



**SAMPSON COUNTY  
BOARD OF COMMISSIONERS  
MEETING AGENDA**

**February 6, 2023**

**6:00 pm Convene Regular Meeting (County Auditorium)**

Invocation and Pledge of Allegiance  
Approve Agenda as Published

**Item 1 Reports and Presentations**

- a. NCDOT Update 1
- b. Presentation of Audit for Fiscal Year Ending June 30, 2022 2-3  
(See additional document.)

**Item 2 Action Items**

- a. Public Hearing – Naming of Private Roads 4-6
- b. Tax Administration – Annual Statutory Activities Related to Tax Collection 7-9
- c. Tax Administration – Potential Change in Reappraisal Cycle 10-17
- d. Economic Development – Masterplan of the Joe Britt Warren Business and Industrial Park 18-20

**Item 3 Board Appointments 21-22**

- a. Sampson County Economic Development Advisory Board
- b. Eastern Carolina Regional Housing Authority
- c. Mid-Carolina Rural Planning Organization

**Item 4 Consent Agenda 23-124**

- a. Approve the minutes of the January 9, 2023 meeting
- b. Accept grant funds awarded to Sampson County Emergency Services from Firehouse Subs to purchase an ATV and approve the associated budget amendment

- c. Adopt a resolution authorizing an Interlocal Agreement with the Town of Salemburg for Tax Collection and authorize the Board Chair to execute the Interlocal Agreement
- d. Approve the late disabled veterans tax exclusion request for Jimmie Lee Sanders
- e. Authorize the execution of a Facility Use Agreement between Sampson County Parks and Recreation and Sampson County Schools
- f. Authorize the submission of the 2023 United Way Funding Application for the Department of Aging's Wheelchair Ramp Program
- g. Award the bid for Upgrade and Repurposing of Existing Lights at Western District Park to the lowest bidder, Tommy Lawrence Electrical Contractors, Inc. at the bid price of \$398,225 and authorize the County Manager to execute all associated documents
- h. Adopt a resolution accepting an upset bid and authorizing the sale of surplus property
- i. Adopt a resolution in support for compression increases for JCPC
- j. Approve the budget amendments as submitted
- k. Approve the tax refunds and releases as submitted

**Consent Agenda (as Board of Health)**

- l. Approve Sampson County Health Department Fees/CPT Update

**Item 5 Board Information**

**125-132**

- a. November 21, 2022 Minutes from SCHD Advisory Committee Meeting
- b. 2022 Communicable Disease Report

**Item 6 County Manager's Report**

**Item 7 Public Comment Period**

**Adjournment**

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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO. 1 (a)

Meeting Date: February 6, 2023	<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
	<input checked="" type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
	<input type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/ Zoning
	<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue

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**SUBJECT:** NCDOT Update

**DEPARTMENT:** NCDOT

**PUBLIC HEARING:** No

**CONTACT PERSON(S):** Keith Jackson, Highway Maintenance Engineer

**PURPOSE:** To provide a quarterly update on NCDOT projects

**ATTACHMENTS:** None

**BACKGROUND:**

Prior to the COVID 19 Pandemic, staff from NCDOT attended Board meetings quarterly and provided updates to the Board as well as the public. After discussions with County and NCDOT staff, we have decided to reinstate these quarterly updates. Highway Maintenance Engineer Keith Jackson will provide an update on current and ongoing NCDOT projects.

**RECOMMENDED ACTION OR MOTION:**

No action required

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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO. 1 (b)

Meeting Date: February 6, 2023	<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

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**SUBJECT:** Presentation of the Audit for Fiscal Year Ending June 30, 2022

**DEPARTMENT:** Finance

**PUBLIC HEARING:** No

**CONTACT PERSON(S):** David Clack, Finance Officer  
Wade Green, W. Green, PLLC

**PURPOSE:** To consider approval of the audit for fiscal year ending June 30, 2022

**ATTACHMENTS:** Audit document provided as a separate document

**BACKGROUND:**

Wade Green of W. Green, PLLC will present the Board with the audit for fiscal year ending June 30, 2022. The audit has been submitted to the Local Government Commission for their approval.

**RECOMMENDED ACTION OR MOTION:**

Accept and approve the audit subject to subsequent approval by the Local Government Commission



*Sampson County Finance Department*  
*David K. Clack, Finance Officer*

*MEMORANDUM*

**TO:** Board of Commissioners

**FROM:** David K. Clack, Finance Officer

**DATE:** January 26, 2023

**SUBJECT:** Audit for Fiscal Year Ended June 30, 2022

Enclosed please find the Sampson County audit for the fiscal year ended June 30, 2022. Our auditor Wade Greene is here to present the audit report to the Board.

We respectfully request that the Board accept the audit.

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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO. 2 (a)

Meeting Date: February 6, 2023

Information Only  
 Report/Presentation  
 Action Item  
 Consent Agenda

Public Comment  
 Closed Session  
 Planning/Zoning  
 Water District Issue

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**SUBJECT:** Public Hearing – Naming of Private Roads

**DEPARTMENT:** Emergency Services/Administration

**PUBLIC HEARING:** Yes

**CONTACT PERSON(S):** Stephanie Shannon, Clerk to the Board  
Jessie Matthews, 911 Addressing Coordinator

**PURPOSE:** To consider public input on the naming of certain private roads

**ATTACHMENTS:** Memo/Ad

**BACKGROUND:**

We have duly advertised a public hearing to receive comments on the recommendations of the Road Naming Committee with regard to the names of certain private roads. The Road Naming Committee recommends that PVT 1361-364 be named Facility Road

**MEMORANDUM:**

**TO:** Ms. Stephanie Shannon, Clerk to the Board  
**FROM:** Jessie Matthews, Emergency Services Addressing Coordinator  
**DATE:** January 18, 2023  
**SUBJECT:** Private Road Name/Public Hearing Request

The Road Naming Committee members have reviewed road name suggestions for the following pending private roads. The Committee's recommendation has been listed below:

PVT 1361 - 364

Facility Rd

This is being forwarded for your review and if you concur, please place this on the Board's agenda for consideration at a public hearing.

Please review and advise.

## **NOTICE OF PUBLIC HEARING NAMING OF PRIVATE ROADS**

The Sampson County Board of Commissioners will hold a public hearing at 6:00 p.m. (or as soon as possible thereafter) on Monday, February 6, 2023 in the County Auditorium, Sampson County Complex Building A, 435 Rowan Road, Clinton NC to consider public input on the naming of the following private roads:

**PVT ROAD CODE**

1361-364

**PROPOSED NAME**

Facility Rd

Only those roads listed will be considered at this time.

The Board will also accept written comments until 5:00 p.m. on February 6, 2023 via email at [sshannon@sampsonnc.com](mailto:sshannon@sampsonnc.com) or via US Mail to Clerk to the Board, 406 County Complex Road, Building C, Clinton, NC 28328. Written comments submitted by members of the public will be read aloud by the Clerk and provided as part of the meeting minutes.

Questions or comments may be directed to the Office of the Clerk to the Board, 406 County Complex Road, Clinton, NC 28328 (tel: 910/592-6308)



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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO.     2 (b)

Meeting Date: February 6, 2023	<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

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**SUBJECT:** Annual Statutory Activities Related to Tax Collection

**DEPARTMENT:** Tax Administration

**PUBLIC HEARING:** No

**CONTACT PERSON(S):** Jim Johnson, Tax Administrator

**PURPOSE:** To complete annual statutory activities related to tax collection

**ATTACHMENTS:** Memoranda from Tax Administrator

**BACKGROUND:**

Report of Unpaid Taxes/Request to Advertise Pursuant to GS 105-369, Tax Administrator Jim Johnson will report to the Board the amount of unpaid taxes for last year which are liens on real property. Upon receipt of this information, the Board must set a date to advertise these delinquent taxes at least once between March 1 and June 30. Mr. Johnson has recommended an advertisement date of April 12, 2023, with a deadline for payment being April 6, 2023

Setting Dates for Board of Equalization and Review Hearings In accordance with GS 105-322, the first meeting of the Board of Equalization and Review shall not be held earlier than the first Monday in April and not later than the first Monday in May. In a year that the County conducts a real property revaluation, the Board shall complete its duties on or before December 1. The meeting dates are required to be published at least three times, with the first publication to be at least ten days prior to the first meeting. Also, the notice shall state the date the Board expects to adjourn. Mr. Johnson has recommended Thursday, April 20, 2023, as the date for the 2023 Board of Equalization and Review Hearings with appointment times from 1:00 PM to 6:00 PM.

**RECOMMENDED ACTION OR MOTION:**

1. Motion to authorize advertisement of unpaid taxes which are liens on real property as recommended by the Tax Administrator
2. Motion to set dates for the Board of Equalization and Review as proposed

Sampson County  
**Office of Tax Assessor**  
PO Box 1082  
Clinton, NC 28329

Phone 910-592-8146

Fax 910-592-1227

To: Ed Causey, County Manager  
From: Jim Johnson, Tax Administrator  
Subject: Board of Equalization and Review Hearings  
Date: January 23, 2023

I would like the Board of Commissioners to consider setting a date for the 2023 Board of Equalization hearings. According to NCGS 105-322, the first meeting shall not be held earlier than the first Monday in April and not later than the first Monday in May. In the year a county conducts a real property revaluation, the Board shall complete its duties on or before December 1. The meeting dates are required to be published at least three times, with the first publication to be at least ten days prior to the first meeting. Also, the notice shall state the date the Board expects to adjourn. I would like to recommend Thursday April 20, 2023, as the date for the 2023 Board of Equalization hearings. I would also recommend the appointments times be set from 1:00pm to 6:00pm on this date.

Please put on the Board of Commissioners agenda for February 6, 2023.

Sampson County  
Office of Tax Collector

Phone 910-592-7081  
Fax 910-592-4865

Clinton, N.C. 28329-0207

P.O. Box 207

To: Ed Causey, County Manager  
From: Jim Johnson, Tax Administrator  
Subject: Advertising Tax Liens on Real Property  
Date: January 23, 2023

According to NCGS 105-369, on the first Monday in February it is the duty of the Tax Collector to report to the governing Board the total amount of unpaid taxes for the current fiscal year that are liens on real property. Upon receipt of this information, the governing Board must set a date or dates for the advertising. The law requires that the liens be advertised at least once between March 1 and June 30. I would like to recommend that the Board set April 12, 2023, as the advertising date with the deadline to pay to avoid advertising being Thursday April 6, 2023. Payments must be received in the tax office by 5:00pm on this date.

Please put on the Board of Commissioners agenda for February 6, 2023.

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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO.    2 (c)

Meeting Date: February 6, 2023	<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

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**SUBJECT:** Potential Change in Reappraisal Cycle

**DEPARTMENT:** Tax Administration

**PUBLIC HEARING:** No

**CONTACT PERSON(S):** Jim Johnson, Tax Administrator

**PURPOSE:** To consider a change in tax reappraisal cycle and award bid for revaluation

**ATTACHMENTS:** Resolution and Budget Amendment

**BACKGROUND:**

In May 2022 the County received correspondence from the NC Department of Revenue advising that the County had fallen outside of the acceptance range of standards regarding the frequency of property reappraisals. The NCDOR has recommended that the County conduct its next reappraisal earlier than the currently scheduled reappraisal. In order to ensure that property values more closely reflect current market conditions and, in an effort to provide a more fair and equal tax base to its citizens, County staff recommends to advance the date of the next scheduled reappraisal of real property to January 1, 2024 and thereafter to follow a four-year reappraisal cycle. The County also solicited bids to conduct the next reappraisal. We sent requests to 16 companies approved to conduct these services in North Carolina. We received responses from 4 companies. The company with the lowest responsive bid that can complete the reappraisal quickest was Pearson's Appraisal Service.

**RECOMMENDED ACTION OR MOTION:**

Adopt a resolution designating a new four-year reappraisal cycle and advancing the effective date of the next scheduled reappraisal of real property to January 1, 2024. Award the bid for a desk-top review reappraisal to Pearson's Appraisal Service in the amount of \$779,324.50, approve the attached budget amendment, and allow the County Manager to negotiate and sign the contract for reappraisal services.



NORTH CAROLINA DEPARTMENT OF REVENUE

Roy Cooper Governor

Ronald G. Penny Secretary

May 09, 2022

Mr. James E. Johnson
Sampson County Assessor
P. O. Box 1082
Clinton, NC 28328

Dear Mr. James Johnson,

In 2017, the NC Department of Revenue's Local Government Division finalized and approved the Reappraisal Standards ("Standards"). The goal of the Standards is ensuring more equitable and accurate reappraisals statewide. The Standards went into effect on January 1, 2018.

Section 1 of the Standards provides for the frequency of countywide reappraisals. We recommend that all counties conduct reappraisals at least once every four years, or by January 1 of the third year following notification by our office that the county has failed to meet one of the following criteria:

- 1. The median sales ratio of real property pursuant to 105-284 falls below 90 percent or exceeds 110 percent, or
2. The overall trimmed coefficient of dispersion (COD), as determined by our office, is above 25.

By statute, no county can extend the countywide reappraisal beyond eight years.

You are receiving this notice because it has been determined by our office that Sampson County has fallen outside of the acceptable range of the Standards. The 2022 NCDOR ratio study has determined a trimmed COD of 22.58 and a median sales ratio of 82.25. It is our recommendation that the county conduct its next reappraisal at the earlier of the currently scheduled reappraisal, or January 1, 2025.

If you feel this notice has reached your office in error, please inform our office immediately. If you have not already done so, please submit your completed random sample study (in accordance with Section 2 of the Standards) to our office no later than September 1, 2022.

If you have questions, please contact us at 919-814-1129.

Sincerely,

LOCAL GOVERNMENT DIVISION
John A. (Tony) Simpson, Director

LOCAL GOVERNMENT DIVISION
Doug C. Huffman, Real Property Manager

## 2022 Sales Assessment Ratios (All 100 Counties)

County	Final Ratio	COD	#Sales	Appraisal Yr	County	Final Ratio	COD	#Sales	Appraisal Yr
ALAMANCE COUNTY	67.57	34.60	355	2017	JOHNSTON COUNTY	80.78	13.01	313	2019
ALEXANDER COUNTY	65.61	47.19	264	2015	JONES COUNTY	100.21	9.07	169	2022
ALLEGHANY COUNTY	83.94	35.51	277	2021	LEE COUNTY	73.89	20.81	353	2019
ANSON COUNTY	91.21	13.35	82	2018	LENOIR COUNTY	82.24	38.02	256	2017
ASHE COUNTY	79.39	26.85	330	2019	LINCOLN COUNTY	75.40	18.28	350	2019
AVERY COUNTY	99.47	25.24	329	2022	MACON COUNTY	89.38	21.68	380	2019
BEAUFORT COUNTY	81.01	45.62	299	2018	MADISON COUNTY	72.50	40.81	250	2020
BERTIE COUNTY	103.51	22.72	111	2020	MARTIN COUNTY	99.02	45.68	180	2017
BLADEN COUNTY	96.77	38.90	203	2022	MCDOWELL COUNTY	74.20	65.87	266	2019
BRUNSWICK COUNTY	75.18	21.79	488	2019	MECKLENBURG COUN	74.33	13.75	1231	2019
BUNCOMBE COUNTY	86.18	14.31	624	2021	MITCHELL COUNTY	99.76	4.21	190	2022
BURKE COUNTY	74.55	30.93	390	2019	MONTGOMERY COUN	84.88	40.15	239	2020
CABARRIUS COUNTY	78.18	14.86	754	2020	MOORE COUNTY	80.28	30.02	446	2019
CALDWELL COUNTY	91.42	10.53	208	2021	NASH COUNTY	70.90	33.60	391	2017
CAMDEN COUNTY	73.30	29.30	302	2015	NEW HANOVER COUN	96.71	11.93	1196	2021
CARTERET COUNTY	77.18	31.05	422	2020	NORTHAMPTON COU	77.34	61.35	334	2015
CASWELL COUNTY	94.59	25.99	101	2022	ONSLow COUNTY	101.51	8.49	532	2022
CATAWBA COUNTY	69.73	19.81	404	2019	ORANGE COUNTY	81.97	15.47	410	2021
CHATHAM COUNTY	82.53	27.55	359	2021	PAMLICO COUNTY	84.42	30.48	258	2020
CHEROKEE COUNTY	80.93	41.07	273	2020	PASQUOTANK COUNT	97.55	17.75	143	2022
CHOWAN COUNTY	98.38	18.25	409	2022	PENDER COUNTY	71.79	26.60	367	2019
CLAY COUNTY	80.40	121.18	211	2018	PERQUIMANS COUNT	83.33	58.40	393	2016
CLEVELAND COUNTY	74.98	34.80	342	2021	PERSON COUNTY	91.33	24.29	307	2021
COLUMBUS COUNTY	79.44	40.06	199	2021	PITT COUNTY	81.02	22.12	499	2020
CRAVEN COUNTY	76.88	19.81	374	2016	POLK COUNTY	84.45	27.50	273	2021
CUMBERLAND COUNT	75.89	12.52	580	2017	RANDOLPH COUNTY	76.64	19.28	336	2019
CURRITUCK COUNTY	86.78	16.72	405	2021	RICHMOND COUNTY	88.30	32.26	479	2016
DARE COUNTY	79.11	15.92	417	2020	ROBESON COUNTY	84.90	41.36	325	2018
DAVIDSON COUNTY	87.09	13.88	444	2021	ROCKINGHAM COUNT	77.86	36.07	350	2019
DAVIE COUNTY	86.42	23.13	179	2021	ROWAN COUNTY	73.38	27.45	246	2019
DUPLIN COUNTY	87.62	75.00	274	2017	RUTHERFORD COUNT	68.73	47.66	342	2019
DURHAM COUNTY	76.64	16.18	680	2019	SAMPSON COUNTY	82.25	35.52	275	2019
EDGECOMBE COUNTY	96.67	17.92	175	2017	SCOTLAND COUNTY	84.07	16.72	196	2019
FORSYTH COUNTY	84.51	13.93	591	2021	STANLY COUNTY	98.70	3.93	246	2021
FRANKLIN COUNTY	71.52	14.64	295	2018	STOKES COUNTY	90.77	16.51	318	2021
GASTON COUNTY	68.67	24.46	723	2019	SURRY COUNTY	88.51	11.82	1188	2021
GATES COUNTY	88.26	52.62	138	2017	SWAIN COUNTY	81.89	50.93	576	2021
GRAHAM COUNTY	72.61	50.27	90	2019	TRANSYLVANIA COUN	84.80	20.75	168	2021
GRANVILLE COUNTY	67.50	27.93	288	2018	TYRRELL COUNTY	89.91	57.14	95	2017
GREENE COUNTY	83.70	24.65	126	2021	UNION COUNTY	82.03	17.17	707	2021
GUILFORD COUNTY	98.51	13.90	154	2022	VANCE COUNTY	74.77	45.40	287	2016
HALIFAX COUNTY	84.55	23.31	276	2020	WAKE COUNTY	80.52	14.37	1030	2020
HARNETT COUNTY	99.35	14.39	422	2022	WARREN COUNTY	86.18	54.73	326	2017
HAYWOOD COUNTY	79.37	22.74	351	2021	WASHINGTON COUNT	99.72	7.61	35	2021
HENDERSON COUNTY	73.58	23.06	378	2019	WATAUGA COUNTY	98.41	10.86	2144	2022
HERTFORD COUNTY	90.65	23.69	159	2019	WAYNE COUNTY	83.35	19.42	352	2019
HOKE COUNTY	98.68	9.26	342	2022	WILKES COUNTY	90.87	16.54	165	2019
HYDE COUNTY	69.86	44.91	188	2017	WILSON COUNTY	71.69	20.44	376	2016
IREDELL COUNTY	71.46	21.77	415	2019	YADKIN COUNTY	77.90	32.62	201	2017
JACKSON COUNTY	95.62	6.01	226	2021	YANCEY COUNTY	93.44	11.11	153	2016

# Memo

**To:** David K. Clack, Finance Officer  
**From:** Juanita Brewington, CLGPO, Purchasing & Contracting Officer  
**Date:** January 24, 2023  
**Re:** Bids received – 2024/2025 Revaluation

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On December 21, 2022 we sent out a Request for Proposal (RFP) soliciting sealed bids for 2024/2025 Revaluation. The RFP was sent out to 16 North Carolina Department of Revenue registered firms, it was posted on the County's website, published in the Sampson Independent and posted on the North Carolina Historically Under Utilized Businesses (HUB) website. At the bid opening on January 23, 2023 we received a total of four bids.

Of the four bids received we had one (Pearson's Appraisal Service) that provided a proposal for 2024 desk top review and two (Pearson's Appraisal Service and Tyler Technologies) providing 2025 field review proposals as requested in the RFP. Alternate proposals were submitted by three, two proposals for 2025 desk top reviews, two for 2026 walk around reviews and two list & measure reviews for 2026.

Pearson's Appraisal was the only proposal received for 2024 desk top review at a rate per parcel of \$15.50 for a total, assuming 50,279 parcels of \$779,324.50.

Based on the above, the lowest, responsive, responsible bidder for the 2024 desk top review is Pearson's Appraisal Service.

Contingent on Board approval, the intent is to execute the contract for the 2024 desk top review in February, 2023 so work can begin in March, 2023.

2024/2025 REVALUATION - BID TALLY  
 BID OPENING: MONDAY, JANUARY 23, 2023 2:00 pm ET

Submitted By	Effective Date 2024 - Desk Top Review		Effective Date 2025 - Field Review		Alternate Proposals				Alternate Proposals				Alternate Proposals			
	Rate per Parcel	Total Assuming 50,279 parcels	Rate per Parcel	Total Assuming 50,279 parcels	Effective Year	Review Type	Rate per Parcel	Total Assuming 50,279 parcels	Effective Year	Review Type	Rate per Parcel	Total Assuming 50,279 parcels	Effective Year	Review Type	Rate per Parcel	Total Assuming 50,279 parcels
1 AAA Valuations	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
2 Analytical Consultants, Inc.	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
3 Assessment Solutions of North Carolina, Inc.	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
4 C.B. Ferriss, Inc.	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
5 Complete County Assessments	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
6 Cowan Services, LLC	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
7 JWE Services, Inc.	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
8 Linton E. Snead	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
9 Pearson's Appraisal Service	\$15.50	\$779,324.50	\$24.50	\$1,231,835.50	-	-	-	-	-	-	-	-	-	-	-	-
10 Piner Appraisal, Inc.	No Bid	No Bid	No Bid	No Bid	2025	Desk Top	\$25.00	\$1,256,975.00	2026	Walk Around	\$28.00	\$1,407,812.00	2026	List/Measure	\$31.90	\$1,603,900.10
11 RS&M Appraisal Services, Inc.	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
12 Shackelford & Associates	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
13 Tanner Valuation Group, LLC	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-
14 Tyler Technologies	No Bid	No Bid	\$22.99	\$1,156,043.00	2025	Desk Top	\$17.98	\$903,930.00	-	-	-	-	-	-	-	-
15 Vincent Valuations, LLC	No Bid	No Bid	No Bid	No Bid	-	-	-	-	2026	Walk Around	\$28.50	\$1,432,950.00	2026	List/Measure	\$32.50	\$1,634,000.00
16 Wampler-Eanes Appraisal Group	No Bid	No Bid	No Bid	No Bid	-	-	-	-	-	-	-	-	-	-	-	-

Witness: *Juanita Bevington*  
 Date: 1-23-2023

Witness: *Paul W. Hill*  
 Date: 1/23/2023

Witness: *Jim Mann*  
 Date: 1-23-23



**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 2022-2023

1. It is requested that the budget for the Revaluation Fund be amended as follows:

<u>Expenditure Account Code</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
25141410-519400	Professional services reappraisal	779,325.00	
11998110-596057	Contribution to revaluation fund	515,000.00	

<u>Revenue Account Code</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
25134141-409600	County contribution	515,000.00	
25134141-409900	Fund balance appropriated	264,325.00	
11039999-409900	Fund balance appropriated	515,000.00	

2. Reason(s) for the above request is/are as follows:  
 To allocate funds to complete county-wide property reappraisal.

*David K. Clack*

\_\_\_\_\_  
 (Signature of Department Head)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

1/27/2023

*David K. Clack*

\_\_\_\_\_  
 (County Finance Officer)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 20\_\_\_\_

*Evan W. G.*

\_\_\_\_\_  
 (County Manager & Budget Officer)

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

**RESOLUTION OF THE SAMPSON COUNTY BOARD OF COMMISSIONERS  
ADVANCING SAMPSON COUNTY’S NEXT REAPPRAISAL TO JANUARY 1, 2024  
AND DESIGNATING A FOUR YEAR REAPPRAISAL CYCLE THEREAFTER**

**WHEREAS**, N.C. Gen. Stat. § 105-286(a) requires that counties reappraise all real property at least once every eight years; and

**WHEREAS**, Sampson County currently follows the octennial reappraisal cycle established by N.C. Gen. Stat. § 105-286(a), with the next octennial reappraisal of real property currently scheduled to take effect on January 1, 2027; and

**WHEREAS**, N.C. Gen. Stat. § 105-286(a)(3) authorizes a county to conduct a reappraisal of real property earlier than required by N.C. Gen. Stat. § 105-286(a) and designate a new reappraisal cycle that is more frequent than the minimum octennial cycle, provided that the Board of Commissioners adopts a resolution providing for advancement of the reappraisal; and

**WHEREAS**, in order to ensure that property values more closely reflect current market conditions and in an effort to provide a more fair and equal property tax base to its citizens, the Sampson County Board of Commissioners desires to conduct a reappraisal of real property earlier than required by N.C. Gen. Stat. § 105-286 and to designate a reappraisal cycle that is more frequent than the minimum octennial cycle required by N.C. Gen. Stat. § 105-286(a);

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. Pursuant to N.C. Gen. Stat. § 105-286(a)(3), the Sampson County Board of Commissioners hereby advances the effective date of the next scheduled reappraisal of real property to January 1, 2024;
2. Thereafter, reappraisals of real property shall follow a four-year reappraisal cycle;
3. The Sampson County Board of Commissioners shall review the reappraisal budget required by N.C. Gen. Stat. § 153A-150 with the Sampson County Budget Officer and shall amend it, if necessary, so that it will reflect the probable cost of the reappraisal in light of the shortened reappraisal cycle established hereby, and shall, in the annual budget ordinance for fiscal year 2023-24, make an appropriation to the County’s special reappraisal reserve fund the amount necessary for completion of reappraisal work during that fiscal year;
4. Thereafter, when the annual budget ordinance for each succeeding fiscal year is in preparation, the Sampson County Board of Commissioners shall review the reappraisal budget with the Sampson County Budget Officer and shall further amend it, if necessary, so that it will reflect the probable cost at that time of the reappraisal and will produce the necessary funds at the end of the intervening period; and in the budget ordinance for each succeeding fiscal year, the

Sampson County Board of Commissioners shall appropriate to the special reappraisal fund required by N.C. Gen. Stat. § 153A-150, the amount set out in the plan as due in that year;

5. A certified copy of this Resolution shall be promptly forwarded to the North Carolina Department of Revenue by the Clerk to the Board.

**ADOPTED**, this the 6<sup>th</sup> day of February, 2022.

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ROBERT J. KIVETT, Chair,  
Sampson County Board of Commissioners

**ATTEST:**

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STEPHANIE P. SHANNON,  
Clerk to the Sampson County Board of Commissioners

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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO. 2 (d)

Meeting Date: February 6, 2023	<input type="checkbox"/> Information Only <input type="checkbox"/> Report/Presentation <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Public Comment <input type="checkbox"/> Closed Session <input type="checkbox"/> Planning/ Zoning <input type="checkbox"/> Water District Issue
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**SUBJECT:** Masterplan of the Joe Britt Warren Business and Industrial Park

**DEPARTMENT:** Economic Development

**PUBLIC HEARING:** No

**CONTACT PERSON(S):** Stephen Barrington, Economic Development Director

**PURPOSE:** To negotiate and execute a contract for architectural and engineering services

**ATTACHMENTS:** Memo and Resolution

**BACKGROUND:**

On November 8, 2022, Sampson County issued a request for qualifications for architectural and engineering services for Sampson County’s Joe Britt Warren Business and Industrial Park Masterplan project. County staff found Thomas and Hutton to be the most qualified RFQ respondent. Economic Development staff requests that the Board approve a Resolution authorizing the County Manager to negotiate and execute a contract with Thomas and Hutton for architectural and engineering services to complete a Masterplan of the Joe Britt Warren Business and Industrial park. Funding for this project is grant-based, and provided by NC’s Southeast.

**RECOMMENDED ACTION OR MOTION:**

Adopt a resolution that authorizes the County Manager to negotiate and execute a contract with Thomas and Hutton for architectural and engineering services to complete a Masterplan of the Joe Britt Warren Business and Industrial Park.

**MEMORANDUM**

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**TO:** Sampson County Board of Commissioners

**FROM:** Stephen Barrington, Sampson County Economic Development Commission

**DATE:** January 25, 2023

**RE:** Masterplan of the Joe Britt Warren Business and Industrial Park

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Sampson County Economic Development is requesting the Board of Commissioners to approve a Resolution that authorizes the County Manager to negotiate and execute a contract with Thomas and Hutton for architectural and engineering services to complete a Masterplan of the Joe Britt Warren Business and Industrial Park. If a contract cannot be negotiated with Thomas and Hutton, terminate negotiations with that firm and initiate negotiations with the next best qualified firm.

Funding for this project is grant-based, and provided by NC's Southeast.

Respectfully submitted.

**RESOLUTION OF THE SAMPSON COUNTY BOARD OF COMMISSIONERS**

**WHEREAS**, on November 8, 2022, Sampson County issued a request for qualifications (“RFQ”) for architectural and engineering services for Sampson County’s Joe Britt Warren Business and Industrial Park Masterplan project; and

**WHEREAS**, the Sampson County Board of Commissioners find Thomas and Hutton to be the most qualified RFQ respondent, Kimley Horne to be the second most qualified RFQ respondent, Timmons Group to be the third most qualified RFQ respondent, Stewart, Inc. to be the fourth most qualified RFQ respondent, and MS Consultants, Inc. to be the fifth most qualified RFQ respondent based on the criteria included in the RFQ; and

**WHEREAS**, the Sampson County Board of Commissioners wishes to authorize the County Manager to negotiate and execute a contract with the most qualified RFQ respondent at a fair and reasonable price, and if a contract cannot be negotiated with the best qualified firm, terminate negotiations with that firm and initiate negotiations with the next best qualified firm;

**NOW, THEREFORE, BE IT RESOLVED** that the County Manager is hereby authorized to negotiate and, with the concurrence of the County Attorney, execute a contract at a fair and reasonable price with Thomas and Hutton, and if a contract cannot be negotiated with Thomas and Hutton, terminate negotiations with that firm and initiate negotiations with the next best qualified firm.

**ADOPTED**, this the 6th day of February, 2023.

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R. Jerol Kivett, Chair  
Sampson County Board of Commissioners

**ATTEST:**

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Stephanie P. Shannon  
Clerk to the Sampson County Board of Commissioners

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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO. 3

Meeting Date: February 6, 2023	<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(S):** Vice Chairperson Sue Lee

**PURPOSE:** To consider appointments to the Airport Advisory Board

Sampson County Economic Development Advisory Board The Sampson County Economic Development Advisory Board recommends the Board of Commissioners to approve Mr. Bill Scott to fill a vacant voting member seat on its Advisory Board through June 30, 2024.

Eastern Carolina Regional Housing Authority The Eastern Carolina Regional Housing Authority has requested that Ms. Patty Cherry serve on it's Board as a representative from Sampson County

Mid-Carolina Rural Planning Organization The Board should appoint Commissioner Allen McLamb as its representative for the Mid-Carolina Rural Planning Organization.

**MEMORANDUM**

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**TO:** Sampson County Board of Commissioners

**FROM:** Stephen Barrington, Sampson County Economic Development Commission

**DATE:** January 25, 2022

**RE:** Appointment Recommendation

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Sampson County Economic Development Advisory Board recommends the Board of Commissioners to approve Mr. Bill Scott to fill a vacant voting member seat on our Advisory Board through June 30, 2024. Mr. Bill Scott's address is 104 Finch Street, Clinton, NC 28328.

Thank you for your consideration.

Respectfully submitted.



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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO. 4

Meeting Date: January 9, 2023	<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

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**SUBJECT:** Consent Agenda

**DEPARTMENT:** Administration/Multiple Departments

**ITEM DESCRIPTIONS/ATTACHMENTS:**

**(As Board of Commissioners)**

- a. Approve the minutes of the January 9, 2023 Board meeting
- b. Accept grant funds awarded to Sampson County Emergency Services from Firehouse Subs to purchase an ATV and approve the associated budget amendment
- c. Adopt a resolution authorizing an Interlocal Agreement with the Town of Salemburg for Tax Collection and authorize the Board Chair to execute the Interlocal Agreement
- d. Approve the late disabled veterans tax exclusion request for Jimmie Lee Sanders
- e. Authorize the execution of a Facility Use Agreement between Sampson County Parks and Recreation and Sampson County Schools
- f. Authorize the submission of the 2023 United Way Funding Application for the Department of Aging's Wheelchair Ramp Program
- g. Award the bid for Upgrade and Repurposing of Existing Lights at Western District Park to the lowest bidder, Tommy Lawrence Electrical Contractors, Inc. at the bid price of \$398.225 and authorize the County Manager to execute all associated documents
- h. Adopt a resolution accepting an upset bid and authorizing the sale of surplus property
- i. Adopt a resolution in support for compression increases for JCPC
- j. Approve the budget amendments as submitted
- k. Approve the tax refunds and releases as submitted

**(As Board of Health)**

1. Approve Sampson County Health Department Fees/CPT Update

**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, January 9, 2022, in the County Auditorium, 435 Rowan Road in Clinton, North Carolina. Members present: Chairman Jerol Kivett, Vice Chairperson Sue Lee, and Commissioners Thaddeus Godwin, Lethia Lee and Allen McLamb.

Chairman Jerol Kivett called the meeting to order and turned the meeting over to Vice Chairperson Sue Lee. Vice Chairperson Sue Lee called upon Commissioner Lethia Lee who provided the invocation. Vice Chairperson Sue Lee then led the Pledge of Allegiance.

### **Approval of Agenda**

Upon a motion by Vice Chairperson Sue Lee and seconded by Commissioner Godwin, the Board voted unanimously to approve the agenda as published with the following changes:

- Added the following items to the Consent Agenda
  - o Resolution Requesting DOT Funding for Hwy 24 Extension (Item K)
  - o Condemnation – Waste Booster Pump Station (Item L)
  - o Resolution of Support for Project Bose (Item M)

### **Item 1: Swearing in of Clerk to the Board**

Chairman Jerol Kivett called upon Sampson County Clerk of Superior Court Chris Fann who administered the Oath of Office for Clerk to the Board Stephanie Shannon.

### **Item 2: Planning and Zoning Items**

ZTA22-01 - Sampson County Zoning Ordinance Amendment Request (Public Hearing)  
Chairman Kivett opened a public hearing and called upon Planner Michelle Lance who informed the Board that the Planning Board addressed a request by Tri-State Turf, Inc. at its November 14, 2022, and December 12, 2022 meeting. The request sought amendments to the Sampson County Zoning Ordinance, specifically, the request to amend the Definitions and Table of Uses Sections and Chapter 15, Special Uses: Specific Use Requirements. The Planning Board found these amendments to be consistent with the Sampson County Land Use Plan and voted unanimously to recommend approval with some modifications. Chairman Kivett called upon Clerk to the Board Stephanie Shannon who read comments received from Carla Peterson prior to the meeting. Ms. Peterson wrote to the Board expressing her concerns regarding noise, traffic, dust, and potential danger associated with permanent sawmills. Ms. Peterson stated that she was opposed to the request. Ms. Lance noted that the Planning Board voted unanimously to recommend this amendment. Andrew Dickerhoff, legal representative for Tri-State Turf, Inc., made himself available for discussion with the Board. Chairman Kivett then opened the floor for public comments and hearing none, closed the public hearing. Upon a motion by Vice Chairperson Sue Lee and seconded by Commissioner Godwin, the Board voted unanimously to adopt the recommended Zoning Consistency Statement and approve the amendments to the Sampson County Zoning Ordinance as recommended. (Copy filed in Ordinance Book \_\_\_\_\_, Page\_\_\_\_.)

**Item 3:           Audit Information**

Chairman Kivett called upon Finance Officer David Clack who apologized to the Board and explained that the Audit was not yet complete. He further explained that the auditors should have the audit ready to present at the February 6, 2023 meeting.

**Item 4:           Public Hearings**

Amendments to Economic Development Budget for FY 22-23 Chairman Kivett opened a public hearing and called upon Economic Development Director Stephen Barrington who explained that the Economic Development Department has received grant funds from Golden Leaf, therefore requiring amendments to the department's budget. Chairman Kivett opened the floor for public comments and hearing none closed the public hearing. Upon a motion by Chairman Kivett and seconded by Vice Chairperson Sue Lee, the Board voted unanimously to approve the amendments to the Economic Development budget as requested.

**Item 5:           Action Items**

Economic Development – Authorize Support of Building Reuse Grant for Project Bose Chairman Kivett called on Economic Development Director Stephen Barrington who discussed information about Project Bose, a well-established company in the western portion of the County. The company is seeking a Building Reuse grant from NC Commerce and is requesting that Sampson County support this grant application. Upon a motion by Chairman Kivett and seconded by Commissioner Godwin, the Board voted unanimously to authorize the County Manager and staff to contract with NC Commerce on behalf of Project Bose, and to sign documentation as needed for the Building Reuse grant application and any post-grant reporting documents.

Water – Tentative Recommendations of Project Change for Ivanhoe Water Project Chairman Kivett called upon Public Works Director Lin Reynolds to discuss tentative recommendations of project change for the Ivanhoe Water Project. David Ross of Dewberry Engineers stepped in for Mr. Reynolds and reviewed the required Engineering Report for the Ivanhoe Water System Project that was submitted to DWI for review. As part of this report, an alternative analysis was performed to identify multiple ways that the project can be constructed to meet the original project intent. Following this analysis, Dewberry recommends that the preferred alternative to be tentatively changed. Upon a motion by Commissioner Godwin and seconded by Commissioner Lethia Lee, the Board voted unanimously to concur with the recommended changes proposed by Dewberry Engineers.

Approve Request from Sampson County Board of Education to Accept Grant Funding for Additional SROs Chairman Kivett called upon County Manager Ed Causey who informed the Board that the Sampson County Board of Education applied for and has been awarded grant funding to increase the number of SROs for their schools. The available funding would increase SROs from 10 to 17, assigning an SRO for every school building. Mr. Causey discussed the proposal to add SROs and Finance Officer David Clack discussed the budgetary impacts for the proposal. Chairman Kivett then discussed these impacts. Upon a motion by Chairman Kivett and seconded by Commissioner Godwin, the Board voted unanimously to approve the increase in SRO positions.

Consideration for the Addition of a Floating Holiday Chairman Kivett called upon County Manager Ed Causey who discussed employee compensation and a proposal to add an additional “floating” holiday as an incentive for current and future employees. Mr. Causey added that a floating holiday can increase diversity in the workplace, allowing for the celebration of religious or cultural holidays which may not be covered under state or federal calendars, and that an extra paid day off offers employees some flexibility and help to improve their work-life balance. Upon a motion by Commissioner Godwin and seconded by Commissioner Lethia Lee, the Board voted unanimously to approve the addition of a floating holiday as recommended.

**Item 6: Board Appointments**

Clinton-Sampson Airport Authority Upon a motion by Vice Chairperson Sue Lee and seconded by Chairman Kivett, the Board voted unanimously to appoint David Taylor to the Clinton-Sampson Airport Authority.

**Item 7: Consent Agenda**

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

- a. Approved the minutes of the December 5, 2022 meeting (Copy filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_)
- b. Adopted a resolution accepting Golden Leaf funding for clearing and grading of a 10-acre tract on Sampson Southeast Business Park and authorizing the County Manager and Finance Officer to execute any grant acceptance documents, agreements, and reports required by the grant (Copy filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_)
- c. Adopted a resolution waiving the contingent sale clause in the Rackley Hangar Contract (Copy filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_)
- d. Approved the proposed Airport Layout Plan
- e. Approved the lease agreement between the County and DASCO Outdoor, LLC (Copy filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_)
- f. Approved submission of the CSBG-FY 23-24 grant application by Action Pathways Inc.
- g. Authorized execution of a lease between Sampson County and W. Max Pope for +/- 7 acres of cleared land within a larger 8.2 acres of land described in that certain deed recorded in Book 1023, Page 342 of the Sampson County Registry, more commonly referred to by Sampson County PIN No. 18071632005 (Copy filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_)
- h. Approved the late disabled veterans tax exclusion request for Frederick Lynn Jewell

i. Approved budget amendments as submitted

<b><u>EXPENDITURE</u></b>		Health Department		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
12551230	539500	Employee Training	\$50,000.	

<b><u>REVENUE</u></b>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
12535123	404000	Additional State Funding	\$50,000.	

<b><u>EXPENDITURE</u></b>		Economic Development		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11449200	519500	Professional Services - Engineering	\$15,544.	
11449200	544000	Contracted Services	\$259,869.	

<b><u>REVENUE</u></b>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034920	408922	Golden Leaf Grant for Product Development	\$265,113.	
11034920	408900	Farming Lease Revenue	\$10,300.	

<b><u>EXPENDITURE</u></b>		Library		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11761100	526200	Department Supplies	\$5,000.	
11761100	544000	Contracted Services	\$1,926.	
11761100	529900	Misc Expenses	\$1,000.	

<b><u>REVENUE</u></b>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11036110	403624	Increase to Yearly State Grant	\$7,926.	

<b><u>EXPENDITURE</u></b>		JCPC		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
5558310	581300	Transfer to State Agency	\$12,960.	

<b><u>REVENUE</u></b>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
5435831	409900	Fund Balance Approp Admin	\$104.	
5435831	409902	Fund Balance Approp Teen Court	\$6,786.	
5435831	409903	Fund Balance Approp Youth Inspire	\$5,370.	
5435831	409905	Fund Balance Approp Psychological	\$700.	

j. Approved the tax refunds and releases as submitted

#10080	Sandra Price Carter	\$160.03
#10075	Gleenwell S. Stevens	\$405.00
#10072	Joe E. Godwin, Sr.	\$533.79
Tax Release	Lionel Morris	\$366.00
Tax Release	Michael Richard Ammons	\$407.72
Tax Release	Joe E. Godwin, Sr.	\$177.93
Tax Release	James William Hobbs	\$270.74
Tax Release	Glenn Montrel Williams	\$414.84
Tax Release	Kathleen Stover Hoover	\$178.96

Tax Release	Walter Quinn Leach	\$212.23
Tax Release	Charlotte Jernigan Baggett	\$176.84
Tax Release	Dannie H. Robinson, Sr.	\$1,033.16
Tax Release	Dannie H. Robinson, Sr.	\$314.50

- k. (Walk On) Adopted a resolution requesting DOT funding for Hwy 24 Extension (Copy filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_.)
- l. (Walk On) Adopted a resolution authorizing condemnation action to acquire certain real property (Copy filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_.)
- m. (Walk On) Adopted a resolution of support for Project Bose (Copy filed in Inc. Minute Book \_\_\_\_\_, Page \_\_\_\_\_.)

**Item 8: County Manager’s Report**

Chairman Kivett called upon County Manager Ed Causey who expressed his appreciation for the Board of Commissioners. He commended the Board on its efforts regarding employee retention and compensation, the Hwy 24 extension, and the Ivanhoe Water Project. Mr. Causey also discussed budget planning and preparation. He went on to discuss vacancies and challenges in the Department of Social Services. Following the County Manager’s comments, Chairman Kivett expressed his gratitude for all County employees.

**Item 9: Public Comment Period**

Following a brief overview of Public Comment Policies and Procedures by Clerk to the Board Stephanie Shannon, Chairman Kivett opened the floor for public comments. The following were received:

Lacy Bell, 2812 East Darden Road, Faison, NC – “Thank you, Mr. Chairman. A few months ago I came before the Board in reference to an extension of a water line. Right now the water line stops at point five on East Darden Road. The residents on the lower end of East Darden Road, which I live on, made a request to the Board of Commissioners to extend the water line. Some of us had already paid when the water line was first being put down. As a result of that, and me coming before the Board, and tonight I’m here on behalf of those residents as well as myself to say thank you to the Board of Commissioners, thank you to the Water Board, and a special thanks to Mr. Reynolds. Once I made my request to you all, action was taken immediately. Mr. Reynolds just informed me just before Christmas that the engineers were in the process of working on the plans and it looks like something is going to happen around March or early April for us on East Darden Road. So again, I want to thank you on behalf of the residents of East Darden Road. Thank you.”

Temple Byrd, 317 Old Tom Morris Road, Garland, NC – “Hello. Thank you for hearing me tonight. My name is Temple Byrd. I’m from Garland, North Carolina. I’m here mostly tonight not because I expect any answers, other than to tell you thank you for everything you do. I had an unfortunate situation that I just didn’t feel like as a concerned citizen was properly addressed. So, I kind of felt like I had a need to make a public record of it. We live in a rural

area. When I say we, me and a pretty large population. We had a horse that was running loose and not being properly tended to. This originally started on the Thursday before Christmas. Several phone calls were made. We were calling 911 and we kept being directed to the Highway Patrol. On the Tuesday after Christmas, I actually contacted the Animal Control department. I did that after I had made a post on a public forum asking for some sense of direction. What do we need to do? I was concerned with the public's safety because this was a large horse, as I was the animal. And to be fair, I was concerned about both. So I made a phone call and spoke with someone that I sincerely thought was a gentleman. The phone call lasted all of about nine minutes, went around in a circle. I was given no assurances, no promises. Essentially, I hung up frustrated. My first mistake was, I did get frustrated. I did not lose my temper. I did not cuss at anyone. But I did feel like my concerns were not being addressed. I think I actually hung up asking to speak with the highest ranking officer on patrol, but in the end I think I proceeded with, I think I'll just call the Sheriff. In three minutes time I was called back by the Sheriff. That conversation also did not go well. I'm not sure if I was set up because I was already frustrated or if he was set up because he'd been listening to his officer. That conversation as well didn't go well. Again, I felt like I was not being heard. As a result of that, no one showed up. I did get a call sometime later and was told that they had been out there, there was no horse to be found. That became a problem because the horse was there. The summary is, the North Carolina Highway Patrol ended up showing up. They helped us get the horse rounded up. This occurred last Sunday. So that's almost two weeks. Had it not been for the Highway Patrol, we would have never gotten this horse taken care of. Now the big mystery becomes, where is the horse? Because I had made arrangements for the horse to be located at the arena and several good horse people to go and adopt the horse. The horse has mysteriously disappeared. And I have heard, although its not appropriate, that the horse was taken to the Animal Control officer's house so that the original homeowner could go back and adopt the horse. (At this point, Ms. Byrd's time ended. Chairman Kivett offered her an additional minute to finish her statement.) So, I'm concerned as a citizen that we were not properly heard. To make this story even more complicated, the Animal Control officer went on Facebook, under my post, posted some very inappropriate comments, made some accusations that were way out of line, extremely unprofessional, and then proceeded to post my phone number on a public forum. Now granted, she blocked three digits after the area code. But I work in an environment where I would have lost my job on the spot. I do not think that anyone representing Sampson County Sheriff's Department should be allowed to do so. I did try to file a complaint with Sheriff Thornton. Unfortunately, his answer to me was, he didn't answer to anybody. He was the beginning, the end, and he was the only person who had any responsibility for correcting his officers. I would be profoundly disappointed if someone represented me, in a Sampson County Sheriff's Department uniform and treated me the way his officer treated me. Be it Animal Control or someone else. And I just have a problem with the fact that as a concerned citizen that was trying very hard to prevent the safety of a person and the safety of an animal and there appeared to be no repercussions for the actions of that Animal Control officer. Thank you, I just wanted to be heard. Have a blessed day and thank you all for what you do. You face a lot of hard, hard things. Thank you very much."



## Adjournment

Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Godwin, the Board voted unanimously to adjourn.

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R. Jerol Kivett, Chairperson

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Stephanie P. Shannon, Clerk to the Board

NORTH CAROLINA'S  
**SAMPSON COUNTY**  
OFFICE OF EMERGENCY SERVICES

MEMORANDUM:

TO: Stephanie Shannon  
FROM: Rick Sauer, Emergency Services Director  
DATE: January 11, 2023  
SUBJECT: Request to Accept Firehouse Subs Grant and Budget Amendment

Sampson County Emergency Services has been notified by Firehouse Subs that Sampson County has been selected to receive a \$35,329.89 grant for a John Deere Gator ATV with accessories. The ATV would be used on various emergency and non-emergency scenes to transport first responders and equipment as required. It will also have the capacity to carry a patient who is not able to ambulate.

I respectfully request this be added to next Board of Commissioner's meeting agenda for their consideration in the acceptance of the Firehouse Subs Grant.



107 Underwood Street | Clinton, NC 28328  
OFFICE: (910) 592-8996 | FAX: (910) 592-5383

## Richard Sauer

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**From:** Joshua Deaver  
**Sent:** Monday, January 9, 2023 5:40 PM  
**To:** Richard Sauer  
**Subject:** Fwd: APPROVED: Q1 2023 Firehouse Subs Public Safety Foundation Grant  
**Attachments:** Foundation Logo jpg-RGB.jpg; Donated by-logo for grants.jpg; Foundation Logo-VectorCMYK.eps; Q1 2023 PSF Press Release Template - 12.13.22 FINAL (1).docx; Q1 2023 PSF Social Template - 12.13.22 FINAL (1).docx

### Joshua Deaver, Deputy Fire Marshal

*Sampson County Fire Marshal's Office*

[107 Underwood Street](#)

[Clinton, North Carolina 28328](#)

Office: [\(910\) 592-8996 ext. 2334](#)

Cell: [\(910\) 990-2116](#)

Email: [jdeaver@sampsonnc.com](mailto:jdeaver@sampsonnc.com)

Begin forwarded message:

**From:** Firehouse Subs Public Safety Foundation <foundation@firehousesubs.com>  
**Date:** January 9, 2023 at 4:47:25 PM EST  
**To:** Joshua Deaver <jdeaver@sampsonnc.com>, Prentice Madgar <pmadgar@sampsonnc.com>  
**Cc:** David Dipiero <david.dipiero@firehousesubs.com>, John Best <jp.best@firehousesubs.com>, Firehouse Subs Public Safety Foundation <foundation@firehousesubs.com>, Ty Lowry <ty.lowry@firehousesubs.com>  
**Subject:** **APPROVED: Q1 2023 Firehouse Subs Public Safety Foundation Grant**

Dear Joshua & Prentice,

We are pleased to announce that the Firehouse Subs Public Safety Foundation Board of Directors has awarded the **County of Sampson, dba Sampson County Emergency Management** in **Clinton, NC** the requested **John Deere Gator ATV with Kimtek EMS Skid Unit, Roof, Winch, Lights, Horn, Brush Guard & Accessories (Excluding Sales Tax)** valued at up to **\$35,329.89**. If your grant award must be approved by your city council, please add this item to the agenda immediately, and contact us with the meeting date.

#### **PROCUREMENT:**

We will contact you no later than Friday, March 10, 2023, to initiate the procurement process. There are two possible methods for procurement, to be determined by our Foundation:

- Direct Purchase made by the Foundation
- OR

- Memo of Understanding. NOTE: Our Foundation provides funding via ACH transfer only. We are unable to fund a grant award by paper check.

**Do not make advanced purchases, as failure to adhere to our chosen method will jeopardize your grant award.** If you have any fulfillment questions, please email [Procurementfoundation@firehousesubs.com](mailto:Procurementfoundation@firehousesubs.com).

### **PUBLIC RELATIONS (PR) NOTES**

- PR announcements from your organization regarding the grant award are optional. If you choose to share the good news, please use the attached press release template and/or social media post template and send it back to [Foundation@firehousesubs.com](mailto:Foundation@firehousesubs.com) for review and approval (allowing for 72 hours turnaround time). *Please do not pitch or post before receiving approval from the Foundation team.*

Use of the Firehouse Subs Public Safety Foundation logo:

- We ask that your organization acknowledges the grant by displaying our Foundation logo on granted items/equipment whenever possible. Our Foundation logo is attached for your convenience. Please note that the final artwork will need to be approved by our Foundation via [Foundation@firehousesubs.com](mailto:Foundation@firehousesubs.com) before being displayed.

Did you know?

More than 70% of the funds raised for the Firehouse Subs Public Safety Foundation come from the generosity of Firehouse Subs guests and the restaurant brand? Please consider supporting a Firehouse Subs restaurant near you.

We are very excited to assist your organization and ultimately improve the lifesaving capabilities of your community.

### **Firehouse Subs Public Safety Foundation**

[foundation@firehousesubs.com](mailto:foundation@firehousesubs.com)

[FirehouseSubsFoundation.org](http://FirehouseSubsFoundation.org)

[Twitter](#)   [Facebook](#)

CONFIDENTIALITY NOTICE: The information and attachments contained in this electronic communication are confidential and intended only for the use of the intended recipients. If you are not an intended recipient, you are hereby notified that any review, use, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately of the error by return e-mail and please permanently remove any copies of this message from your system and do not retain any copies, whether in electronic or physical form or otherwise.





**Firehouse Subs Public Safety Foundation, Inc.**

12735 Gran Bay Pkwy., Suite 150, Jacksonville, Florida 32258

**MEMO OF UNDERSTANDING- FUNDING AGREEMENT  
January 17, 2023**

Failure to adhere to the requirements of this Funding Agreement will jeopardize your grant award.  
*All purchases must match the quantities and equipment approved in the original grant request and approved quote.*

**Firehouse Subs Public Safety Foundation Responsibilities**

- Firehouse Subs Public Safety Foundation will award funding to **County of Sampson, dba Sampson County Emergency Management, Clinton, NC** for **\$35,329.89** to be used toward the direct purchase of **John Deere Gator ATV with Kimtek EMS Skid Unit, Roof, Winch, Lights, Horn, Brush Guard & Accessories (Excluding Sales Tax)**

**County of Sampson, dba Sampson County Emergency Management Responsibilities**

1. An ACH transfer will be remitted to the organization name as stated in this memo of understanding and **must** match the EIN number submitted on the grant request and bank account information listed on the ACH Authorization. If there is a change in either information, you must submit a W-9.
2. **Purchase** the equipment on Approved Quote #27171042 from Quality Equipment, LLC.
  - a. **NOTE: DO NOT PREPAY** for the equipment order at the time of purchase
3. **Confirm Receipt of ACH Transfer** by emailing [procurementfoundation@firehousesubs.com](mailto:procurementfoundation@firehousesubs.com)
4. **Verify Purchase and Delivery** by providing Firehouse Subs Public Safety Foundation with the following:
  - a. All signed and dated packing slips
  - b. Copies of paid invoices, verifying your organization’s name as the customer and matching the vendor quote(s)
  - c. A copy of the cleared check(s), verifying the payee and payment amount matches the vendor quote(s)
5. In the event that the purchased equipment costs less than the dollar amount awarded, all excess funds must be returned to Firehouse Subs Public Safety Foundation.
  - a. Email [procurementfoundation@firehousesubs.com](mailto:procurementfoundation@firehousesubs.com) with notification of excess funds within 30 days of purchase
  - b. Return Excess Funds within 30 days of receipt of excess funds invoice to Firehouse Subs Public Safety Foundation, Attention: Gina Brown, 12735 Gran Bay Parkway, Suite 150, Jacksonville, FL 32258
6. If purchases exceed funding, **County of Sampson, dba Sampson County Emergency Management** is responsible for the additional amount.

**VERY IMPORTANT: Deadline for submitted documentation is June 30, 2023.**

\_\_\_\_\_  
Firehouse Subs Public Safety Foundation

\_\_\_\_\_  
Date

\_\_\_\_\_  
County of Sampson, dba Sampson County Emergency Management Representative (Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
County of Sampson, dba Sampson County Emergency Management Representative Name (Print)

\_\_\_\_\_  
Date



**Quote Summary**

**Prepared For:**

Joshua Deaver  
SAMPSON COUNTY EMERGENCY MANAGEMENT  
Joshua Deaver  
107 UNDERWOOD ST  
CLINTON, NC 28328  
Mobile: 910-990-2116  
jdeaver@sampsonnc.com

**Prepared By:**

Michael Cottle  
Quality Equipment, LLC  
655 Pugh Road  
Clinton, NC 28328  
Phone: 910-592-5550  
mcottle@qualityequip.com

**Quote Id:** 27171042  
**Created On:** 01 August 2022  
**Last Modified On:** 29 September 2022  
**Expiration Date:** 29 December 2023

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE GATOR™ XUV825M S4 (Model Year 2023)	\$ 36,347.89	\$ 35,329.89 X	1 =	\$ 35,329.89
<b>Equipment Total</b>				<b>\$ 35,329.89</b>

Quote Summary	
Equipment Total	\$ 35,329.89
SubTotal	\$ 35,329.89
Sales Tax - (7.00%)	\$ 2,473.09
Est. Service Agreement Tax	\$ 0.00
<b>Total</b>	<b>\$ 37,802.98</b>
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 37,802.98</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_



JOHN DEERE



QUALITY EQUIPMENT

# Selling Equipment

Quote Id: 27171042

Customer: SAMPSON COUNTY EMERGENCY MANAGEMENT

## JOHN DEERE GATOR™ XUV825M S4 (Model Year 2023)

Hours:

Suggested List

Stock Number:

\$ 36,347.89

Code	Description	Qty
57EAM	GATOR™ XUV825M S4 (Model Year 2023)	1

### Standard Options - Per Unit

001A	US/Canada	1
0505	Build To Order	1
1009	27" Maxxis Bighorn 2.0 extreme terrain radial tires on 14" Black Alloy Wheels	1
2007	Bench Seat - Black	1
2350	Park Position in Transmission	1
2501	Olive and Black	1
3003	Cargo Box with Spray In Liner, Brake, and Tail Lights	1
3100	Manual Lift	1
4026	Half Doors - Olive & Black	1
4030	Black Roof	1
4152	Rear Bumper	1
4201	Front Brush Guard	1

### Dealer Attachments

BM22703	Seat-Belt Comfort Strap (2)	2
LP65409	Rear Bench Seat Cover (Black)	1
LP65407	Front Bench Seat Cover with MOLLE webbing (Black)	1
BM24561	Occupant Protective Structure (OPS) Rear Panel	1
BM24737	Occupant Protective Structure (OPS) Side Mirrors	1
BM24460	Occupant Protective Structure (OPS) Rear Screen	1
BUC10210	Occupant Protective Structure (OPS) Glass Windshield with Wiper	1
BM24283	Floormat (S4 rear)	1
BM24282	Floormat	1
BM22773	Tail Light Protectors	1
BM21392	Winch Accessories Kit	1
BM26662	Wireless Winch Remote	1
BUC10681	WARN VRX 3500 lb Winch	1
BUC10696	Winch Kit, Receiver Mount 3500 lb	1



JOHN DEERE



QUALITY  
EQUIPMENT

# Selling Equipment

Quote Id: 27171042

Customer: SAMPSON COUNTY EMERGENCY MANAGEMENT

BM25621	Rear OPS/Roof Light Harness Kit (S4)	1
BM26216	LED Work Lights (2 Lights)	1
BM26215	LED Driving Lights (2 Lights)	1
BM24089	Occupant Protective Structure (OPS) Switch Bank	1
BUC10804	Backup Alarm	1
BUC10609	Turn Signal Light Kit, Front & Rear	1
BM25619	Brush Guard Light Harness Kit	1
BM23370	Horn Kit	1
MTD-103	Medlite Transport Deluxe	1
<b>Other Charges</b>		
	Freight	1





**AUTHORIZATION AGREEMENT FOR PRE-ARRANGED PAYMENTS (CREDITS)**

I (WE) \_\_\_\_\_ of \_\_\_\_\_ HEREBY AUTHORIZE  
the Firehouse Subs Public Safety Foundation, Inc. to initiate credits to my (our) account  
indicated below, and the bank named below to credit the amount of such entries to said account.

Bank Name
City, State

Transit Routing											

Account Number											

Account Type  
] CHECKING    Δ SAVINGS

Tax ID Number									

This authority is to remain in full force and effect until the Firehouse Subs Public Safety Foundation, Inc. has received written notification from me (or either of us) of its termination in such time and in such manner as to afford the Foundation a reasonable time to act on it.

Date \_\_\_\_\_

Signature \_\_\_\_\_  
*(Must be a signer on the bank account)*

**Email of Account Signer- PRINT OR TYPE:** \_\_\_\_\_

**Phone Number for Account Signer:** \_\_\_\_\_

**\*\*ATTACH A VOIDED CHECK or BANK MEMO confirming the account number, AND a completed W-9\*\***

**COUNTY OF SAMPSON  
BUDGET AMENDMENT**

**MEMO:**

1/11/2023

FROM: RICHARD SAUER, DIRECTOR

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2022-2023

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

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11243300 551000	CAPITAL OUTLAY	35,329.89	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11034330-408406	OTHER GRANTS	35,329.89	

2. Reason(s) for the above request is/are as follows:  
TO BUDGET FUNDS FROM FIREHOUSE SUBS GRANT TO PURCHASE UTV.

*Richard Sauer 1/11/2023*  
(Signature of Department Head)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval. \_\_\_\_\_, 20\_\_\_\_  
  
\_\_\_\_\_  
(County Finance Officer)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval. \_\_\_\_\_, 20\_\_\_\_  
  
\_\_\_\_\_  
(County Manager & Budget Officer)

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

**STATE OF NORTH CAROLINA**  
**COUNTY OF SAMPSON**

**INTERLOCAL AGREEMENT  
ON TAX COLLECTION**

**THIS INTERLOCAL AGREEMENT** (the “Agreement”) is made and entered into this the 6th day of February, 2023 by and between **SAMPSON COUNTY** (the “County”), a body corporate and politic and a political subdivision of the State of North Carolina, and **THE TOWN OF SALEMBURG** (the “Town”), a North Carolina municipal corporation. The County and the Town may be referred to at times individually as a “Party” or collectively as the “Parties”.

**WITNESSETH:**

**WHEREAS**, the County and the Town have determined that it is in the public benefit and interest to enter into an Interlocal Agreement on Tax Collection for the listing, billing, and collection by the County of ad valorem taxes and related charges which shall become due to the Town for tax year 2023 and subsequent tax years; and

**WHEREAS**, the Parties hereby agree that the negotiated payment set forth herein is in the best interest of their citizens; and

**WHEREAS**, the North Carolina General Statutes, in Article 20 of Chapter 160A, provide that units of local government may enter into agreements whereby one unit of local government exercises for one or more others a power, function, public enterprise, right, privilege, or immunity, including the collection of ad valorem taxes; and

**WHEREAS**, the County and the Town agree that this Agreement shall continue in effect until terminated as provided herein; and

**WHEREAS**, the governing bodies of the County and the Town have adopted this Agreement by resolutions recorded in their respective minutes;

**NOW, THEREFORE,** in consideration of the mutual covenants, terms, and conditions contained in this Agreement accruing to the benefit of each of the Parties and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the County and the Town, the Parties, intending to bound, hereby agree as follows:

1. Effective Date. This Agreement shall become effective as of July 1, 2023.

2. Term. This Agreement shall continue in effect until terminated as provided in Paragraph 17 below.

3. County Billing and Collection of Town Taxes.

a. The County shall provide billing and collection of Town ad valorem taxes and related charges on behalf of the Town beginning July 1, 2023, for the 2023 and subsequent tax years. Collection of delinquent taxes for prior tax years that existed as of the effective date of this Agreement shall be the sole responsibility of the Town. The County shall not be responsible for collecting motor vehicle taxes collected by the State of North Carolina (although the County may bill and collect motor vehicle taxes not collected by the State), occupancy taxes, special assessments, nuisance abatement expenses, and/or housing code enforcement costs; however, the County will collect fire tax district taxes for the fire tax district in which the Town is located, if any.

b. The Town's Board of Commissioners hereby appoints the County's Tax Collector as the Town's Tax Collector in the manner prescribed by N.C. Gen. Stat. § 105-349 for so long as this Agreement shall remain in effect. The Town's Board of Commissioners shall also adopt and enter into its minutes the order of collection required by N.C. Gen. Stat. § 105-321(b) and deliver said order to the County Tax Collector during each fiscal year that this Agreement is in effect. The County's Tax Collector shall further

report unpaid Town taxes and advertise Town tax liens in the manner prescribed by N.C. Gen. Stat. § 105-369 for 2023 and subsequent tax years.

c. Separate bonds shall be given by the County's Tax Collector, one in his or her capacity as the County Tax Collector and one in his or her capacity as the Town Tax Collector. The Town shall pay the premium required for its bond.

d. Notwithstanding any of the foregoing, the manner in which the County's Tax Collector performs this Agreement shall be under the sole supervision and direction of the County's Board of Commissioners and the County Manager, subject to the provisions of Subchapter II of Chapter 105 of the North Carolina General Statutes.

e. Any deputy tax collectors, assistants, consultants, and/or attorneys employed or retained by the County in order to implement this Agreement shall be selected by and subject to the sole control and supervision of the County.

4. Compliance. The County shall comply with all applicable ad valorem tax collection laws, including those set forth in Subchapter II of Chapter 105 of the North Carolina General Statutes, and all administrative rules issued by the North Carolina Department of Revenue.

5. Records and Accounts and Operations.

a. The County shall be responsible for maintaining, in an online format, all Town ad valorem tax records for tax year 2023 and subsequent years, including amounts paid and unpaid, in the same manner as County ad valorem tax records are maintained.

b. The Town shall provide the County with all necessary information for transfer of funds due to the Town, and the County shall properly account for and distribute said funds by check or other mutually agreed upon method to the Town on a monthly basis.

c. The County shall provide the Town with reports in a format to be determined by the County so as to enable the Town to prepare and record the necessary financial transactions.

d. The County shall provide the Town with information sufficient for the Town to complete all required reports to outside agencies, including the TR-2 report required by the North Carolina Department of Revenue and the reports needed for the Town's financial statements. The Town shall be responsible for the completion of all reports related to ad valorem taxes.

e. The County shall provide the Town's auditors with access to the Town's tax receivables daily cash transactions and related records during regular business hours to the fullest extent practicable.

6. Pro Rata Payments. The County shall distribute payments received from Town taxpayers of less than the total amount owed for County and Town taxes on a pro rata basis in proportion to each Party's share of taxes owed after all costs, interests, and penalties are first paid.

7. Costs for Billing and Collections. The County shall incur all costs for preparing, printing, billing, and collecting Town ad valorem tax bills for tax years 2023 and subsequent years. In the event that the County, in its sole discretion, determines that it is necessary to institute a collection action, the cost of collection, including advertising costs, attorney's fees, and garnishment fees, where such costs are not paid directly by the taxpayer, shall be apportioned between the County and the Town on a proportionate basis based upon the amount of taxes owed to the County and the Town. Joint advertisement, including advertisement of tax liens for both the County and the Town, shall be permissible.

8. Tax Foreclosures.

a. The County shall be responsible for determining the time for commencing all tax foreclosure proceedings (except for those foreclosure proceedings instituted by the Town to collect Town taxes already owed as of the effective date of this Agreement). The Town hereby delegates this decision to the County, and the County's decision in these matters shall be final.

b. The County shall have sole discretion to set the minimum bid for any property sold pursuant to a tax foreclosure.

c. All expenses related to compliance with the procedural and substantive requirements of N.C. Gen. Stat. § 105-374 shall be advanced by the County and reimbursed from proceeds of any foreclosure sale prior to payment to the Town of any taxes recovered.

d. If the County elects to bid on any property sold pursuant to a tax foreclosure and is the highest bidder, the County shall take sole title to the property and shall pay to the Town its proportionate share of any taxes recovered.

9. Bankruptcy Proceedings. The County shall have sole discretion as to when and whether to file a claim for ad valorem taxes in any bankruptcy proceeding and whether to enter into compromises in said proceedings, and its determination in such matters shall be final.

10. Discount Rates. The County shall determine the early discount rate for both the County and the Town, subject to the provisions of N.C. Gen. Stat. § 105-360 and approval by the North Carolina Department of Revenue.

11. Refunds and Rebates. Applications from Town taxpayers for refunds and rebates of Town taxes shall be considered by the County and determined in the same manner as

applications for refunds and rebates on County taxes. The County's determination with respect to these matters shall be final as between the County and the Town.

12. Payment to the County. In addition to any reimbursements of expenses that may be required under to the provisions of this Agreement, the Town shall pay to the County an annual fee for tax collection services, which shall be an amount equal to two percent (2.0 %) of the collections for each fiscal year, except that any motor vehicle taxes billed and collected by the County shall be subject to an annual fee of one and a half percent (1.5%), as opposed to two percent (2.0%). Payment of this fee shall be accomplished by the County with-holding the fee when remitting the monthly collection to the Town.

13. Liability and Insurance. The County's Tax Collector and his or her assistants and clerks shall be considered Town employees while exercising their duties for the benefit of the Town as contemplated by this Agreement. The Town shall have the same potential liability for the tax collection activities described herein as it does for the acts and omissions of individuals who are employees of the Town. To this end, the Town shall have insurance coverage in such amounts and of such types as may be acceptable to the County, in the County's sole discretion.

14. Indemnification. The Town agrees to hold harmless and indemnify the County, its elected officials, officers, Tax Collector, and employees from and against any losses, liabilities, claims, damages, causes of action, litigation, costs, or expenses (including reasonable attorney's fees) arising out of the performance or nonperformance of any act related to the tax collection activities contemplated by this Agreement.

15. E-Verify. The Parties shall comply with the E-Verify provisions of N.C. Gen. Stat. § 143-129(j).



16. Notice. Notice under this Agreement shall be deemed sufficient upon the mailing to the Parties by certified or registered mail at the following addresses:

Sampson County  
Attn: Tax Collector  
P.O. Box 1082  
Clinton, NC 28329

Town of Salemburg  
Attn: Town Clerk  
100 Methodist Dr.  
Salemburg, NC 28385

17. Termination. This Agreement may be terminated by either Party upon written notice duly authorized by its governing body prior to the first day of May in any year during the term hereof; provided, however, that failure on the part of the Town or its governing body to accomplish any act required by the North Carolina General Statutes before Town taxes may be legally collected and/or failure by the Town to turn over tax receipts to the County's Tax Collector shall be deemed a termination of this Agreement and shall relieve the County of any further obligation hereunder.

18. No Third-Party Beneficiaries. There are no third-party beneficiaries to this Agreement. Nothing in this Agreement shall create or give to third parties any claim or right of action against any Party hereto or any officer, employee, or agent of any Party hereto.

19. Entire Agreement. This Agreement sets forth the entire agreement between the Parties regarding the tax collection services and matters described herein. All prior conversations or writings between the Parties hereto or their respective representatives on this subject matter are merged within this Agreement and extinguished.

20. Amendments. This Agreement may be amended or modified only by express written consent of the Parties, duly approved by the governing bodies of the Parties.

21. Governing Law. This Agreement shall be governed by the laws of the State of North Carolina.

22. Survival. All provisions of this Agreement that by their nature are to be performed or complied with following the expiration or termination of this Agreement, including without limitation Paragraphs 13 and 14, shall survive the expiration or termination of this Agreement.

23. Severability. If any provision of this Agreement shall be held to be invalid, the remainder shall nevertheless be deemed valid and binding on the Parties.

24. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which taken together constitute one and the same instrument.

**THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK.**

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be duly executed by the official designated to perform such act.

**SAMPSON COUNTY**

By: \_\_\_\_\_  
R. Jerol Kivett, Chairman,  
Sampson County Board of Commissioners

Attest:

\_\_\_\_\_  
Stephanie P. Shannon,  
Clerk to the Sampson County Board of Commissioners

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
David K. Clack,  
Finance Officer

**TOWN OF SALEMBURG**

By: \_\_\_\_\_  
Joseph A. Warren, Jr.,  
Mayor

Attest:

\_\_\_\_\_  
Teresa W. Smith,  
Clerk to the Town of Salemburg Board of Commissioners

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Marilyn Walters,  
Finance Officer

**RESOLUTION**

WHEREAS, N.C. Gen. Stat. § 160A-461 authorizes any unit of local government in this State and any one or more other units of local government in this State or any other state (to the extent permitted by the laws of the other state) to enter into contracts or agreements with each other in order to execute any undertaking; and

WHEREAS, Sampson County and the Town of Salemburg have determined that it is in the public benefit and interest to enter into an Interlocal Agreement on Tax Collection for the listing, billing, and collection by Sampson County of ad valorem taxes and related charges which shall become due to the Town of Salemburg for tax year 2023 and subsequent tax years; and

WHEREAS, the Sampson County Board of Commissioners hereby authorizes Sampson County to enter into an Interlocal Agreement with the Town of Salemburg substantially similar to the Agreement included with this Resolution in the agenda materials for the Board’s February 6, 2023 regular meeting; and

NOW, THEREFORE, be it Resolved that Sampson County shall enter into an Interlocal Agreement for the Collection of Taxes with the Town of Salemburg; and be it further resolved that R. Jerol Kivett, Chairman of the Sampson County Board of Commissioners, is authorized to execute an Interlocal Agreement substantially similar to the Agreement included with this Resolution in the agenda materials for the Board of Commissioners’ February 6, 2023 regular meeting.

Adopted the 6th day of February, 2023.

By: \_\_\_\_\_  
R. JEROL KIVETT, Chairman,  
Sampson County Board of Commissioners

ATTEST:

\_\_\_\_\_  
STEPHANIE P. SHANNON, Clerk to the  
Sampson County Board of Commissioners

Sampson County  
**Office of Tax Assessor**  
PO Box 1082  
Clinton, NC 28329

Phone 910-592-8146

Fax 910-592-1227

To: Ed Causey, County Manager  
From: Jim Johnson, Tax Administrator  
Date: January 23, 2023  
Subject: Disabled Veteran Exclusion  
( GS 105-277.1 c )

The attached disabled veteran exclusion application was received after June 1, 2022. After that date, the Board of Commissioners must approve the application.

The applicant is as follows:

Jimmie Lee Sanders

A letter is submitted requesting approval of the late application.

The application meets the statutory requirements for the disabled veteran exclusion other than being timely filed. The late application was received on November 4, 2022.

Please put on the next Board of Commissioners consent agenda for their action.

November 04, 2021

Sampson County Board of Commissioners  
406 County Complex Road  
Clinton, North Carolina 28328

RE: Jimmie Lee Sanders

Dear Commissioners:

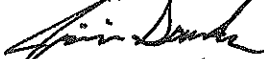
I am a 100% permanently and totally disabled Veteran. I submitted an application for Property Tax Exclusion to The Department of Veterans Affairs, at the Regional Office, through the Sampson County Veterans Service Office when I realized that I was entitled to receive this benefit from the county. The Department of Veterans Affairs made me totally disabled.

I understand that my application is not within the time frame set, but I am requesting you to please accept this application and grant me the Tax Exclusion on my County Property Tax.

I am truly sorry for the late date and ask for your favor on my Tax Exclusion.

Thank you for your consideration and I wait anxiously for your decision.

Sincerely,



Jimmie Lee Sanders

2853 Rosin Hill Road  
Clinton, North Carolina 28328

# 213783

19-0054427-01

Acct: 213783 Parcel: 19-2054427-01	<b>State of North Carolina Certification for Disabled Veteran's Property Tax Exclusion (G.S. 105-277.1C)</b>	<b>Sampson County Veterans Service Office</b>  COUNTY
<b>SECTION 1</b>		
<b>TO BE COMPLETED BY THE VETERAN OR THE SURVIVING SPOUSE WHO HAS NOT REMARRIED</b>		
Jimmie Sanders NAME (Print or Type)	Jimmie Sanders DISABLED VETERAN'S FULL NAME (PRINT OR TYPE)	
2853 Rosln Hill Rd. STREET ADDRESS OR P.O. BOX NUMBER	SURVIVING SPOUSE'S FULL NAME (PRINT OR TYPE) <i>(If Applicable)</i>	
Newton Grove                      NC                      28366 CITY    STATE                      ZIP CODE	U.S. DEPT. OF VETERANS AFFAIRS LE NUMBER	
VETERAN'S SOCIAL SECURITY NUMBER		
I am either (1) a veteran whose character of service at separation was honorable or under honorable conditions and who has a permanent and total service-connected disability or (2) the surviving spouse, who has not remarried, of a veteran whose character of service at separation was honorable or under honorable conditions and who had a permanent and total service-connected disability at death or veteran's death was the result of a service-connected condition. I request NCDMVA complete this certification <i>in support of my separate application for the Disabled Veteran's Property Tax Exclusion to the Tax Assessor.</i>		
<b>SECTION 2</b>		
Disabled Veteran's Signature		
I have provided the North Carolina Department of Military and Veterans Affairs (NCDMVA) with my Annual Tax Abatement Letter for the processing of this form. I authorize the Secretary of NCDMVA, or the Secretary's designee, to release information regarding my disability as needed for this certification.		
 DISABLED VETERAN'S SIGNATURE		11-04-2022 DATE
<b>SECTION 3</b>		
Surviving Spouse's (who has not remarried) Signature		
I have provided the North Carolina Department of Military and Veterans Affairs (NCDMVA) with my Annual Tax Abatement Letter for the processing of this form. I authorize the Secretary of NCDMVA, or the Secretary's designee, to release information regarding my disability as needed for this certification.		
 SURVIVING SPOUSE'S SIGNATURE		11-04-2022 DATE
<b>SECTION 4</b>		
To be completed by Secretary of NC Department of Military and Veterans Affairs, or Secretary's designee		
Please check all that apply:		
A. <input type="checkbox"/> Veteran does not meet either B, C, D, or E of the below criteria.		
B. <input checked="" type="checkbox"/> Veteran has a service-connected permanent and total disability that existed as of <u>10/04/2021</u>		
C. <input type="checkbox"/> Veteran received benefits on _____ from U.S. Department of Veterans Affairs for specially adapted housing under 38 U.S.C. 2101 for the veteran's permanent residence.		
D. <input type="checkbox"/> Veteran died on _____ and had a service-connected permanent and total disability at death.		
E. <input type="checkbox"/> Veteran died on _____ and the death was either (1) the result of a service-connected condition or (2) death occurred while on active duty in the line of duty and not due to service member's own willful misconduct.		
Character of Disabled Veteran's Service at Separation: (DD-214)		
<input checked="" type="checkbox"/> Honorable		<input type="checkbox"/> Under Other than Honorable Conditions
<input type="checkbox"/> Under Honorable Conditions		
The NCDMVA has verified the Department of Veterans Affairs certification for the veteran above.		
 SIGNATURE OF NCDMVA OFFICIAL		Martha Ann Knowles PRINTED NAME OF NCDMVA OFFICIAL
11-04-2022 DATE		Director TITLE OF NCDMVA OFFICIAL

NC Department of Military and Veterans Affairs authorizes the NC Department of Revenue and any County Tax Office to use this form as needed.

MEMO

TO: Board of Commissioners  
From: Dana Hall, Recreation, & Aging Director  
Date: January 24, 2023  
Subject: Facility Use Agreement Update 2023-2024

I would like to request to continue our partnership with Sampson County Schools to continue to use school facilities for Recreation programming. The facility use agreement for 2023-2024 is attached.

Thank you for your consideration.

Dana Hall  
Sampson County Recreation & Aging Services



**NORTH CAROLINA  
SAMPSON COUNTY**

**PARKS & RECREATION AGREEMENT – March 2023 – March 2024**

THIS INTERLOCAL AGREEMENT, (hereinafter the “Agreement”), made and entered into this **1<sup>st</sup> day of March 2023**, by and between the COUNTY OF SAMPSON, (hereinafter the “County”) and the SAMPSON COUNTY BOARD OF EDUCATION (hereinafter the “Board”), both of the State of North Carolina;

WITNESSETH:

WHEREAS, the official agencies of the County and the Board are mutually interested in an adequate program of community recreation under the auspices of the County Parks and Recreation Department (hereinafter the “Department”); AND WHEREAS, those official agencies are authorized to enter into interlocal agreements with each other and to do any and all things necessary or appropriate to aid and cooperate in the cultivation of citizenship by providing for adequate programs of community recreation; AND WHEREAS, in the interest of providing the best services with the least possible expenditure of public funds, full cooperation between the County and the Board is necessary.

NOW, THEREFORE, for and in consideration of the premises the County and the Board do now agree, all pursuant to N.C.G. S., Section 160A-461, et. Seq., to enter into an interlocal agreement (hereinafter the “Agreement”), the terms and provisions of which are as follows:

**1. PURPOSE**

- a. The Board will make available to the County for community recreation activities all school areas and facilities located within its school sites situate in areas of Sampson County now or hereafter served by the Department. The utilization of such facilities shall be without the imposition of user fees.
- b. The County will make available to the Board for school recreational events, activities and/or programs all existing County recreational facilities which are suitable for such events, activities, or programs. Use of which shall be allowed without the imposition of any user fees.

**2. SCHEDULING**

- a. It is recognized that school properties and facilities are intended primarily for school purposes and for the benefit of school age children. It is therefore agreed that, in the planning or programs and scheduling of activities on school grounds and in or on school facilities, the educational needs and opportunities of such children will be given primary consideration and the property utilized as a part of such program shall be provided appropriate protection. Likewise, the parties agree that, in the planning of programs and scheduling of activities at County recreation facilities, the recreational needs and

opportunities of residents participating in Department programs and activities will be given primary consideration.

- b. It is hereby agreed that the Director of Parks and Recreation (hereinafter the "Director"), for the County will recommend the areas and facilities to be utilized by the County for recreational purposes anticipated by this Agreement, and the superintendent for the Board, or his/her designee, shall have the ultimate authority to approve or disapprove those recommendations. The Director, when possible, will work out in advance a schedule of dates for the use of the Board's school recreational facilities to be used by the County pursuant to this Agreement and will arrange that schedule so as to avoid conflicts between individual schools and the recreational use of those individual schools. It being agreed between the parties that in the scheduling of the use of said facilities school events and non-recreational programs instituting a part of each individual schools educational agenda shall have first priority, with the recreational goals of this Agreement enjoying a second priority, while other events by other groups or agencies desiring the use of school facilities shall have a third priority.
- c. The superintendent for the Board, or his/her designee, shall select the facilities requested by the Board and those selections shall be subject to approval of the Director. The superintendent of the Board, or his/her designee, when possible, will work out a schedule of dates for the utilization of the County's facilities in advance. It is understood and agreed that scheduling shall be arranged so as to avoid conflicts between recreational and other school uses. That in the scheduling of utilization of facilities under this Agreement the recreation department activities shall have first priority while school events and programs shall have a second priority and other events by third party groups or agencies shall have a third party.

### **3. PERSONNEL:**

- a. The County through the Department agrees to provide adequate personnel to supervise the activities and utilization of facilities and recreational activities which take place after school hours and during holiday and vacation periods upon those areas selected or designated by the Board. The Board agrees to provide adequate personnel to supervise school activities and utilization of facilities that occur at County recreation facilities.
- b. The County agrees to pay all wages, at an agreed applicable rate, for the time it may use a supervisor and/or custodian designated or agreed upon by the individual school principals, and the Department.
- c. It is understood and agreed herein that the personnel employed by the County in the Department shall be under the supervision of the Department but that individual school principals shall be consulted in the planning and administering of any recreational program to be conducted by the Department on or in the facilities which are normally under the jurisdiction of these principals. The Department shall otherwise remain solely responsible for programs conducted under its auspices.
- d. This Agreement shall be subject to policies and rules of the Board as to the use of any gymnasium, other school buildings, or school athletic or recreational fields or facilities and the Department shall make proper application for the use of all such school facilities as directed or permitted by the Board. Likewise, this Agreement shall be subject to policies and rules of the Department as to the use of any County recreation facility and the Board shall

make proper application for the use of any such facility as directed or permitted by the Department.

- e. Notwithstanding any other provision in this Agreement to the contrary, no joint agency or principal/agency relationship is established by the Agreement and the Board and the County remain, at all times, solely responsible for their respective personnel and programs under this Agreement.

#### **4. IMPROVEMENTS AND MAINTENANCE:**

- a. It is agreed that the County may, but is not required to, install sprinkler systems, turfing, lighting, play equipment, fencing, and additional equipment for recreational use, not in conflict with school use, on those areas selected by the Director for recreational utilization pursuant to this Agreement, subject always to written approval by the Superintendent of Schools, or his/her designee. Any installation of equipment or construction of facilities on premises belonging to the Board pursuant to this Agreement shall be solely the County's expense or shall be proportionately shared by the County and the Board, as the respective annual budget appropriations of each of those bodies may permit provided that those annual appropriations are appropriately approved by each such body.
- b. Plans and specifications for the placement of all recreational equipment and permanent improvements upon premises belonging to the Board along with the type, design, and construction of such improvement or equipment shall be approved in writing by the Superintendent of School prior to any installation thereof.
- c. The cost of maintaining the improved areas noted in paragraph (b) above shall be borne proportionately by the County and the Board as determined by the relative use of the area. It being further agreed as between the County and the Board that each shall individually maintain such areas in good condition during those periods of their respective individual use thereof.

#### **5. OWNERSHIP OF PROPERTY:**

- a. Permanent facility improvement or equipment installation placed or erected on school premises by the County shall remain the property of the County and may be removed by the County shall remain the property of the County if use of the area shall be subsequently terminated or prohibited; provided that such equipment can be removed without substantial injury or damage to the property of the Board. Provided however, that in the event any or all or such equipment installed or erected by the County and situate upon or attached to property belonging to the Board might be desired by the Board to utilize for its own purposes exclusively, then and in such event the Board may retain the same for its individual educational or recreational use provided that the County is reimbursed for its actual installation costs, less agreed depreciation; provided always that the County may abandon its right to remove any such property, in which event the same shall become the property of the Board and the Board shall have no financial responsibility to the County in those events. Such acts of abandonment shall be evidenced by a written notification to the Board by the County.

- b. Real property of the Board and real property of the County that shall be utilized for the purposes outlined in this Agreement shall be and remain, at all times, the property of the respective owners during the term of this Agreement or any extension thereof.

## **6. Maintenance:**

- a. The county assumes full responsibility for any and all damage, injury or breakage to any buildings, windows, fences, fields, or other property owned by the Board and located on, or constituting a portion of, the aforesaid premises which arise as the direct result of the Department's use of such property. The County, through the Department, shall assume sole responsibility for keeping such premises reasonably free and clear of trash or litter brought to or left upon the premises by authorized players or spectators. The County, through the Department, shall be responsible for selecting sites appropriate for recreational purposes permitted by this Agreement.
- b. The Board assumes full responsibility for any and all damage, injury or breakage to any buildings, windows, fences, fields or other property owned by the County and situate upon the premises belonging to the County which are the direct result of the Board's utilization of such premises. It being further understood that the Board additionally has sole responsibility for keeping said premises belonging to the County reasonably clear of trash or litter brought upon or left upon the premises covered by this Agreement by authorized players or spectators. The Board shall be responsible for security during recreational activities conducted under its supervision. The Board shall further be responsible for selecting sights appropriate for its recreational purposes permitted by this Agreement.

## **7. INDEMNIFICATION:**

- a. The County assumes all risk of injury, loss, damage, or death to person or property directly arising out of or directly incurred in connection with the Department's use of premises belonging to the Board and hereby agrees to indemnify the Board absolutely and in full against any loss, claim, demand, liability, damage, judgment or expense sustained by the Board as a result of that use, to the extent permitted by law; and in this connection, the County agrees, at its sole expense, to:
  - 1. Maintain in full force during the term of this Agreement, or any extension thereof, a policy or policies of comprehensive liability insurance written by one or more responsible insurance companies and licensed to do business in the State of North Carolina, which shall insure the County and the Boards against liabilities for injuries to persons, property or death of any person occurring on premises belonging to the Board and then being utilized by the Department pursuant to this Agreement, or
  - 2. To maintain a program of self-insurance for liability for injury, death or property damage in lieu of purchasing coverage which shall indemnify the Board in all such instances.
- b. The Board assumes all risk of injury, loss, damage or death to person or property directly arising out of or directly incurred in connection with its use of any premises belonging to the County and being utilized by the Board pursuant to this Agreement and further agrees to indemnify the County absolutely and in full against any loss, claim, demand, liability, damage, judgment or expense sustained by the County as a result of that use, to the extent permitted by law; and in this connection, the Board agrees, at its sole expense to:

1. Maintain in full force during the lease term, or any extension thereof, a policy or policies of comprehensive liability insurance written by one or more responsible insurance companies licensed to do business in the State of North Carolina, which shall insure the County and the Board against liability for injuries to persons, property or death of any person occurring on premises belonging to the County and being utilized by the Board pursuant to the Agreement, or
  2. To maintain a program of self-insurance for liability for injury, death or property damage in lieu of purchasing coverage which shall indemnify the County in all such instances.
- c. Notwithstanding the respective indemnification obligations of the County and the Board, hereunder, both parties shall obtain general liability insurance and fire and extended coverage insurance on their respective facilities and property.
  - d. It is understood and agreed that the rights, privileges, obligations, and liabilities conveyed to the Board and the County pursuant to this Agreement are non-transferable and cannot be conveyed in part or totally to a third party.
  - e. It is not the intent of either party by entering this Agreement to waive any immunity available either at common law or by statute.

**8. DURATION:**

- a. This Agreement shall become effective as of the date first written above and shall continue in effect until **March 1, 2023**, unless sooner terminated as provided herein.

**9. AMENDMENT:**

- a. This Agreement may be amended at any time by the written consent of both parties.

**10. TERMINATION:**

- a. It is further understood and agreed that either party to this Agreement may at any time terminate the same upon giving, in writing, to the other party, at least three (3) months prior notice of such intention.

**11. PROGRAM EXTENSIONS:**

- a. In the event the County continues to operate its programs, through the Department, on the property of the Board after the expiration of the term hereof and without the execution of a new agreement, then the County shall operate those programs subject to all conditions, provisions, and obligations of this Agreement, subject to termination at will by the Board.
- b. In the event the Board continues to operate its programs on the property of the County after the expiration of the term hereof and without the execution of a new agreement, then the Board shall operate those programs subject to all conditions, provisions, and obligations of this Agreement, subject to termination at will by the County.

**12. MISCELLANEOUS:**

- a. It is agreed that this Agreement supersedes any previous agreements between the Board and the County for use of recreational facilities.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate originals, one of which is retained by each of the parties hereto, this the day and year first above written.

**SAMPSON COUNTY BOARD OF EDUCATION**

Daryll Warren \_\_\_\_\_ DATE: \_\_\_\_\_

SAMPSON COUNTY SCHOOLS BOARD OF EDUCATION, BOARD CHAIR

DR. DAVID GOODIN \_\_\_\_\_ DATE: \_\_\_\_\_

SUPERINTENDENT, SAMPSON COUNTY SCHOOLS

**SAMPSON COUNTY PARKS & RECREATION**

County Manager, SAMPSON COUNTY

Ed Causey \_\_\_\_\_ DATE: \_\_\_\_\_

**NORTH CAROLINA**

**SAMPSON COUNTY**

**PARKS & RECREATION AGREEMENT – March 2023 – March 2024**

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opportunities of residents participating in Department programs and activities will be given primary consideration.

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  - 1. Maintain in full force during the term of this Agreement, or any extension thereof, a policy or policies of comprehensive liability insurance written by one or more responsible insurance companies and licensed to do business in the State of North Carolina, which shall insure the County and the Boards against liabilities for injuries to persons, property or death of any person occurring on premises belonging to the Board and then being utilized by the Department pursuant to this Agreement, or
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  2. To maintain a program of self-insurance for liability for injury, death or property damage in lieu of purchasing coverage which shall indemnify the County in all such instances.
- c. Notwithstanding the respective indemnification obligations of the County and the Board, hereunder, both parties shall obtain general liability insurance and fire and extended coverage insurance on their respective facilities and property.
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- a. This Agreement shall become effective as of the date first written above and shall continue in effect until **March 1, 2023**, unless sooner terminated as provided herein.

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**11. PROGRAM EXTENSIONS:**

- a. In the event the County continues to operate its programs, through the Department, on the property of the Board after the expiration of the term hereof and without the execution of a new agreement, then the County shall operate those programs subject to all conditions, provisions, and obligations of this Agreement, subject to termination at will by the Board.
- b. In the event the Board continues to operate its programs on the property of the County after the expiration of the term hereof and without the execution of a new agreement, then the Board shall operate those programs subject to all conditions, provisions, and obligations of this Agreement, subject to termination at will by the County.

**12. MISCELLANEOUS:**

- a. It is agreed that this Agreement supersedes any previous agreements between the Board and the County for use of recreational facilities.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate originals, one of which is retained by each of the parties hereto, this the day and year first above written.

**SAMPSON COUNTY BOARD OF EDUCATION**

Daryll Warren \_\_\_\_\_ DATE: \_\_\_\_\_

SAMPSON COUNTY SCHOOLS BOARD OF EDUCATION, BOARD CHAIR

DR. DAVID GOODIN \_\_\_\_\_ DATE: \_\_\_\_\_

SUPERINTENDENT, SAMPSON COUNTY SCHOOLS

**SAMPSON COUNTY PARKS & RECREATION**

County Manager, SAMPSON COUNTY

Ed Causey \_\_\_\_\_ DATE: \_\_\_\_\_

MEMORANDUM

TO: United Way of Sampson County  
FROM: Dana Hall, Aging Services Director  
DATE: January 11, 2023  
RE: 2023 United Way Funding Application

Attached is the 2023 United Way Funding Application for our Wheelchair Ramp Program for disabled individuals under 60 years of age. The Sampson County Board of Commissioners will have their next scheduled meeting February 6, 2023 in which the application will be signed by the board chair and clerk.

Please let me know if you need further information.

Thank you.

/dh

Attachment: United Way Program Funding Application

Program Funding

Request Application



United Way of Sampson County

Sponsoring Agency: Sampson County Department of Aging

Program Name: Wheelchair Ramp Program

Mailing Address: 405 County Complex Rd, Suite 130 Building B, Clinton, NC 28328

Phone/email: 910-592-4653 / danah@sampsonnc.com

Funding Request for 2022 Program Funding \$ 30,000

CERTIFICATION

The requested amount herein was considered and approved for submission by the

Sampson County Department of Aging Board of Directors at a meeting on February 6, 2023

(Sponsoring Agency) \_\_\_\_\_ (date)

Our fiscal year is July 1 to June 30

(date) (date)

Management and the Board of Directors have read and are prepared to discuss this Funding Request.

We acknowledge that funds allocated by United Way are contributed dollars and that fair and full disclosure is required in the completion of this Funding Request Application and all other requested information.

Dana Hall  
 \_\_\_\_\_  
 Executive Director ~ Name

Jerol Kivett  
 \_\_\_\_\_  
 Board President or Authorized person Name  
 Chairman, Sampson County Board of Commissioners  
 \_\_\_\_\_  
 Volunteer Title

\_\_\_\_\_  
 Signature - Executive Director

\_\_\_\_\_  
 Signature ~ Board President or Authorized Person

1-11-23  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

REQUIRED: Specific use of UWSC funding. (Use only space provided)

The requested funding will be used to purchase materials and pay for contracted labor to build wheelchair ramps and perform minor home repairs for disabled people under the age of 60.

In the event that we do not receive enough applications for people under 60 years of age, we would use the remaining funding to build additional ramps or to perform minor home repairs for people over 60 years of age.

## Organization's Governance & Oversight

Organizations *not currently* receiving UWSC funding *must* complete the following.

### Board Meetings

1. How many meetings were scheduled during the last fiscal year? <sup>12</sup>
2. How many times did the Board meet during the last fiscal year? <sup>12</sup>
3. At how many of the Board meetings did you have a quorum during the last fiscal year? <sup>12</sup>
4. Are detailed reports of agency activities provided to the board on a regular basis?  Yes  No

### Current Demographics of Board of Directors

Male	3		Black	2	
Female	2		White	3	
Hispanic			Other		

### Fiscal Oversight

1. Briefly describe the system used for safeguarding against unauthorized or improper disbursement of funds, (i.e. two signatures required on checks).

The North Carolina Fiscal Budget and Fiscal Control Act sets forth the fiscal controls which determine the budgetary and financial operations of the local government and its departments. Included in such controls are a pre-auditing obligation to ensure that revenues have been budgeted prior to any expenditure and an annual comprehensive audit by an independent auditor. With regards to the process of disbursement of funds for the Department of Aging, the County Finance Officer is responsible for disbursement of funds. The Senior Administrative Support Specialist at the Department of Aging makes a request with the Aging Director's final approval. The request is sent to a Finance Technician at the Finance Office who review and approves for checks to be issued. The Finance Officer and County Manager's signature are both on the check.

### National/State Affiliations

1. Are you nationally and/or state affiliated? (Y / N)?
2. Does the organization adhere to national standards?

	YES	✓	NO
	YES	✓	NO

Please briefly describe those national standards.



## ORGANIZATION OVERVIEW

Organizations *not currently* receiving UWSC funding *must* complete the following.

1. Describe the organization's mission.

Sampson County Department of Aging is an arm of the County Government. The main purpose of this department is to research, evaluate, implement, and administer a coordinated system of services for older and disabled adults in Sampson County in the most cost effective manner.

The coordinated system will allow this department to provide a greater range of services to a larger number of Sampson County citizens.

It is the intent of Sampson County Department of Aging to enhance the quality of life to senior and disabled adults of Sampson County.

2. List any organizations or programs with whom your organization has collaborated to provide joint programming, and briefly describe the type(s) of collaboration ( co-sponsorship of events, seminars, community issues, etc.) and the results of those collaborations.

The Department of Aging often collaborates with other Home Health Agencies to provide educational seminars. We frequently partner with churches, civic groups, schools to build wheelchair ramps. Partnering with these groups to build ramps allows us to minimize funds for associated labor costs.

5. Does the organization employ paid staff?

<input checked="" type="checkbox"/>
-------------------------------------

YES

<input type="checkbox"/>
--------------------------

NO

6. Does the organization have job descriptions for all staff?

<input checked="" type="checkbox"/>
-------------------------------------

YES

<input type="checkbox"/>
--------------------------

NO

## PROGRAM OVERVIEW

Wheelchair Ramp Program

**Program Name:**

\_\_\_\_\_

Dana Hall

**Program Director's name:**

\_\_\_\_\_

1. Provide a *brief* program description and goals.

The Sampson County Department of Aging's Home Improvement program's main objective is to help disabled adults remain in their home by providing assistance in maintaining their home to ensure their safety and well-being. United Way funding specifically allows adults under the age of 60 who are disabled and have no other means of help to receive assistance with home improvements or accessibility; such as wheelchair ramps, handrails, and minor home repairs. 100% of the funding pays for materials and contracted labor. Our goal is to help 15-20 people this year.

2. What social/human welfare issue(s) does this program address?

Adults under the age of 60 who are stricken with an illness/disease or have had a severe injury that has left them unable to work and need help to remain safely in their home. Sampson County Department of Aging Home Improvement program provides assistance through United Way Funding to building wheelchair ramps, installing handrails and/or grab bars.

3. What is the program's targeted population, capacity, and number of people to be served? Is it at capacity?

Our target population is adults under the age of 60 who are disabled and who cannot afford to pay for the service. We typically have more people on our waiting list than we can serve. The number of clients we are able to serve varies from year to year due to funding and fluctuating material costs. Our goal is to service at least 20 clients per year.

4. Do you have a waiting list for this program? If so, how many are on the waiting list, and what is the expected waiting time before your program will be able to provide services to them?

Yes. A current waiting list for our wheelchair ramp program is kept by our information and referral specialist. Currently, we have 1 person on the waiting list and 2 using a temporary ramp until a permanent ramp can be installed. Any new calls received will be placed on the waiting list for 2023.

5. What are the eligibility requirements for participating in this program?

Applicants must be under the age of 60 and show proof of a disability. The Information and Referral Specialist takes applications to determine initial eligibility. Then the Program Coordinator visits the home to perform an in-home assessment to determine the needs of the applicant.

6. What fees are charged for services, and what percent of participants pay fees?

The Program Coordinator determines the estimated cost of the service and based on their income a cost sharing amount is suggested to be paid toward the cost of the work. We follow the Health and Human Services Poverty guideline to determine if the applicant should contribute to the cost.

7. What is the long range plan for insuring financial stability for the program?

This program relies solely on donations and grants to continue. Currently there are no funding available through state block grant funding to help individuals under the age of 60.

8. What impact would UWSC funding have on this program's outcomes?

UWSC is the only funding source for this program. Without the help of this grant we would be unable to help people under the age of 60.

9. To what extent are volunteers utilized in this program?

Our department works with churches, civic groups, and schools to build wheelchair ramps. Volunteers are used for this program whenever they are available.

10. Are reference/background checks complete on all volunteers?  YES  NO

11. What type of training do volunteers receive? Are they evaluated on a regular basis?

The majority of our volunteers having been volunteering for this program for many years. New volunteers are paired with a seasoned volunteer group or trained by the Program Coordinator. The Program Coordinator inspects all work when completed.

# MEASURING PROGRAM EFFECTIVENESS

## OUTCOMES LOGIC MODEL

**PROGRAM  
NAME**

Wheelchair Ramp Program

---

Please submit a logic model for the program for which UWSC funding is being requested. **Do Not** report on program outcomes in this model. Present in narrative format.

INPUTS	ACTIVITIES	OUTPUTS
<p>Staff:</p> <p>The Home Repairs Program staffs a full-time coordinator who assesses and performs all the home repair/modification work that is performed. The program also has administrative staff to perform the clerical duties attached to this work which is paid for by County Funding.</p> <p>Contracted Labor: Paid for by United Way Funding</p> <p>Volunteers: Churches, Civic Groups, Schools</p> <p>Donations: (Material/Monetary) Churches, Civic groups, private individuals, family members.</p> <p>Tools/Equipment</p> <p>Materials: Paid for by United Way Funding</p>	<p>Complete application and other paperwork.</p> <p>Assess the needs of individuals under the age of 60 who are disabled.</p> <p>Provide Direct Services: i.e., building wheelchair ramps, installing portable ramp, installing grab bars, or hand rails, or minor home repairs.</p>	<p>Build wheelchair ramps, install portable ramp, install grab bars and/or handrails, or minor home repairs for 15-20 individuals.</p>

# MEASURING PROGRAM EFFECTIVENESS

## OUTCOMES FRAMEWORK

**PROGRAM**

**NAME:**

Wheelchair Ramp Program

Complete an outcome measurement framework for the program for which UWSC funding is being requested.

OUTCOMES	INDICATORS	DATA SOURCE	DATA COLLECTION METHOD
Physical well-being of client.	Home Repairs/modifications made to 15-20 homes to ensure safety.	Agency records: Final assessment and client interviews. Client Files.	Data collected by staff.
Maintaining independence and keeping Sampson County residents safely in their homes versus going into a Nursing Facility.	Wheelchair ramps built provide a feeling of independence for disabled clients or installation of portable ramp for temporary situations or until permanent ramp can be built.	Agency records: Final assessment and client interviews. Client Files.	Data collected by staff.
Assistance for family members to safely maneuver loved ones in and out of their homes.	Home Repairs/modifications made to 15-20 homes to ensure safety.	Agency records: Final assessment and client interviews. Client Files.	Data collected by staff.

## OUTCOMES MEASUREMENT RESULTS

Wheelchair Ramp Program

**Program Name:** \_\_\_\_\_

1. Viewing your outcomes as your program's goals, how many participants do you estimate will achieve the outcome results that you have targeted for the funding cycle requested?

15-20 Participants

2. How often do you measure this program's outcome results? (Daily, Monthly, Quarterly, Semi-Annually, etc)

Monthly

3. Who is responsible for implementing, collecting, and reviewing the outcomes/program effectiveness information for this program? (i.e. Committee, individuals with specific responsibilities, etc.)

Program Coordinator gathers client information. Administrative staff completes client folder and gathers statistical information for monthly review.

4. What level of involvement does the Board of Directors have in the process of program outcome measurements and implementation?

The Board of Commissioner's approve the service being performed, approve the budget and provide input at yearly review.

5. What changes have been planned or made to the program as a result of the outcome measurements?

No changes at this time.



Program Name: Wheelchair Ramp Program

	Actual 2022	Projected 2023		
	Program Budget	Program Budget	Program Variance	Comments
<b>DIRECT EXPENSES</b>				
1 Salaries ( list positions on attached sheet)			\$0	
2 Employee Benefits			\$0	
3 Payroll Taxes			\$0	
4 Property and other Taxes			\$0	
5 Advertising			\$0	
6 Professional Fees & Contracts			\$0	
7 Investment Expenses: (Bank charges, broker fees, etc.)			\$0	
8 Supplies			\$0	
9 Telephone			\$0	
10 Postage & Shipping			\$0	
11 Occupancy (Building and Grounds)			\$0	
12 Utilities (power, water, etc)			\$0	
13 Insurance			\$0	
14 Property & Equipment			\$0	
15 Depreciation			\$0	
16 Rental & Maintenance of Equipment			\$0	
17 Outside Printing			\$0	
18 Public/Private Transportation Fees			\$0	
19 Other Transportation			\$0	
20 Conference and Conventions			\$0	
21 Training			\$0	
22 Specific Assistance to Individuals	\$30,000	\$30,000	\$0	
23 Organization Dues			\$0	
24 Thrift store operating expenses			\$0	
25 Special Events/Fundraiser/Sales to Public (Cookies, etc)			\$0	
26 Miscellaneous 1: (explain)			\$0	
27 Miscellaneous 2: (explain)			\$0	
28 Miscellaneous 3: (explain)			\$0	
29 Miscellaneous 4: (explain)			\$0	
30 Miscellaneous 5: (explain)			\$0	
31 <b>TOTAL EXPENSES</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$0</b>	
<b>REVENUE</b>				
32 UW Sampson County (Include request for projected year)	\$30,000	\$30,000	\$0	
33 Other United Ways			\$0	
34 Other Foundation Grant 1 (explain)			\$0	
35 Other Foundation Grant 2 (explain)			\$0	
36 Other Foundation Grant 3 (explain)			\$0	
37 Other Foundation Grant 4 (explain)			\$0	
38 State Revenue/grants-1			\$0	
39 State Revenue/grants-2			\$0	
40 Federal Revenue/grants			\$0	
41 County Revenue/grants			\$0	
42 City Revenue/grants			\$0	
43 Thrift Store, retail sales			\$0	
44 Special Events/Fundraiser/Sales to Public (Cookies, etc)			\$0	
45 Membership Dues, parent fees etc			\$0	
46 Program Income: client fees, participant fees etc.			\$0	
47 Investment Income (interest, dividends, gain on sale of assets)			\$0	
48 Endowment Contribution			\$0	
49 Contributions (Restricted & Unrestricted)			\$0	
50 Refunds			\$0	
51 Match Requirements			\$0	
52 Miscellaneous 1: (explain)			\$0	
53 Miscellaneous 2: (explain)			\$0	
54 Miscellaneous 3: (explain)			\$0	
55 Miscellaneous 4: (explain)			\$0	
56 <b>TOTAL REVENUE</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$0</b>	
57 <b>SURPLUS/(DEFICIT)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	



Program Name: Wheelchair Ramp Program

UNDUPLICATED PEOPLE SERVED TOTAL	Actual				Projected			
	2022				2023			
	Male	Female	Unknown	Total	Male	Female	Unknown	Total
<b>AGE</b>								
0-12				0				0
13-18				0				0
19-45				0				0
46-64				0				0
65 +				0				0
Unknown				0				0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>RACE/ETHNICITY</b>								
Caucasian				0				0
Asian				0				0
African American				0				0
Hispanic				0				0
Native American				0				0
Other				0				0
Unknown				0				0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>INCOME</b>								
\$7,500 or less	8	4		12				0
\$7,501 - \$15,000				0				0
\$15,001 - \$30,000				0				0
\$30,001 - \$50,000				0				0
\$50,000 +				0				0
<b>TOTAL</b>	<b>8</b>	<b>4</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





Program Name: Wheelchair Ramp

	Staff Position	Salary	Number of Hours Worked/Week
1	Steven Wilson	\$51,600.00	40
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
<b>TOTAL</b>	1	\$51,600.00	40
	Average	\$51,600.00	40

## Sampson County Board of Commissioners

**Jerol Kivett**, Chairman                      District 2  
PO Box 590  
Clinton, NC 28329  
[jkivett@sampsonnc.com](mailto:jkivett@sampsonnc.com)

**Sue Lee**, Vice Chairman                      District 3  
102 W. Arrowhead Drive  
Clinton, NC 28328  
[slee@sampsonnc.com](mailto:slee@sampsonnc.com)

**Allen McLamb**                                  District 1  
1647 Hollerin Road  
Dunn, NC 28334  
[amclamb@sampsonnc.com](mailto:amclamb@sampsonnc.com)

**Thaddeus L. Godwin**                      District 5  
111 E. Lee Street  
Clinton, NC 28328  
[tgodwin@sampsonnc.com](mailto:tgodwin@sampsonnc.com)

**Leitha Lee**                                      District 4  
1798 Bland School Rd.  
Harrells, NC 28444  
[llee@sampsonnc.com](mailto:llee@sampsonnc.com)

## County Manager's Office

Edwin W. Causey, County Manager  
406 County Complex Road  
Clinton, NC 28328  
[ecausey@sampsonnc.com](mailto:ecausey@sampsonnc.com)

This tool is provided for completion by each Agency applying for United Way funding in Sampson County. Some of the information may be captured on the full application, however, this form is intended to provide clear, summarized program/impact statements which will not only assist applicant presentations, but will also assist board members as considerations are given and award decisions made. Completion of this form is required as part of your application.

Introductory Statement

**What is Community Impact?** (as defined by United Way of Sampson County) The *measurable and substantial impact* made in the community by the *effective investment of funds to improve the lives of our residents.*

*With the above impact statement in mind, please complete the following and restrict all responses to the allotted space for each.*

AGENCY NAME: Sampson County Dept of Aging                      COMPLETED BY: Dana Hall                      DATE: January 11, 2023

1. Amount of funding requested? \$30,000
2. **For previous/current recipients:** Does your funding request reflect an increase, decrease or no change in relation to prior award? (Requests differing from prior year **must** include an explanation)  
No Change
3. What high priority need(s) will you address using United Way funds? (education, financial stability, health issues)  
Health Issues: Our goal is to help disabled individuals stay in their homes longer, while dealing with health issues.
4. List the TOTAL anticipated number of individuals that benefit through this project AND the number benefited SPECIFICALLY due to United Way funds. Please include categorical data (such as children, teenagers, adults, elderly, etc.) and how you will address diversity among those served. (Note: At the conclusion of the United Way funding year, recipients will be asked to complete a final report of actual outcome in comparison to anticipated.)  
We anticipate helping 15 to 20 applicants in 2022 with United Way Funding. The primary age bracket are individuals under 60 years of sge. However, if we do not receive enough requests for this age group, we then build ramps for people over 60 year of age.
5. List two measurable project goals and the anticipated outcome that will be used to gauge the effectiveness of your investment as explained above. (Example: % Increase due to United Way Funds). (Note: At the conclusion of the United Way funding year, recipients will be asked to complete a final report detailing actual outcomes in comparison to anticipated outcomes).
  1. To keep disabled individuals in their homes for as long as they wish.
  2. To maintain the safety and well-being of disabled individuals.
6. Please describe the impact on your project/services if you are not awarded United Way funding?  
In the event that we do not receive United Way funding, we would be unable to provide ramps for individuals who are under 60 years of age.
7. Please describe how your Agency supports our United Way. (for example: Encouraging board members/employees to contribute to the annual campaign, increasing visibility via our logo on all written materials, mentioning our funding in newspaper articles, on social media, etc.)

## Funding Application Checklist

Submit *ONE (1)* of each item to *ORIGINAL PACKET ONLY* as addendums, 3 hole punched, *NO STAPLES*

Current UWSC Funded Agency	Not Current UWSC Funded Agency	REQUIRED DOCUMENTATION
	<input type="checkbox"/>	501 C (3) IRS tax exemption letter
	<input type="checkbox"/>	NC Department of Revenue tax exemption letter
	<input type="checkbox"/>	NC Solicitation License or exemption letter
	<input type="checkbox"/>	Agency and Program marketing/advertising materials (e.g. brochures)
	<input type="checkbox"/>	Agency By-laws
	<input type="checkbox"/>	Board Approved policy regarding non-discrimination signed by the Board President
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Financial Records Attached in accordance with Audit Policy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	I certify that I have read and understand the Audit Policy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	I certify that I have read and understand the Agreement of Affiliation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	I certify that I have read and understand the Supplemental Fundraising Policy
<input type="checkbox"/>	<input type="checkbox"/>	Supplemental Fundraising Form Attached - if applicable
<input checked="" type="checkbox"/>	<input type="checkbox"/>	List of Board of Directors (include addresses)

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Funding Application Part I
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Funding Application Part II
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Funding Application Checklist
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Agency Summary Form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Audit OR if n/a Most Recent IRS Form 990 OR if n/a Most Recent 6 Months Bank Statements and Include Income Statement and Balance Sheet

*Audit has not yet been completed for 2022. 2022 audit will be sent upon completion. Jdt*

MEMO

TO: Board of Commissioners  
From: Dana Hall, Recreation, & Aging Director  
Date: January 24, 2023  
Subject: SCIF Grant 20567

Sampson County solicited bids for an Upgrade and Repurposing of Existing Lighting at Western District Park and Clement Park on December 14, 2022. The announcement was published in the Sampson Independent, posted on the County’s website, and posted on the North Carolina Department of Administration, Historically Under-utilized Business website.

We received one response to the RFB by the submittal date of December 28, 2022. Formal bidding requirements require a minimum of three bids. Since only one bid was received the bid was rejected (returned to the bidder) and readvertised.

The rebid was issued on December 29, 2022 with a submittal deadline of January 10, 2023. Again only one bid was received, however after advertising a second time, there is no minimum number of bids required. The bid was received from Tommy Lawrence Electrical Contractors, Inc.

The budget for this project is \$450,000, the bid received was over budget.

<b>Total Bid Amount:</b>	<b>\$498,010</b>
<b>Western District Park:</b>	<b>\$398,225</b>
<b>Clement Ball Park:</b>	<b>\$99,785</b>

I would like to request that the board accept the bid of \$398,225 and enter into contract with Tommy Lawrence Electrical Contractors Inc, for the Western District Park Lighting Upgrade. I would also request to reevaluate the Clement Ball Park Repurposing project to ensure that the project remains within budget and resolicit for bids.

Thank you for your consideration.

Dana Hall  
Sampson County Recreation & Aging Services

NORTH CAROLINA'S  
**SAMPSON COUNTY**

FINANCE DEPARTMENT

*David K. Clack, Finance Officer*

**TO:** Board of Commissioners

**FROM:** David K. Clack, Finance Officer

**DATE:** January 26, 2023

**SUBJECT:** Surplus Property

We recently received an inquiry about purchasing parcel number 06010099001. This parcel is located off Old Fayetteville Road, Salemburg.

The one-acre parcel was acquired by Sampson County through foreclosure at a cost of \$218.48. This was the amount of taxes, fees and penalties owed at the time. The current value of the property on the tax abstract is \$3900.00.

A map and the tax assessment are attached for your information. A resolution is attached to declare the property surplus, accept the bid and direct staff to start the upset bid process.

Pursuant to GS 16A-269, when an offer is made and the Board proposes to accept it, the Board shall require the bidder to deposit five percent (5%) of the bid with the Clerk, who shall publish a notice of the offer. If within 10 days no one has increased the bid amount by not less than ten percent (10%) of the first one thousand dollars and five percent (5%) of the remainder the bid will be presented to the Board for their acceptance. Any bidder shall be required to deposit five percent (5%) of the bid. If a higher bid is received, the clerk will then advertise the new bid. This process will continue until no further qualifying bids are received, at which time the Board may accept the offer and sell the property to the highest bidder. The Board may at any time reject any and all offers.

We respectfully request that the Board adopt the attached resolution declaring the property surplus and accepting the bid. Upon adoption staff will advertise the bid as required.

## RESOLUTION OF THE SAMPSON COUNTY BOARD OF COMMISSIONERS

**WHEREAS**, the County of Sampson owns certain property situated in Honeycutt Township, Sampson County, North Carolina, and more particularly described as follows:

BEGINNING at a stake in the southwestern edge of a new 60 foot street N. 71\* 30' W., 711.6 feet from the point at which the southwestern edge of said 60 foot street intersects the Western line of the Old School House Property, a joint corner of Lots Nos. 9 and 10; thence the dividing line between Lots Nos. 9 and 10 S., 18\* 30' W., 150 feet to a stake in the Strickland line another joint corner of Lots Nos. 9 and 10; thence the Strickland line N. 71\* 30' W., 75 feet to a stake, a joint corner of Lots Nos. 8 and 9; thence the dividing line between Lots Nos. 8 and 9 N. 16\* 30' E., 150 feet to a stake in the southwestern edge of said 60 foot street; thence with the southwestern edge of said 60 foot street S. 71\* 30' E., 75 feet to the BEGINNING POINT and being all of Lots No. 9 of the Elmon L. McLamb Property according to a survey by Clarence Hall, Jr., R.S., in February of 1961. This lot is a part of the 33.1 acre tract of land conveyed to Elmond L. McLamb and wife, Madge O. McLamb, by deed recorded in Book 709, Page 279 of the Sampson County Registry. And being the same land conveyed to Henry Lee Fryar and wife, Addie Lee Fryar by Deed recorded in Book 722, Page 346, and being the same land conveyed to Shell Home Finance Corp., by Deed recorded in Book 738, Page 384, Sampson County Registry (Tax Parcel No. 06-0100990-01); and

**WHEREAS**, North Carolina General Statute § 160A-269 permits the County to sell property by upset bid, after receipt of an offer for the property; and

**WHEREAS**, the County has received an offer to purchase the property described above, in the amount of \$3,900, submitted by Valle Garcia Properties, LLC (the "Offeror");

### **NOW, THEREFORE, BE IT RESOLVED:**

1. The Board of Commissioners authorizes sale of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269.
2. The Clerk to the Board shall cause a notice of the proposed sale to be published. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
3. Any person may submit an upset bid to the office of the Clerk within 10 days after the notice of sale is published. Once a qualifying higher bid has been received, that bid will become the new offer.
4. If a qualifying higher bid is received, the Clerk shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Board of Commissioners.
5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.
6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The County will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The County will return the deposit of the final high bidder at closing.

7. The terms of the final sale are that

— the Board of Commissioners must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed, and

8. The County reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate County officials are authorized to execute the instruments necessary to convey the property to Valle Garcia Properties, LLC.

**Adopted**, this the 6<sup>th</sup> day of February 2023.

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R. JEROL KIVETT, Chairman,  
Sampson County Board of Commissioners

**ATTEST:**

---

STEPHANIE SHANNON,  
Clerk to the Sampson County Board of Commissioners

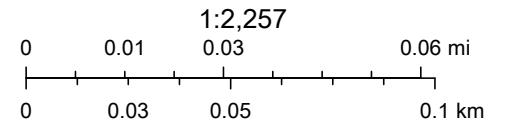


06010099001



12/14/2022, 3:51:44 PM

- Address Points
- Centerlines
- ▭ County Boundary
- ▭ Parcels



NC CGIA, Maxar, Microsoft

# Valle-Garcia Properties, LLC

35 Arthur Ln.  
Clinton, NC 28328  
910-305-3004  
vallegarciaproperties@gmail.com

**December 5th, 2022**

Sampson County Finance Office  
433 Rowan Rd  
Clinton, NC 28328

To whom it may concern:

This letter is to express our interest, here at Valle Garcia Properties LLC to purchase the following parcel number property: **06010099001**

The amount that we would be interested in purchasing this property for is **\$3,900.00** (three thousand nine hundred dollars and no cents).

Please let us know how we can help with this process.

Kindest regards,

**Kristal V. Garcia**

Property Manager, Valle-Garcia Properties

**PIN #: 1446-77-7053**      **SAMPSON CO, NC - Property Card**      Printed: 12/14/22    Card: 1 of 0    Appraiser: KR

<b>Ownership: 100990</b> SAMPSON COUNTY 406 COUNTY COMPLEX RD - SUITE 120 CLINTON NC 28328	<b>SITUS:</b> <b>OLD FAYETTEVILLE RD OFF</b>
<b>Subd:</b> <b>Nbhd:</b> DP Dirt Private Road	<b>Deeded Acres:</b> .26 <b>Legal Description:</b> Old Fayetteville Rd Off

Parcel: F fair	Sale Dt	I	S	Price	Db/Pq	Valid. Code
<b>Fronting:</b>	09/04/86	D			898/272	
<b>Location:</b>	No Valid Sale					
<b>Parking:</b>						
<b>Utility:</b> E electric;						
<b>Zoning:</b>						

**Sketch Vectors**  
**Vector**

Improvement Description: EX	Assessment: 2023																																																													
<table style="width:100%;"> <tr> <td><b>Story:</b></td> <td><b>FP Stacks:</b></td> <td><b>Bsmt:</b></td> <td><b>Phys Cond:</b></td> <td><b>% Complete:</b></td> </tr> <tr> <td><b>Class:</b></td> <td><b>Openings:</b></td> <td><b>BSMT Gar:</b></td> <td><b>CDU:</b></td> <td><b>Grade:</b></td> </tr> <tr> <td><b>Ext Wall:</b></td> <td><b>Prefab FP:</b></td> <td><b>Attic:</b></td> <td><b>Over Depr Tb:</b></td> <td><b>C&amp;D Fact:</b></td> </tr> <tr> <td><b>Yr Blt:</b></td> <td><b>Rooms:</b></td> <td><b>Baths:</b></td> <td><b>Fnct Dep %:</b></td> <td><b>C&amp;D Desc:</b></td> </tr> <tr> <td><b>Eff Year:</b></td> <td><b>Bedrooms:</b></td> <td><b>Half:</b></td> <td><b>Fnct Desc:</b></td> <td><b>TV/SF</b>      0.00</td> </tr> <tr> <td><b>Heating:</b></td> <td><b>Unfin Area:</b></td> <td><b>Extra Fixt:</b></td> <td><b>Econ Dep%:</b></td> <td><b>SP/SF</b>      0.00</td> </tr> <tr> <td><b>Fuel:</b></td> <td><b>Fin Bsmt Area:</b></td> <td><b>Misc 1:</b></td> <td><b>Econ Desc:</b></td> <td><b>RCN/SF</b></td> </tr> <tr> <td><b>System:</b></td> <td><b>Rec Room Area:</b></td> <td><b>Misc 2:</b></td> <td><b>N-Fact:</b></td> <td><b>RCNLD/SF</b></td> </tr> </table>	<b>Story:</b>	<b>FP Stacks:</b>	<b>Bsmt:</b>	<b>Phys Cond:</b>	<b>% Complete:</b>	<b>Class:</b>	<b>Openings:</b>	<b>BSMT Gar:</b>	<b>CDU:</b>	<b>Grade:</b>	<b>Ext Wall:</b>	<b>Prefab FP:</b>	<b>Attic:</b>	<b>Over Depr Tb:</b>	<b>C&amp;D Fact:</b>	<b>Yr Blt:</b>	<b>Rooms:</b>	<b>Baths:</b>	<b>Fnct Dep %:</b>	<b>C&amp;D Desc:</b>	<b>Eff Year:</b>	<b>Bedrooms:</b>	<b>Half:</b>	<b>Fnct Desc:</b>	<b>TV/SF</b> 0.00	<b>Heating:</b>	<b>Unfin Area:</b>	<b>Extra Fixt:</b>	<b>Econ Dep%:</b>	<b>SP/SF</b> 0.00	<b>Fuel:</b>	<b>Fin Bsmt Area:</b>	<b>Misc 1:</b>	<b>Econ Desc:</b>	<b>RCN/SF</b>	<b>System:</b>	<b>Rec Room Area:</b>	<b>Misc 2:</b>	<b>N-Fact:</b>	<b>RCNLD/SF</b>	<table style="width:100%;"> <tr> <td><b>Method:</b></td> <td colspan="2">COST APPROACH</td> </tr> <tr> <td><b>Land:</b></td> <td>\$3,900</td> <td>Excluded: E</td> </tr> <tr> <td><b>BLDG:</b></td> <td>\$0</td> <td>Ag Use:</td> </tr> <tr> <td><b>Market:</b></td> <td>\$3,900</td> <td>SWF:</td> </tr> <tr> <td><b>Deferred:</b></td> <td colspan="2">\$0</td> </tr> <tr> <td><b>Exempt:</b></td> <td colspan="2">\$3,900</td> </tr> <tr> <td><b>Taxable:</b></td> <td colspan="2">\$0</td> </tr> </table>	<b>Method:</b>	COST APPROACH		<b>Land:</b>	\$3,900	Excluded: E	<b>BLDG:</b>	\$0	Ag Use:	<b>Market:</b>	\$3,900	SWF:	<b>Deferred:</b>	\$0		<b>Exempt:</b>	\$3,900		<b>Taxable:</b>	\$0	
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D	L#	Low	1st	2nd	3rd	Description	Area	Value(RCN)	Yr Bt	EfYr Bt	Grd	CDU	%Gd	Table	% Cmp	RCNLD
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E																
L																
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A																
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**Entrances**

Revisit:  
Reason:

<b>Appr</b>	<b>Date</b>	<b>Code</b>	<b>Rev2</b>
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Building Permit				
Date	Permit #	Permit \$	CO Date	Flg

<b>Land Description:</b> LUC: F NBHD: DP Dirt Private Road							
<b>N-Fact:</b>		<b>Topo1:</b> level		<b>Topo3:</b>		<b>Road 1:</b>	
<b>Zoning:</b>		<b>Topo2:</b>		<b>Traffic:</b>		<b>Road 2:</b>	
<b>L#</b>	<b>Typ</b>	<b>Code</b>	<b>Desc</b>	<b>Size</b>	<b>BaseRate</b>	<b>Adj</b>	<b>AdjRate</b>
1	G	8	Lot	0.2600	3900		3900
<b>Total Parcel Size:</b> AC 0.2600				<b>Rate/AC</b> 15,000.00	<b>Value</b>	3,900	

Ag Use	LN	Soil	Acres	Rate	Value
				<b>Value</b>	

**Comments:**

#	Comment



Sorry, no photo available  
for this record

<b>OB&amp;Y</b>																
L#	Code	Yr Blt	Eff Yr	W x L	Area	Grd	Units	Mod Cd	Rate	Ovrd Rte	RCN	Cnd	Funct	%Cmp	%Gd	RCNLD
				X												
				X												
				X												
				X												
				X												
															<b>Total:</b>	



*Sampson County Juvenile Crime Prevention Council*

*MEMORANDUM*

**TO:** Board of Commissioners

**FROM:** David K. Clack, Finance Officer

**DATE:** January 26, 2023

**SUBJECT:** Resolution of Support for Compression Increases

Attached please find a resolution supporting compression increases for the NC Division of Juvenile Justice and Delinquency Prevention, Detention, Youth Development Center, and Court Services Staff.

The Sampson County Juvenile Crime Prevention Council unanimously voted to approve the resolution and forward same to the Board of Commissioners. We respectfully request that the Board approve the resolution.

**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

**RESOLUTION SUPPORTING COMPRESSION INCREASES for  
NC DIVISION OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION  
DETENTION, YOUTH DEVELOPMENT CENTER, AND COURT SERVICES STAFF**

**WHEREAS**, the North Carolina Division of Juvenile Justice and Delinquency Prevention (NCDJJD) provides short term secure confinement in Juvenile Detention Centers and long term commitment services in the State’s Youth Development Centers; and

**WHEREAS**, the NCDJJD provides community supervision and case management services through Juvenile Court Services; and

**WHEREAS**, the overarching mission of NCDJJD and the local Juvenile Crime Prevention Council is to provide services and programming to ensure the protection of the community and rehabilitation of youth offenders; and

**WHEREAS**, state juvenile facility staff have been passed over for pay increases that would recognize and reward the experienced staff, and make compensation more competitive as well as ensure qualified staff recruitment and retention; and

**WHEREAS**, NCDJJD facilities are contending with a 54% vacancy rate with some facilities exceeding 60%, largely due to impact of the pandemic which has driven salaries and wages higher across the board; and

**WHEREAS**, NCDJJD Juvenile Court Services is experiencing a 38% vacancy rate impacting the provision of intake and supervision services for undisciplined and delinquent juveniles within a continuum of services that provides care and control within the community setting as an alternative to facility confinement; and

**WHEREAS**, Compression Salary Increases for NCDJJD facility and court services staff were removed from the state’s budget prior to final approval; and

**WHEREAS**, similar salary adjustments or increases WERE approved for the North Carolina Department of Public Safety staff in adult facilities;

**NOW, THEREFORE BE IT RESOLVED**, that Sampson County Commissioners support the adequate and timely increase of the salaries of NCDJJD facilities and court service staff across the State of North Carolina to make those positions competitive and to ensure qualified staff are compensated adequately for years of experience for the purposes of retention, as well as lay the groundwork for recruitment of qualified staff for youth facilities and community supervision which will ensure the immediate and ongoing protection of the community and strengthen rehabilitative services for those juveniles most in need.

Adopted this 6th day of February 2023.

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Chair, Sampson County Board of Commissioners

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Clerk to the Board of County Commissioners

**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 2022-2023

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

<u>Expenditure Account Code</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11243800-535300	Maintenance repair vehicles	5,000.00	
11999000-509700	Contingency		5,000.00

<u>Revenue Account Code</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
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2. Reason(s) for the above request is/are as follows:  
 To allocate funds for vehicle repairs.

*David K. Clack*

(Signature of Department Head)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

1/26/2023

*David K. Clack*

(County Finance Officer)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

, 20

*E. 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 2022-2023

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

<u>Expenditure Account Code</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11243100-532100	Telephone and postage	1,630.00	
11243100-538100	Data processing programming	2,500.00	
11243100-521300	Uniforms	38,171.00	
11243100-526201	Department supplies equipment	1,500.00	
11243100-526200	Department supplies	35,011.00	

<u>Revenue Account Code</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034310-403623	County schools SRO's	78,812.00	

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

To budget funds for uniforms and supplies for 7 new school resource officer positions previously approved by the Board.

*David K. Clack*

\_\_\_\_\_  
(Signature of Department Head)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

1/26/2023

*David K. Clack*

\_\_\_\_\_  
(County Finance Officer)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 20\_\_

*E. W. L.*

\_\_\_\_\_  
(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 2022-2023

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

<u>Expenditure Account Code</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11142600-535100	Maintenance repairs buildings	30,000.00	
11999000-509700	Contingency		30,000.00

<u>Revenue Account Code</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
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2. Reason(s) for the above request is/are as follows:  
 To budget funds for the repair of the Main Courthouse clock.

*David K. Clack*

\_\_\_\_\_  
 (Signature of Department Head)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_  
 1/26/2023

*David K. Clack*

\_\_\_\_\_  
 (County Finance Officer)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 20\_\_\_\_

*Earl W. C.*

\_\_\_\_\_  
 (County Manager & Budget Officer)

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

COUNTY OF SAMPSON

BUDGET AMENDMENT

1 January 2023

MEMO

TO: Sampson County Board of Commissioners  
FROM: Ray Jordan, Executive Director, Exposition Center  
VIA: County Manager and Finance Officer  
SUBJECT: Budget Amendment for Fiscal Year: 2022-2023

It is requested that the budget for the Sampson County Exposition Center be amended as follows:

EXPENDITURE

<u>Code Number (ORG-OBJ)</u>	<u>Description</u>	<u>INCREASE</u>	<u>DECREASE</u>
62998610-544002	Contract Serv-Security	\$6,000.00	
62998610-544003	House Manager Exp.	\$6,000.00	
62998610-544007	Bar Waitstaff Exp.	\$3,000.00	
62998610-522101	Liquor	\$2,000.00	
62998610-522102	Beer & Wine Exp.	\$3,000.00	

REVENUE

<u>Code Number (ORG-OBJ)</u>	<u>Description</u>	<u>INCREASE</u>	<u>DECREASE</u>
62939861-405303	House Manager Rev.	\$6,000.00	
62939861-405302	Security Officer Rev.	\$6,000.00	
62939861-404010	Bar Sales	\$8,000.00	

1. Reason(s) for the above request is/are as follows: To increase House Manager Revenue, Security Revenue, and Bar Waitstaff Revenue, as well as increasing House Manager Expense, Security Expense, Bar Waitstaff Expense, Liquor Expense, and Beer and Wine Expense to allow for the collection of sales revenue and for paying associated fees.

*Ray Jordan*

Signature of Department Head

ENDORSEMENT

1. Forwarded, recommending approval/disapproval. Date: 1/26/2023

*Dan Ulf*  
(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval. Date: \_\_\_\_\_

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

*Sam W. G.*  
(County Manager & Budget Officer)

COUNTY OF SAMPSON

BUDGET AMENDMENT

1 January 2023

MEMO

TO: Sampson County Board of Commissioners

FROM: Ray Jordan, Executive Director, Exposition Center

VIA: County Manager and Finance Officer

SUBJECT: Budget Amendment for Fiscal Year: 2022-2023

It is requested that the budget for the Sampson County Exposition Center be amended as follows:

EXPENDITURE

<u>Code Number (ORG-OBJ)</u>	<u>Description</u>	<u>INCREASE</u>	<u>DECREASE</u>
62998610-526201	Dept Sup- Non Depr. Assest	\$2,500.00	

REVENUE

<u>Code Number (ORG-OBJ)</u>	<u>Description</u>	<u>INCREASE</u>	<u>DECREASE</u>
62939861-408901	Misc.	\$2,500.00	

1. Reason(s) for the above request is/are as follows: To accept Sampson County Arts Council Grant enabling the replacement of 2 microphones in Heritage Hall.

*Ray Jordan*

Signature of Department Head

ENDORSEMENT

1. Forwarded, recommending approval/disapproval. Date: 1/26/2023

*Del U. Chief*  
(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval. Date: \_\_\_\_\_

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

*Sam W. C.*  
(County Manager & Budget Officer)

**COUNTY OF SAMPSON  
BUDGET AMENDMENT**

**MEMO:**

FROM: Kelsey Edwards, Library Director

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2022-2023

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

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11761100-544200	Cultural Programs	\$545.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11036110-408900	Misc Revenue	\$545	

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

Grant awarded from the Sampson Arts Council, Inc. for our Black History program.

Kelsey B. Edwards 1/18/23  
(Signature of Department Head)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

1/26, 2023

[Signature]  
(County Finance Officer)

**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 20\_\_

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

[Signature]  
(County Manager & Budget Officer)

**COUNTY OF SAMPSON  
BUDGET AMENDMENT**

**MEMO:**

19-Jan-23

FROM: SAMPSON COUNTY PUBLIC WORKS

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2022-2023

1. It is requested that the budget for the PUBLIC WORKS WATER Department be amended as follows:

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
61971000-533400	BULK WATER PURCHASES	100,000.00	

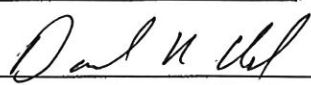
<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
61937100-405100	WATER SALES	100,000.00	

2. Reason(s) for the above request is/are as follows:  
Need to reallocate funds for additional bulk water purchases.

  
\_\_\_\_\_  
(Signature of Department Head)

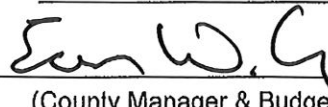
**ENDORSEMENT**

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 2023  
  
\_\_\_\_\_  
(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:

1/25/2023

FROM: Dana Hall

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for 2022-2023

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>
02558670-524100	Building Materials	15,442.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02035867-403601	State Grant Mid Carolina	15,442.00	

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

Dana Hall

(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

1/24, 2023

[Signature]  
(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

\_\_\_\_\_, 20\_\_\_\_

[Signature]  
(County Manager & Budget Officer)

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

JAN 23 2023

CLINTON CITY SCHOOLS

BUDGET AMENDMENT

MANAGER'S OFFICE

Fund: State

Budget Amendment: 2

The Clinton City Board of Education at a meeting on the 17<sup>th</sup> day of January, 2023, passed the following resolution:

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

**SEE ATTACHED LISTING**

Total appropriation in current budget	\$23,532,003.00
Total increase/decrease of amendment	\$124,051.49
Total appropriation in amended budget	\$23,656,054.49

Passed by majority vote of the Clinton City Board of Education on the 17<sup>th</sup> day of January 2023.

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 \_\_\_\_\_ 2023.

Linda S. Brunson  
Chairman, Board of Education

\_\_\_\_\_  
Chairman, Board of County Commissioners

[Signature]  
Secretary, Board of Education

\_\_\_\_\_  
Secretary, Board of County Commissioners

**BUDGET AMENDMENT DETAIL**

**FUND: STATE**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>INCREASE</b>	<b>DESCREASE</b>
1.6110.002.118.000.000.00	SALARY-ASST. SUPER. PUPIL SUPPORT		\$13,860.00
1.6110.002.211.000.000.00	EMPLOYER'S S.S. COST		\$166.97
1.6110.002.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$7,774.32	
1.6610.002.115.000.000.00	SALARY- FINANCE DIRECTOR		\$19,872.12
1.6610.002.211.000.000.00	EMPLOYER'S S.S. COST		\$1,027.11
1.6610.002.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$3,177.37
1.6610.002.231.000.000.00	EMPLOYER'S HOSP. INS COST		\$2,831.45
1.6620.002.211.000.000.00	EMPLOYER'S S.S. COST		\$644.22
1.6620.002.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$18,902.04	
1.6620.002.231.000.000.00	EMPLOYER'S HOSP INS COST	\$7,774.32	
1.6940.002.111.000.000.00	SUPERINTENDENT SALARY		\$11.05
1.6940.002.211.000.000.00	EMPLOYER'S S.S. COST		\$584.00
1.6940.002.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$2.00
1.6940.002.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$7,774.32	
1.7200.002.113.000.000.00	SALARY- CN DIRECTOR		\$144.14
1.7200.002.211.000.000.00	EMPLOYER'S S.S. COST		\$117.11
1.7200.002.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$35.00
1.7200.002.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$247.54	
	<i>Central Office Administrative Budget Adjustments</i>		
1.5110.003.162.000.000.00	SALARY-SUBSTITUTE	\$127,468.60	
1.5110.003.211.000.000.00	EMPLOYER'S S.S. COST	\$7,116.00	
1.5110.003.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$580.00	
1.5132.003.162.000.000.00	SALARY-SUBSTITUTE	\$400.00	
1.5132.003.211.000.000.00	EMPLOYER'S S.S. COST	\$30.85	
1.5133.003.162.000.000.00	SALARY-SUBSTITUTE	\$2,038.35	
1.5133.003.211.000.000.00	EMPLOYER'S S.S. COST	\$156.25	
1.5134.003.162.000.000.00	SALARY-SUBSTITUTE	\$1,162.50	
1.5134.003.211.000.000.00	EMPLOYER'S S.S. COST	\$88.90	
1.5210.003.162.000.000.00	SALARY-SUBSTITUTE	\$6,625.00	
1.5210.003.211.000.000.00	EMPLOYER'S S.S. COST	\$507.28	
1.5270.003.162.000.000.00	SALARY - SUBSTITUTE	\$900.00	
1.5270.003.211.000.000.00	EMPLOYER'S S.S. COST	\$68.85	
1.5310.003.162.000.000.00	SALARY-SUBSTITUTE	\$3,104.00	
1.5310.003.211.000.000.00	EMPLOYER'S S.S. COST	\$237.54	
1.5403.003.211.000.000.00	EMPLOYER'S S.S. COST		\$120.77
1.5403.003.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$377.32	
1.5810.003.162.000.000.00	SALARY-SUBSTITUTE	\$1,200.00	
1.5810.003.211.000.000.00	EMPLOYER'S S.S. COST	\$91.80	
1.6540.003.173.000.000.00	SALARY - CUSTODIAL SERVICES		\$98,791.00
1.6540.003.199.000.000.00	OVERTIME PAY	\$200.00	
1.6540.003.211.000.000.00	EMPLOYER'S S.S. COST	\$4,642.76	
1.6540.003.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$24,154.31
1.6540.003.231.000.000.00	EMPLOYER'S HOSP. INS COST		\$33,896.41
1.6580.003.211.000.000.00	EMPLOYER'S S.S. COST		\$430.83
1.6580.003.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$20.00	
1.6580.003.231.000.000.00	EMPLOYER'S HOSPITAL INSURANCE COST	\$377.32	
	<i>Non-Instructional Support Personnel Budget Adjustments</i>		
1.5120.014.351.000.000.00	CTE - Tuition Fees	\$27,971.00	
	<i>School Technology Fund Budget Adjustment to Actual</i>		



1.6400.015.542.000.000.00	Tech Support - Computer Hardware- Capitalized		\$15,865.00
	<i>School Technology Fund Budget Adjustment to Actual</i>		
1.5110.016.411.000.000.00	Supplies and Materials		\$8,131.51
	<i>Summer Reading Camps - Immediate Reversion Reallocation for OBJ 312</i>		
1.5110.027.142.000.000.00	SALARY - TEACHER ASSISTANT	\$394,628.46	
1.5110.027.142.000.000.00	TEACHER ASSISTANT		\$406,130.00
1.5110.027.167.000.000.00	SALARY - TEACHER ASST. WHEN SUBBING		\$25,279.10
1.5110.027.199.000.000.00	OVERTIME PAY	\$1,500.00	
1.5110.027.211.000.000.00	EMPLOYER'S S.S. COST	\$8,943.15	
1.5110.027.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$104.23	
1.5110.027.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$112,113.74	
1.5210.027.142.000.000.00	SALARY - TEACHER ASSISTANT		\$46,280.00
1.5210.027.142.000.000.00	Salary: Teacher Assistant	\$46,280.00	
1.5210.027.167.000.000.00	SALARY - EC TCHR ASST PAY REG ABSENCE		\$800.00
1.5210.027.211.000.000.00	EMPLOYER'S S.S. COST		\$497.22
1.5210.027.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$0.40
1.5210.027.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$754.64	
1.5310.027.142.000.000.00	SALARY - TEACHER ASSISTANT	\$45,203.70	
1.5310.027.142.000.000.00	SALARY TEACHER ASST ALTERNATIVE		\$93,920.00
1.5310.027.167.000.000.00	SALARY - TCHR ASST PAY REG ABSENCE		\$1,473.28
1.5310.027.211.000.000.00	EMPLOYERS S.S. COST	\$1,695.79	
1.5310.027.211.000.000.00	EMPLOYER'S S.S. COST		\$6,017.33
1.5310.027.221.000.000.00	EMPLOYER'S RETIREMENT ACCT		\$23,709.00
1.5310.027.221.000.000.00	EMPLOYERS RETIREMENT COST	\$6,006.60	
1.5310.027.231.000.000.00	EMPLOYER'S HOSP INS COST		\$29,588.00
1.5310.027.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$16,464.02	
	<i>Teacher Assistant Budget Adjustments</i>		
1.5210.029.142.000.000.00	BEHAVIOR SUPPORT ASSISTANT	\$23,140.00	
1.5210.029.146.000.000.00	SCHOOL BASED SPECIALIST	\$24,960.00	
1.5210.029.211.000.000.00	EMPLOYER'S S.S. COST	\$3,679.65	
1.5210.029.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$11,784.50	
1.5210.029.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$11,243.44	
1.5210.029.411.000.000.00	Supplies and Materials	\$192.41	
	<i>Behavioral Support Allotment</i>		
1.5110.031.121.000.000.00	SALARY - TEACHER	\$38,000.00	
1.5110.031.121.000.000.00	SALARY-TEACHER		\$38,000.00
1.5110.031.181.000.000.00	SUPPLEMENTARY PAY		\$94,261.15
1.5110.031.211.000.000.00	EMPLOYER'S S.S. COST		\$22,087.00
1.5110.031.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$73,073.87
1.5110.031.231.000.000.00	EMPLOYER'S HOSP. INS COST		\$15,982.94
1.5110.031.411.000.000.00	Supplies and Materials	\$2,000.00	
1.5120.031.181.000.000.00	SUPPLEMENTARY PAY	\$40,276.00	
1.5120.031.211.000.000.00	EMPLOYER'S S.S. COST	\$3,081.06	
1.5120.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$9,266.38	
1.5132.031.162.000.000.00	SUBSTITUTE PAY	\$500.00	
1.5132.031.181.000.000.00	Supplement	\$17,700.00	
1.5132.031.211.000.000.00	Social Security Matching	\$1,569.94	
1.5132.031.221.000.000.00	State Retirement Matching	\$1,825.25	
1.5132.031.231.000.000.00	Health Insurance Matching		\$6,918.86
1.5133.031.181.000.000.00	Supplement	\$10,400.00	
1.5133.031.181.000.000.00	SUPPLEMENTARY PAY	\$11,350.00	
1.5133.031.211.000.000.00	EMPLOYERS S.S. COST	\$1,611.18	
1.5133.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$5,329.00	
1.5133.031.231.000.000.00	Employer's Hospital Cost		\$918.40

1.5210.031.181.000.000.00	SUPPLEMENTARY PAY	\$24,419.60	
1.5210.031.211.000.000.00	EMPLOYER'S S.S. COST	\$1,868.11	
1.5210.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$6,024.67	
1.5240.031.181.000.000.00	SUPPLEMENTARY PAY	\$5,150.00	
1.5240.031.211.000.000.00	EMPLOYER'S S.S. COST	\$393.97	
1.5240.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$1,261.75	
1.5260.031.181.000.000.00	SUPPLEMENTARY PAY	\$11,840.00	
1.5260.031.211.000.000.00	EMPLOYER'S S.S. COST	\$905.77	
1.5260.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$2,900.80	
1.5270.031.181.000.000.00	SUPPLEMENTARY PAY	\$13,900.00	
1.5270.031.211.000.000.00	EMPLOYER'S S.S. COST	\$1,063.34	
1.5270.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$3,405.50	
1.5310.031.181.000.000.00	SUPPLEMENTARY PAY	\$3,650.00	
1.5310.031.211.000.000.00	EMPLOYER'S S.S. COST	\$279.23	
1.5310.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$894.25	
1.5320.031.181.000.000.00	SUPPLEMENTARY PAY	\$3,399.86	
1.5320.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$773.77	
1.5330.031.181.000.000.00	SUPPLEMENTARY PAY	\$2,200.00	
1.5330.031.211.000.000.00	EMPLOYER'S S.S. COST	\$168.29	
1.5330.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$539.00	
1.5403.031.151.000.000.00	SALARY - SCHOOL TREASURER	\$99,852.00	
1.5403.031.151.000.000.00	SALARY-OFFICE SUPPORT		\$99,852.00
1.5403.031.211.000.000.00	EMPLOYER'S S.S. COST		\$601.80
1.5403.031.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$1,509.28	
1.5404.031.151.000.000.00	SALARY - CLERICAL SUPPORT	\$52,000.00	
1.5404.031.151.000.000.00	SALARY-OFFICE SUPPORT		\$52,000.00
1.5404.031.211.000.000.00	EMPLOYER'S S.S. COST		\$1,514.00
1.5404.031.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$754.64	
1.5810.031.181.000.000.00	SUPPLEMENTARY PAY	\$7,850.00	
1.5810.031.211.000.000.00	EMPLOYER'S S.S. COST	\$600.52	
1.5810.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$1,923.25	
1.5820.031.151.000.000.00	SALARY - STUDENT ACCTG CLERICAL SUPPORT	\$28,490.00	
1.5820.031.151.000.000.00	SALARY-OFFICE SUPPORT		\$28,490.00
1.5820.031.211.000.000.00	EMPLOYER'S S.S. COST	\$1,790.06	
1.5820.031.211.000.000.00	EMPLOYER'S S.S. COST		\$4,135.89
1.5820.031.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$6,814.90
1.5820.031.221.000.000.00	EMPLOYER'S RETIREMENT. COST	\$6,815.90	
1.5820.031.231.000.000.00	EMPLOYER'S HOSP. INS COST		\$21,703.30
1.5820.031.231.000.000.00	EMPLOYER'S HOSPITAL INSURANCE	\$16,322.96	
1.5830.031.181.000.000.00	SUPPLEMENTARY PAY	\$20,460.00	
1.5830.031.211.000.000.00	EMPLOYER'S S.S. COST	\$1,565.20	
1.5830.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$5,012.70	
1.5840.031.211.000.000.00	EMPLOYER'S S.S. COST		\$174.27
1.5840.031.231.000.000.00	Hospitalization	\$188.16	
1.5860.031.146.000.000.00	SALARY-TECHNOLOGY SPECIALIST		\$33.00
1.5860.031.199.000.000.00	OVERTIME PAY	\$500.00	
1.5860.031.211.000.000.00	EMPLOYER'S S.S. COST		\$1,678.00
1.5860.031.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$47.00	
1.5860.031.231.000.000.00	EMPLOYER'S HOSP. INS COST		\$28,456.04
1.6110.031.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$1,537.27	
1.6200.031.211.000.000.00	EMPLOYER'S RETIREMENT COST		\$243.00
1.6200.031.231.000.000.00	EMPLOYER'S HOSP. INS. COST	\$188.16	
1.6610.031.151.000.000.00	SALARY-OFFICE SUPPORT	\$18,000.00	
1.6610.031.211.000.000.00	EMPLOYER'S S.S. COST	\$1,377.00	

1.6610.031.231.000.000.00	EMPLOYER'S HOSP. INS COST		\$4,719.36
1.6620.031.211.000.000.00	EMPLOYER'S S.S. COST		\$919.00
1.6620.031.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$745.64	
1.6940.031.211.000.000.00	EMPLOYER'S S.S. COST		\$277.00
1.6940.031.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$377.32	
	<i>Rural Low-Wealth Schools (RLIS) Budget Adjustments</i>		
1.5210.032.121.000.000.00	SALARY-TEACHER	\$26,200.00	
1.5210.032.142.000.000.00	SALARY-TEACHER ASSISTANT		\$8,970.00
1.5210.032.162.000.000.00	SALARY-SUBSTITUTE		\$3,000.00
1.5210.032.163.000.000.00	EC-SUBSTITUTE PAY-STAFF DEV.	\$3,000.00	
1.5210.032.211.000.000.00	EMPLOYER'S S.S. COST		\$3,298.17
1.5210.032.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$10,683.78
1.5210.032.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$1,849.00	
1.5210.032.311.000.000.00	Contracted Services	\$61,545.00	
1.5210.032.411.000.000.00	INSTRUCTIONAL SUPPLIES	\$19,620.04	
1.5230.032.121.000.000.00	SALARY-TEACHER	\$2,000.00	
1.5230.032.211.000.000.00	EMPLOYER'S S.S. COST	\$0.12	
1.5230.032.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$0.05
1.5230.032.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$0.09	
1.5240.032.132.000.000.00	SALARY-TEACHER(SPEECH)		\$62,900.00
1.5240.032.146.000.000.00	SCHOOL-BASED SPECIALIST		\$32,536.00
1.5240.032.211.000.000.00	EMPLOYER'S S.S. COST		\$1,800.51
1.5240.032.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$0.50
1.5240.032.318.000.000.00	SPEECH & LANGUAGE-SPEECH & LANGUAGE SVCS		\$4,594.99
1.6200.032.113.000.000.00	SALARY- EC DIRECTOR		\$7,118.00
1.6200.032.211.000.000.00	EMPLOYER'S S.S. COST		\$0.20
1.6200.032.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$0.02	
1.6550.032.147.000.000.00	BUS MONITOR (PS & SA)	\$15,020.00	
1.6550.032.199.000.000.00	BUS MONITOR - Overtime	\$1,000.00	
1.6550.032.211.000.000.00	EMPLOYER'S S.S. COST	\$1,111.03	
1.6550.032.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$3,556.90	
	<i>Children with Disabilities Budget Adjustments</i>		
1.5850.039.311.000.000.00	CONTRACT SVCS-UNIFORMED SCH RESOURCE	\$44,000.00	
	<i>School Safety Grant Allotment</i>		
1.5410.048.180.000.000.00	SCHOOL PRINCIPAL- BONUS PAY	\$1,000.00	
1.5410.048.211.000.000.00	EMPLOYER'S S.S. COST	\$77.00	
	<i>Principal and Other Teacher Performance Allotment</i>		
1.5110.130.412.000.000.00	REGULAR CURRICULAR-STATE TEXTBOOKS		\$110,890.00
	<i>Textbook Allotment</i>		
1.5110.131.413.000.000.00	OTHER TEXTBOOKS	\$110,890.00	
	<i>Textbook &amp; Digital Resources (ABC Transfer)</i>		

JAN 23 2023

MANAGER'S OFFICE

CLINTON CITY SCHOOLS

BUDGET AMENDMENT

Fund: FEDERAL

Budget Amendment: 2

The Clinton City Board of Education at a meeting on the 17<sup>th</sup> day of January 2023, passed the following resolution:

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

**SEE ATTACHED LISTING**

Total appropriation in current budget	\$10,252,545.14
Total increase/decrease of amendment	\$1,541,001.79
Total appropriation in amended budget	\$11,793,546.93

Passed by majority vote of the Clinton City Board of Education on the 17<sup>th</sup> day of January 2023.

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 \_\_\_\_\_ 2023.

Linda S. Brunson  
Chairman, Board of Education

[Signature]  
Secretary, Board of Education

\_\_\_\_\_  
Chairman, Board of County Commissioners

\_\_\_\_\_  
Secretary, Board of County Commissioners

**BUDGET AMENDMENT DETAIL**

**FUND: Federal**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>INCREASE</b>	<b>DECREASE</b>
3.5230.049.162.000.000.00	SALARY-SUBSTITUTE		\$200.00
3.5230.049.165.000.000.00	SALARY - TEACHER ASSISTANT		\$100.00
3.5230.049.167.000.000.00	SALARY - TEACHER ASST. WHEN SUBBING	\$200.00	
3.5230.049.211.000.000.00	EMPLOYER'S S.S. COST		\$7.42
3.5230.049.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$48.85	
3.5230.049.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$615.93	
3.5230.049.232.000.000.00	EMPLOYER'S WORKERS' COMP INSURANCE COST		\$4.78
3.8100.049.392.000.000.00	INDIRECT COST	\$23.93	
	<i>IDEA Preschool Part B (619) Budget Adjustments</i>		
3.5320.050.131.000.000.00	Salary - Social Worker	\$30,634.25	
3.5320.050.181.000.000.00	SUPPLEMENTARY PAY	\$1,596.00	
3.5320.050.211.000.000.00	EMPLOYER'S S.S. COST	\$2,465.61	
3.5320.050.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$7,896.41	
3.5320.050.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$4,216.24	
3.5330.050.121.000.000.00	Remedial/Supplemental K-12 - Teacher	\$267,186.10	
3.5330.050.142.000.000.00	SALARY - TEACHER ASSISTANT	\$124,956.00	
3.5330.050.162.000.000.00	SALARY-SUBSTITUTE	\$7,585.00	
3.5330.050.167.000.000.00	SALARY - TEACHER ASST. WHEN SUBBING	\$3,415.00	
3.5330.050.181.000.000.00	SUPPLEMENTARY PAY	\$21,878.00	
3.5330.050.211.000.000.00	EMPLOYER'S S.S. COST	\$32,514.03	
3.5330.050.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$91,351.20	
3.5330.050.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$83,585.40	
3.5330.050.312.000.000.00	REMEDIAL/SUPPL K-12: WORKSHOP EXP/TRAVEL	\$17,554.61	
3.5330.050.411.000.000.00	INSTRUCTIONAL SUPPLIES	\$153,715.26	
3.5330.050.418.000.000.00	REMEDI/SUPPL K-12: COMP SOFTWARE & SUPPLY	\$22,463.46	
3.5330.050.461.000.000.00	REM/SUPPL K-12: EQUIP/FURNITURE-INVENTORY	\$11,494.37	
3.5330.050.462.000.000.00	PURCHASE OF NON-CAPITALIZED COMP. EQUIP	\$8,323.10	
3.5340.050.121.000.000.00	Pre-K Readiness Teacher	\$49,700.00	
3.5340.050.142.000.000.00	TEACHER ASSISTANT-NCLB	\$23,140.00	
3.5340.050.162.000.000.00	SALARY-SUBSTITUTE	\$11,120.40	
3.5340.050.167.000.000.00	SALARY - TEACHER ASST. WHEN SUBBING	\$1,000.00	
3.5340.050.181.000.000.00	SUPPLEMENTARY PAY	\$4,185.00	
3.5340.050.184.000.000.00	LONGEVITY PAY	\$173.55	
3.5340.050.211.000.000.00	EMPLOYER'S S.S. COST	\$6,832.90	
3.5340.050.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$19,158.65	
3.5340.050.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$14,794.00	
3.5860.050.135.000.000.00	INSTRUCTIONAL TECHNOLOGY	\$52,000.00	
3.5860.050.181.000.000.00	SUPPLEMENTARY PAY	\$4,500.00	
3.5860.050.211.000.000.00	EMPLOYER'S S.S. COST	\$4,322.25	
3.5860.050.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$13,842.50	

3.5860.050.231.000.000.00	EMPLOYER'S HOSP. INS COST	\$7,396.92	
3.5880.050.314.000.000.00	Parent Involvement - Printing and Binding Fees	\$549.97	
3.5880.050.411.000.000.00	Supplies and Materials	\$9,950.03	
3.6940.050.312.000.000.00	WORKSHOP EXPENSE	\$737.90	
3.8100.050.392.000.000.00	INDIRECT COST	\$47,495.76	
	<i>ESEA Title I - LEA Basic Program Basic Program Allotment</i>		
3.5210.060.121.000.000.00	SALARY - TITLE VIB TEACHERS	\$249,300.50	
3.5210.060.121.000.000.00	SALARY TEACHER		\$276,300.42
3.5210.060.131.000.000.00	SALARY - BEHAVIOR SPECIALIST	\$0.40	
3.5210.060.142.000.000.00	SALARY - TEACHER ASSISTANT		\$62,478.00
3.5210.060.142.000.000.00	TEACHER ASSISTANT	\$46,282.82	
3.5210.060.146.000.000.00	SCHOOL BASED SPECIALIST		\$24,960.20
3.5210.060.184.000.000.00	LONGEVITY PAY		\$0.22
3.5210.060.199.000.000.00	OVERTIME PAY		\$300.00
3.5210.060.199.000.000.00	SALARY - OVERTIME	\$300.00	
3.5210.060.211.000.000.00	EMPLOYER'S S.S. COST		\$5,213.71
3.5210.060.221.000.000.00	EMPLOYER'S RETIREMENT COST		\$16,698.89
3.5210.060.231.000.000.00	EMPLOYER'S HOSP. INS COST		\$18,024.50
3.5210.060.411.000.000.00	INSTRUCTIONAL SUPPLIES	\$108,094.81	
3.5210.060.541.000.000.00	EC- Purchase of Equipment		\$0.46
3.5230.060.142.316.000.00	SALARY - TEACHER ASSISTANT		\$0.50
3.5230.060.211.000.000.00	EMPLOYER'S S.S. COST		\$0.87
3.5230.060.221.316.000.00	EMPLOYER'S RETIREMENT COST	\$0.21	
3.5230.060.231.316.000.00	EMPLOYER'S HOSP. INS COST	\$0.04	
3.5240.060.318.000.000.00	CONTRACT SERVICES-SPEECH AND LANGUAGE		\$0.22
3.8100.060.392.000.000.00	INDIRECT COST	\$0.02	
3.8200.060.399.000.000.00	UNBUDGETED FUNDS	\$0.01	
	<i>IDEA Part B (611) Budget Adjustments</i>		
3.5110.103.163.304.000.00	Regular Curricular - Substitute Pay - Staff Dev.	\$15,000.00	
3.5110.103.193.304.000.00	Salary - Mentor Stipend	\$20,000.00	
3.5110.103.211.304.000.00	EMPLOYER'S S.S. COST	\$2,677.50	
3.5110.103.221.304.000.00	EMPLOYER'S RETIREMENT COST	\$4,900.00	
3.5110.103.312.000.000.00	Regular Curricular-Workshop Exp/Allowance	\$3,500.00	
3.5110.103.352.000.000.00	TUITION REIMBURSEMENT	\$5,000.00	
3.5110.103.361.000.000.00	Reg. Curricular-Membership Dues & Fees	\$45.00	
3.5110.103.411.000.000.00	REGULAR CURRICULAR-SUPPLIES AND MATERIALS	\$40,608.11	
3.5400.103.312.000.000.00	WORKSHOP EXPENSE	\$386.50	
3.6110.103.153.810.000.00	BT- Administrative Specialist	\$34,412.00	
3.6110.103.211.000.000.00	EMPLOYER'S S.S. COST	\$2,632.52	
3.6110.103.312.000.000.00	WORKSHOP EXPENSE	\$59.00	
3.8100.103.392.000.000.00	INDIRECT COST	\$5,498.34	
	<i>Title II - Improving Teacher Quality Allotment</i>		
3.5330.104.311.000.000.00	Remedial & Suppl K-12 - Contracted Services	\$4,000.00	
3.5330.104.411.000.000.00	Remedial & Suppl K-12 - Supplies and Materials	\$51,633.89	
3.8100.104.392.000.000.00	INDIRECT COST	\$2,197.02	
	<i>Title III - Language Acquisition Allotment</i>		
3.5110.108.411.000.000.00	INSTRUCTIONAL SUPPLIES	\$34,152.14	

3.5840.108.311.000.000.00	Contracted Services	\$50,000.00	
3.5860.108.462.000.000.00	Title IV- Computer Equipment-Inventoried	\$6,098.88	
3.6200.108.113.810.000.00	Salary - Director/Coordinator	\$11,440.00	
3.6200.108.181.000.000.00	SUPPLEMENTARY PAY	\$1,000.00	
3.6200.108.211.810.000.00	Social Security	\$951.66	
3.6200.108.221.810.000.00	Retirement	\$3,047.80	
3.6200.108.231.810.000.00	Hospitalization	\$1,479.41	
3.8100.108.392.000.000.00	Title IV- Indirect Cost	\$2,475.13	
	<i>Student Support and Academic Enrichment Allotment</i>		
3.5110.109.181.000.000.00	SUPPLEMENTARY PAY		\$2,287.67
3.5110.109.211.000.000.00	EMPLOYER'S S.S. COST	\$1,793.26	
3.5110.109.221.000.000.00	EMPLOYER'S RETIREMENT COST	\$5,602.21	
3.8100.109.392.000.000.00	INDIRECT COST/RURAL & LOW-INCOME SCH	\$218.20	
	<i>Rural and Low-Income School (RLIS) Allotment</i>		
3.5330.111.411.000.000.00	Supplies and Materials	\$6,152.40	
3.8100.111.392.000.000.00	INDIRECT COST	\$261.78	
	<i>Title III - Language Acquisition - Significant Increase Allotment</i>		
3.5210.118.411.000.000.00	EC - Supplies and Materials	\$4,038.67	
3.5240.118.312.000.000.00	Speech & Language - Workshop Exp/Allowable Travel	\$5,000.00	
3.5240.118.353.000.000.00	Speech & Language - Certification/Licensing Fees	\$1,000.00	
3.5240.118.361.330.000.00	SPEECH & LANGUAGE-MEMBERSHIP DUES & FEES	\$2,000.00	
3.8100.118.392.000.000.00	INDIRECT COST	\$512.25	
	<i>IDEA Part B (611) Targeted Assistance Allotment</i>		
3.5330.170.418.000.000.00	GEER- Supplemental Inst.- Computer Software & Supp	\$716.93	
3.5350.170.198.000.000.00	GEER- Tutor Pay - After School Hours		\$546.13
3.5350.170.211.000.000.00	GEER- Social Security		\$42.00
3.5350.170.221.000.000.00	Retirement		\$137.00
3.8100.170.392.000.000.00	GEER- Supplemental Instr.-Indirect Costs	\$767.84	
3.8100.170.394.000.000.00	Indirect Cost - Unrestricted		\$777.82
	<i>GEER-Supplemental Instructional Services Budget Adjustments</i>		
3.5110.171.418.000.000.00	ESSER II- Learning Loss- i-Ready	\$409.52	
3.5350.171.180.000.000.00	Bonus Pay (not subject to retirement)	\$3,300.00	
3.5350.171.211.308.000.00	ESSER II- Social Security Matching	\$252.46	
3.6580.171.541.000.000.00	ESSER II- HVAC		\$0.24
3.8100.171.392.000.000.00	ESSER II- Indirect Cost	\$18,976.14	
3.8100.171.394.000.000.00	Indirect Cost - Unrestricted		\$18,263.00
	<i>ESSER II-Supplemental-K12 Emergency Relief Fund Budget Adjustments</i>		
3.5350.176.121.308.000.00	ESSER II- Summer Bridge- Teacher Salary		\$0.68
3.5350.176.211.308.000.00	ESSER II- Summer Bridge- Social Security		\$0.52
3.5350.176.221.308.000.00	ESSER II- Summer Bridge- Retirement		\$0.86
3.5350.176.411.308.000.00	ESSER II- Summer Bridge- Supplies	\$2,089.56	
3.5350.176.418.308.000.00	ESSER II- Summer Bridge- i-Ready		\$0.89
3.6550.176.171.000.000.00	ESSER II- Summer Bridge - Transportation- Driver	\$0.29	
3.6550.176.211.000.000.00	ESSER II- Summer Bridge- Social Security		\$0.09
3.6550.176.221.000.000.00	ESSER II- Summer Bridge- Retirement		\$0.20
3.8100.176.392.000.000.00	ESSER II- Summer Bridge- Indirect Cost	\$11,608.67	
3.8100.176.394.000.000.00	Indirect Cost - Unrestricted		\$13,698.00

*ESSER II - Summer Learning Loss - Summer Bridge Budget Adjustments*

3.5350.177.126.308.000.00	ESSER 177-CTE Accelerator Summer Bridge	\$0.32	
3.5350.177.211.308.000.00	ESSER 177- Social Security		\$0.02
3.5350.177.221.308.000.00	ESSER 177- Retirement	\$0.41	
3.5350.177.411.308.000.00	ESSER 177- Supplies and Materials		\$7.99
3.5350.177.411.320.000.00	ESSER III- Supplies and Materials	\$0.97	
3.6550.177.171.000.000.00	ESSER 177- Summer Bus Driver		\$0.18
3.6550.177.211.000.000.00	ESSER 177- Social Security	\$0.11	
3.6550.177.221.320.000.00	ESSER 177- Retirement	\$0.08	
3.8100.177.392.000.000.00	ESSER II- CTE Accelerated - Indirect Cost	\$6,183.85	
3.8100.177.394.000.000.00	Indirect Cost - Unrestricted		\$6,177.00

*ESSER II - Summer Career Accelerator Program Budget Adjustments*

3.5860.178.418.000.000.00	ESSER - Digital Instruction	\$6.33	
3.8100.178.392.000.000.00	INDIRECT COST	\$33.90	
3.8100.178.394.000.000.00	Indirect Cost - Unrestricted		\$40.00

*ESSER II - Competency-Based Assessment Budget Adjustments*

3.5810.181.411.308.000.00	ESSER III- Media Center Materials	\$10,103.54	
3.6400.181.418.000.000.00	ESSER III- Computer Software and Supplies	\$1,830.51	
3.6540.181.311.000.000.00	ESSER III- Contracted Services - Custodial	\$0.27	
3.8100.181.392.000.000.00	ESSER III - Indirect Cost	\$358,222.51	
3.8100.181.394.000.000.00	Indirect Cost - Unrestricted		\$358,234.00

*ESSER III - K-12 Emergency Relief Fund Budget Adjustments*

3.5410.206.181.308.000.00	ESSER III-Principal Retention Supplements	\$24,692.04	
3.5410.206.211.308.000.00	ESSER III School Principal-Employer's SS	\$1,888.94	
3.5410.206.221.330.000.00	ESSER III School Principal Retirement	\$6,049.55	
3.8200.206.399.000.000.00	UNBUDGETED FUNDS	\$0.47	

*ARP-ESSER III-Principal Retention Supplements Budget Adjustments*



**OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR**

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

10103

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 Cassell Devane in \_\_\_\_\_ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2022</u>	\$ <u>101.57</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL REFUND \$ 101.57

These taxes were assessed through clerical error as follows.

Bill # 0050635327  
Plate # HDJ1284  
Plate Turn In - Sold  
2018 HYUN 4S

602 County Tax	<u>78.31</u>
501 School Tax	<u>13.77</u>
F19 Fire Tax	<u>9.49</u>
City Tax	_____
TOTAL \$	<u>101.57</u>

Mailing Address.

Cassell Devane  
100 Timberlake Dr  
CLINTON 28328

Yours very truly

Cassell Devane  
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

10082

**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 Kenneth Cox  
\_\_\_\_\_ in \_\_\_\_\_ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR <u>2022</u>	\$ <u>375.21</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REFUND	\$ <u>375.21</u>

These taxes were assessed through clerical error as follows.

Bill # 0063014987  
Plate # KL 4012  
Plate Turn In-Traded  
2019 Chev TK

G-02 County Tax 343.94  
School Tax \_\_\_\_\_  
F18 Fire Tax 31.27  
City Tax \_\_\_\_\_  
TOTAL \$ 375.21

Mailing Address.

1470 Mc Lamb Rd  
Newton Grove, NC 28361

Yours very truly

Kenneth E Cox  
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

10084

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 John Jordan  
\_\_\_\_\_ in \_\_\_\_\_ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2022</u>	\$ <u>245.48</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REFUND	\$ <u>245.48</u>

These taxes were assessed through clerical error as follows.

Bill # 0061779833  
Plate # FHT 2045  
Plate Turn In - Traded  
2021 NISS MP

602 County Tax	<u>189.27</u>
501 School Tax	<u>33.27</u>
F19 Fire Tax	<u>22.94</u>
City Tax	_____
TOTAL \$	<u>245.48</u>

Mailing Address.

Yours very truly

John Ed Jordan  
Taxpayer

2771 Boykin Bridge Rd.  
Clinton, N.C. 28328

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

10088

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 Celestine Wright  
\_\_\_\_\_ in \_\_\_\_\_ Township, Sampson County, for  
the year(s) and in the amount(s) of:

YEAR	
<u>2021</u>	\$ <u>275.76</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REFUND	\$ <u>275.76</u>

These taxes were assessed through clerical error as follows.

Bill # 0066662854

Plate # KAD 6476

Plate Turn In - Sold

2018 ALFA Stelvio Quad MP

60%	County Tax	<u>248.63</u>
	School Tax	_____
6%	Fire Tax	<u>27.13</u>
	City Tax	_____
	TOTAL \$	<u>275.76</u>

Yours very truly

Celestine Wright  
Taxpayer

Mailing Address.

131 Goose Creek Circle  
Dunn, NC 28334

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

10091

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 Pamela Holland Combs in North Clinton Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2022</u>	\$ <u>131.55</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REFUND	\$ <u>131.55</u>

These taxes were assessed through clerical error as follows.

Bill # 1009639  
Boat was Double Billed and listed in wrong Tax Districts.

601 County Tax	<u>79.21</u>
501 School Tax	<u>13.93</u>
Fire Tax	_____
602 City Tax	<u>38.41</u>
TOTAL \$	<u>131.55</u>

Mailing Address.

1440 Timberlake Drive  
Clinton NC 28328

Yours very truly

Pamela H. Combs

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**

**10098**

**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 Edwards Pig Nursery in \_\_\_\_\_ Township, Sampson County, for the year(s) and in the amount(s) of:

YEAR	
<u>2021</u>	\$ <u>129.94</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REFUND	\$ <u>129.94</u>

These taxes were assessed through clerical error as follows.

Bill# 0052602993  
Plate# JR5117  
Plate Turn In - Sold  
2018 FORD TK

602 County Tax 119.11  
School Tax \_\_\_\_\_  
F18 Fire Tax 10.83  
City Tax \_\_\_\_\_  
TOTAL \$ 129.94

Mailing Address.

Minnie B. Edwards  
5615 William R. King Rd.  
Newton Grove NC 28366

Yours very truly

~~90-0552581~~ Minnie B. Edwards  
Taxpayer

Social Security # \_\_\_\_\_

RECOMMEND APPROVAL:

Jim Johnson  
Sampson County Tax Administrator

Board Approved \_\_\_\_\_  
Date \_\_\_\_\_ Initials \_\_\_\_\_

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Eric Douglas Matthis in \_\_\_\_\_ Township, Sampson County, for the year(s) and in the amount(s) of:

Year		
<u>2022</u>	\$	<u>191.69</u>
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
Total Release/Adjustment	\$	<u>191.69</u>

<u>601</u>	County Tax	\$	<u>157.98 / 15.80<sup>L</sup></u>
	School Tax	\$	_____
<u>F14</u>	Fire Tax	\$	<u>16.28 / 1.63<sup>L</sup></u>
	City Tax	\$	_____
	Total	\$	<u>191.69</u>

The taxes were assessed through clerical error or an illegal tax as follows:

Taxpayer does not own the boat. Sold 8/9/2021

Taxpayer: Eric Matthis

Tax Administrator: Joni Johnson

Board Approved: \_\_\_\_\_

Date: \_\_\_\_\_ Initials: \_\_\_\_\_



OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Horrell Patricia Murphy in Franklin Township, Sampson County, for the year(s) and in the amount(s) of:

Year		\$	
<u>2022</u>		\$	<u>224.40</u>
_____		\$	_____
_____		\$	_____
_____		\$	_____
_____		\$	_____
Total Release/Adjustment		\$	_____

Acct# 144128 Bill# 1067130	601	County Tax	\$ <u>183.56</u>	L <u>18.36</u>
		School Tax	\$ _____	
	F09	Fire Tax	\$ <u>22.25</u>	L <u>2.23</u>
		City Tax	\$ _____	
		Total	\$ _____	

The taxes were assessed through clerical error or an illegal tax as follows:

Double Billed See Acct# 20210 Bill# 113  
See Attached  
2017 Singlewife MH

Taxpayer:

Patricia Horrell

Tax Administrator:

Jim Shum

Board Approved:

\_\_\_\_\_  
Date Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed

by Sampson County against the property owned by Ella E & Matthew P Sorrell

in LC Township, Sampson County, for the year(s) and in the

amount(s) of:

Year	<u>2022</u>	\$	<u>349.98</u>
	_____	\$	_____
	_____	\$	_____
	_____	\$	_____
	_____	\$	_____
Total Release/Adjustment		\$	<u>349.98</u>

CAP Bill

602 County Tax \$ 312.14

School Tax \$ \_\_\_\_\_

Veh was registered in Maryland

F20 Fire Tax \$ 37.84

City Tax \$ \_\_\_\_\_

Total \$ 349.98

The taxes were assessed through clerical error or an illegal tax as follows:

# 217627

2014 Toyota  
Tag # KAV1802

Taxpayer:

Matthew P. Sorrell

Tax Administrator:

Jim Johnson

Board Approved:

Date

Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Mary Rachel Pope McLamb in Herring Township, Sampson County, for the year(s) and in the amount(s) of:

Year	<u>2022</u>	\$	<u>267.26</u>
		\$	
		\$	
		\$	
		\$	

Total Release/Adjustment \$ 267.26

602 County Tax	\$	<u>242.30</u>
School Tax	\$	
F15 Fire Tax	\$	<u>24.96</u>
City Tax	\$	
Total	\$	<u>267.26</u>

The taxes were assessed through clerical error or an illegal tax as follows:

Motor Vehicle was registered in California 10-30-18 until 11-2-21. 2016 Nissan, Cap Bill

Taxpayer: Mary Pope McLamb

Tax Administrator: Jim Johnson

Board Approved: \_\_\_\_\_  
Date Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by John Bradshaw

in \_\_\_\_\_ Township, Sampson County, for the year(s) and in the amount(s) of:

Year	<u>2022</u>	\$ <u>660.08</u>
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
Total Release/Adjustment		\$ _____

<u>602</u> County Tax	\$ <u>605.07</u>
School Tax	\$ _____
<u>F18</u> Fire Tax	\$ <u>55.01</u>
City Tax	\$ _____
Total	\$ <u>660.08</u>

The taxes were assessed through clerical error or an illegal tax as follows:

*MV was registered in Europe per Military Orders.  
2016 Suba 45, MV Gap Bill*

Taxpayer:

John Bradshaw

Tax Administrator:

Juan Jimenez

Board Approved:

Date

Initials

To: Mr. Edwin Causey  
County Manager

Susan Holder  
Assistant County Manager

From: Wanda Robinson  
Health Director

Subject: County Commissioner's Agenda Items-Consent Agenda

Date: January 24, 2023

Attached are the items that will be presented for approval by the Health Advisory Board on January 23, 2023. These are being submitted for approval by the County Commissioners.

I. Fee/CPT Code Update

For any questions or comments, please contact me. Your assistance is appreciated.

Attachments:  
-Fee/CPT Code Update

**Sampson County Health Department Fees/CPT Update**

**01/23/2023**

<b>Date Added</b>	<b>Name of Procedure</b>	<b>LabCorp Order Number</b>	<b>CPT Code</b>	<b>Price</b>
01/23/2023	Rapid RSV	N/A	87420 QW	\$25.00
	Rapid Flu A & B	N/A	87400 QW	\$25.00
	Rapid Strep	N/A	87880 QW	\$25.00

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**SAMPSON COUNTY  
BOARD OF COMMISSIONERS**

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ITEM ABSTRACT

ITEM NO.     5

Meeting Date: February 6, 2023

Information Only  
 Report/Presentation  
 Action Item  
 Consent Agenda

Public Comment  
 Closed Session  
 Planning/Zoning  
 Water District Issue

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**INFORMATION ONLY**

*For all Board Information items, please contact the County Manager's Office if you wish to have additional information on any of the following.*

- a. November 21, 2022 Minutes from SCHD Advisory Committee Meeting
- b. 2022 Communicable Disease Report

To: Mr. Edwin Causey  
County Manager

Susan Holder  
Assistant County Manager

From: Wanda Robinson  
Health Director

Subject: County Commissioner's Agenda-Information Items

Date: January 24, 2023

Attached are items that will be presented for approval by the Health Advisory Committee on January 23, 2023:

- I. November 21, 2022 Minutes from SCHD Advisory Committee Meeting
- II. 2022 Communicable Disease Report

For any questions or comments, please contact me. Your assistance is appreciated.

Attachments:

- November 21, 2022 SCHD Advisory Committee Minutes
- 2022 Communicable Disease Report



## SCHD Advisory Committee Meeting Minutes Monday, November 21<sup>st</sup>, 2022

**Change to agenda: VI. d. Change from “The Impact of Medicaid Managed Care” to “BCCCP Donation”.**

**Attendance:** Board Members- Dr. Jeffrey Bell, Linda Peterson, Robert Butler, Jacqueline Howard, Dr. Cynthia Davis, Dr. Shane Sundlie, Cassie Faircloth  
Health Department and Administration Staff- Wanda Robinson, Cherish Allen, Tamra Jones, Kelly Parrish, Kory Hair, Luke Smith, Denise Rhodie, Erin Ellis, Joel Starling, Edwin Causey.

**I. Call to Order:** Dr. Jeffrey Bell

**II. Invocation:** Jacqueline Howard

**III. Approval of Minutes:**

- a) September 19, 2022, SCHD Advisory Committee Minutes: Motion to approve made by Robert Butler; 2<sup>nd</sup> by Linda Peterson. All in favor.
- b) October 4, 2022, Dangerous Dog Appeal Hearing Minutes:
  - Correction requested under C) Discussion: Paragraph #3 reads: *Dr. Jeffrey Bell requested that the Board vote if no other questions or discussion. He asked for a show of hands of all members that vote to uphold the Dangerous Dog determination; 4 members raised their hand. He then asked if any members opposed; 3 members raised their hand.*
  - Corrected to read: *Dr. Jeffrey Bell requested that the Board vote if no other questions or discussion. He asked for a show of hands of all members that vote to uphold the Dangerous Dog determination; 3 members raised their hand. He then asked for a show of hands of members who opposed; 4 members raised their hand.*

Motion to approve with corrections made by Robert Butler; 2<sup>nd</sup> by Jacqueline Howard. All in favor. \*Corrections were made on 11/21/22 and signed by Dr. Jeffrey Bell.

**IV. Monkey Pox/COVID Update:** Kelly stated that there are 669 reported cases of Monkey Pox in NC. 97% of these cases are male and 67% are African American. 24,120 monkey pox vaccines have been administered in NC. There have not been any verified cases in Sampson County.

Kelly reported 315 COVID cases in Sampson County since October 1<sup>st</sup>. Majority are white, non-Hispanic. One death reported in the County since October 1<sup>st</sup>. Currently we have a low risk level for the Community. 15% of NC has been vaccinated with the bivalent booster and 60% are vaccinated with the original booster. In total, 70% of vaccinated people are adults with 30% being children. There is a spike in Flu and RSV cases. This has resulted in 23 deaths and 1 pediatric death in the State.

- V. Environmental Health Update:** EH now has a new software system called CDP. This software allows Food and Lodging to email the inspection instead of having to print hard copies; there is less time spent looking up violation codes; it allows better tracking for follow-up visits and expiring transitional permits; decreases the time it takes to write up inspections, which in turns increases the average number of daily inspections; allow an online portal which will be added to the website soon. Kory stated they plan on starting Serv Safe classes again in the late Spring. A new in-tern has been hired and has already attended CIT. A septic portal will be added to the County Website so that clients can look up their permit information. Numbers in 2021 vs 2022 are as follows:

	<u>2021</u>	<u>2022</u>
Wells	162	170
Existing	149	125
Septic	445	533

**VI. Advisory Board Policy Review**

- a) Health Advisory Committee Conflict of Interest Policy: No changes. Motion to approve made by Linda Peterson; 2<sup>nd</sup> by Robert Butler. All in favor.
- b) Health Advisory Committee Operating Policy and Procedures: No changes. Motion to approve made by Cassie Faircloth; 2<sup>nd</sup> by Linda Peterson. All in favor.
- c) Board of Health Operating Policy and Procedures: No changes. Motion to approve made by Robert Butler; 2<sup>nd</sup> by Shane Sundlie. All in favor.
- d) 2023 SCHED Advisory Meeting dates: Motion to approve made by Jacqueline Howard; 2<sup>nd</sup> by Dr. Cynthia Davis. All in favor.
- e) Committee membership recommendations: Daniel Cumbo, Engineer to replace Robert Butler. Russell Devane, General Public to replace Jacqueline Howard. Dr. Cynthia Davis, Yire Hernandez, and Allie Ray McCullen will be reappointed to serve another term. All information will be sent to the Board of Health for approval.

**VII. Financial**

- a) Monthly Update: Tamra reviewed the monthly update. All numbers are steady with an increase of COVID vaccines. No questions. Tamra reviewed the Medicaid Revenues and stated that program averages are ahead of budget. No questions. Local Revues are not performing as well. The number of clients that have Medicaid vs private insurance will affect this. No questions.
- b) SCHD Fee Schedule/CPT Update: Hemoglobin A1C codes have been updated as the previous ones expired. Rabies Titer price has decreased due to using a different lab in Atlanta Georgia which has allowed SCHD to decrease cost. Kelly explained the Rabies titer to the Committee. Mono has been added due to being ordered for a patient. Novavax has been added as a new COVID Admin-Booster. Motion to approve made Jacqueline Howard; 2<sup>nd</sup> by Cassie Faircloth. All in favor.
- c) United Way Grant: Luke reviewed sample signature sheet. Grant is for \$7000 for the department's BCCCP program. Motion to approve made by Jacqueline Howard; 2<sup>nd</sup> by Robert Butler. All in favor.
- d) BCCCP Donation of \$2600.00: Luke stated that during the Breast Cancer Awareness walk/pink out event in Ivanhoe, the Ivanhoe Development Center raised \$2600. They donated that total to the SCHD BCCCP Program. These funds will be used for diagnostic treatment as part of the budget. Motion to accept these funds made by Cassie Faircloth; 2<sup>nd</sup> by Robert Butler. All in favor.

**VIII. Health Directors Comment:**

- a) Vacancies: Several vacancies within the department. Currently seeking 4 PHNs (Maternal Health Coordinator, 2 CD Nurse positions, Outreach Program Manager). There is also an open position in the WIC department. A new nurse practitioner has started and is doing an awesome job. There is still 1 vacant position for a 2<sup>nd</sup> Nurse Practitioner. SHCD is facing this struggle as are several other areas in the County, to include the hospital.
- b) 2021-2022 Annual Report: Luke reviewed report. Information includes message from Health Director, reported numbers of lab services, immunizations, COVID vaccines, EH numbers, finance revenues, expenses, grants applied for, awards received, etc. See full report, attached.
- c) 2022 County Health Rankings Report: Denise reviewed report. She stated that we are improving as a County. See full report, attached.
- d) 2021 NC Child Health Report Card: Denise reviewed State report and data card. This is completed every 2 years, with this report including information from 2019-2020. Wanda stated that numbers for low birth weight and preterm labor remain high. This seems to be higher in the Hispanic population. See full report (State) and Data Card (County), attached.
- e) Recognition of outgoing Board members: Wanda thanked Robert Butler and Jacqueline Howard for their service. She expressed extreme gratitude for their service and efforts during their time on the SCHD Advisory Committee.

IX. **Public Comment:** None.

X. **Adjournment:** Motion to adjourn made by Robert Butler; 2<sup>nd</sup> by Jacqueline Howard. All in favor.

Next meeting January 23, 2023.

 1-25-2023  
\_\_\_\_\_  
Advisory Committee Chair      Date

 1/23/23  
\_\_\_\_\_  
Wanda Robinson                      Date  
Secretary

**Sampson County Board of Health**  
**Communicable Disease Report 2022**

The Health Department Communicable Disease (CD) Program involves several communicable disease sections that include: Communicable Diseases, such as Rabies or Salmonella; Tuberculosis; Vaccine-Preventable Diseases, such as Pertussis/Whooping Cough; and Sexually Transmitted Diseases, such as HIV or Gonorrhea. In 2022, COVID-19 continued to be the focus of our public health efforts as we transitioned out of the pandemic phase into an endemic one.

The Communicable Disease (CD) Program staff normally consists of four nurses that are responsible for the surveillance, reporting, investigation and follow-up of communicable diseases in our county. However, we currently have two vacant CD nurse positions. The CD staff works with medical providers and the public to prevent, manage, and provide treatment for disease cases and their contacts. The staff follows the North Carolina Communicable Disease Branch guidelines and notifies the appropriate authorities as needed regarding specific communicable diseases.

The CD Program staff is required to use NCEDSS, the North Carolina Electronic Disease Surveillance System, which is an electronic data entry system for monitoring, managing and reporting of diseases in Sampson County and throughout the North Carolina. Due to COVID-19 and the increase in data, NC DHHS developed a separate system, NC COVID, for the management of COVID-19 cases. The staff is responsible for monitoring NCEDSS and NC COVID daily to identify and follow-up on any diseases reported through the system.

**COVID-19**

2022 started with a significant surge in COVID cases. In January and February alone, Sampson County had 6,157 cases. To put that in perspective, the entire year of 2021, we had 7,306 cases. After that initial surge, we leveled out and had 10,628 cases for the 2022 year. SCHD staff performed 1,728 COVID tests onsite and countless home tests were distributed. SCHD staff administered 3,480 COVID vaccines in 2022 and 30,539 vaccines since the start of the pandemic.

**Sampson County CD Report 2022**

**Sampson County CD Report 2021**

<b>All Communicable Diseases</b>	<b>Totals</b>		<b>All Communicable Diseases</b>	<b>Totals</b>
<b>Communicable Disease</b>			<b>Communicable Disease</b>	
COVID-19	10,628		COVID-19	7,306
Campylobacter Infection	5		Campylobacter Infection	7
Carbapenem-Resistant Enterobacteriaceae (CRE)	3		Carbapenem-Resistant Enterobacteriaceae (CRE)	2
Hepatitis C	38		Hepatitis C	44
Staph Aureus Reduced Susceptible to Vancomycin (VISA/VRSA)	0		Staph Aureus Reduced Susceptible to Vancomycin (VISA/VRSA)	1
Streptococcal Invasive Infection Group A	3		Streptococcal Invasive Infection Group A	2
Salmonellosis	5		Salmonellosis	13
Cryptosporidium	0		Cryptosporidium	1
Shigellosis	3		Shigellosis	2
Vibrio	1		Cyclosporiasis	2
<b>Total</b>	<b>10,686</b>		<b>Total</b>	<b>7,380</b>
<b>Tuberculosis</b>			<b>Tuberculosis</b>	
TB Disease Cases	5		TB Disease Cases	2
<b>Vaccine-Preventable Disease</b>			<b>Vaccine-Preventable Disease</b>	
Influenza, death	0		Influenza, death	0
Pertussis	0		Pertussis	1
Hepatitis B	1		Hepatitis B - Chronic	4
Hepatitis A	0		Hepatitis A	0
<b>Total</b>	<b>6</b>		<b>Total</b>	<b>7</b>
<b>Sexually Transmitted Disease</b>			<b>Sexually Transmitted Disease</b>	
AIDS	0		AIDS	1
HIV*	5		HIV	9
Chlamydia	350		Chlamydia	339
Gonorrhea	130		Gonorrhea	105
Syphilis	30		Syphilis	27
NGU	28		NGU	2
<b>Total</b>	<b>543</b>		<b>Total</b>	<b>483</b>
<b>TOTAL</b>	<b>11,235</b>		<b>TOTAL</b>	<b>7,870</b>

\*There are currently 138 people in Sampson County living with HIV.

## 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.