

**October 15, 2012 7:00 P.M.**

**JONES COUNTY BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**JONES COUNTY OFFICE COMPLEX – COMMISSIONERS’ ROOM**

**MINUTES**

**COMMISSIONERS PRESENT:**

Zack Koonce, Chairman  
Frank Emory, Vice-Chairman  
Sondra Ipock-Riggs, Commissioner  
Joseph F. Wiggins, Commissioner  
Mike Haddock, Commissioner

**OFFICIALS PRESENT:**

Franky J. Howard, County Manager  
Jennifer King, Clerk to the Board  
Melissa Moore-Freeman, Finance Officer

The Chairman called the meeting to order and gave the invocation. A **MOTION** was made by Joe Wiggins, seconded by Frank Emory, and unanimously carried **THAT** the agenda be approved as presented.

**MOTION** made by Mike Haddock, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the minutes of October 1, 2012, be approved.

**PUBLIC COMMENT PERIOD:**

Jeff Brown, Shady Grove Community Watch member, stated that he would like to thank Zack Koonce for helping to get rid of a drug dealer in the county. He said he would like to thank him for what he has done to restore order in this county. Mr. Brown also commented on the article in the paper discussing the possible increase to property insurance.

Robert Masters, Greene County resident, explained that he was in attendance to hear the presentation to be given by Steve Keen of the Eastern Carolina Council. Mr. Masters explained that he was removed from the Eastern Carolina Council Board around the same time that Sondra Ipock-Riggs was removed. He stated the Eastern Carolina Council has serious issues that have yet to be remedied. The ECC was forced to pay back \$128,000 to the federal government and has also paid too much in attorneys fees.

Phil Moore, Shady Grove Community Watch member, thanked Zack Koonce for helping to put a drug dealer in jail. Mr. Moore stated that there was trash in the Sheriff’s Office until a couple years ago and the citizens of Jones County should support the only honest Sheriff we have ever had.

Donald Shivar, Pollocksville Fire Department member, discussed the six-mile radius as it relates to fire departments. Mr. Shivar stated RHEMS is blaming Pollocksville for taking a portion of their district. He also stated that he has seen a map that shows Pollocksville’s current five-mile radius shrinking. Mr. Shivar requested that the County Manager meet with him to discuss this issue. Mr. Shivar was instructed to call Franky Howard to set up a meeting between RHEMS, Pollocksville and the County.

## **1. EASTERN CAROLINA COUNCIL UPDATE**

Steve Keen, President of the Eastern Carolina Council, discussed the past and present issues with the ECC. Mr. Keen explained that the revolving loan plans were not good plans. Mr. Keen stated that a business must have two bank turn down letters in order to qualify for the revolving loan program. He stated that the ECC has been on the radar a lot and it has been a tough process to get where they are today.

Judy Hills, Interim Executive Director, presented an update to the Board. There have been 62 businesses over the years that have benefited from the revolving loan program. She stated that the ECC can't seem to rise above the mistakes recently brought to light due to people continuing to bring it up. Mrs. Hills discussed different programs that the ECC has been involved in recently. She also stated that the ECC currently has 13 employees.

Mr. Keen spoke again regarding the status of the ECC. Mr. Keen explained that they had a good audit and, although they had to pay a lot of lawyer's fees in order to do so, they have straightened out a lot of their issues. Mr. Keen stated that Frank Emory has been there for all their meetings and that he is a good member on their board.

Mrs. Ipock-Riggs stated that losing two-million dollars was not a small problem. She stated that the ECC got the board members that they wanted and that she had been to 192 meetings prior to being removed from the board. She stated that they were never told about the loans that were not being paid back. Mrs. Ipock-Riggs also questioned why the funds were paid back to the state rather than being paid to the counties. Mr. Keen stated the ECC did what the federal government told them they had to do.

Mr. Keen informed the Board that the ECC is planning to make changes to their bylaws and each county would receive more information pertaining to the changes in the mail.

## **2. AUTOMATIC METER READING RESOLUTION**

**MOTION** made by Joe Wiggins, seconded by Frank Emory, and unanimously carried **THAT** the Resolution Adopting Capital Project Budget Ordinance Acceptance of PWS Funding, Contract Document Approval and Authorization to Advertise Project for Receipt of Proposals for PWS DWSRF Improvement Project for Jones County be approved. A copy of the resolution is marked Exhibit A and is hereby incorporated by reference and made a part of these minutes.

## **3. AUTOMATIC METER READING BUDGET ORDINANCE**

**MOTION** made by Mike Haddock, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the Capital Project Budget Ordinance for the Jones County PWS DWSRF Improvements Project be approved, a copy of which is marked Exhibit B and is hereby incorporated by reference and made a part of these minutes.

#### **4. TAX COLLECTIONS REPORT**

The September Tax Collections report was presented showing a total collection of \$1,623,000.86 (28.83%).

#### **5. POLLOCKSVILLE INDUSTRIAL PARK PAYMENT REQUEST**

**MOTION** made by Joe Wiggins, seconded by Frank Emory, and unanimously carried **THAT** the September pay request for the Pollocksville Industrial Park Water, Sanitary Sewer and Street Improvements be approved for payment in the amount of \$94,065.

#### **6. CDBG – CATALYST AWARD LETTER**

Mr. Howard informed the Board that Jones County has been awarded a \$500,000 Community Development Block Grant for North Carolina Catalyst funds. These funds will be used for improvements on Hawthorne Lane.

#### **7. BOARD APPOINTMENT – JUVENILE CRIME PREVENTION COUNCIL**

**MOTION** made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously carried **THAT** Charlie Dunn replace Tommy Brimage on the Juvenile Crime Prevention Council for the remainder of his term.

#### **8. RESOLUTION – REVIEW OFFICERS**

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the Resolution Appointing Review Officers be approved. A copy of the resolution is marked Exhibit C and is hereby incorporated by reference and made a part of these minutes.

#### **COUNTY MANAGER’S REPORT**

**MOTION** made by Frank Emory, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** a resolution be drafted and submitted to the Department of Insurance in opposition of the proposed property insurance increase.

#### **COMMISSIONER’S REPORTS**

*Joe Wiggins –*

Joe Wiggins stated that there was an error in the October 1, 2012, meeting minutes. Mr. Wiggins stated that Jayne Robb did not present the Chairman and the Board with a plaque from the Department of Commerce. Mr. Wiggins stated that the plaque only acknowledged Zack Koonce, Chairman. There was some discussion held concerning the wording of the plaque and the fact that the plaque said “presented to Jones County Chairman Zack Koonce” rather than the Jones County Board of Commissioners. Jennifer King, Clerk to the Board, stated that as someone reading the minutes whom was not present at the meeting the minutes read that Jayne Robb presented the plaque to the chairman and the Board and the minutes do not reflect anything concerning the wording on the plaque. Several board members stated that while they agreed the plaque was poorly worded, the minutes accurately reflected the presentation of the plaque.

**MOTION** made by Joe Wiggins and seconded by Sondra Ipock-Riggs **THAT** the motion to approve the minutes of October 1, 2012, be rescinded. **MOTION** failed.

*Zack Koonce-*

Mr. Koonce discussed the need for an employee evaluation on the County Manager, Franky Howard. There was some discussion held concerning this matter.

**PUBLIC COMMENT PERIOD:**

Jeff Brown stated that if Onslow County backed out of the Eastern Carolina Council in all areas except aging then he believes Jones County should do the same. Mr. Brown also asked if there was an incentive for Technical Controls to come to Jones County. Mr. Brown stated that the County was burned by DHi and that many businesses love to prey on small towns and lie about how many jobs they can create.

Robert Masters stated that he was dissatisfied with the presentation given by Steve Keen and Judy Hills concerning the Eastern Carolina Council. Mr. Master urged the Commissioners to carefully review the documents that pertain to the amendment of the ECC bylaws because the new documents prevent agencies from backing out of the Eastern Carolina Council. Mr. Masters stated that Onslow County continues to be in the aging program with ECC only because they are required to do so. He also stated that Kinston has backed out of the ECC and Snow Hill plans to back out as well.

**MOTION** made by Mike Haddock, seconded by Frank Emory, and unanimously carried **THAT** the meeting be adjourned at 8:45 p.m.

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Zack Koonce  
Chairman

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Jennifer King  
Clerk to the Board

# EXHIBIT A

**RESOLUTION NO. \_\_\_\_\_**  
**ADOPTING CAPITAL PROJECT BUDGET ORDINANCE**  
**ACCEPTANCE OF PWS FUNDING,**  
**CONTRACT DOCUMENT APPROVAL**  
**AND**  
**AUTHORIZATION TO ADVERTISE PROJECT FOR RECEIPT OF PROPOSALS**  
**FOR**  
**PWS DWSRF IMPROVEMENT PROJECT**  
**JONES COUNTY**  
**OCTOBER 15, 2012**

- WHEREAS,** Jones County desires to construct an automatic meter reading system consisting of replacement of approximately 3,620 meters across the County, and
- WHEREAS,** Public Water Supply Section (PWS) has issued an offer to fund the project in the amount of \$2,015,000.00 with 100% as Loan Income at a 0% interest rate for fourteen (14) years to Jones County for water system improvements, and
- WHEREAS,** PWS funding offer Part A has been executed by Jones County accepting the funding in the amount of \$2,015,000.00, and
- WHEREAS,** Public Water Supply Section funding program requires execution of PWS approved technical services agreement and funding assistance agreement, and
- WHEREAS,** Specifications for proposed automatic meter reading system have been prepared by the engineering firm, McDavid Associates, Inc., and
- WHEREAS,** Contract documents for subject project shall be advertised as a request for proposals procedure under North Carolina General Statutes 143-129.8 "Information Technology - Best Value" procurement process due to complexity of the technology.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF JONES COUNTY:**

That the attached capital project budget ordinance is hereby adopted, and

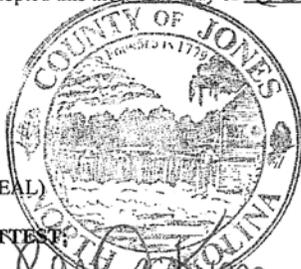
That the Chairman and/or County Manager is hereby authorized to execute a Technical Service Agreement with McDavid Associates, Inc., and

That the Contract Document - Specifications for the project are hereby approved, and

That McDavid Associates, Inc. is authorized to advertise the project for receipt of proposals in conformance with NC General Statute 143-129.8 "Information Technology - Best Value" procurement, and

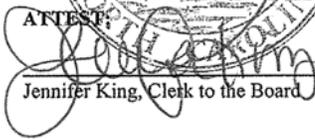
That the Chairman and/or County Manager is hereby authorized to execute all related documents.

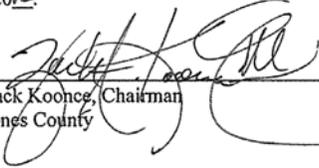
Adopted this the 15<sup>th</sup> day of October, 2012.



(SEAL)

ATTEST:

  
Jennifer King, Clerk to the Board

  
Zack Koonce, Chairman  
Jones County

## EXHIBIT B

Capital Project Budget Ordinance  
Jones County  
PWS DWSRF Improvements Project  
Contract No. 1 - Automatic Meter Reading System

		BUDGET PWS APPLIC Sept. 30, 2010	CHANGES	ADOPTED BUDGET OCT. 15, 2012
<b><u>REVENUES - PWS Eligible</u></b>				
xx-xxx-xxxxx	PWS DWSRF Loan	\$ 2,015,000.00	\$ 0.00	\$ 2,015,000.00
xx-xxx-xxxxx	PWS DWSRF Loan Forgiveness	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	Owner Contribution	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	Sales Tax Refund - Restricted	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	Interim Financing	\$ 0.00	\$ 0.00	\$ 0.00
	<b>SUBTOTAL - PWS Eligible Revenues</b>	<b>\$ 2,015,000.00</b>	<b>\$ 0.00</b>	<b>\$ 2,015,000.00</b>
<b><u>REVENUES - Non-PWS Eligible</u></b>				
xx-xxx-xxxxx	Owner Contribution	\$ 0.00	\$ 15,000.00	\$ 15,000.00
xx-xxx-xxxxx	Interest Earned	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	Liquidated Damages	\$ 0.00	\$ 0.00	\$ 0.00
	<b>SUBTOTAL - Non-PWS Eligible Revenues</b>	<b>\$ 0.00</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>
	<b>TOTAL REVENUES</b>	<b>\$ 2,015,000.00</b>	<b>\$ 15,000.00</b>	<b>\$ 2,030,000.00</b>
<b><u>EXPENSES - PWS Eligible</u></b>				
xx-xxx-xxxxx	Contract No. 1 - Automatic Meter Reading System	\$ 1,646,000.00	\$ -10,500.00	\$ 1,635,500.00
xx-xxx-xxxxx	Contract No. __ - _____	\$ 0.00	\$ 0.00	\$ 0.00
	<b>SUBTOTAL - Construction</b>	<b>\$ 1,646,000.00</b>	<b>\$ -10,500.00</b>	<b>\$ 1,635,500.00</b>
<b><u>Step I &amp; II Planning and Engineering Design Prior To Construction</u></b>				
xx-xxx-xxxxx	Basic Engineering Fees (Prior to Construction)	\$ 83,200.00	\$ 55,817.50	\$ 139,017.50
<b><u>Step III - Engineering Services During Construction</u></b>				
xx-xxx-xxxxx	Construction Administration	\$ 140,700.00	\$ 14,672.50	\$ 155,372.50
xx-xxx-xxxxx	Additional Services by Engineer	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	Reimbursable Expenses to the Engineer	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	Permit Application Fees Paid by Owner	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	Legal Costs	\$ 3,000.00	\$ 0.00	\$ 3,000.00
xx-xxx-xxxxx	Closing Fee	\$ 60,000.00	\$ -19,700.00	\$ 40,300.00
<b><u>Other</u></b>				
xx-xxx-xxxxx	- Land/Basement Acquisition	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	- Advertisement	\$ 0.00	\$ 500.00	\$ 500.00
xx-xxx-xxxxx	- Appraisals	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	- Soil Testing - Geotechnical	\$ 0.00	\$ 0.00	\$ 0.00

		BUDGET PWS APPLIC Sept. 30, 2010	CHANGES	ADOPTED BUDGET OCT. 15, 2012
xx-xxx-xxxxx	- Repayment of Interim Financing	\$ 0.00	\$ 0.00	\$ 0.00
xx-xxx-xxxxx	Contingency	\$ <u>82,100.00</u>	\$ <u>-40,790.00</u>	<u>41,310.00</u>
	<b>SUBTOTAL - PWS Eligible Expenses</b>	<b>\$ 2,015,000.00</b>	<b>\$ 0.00</b>	<b>\$ 2,015,000.00</b>
	<b><u>EXPENSES - Non-PWS Eligible</u></b>			
xx-xxx-xxxxx	Funding Assistance	\$ 0.00	\$ 15,000.00	\$ 15,000.00
xx-xxx-xxxxx	Contingency	\$ <u>0.00</u>	\$ <u>0.00</u>	<u>0.00</u>
	<b>SUBTOTAL - Non-PWS Eligible Expenses</b>	<b>\$ 0.00</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>
	<b>TOTAL EXPENSES</b>	<b>\$ 2,015,000.00</b>	<b>\$ 15,000.00</b>	<b>\$ 2,030,000.00</b>

EXHIBIT C

BOARD OF COUNTY COMMISSIONERS

ZACK KOONCE, Chairman  
1539 Ten Mile Fork Rd.  
Trenton, NC 28585

FRANK EMORY, Vice-Chairman  
8466 Hwy. 41 W.  
Richlands, NC 28574

JOSEPH F. WIGGINS  
641 Richlands Rd.  
Trenton, NC 28585

SONDRA IPOCK RIGGS  
862 Riggstown Rd.  
Pollocksville, NC 28573

MIKE HADDOCK  
2314 Wyse Fork Rd.  
Trenton, NC 28585



POST OFFICE BOX 340  
TRENTON, NORTH CAROLINA 28585  
(252) 448-7571 FAX (252) 448-1072

COUNTY MANAGER

FRANKY J. HOWARD  
P.O. Box 340  
Trenton, NC 28585

COUNTY ATTORNEY

JIMMIE B. HICKS  
P.O. Drawer 889  
New Bern, NC 28563

CLERK TO THE BOARD

JENNIFER KING  
P.O. Box 340  
Trenton, NC 28585

email: jonescounty@co.jones.nc.us

RESOLUTION APPOINTING REVIEW OFFICERS

WHEREAS, S.L. 1197-309 (S875) makes a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law is to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to a Review Officer; and

WHEREAS, G.S. 47-30.2 requires the Board of County Commissioners in each County, by resolution, to appoint a person to serve as Review Officer to review each plat before it is recorded and certify that it meets the statutory requirements for recording; and

WHEREAS, it is the desire of the Jones County Board of Commissioners to insure an expeditious review of all maps and plats as required by G.S. 47-30.2 before they are presented to the Register of Deeds for recording.

NOW, THEREFORE, BE IT RESOLVED, effective October 15, 2012, that Wayne L. Vanderford and Gairy Issac Canady, Jr. in the Jones County Tax Office are hereby appointed to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statutes. In addition, Wayne L. Vanderford and Gairy Issac Canady, Jr. may delegate to other members of the Tax Office to perform all responsibilities as required for Review Officer.

BE IT FURTHER RESOLVED that a copy of this Resolution designating the Review Officers be recorded in the Jones County Register of Deeds Office and indexed in the name of the Review Officer.

This the 15<sup>th</sup> day of October, 2012.

ATTEST:

*Jennifer King*  
Jennifer King, Clerk to the Board

*Zack Koonce*  
Zack Koonce, Chairman