

May 6, 2013 8:30 A.M.

JONES COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

JONES COUNTY OFFICE COMPLEX – COMMISSIONERS’ ROOM

MINUTES

COMMISSIONERS PRESENT:

Frank Emory, Chairman
Mike Haddock, Vice-Chairman
Sondra Ipock-Riggs, Commissioner
Joe Wiggins, Commissioner
Zack Koonce, III, Commissioner

OFFICIALS PRESENT:

Franky J. Howard, County Manager
Jimmie B. Hicks, County Attorney

OFFICIAL ABSENT:

Jennifer King, Clerk to the Board

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

MOTION made by Sondra Ipock-Riggs, seconded by Zack Koonce, and unanimously carried **THAT** the minutes of April 15, 2013, be approved.

PUBLIC COMMENT PERIOD:

There were no public comments.

1. BOARD OF EQUALIZATION AND REVIEW

The Jones County Board of Commissioners acts as the Board of Equalization and Review for Jones County. The Oath was administered for the Board of Equalization and Review, a copy of which is marked Exhibit A and is hereby incorporated by reference and made a part of these minutes. . Wayne Vanderford, Tax Collector, informed the board that there were no appeals. **MOTION** made by Sondra Ipock-Riggs, seconded by Mike Haddock and unanimously carried **THAT** the Board of Equalization and Review be recessed until May 28, 2013, at 5:30 p.m.

2. RBEG GRANT

MOTION made by Zack Koonce, seconded by Mike Haddock, and unanimously carried **THAT** Franky Howard be designated as Acting Clerk in the absence of the Clerk to the Board, Jennifer King, and have the authority to sign documents accordingly.

MOTION made by Mike Haddock, seconded by Zack Koonce and unanimously carried **THAT** the board accepts the USDA-Rural Development Business Enterprise Grant funds in the amount of \$75,000 for upgrades to the Jones County Business Center for Beer Army as recommended by the Economic Development Committee.

3. CDBG – SCATTERED SITE

MOTION made by Sondra Ipock-Riggs, seconded by Frank Emory, and unanimously carried **THAT** the Resolution by the Board of Commissioners of the County of Jones

Accepting Additional CDBG Scattered Site Housing Funds. A copy of each is marked Exhibit B and is hereby incorporated by reference and made a part of these minutes.

4. NC CATALYST

MOTION made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the Resolution by the Board of Commissioners of the County of Jones Selecting CDBG Project Engineer and the Resolution by the Board of Commissioners of the County of Jones Selecting CDBG Project Attorney be approved. A copy of these is marked Exhibit C and is hereby incorporated by reference and made a part of these minutes.

5. ABC PERMIT

MOTION made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously carried **THAT** this item be **TABLED** until the Sheriff's Department can process a background investigation on the owner.

6. RECORDS RETENTION SCHEDULE ADOPTION

MOTION made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the Records Retention and Disposition Schedule for County Management and the Tax Office dated April, 2013, be approved.

7. INVOICE – SUMRELL, SUGGS, CARMICHAEL, HICKS & HART, P.A.

MOTION made by Joe Wiggins, seconded by Zack Koonce, and unanimously carried **THAT** an invoice for services rendered by Sumrell, Sugg, Carmichael, Hicks & Hart, P.A. be approved for payment as follows:

General Legal	\$2,686.72
Economic Development	280.00

8. RESOLUTION OPPOSING SENATE BILL 76

MOTION made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the board approves the drafting of a resolution in opposition of Senate Bill 76 to be presented at the May 20, 2013, meeting.

9. TROOP A COMMUNICATION CENTER CLOSING

The NC State Highway Patrol, Troop A Communications Center, located in Williamston is in danger of being shut down and the staff terminated. **MOTION** made by Sondra Ipock-Riggs, seconded by Zack Koonce and unanimously carried **THAT** the Resolution Opposing Governor McCrory and the General Assembly Closing and Consolidating NC Highway Patrol Communications Centers be approved. A copy of the Resolution is marked Exhibit D and is hereby incorporated by reference and made a part of these minutes.

10. BOARD VACANCY – JONES COUNTY PLANNING BOARD

Mr. Howard informed the board that Vic Bryan has requested to be removed from the Jones County Planning Board. This vacancy will be advertised with local media.

11. BOARD APPOINTMENT – NURSING BOARD – JEROL BRYANT

MOTION made by Sondra Ipock-Riggs, seconded by Joe Wiggins and unanimously carried **THAT** Jerol Bryant be reappointed to the Jones County Nursing and Adult are Home Community Advisory Committee for a three-year term to expire May 16, 2016.

PUBLIC COMMENT PERIOD:

Walter Robinson discussed an issue with grass growing by the highway on Hussey Lane. Frank Emory offered to call the DOT.

COUNTY MANAGER’S REPORT

Franky Howard handed out the County Manager’s Report for the month.

Mr. Howard informed the board that Jones County needs to find representatives to serve on the East Carolina Behavioral Health Board. **MOTION** made by Mike Haddock, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Zack Koonce represent Jones County.

COMMISSIONER’S REPORTS

Sondra Ipock-Riggs

Mrs. Ipock-Riggs stated that nursing home residents are being bathed in cold water.

MOTION made by Mike Haddock, seconded by Joe Wiggins and unanimously carried **THAT** a resolution be drafted to support bathing nursing home residents in hot water. This resolution should be sent to Harry Brown.

Mrs. Ipock-Riggs stated that employees are requesting a 10-hour work day (four day work week) but they can’t even get to work on time now. While sitting in the parking lot she observed several employees coming to work late. Mrs. Ipock-Riggs also suggested a dress code for Jones County employees.

MOTION made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the meeting be adjourned at 9:40 a.m.

Frank Emory
Chairman

Franky Howard
Acting Clerk to the Board

EXHIBIT A

BOARD OF COUNTY COMMISSIONERS

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

MIKE HADDOCK, Vice-Chairman
2314 Wyse Fork Rd.
Trenton, NC 28585

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

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

SONDRA IPOCK RIGGS
862 Riggsdown Rd.
Pollocksville, NC 28573



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@jonescountync.gov
website: www.jonescountync.gov

OATH FOR BOARD OF EQUALIZATION AND REVIEW JONES COUNTY

I,(state your name)....., do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as a member of the Board of Equalization and Review, and that I will not allow my actions as a member of the Board of Equalization and Review to be influenced by personal or political friendships or obligations, so help me God.

Frank Emory

Frank Emory

Mike Haddock

Mike Haddock

Sondra Ipock-Riggs

Sondra Ipock Riggs

Joseph Wiggins

Joe Wiggins

Zack Koonce

Zack A. Koonce

This Oath taken and subscribed before me this 6th day of May, 2013.

Melanie B. Danza
Notary Public

My commission expires _____ **Commission expires 02/10/2018**

EXHIBIT B

RESOLUTION BY THE BOARD OF COMMISSIONERS

OF THE COUNTY OF JONES

ACCEPTING ADDITIONAL CDBG SCATTERED SITE HOUSING FUNDS

WHEREAS, the County of Jones has the need for housing improvements throughout the County; and

WHEREAS, the County of Jones has received a \$400,000 Scattered Site Housing Assistance Grant under the 2010 Small Cities Community Development Block Grant (CDBG) Program; and

WHEREAS, the County of Jones has been offered an additional \$35,000 grant from the NC Division of Community Assistance under the 2010 CDBG Program to complete the replacement of four owner-occupied houses;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the County of Jones:

THAT, The County of Jones hereby accepts the State of North Carolina Small Cities Community Development Block Grant offer of an additional \$35,000; and

THAT, The County of Jones approves the Budget Amendment for the \$35,000 in additional CDBG funds and authorizes the submittal of a Project Budget Program Amendment to the NC Division of Community Assistance; and

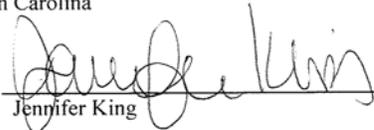
THAT, The County of Jones will use the funds to provide a replacement house for Margie Payton at 3708 Ten Mile Fork Rd, Trenton, NC and to complete the 2010 CDBG Project activities; and

THAT, Frank Emory, Chairman; Franky Howard, County Manager; Melissa Moore-Freeman, Finance Officer; and Jennifer King, Clerk to the Board are hereby authorized to accept this grant offer on behalf of the County of Jones and to execute the Funding Approval Form, related grant documents and subsequent documents and reports during the completion of the 2010 CDBG Scattered Site Housing Project; and

THAT, The County of Jones has substantially complied with or will substantially comply with all federal, state, and local laws, rules, regulations, and ordinances as applicable to the project.

Adopted this 6th day of May, 2013 at Jones County, North Carolina




Jennifer King

Clerk to the Board

Title

EXHIBIT C

2

**RESOLUTION BY THE BOARD OF COMMISSIONERS
OF THE COUNTY OF JONES
SELECTING CDBG PROJECT ENGINEER**

WHEREAS, the County of Jones has applied for funds under the 2011 Community Development Block Grant (CDBG) Program – NC Catalyst Category; and

WHEREAS, the County of Jones has received notification from the North Carolina Division of Community Assistance that the County has received 2011 CDBG NC Catalyst funding; and

WHEREAS, the County of Jones has procured professional services in accordance with all applicable Federal, State, and Local requirements; and

WHEREAS, the County of Jones has received proposals from more than one qualified firm to provide professional engineering services.

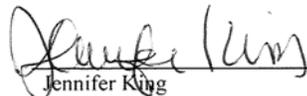
NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the County of Jones;

THAT, the County hereby selects McDavid Associates, Inc of Farmville, NC to provide complete engineering/construction observation/surveying services as outlined in their proposal subject to successful negotiation of a fixed-fee cost of service; and

THAT, Franky Howard, County Manager, is hereby authorized to enter into negotiations with McDavid Associates, Inc and to execute an engineering contract based on a lump-sum fee for professional services. The provision of professional engineering services is subject to satisfaction of all grant conditions and release of funds conditions where applicable.

Adopted this 6th day of May, 2013 at Jones County, North Carolina




Jennifer King

Clerk to the Board
Title

3

**RESOLUTION BY THE BOARD OF COMMISSIONERS
OF THE COUNTY OF JONES
SELECTING CDBG PROJECT ATTORNEY**

WHEREAS, the County of Jones has applied for funds under the 2011 Community Development Block Grant (CDBG) Program – NC Catalyst Category; and

WHEREAS, the County of Jones has received notification from the North Carolina Division of Community Assistance that the County has received 2011 CDBG NC Catalyst funding; and

WHEREAS, the County of Jones has procured professional services in accordance with all applicable Federal, State, and Local requirements; and

WHEREAS, the County of Jones has received proposals from one qualified firm to provide professional legal services.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the County of Jones;

THAT, the County hereby selects Sumrell, Sugg, Carmichael, Hicks and Hart of New Bern, NC to provide legal services as outlined in their proposal subject to successful negotiation of fixed-fees for cost of services; and

THAT, Franky Howard, County Manager, is hereby authorized to enter into negotiations with Sumrell, Sugg, Carmichael, Hicks and Hart and to execute a legal services contract based on fixed fees for professional services. The provision of professional legal services is subject to satisfaction of all grant conditions and release of funds conditions where applicable.

Adopted this 6th day of May, 2013 at Jones County, North Carolina





Jennifer King

Clerk to the Board
Title