman,
Sampson County Board of Commissioners

ATTEST:

SUSAN J. HOLDER, Clerk,
Sampson County Board of Commissioners

PUBLIC NOTICE
SAMPSON COUNTY, NORTH CAROLINA

A public hearing will be held by the Sampson County Board of Commissioners in the County Auditorium, located at 435 Rowan Road, Building A, Clinton, NC 28328, on March 4, 2019 at 6:00 p.m. The purpose of the public hearing is to receive comments on a proposed amendment to the Sampson County Zoning Ordinance stating that special use permits that have not been exercised within the time period set by the Sampson County Planning Board (or within one year if no time period is specified) will become null and void. Changes to the proposed amendment will be considered in response to comments received. A copy of the proposed amendment can be viewed prior to the hearing at the Planning and Zoning Department, located at 405 County Complex Road, Building B, Clinton, NC 28328. For more information, contact Anita Lane at (910) 592-0146.

NORTH CAROLINA'S
SAMPSON COUNTY
OFFICE of the COUNTY ATTORNEY

MEMORANDUM

TO: Susan J. Holder
FROM: Joel Starling
DATE: February 21, 2019
RE: Subdivision Regulations Text Amendment for the March 4, 2018 Board of Commissioners' Meeting

During its 2017-18 Session, the General Assembly adopted Session Law 2017-10 which made two important amendments to G.S. 153A-335, one of the statutes that gives counties the authority to regulate subdivisions of land.

The first change codifies a subdivision exemption already recognized by the North Carolina Court of Appeals in *Williamson v. Avant*, 21 N.C. App. 211, 203 S.E.2d 634 (1974), *cert. denied*, 285 N.C. 596 (1974), exempting from county subdivision regulations “[t]he division of a tract into parcels in accordance with the terms of a probated will or in accordance with intestate succession under Chapter 29 of the General Statutes.” G.S. 153A-335(a)(5).

The second change creates a class of subdivisions that enjoys expedited review (meaning that a county can only require a final plat for this category of subdivisions). The expedited review process is available where a parcel of land in single ownership is being subdivided and (1) it is not otherwise exempt under G.S. 153A-335(a)(2); (2) no part of the parcel has been subdivided pursuant to the same expedited process in the last 10 years; (3) the entire area of the original parcel is greater than five acres; (4) there will be no more than three resulting lots; and (5) all of the resulting lots will comply with existing dimensional and use regulations and will have a recorded permanent means of ingress and egress.

In order to bring Sampson County’s Subdivision Regulations into compliance with amended G.S. 153A-335, the following text amendment modifies the County’s existing Regulations in three ways. First, Section 501 of the Regulations, which defines “subdivision,” has been amended to exclude the division of a tract into parcels in accordance with the terms of a probated will or intestate succession. Second, Sections 304.1 and 304.2 have been amended to create “Class A” minor subdivisions. Class A minor subdivisions are subject to expedited review and have requirements that mirror those contained in G.S. 153A-335(c).

Third, Sections 304.1 and 304.2 were amended to clarify the criteria for an existing class of subdivisions (now denominated “Class B” minor subdivisions) that were already subject to expedited review under the County’s Subdivision Regulations.

The proposed text amendment was unanimously recommended for approval by the Sampson County Planning Board at its February 18, 2019 regular meeting.

Materials:

1. February 18, 2019 Minutes of the Sampson County Planning Board
2. Public Hearing Notice
3. Proposed Text Amendment

AMENDMENT TO THE SUBDIVISION REGULATIONS OF SAMPSON COUNTY

WHEREAS, the Sampson County Board of Commissioners duly adopted by ordinance the Subdivision Regulations of Sampson County on November 1, 1999 pursuant to the authority conferred upon counties by N.C. Gen. Stat. § 153A-330;

WHEREAS, the North Carolina General Assembly adopted Session Law 2017-10 (S131) during its 2017 legislative session, amending N.C. Gen. Stat. § 153A-335 to create a new category of exempt subdivisions and an expedited review process for qualifying subdivisions greater than five (5) acres;

WHEREAS, the Sampson County Board of Commissioners previously provided for expedited review of another specified class of subdivisions pursuant to the authority conferred upon counties by N.C. Gen. Stat. § 153A-330(b), and it is necessary to clarify the criteria required for this existing class of subdivisions that already qualify for an expedited review process; and

WHEREAS, pursuant to the authority conferred upon Sampson County by N.C. Gen. Stat. § 153A-330 and in order to promote the health, safety, morals, and general welfare of the citizens of Sampson County, the Sampson County Board of Commissioners determines that it is necessary to amend the Subdivision Regulations of Sampson County, as more particularly set forth below, in order to codify the amendments made to N.C. Gen. Stat. § 153A-335 by the North Carolina General Assembly under Session Law 2017-10 (S131) and to clarify the criteria required for the class of subdivisions that already qualify for an expedited review process;

THEREFORE, BE IT ORDAINED that Article III, Section 304 and Article V, Sections 501 and 502 of the Subdivision Regulations of Sampson County are hereby amended as follows:

ARTICLE III

PROCEDURE FOR REVIEW AND APPROVAL OF SUBDIVISION PLATS

Section 304. Procedures for Review of Major Subdivisions and Class A and Class B Minor Subdivisions ~~(6/2000)~~ (Revised 12/2018).

~~All subdivisions shall be considered major subdivisions except those defined as minor subdivisions in this section. Major subdivisions shall be reviewed in accordance with the procedures in Section 305 through 307. Minor subdivisions shall be reviewed in accordance with the provisions in Section 304. However, if the subdivider owns, leases, holds an option on, or holds any legal or equitable interest in any property adjacent to or located directly across a street, easement, road or right of way from the property to be subdivided, the subdivision shall not qualify under the abbreviated minor subdivision procedure. Furthermore, the abbreviated minor subdivision procedure may not be used a second time within three (3) years on any property less than fifteen hundred (1500) feet from the original property boundaries by anyone who owned, had an option~~

~~on, or any legal interest in the original subdivision at the time the subdivision received preliminary or final plat approval.~~

~~A minor subdivision is defined as one involving no new public or private street or roads, or right-of-way dedication, no easements, no utility extension, and contains 5 or fewer lots on one side of a state maintained road (Note: If land is owned on both sides of the state maintained road, up to 5 lots on each side of the road may be approved as a minor subdivision.).~~

~~(Note: The above paragraph was amended April 21, 2003 to limit the number of lots in a minor subdivision to 5.)~~

304.1. Major Subdivisions.

All subdivisions shall be considered major subdivisions except those defined as Class A minor subdivisions or Class B minor subdivisions in this Section. Major subdivisions shall be reviewed in accordance with the procedures set forth in Sections 306 through 309.

304.2. Class A Minor Subdivisions.

Class A minor subdivisions are defined as subdivisions involving the division of a tract or parcel of land in single ownership where all of the following criteria are met:

- (a) The tract or parcel to be divided is not exempted from this Ordinance under Section 501;
- (b) No part of the tract or parcel to be divided has been divided under this Subsection in the ten (10) years prior to division;
- (c) The entire area of the tract or parcel to be divided is greater than five (5) acres;
- (d) After division, no more than three (3) lots result from the division;
- (e) After division, all resultant lots comply with all of the following:
 - (i) Any lot dimension size requirements of the applicable land-use regulations, if any;
 - (ii) The use of the lots is in conformity with the applicable zoning requirements, if any; and
 - (iii) A permanent means of ingress and egress is recorded for each lot.

Class A minor subdivisions shall be reviewed in accordance with the provisions set forth in Section 304.

304.2. Class B Minor Subdivisions.

Class B minor subdivisions are defined as subdivisions involving the division of a tract or parcel of land in single ownership where all of the following criteria are met:

- (a) There are no new public or private streets, roads, or right-of-way dedications, no easements, and no utility extensions;
- (b) After division, there will be no more than five (5) resultant lots; provided, however, that if the parcel or tract of land being divided is located on both sides of a state-maintained road, up to five (5) lots on each side of the state-maintained road may be approved as a minor subdivision;
- (c) The subdivider does not own, lease, hold an option to purchase on, or hold any legal or equitable interest in any tract or parcel of land adjacent to or located directly across a street, easement, road, or right-of-way from the tract or parcel of land to be subdivided;
- (d) Neither the subdivider nor any other person or entity has, within the last three (3) years, utilized the minor subdivision process to subdivide property located within fifteen hundred (1500) feet of the original boundaries of the property to be subdivided if the subdivider owned, had an option to purchase on, or any legal interest in the property that was previously subdivided;
- (e) After division, all resultant lots comply with all of the following:
 - (i) Any lot dimension size requirements of the applicable land-use regulations, if any;
 - (ii) The use of the lots is in conformity with the applicable zoning requirements, if any; and
 - (iii) A permanent means of ingress and egress is recorded for each lot.

Class B minor subdivisions shall be reviewed in accordance with the provisions set forth in Section 304.

ARTICLE V

DEFINITIONS

Section 501. “Subdivision” Defined².

For the purposes of this Ordinance, “subdivision” means all divisions of a tract or parcel of land into two or more lots, building sites, or other divisions when any one or more of those divisions

are created for the purpose of sale or building development (whether immediate or future) and shall include all divisions of land involving the dedication of a new street or a change in existing street; but the following shall not be included within this definition nor be subject to any regulations enacted pursuant to this Ordinance:

- (a) The combination or recombination of portions of previously subdivided and recorded lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the County as shown in this Ordinance;
- (b) The division of land into parcels greater than ten (10) acres where no street right-of-way dedication is involved;
- (c) The public acquisition by purchase of strips of land for the widening or opening of streets, or for public transportation system corridors;
- (d) The division of a tract in single ownership whose entire area is no greater than two (2) acres into not more than three (3) lots, where no street right-of-way dedication is involved and where the resultant lots are equal to or exceed the standards of the County as shown in this Ordinance;
- (e) Farmstead Subdivision Exemption as follows: A one time, two (2) lot division from a parent parcel of land of at least ten (10) acres where an existing farm house, in useable condition and with a minimum of one-half (1/2) acre of land, is proposed to be sold and the remaining acreage continued in farm use. For the purposes of the section, a note shall be placed on the final plat, acknowledged (signed) by the owner, containing the following: "No habitable structure may be constructed on the farm use lot and no further division of this property is permitted, except in compliance with the Subdivision Ordinance of Sampson county, North Carolina";
- (f) The division of a tract into parcels in accordance with the terms of a probated will or in accordance with intestate succession under Chapter 29 of the North Carolina General Statutes.

Adopted by the Sampson County Board of Commissioners the 4th day of March, 2019.

CLARK H. WOOTEN, Chairman,
Sampson County Board of Commissioners

ATTEST:

SUSAN J. HOLDER, Clerk,
Sampson County Board of Commissioners

PUBLIC NOTICE
SAMPSON COUNTY, NORTH CAROLINA

A public hearing will be held by the Sampson County Board of Commissioners in the County Auditorium, located at 435 Rowan Road, Building A, Clinton, NC 28328, on March 4, 2019 at 6:00 p.m. The purpose of the public hearing is to receive comments on a proposed amendment to the Sampson County Subdivision Regulations that exempts certain types of subdivisions made in accordance with a will or intestate succession, creates a new type of subdivision that can be approved on an expedited basis, and makes certain changes to the criteria for the existing class of subdivisions that can be approved on an expedited basis. Changes to the proposed amendment will be considered in response to comments received. A copy of the proposed amendment can be viewed prior to the hearing at the Planning and Zoning Department, located at 405 County Complex Road, Building B, Clinton, NC 28328. For more information, contact Anita Lane at (910) 592-0146.

Sampson Planning Department

405 County Complex Rd. STE 110
Clinton, North Carolina 28328
(910) 592-0146 (T) (910) 596-0773 (F)



Minutes of the Sampson County Planning and Zoning Board

<u>Meeting Date</u>	<u>Members Present</u>	<u>Members Absent</u>
February 18th, 2019	Ann Naylor Andrew Jackson Nancy Blackman Debra Bass Steve Parker	Sherri Smith Clayton Hollingsworth

County Attorney Joel Starling, Senior Planner Anita Lane, and Planner Michelle Lance were also present.

Nancy Blackman gave the invocation.

Minutes Approved

Chair Ann Naylor asked the Board to review the minutes of the November 19th, 2018 meeting. There being no needed corrections or additions the minutes were approved as presented.

Text Amendment to the Subdivision Regulations

County Attorney Joel Starling, informed the Board that due to amendments being made to G.S. 153A-335, our County would need to update our ordinance in order to comply with the modifications. Mr. Starling articulated the amendments created two new categories of subdivisions that are subject to an expedited approval process similar to the minor subdivision process that the County presently has in place. The proposed text amendment codifies the recent changes to state law as well as attempts to clarify the criteria for the pre-existing category of a minor subdivision which will now refer to as Class B, without making substantive changes. The first change being an exemption for divisions of land that are made in accordance with the terms of a probated will or North Carolina's Intestate Succession Act. The second change creates a new class of subdivision we will refer to as Class A. Mr. Starling offered to answer any questions regarding the amendments. There being no queries from the board, Member Andrew Jackson made a motion to recommend to the Sampson County BOC to approve the text amendments to the County Subdivision regulations. The motion was seconded by Nancy Blackman and was unanimously approved by the board.

Text Amendment to the Zoning Ordinance

Upon planning staff’s finding, section 7.7 of the County’s Zoning Ordinance currently states that special use permits expire if they are not exercised with the time limit set by the Board of Commissioners. Planning Staff is requesting that this error be corrected. It is the Planning Board who has the authority to impose time limits within which the permits must be exercised. Mr. Starling stated that the proposed text amendment would rectify the error. Nancy Blackman made a motion to approve the text amendment to the Zoning Ordinance. The motion was seconded by Debra Bass and unanimously approved.

Planning Board Rules of Procedure

Due to an expressed desire from members of the Planning Board, County Attorney Joel Starling, offered proposed rules of procedure governing the conduct of the Board. These rules provide a comprehensive statement of the manner in which the Planning Board will conduct its business while giving the Board needed flexibility in the way it conducts public hearings. Member Andy Jackson stated, “I would like to see time limits on speakers addressed in a specific way in the rules of procedure.” After Board discussion regarding application guidelines, time limits on speakers, established quorums and order of business a motion was made member Nancy Blackman to table the Planning Board Rules of Procedure. The motion was seconded by Steve Parker and was unanimously approved.

There being no other business, Chair Ann Naylor called the meeting adjourned.

The Planning Board meeting adjourned at 7:05 pm.

DRAFT MINUTES

DRAFT MINUTES

Ann Naylor, Chairman

Anita Lane, Secretary

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 2 (a)

Meeting Date: March 4, 2019	<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
	<input type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
	<input checked="" type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/Zoning
	<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue

SUBJECT: Award of Contract for Analysis of Customer Service as it Pertains to Economic Development

DEPARTMENT: Economic Development/ Administration

PUBLIC HEARING: No

CONTACT PERSON(S): Edwin W. Causey, County Manager

PURPOSE: To award contract for consulting services

ATTACHMENTS: Proposal for Services, Creative Economic Development Consulting, LLC

BACKGROUND:

Two critical areas of interest for Sampson County local government are the promotion of economic development and the continued enhancement of our overall customer service. It is our belief that there could be immediate value in merging our efforts into a narrowly focused project whose results could subsequently be applied more broadly. To that end, the County solicited RFPs for an analysis of customer service in those departments that most directly impact our economic development activities: Economic Development, County Administration, Inspections and Planning, Environmental Health, the Tax Office and Public Works (as it relates to infrastructure needed for economic development). We received three responses to the RFP and recommend that the contract be awarded to the lowest responsive bidder, Creative Economic Development Consulting, LLC in the amount of \$15,275 (plus additional mileage costs).

The company will use surveys, interviews and small group meetings to gather input on customer interactions, processes and outreach to determine what (if any) improvements would enhance our economic development activities. Such results could also then be applied to our customer interactions in other departments.

RECOMMENDED ACTION OR MOTION:

Award contract to Creative Economic Development Consulting, LLC

February 13, 2019

Mr. Edwin W. Causey, County Manager
Sampson County
406 County Complex Rd
Clinton, NC 28328

Dear Ed,

Creative Economic Development Consulting is pleased to submit this proposal in response to the ***Request for Proposal – Analysis of Customer Services as It Pertains to Economic Development***. The RFP noted that there could be “immediate value” derived from this project. We concur. The level of business-friendliness of a community impacts whether a company locates, a small business grows, and an entrepreneur starts a new business. In entrepreneurship, we talk about having a “culture of no wrong door” meaning that every door leads the entrepreneur forward. The customer service project in Sampson County gets at the heart of that culture.

The scope of work is based on our discussion and the requirements of the RFP. We propose a mix of in-person interviews, surveys, and phone interviews to gather input. We will compile that input visually in charts, graphs, infographics, and other visual summaries to clearly communicate the current state of customer service. If needed, we will develop recommendations for customer service enhancements based on best practices. The deliverables will be a written report summarizing all input and recommendations and a presentation that you can use after this project to communicate with the public and stakeholders.

Sam Walton famously said, “There is only one boss. The customer. And he can fire everybody in the company from the chairman on down, simply by spending his money somewhere else.” Through this project, we want to make sure that businesses want to spend their money in Sampson County.

Sincerely,



Crystal Morphis, CEcD, LEED Green Associate
Founder and CEO




economic development consulting

We do just that – creative economic development.

Creative EDC crafts unique approaches to economic development that help our clients reach their goals. Our approach is tailored to bring innovation to each community. We believe there are no templates in economic development.

Crystal Morphis founded the firm based on her 20+ years of economic development experience at the local level and as a managing partner of a national economic development consulting firm. Since 2012, Creative EDC has expanded to add social media and e-marketing services and three proprietary programs: CreativeSiteAssessment.com, a first-in-the-nation product development tool, Certified Entrepreneurial Community® Program and Certified Industrial Buildings.

Creative EDC consults on strategic planning, organizational development, economic impact analysis, business retention and expansion, product development, and all of the many facets of a dynamic economic development program.



Don't just
Step
outside
The BOX
Rethink
The BOX



Sampson County Customer Service for Economic Development Work Plan

A. Project Kick-Off

We will hold a project kick-off conference call to finalize the scope, tasks, project timeline, and review final deliverables. We will discuss our project contact(s), communications tools like Drop Box, status reporting, etc.

B. Input on Customer Service

We will use surveys, interviews, and small group meetings to gather input on customer interactions, processes, and outreach of economic development related government agencies. Our project contact will review and approve all surveys before launched.

☉ Online Surveys

- a. Customers – We will work with Sampson County to define "customers." It could include existing businesses, companies/developers/individuals who have requested permits, recent customers of the tax office, etc.
- b. Community Commercial and Industrial Leaders

We will provide a link to an online survey that Sampson County can distribute to an email database. It can also be posted on a website(s). There is no limit to the number of survey participants.

☉ Combination of in-person interviews of leaders of these organizations plus online survey to other members. We believe that all members of these organizations will want to have input into a process that will impact policies related to economic development. Thus, we propose an online survey to the entire group. That will be supplement with in-person interviews with leaders of each organization.

- a. Economic Development Advisory Board
- b. Committee of 100
- c. Chamber of Commerce

We will schedule one day to visit Sampson County and interview leaders of these organizations. Anyone not available that day will be phone interviewed.

☉ Phone Interviews

- a. Representatives of Municipal Boards (Autryville, Clinton, Garland, Harrells, Newton Grove, Roseboro, Salemburg, Turkey) – This could be the manager/administrator and/or Mayor.
- b. Representative(s) of Sampson Community College – We recommend not only the president but also director of workforce training or similar position.
- c. NC Southeast Partnership – We recommend interviewing the whole NCSE team since they interact with Sampson County in a variety of roles.

- d. EDPNC – We'll ask you for a couple of contacts that have recently worked recruitment projects, or grant projects, in Sampson County.
- e. Any site consultants (or commercial real estate agent acting as a site consultant) that have recently worked projects in Sampson County

C. Assessment of Information

We will compile the results of input gathered into charts, graphs, and infographic summaries that will visually show Sampson County's customer service profile. We will schedule a conference call meeting with our project contact(s) to review the data.

D. Recommendations for Enhancement (if warranted)

We may find that Sampson County excels in all areas of customer service. If we find there is room for improvement in customer service as it relates to economic development, we will make recommendations for enhancements. Some examples we have found from other similar projects are: clearer communications, better coordination among agencies, and streamlined timelines. The recommendations for enhancements will be rooted in best practices.

E. Final Deliverables

The project deliverables will include:

- ⊙ Written report electronically delivered as a PDF
 - Summary of all input gathered
 - Recommendations for customer service enhancements, if needed
 - Best practices on how to address any shortcomings
- ⊙ Presentation of findings to Sampson County
- ⊙ PowerPoint that can be shared with the community

Timeline

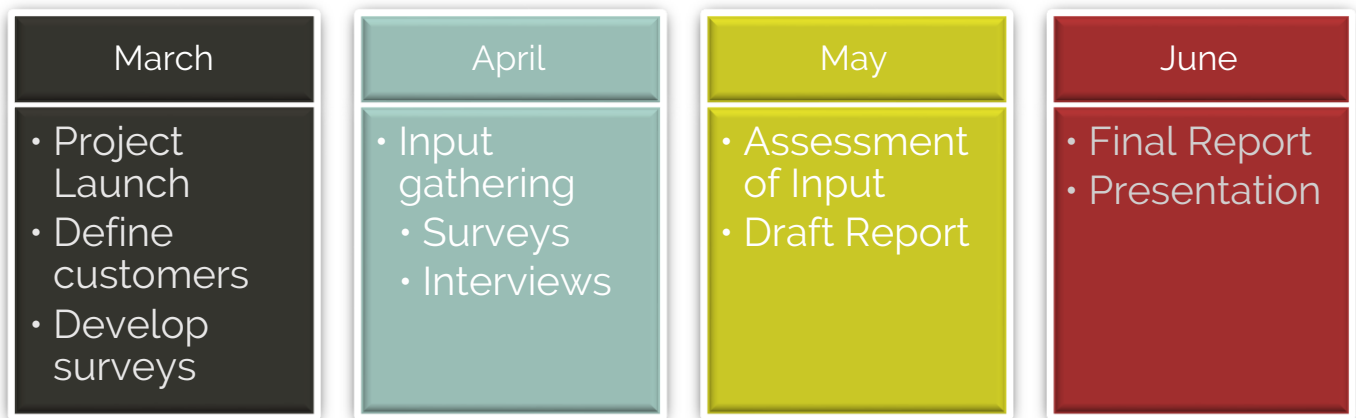
With timely support from Sampson County and our project contact(s), we can complete the project within 120 days.

Fee

The fee quote is based on the scope of work above. We welcome the opportunity to refine and amend the scope of work, tailoring it to your specific needs.

Customer Service Input Gathering & Assessment	\$8,610
Final Report and Presentation	\$4,165
Estimated Expenses for 2 trips to Sampson County	\$750
Total Fee and Expenses	\$13,525

Fees and expenses are billed monthly and payable upon receipt. Expenses are billed at net cost and mileage at the IRS standard reimbursement rate.



Summary of Related Experience

Most of our customer service data gathering has occurred in the context of strategic planning for economic development. As noted in the projects below, we surveyed and interviewed businesses for their impressions of the community and economic development agencies.

- In 2016, we facilitated a strategic plan in Amherst County, VA. The process included community engagement, business interviews, SWOT Analysis, product assessment, and many other tasks. Amherst County's board of supervisors voted to add one penny on the tax rate specifically for implementation of the strategic plan. In 2017, we completed a review and update of the strategic plan. Subsequently, we have advised Amherst County specifically on business-friendliness.
- In 2014, Creative EDC was engaged to provide organizational development services to the re-structured Transylvania Partnership. Over the next six months, the organization transitioned from a county department to a public-private partnership. Creative EDC provided interim management, organizational development, and executive search services. In the spring of 2015, we initiated a strategic planning process that resulted in a five-year economic development plan for the new Transylvania Economic Alliance. Part of the planning process included a business climate survey. The results showed where improvements in the regulatory process were needed. We have completed annual updates to the strategic plan every year since completion (2016, 2017, and 2018 is scheduled).
- We recently completed an Action Plan Floyd County, VA to define their competitive position and develop a marketing strategy. The process included a SWOT Analysis, review of previous studies, survey of businesses, and product assessment. In the business survey, we asked about regulatory processes, communications, and business-friendliness.
- Creative EDC has been engaged by ElectriCities of N.C., Inc. to update city strategic plans. We have completed strategic economic development plans for Albemarle, Ayden, Kinston, Farmville, Gastonia, Shelby, Lexington, and Scotland Neck. We currently have projects in Selma, Hertford, and Morganton. Each of these projects included a business and community survey where we ask questions about business-friendliness.

Not a client project but important to note: Creative EDC surveys its clients every year on our customer service. We ask our clients whether we meet expectations, stay on budget, provide clear communications, and our value. Every year our clients say that we **meet or exceed expectations.**

Innovations

Our firm is the only firm in the nation that has three proprietary economic development programs and a unique way of giving back to communities and our profession. These entrepreneurial initiatives are examples of how our firm is truly creative.

- We purchased the Certified Entrepreneurial Community® program from AdvantageWest regional partnership in 2015. It certifies a community as entrepreneur-ready. We redesigned and relaunched the program. Cleveland County, Holly Springs, NC and Amherst County, VA were certified in 2016 & 2017.
- We are in a joint venture with ECS, Ltd., an engineering firm, on the Certified Industrial Building program. It documents the features and performs assessments that attest to a building's

qualifications for industrial development. Alexander County, NC's spec building, was the first one certified.

- In 2013, we launched CreativeSiteAssessment.com, an online tool that independently evaluates and scores industrial sites. Currently, Wake County/Raleigh, NC and the statewide organization Golden LEAF have used the tool to assess industrial sites. We have used it internally on hundreds of sites.
- Crystal Morphis is a LEED Green Associate, indicating our firm's commitment to sustainable development practices. We have not found another firm with principals with this credential. Sustainable development practices are important to every region, but more than that, it shows our firm's wide view of how economic development impacts communities.
- We are committed to paying our success forward. We give away one project a year through a competitive proposal process called The Creative Give Back, sponsor the Economic Development Mentor Network, and organize and sponsor a Women's Economic Development Network Leadership Forum.

Not an innovation but important to note: Creative EDC is a 100% woman-owned business. We are a certified HUB in NC and a SWaM in VA. This may be important to some agencies providing funding for the project.

References

Recent project summaries can be found on our website, www.creativeedc.com. We encourage you to contact our clients about our work. They do our best marketing.



One Amherst, the vision for the strategic plan, brings together the whole community working in unison to create a stronger economy. Over 600 Amherst County citizens participated in the strategic plan. Amherst County is focusing on five initiatives: branding, space for business to grow, small business and entrepreneur development, education and workforce development, and leadership development. The strategic planning process included an economic and demographic overview, community engagement, Strengths Weaknesses Opportunities, and Threats Analysis, target industry analysis, and the identification of five initiatives for the Economic Development Authority. **We surveyed and interviewed businesses for the planning process.** Amherst County's board of supervisors voted to add one penny on the tax rate specifically for implementation of the strategic plan. Staff is currently working on implementation of action steps.

Victoria Hanson
EDA of Amherst County
328 Richmond Hwy. (Rt.60), Amherst, VA 24521
434-946-5200
victoria.aeda@gmail.com



There is strong momentum behind several efforts to revitalize Elkin's economy. After digesting economic data, **community surveys, business surveys**, and a SWOT Analysis, the steering committee narrowed a long list of economic development projects to a small set to vet with the community. The projects focus on the Town making key public investments that will be leveraged by partners. Understanding that resources are limited; the projects were prioritized by the community through an online survey and a focus group. The #1 priority is the

Development and Implementation of a Community-Wide Master Plan to include Infrastructure, Gateways, Streetscape, and a Riverwalk on the Yadkin. A master plan will impact every part of the town visually and physically. The Town of Elkin adopted the strategic plan on March 12, 2018, and has started looking ahead to implementation.

Ms. Leslie Schlender, Economic Development Director
Town of Elkin
226 N. Bridge Street
Elkin, NC 28621
lschlender@elkinnc.org



Crystal Morphis led the team that has conducted strategic planning for more than 35 cities since 2003. **All of these projects have included surveys.** Strategic planning projects were followed by site identification and assessment, site certification, existing business retention and expansion efforts, building reuse feasibility studies, and many other projects that leverage local dollars with county, regional, and state programs. The ElectriCities statewide strategic planning program was so successful that it was expanded twice. ElectriCities has engaged our firm to update several strategic plans in 2018.

Brenda Daniels, Economic Development Manager
ElectriCities of N. C., Inc.
1427 Meadow Wood Blvd, Raleigh NC 27626-0513
919-760-6363
bdaniels@electricities.org



In 2014, Creative EDC was engaged to provide organizational development services to the re-structured Transylvania Partnership. Over the next six months, the organization transitioned from a county department to a public-private

partnership. Creative EDC provided interim management, organizational development, and executive search services. **During this time, we conducted a business climate survey which impacted economic development policy.** In the spring of 2015, we initiated a strategic planning process that resulted in a five-year economic development plan for the new Transylvania Economic Alliance. The strategic plan leverages outdoor recreation, entrepreneurship, and the area's natural beauty. We have completed annual updates to the strategic plan every year since completion (2016, 2017, and 2018 is scheduled).

Josh Hallingse, Executive Director
147 E Main St #301, Brevard, NC 28712
Transylvania Economic Alliance
828-393-4130
josh@transylvaniapartnership.com

Meet the Creative Team

Crystal Morphis, CECD, Founder and CEO, formed Creative Economic Development Consulting, LLC in 2012. She built a firm that has become the “go-to” economic development consulting firm while maintaining her commitment to pay-it-forward. She is the firm’s “bright idea generator.”



She has expertise in product development, strategic planning, best practices analyses, economic impact studies, existing business retention, and expansion programs and site selection. Crystal has consulted across the Southeast U.S. with companies and EDOs. [Click here for full bio:](#)

Penny Whiteheart, Senior Consultant, provides strategy, research, and facilitation support for CEDC’s clients and internal programs. With more than 25 years of experience in economic development, she brings experience in regional innovation and cluster strategies, marketing, and international trade.



She is a frequent speaker on topics including international trade and workforce and economic development practices. [Click here for full bio:](#)

Heather Beard, Research Analyst, began her economic development career at the county level and has since worked in many capacities at the county and regional levels. She joined the Creative EDC team as Research Analyst supporting the firm’s work in strategic planning, product development, and site selection. Heather’s experience in research and analysis is practical and developed with implementation in mind. [Click here for full bio.](#)



Billye Carter, Marketing and Technology Specialist, leads Creative EDC’s social media services and all things technology. Billye manages Creative EDC’s marketing, social media, database management, all outreach, and technology. She will ensure all deliverables effectively communicate the strategic plan.



[Click here for full bio.](#)

Creative

economic development consulting

We see the opportunity to transform the ordinary into something extraordinary. We believe that the challenges most communities face in economic development are similar; what sets us apart is our creative approach to helping you overcome those challenges.

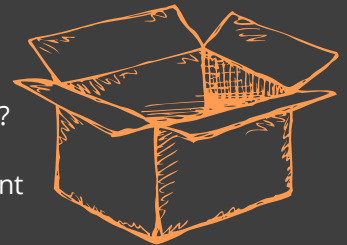
We like to color outside the lines by addressing the challenges communities face with creative solutions.

Creative EDC was launched in 2012 by Crystal Morphis, CEcD. The entrepreneurial firm provides innovative consulting approaches and has a unique commitment to give back. The firm has grown to include experienced researchers, tech talent, strategic thinkers, and a wide range of strategic partners. From our creative team comes creative ideas for you.

In 2014, we launched the first online assessment tool for product development, CreativeSiteAssessment.com. In 2015, through a joint venture partnership, Creative EDC re-launched the Certified Entrepreneurial Community® program. That same year we launched the Certified Industrial Buildings Program with strategic partner ECS Ltd. We are always working to forge innovative new paths in economic development.

You may see your community as a plain cardboard box. We look at what it can be transformed into.

We ask questions, like how can we do economic development different, better, like nobody else? Can the site that has been sitting vacant for a few years be transformed into a new technology park? How can you spark young entrepreneurs to invest in your community? Let us help re-invent your cardboard box. Just like kids, we like to transform plain boxes into something special.



Creative Services

Strategic planning

Creative EDC develops strategic road maps to help you know where you're going, while avoiding dead ends and potholes. We use an asset-based approach and build consensus around goals and strategies. Creative EDC develops realistic action steps in a plan that is ready for staff and leadership to implement. We provide an annual check-in to see how implementation is going, and offer assistance with adjustments or new challenges.

Product development

We believe product development is an EDO's number two challenge, just behind workforce development. We take a creative approach analyzing infill, redevelopment, feasibility analyses, and unique funding sources. Learn more about our two proprietary programs, Creative Site Assessment and Certified Industrial Building Program, on the next page.

Organizational development

Whether your organization is in a transition of staff or leadership, mired in chaos, or just looking for better ways to do business, we offer experience with retreat facilitation, transition management, and executive search for EDOs. We have advised on developing new organizational models as well as reenergizing the current organization.

Economic impact analysis

Are you getting a good deal? Let us find out. Too often EDOs and local officials spend public dollars without analyzing whether it is the best value for your organization. We'll help you define the economic impact of your project and analyze the return of incentive investments.

Social media and e-marketing

Spend your time on economic development and let the Creative Team worry about whether Facebook has been updated. We can help you develop a social media strategy for your team, or we can take on the execution for you. Let us create or maintain profiles, design newsletters and eblasts, build or maintain contact databases, develop content and generate leads.

Creative Economic Development Consulting is known for its proprietary programs and innovative thinking.



CreativeCEC.com



CreativeSiteAssessment.com



CertifiedIndustrialBuilding.com

Certified Entrepreneurial Community: a place where entrepreneurs succeed

Creative EDC launched the Certified Entrepreneurial Community® program in 2015 through a joint venture with Entrepreneurial Places and Innovative Economies. The Certified Entrepreneurial Community® program awards the CEC® designation after completing a rigorous certification process. Certified Entrepreneurial Communities map the entrepreneurial ecosystem, create an Action Plan for entrepreneurship, and tackle foundational projects to advance their start-up communities. The CEC® program has drawn attention nationally as an innovative approach to helping communities become entrepreneur-ready.

Creative Site Assessment: an online assessment tool that is the first of its kind in the U.S.

Creative Site Assessment is an innovative online assessment tool that independently rates potential sites for economic developers. Based on answers to approximately 30 site questions, the evaluation tool assigns the site a score. Compare the scores of multiple sites to prioritize sites in your community. Communities use creativesiteassessment.com to take the guesswork out of product development.

Certified Industrial Building: an innovative, out-of-the-box economic development tool

The team of Creative EDC and ECS launched the first Certified Industrial Buildings program to provide a market advantage for industrial buildings. Certified buildings meet a minimum standard of requirements and complete a series of due diligence assessments. Certification attests to the building's structure, features, condition, environment, and marketability. Show your clients and site selectors key facility assessments in one user friendly report.



www.creativeedc.com

PO Box 706 | Elkin, NC 28621 | 336-526-1332

Paying it forward

Toms shoe company founder Blake Mycoskie said, "Start something that matters." We believe it. We have a commitment to pay our success forward. We pay it forward by giving our time, money, and talent to communities and economic developers.



THE CREATIVE GIVE BACK In 2014, we decided to give away one consulting project a year through a competitive proposal process—up to \$25,000 worth of our services. Crazy, right? Some told us so. We did it and loved it. Send us your bright ideas.



ECONOMIC DEVELOPMENT MENTOR NETWORK Our mentors opened doors for us, guided us through minefields, and provided on-the-job training. As our profession ages, along with the rest of America's baby boomers, there is a need to match newbies with gurus. In 2015 we launched the NCEDAMentorNetwork.com, a free website service that matches mentors and mentees.



WOMEN'S ECONOMIC DEVELOPMENT NETWORK Creative EDC sponsors an annual Women's Leadership Forum, gathering practitioners from the field to LEARN and then return to the office prepared to LEAD. The program includes how to position for career moves, emerging trends, leadership development, public speaking, and lots of networking.

FREE RESOURCE LIBRARY The Creative Resource Library offers free research for economic developers. Look for reports and research to spark ideas in your community.

Susan Holder

Subject: FW: Sampson County ED Customer Service Evaluation Project

From: Crystal Morphis <cmorphis@creativeedc.com>

Sent: Friday, February 22, 2019 10:01 AM

To: Ed Causey <ecausey@sampsonnc.com>

Cc: John Swope <jswope@sampsonedc.com>; Susan Holder <susanh@sampsonnc.com>

Subject: RE: Sampson County ED Customer Service Evaluation Project

Ed,

As a follow up to our conversation, we made notes on the requested scope changes below:

- 1: You are proposing to have a project kick-off conference call to finalize the scope ,tasks, project timelines, and review deliverables. In addition, we need for you to have early personal contact with all the departments and or county employees that will be directly involved in the review. We want to ensure that everyone has a good understanding of the process that will take place. We suggest a group meeting. We also want to emphasize the importance of both customer service and economic development. Moreover, we want to also utilize this time to build commandry among the group and ensure everyone's commitment to economic development. – This would be a change to the scope of work, adding one group meeting in Sampson County. The additional fee for this meeting will be \$1,750 plus mileage.
2. You mentioned processes in item B. Our commissioners are particularly interested in ensuring that our actual processes for dealing with prospects is well coordinated and defined. I am referencing particularly planning, inspections, environmental health, and to some extent public works. This is included in our scope of work.
3. You mentioned presentation of findings to Sampson county in item E. We may want two presentation of the findings on the same day. In addition, to the board of commissioners, we will likely want to have a separate presentation for the departments that were directly involved in the review. There will be no scope change if the presentations are held on the same day.

Thank you for considering our proposal. We look forward to working with you.

Crystal

Crystal Morphis, CEcD
Founder and CEO



Creative. It's a good thing.

PO Box 706, Elkin, NC 28621

Proudly located in historic downtown Elkin.

O: 336-526-1332

M: 336-374-8334

www.CreativeEDC.com

www.CreativeCEC.com

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 2 (b)

Meeting Date: March 4, 2019	<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
	<input type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
	<input checked="" type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/Zoning
	<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue

SUBJECT: Approval of Revised Emergency Operations Plan

DEPARTMENT: Emergency Services

PUBLIC HEARING: No

CONTACT PERSON(S): Ronald Bass, Emergency Services Director
Edwin W. Causey, County Manager

PURPOSE: To approve revised Emergency Operations Plan

ATTACHMENTS: Revised Emergency Operations Plan - Basic Plan, ESFs and SOGs
(provided as separate documents)

BACKGROUND:

In the aftermath of Hurricane Florence, staff undertook a comprehensive evaluation of our response to the disaster and identified key strategies for improvements: improving our facilities and equipment; developing a better methodology for deployment of our disaster workforce; and the revision of our emergency operations plan (EOP). Our goals for revisions to our EOP were to strategically empower more people with more responsibility and equip them with detailed guidelines and specific training.

The EOP presented to you for approval consists of a Basic Plan, which serves as the conceptual and policy framework for any response effort. This document is supported by Emergency Support Function (ESF) documents which identify primary and support agencies for each function and assigns to them their responsibilities during an emergency situation. These sections are subject to approval by the Board of Commissioners.

In addition, multiple county departments and staff have worked diligently to prepare Standard Operating Guidelines (SOGs) which complement this Basic Plan/ESFs. These crucial documents define for each agency how they will perform the tasks assigned to them. These SOGs are subject to annual review (at a minimum) and frequent changes. We recommend that you authorize the County Manager to approve these.

Continued next page

This plan meets the requirements of planning guidance promulgated by the Federal Emergency Management Agency (FEMA) and the legal responsibilities identified in Chapter 166-A of the North Carolina General Statutes. It provides all the necessary elements to ensure that local government can fulfill its legal responsibilities for emergency preparedness.

RECOMMENDED ACTION OR MOTION:

Motion to approve the revised Emergency Operations Plan as presented and authorize the County Manager to approve subsequent revisions to the Standard Operating Guidelines documents.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. **2 (c)**

Meeting Date: March 4, 2019

<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
<input type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
<input checked="" type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/Zoning
<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue

SUBJECT: Appointments
DEPARTMENT: Governing Body
PUBLIC HEARING: No
CONTACT PERSON: Vice Chairperson Sue Lee
PURPOSE: To consider appointments to various boards and commissions

Local Emergency Planning Committee (LEPC)

The LEPC has requested the addition of **Amy Robinson**, Safety Manager with Smithfield Foods, to the Local Emergency Planning Committee.

Social Services Advisory Board

At your recent planning session, the Department of Social Services encouraged the appointment of a county commissioner to the DSS Advisory Committee. Commissioner **Thaddeus Godwin** has agreed to serve if appointed by the Board.

Juvenile Justice Crime Prevention Council

The JCPC has requested the appointment of **Jennifer Daughtry**, Director of Secondary Education for Sampson County Schools to replace Dr. Wesley Johnson and the appointment of Officer **Don Fisher** of the Clinton Police Department as a law enforcement representative.



**SAMPSON COUNTY
EMERGENCY
MANAGEMENT
SERVICES**



**RONALD BASS
DIRECTOR
(910) 592-8996**

107 UNDERWOOD ST., CLINTON, NORTH CAROLINA 28328

MEMORANDUM:

TO: Susan Holder
FROM: *RB* Ronald Bass, Emergency Management
DATE: February 14th, 2019
SUBJECT: **Adding Amy Robinson to LEPC**

Amy Robinson, Safety Manager with Smithfield Foods, would like to be included as a member of the LEPC. Would you please include her on the agenda for the Board of Commissioners meeting.

Please feel free to contact me should you have any questions.

Thank You,

Ronald Bass

RB/ntr

Enclosures

**Sampson County
Juvenile Crime Prevention Council
406 County Complex Road
Clinton, North Carolina 28328**

MEMORANDUM

TO: Board of Commissioners

FROM: Dudley Neal, Chairman

DATE: February 21, 2019

SUBJECT: Appointment to JCPC

The Juvenile Crime Prevention Council met on February 11, 2019 and voted unanimously to recommend Jennifer Daughtry, Director of Secondary Education for the Sampson County Schools to replace Dr. Wesley Johnson and Don Fisher. Officer with the Clinton City Police Department as a law enforcement representative for appointment to the Council.

We respectfully request that the Board appoint these individuals to the Council.

SAMPSON COUNTY
BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 3

Meeting Date: March 4, 2019	<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
	<input type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
	<input type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/Zoning
	<input checked="" type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue
	<input type="checkbox"/>			

SUBJECT: Consent Agenda

DEPARTMENT: Administration/Multiple Departments

ITEM DESCRIPTIONS/ATTACHMENTS:

- a. Approve the minutes of the February 4, 2019 meeting
- b. Accept the 2018 Report of the Sampson County Community Child Protection Team
- c. Approve a proposal by Sampson County Public Library System for a "Fine Free Summer" program, waiving overdue fines for juvenile patrons from June - August, 2019
- d. Authorize execution of the Memorandum of Agreement between the North Carolina Dept. of Public Safety/NCHP and Sampson County transferring ownership of a microwave tower
- e. Approve the renewal of the lease between Sampson County and USDA for 5,620 square feet of space at 80 County Complex Road
- f. Approve tax refunds and releases as submitted
- g. Approve budget amendments as submitted

RECOMMENDED ACTION OR MOTION:

Motion to approve Consent Agenda as presented

The Sampson County Board of Commissioners convened for their regular meeting at 6:00 p.m. on Monday, February 4, 2019 in the County Auditorium, 435 Rowan Road in Clinton, North Carolina. Members present: Chairman Clark Wooten, Vice Chairperson Sue Lee, and Commissioners Thaddeus Godwin, Jerol Kivett, and Harry Parker.

The Chairman called the meeting to order and acknowledged Vice Chairperson Lee, who then called upon Commissioner Kivett for the invocation. Commissioner Godwin then led the Pledge of Allegiance.

Approval of Agenda

Upon a motion made by Commissioner Parker and seconded by Commissioner Godwin, the Board voted unanimously to approve the agenda as presented.

Roads

Quarterly Roads Report NCDOT District Engineer Keith Jackson provided the Board with an update on Hurricane Florence road recovery efforts, noting that repairs are still being finalized for certain projects and are expected to continue through February, along with other day to day maintenance projects. Mr. Jackson mentioned that his staff is currently working on the routes in the 2019 Resurfacing Package and that his staff is currently working on the 2020 Resurfacing Package.

Commissioner Parker addressed the occasional flooding on Billy Lane which caused concerns for residents while entering and exiting and raised concerns for posted speed limit on Reedsford Road near the Billy Lane intersection, noting the safety hazard it presents for children boarding school buses. Commissioner Kivett then expressed appreciation for the work done on 701 Business and the Beamon Street bridge. He also noted that he would share Commissioner Parker's concerns regarding the flooding on Billy Lane with the Mid-Carolina RPO.

Item 1: Presentations and Reports

Presentation of the Audit for Fiscal Year Ending June 30, 2018 and Approval of the Amended Audit Contract Chairman Wooten called upon Wade Green of W. Green, PLLC, who presented the Board with the audit report for fiscal year ending June 30, 2018. Mr. Green noted that there were zero noncompliance issues, zero deficiencies, and that the audit was approved by the Local Government

Commission. Upon a motion by Vice Chairperson Lee and seconded by Commissioner Kivett, the Board voted unanimously to accept and approve the audit and approve the audit contract amendment. (Copies filed in Inc. Minute Book _____, Page _____.)

Fire Department Presentations Regarding Potential Substation Expansions

Piney Grove Fire Department Chief Ashley Grimes presented to the Board an expansion plan for the Piney Grove Volunteer Fire Department. He informed the Board that the Piney Grove Volunteer Fire Department Board of Directors voted in favor of establishing a substation at the current Suttontown EMS building (5680 Suttontown Rd., Faison, NC 28341), and that the Suttontown Board had voted in favor of the plan as well. He stated that recent Department of Insurance staffing requirement changes made it feasible for the expansion to take place and for the fire department to initiate an expansion plan. He noted the plan had been under development for more than 20 years and will benefit both departments and the citizens of the fire districts. The Piney Grove Fire Department will take ownership of the expansion location and assume responsibility of expenses related to the building and services. Suttontown EMS will continue to operate out of the building at no cost. The mutually beneficial plan will allow for a fire truck to be located at the new expansion location, which will decrease emergency response time for area citizens by one-half, according to trial statistics. Chief Grimes stated that the proposal included that the Sampson County areas currently served by Smith's Chapel and Jordan's Chapel Fire Departments. He noted that areas within the six-mile district of Newton Grove Fire and Rescue and Hall's Fire and Rescue would be included in the Piney Grove fire five-mile district. However, the change will not affect the districts' tax income. He did note that the change will result in approximately \$2,000 of revenue lost to the Smith's Chapel and Jordan's Chapel fire departments. Chairman Wooten thanked Chief Grimes and noted that the County Attorney would need to continue his review and could report to the Board at a future meeting (the County Attorney was out of town and not available to report that evening).

Taylor's Bridge Fire Department Chief Allen Williams presented to the Board a similar proposal to establish a substation to better serve the citizens in an area of approximately 30 square miles south of Clinton. Chief Williams noted that the citizens of that area will benefit from being in an ISO 6-rated district, which will decrease homeowner's insurance properties within the new 5-mile district. However, he noted, the County will have to levy a tax on the previously un-taxed area to support the substation. Chairman Wooten advised Chief Grimes that the County Attorney will continue his review and the Board would take the proposal into advisement.

Item 2: Action Items

Tax Administration – Report of Unpaid Taxes Which Are Liens on Real Property Tax Administrator Jim Johnson reported to the Board the amount of \$3,022,802.88 of unpaid taxes for the current fiscal year which are liens on real property. This total is \$249,918.91 more than the previous fiscal year. Mr. Johnson noted that Sampson County had collected 91% of real and personal property taxes, equal to the collection rate of the previous fiscal year. Mr. Johnson requested authorization to advertise the unpaid taxes on April 4, 2019, with a deadline for payment to avoid publication being March 29, 2019 at 5:00 p.m. Upon a motion made by Commissioner Kivett and seconded by Commissioner Godwin, the Board voted unanimously to approve the request.

Scheduling of 2019 Board of Equalization and Review Hearings Mr. Johnson asked the board to consider setting dates for the 2019 Board of Equalization and Review hearings. Mr. Johnson noted that revaluation letters will be mailed to property owners by March 1, 2019, providing property owners two months for informal appeals to be made. Upon a motion made by Chairman Wooten and seconded by Commissioner Kivett, the board voted unanimously to schedule the Board of Equalization and Review hearings for May 6, 2019; May 14, 2019; May 16, 2019; May 21, 2019; May 23, 2019; and May 30, 2019, each session to convene from 1-6 p.m.

Appointment – SCC CoAEMSP Advisory Committee Upon a motion made by Commissioner Kivett and seconded by Commissioner Parker, the Board voted unanimously to appoint Vice Chairperson Lee to the SCC CoAEMSP Advisory Committee.

Item 3: Consent Agenda

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

- a. Approved the minutes of the January 7, 2019 meeting
- b. Adopted the resolution proclaiming February as Black History Month in Sampson County (Copy filed in Inc. Minute Book ____ Page ____.)
- c. Adopted a resolution supporting expansion of the JCPC State funding allocation (Copy filed in Inc. Minute Book ____ Page ____.)
- d. Approved the fare revisions requested by Sampson Area Transportation Advisory Committee to \$20 for General Public round trip and \$5 for Elderly/Disabled/Veterans round trip

- e. Adopted a fee of \$350 for all non-emergent (convalescent) transports provided by Sampson County EMS
- f. Authorized the renewal of the lease between the County and State Employees Credit Union for the SECU Cash Points ATM kiosk located on the County Complex for a period of one year (Copy filed in Inc. Minute Book ____ Page ____.)
- g. Approved requested revisions to the Convention and Visitors Bureau (CVB) bylaws (Copy filed in Inc. Minute Book ____ Page ____.)
- h. Approved a request from the Sampson County Public Library to discard withdrawn items pursuant to Materials Selection Policy
- i. Approved the contract between the County and Turkey Fire Department for emergency rescue services (Copy filed in Inc. Minute Book ____ Page ____.)
- j. Approved an amendment to the contract for solid waste and recyclables collection service (Copy filed in Inc. Minute Book ____ Page ____.)
- k. Approved late property tax exemption applications from Fayetteville Area Habitat for Humanity and Human Development Council, Inc. (Copy filed in Inc. Minute Book ____ Page ____.)
- l. Approved tax refunds and releases as submitted:

#8869	Darrell Wright	\$144.48
#8867	Lucy Burnette	\$167.79
#8875	Tony Woo	\$156.73
#8857	Jesse Sumner	\$133.26
#8872	Linda Wynn	\$343.08
#8859	Catherine Smith	\$243.63
#8862	Noel Thompson	\$828.48
#8861	Noel Thompson	\$2,621.76
#8836	Christopher Matthis	\$3,467.17
Tax Release	L&H Farms LLC	\$212.36
Tax Release	Noel Thompson	\$652.71
Tax Release	Hog Heaven Farming, LLC	\$784.30

- m. Approved budget amendments as submitted:

<u>EXPENDITURE</u>		<u>Public Works</u>			
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>	
61971000	544000	Contracted Services	\$82,950.00		
<u>REVENUE</u>					
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>	
61937100	408900	Miscellaneous Revenue	\$82,950.00		

<u>EXPENDITURE</u>		<u>Cooperative Extension</u>	
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u> <u>Decrease</u>
04449570	526200	Departmental Supplies	\$100.00

<u>REVENUE</u>			
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u> <u>Decrease</u>
04034957	404012	Health & Wellness Revenue	\$100.00

<u>EXPENDITURE</u>		<u>Health Dept. – Maternal Health</u>	
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u> <u>Decrease</u>
12551630	526201	Department Supplies Equipment	\$20,757.00

<u>REVENUE</u>			
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u> <u>Decrease</u>
12535163	404000	State Assistance	\$20,757.00

<u>EXPENDITURE</u>		<u>Eastpointe</u>	
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u> <u>Decrease</u>
11552100	506800	Contribution to mental health	\$10,000.00
11999000	509700	Contingency	\$10,000.00

<u>REVENUE</u>			
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u> <u>Decrease</u>

<u>EXPENDITURE</u>		<u>Social Services</u>	
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u> <u>Decrease</u>
13554810	568414	LIEAP	\$78,361.00

<u>REVENUE</u>			
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u> <u>Decrease</u>
13535480	403314	LIEAP	\$78,361.00

Consent Agenda (Board of Health Items)

- n. Approved the request for laboratory fee revisions as submitted
- o. Accepted the Communicable Disease Report for 2018

County Manager’s Reports

County Manager Ed Causey reminded the Board of the Board Planning Sessions scheduled for February 13 and 19, 2019, in the Administration Office Conference Room, beginning at 8:30 a.m. on each date; and February 21, 2019, if needed. He then informed the Board that County staff had entered into a contract with the University of North Carolina at Wilmington Continuing Education Department for leadership development training of the department heads. He then noted that the department heads had been given a March 15, 2019 deadline to provide budget proposals, which will be followed

by a staff preliminary review, with the goal of having a budget presented to the Board mid-late May, providing adequate time to have the approval and adoption process completed in early June.

The Chairman lauded the efforts of the staff for beginning the leadership development training.

Public Comments

The Vice Chairperson opened the floor for comments and the following were received:

Kalton Newkirk: My name is Kalton Newkirk. I live down near Newton's Crossroads. I'm in the corner of three counties: Sampson, Duplin, and Pender. So, I hear all kinds of noises from the critters at night. My neighbor lost her dachshund due to a coyote. And they are getting brave. They also carry rabies. So, what are we doing? If it's an epidemic, then we would work on that. The CDC and people like that would work on it. How do we cure this? But, nevertheless, what I'm here to do is encourage you to work with me, if you feel you can, to let's get a fox trapping law. Right now, if I catch a fox I cannot legally do anything with him, other than supposedly turn him loose. So, that's counterproductive. I cannot turn him loose, because he will bite you because he is ill when you get there. Have you ever set a mouse trap and watched and see what happens if he's not dead he's mad as fire? So, then you've got to turn him loose to be legal. What we're proposing is - correct me if I'm wrong - we want to get a fox trapping law in Sampson County that says I can keep that boy if I catch him, don't turn him loose, he's worth about \$2.50 for a hide, if I buy a permit to keep him. I certainly am not going to eat him because that's like eating a ground buzzard. It's like a waste of natural resource, that's what happens when you turn him loose. If he's hurt. If he's not, then you turn loose something that have been traumatized. I think for all concerned, and according to Colleen Olfenbuttel, and if you have a question about that name, she is a very kind lady that works in Raleigh. She is over the furbearing management for bear, everything. Very fine lady. I enjoyed talking with her. If you have so inclined to like to hear what she says, she'd be glad to tell you that there is no endangered species in the fox and dog category. The Red Fox was brought here in the 1700s. The Gray Fox is a homeboy. But if the groceries become thin the coyote will attack the red fox and the gray and kill them. So, if you're concerned about there being a depletion of them, have you ever thought about depleting roaches? It don't happen. They are a natural preservative animal. If they would move out of the country, they'd move to town. They'd eat your house cats, Dotson dogs. Fact of life. It's not always pleasant. It can be cold. If I can answer a question, I'd be glad to. And if I can't I brought two gentlemen with me that can. But, if necessary we can come back.

Chairman Wooten advised Mr. Newkirk that the County Attorney and staff would review the matter.

Kalton Newkirk: Who do I need to see about coming back?

Staff advised Mr. Newkirk to provide his phone number so that he could be contacted in the future, and Mr. Newkirk agreed to do so.

Kalton Newkirk: I appreciate your time. I really do. I didn't have a clue what this would be like. In fact, I was terrified that I would fall on my face and couldn't recite anything. But this is a very passionate subject of mine and I can't help it. You love your kids, you are passionate about them. Mine are grown and I've got grand kids. But I think this is really something that really needs to be changed. In Raleigh there's an act already in the General Assembly three years old. Let's finish it. Let's do ourselves a favor.

Caden Overton: I've been trapping for the past several years. One of my high school agriculture teachers actually brought me into the world of trapping. And for the past several years I've noticed the problem, particularly in Sampson and Harnett Counties, both of which I trap in. In those counties you are not allowed to trap foxes. And like Mr. Newkirk said, it's a waste of a natural resource. And I avoid the unethical use of a natural resource for the simple reason that I try to be an upstanding and ethical hunter and trapper at all times. The past year or so I have also become an animal damage control trapper and in the dispensation of my duties I have not been able to effectively carry out my duties as I cannot do anything with the fox. So, I've been able to do everything I want to with the coyote, but I can't do anything with the fox and that's hindering my abilities as I am not able to effectively trap out coyotes if I can't kill the foxes in the area. So, that's why I urge this to move further in the courts. Thanks for your time. If you have any questions, comments, or concerns feel free to contact me or email me.

Russell Devane: I just want to give you an update (on Ivanhoe recovery following Hurricane Florence). I believe in giving you an update and letting you know what's going on. This afternoon I wanted to give you an update on our evacuation route down in Ivanhoe. You know, every time it rains real hard we get kind of flooded out, so we're in the process of trying to get an evacuation route especially for our senior citizens down there. On the 14th of January, Mr. William Brisson, Sheriff Thornton, and Mr. Ronald Bass came down and they surveyed the two options that we had for the evacuation route. So, we got all the paperwork filled out and I think it went from Mr. Bass' hands to Mr. Brisson's hands and he has taken our paperwork back up to Raleigh. And all this happened on the 14th of January. Mr. Kivett, we hope that Mr. Brisson and Mr. Rouzer talk to one another, and in that case, we'll soon get an evacuation route down there. So that's where we stand right now. Everything seems to be moving forward and that's what I believe in, moving forward.

Commissioner Kivett noted the Mid-Carolina RPO is actively looking ways to assist with the project as well. He also noted that he would contact Congressman David Rouzer's and Representative William Brisson's offices to assist with the efforts.

Recess to Reconvene

Upon a motion made by Chairman Wooten and seconded by Vice Chairperson Lee, the Board voted unanimously to recess to reconvene on February 13, 2019, at 8:30 a.m. in the County Administration Conference Room for a Board Planning Session.

Clark H. Wooten, Chairman

Susan J. Holder, Clerk to the Board

Sampson County Community Child Protection Team

360 County Complex, Suite 100
Clinton, NC 28329
Telephone (910) 592-4200

(A) Mandated Members and

Current Representative:

Director, SC DSS

Sarah Bradshaw

Clinton City Schools Designee

Renee White

Director, SC Health Department

Wanda Robinson

District Attorney's Office (rotates)

Robert Thigpen

Jennifer Barnes

Eastpointe MCO

Angela Wilson

Guardian ad Litem

Ken Chambers

Local Medical Provider, Clinton

Medical Clinic

Ginger McCullen

DSS Board Designee

Andrew Johnson III

Sampson County Sheriff's Office

Det. Chris Godwin

Det. Andrew Worley

Community Action Team

(open)

Sampson County Schools Designee

Jeana Carr

(B) Additional Members Appointed

by SC County Commissioners

Sampson County Health

Department

Kelly Parrish

Sally Demay

Sampson County DSS

Senikka Caldwell

Jane Dudley

Lynn Fields

Rhonda Matthews

Tracey Odom

Patty Santos

Emergency Medical Services

Erick Herring

District Court Judge

Honorable Judge Paul Hardison

County Medical Examiner

Dr. Carl Barr

Local Day Care Representative

(open)

Parent

Wanda Capps

Board of County Commissioners

Commissioner Harry Parker

March 4, 2019

Sampson County Board of Commissioners

Mr. Clark Wooten, Chairman

Ms. Sue Lee, Vice-Chairperson

And Commissioners:

Mr. Harry Parker, Mr. Thaddeus Godwin, and Mr. Jerol Kivett

406 County Complex Road

Clinton, NC 28328

Dear Commissioners:

This report is being submitted by the Sampson County Community Child Protection Team to meet the federal Child Abuse Prevention and Treatment Act (CAPTA) as amended in 1998 and the Keeping Children and Families Safe Act of 2003 and enable the state and counties to draw down funds for these purposes. The laws direct:

1. A review of CPS (Child Protective Services) "practices" as well as policies and procedures, looking beyond the case decisions and services to add a community dimension to address ongoing services and accessibility for all families;
2. Public comment on the impact of CPS procedures and practices; and
3. Recommendations to improve state and local CPS with outcomes that result in identification of a gap in services, a need for additional services or resources needed in the community or a collaborative recommendation of action that may remove a risk situation for a child.

North Carolina has established Community Child Protection Teams in all 100 counties and has directed that the actions of such teams will ensure the following outcomes:

1. Families will have resources available to them to enhance the family's ability to provide safe environments for their children;
2. The community will be informed regarding child protection and issues that impact the family and the community's ability to protect children;
3. The collective knowledge of the team will be utilized to promote change for families and children.

Sampson County Community Child Protection Team

360 County Complex, Suite 100
Clinton, NC 28329
Telephone (910) 592-4200

Dozens of members of our Community Child Protection Team met 4 times throughout 2018 to extensively review 6 cases. **Please remember that the 6 cases reviewed does not mean that these were the only such cases in Sampson County.** Rather, they were selected as representative of serious unmet needs that impact many families' ability to provide safe environments for their children. These reviews also serve to bring to the surface underlying problems that impact the entire community.

The CPS key factors found in the 6 cases reviewed by the SC CCPT included the following:

1. Lack of professional response in abuse reporting and a lack of collaboration between professionals when abuse occurs.

Response:

- i. Multiple meetings were held between DSS and the local hospital to continue to evaluate the processes outlined in the joint protocol developed to ensure alleged victims of child abuse or neglect receive appropriate evaluation and treatment when they report to the hospital.
- ii. DSS worked with the Clinton Police Department and Emergency Management to develop a protocol to ensure prompt reporting and response when incidents occur that involve children that are potential victims of abuse or neglect.

2. Lack of local resources to meet the needs of the population within the County.

Response:

- i. CCPT members explored community programs such as Action Pathways that could utilize Community Service Block Grant funding to provide assistance in areas such as housing, weatherization programs, homeless shelters, parenting classes etc.

3. Lack of consistent, accessible, effective mental health services to diagnosis and treat needs, of a younger population of juvenile with extensive mental health and behavioral. There is a lack of service providers across the State to meet the needs of this younger population.

Response:

- i. The Mental Health representative at the meeting provided information on different resources within the catchment area.

4. Lack of resources within the county to adequately address the issues associated with the growing population of individuals impacted by substance abuse.

Response:

- i. CCPT members have partnered with the Sampson County Substance Abuse Coalition to plan the SCOPE 4 Hope Opioid Summit in an effort to educate the community.

Although the teams worked diligently together to help these and other families, these key factors are beyond the ability of any single team or county to resolve and, unless significantly addressed, will

Sampson County Community Child Protection Team

360 County Complex, Suite 100

Clinton, NC 28329

Telephone (910) 592-4200

continue to impede optimal child and youth development and a family environment that helps build a safer, stronger community.

We also wanted to summarize some of the other work of the CCPT during 2018:

Sampson County CCPT worked diligently with community partners to address prevention and awareness efforts:

- Planning of Law Enforcement & DSS cross training on child abuse case response.
- Sponsor of April Child Abuse Prevention month activities.
- CCPT subcommittee continues to work on gaps addressed in case review.

We recognize the challenges you address every day for the citizens of Sampson County and thank you for this opportunity to discuss this matter with you. We ask that you hold these unmet needs as priorities in your contacts with state and/or national government representatives and in your local decision making. The CCPT member agencies are committed to continuing to work with you to promote child safety and prevent child maltreatment.

Sincerely,



Sarah Bradshaw, Chair

SC Community Child Protection Team

SAMPSON-CLINTON PUBLIC LIBRARY SYSTEM

217 Graham Street
Clinton, North Carolina 28328
910-592-4153

TO: Board of Commissioners
FROM: Heather Bonney, Library Director
RE: Request for fine-free summer for students
DATE: February 19, 2019

Libraries across the country are beginning to change to a fine-free model. It has always been my belief that fines hinder the return of materials rather than encourage it. Robeson County has tested this theory with their juvenile collection they discovered that the number of overdue items decreased by 33%, missing items decreased by 82% and lost items decreased by 32%. They decided to move their entire library system to a fine free model as of January of this year. I would like to run a similar test on our juvenile materials and accounts this summer because this is the library's peak time for circulation and visitation.

I propose that on June first we waive all overdue fines on the accounts of patrons who are under the age of 18. Then from that day through the end of August, all Juvenile and Young Adult books will be circulated fine free. This will allow all school age children in Sampson County to keep up their reading skills without worrying about possible fines that might occur if they go on vacation and get the books back a few days late. During this period, we also hope patrons will be encouraged to return long overdue Juvenile and Young Adult books to take advantage of this fine free period.

This program will not absolve anyone from paying for damaged or lost books. To allow for the implementation of this policy, we will change the renewals for Juvenile and Young Adult items to one time only, and patrons will not be allowed to check out books if there is an overdue book on their account. The reason patrons will bring back our books is because they want to get another one, not because of late fees. It is anticipated that this will alleviate stress for patrons and staff and promote positive relationships in the community.

In September, I will analyze the statistics to determine if the fine-free summer had any effect on our patrons, our circulation, and our library organization. I will be glad to report back in the fall.

Ronald Bass

From: Ronald Bass
Sent: Friday, February 22, 2019 10:00 AM
To: Susan Holder (susanh@sampsonnc.com)
Subject: FW: Signed MOA
Attachments: Sampson Co MOA.pdf



Susan,

Please find attached a copy of a MOU from the North Carolina Department of Public Safety, North Carolina State Highway Patrol-VIPER and the County of Sampson. Several years ago the highway patrol erected a microwave tower at the EOC and placed a microwave on the Taylors Bridge tower site. The state has maintained the tower since it was built, they no longer utilize the tower, therefore they would like to release it to the county. The county would be responsible for the maintenance and upkeep, which has been very minimal in the past.

I would like for this MOU to be placed on March Board of Commissioners meeting. I will send hard copies this afternoon.

Thanks,

Ronald

From: Hoggard, David E . <David.Hoggard@ncdps.gov>
Sent: Friday, February 22, 2019 9:06 AM
To: Ronald Bass <ronaldbass@sampsonnc.com>
Subject: Signed MOA

Ron,

Our Captain has signed the MOA and it is attached.

David Hoggard
Network Engineer
Eastern Viper Supervisor
Technical Services Unit - VIPER
NC Department of Public Safety
North Carolina State Highway Patrol
3318 Garner Rd., Raleigh, NC 27610
CELL (252)814-4534
Phone: (919) 662-4440
FAX: (919)-662-4444
David.Hoggard@ncdps.gov
www.ncdps.gov

**MEMORANDUM OF AGREEMENT
 BETWEEN THE
 NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY
 NORTH CAROLINA STATE HIGHWAY PATROL
 AND
 SAMPSON COUNTY**

Equipment Transfer from the VIPER Unit of the North Carolina State Highway Patrol
 to Sampson County

This agreement made and entered into by and between the North Carolina Department of Public Safety, North Carolina State Highway Patrol-VIPER, hereinafter called VIPER, and the County of Sampson in North Carolina, hereinafter called County.

This memorandum transfers the ownership, responsibility and maintenance of the equipment purchased with a federal grant to the County, which was then passed through to VIPER for the purchase of the equipment. Maintenance also includes all the licensing of frequencies and microwave paths associated with the equipment. VIPER no longer utilizes the equipment, but the County depends on the equipment for their first responder communications. The sites and the equipment referred to in this Memorandum are listed below:

- 1) **Clinton:** 35 00 29.3 N 78 18 52.5 W

Equipment	Model	Ser. #
Alcatel 6GHz M/W radio	MDR-8000	116-4895-276R1
10' 6GHz Dish	PARX10-59W-PXA	N/A
6Ghz Waveguide	EW63	N/A
C & D Rectifier	HRT48AC50E	GPS0510660
Batteries	LS12-100 (4)	N/A
Premisys IMACS 800 MUX	N/A	060914

- 2) **Taylor's Bridge:** 34 53 31.0 N 78 19 03.0 W

Equipment	Model	Ser. #
Alcatel 6GHz M/W radio	MDR-8000	116-4895-277R2
10' 6GHz Dish	PARX10-59W-PXA	N/A
6Ghz Waveguide	EW63	N/A

This Memorandum of Agreement shall become effective upon execution by both parties. This Memorandum may be amended by mutual consent of the parties hereto in writing.

WITNESS OUR HANDS AND SEALS:

NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY
STATE HIGHWAY PATROL

CPT. M.W. Warren
CAPTAIN MICHAEL W. WARREN
TECHNICAL SERVICES UNIT, DIRECTOR

02-21-2019
(Date)

NORTH CAROLINA
COUNTY OF SAMPSON

EDWIN CAUSEY
SAMPSON COUNTY, MANAGER

(Date)



United States
Department of
Agriculture

Farm and Foreign
Agricultural
Services

Farm Service
Agency

1400 Independence
Ave SW
Mailstop 0562
Washington, DC
20250

Office: (202)690-
5434

Dear, Sir/Madam:

The lease for this location is coming up to expire on 12/31/2018.

USDA is currently interested in pursuing a 3 year lease extension at this location, extending the lease from 01/01/2019 through 12/31/2021.

Along with this cover letter is the lease amendment which reflects the lease extension.

Due to the fact that the lease is coming up to expire in less than 1 month, it would be greatly appreciated if we could have this lease extension turned around as quickly as possible.

The best method of returning the signed and witnessed document back to myself would be to scan it and send the document via email at: kiet.nguyen@wdc.usda.gov

If you do not have email you could send the document via physical mail with the attention to:

USDA/FSA/MSD
Attn: Kiet Nguyen
1400 Independence Ave SW
Mailstop 0562
Washington, DC 20250

Once these forms are received, they will be signed and fully executed by the Leasing Contracting Officer. Upon approval, a copy will be returned to you.

If you require further information, please contact Kiet Nguyen (202) 690-5434, or by email: kiet.nguyen@wdc.usda.gov.

Sincerely,

Kiet Nguyen
USDA Realty Analyst

GENERAL SERVICES ADMINISTRATION PUBLIC BUILDINGS SERVICE LEASE AMENDMENT	LEASE AMENDMENT No. 3
	TO LEASE NO. <u>Sampson County North Carolina USDA Service Center</u>
ADDRESS OF PREMISES 80 County Complex Clinton, NC 28328	PDN Number: N/A

THIS AMENDMENT is made and entered into between **Sampson County** whose address is: **406 County Complex Road; Clinton, NC 28328**

hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease to extend lease term.

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is amended, effective upon execution by the Government as follows:

1. Effective upon execution by the Government, the lease period of the above described premises will be extended from **January 1st, 2019** through **December 31st, 2021**.
2. The Government will pay the Lessor annual rent of **\$46,365.00** payable at the rate of **\$5,620** per month (representing **\$8.25** per **5,620** net useable square feet of office space) in arrears.
3. The Lessor must have an active/updated registration in the System for Award Management (SAM) System (<https://www.sam.gov>) upon receipt of this lease Amendment. The Government will not process rent payments to Lessors without an active/updated SAM Registration.

This Lease Amendment contains 1 pages.

All other terms and conditions of the lease shall remain in force and effect.

IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

FOR THE GOVERNMENT:

Signature: _____
Name: _____
Title: _____
Entity Name: _____
Date: _____

Signature: _____
Name: Mary Katherine Miller
Title: Lease Contracting Officer, USDA
Date: _____

WITNESSED FOR THE LESSOR BY:

Signature: _____
Name: _____
Title: _____
Date: _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

8880

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Harold Mitchell Hall JR
_____ in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2017</u>	\$ <u>85.05</u>
<u>2016</u>	\$ <u>88.85</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REFUND	\$ <u>\$173.90</u>

These taxes were assessed through clerical error as follows.

1999 Beat
Acct# 49332

602 County Tax 142.58 L. 14.26
School Tax _____

10/4 Bill# 20162611
07 Bill# 17002045

F20 Fire Tax 15.51 L. 1.55
City Tax _____

Double Billed
See Acct# ~~49332~~
52813

TOTAL \$ \$173.90

Mailing Address.

X 329 Carroll Store Rd.
Aubryville, NC 28318

Yours very truly

[Signature]
Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

[Signature]
Sampson County Tax Administrator

Board Approved _____ Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

8888

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Reagan LLC in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2018</u>	\$ <u>213.86</u>
	\$ _____
	\$ _____
	\$ _____
	\$ _____
	\$ _____
TOTAL REFUND	\$ <u>213.86</u>

These taxes were assessed through clerical error as follows.

Bill # 0006926699
BFS 1205
Tax Turn in (Sold)
2013 TOYT

602	County Tax	<u>128.79</u>
502	School Tax	<u>22.63</u>
	Fire Tax	_____
702	City Tax	<u>62.44</u>
	TOTAL \$	<u>218.86</u>

Mailing Address.

303 FOX LAKE DR.
CLINTON, NC 28328

Yours very truly
REAGAN, LLC by
Robert W. Reagan
Taxpayer MANAGING MEMBER
FID
Social Security # _____

RECOMMEND APPROVAL:

Jim Johnson
Sampson County Tax Administrator

Board Approved _____
Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

8788

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Newton, Robert C., Sr. in Franklin Township, Sampson County, for the year(s) and in the amount(s) of: 03074688001

YEAR	
<u>2018</u>	\$ <u>119.20</u>
<u>2017</u>	\$ <u>119.20</u>
<u>2016</u>	\$ <u>119.85</u>
<u>2015</u>	\$ <u>122.30</u>
	\$ _____
	\$ _____
TOTAL REFUND	\$ <u>480.55</u>

These taxes were assessed through clerical error as follows.

*No deed found (Land doesn't exist)?
Property Unmapped*

*Please make check to:
Betsy N. Richards*

County Tax 438.43
 School Tax _____
 Fire Tax 42.12
 City Tax _____
 TOTAL \$ 480.55

Mailing Address.

Betsy N. Richards
7204 Philly Ct.
Wake Forest, NC 27587

Yours very truly

Betsy N. Richards
Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

Jim Johnson
Sampson County Tax Administrator

Board Approved _____
Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

8899

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Charles Boyd Dixon in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2018</u>	\$ <u>168.01</u>
	\$
	\$
	\$
	\$

TOTAL REFUND \$ 168.01

These taxes were assessed through clerical error as follows.

Bill # 0045714248
FCS 6016
Tas Turn In (sold)
2014 Cadi

602 County Tax 151.48
 School Tax _____
 F06 Fire Tax 16.53
 City Tax _____
 TOTAL \$ 168.01

Mailing Address.

P. O. Box 1021
Dunn NC 28335

Yours very truly

Charles Boyd Dixon
Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

Jim Johnson
Sampson County Tax Administrator

Board Approved _____
Date _____ Initials _____

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

FROM: David K. Clack, Finance Officer
 TO: Sampson County Board of Commissioners
 VIA: County Manager & Finance Officer
 SUBJECT: Budget Amendment for fiscal year 2018-2019

1. It is requested that the budget for the NCHFA Essential Single Family Rehabilitation Loan Pool 2017 Program be amended as follows:

<u>Expenditure Account Code</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
29549430-562004	Rehabilitation	50,000.00	
29549430-519049	Administrative costs	20,000.00	

<u>Revenue Account Code</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
29034943-403614	Grant-NC Housing Finance	70,000.00	

2. Reason(s) for the above request is/are as follows:


To budget additional funds to rehabilitate 2 additional units under the program. NC Housing Finance Authority has approved the additional units. This brings the total to be expended under the program to \$490,000 and provides for the rehabilitation of 14 homes.



 (Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 2017


 (County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____


 (County Manager & Budget Officer)

 Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

FROM: Anna Ellis

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2018-2019

1. It is requested that the budget for the Animal Shelter Department be amended as follows:

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11243800-526200	Dept. Supplies	3,000.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11034380-408401	Donations	3,000.00	

2. Reason(s) for the above request is/are as follows:
To budget donations received for department supplies

Anna Ellis

(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

2/21, 2019

[Signature]

(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____

[Signature]

(County Manager & Budget Officer)

Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

1/30/2019

FROM: SAMPSON COUNTY HEALTH DEPARTMENT

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2018-2019

1. It is requested that the budget for the ENVIRONMENTAL HEALTH Department be amended as follows:

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
12551810-526200	DEPARTMENT SUPPLIES		13,567.00
12551810-531100	TRAVEL		4,723.00
12551810-535200	M/R EQUIPMENT		290.00
12551810-544000	CONTRACT SERVICES		42,604.00
12551810-551000	CAPITAL OUTLAY - FURN & EQUIPMENT		15,000.00

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
12535181-404000	STATE ASSISTANCE		76,184.00

2. Reason(s) for the above request is/are as follows:

REDUCTION IN STATE FUNDING FOR MOSQUITO ABATEMENT

Wanda Robins
(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

2/20, 2019

M. A. W.
(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____

Ken W. G.
(County Manager & Budget Officer)

Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

2/11/2019

FROM: SAMPSON COUNTY HEALTH DEPARTMENT

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2018-2019

1. It is requested that the budget for the MATERNAL HEALTH Department be amended as follows:

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
12551630-531100	TRAVEL	3,000.00	
12551630-544000	CONTRACT SERVICES	6,820.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
12535163-404000	STATE ASSISTANCE	9,820.00	

2. Reason(s) for the above request is/are as follows:

ALLOCATE NEW STATE FUNDS FOR STAFF TRAINING AND CONTRACT NURSE STAFF

Wanda Palmer
(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

2/19, 2019

[Signature]
(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____

Earl W. G.
(County Manager & Budget Officer)

Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

FROM: David K. Clack, Finance Officer
 TO: Sampson County Board of Commissioners
 VIA: County Manager & Finance Officer
 SUBJECT: Budget Amendment for fiscal year 2018-2019

1. It is requested that the budget for the City Schools Supplemental Current Expense be amended as follows:

<u>Expenditure Account Code</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
26659100-581001	Transfer to City Schools	80,000.00	

<u>Revenue Account Code</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
26031840-412000	Ad-valorem taxes	80,000.00	

2. Reason(s) for the above request is/are as follows:

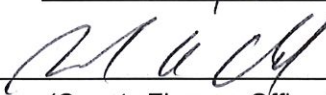
To increase funding to account for additional property taxes anticipated to be collected.



 (Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 2019


 (County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____


 (County Manager & Budget Officer)

 Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

February 6, 2019

FROM: Lorie Sutton, Director of Aging

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2018-2019

1. It is requested that the budget for the AGING Department be amended as follows:

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02558620-523800	CAP - MEDICAL SUPPLIES	\$ 19,500.00	
02558620-526200	CAP - DEPT SUPPLIES	\$ 1,000.00	
02558620-531100	CAP - TRAVEL	\$ 700.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02035862-366301	CAP - MEDICAL SUPPLIES	\$ 21,200.00	

2. Reason(s) for the above request is/are as follows:

We need to budget for additional CAP/DA medical supplies to last us until the end of the fiscal year. Our budget has increased due to additional CAP/DA clients. We can request reimbursement from Medicaid 10% above our cost, up to the medicaid allowable cost. We will increase travel and dept supplies with the additional revenue. Also, we have budgeted \$2,500.00 for transitional funds. These funds are used to help clients with security deposits, utility startup, furniture, accessibility modifications, etc. These costs will be reimbursed by Medicaid.

Lorie B Sutton
(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

2/21, 2019
[Signature]
(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____
[Signature]
(County Manager & Budget Officer)

Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

February 6, 2019

Date

FROM: Lorie Sutton, Director of Aging

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2018-2019

1. It is requested that the budget for the AGING Department be amended as follows:

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02558670-555000	HOME REPAIRS - CAPITAL OUTLAY	\$ 5,000.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02035867-403602	HOME REPAIRS - GRANT - UNITED WAY	\$ 5,000.00	

2. Reason(s) for the above request is/are as follows:
To budget 1/2 of United Way Grant Funding for 2019. The remaining amount will be budgeted for July through December FY 19-20. We will use this money to purchase a portable wheelchair ramp.

Lorie B Sutton
(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

2/21, 2019
[Signature]
(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____
[Signature]
(County Manager & Budget Officer)

Date of approval/disapproval by B.O.C.

CLINTON CITY SCHOOLS

BUDGET AMENDMENT

Fund: **STATE**

Budget Amendment: 1

The Clinton City Board of Education at a meeting on the 3rd day of January, 2019, passed the following resolution:

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2019.

SEE ATTACHED LISTING

Total appropriation in current budget	\$19,139,726.30
Total increase/decrease of amendment	\$57,735.10
Total appropriation in amended budget	\$19,197,461.40

Passed by majority vote of the Clinton City Board of Education on the 3rd day of January 2019.

We, the Board of County Commissioners of Sampson County, hereby approve the changes in the Clinton City School Budget as indicated above and have made entry of changes in the minutes of said Board this _____ day of _____ 2019.



Chairman, Board of Education



Secretary, Board of Education

Chairman, Board of County Commissioners

Secretary, Board of County Commissioners

BUDGET AMENDMENT DETAIL

FUND: STATE

CODE	DESCRIPTION	INCREASE	DECREASE
1.5410.048.180.000.000.00	Principal Bonus Pay	\$8,500.00	
1.5410.048.211.000.000.00	Principal Bonus Social Security <i>2017-18 Principal Bonus</i>	\$651.00	
1.5110.003.162.000.000.00	Substitute Pay <i>Sub Pay July, August, September</i>	\$975.00	
1.5120.014.411.000.000.00	Supplies and Materials <i>CTE Credentials</i>	\$971.00	
1.5110.015.462.000.000.00	Purchase of Non-Cap. Computers <i>NCDPI included carryover in their allotment amount This adjusts to actual allotment of \$113,918.00</i>		\$25,960.64
1.5110.001.121.000.000.00	Salary – Teacher		\$12,297.00
1.5110.003.162.000.000.00	Substitute Pay		\$1,075.00
1.5320.007.131.000.000.00	Salary- Instructional Support		\$1,368.00
1.5120.013.121.000.000.00	Salary- Teacher		\$1,580.00
1.5120.014.411.308.308.00	Instructional Supplies and Materials		\$63.00
1.5110.024.121.000.000.00	Salary- Teacher		\$359.00
1.5110.027.142.000.000.00	Salary- Teacher Assistant		\$1,142.00
1.5260.034.121.000.000.00	Salary – Teacher		\$215.00
1.6550.056.165.000.000.00	Substitute – Non Teaching		\$442.00
1.5110.061.411.000.000.00	Instructional Supplies and Materials		\$122.00
1.5310.069.411.000.000.00	Instructional Supplies and Materials		\$854.00
1.5110.130.412.000.000.00	Regular Curriculum- Textbooks <i>LEA Reduction Based on 1st Month ADM</i>		\$155.00
1.5350.016.411.000.000.00	Instructional Supplies and Materials <i>Carryover Reversion from Read to Achieve</i>		\$51.26
1.5120.014.418.308.308.00	Computer Software and Supplies <i>Adobe Licenses</i>		\$1,426.00
1.6550.056.165.000.000.00	Salary- Substitute Non-Teaching	\$10,000.00	
1.6550.056.171.000.000.00	Salary – Bus Driver	\$75,000.00	
1.6550.056.211.000.000.00	Employer’s Social Security <i>DPI Budget Adjustment for Transportation</i>	\$8,748.00	

CLINTON CITY SCHOOLS
BUDGET AMENDMENT



Fund: **Local**

Budget Amendment: 1

The Clinton City Board of Education at a meeting on the 3rd day of January, 2019, passed the following resolution:


Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2019.

SEE ATTACHED LISTING

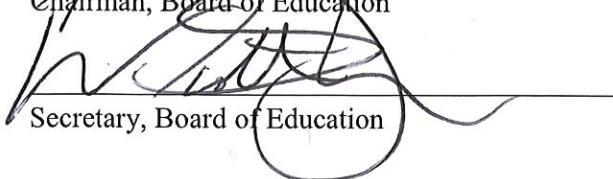
Total appropriation in current budget	\$6,058,278.00
Total increase/decrease of amendment	\$4,500.00
Total appropriation in amended budget	\$6,053,778.00

Passed by majority vote of the Clinton City Board of Education on the 3rd day of January 2019.

We, the Board of County Commissioners of Sampson County, hereby approve the changes in the Clinton City School Budget as indicated above and have made entry of changes in the minutes of said Board this _____ day of _____ 2019.



Chairman, Board of Education



Secretary, Board of Education

Chairman, Board of County Commissioners

Secretary, Board of County Commissioners

BUDGET AMENDMENT DETAIL

FUND: LOCAL

<u>CODE</u>	<u>DESCRIPTION</u>	<u>INCREASE</u>	<u>DECREASE</u>
2.6910.801.312.000.000.00	Workshop Expense <i>Board requested to decrease budget line to 2017-18 budgeted amount</i>		\$4,500.00
2.5260.034.312.000.000.00	Workshop Expense	\$2,000.00	
2.5870.028.312.000.000.63	Workshop Expense	\$5,550.00	
2.6110.801.312.000.000.63	Workshop Expense	\$2,000.00	
2.5870.028.312.000.000.00	Workshop Expense		\$9,550.00
2.5870.028.163.000.000.63	Substitute Pay – Workshop	\$3,000.00	
2.5870.028.163.000.000.00	Substitute Pay – Workshop		\$3,000.00
2.5260.034.411.000.000.00	Supplies and Materials	\$1,000.00	
2.6110.801.411.000.000.63	Supplies and Materials	\$1,000.00	
2.5110.061.411.000.000.00	Supplies and Materials <i>Budget for Program Area – Better Control for Budget Manager</i>		\$2,000.00
2.5110.061.411.304.304.00	Supplies and Materials		\$2,000.00
2.5870.028.312.304.304.00	Workshop Expense <i>Butler requested move for school needs</i>	\$2,000.00	

PUBLIC COMMENT POLICIES AND PROCEDURES Revised June, 2018

In accordance with NCGS 153A-52.1, a period reserved for comments from the public on topics not otherwise included on that evening's agenda will be included as an item of business on all agendas of regularly-scheduled Board of Commissioners meetings and shall be deemed the "Public Comment" segment of the agenda. The Public Comment segment of the agenda will be placed at the end of the agenda, following the conclusion of all other open session business. Because subjects of Special and Emergency Meetings are often regulated by General Statutes, there will be no Public Comments segment reserved on agendas of these meetings; however, Special and Emergency Meetings are open for public attendance.

As with public hearings, the Chair (or presiding officer) will determine and announce limits on speakers at the start of the Public Comment period. Each speaker will be allocated no more than five (5) minutes. The Chairman (or presiding officer) may, at their discretion, decrease this time allocation if the number of persons wishing to speak would unduly prolong the meeting. A staff member will be designated as official timekeeper, and the timekeeper will inform the speaker when they have one minute remaining of their allotted time. When the allotted time is exhausted, the speaker will conclude their remarks promptly and leave the lectern. Speakers may not yield their time to another speaker, and they may not sign up to speak more than once during the same Public Comment period.

An individual wishing to address the Board during the Public Comment period shall register with the Clerk/Deputy Clerk to the Board prior to the opening of the meeting by signing his or her name and providing an address and short description of his or her topic on a sign-up sheet stationed at the entrance of the meeting room. Any related documents, printed comments, or materials the speaker wishes distributed to the Commissioners shall be delivered to the Clerk/Deputy Clerk in sufficient amounts (10 copies) at least fifteen minutes prior to the start of the meeting. Speakers will be acknowledged to speak in the order in which their names appear on the sign-up sheet. Speakers will address the Commissioners from the lectern, not from the audience, and begin their remarks by stating their name and address.

To ensure the safety of board members, staff and meeting attendees, speakers are not allowed to approach the Board on the seating platform, unless invited by the Board to approach.

Speakers who require accommodation for a disabling condition should contact the office of the County Clerk or County Manager not less than twenty-four (24) hours prior to the meeting.

If time allows, those who fail to register before the meeting may be allowed speak during the Public Comment period. These individuals will be offered the opportunity to speak following those who registered in advance. At this time in the agenda, an individual should raise his or her hand and ask to be recognized by the Board Chair (or presiding officer) and then state his or her name, address and introduce the topic to be addressed.

A total of thirty (30) minutes shall be set aside for public comment. At the end of this time, those who signed up to speak but have not yet been recognized may be requested to hold their

comments until the next meeting's public comment period, at which time they will be given priority for expression. Alternatively, the Board, in its discretion, may extend the time allotted for public comment.

Items of discussion during the Public Comment segment of the meeting will be only those appropriate to Open Meetings. Closed Meeting topics include, but are not limited to, such subjects as personnel, acquisition of real property, and information protected by the client-attorney privilege. Closed Meeting subjects will not be entertained. Speakers will not discuss matters regarding the candidacy of any person seeking public office, including the candidacy of the person addressing the Board.

Speakers will be courteous in their language and presentation, shall not use profanity or racial slurs and shall not engage in personal attacks that by irrelevance, duration or tone may threaten or perceive to threaten the orderly and fair progress of the discussion. Failure to abide by this requirement may result in forfeiture of the speaker's right to speak.

The Public Comments segment of the agenda is intended to provide a forum for the Board of Community to listen to citizens; there shall be no expectation that the Board will answer impromptu questions. However, Board members, through the presiding officer, may ask the speaker questions for clarification purposes. Any action on items brought up during the Public Comment period will be at the discretion of the Board. When appropriate, items will be referred to the Manager or the proper Department Head for further review.

A copy of the Public Comments Policy will be included in the agenda of each regular meeting agenda and will be made available at the speaker registration table. The policy is also available on the County's website.