



Nash County Board of Commissioners

Regular Board Meeting

October 5, 2020

Claude Mayo, Jr. Administration Building

3rd Floor - Frederick B. Cooper Commissioners Room

120 West Washington Street

Nashville, North Carolina

Citizens with disabilities requiring assistance to participate in public meetings should contact the County Manager's office.

October 2020 Regular Board Meeting

1. Call to Order
Chairman Robbie B. Davis

2. Invocation
Commissioner Sue Leggett

3. Pledge of Allegiance
Vice Chairman Wayne Outlaw

4. Approval of Minutes

Regular Meeting Minutes of September 8, 2020

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Regular Meeting Minutes of September 21, 2020

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5. Public Comment

6. Nash County Detention Facility Update - Facilities
Jonathan Boone, County Engineer, Utilities and
Facilities Director

7. Nash County Detention Facility Update - Operations
Major Allen Wilson

8. Public Hearing on UDO Text Amendment Request A-
200901 to Expand the Permitted Land Use "Biogas
Production" to Include Additional Types of "Biomass
Energy Production Facilities."
Adam Tyson, Planning Director

Summary of Request

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9. Request for Six-Month Extension of Conditional Use
Permit CU-181002 for Next Level Cycles, LLC off Taylors
Gin Rd.
Adam Tyson, Planning Director

Summary of Request

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Aerial Photograph

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Zoning Map

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Approved Site Plan Page 47

Subdivision Plat Page 48

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10. Resolution Authorizing the Donation of County-Owned Surplus Property to The Mercer Foundation
Brian Brantley, Emergency Services Director and
Donna Wood, Finance Officer

Summary of Request Page 49

Letter from Mercer Foundation Page 51

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11. Charters of Freedom Exhibit
Jonathan Boone, County Engineer, Utilities and
Facilities Director

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Recommendation Page 54

-
12. Proposed Oversize Agreement for Water and/or Sewer Main Extensions
Jonathan Boone, County Engineer, Utilities and
Facilities Director

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Policy Recommendation Page 58

-
13. Policy Approval - Allowance for Bad Debts and Write-Off Water/Sewer and Solid Waste/Landfill
Donna Wood, Finance Officer

Summary of Request Page 60

Policy Recommendation Page 61

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14. Northern Nash Elementary School Capital Project - Amendment 2
Donna Wood, Finance Officer

Summary of Request Page 66

15. Debris Removal Grant Project Ordinance - Amendment 2 Donna Wood, Finance Officer	
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16. COVID-19 Grant Project Ordinance - Amendment 4 Donna Wood, Finance Officer	
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17. 2020 Homeland Security Grant Donna Wood, Finance Officer	
Summary of Request	Page 74
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18. Budget Amendments Donna Wood, Finance Officer	
Summary of Request	Page 76
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19. Board Appointments Stacie Shatzer, Assistant County Manager	
Summary of Request	Page 78
Board Appointment Workbook	Page 79
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20. Monthly Tax Report Doris Sumner, Tax Administrator	
Summary of Request	Page 82
Monthly Tax Report	Page 84
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21. Tax Refunds Doris Sumner, Tax Administrator	
Summary of Request	Page 90
Refund Requests	Page 91
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22. Commissioner Comments	

23. Manager's Report
Zee Lamb, County Manager

24. Closed Session

Closed session as permitted by NCGS 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege; NCGS 143-318.11(a)(4) for the discussion of matters relating to economic development and the location or expansion of industries or other businesses in the County; and NCGS 143-318.11(a)(6) to consider the qualifications and performance of an employee.

25. Recess Meeting Until Wednesday, October 14, 2020 at 1:00PM in the Commissioners' Room

Item: Text Amendment Request A-200901 to amend the Nash County Unified Development Ordinance in order to expand the already permitted land use "biogas production" to also include additional types of "biomass energy production facilities."

Initiated By: Adam Tyson, Planning Director

Actions Proposed: Hold a legislative public hearing, adopt a consistency statement, and approve or deny the text amendment.

Notice of Public Hearing:

Published Notice: September 23, 2020 (The Enterprise)
September 24, 2020 (The Nashville Graphic)
September 24 & October 1, 2020 (The Rocky Mount Telegram)

Existing Ordinance Requirements for Biogas Production:

On February 4, 2019 the Nash County Board of Commissioners adopted a text amendment (Case File #A-190102), at the request of Gess International, to add "biogas production" as a land use permitted for development in the GI (General Industrial) Zoning District with the required issuance of a conditional use permit.

Biogas production is a process that uses bacteria to break down organic materials (such as livestock waste, crop residuals, food waste, etc.) in the absence of oxygen (known as anaerobic digestion) in order to generate a gas made mostly of methane, which is then used to create natural gas for energy production.

Biogas production plants support local farming operations by providing a new option for managing the waste materials that they have traditionally disposed of. They are highly sustainable because they use abundant raw materials to generate renewable energy that helps to reduce our reliance on traditional fossil fuels while also reducing the greenhouse effect by capturing and using the methane that would have otherwise been released into the atmosphere during the natural breakdown of the waste materials. A byproduct of the biogas production process is a digestate, which can be used by farmers as an organic fertilizer to either supplement or substitute for more traditional chemical fertilizers.

Due to Nash County's lack of direct experience with biogas production plants, the Board of Commissioners chose to proceed cautiously and to permit their potential development only in the GI (General Industrial) Zoning District – the County's most

intensive industrial zoning district – and only with the required issuance of a conditional use permit – the County’s most rigorous zoning review process.

The GI (General Industrial) Zoning District is “*primarily intended to accommodate a wide range of assembling, fabricating, and manufacturing uses*” and has been “*established for the purpose of providing appropriate locations and development regulations for uses which may require special measures to ensure compatibility with adjoining properties*” (UDO Article IX, Section 9-1, Subsection 9-1.5 B.)

The conditional use permit process requires the submittal of a proposed site plan as well as a quasi-judicial evidentiary public hearing to establish that the proposed development:

- (1) Will not materially endanger the public health or safety,
- (2) Will not substantially injure the value of adjoining or abutting property,
- (3) Will be in harmony with the area in which it is to be located, and
- (4) Will be in general conformity with the Nash County Land Development Plan.

Additionally, the conditional use permit process also allows for the attachment of site-specific conditions to a particular development project in order to ensure that the requirements of the Ordinance will be met.

Since the adoption of the text amendment, no biogas production plants have actually been proposed or developed within Nash County’s jurisdiction.

Description of the Proposed Text Amendment:

Text Amendment Request A-200901 made by the Power Resource Group seeks to expand the already permitted land use “biogas production” to include facilities that convert organic materials into renewable energy not just through the process of anaerobic digestion, but also through the processes of combustion, gasification, and/or fermentation under the broader term “biomass energy production facilities.”

Biomass Anaerobic Digestion (as previously discussed) is a process that uses bacteria to break down organic materials in the absence of oxygen in order to generate biogas made mostly of methane, which is then used to produce natural gas for energy production.

Biomass Combustion is a process that combines organic materials with oxygen at high temperatures in order to generate carbon dioxide, water vapor, and heat, which are then used to produce hot air, hot water, steam, electricity, or a combination thereof for energy production.

Biomass Gasification is a process that combines organic materials with controlled amounts of oxygen and/or steam at high temperatures without combustion in order to

generate a combustible gas composed of carbon monoxide, hydrogen, and carbon dioxide, which is then used as fuel for energy production.

Biomass Fermentation is a process that breaks down the sugars found in organic materials in order to generate carbon dioxide and ethanol, which is then used as fuel for energy production.

The text amendment also seeks to clarify that a biomass energy production facility may either actually produce the renewable energy on-site or it may just produce the fuel to be transported for use elsewhere.

The proposed amendment would permit the potential development of biomass energy production facilities under the same circumstances as biogas production is already currently permitted – only in the most intensive GI (General Industrial) Zoning District and only through the most rigorous conditional use permit review process.

Proposed Text Amendment:

CURRENT ORDINANCE:

ARTICLE IX: ZONING

9-3 PERMITTED USES

9-3.1 Permitted Use Table

Table 9-3-1: Table of Permitted Uses

		Zoning District
Use Type	Ref. SIC	GI (General Industrial)
MANUFACTURING & INDUSTRIAL USES		
Biogas Production	0000	C

C = Conditional Use Permit Required

PROPOSED ORDINANCE AMENDMENT: (CHANGES HIGHLIGHTED)

ARTICLE II: INTERPRETATIONS AND DEFINITIONS

2-4 DEFINITIONS

2-4.14(a) Biomass Energy Production Facility. A facility which uses primarily organic materials including, but not necessarily limited to, wood chips, energy crops, agricultural waste (livestock waste or crop residues) and/or food waste to generate renewable electrical and/or thermal energy (or to produce the fuel used to generate renewable electrical and/or thermal energy) through the

processes of anaerobic digestion, combustion, gasification, and/or fermentation.

ARTICLE IX: ZONING

9-3 PERMITTED USES

9-3.1 Permitted Use Table

Table 9-3-1: Table of Permitted Uses

Use Type	Ref. SIC	Zoning District GI (General Industrial)
MANUFACTURING & INDUSTRIAL USES		
Biogas Production Biomass Energy Production Facility	0000	C

C = Conditional Use Permit Required

TRC Recommendation:

The Nash County Technical Review Committee (TRC) considered Text Amendment Request A-200901 on September 3, 2020 and recommended **APPROVAL** based on its determination that the request is reasonable, in the public interest, and not inconsistent with the recommendations of the Nash County Land Development Plan.

Planning Board Recommendation:

The Nash County Planning Board considered Text Amendment Request A-200901 on September 21, 2020. No members of the public, other than the applicant, attended the meeting or addressed the Board with regard to this request.

The Planning Board voted unanimously to recommend:

- (1) **APPROVAL of Consistency Statement ‘A’ below** - finding the request to be reasonable, in the public interest, and not inconsistent with the recommendations of the Nash County Land Development Plan, and
- (2) **APPROVAL** of the request to expand the already permitted land use “biogas production” to also include additional types of “biomass energy production facilities.”

Suggested Motions:

MOTION #1 – ADOPT A CONSISTENCY STATEMENT:

*I move that the Nash County Board of Commissioners adopt **Consistency Statement ‘A’ or ‘B’ (choose one from below)** related to Text Amendment Request A-200901.*

Consistency Statement ‘A’ (For APPROVAL):

Text Amendment Request A-200901 is reasonable, in the public interest, and not inconsistent with the recommendations of the Nash County Land Development Plan because:

- (1) The expanded land use produces sustainable, renewable energy.
- (2) The expanded land use supports local agriculture by providing an additional waste management option for farmers and, in some cases, by producing an organic fertilizer as a byproduct.
- (3) The development of the expanded land use will be permitted only in the most intensive GI (General Industrial) Zoning District and only with the required issuance of a conditional use permit - the most rigorous zoning review process currently available in the Unified Development Ordinance.
- (4) The Nash County Land Development Plan does not specifically address biomass energy production as a land use type.

--- OR ---

Consistency Statement ‘B’ (For DENIAL):

Text Amendment Request A-200901 is not reasonable and/or not in the public interest and/or not consistent with the recommendations of the Nash County Land Development Plan because: **(List reasons.)**

MOTION #2 – APPROVE OR DENY THE TEXT AMENDMENT:

*I move that the Nash County Board of Commissioners **APPROVE or DENY (choose one)** Text Amendment Request A-200901 to expand the already permitted land use “biogas production” to also include additional types of “biomass energy production facilities.”*

Item: Request for a six-month extension of Conditional Use Permit CU-181002 issued for the Next Level Cycles, LLC motorcycle sales and repair service shop to be located off Taylors Gin Road.

Initiated By: Adam Tyson, Planning Director

Action Proposed: Approve or deny the permit extension request.
(No public hearing is required.)

Property Tax ID: PIN # 289500535640 / Parcel ID # 026843 (Portion – 1.38 Acres)

Commissioner District: District #1 – Lou M. Richardson

Description of the Project:

On November 5, 2018, the Nash County Board of Commissioners rezoned a 1.38-acre portion of a tract of land located northwest of the intersection of Taylors Gin Road and Red Bud Road from A1 (Agricultural) to RC-CU (Rural Commercial Conditional Use) and issued Conditional Use Permit CU-181002 in order to permit the development of Next Level Cycles LLC, a motorcycle sales and repair service shop, on the rezoned site.

Since that time, the applicant, Mr. Kelsey Richardson, has successfully amended an existing conservation agreement with the Nash County Agriculture Advisory Board in order to remove the rezoned portion of land from an Enhanced Voluntary Agriculture District (March 31, 2020.) He has also subdivided the rezoned property from the larger tract (April 3, 2020) in preparation for the construction of the shop.

However, it was recently discovered that the former property owner and Mr. Richardson's grandmother, Ms. Mildred B. Farmer, inadvertently deeded the subject property to two other family members instead of Mr. Richardson due to a miscommunication with an attorney (Deed Book 3034, Pages 326-331, Nash County Registry.)

While those family members are willing to correct the mistake by deeding the subject property to Mr. Richardson as originally intended, they are currently prevented from doing so by complications related to other ongoing legal proceedings in which they are involved.

As a result, the construction of the previously approved motorcycle sales and repair service shop has been delayed.

Because no building permit applications have been filed yet for the development, Conditional Use Permit CU-181002 is scheduled **to expire on November 5, 2020** at the end of the two-year vested right period.

Description of the Request:

Mr. Richardson, the applicant, has therefore requested a six-month extension in order to allow Conditional Use Permit CU-181002 **to remain valid through May 5, 2021**.

Ordinance Requirements for Permit Extension:

In accordance with Article IV, Section 4-10 (C) of the Nash County Unified Development Ordinance, the Board of Commissioners, as the permit-issuing authority, may extend for a period up to six months the date when a conditional use permit would otherwise expire, if it concludes that:

- (1) The permit has not yet expired;
- (2) The permit recipient has proceeded with due diligence and in good faith; and
- (3) Conditions have not changed so substantially as to warrant a new application.

Permit extensions may be granted without the submittal of any new applications or fees and without holding any further public hearings. There is no limit on the number of permit extensions that may be granted for a particular project. A permit extension does not alter any of the conditions attached to the original permit, which shall remain in effect.

Suggested Motion:

*I move that the Nash County Board of Commissioners **APPROVE or DENY (choose one)** the request to extend the expiration date of Conditional Use Permit CU-181002 issued for the development of the Next Level Cycles, LLC motorcycle sales and repair service shop for an additional six-month period from November 5, 2020 to May 5, 2021.*

**Conditional Use Permit CU-181002
Next Level Cycles, LLC
Aerial Photograph**

**1.38 Acres
Zoned RC-CU
For Motorcycle
Sales & Repair
Service Shop**

Red Bud Rd

4202

Taylor's Gin Rd

4211

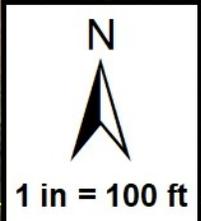
4153

4235

4265

4285

Taylor Trace Ct



**Conditional Use Permit CU-181002
Next Level Cycles, LLC
Zoning Map**

1.38 Acres
Zoned RC-CU
For Motorcycle
Sales & Repair
Service Shop

**RC - CU
(Conditional Use)**

Red Bud Rd

4202

Taylor's Gin Rd

**A1
(Agricultural)**

4211

4153

4235

4265

4285

Taylor Trace Ct



1 in = 100 ft

2

S88°08'00"E 418.67'

25' MBL

S1°52'00"W 60.00'

EX. WELL
⊗

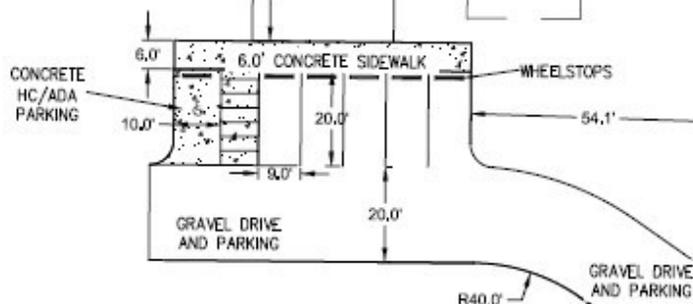
EX. SEPTIC

MILDRED B. FARMER
4202 TAYLORS GIN RD.
D.B./PG. NA
P.E./PG. 18-132
PIN: 2895-0063-4337
PARID 043156
1.0 ACRE

N88°08'00"W 234.41'

S1°51'31"W 190.00'

N1°02'37"E 184.06'



GRAVEL DRIVE AND PARKING
R40.0'

ACCESS EASEMENT

CONCRETE APRON TO EXTEND 10' BEYOND PROPERTY LINE

S89°28'59"W 56.62'

N88°08'29"W 184.26'

S84°29'09"W 13.09'

R20.0'

CONCRETE APRON
R20.0'

R20.0'

TAYLORS GIN RD. (S.R. 1310)
60' PUBLIC RW

S87°12'00"W 51.28'

N88°48'00"W 45.16'

N87°44'00"W

NORTH CAROLINA

I, Michael W. Cullom certify that this map was drawn under my supervision from an actual survey made under my supervision deed and description recorded in Deed Book 976, Page 573; that the boundaries not surveyed are clearly indicated as drawn from information found in Deed Book 85, Page shown, that the ratio of precision as calculated is 1 : 10,000+; that this plat was prepared in accordance with G. S. 47 - 30 as amended. Witness my original signature, license number and official seal this 4th day of October, A. D., 2019.

Professional Land Surveyor Seal L-5009



I, Michael W. Cullom, P.L.S., Professional Land Surveyor No. 5009 certify to one of the following as indicated by "X".

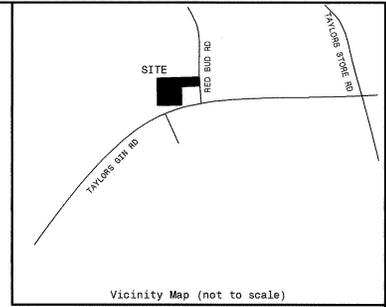
- X a. That this plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land;
b. That this plat is of a survey that is located in a portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land;
c. That this plat is of a survey of an existing parcel or parcels of land that does not create a new street or change an existing street.
d. That this plat is of a survey of another category, such as the recombination of existing parcels, a court-ordered survey or other exception to the definition of subdivision;
e. That the information available to this surveyor is such that I am unable to make a determination to the best of my professional ability as to provisions contained in (a) through (d) above.

Seal or Stamp: Michael W. Cullom, P.L.S., Professional Land Surveyor No. 5009

I(we), hereby certify that I am(we are) the owner(s) of the property described hereon, which property is located within the subdivision regulation jurisdiction of Nash County, that I(we) hereby freely adopt this plan of subdivision. I(we) further certify that the subdivided tracts on this plan cannot be further subdivided within two years of the date of recordation unless a sketch plan and/or preliminary plat and final plat are submitted for the entire remainder.

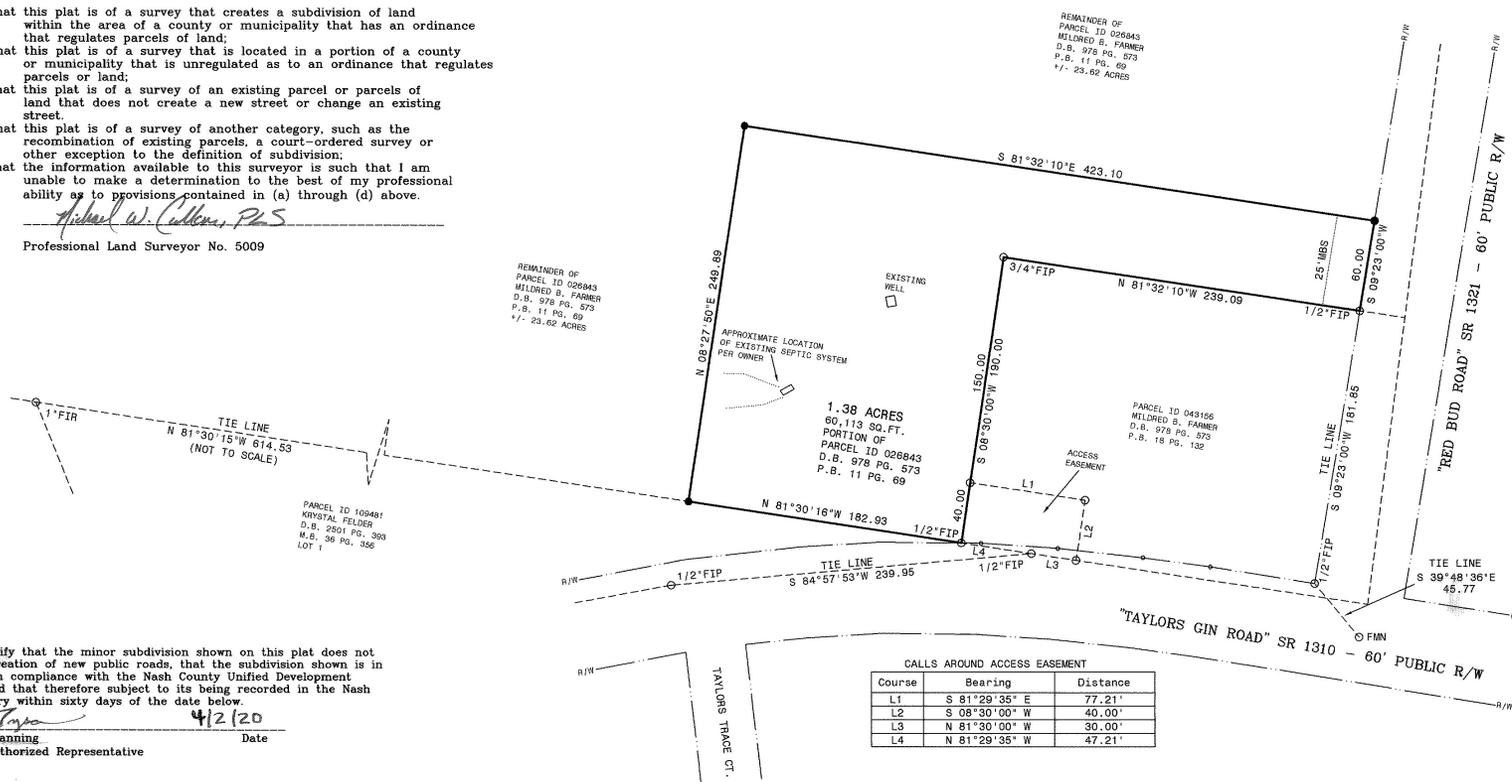
Owner: Mildred B. Farmer Date: 4/3/2020

I, Van Batchelor Review Officer of Nash County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording. Date: 4-3-2020



North Reference - Map Book 18 Pg. 132

- Legend: FIP = Found Iron Pipe, FIR = Found Iron Rod, FIA = Found Iron Axle, FRRI = Found Railroad Iron, FMN = Found Mag Nail, FCM = Found Concrete Monument, FSS = Found Steel Spike, FN = Found Nail, FPX = Found P-K Nail, SIR = Set Iron Rod, SIP = Set Iron Pipe, SCM = Set Concrete Monument, SSS = Set Steel Spike, SMN = Set Mag Nail, CP = Computed Point, R/W = Right of Way, ohp = overhead power lines, mbs = minimum building setback, T = telephone pedestal, P = power pole



CALLS AROUND ACCESS EASEMENT table with columns: Course, Bearing, Distance. Rows L1, L2, L3, L4.

I, hereby certify that the minor subdivision shown on this plat does not involve the creation of new public roads, that the subdivision shown is in all respects in compliance with the Nash County Unified Development Ordinance, and that therefore subject to its being recorded in the Nash County Registry within sixty days of the date below.

Director of Planning: Adam Tynor Date: 4/2/20

MINOR FINAL SUBDIVISION PLAT OF PROPERTY OWNED BY MILDRED B. FARMER TO BE CONVEYED TO KELSEY RICHARDSON

NOTES: This property is subject to all easements, agreements, and rights-of-way of record prior to the date of this plat. All distances shown on this plat are horizontal ground distances, unless otherwise designated. The coordinate methods was used to compute the area(s) shown on this plat. To the best of my knowledge there is no state grid station within 2000 feet of the subject property.

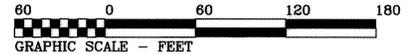
Owner: Mildred B. Farmer 4202 Taylors Gin Rd. Castalia, NC 27815

Existing Waste Water System, Non-Evaluated Date: 4/3/2020

TOWNSHIP: GRIFFINS COUNTY: NASH DATE: OCTOBER 4, 2019 SCALE: 1" = 60' COORD: CHRICHARDSON DRAWING: CHRICHARDSON Map By: MICHAEL W. CULLOM PROFESSIONAL LAND SURVEYOR L-5009 605 PARK AVE. ROANOKE RAPIDS, NC 27870 TELE: 252-532-4219

Property Zoning Information: Zoned RC-CU (Rural Commercial Conditional Use) Building Setbacks: Front 25', Side 0', Rear 0'

Doc ID: 008536450001 Type: CRP Recorded: 04/03/2020 at 04:08:08 PM Fee Amt: \$21.00 Page 1 of 1 Nash County North Carolina Anne J. Melvin Register of Deeds



Book 42 Page 158

Nash County
Commissioner's Agenda Information Sheet

Date: Monday, October 5, 2020

page 1 of 2
attachments: Yes

Item:	Resolution authorizing the donation of County-owned surplus property to The Mercer Foundation (a nonprofit)
Initiated By:	Brian Brantley, Emergency Services Director and Donna Wood, Finance Officer
Action Proposed:	Board Approval

Description:

The Emergency Services Department has a 2003 Ford Expedition that has become surplus property from its current use. The Mercer Foundation (a nonprofit) is in need of a vehicle to support their Tri-County Veterans Home.

In regard to G.S. 160A-280 Donations of Personal Property to Other Governmental Units or nonprofits, the Governing Board must adopt a resolution declaring that the property to be donated is surplus and give formal approval for the donation.

**Resolution Approving Donation of Personal Property
Pursuant to G.S. 160A-280**

WHEREAS, Nash County owns a vehicle described as a 2003 Ford Expedition, having a determined fair market value of less than \$10,000.00, that has now become surplus for its current use; and,

WHEREAS, North Carolina General Statute § 160A-280 permits the county to donate such property to another governmental unit or nonprofit organization incorporated by the United States, upon authorization by the Board of Commissioners at a regular meeting and notice to the public; and

WHEREAS, The Mercer Foundation has expressed a present need for a vehicle for use in its endeavors supporting their Veterans Homeless Shelter and Nash County has determined it wise and in the best interest of the County to convey the surplus property for the described use.

NOW THEREFORE, the Nash County Board of Commissioners resolves as follows:

1. The County of Nash hereby conveys to The Mercer Foundation, (a nonprofit organization) the following property: 2003 Ford Expedition – VIN: 1FMPU16L03LB10197.
2. The property herein described shall be conveyed for no consideration.
3. The Nash County Finance Officer is authorized to execute any documents necessary to convey the property in the manner authorized by this Resolution.

Adopted October 5th, 2020.

Robbie B. Davis, Chairman

ATTEST:

Janice Evans, Clerk to the Board



The Mercer Foundation, Inc.,
Tri-County Veterans Home
735 Rose Street, Rocky Mount, NC 27802
Website: www.mercerfoundation.org/
252-955-7004/252-200-4424

September 28, 2020

Nash County Board of Commissioners

To whom it may concern:

No Veteran Should Be Without a Place to Call Home

No Veteran should be without adequate transportation to and from the VA clinic/hospital

The Mercer Foundation, Inc. (TMF) is committed to ending homelessness among Veterans in the Tri – County Area through the establishment of the Tri-County Veterans Home, located at 735 Rose Street in Rocky Mount, NC.

Our focus is threefold:

- Conducting coordinated outreach to proactively seek out homeless **veterans** in Nash, Edgecombe and Wilson counties in need of transitional housing assistance.
- Connecting homeless and at-risk **veterans** with housing solutions, **transportation**, health care, community employment services and other support and resources.
- Collaborating with federal, state and local agencies; employers; housing providers, faith-based **(Thornes Chapel Missionary Baptist Church)** and community nonprofits; and others to expand employment and affordable housing options for **veteran's** currently experiencing homelessness and veterans exiting homelessness.

TMF Veteran Homeless Assistance Program

Goal

The goal of the TMF veteran homelessness assistance program is to establish and continue to maintain a veteran's homeless assistance program that effectively and continually prevents and ends veteran homelessness across the Tri-County area (Nash, Edgecombe and Wilson counties). To accomplish this goal, TMF, the BoS CoC, State and VA partners all work within a regional veterans system to quickly identify and house veterans.

Vision

As the Chairperson of the NCCEH Region 9 Housing Committee, my job is to ensure that our region has been assigned a primary Supportive Services for Veterans and their Families (SSVF) agency/grantee who provides outreach to homeless veteran households, assess them for eligibility, and oversee their connection to housing.

NCCEH Region 9 Committee has been assigned a primary SSVF grantee who provides outreach to homeless veteran households, assess them for eligibility, and oversee their connection to housing. The Tar Heel Region 9 Housing Committee is comprised of 8 counties Which includes Nash and Edgecombe counties, which is also an active member group of the North Carolina Balance of State Continuum of Care (NC BoS CoC), uses evidence-based strategies to implement solutions to prevent and end veteran homelessness in the most efficient, effective, and ethical manner.

The Supportive Services for Veterans and their Families (SSVF) grantee acts as system navigators for each identified veteran, no matter the veteran's VA eligibility status, to ensure data collection and connection to permanent housing as quickly as possible. The permanent housing placement may be provided by SSVF, HUD-VASH, CoC and ESG programs, or other community housing programs. If a veteran is not eligible for SSVF assistance, the SSVF provider as navigator will connect the veteran to the Regional Committee's coordinated assessment process to access community housing programs.

The Mercer Foundation through the Tri-County Veterans Home:

- Create and implement a standard interview/protocol once a homeless veteran is identified
- Work with SSVF agency/provider to find a solution for veterans ineligible for VA programs
- Participate in the coordinated assessment process and ensure accurate identification and referral process for veterans
- Outreach and engage public housing and transportation to set a preference for homeless veterans
- Outreach and engage key systems to participate, including jails, prisons, NC works and Departments of Social Services

Sincerely,

James Mercer

James Mercer
President/CEO
252.955.7004

**Nash County
Commissioner's Agenda Information Sheet**

Date: October 5, 2020

page 1 of 1
attachments: yes

Item: Charters of Freedom Exhibit

Initiated By: Jonathan L. Boone, PE, Director of Public Utilities & Facilities

Action Proposed: Approve

Description:

Foundation Forward, Inc. appeared before the County Commissioners in August 2019 regarding installation of the Charters of Freedom exhibit on county property. Although the project was delayed by COVID 19, the organization is now prepared to move forward with the installation here in Nash County. Once of the first decision points in this process is the selection of a location for the exhibit. The Public Utilities & Facilities Department is recommending that the exhibit be placed on the west side (Drake Street side) of the Old Courthouse. It is also recommended that the County create a Project Committee to work with Foundation Forward on the particulars of the project.

Recommended Action:

Staff is recommending that the exhibit be located on the west side of the Old Courthouse and that a Project Committee be established to work with Foundation Forward on the project.

To: Zee B. Lamb, County Manager

CC: Stacie Shatzer, Assistant County Manager

From: Jonathan L. Boone, P.E., Director of Public Utilities & Facilities

Date: September 24, 2020

Subject: Charters of Freedom

As you will recall, representatives from Foundation Forward, Inc. appeared before the County Commissioners in August 2019 regarding installation of the Charters of Freedom exhibit on county property. This exhibit includes replicas of the Declaration of Independence, the United States Constitution, and the Bill of Rights. Based on approval by the Commissioners, a Letter of Intent (LOI) was signed and forwarded to Foundation Forward in October 2019 in order to move forward with this project. Based on the time of year, the thought was to begin the process of planning for the exhibit in early 2020. Unfortunately, due to COVID 19 the project was delayed by several months.

Based on recent conversations with representatives from Foundation Forward, it is my understanding they are prepared to move forward with the installation here in Nash County. While they are aware that COVID 19 may continue to impact the community involvement aspects of the project, they are committed to moving forward with our project at this time.

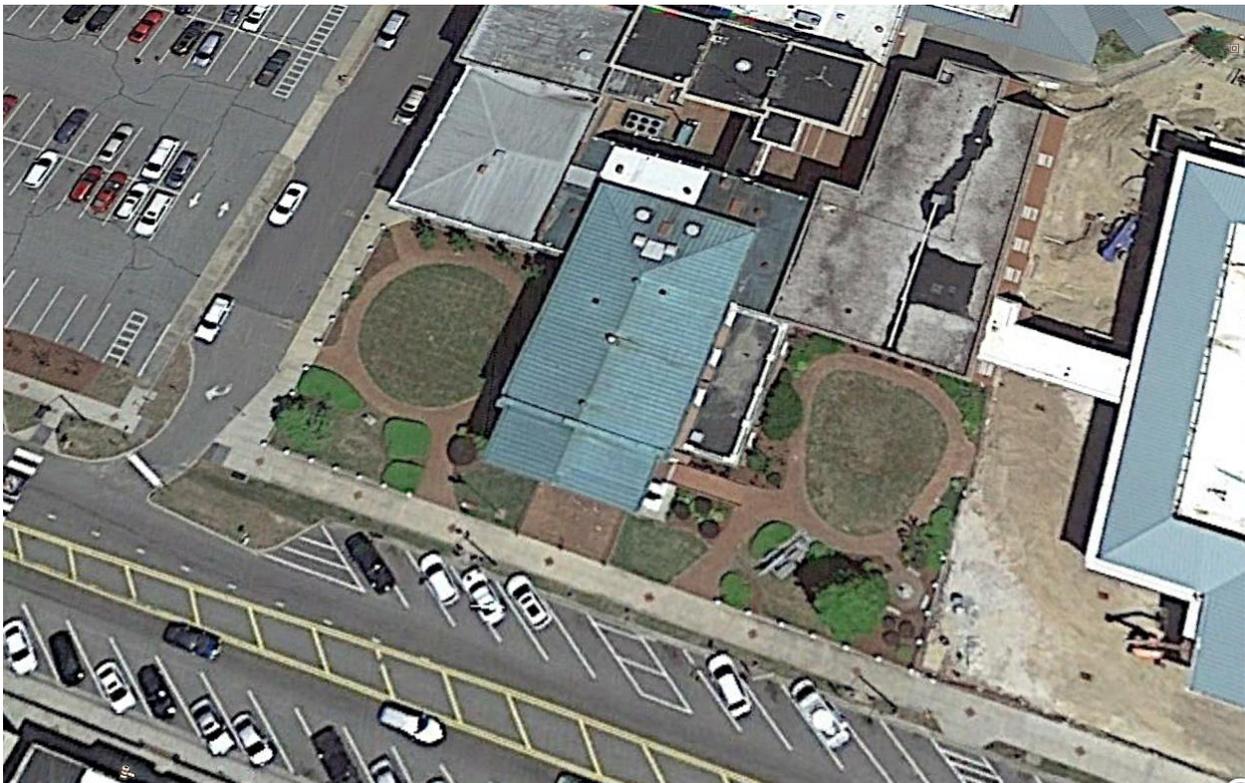
Once of the first decision points in this process is the selection of a location for the exhibit. Based on a desire to locate the exhibit in close proximity to the Nash County Courthouse, staff considered three (3) locations along West Washington Street between Drake Street and Boddie Street. Due to an underground conflict on the east side of the Old Courthouse and the grade and existing drainage on the west side of the New Courthouse, the Public Utilities & Facilities Department is recommending that the exhibit be placed on the west side (Drake Street side) of the Old Courthouse. In addition to ample room to accommodate the exhibit, this location is on higher ground, provides better sight lines to and from West Washington Street, and is closer to the large parking lot on the west side of the Old Courthouse. I have attached several photos of this location to assist you with visualizing how the exhibit might look on this site.

Assuming you are in agreement with moving forward with this location, our next steps would be to (1) advise Foundation Forward of the preferred site, and (2) move forward with identifying a Coordinating Committee to work on this project. Although it was initially recommended that we assemble a group of at least five (5) committee members, we can use more or less as we see fit. My initial thought would be to create a Committee consisting of the following:

- Representative from the County Manager's Office,
- A Nash County Commissioner,
- Representative from the Public Utilities & Facilities Department,
- Renny Taylor, History Teacher at Nash Central High School, and
- Nash County Business Representative.

Once identified, the Project Committee will work with Foundation Forward regarding the particulars of the site design and the elements to be utilized to construct the exhibit. The committee would also decide what, if any, outreach to pursue at this time. The Committee will also be responsible for planning the dedication ceremony for the exhibit. Finally, although Foundation Forward will cover the cost of the elements associated with the exhibit, Nash County will be responsible for site preparation and landscaping on the project. As I recall, we also discussed replacing the flagpole on this side of the Old Courthouse. Given that site preparation is anticipated to be relatively minor (relocation of some irrigation lines and other miscellaneous items), landscaping the area once the project is complete and replacing the flagpole would be anticipated to be our only significant expense.

Should you require any additional information regarding this recommendation or the project in general, please advise.



Aerial of Old Courthouse and Potential Locations for Charters of Freedom Installation



Proposed Location for Charters of Freedom Installation

**Nash County
Commissioner's Agenda Information Sheet**

Date: October 5, 2020

page 1 of 1
attachments: yes

Item:	Proposed Oversize Agreement for Water and/or Sewer Main Extensions
Initiated By:	Jonathan L. Boone, PE, Director of Public Utilities & Facilities
Action Proposed:	Approve

Description:

The proposed policy would allow for the county to enter into an agreement to reimburse developers for the incremental cost to install the larger sized water and/or sewer mains in areas not currently served by the utility system. The developer will be required to solicit a minimum of three (3) competitive bids for the work and the county will have the flexibility to identify the bidder with the cost proposal that is most advantageous to the county in terms of the incremental cost to upsize the main. In addition to accommodating the expansion of the county's utility system, these agreements allow for the county to support new development, support expansion of the county's tax base, and increase the number of potential utility customers served by the county's water and/or sewer system.

Recommended Action:

Staff is requesting that Commissioners approve the proposed policy authorizing the county to enter into reimbursement agreements with developers for oversize water and/or sewer main extensions.

To: Zee B. Lamb, County Manager

CC: Stacie Shatzer, Assistant County Manager

From: Jonathan L. Boone, P.E., Director of Public Utilities & Facilities

Date: September 23, 2020

Subject: Proposed Oversize Agreement for Water and Sewer Main Extensions for New Development

As Nash County continues to expand its utility operations and the county continues to develop, there will be situations where development occurs in areas that are just beyond the limits of the county's existing infrastructure. In these cases, it would typically be the developer's responsibility to extend the water and/or sewer mains required to serve the proposed development. In some situations, however, the water and/or sewer mains required to serve the development are smaller than what may be necessary to meet the county's long term needs.

In situations such as this, it is common for the utility to partner with the developer to upsize the water and/or sewer main from the size required to meet the developer's specific needs to that requested by the utility. For example, a proposed residential development may only require the extension of a 4" water main along a state maintained road in order to supply the amount of water needed for the project. Based on the location, however, the county may need for the water main to be larger size (say an 8" water main) in order to accommodate future expansion into unserved areas within the county.

In order to formalize a policy for such extensions, please see attached for a draft policy that would allow for the county to enter into a reimbursement agreement with a developer in such situations. In essence, the developer would be responsible for designing and installing the larger water and/or sewer mains and the county would reimburse the developer for the incremental cost to install the larger sized main. As you will note in the policy, the developer will be required to solicit a minimum of three (3) competitive bids for the work and the county will have the flexibility to identify the bidder with the cost proposal that is most advantageous to the county in terms of the incremental cost to upsize the main. While this would not preclude the contractor from using the contractor that best meets their needs, the amount reimbursed to the developer by the county would be a function of the most advantageous bid received.

All such agreements would require approval by the County Commissioners and the maximum reimbursement amount established prior to beginning any design or construction related work. The timing of the proposed reimbursement would also be established as part of this process. Once the project is bid and construction complete, the final reimbursement amount would be established.

The county is in preliminary conversations with at least one developer regarding a proposed subdivision approximately 2,000 feet beyond the limits of the county's water system. In addition to expanding the footprint of the water system, the proposed development is anticipated to result in at least an additional thirty (30) water customers in phase 1 and the potential for additional water customers in

future phases. With this in mind, it is recommended that the County establish a formal policy that allows for such reimbursement agreements as the county works to expand the water and/or sewer system to serve unserved portions of the county.

Should you require any additional information regarding the proposed policy, please let me know.

Nash County
Commissioner's Agenda Information Sheet

Date: Monday, October 5, 2020

page 1 of 1
attachments: yes

Item: Allowance for Bad Debts and Write-Off
Water/Sewer and Solid Waste/Landfill

Initiated By: Donna Wood, Finance Officer

Action Proposed: Adopt the Policy

Description:

The Allowance for Bad Debts and Write-Off policy is to ensure proper authorization and accounting for receivables due to the County for services provided.

The purpose of establishing these procedures is to specify steps that must be taken to identify and to remove such account balances from the general ledger account fund balance (e.g. write it off) for proper reporting.

A primary focus of this policy is to identify and approve accounts considered for write-off.

For presentation purposes, an excerpt from the policy regarding the approval criteria for accounts to be considered for write-off is noted below (the complete policy is attached):

Write-offs of inactive accounts other than the identified "uncollectible" (which are primarily recognized through notification from the court system when performing collection efforts) are allowed under the following conditions:

- Balances less than \$50.00 and that are greater than 120 days delinquent, all such amounts shall be eligible for write-off upon Department Head and Finance Officer written concurrence.
- Balances greater than \$50.00 and less than \$500, collection efforts shall be performed for a period equivalent to three years from the date of last activity, all such accounts shall be eligible for write-off upon Department Head, Finance Officer and County Manager written concurrence.
- All balances greater than \$500, collection efforts shall be performed for a period equivalent to three years from the date of last activity, all such accounts shall be eligible for write-off and must be approved by the Board of Commissioners.

For any account written-off, such customer information shall be retained for as long as practical in the customer billing databased system to have continued enforcement of service denied until these uncollected amounts have been satisfied.



Nash County

Allowance for Bad Debt and Write Off Water/Sewer and Solid Waste/Landfill

Purpose:

The purpose of this policy is to establish uniform guidelines for Nash County's Water/Sewer and Solid Waste/Landfill Departments to determine delinquent accounts receivable to be deemed "uncollectible debt" or "write off status" and to establish procedures to act on this policy.

This policy also establishes procedures for other adjustments to customer billing and accounts receivable due to errors, customer returned checks or other system issues.

Billing Error:

Adjustments to receivable accounts may be made in those cases where the Collection staff has erred in applying the charges or other billing system issues have occurred. An adjustment requires the approval of the Department Head or Finance Director. All adjustments must be documented and signed off noting proper approval. A record of such transactions will be kept by the department.

Procedures:

Water/Sewer

Adjustment/Credit:

- Customer provides information for request for adjustment or staff identifies error and provides documentation.
- Utility Customer Service Staff reviews the situation and requests Utility Director approve or decline
- If approved, reason is documented on the service order or customer file by the Utility Customer Service staff and the bill recalculated, adjusted and posted.
- Utility Director reviews and approves monthly release report.

Refunds:

- Refunds are generally for tap fees received in areas where Nash County does not have the infrastructure in place to serve the customer.
- These refunds are initiated by the Utility Director when necessary.
- Refunds are prepared by the Utility Customer Service Rep (CSR) and the check is processed by the Finance A/P Technician

Solid Waste

Adjustment/Credit:

- Customer provides information to request for adjustment/credit or staff identifies error and provides documentation.
- Administrative office reviews the documentation and the request is approved or declined. If approved, an adjusting ticket is entered in the customer billing database with “Notes about the situation”.

Returned Checks:

All checks returned for uncollected or insufficient funds will be presented to the customer’s bank twice before contacting the customer for replacement. Bank drafts will be presented only once. The customer will be notified of a returned check or bank draft by telephone, or letter. Staff may require that returned check or draft be replaced with cash, money order, credit card or certified check. The customer’s account will be charged the state maximum allowable returned check fee (currently \$25). A returned check renders the payment null and void, and any penalties shall apply as if the payment had never been made.

If the customer does not replace the check or draft and pay all applicable charges, services are subject to suspension, if applicable, or disconnection for nonpayment.

After three returned checks or drafts within a consecutive twelve-month period, the customer will be classified as a “Cash Only” customer. The customer will receive a letter notifying them that Nash County will no longer accept checks as payment on the account or accounts. Those people placed on cash only status will be listed and the staff will be directed not to accept a check at the cash registers from anyone on this list.

If a person on cash only status submits a check in the night deposit or by mail, the check will be returned to the customer with a letter explaining they are on cash only status and that we are unable to accept their check for payment of the account.

The account will be considered delinquent until proper payment is received. The CSR will review the cash only status list periodically and a customer’s name will be removed from this list once the customer has maintained good credit for at least six (6) full months.

Collection of Receivables:

Each department shall establish and maintain an adequate system of internal controls to ensure that receivables are collected in a timely manner.

All accounts receivable shall be recorded by the department in the financial system to permit an analysis of the aging of such receivables (e.g.<30days, 30-60 days, etc.).

For those accounts that become past due, proper delinquent notice shall be provided to the payee and continued service restricted, suspended or terminated, unless continuation of service is required by law or policy, until such accounts are current.

To facilitate collection efforts, departments shall establish information criteria as part of the initial credit application process with the customer (e.g., bank account number, social security number or driver's license number, federal ID number, etc.).

Assignment to a collection agency shall be considered for past due accounts. When cost effective, a selected collection agency shall be utilized to assure maximum collections.

Collections of past due accounts may be pursued by any legal means necessary, including, but not limited to one or more of the following:

- Submittal of accounts to the State of North Carolina debt set-off program
- Filing a claim in Small Claims of District Court
- Other action as may be appropriate to restore the account to current status, or to maintain the account in current status.

Determining Uncollectible and Write-Off Accounts

The following criteria will be used in determining uncollectible accounts. These accounts will be removed from accounts receivable and the customer account billing database completely using "over-short adjustment process" at the end of each fiscal year once approved by the Department Head and Finance Director.

- **Bankruptcy:** Account has been discharged through bankruptcy court and a proper legal notification has been received.
- **Deceased:** Debtor is deceased with no estate or the cost of collection would exceed recoverable amount and proper legal notification received
- **Court refuses judgment:** The debt cannot be substantiated in court and proper legal notification received.
- **Untraceable:** Customer provided false identification, left the country, or otherwise cannot be located and/or a correct identity cannot be established. This also applies to corporate accounts that cannot be actively pursued using the Debt Setoff program.
- **De-minimus/Immaterial amounts:** Small unpaid balances < \$5.00 for closed accounts can be deemed immaterial and written off at the discretion of the Department Head and Finance Officer at the end of the fiscal year.

The following criteria will be used in determining accounts for write-off. These accounts will be written off the accounts receivable reporting within the customer billing database at the end of each fiscal year but remain in the database for future collection should the customer return at a later time to re-establish service. These identified accounts receivables are never actually removed from collectible status but merely adjusted within the billing software to segregate for proper reporting.

Prior to write-off, the department should make reasonable efforts to collect the debt including submission to a collection agency when applicable. To be considered for write-off, the department must be able to demonstrate that adequate steps and due diligence was performed to collect the amount due.

Write-offs of inactive accounts other than the identified “uncollectible” are allowed under the following conditions:

- Non-tax balances.
- Balances less than \$50.00 and that are greater than 120 days delinquent, all such amounts shall be eligible for write-off upon Department Head and Finance Officer written concurrence.
- Balances greater than \$50.00 and less than \$500, collection efforts shall be performed for a period equivalent to three years from the date of last activity, all such accounts shall be eligible for write-off upon Department Head, Finance Officer and County Manager written concurrence
- All balances greater than \$500, collection efforts shall be performed for a period equivalent to three years from the date of last activity, all such accounts shall be eligible for write-off and must be approved by the Board of Commissioners.
- For any account written-off, such customer information shall be retained for as long as practical in the customer billing database system to have continued enforcement of service denied until these uncollected amounts have been satisfied.
- Write-offs to taxpayer’s account for general property tax balances shall be performed in accordance with state regulations.

System Uncollectible/Write-off Adjustment Procedures:

At the end of each fiscal year, departments will submit an aging receivable report and a report of uncollectible and write-off accounts to the Finance Director. These reports should be approved and signed by the Department Head.

Once the report for uncollectible or write off accounts receive proper approvals the Finance Director or Finance Accountant will submit the approved reports back to the department to update the Customer Billing Database.

The Collections Office/CSR/Administration will first apply credits to the customer accounts for all approved uncollectible accounts (bankruptcy, deceased, court refused judgement, untraceable or de-minimus balances).

The customer account write-offs for which a balance is still owed will have credits applied to the customer accounts for the amount owed and include in the "Special Conditions" or "Notes" field of the billing system the amount, date of write-off and circumstances related to the adjustment.

These recorded credits will allow the department to maintain record of the financial obligation still owed to the County in the departmental billing accounting system

The write-off of the accounts is a bookkeeping entry only and does not relieve the debtor from financial responsibility to the County. Although the balance of the bad debt account has been removed from the books, the uncollected amount is not forgiven. The County may still have a claim against the debtor and can still seek legal remedy (e.g., sue for collection in a court of law). Alternatively, the debtor can still pay on the account. Therefore, it is the responsibility of the County department to maintain adequate records regarding financial obligations (i.e., debts) owed to the County.

If a customer requests County utility service in the future, all unpaid collectible charges (including amounts written off) must be paid before service will be reinstated or other credit offered.

A deposit as outlined in the Public Utility Fee Schedule must also be paid prior to reinstatement for a Water/Sewer customer. Outside credit references will not be accepted in lieu of a deposit for these accounts.

Allowance for Doubtful Accounts/Bad Debt Reserve

It is the responsibility of the Finance Department to maintain an Allowance for Doubtful Accounts based upon an established method of calculation. This Allowance shall be adjusted no less often than annually, so that the Accounts Receivable presented in the County's audited financial statements reasonably reflect the amount the County will collect.

The approved uncollectible and write-offs reduce the outstanding receivable and is charged against the allowance for doubtful accounts. Subsequent recoveries of amounts previously written off balances shall also be reported to the Finance Department and entries will be processed to record these recoveries by adjustments to the Allowance account.

At the end of each fiscal year, the County Finance Director will estimate an allowance for bad debts for accounts receivable on customer accounts. The computation of the allowance for doubtful accounts shall be performed annually based upon the aging of the receivables and recent history of write-offs at fiscal year end, subject to concurrence by the external auditors.

Nash County
Commissioner's Agenda Information Sheet
Date: Monday, October 5 2020

page 1 of 2
attachments: N

Item: Northern Nash Elementary School Capital Project Ordinance
Initiated By: Donna Wood, Finance Director
Action Proposed: Approval Requested

Description:

Amendment 2 for the new Elementary School Capital project is presented for approval in order to adjust the project line item budget for Architectural Services to reflect the Agreement for Design Consultant Services as approved by the Nash County Public School.

Recommended Action:

Approve the Amended Capital Project Budget Ordinance

**NASH COUNTY, NC
NORTHERN NASH ELEMENTARY PROJECT FUND
CAPITAL PROJECT ORDINANCE
AMENDMENT 2**

BE IT ORDAINED BY THE Nash County Board of Commissioners that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The project authorized is the Northern Nash Elementary School Project for the purpose of construction of a new elementary school in the Northern Nash area of Nash County.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of this ordinance and all rules and regulations within North Carolina General Statutes as it pertains to capital projects, grant projects, and the budget contained herein.

Section 3. The following revenue is anticipated for this project:

		<u>Original</u>	<u>Amended</u>
0370671-498100	Transfer from General Fund	\$ 750,000	\$ 750,000
0370671-459021	Needs Based Grant	<u>10,000,000</u>	<u>10,000,000</u>
		\$10,750,000	\$10,750,000

Section 4. The following expenditures are projected:

0375952-519410	Architectural Services	\$ 300,000	\$ 1,107,000
0375952-594000	Construction	10,000,000	9,140,000
0375952-519900	Professional Services	10,000	3,000
0375952-519200	Legal/Professional Services	40,000	100,000
0375952-599100	Contingency	<u>400,000</u>	<u>400,000</u>
		\$10,750,000	\$10,750,000

Section 5. The Finance Officer shall report quarterly on the financial status of each project element in Section 4 and total revenues received or claimed.

Section 6. The County Manager shall have the authority to approve incidental change orders up to \$25,000 per occurrence within the budgeted project.

Section 7. Copies of this Capital Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 5th day of October 2020.

Robbie B. Davis, Chairman

ATTEST:

Janice Evans, Clerk to the Board

Nash County
Commissioner's Agenda Information Sheet

Date: Monday, October 5, 2020

page 1 of 2
attachments: n

Item:	Grant Project Ordinance
Initiated By:	Donna Wood, Finance Officer
Action Proposed:	Approve Project Ordinance Amendment

Description:

Debris Removal Project

The attached project ordinance amendment is presented for approval to reflect additional funding received by the North Carolina Division of Soil and Water Conservation and an extension of the project deadline to December 31, 2021.

The project funding approved to date from the Division of Soil and Water Conservation is \$738,749.

The project areas approved by the NC Division of Soil and Water Conservation include Stoney Creek (US 64 to Tar River), Tar River (Rocky Mount Mill Dam to Edgecombe County Line, Turkey Creek (Nash County area), Turkey Creek (Nash County Beaver/Dam removal project) and Fishing Creek (Nash County area).

Recommended Action:

Approve the Amended Grant Project Budget Ordinance

**NASH COUNTY, NC
DEBRIS REMOVAL PROJECT
GRANT PROJECT ORDINANCE
AMENDMENT 2**

BE IT ORDAINED BY THE Nash County Board of Commissioners that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby amended:

Section 1. The projects authorized are the Tar River Debris Removal, the Stoney Creek Debris Removal the Tar River (Phase 2)/Turkey Creek and Fishing Creek vegetative debris removal for the purpose of stream debris removal and stream repair assistance to assist with disaster recover activities.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of this ordinance and all rules and regulations within North Carolina General Statutes as it pertains to capital projects, grant projects, and the budget contained herein.

Section 3. The following revenues are amended for this project:

		Amended	Amended
095 0600-449643	Golden Leaf Foundation	99,256	99,256
095 0600-488038	NC Division of Soil and Water Conservation	233,425	738,749
	Total	384,096	838,005

Section 4. The following expenditures are projected:

		Amended	Amended
095 4960-569750	Tar River (Reservoir Dam to Mill Dam)	99,256	99,256
095 4960-569751	Stoney Creek	202,084	202,084
095 4960-569752	Tar River (Phase 2)/Turkey Creek	82,756	82,756
095 4960-5697XX	Fishing Creek		453,909
	Total	384,096	838,005

Section 5. The Finance Officer shall report quarterly on the financial status of each project element in Section 4 and total revenues received or claimed.

Section 6. Copies of this Capital Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 5th day of October 2020.

Robbie B. Davis, Chairman

ATTEST:

Janice Evans, Clerk to the Board

Item: COVID-19 Grant Project Ordinance Amendment 2
Initiated By: Donna Wood, Finance Officer
Action Proposed: Approve Grant Project Ordinance Amendment

Description:

The attached project ordinance is submitted to amend the Special Revenue Grant Project Ordinance for additional Coronavirus Grant funding awarded.

New funding is available for the Senior Services Department, Department of Social Services and Board of Elections

The Senior Services department has been awarded \$26,121 from the Coronavirus Aid, Relief, and Economic Security Act (CARES) to assist with Senior Center Operations and \$66,498 from Families First Coronavirus Response Act (FFCRA) to assist with home delivered meals. These funds are available for expenditures through June 30, 2021

The Department of Social Services has been awarded \$55,298 from the CARES Act to support additional Adult Protective Services/Child Protective Services costs associated with pandemic-driven workforce shortfalls. These funds are available for expenditures through December 31, 2021.

The Board of Elections has been awarded \$51,000 from the North Carolina Community Foundation. Final reporting on these funds are due March 31, 2021.

This amendment also corrects the total funding allocation and the related expenditure categories as revised and submitted to the State for the Coronavirus Relief Funds (CRF) established under the CARES Act. In Round 2 of the funding allocation as set forth from S. L. 2020-80, Nash County received \$1,830,131 for a total allocation of Coronavirus Relief funds of \$3,614,390.

Recommended Action:

Approve the Amended Grant Project Budget Ordinance

**NASH COUNTY, NC
 COVID-19 GRANT PROJECT ORDINANCE
 AMENDMENT 4**

BE IT ORDAINED BY THE Nash County Board of Commissioners that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby amended:

Section 1. The project authorized is the COVID-19 Grant Project described in various work statements. These work statements are contained in the following information:

- *CARES Act North Carolina Coronavirus Relief fund through S.L. 2020-40 and S.L.2020-80
- *CARES Act Provider Relief Funds from the US Health and Human Services Stimulus;
- *CDC Cooperative Agreement for Emergency Response: Public Health Crisis Response through the Division of Public Health;
- *CARES Act and HAVA Funds from HB1169 and the North Carolina Community Foundation for the Board of Election;
- *Bureau of Justice Assistance with the Department of Justice for the Sheriff's Office;
- *CARES Act funding and FFCRA fund for the Provision of County-Based Aging Services
- *CARES Act funding for Adult Protective Services/Child Protective Services – DSS Workforce

Program activities are required to be completed by December 31, 2020 for all except the Bureau of Justice available through January 31, 2022 and the Provision for County Based Aging Services available through June 30, 2021.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents and the rules and regulations within the related Federal and State grant projects documents, and the budget contained herein.

Section 3. The following revenues are amended for this project:

	Federal Funding	Amended	Amended
141 0220-453536	CARES – Provider Relief Fund	\$ 149,551	\$ 149,551
141 0215-453538	CARES -Coronavirus Relief Fund	\$ 3,568,518	\$ 3,614,390
141 0216-453539	BJA FY20 Coronavirus Supplemental Funding	\$ 58,008	\$ 58,008
141 0217-453540	CARES/HAVA HB1169 Funding	\$ 162,206	\$ 162,206
141 0217-4535XX	NC Community Foundation		\$ 51,000
141 0211-453537	CDC DHHS/DPH COVID-19 Funding	\$ 94,714	\$ 94,714
141 0213-458650	CARES – Aging Services		\$ 22,121
141 0213-458671	FFCRA – Nutrition Based Services for the Aging		\$ 66,498
141 0210-456001	CARES – DSS APS/CPS		\$ 55,289
		<u>\$4,032,997</u>	<u>\$4,273,777</u>

Section 4. The following expenditures are projected:

	CARES – Provider Relief Funds		
141 4132 519300	Medical Services	\$ 149,551	\$ 149,551
	Coronavirus Relief Fund-CARES		
141 4133 561001	Category 1: Medical Expenses	\$ 600,000	\$ 322,000
141 4133 561002	Category 2: Public Health Expenses	\$ 600,000	\$ 391,593
141 4133 561003	Category 3: Payroll Expenses	\$ 625,000	\$ 1,185,331
141 4133 561004	Category 4: Facilitate Compliance	\$ 475,000	\$ 742,422
141 4133 561005	Category 5: Economic Support	\$ 100,000	\$ 50,000
141 4133 561006	Category 6: Other Functions	\$ 276,388	\$ 19,446
141 4133 561007	Category 7: Municipal Grants	\$ 892,130	\$ 903,598
	Total CARES	\$3,568,518	\$3,614,390
	Board of Elections-COVID 19		
141 4171 526000	CARES/HAVA -Supplies	\$ 162,206	\$ 162,000
141 4171 526025	NC CMTY FDN - Supplies		\$ 51,000
	Total		\$ 213,000
	Bureau of Justice - JAG		
141 4310 526500	Equipment Supply	\$ 58,008	\$ 58,008
	CDC – COVID Relief Funding		
141 5131 526000	Supplies	\$ 71,000	\$ 71,000
141 5131 526500	Equipment Supply	\$ 12,000	\$ 12,000
141 5131 531100	Travel POV	\$ 2,800	\$ 2,800
141 5131 531200	Travel and Training	\$ 914	\$ 914
141 5131 519330	Medical Services Lab	\$ 8,000	\$ 8,000
	Total CDC Health Response Funding	\$ 94,714	\$ 94,714
	Aging Services – COVID Relief Funding		
141 5330 569075	CARES – Senior Center Operations		\$ 22,121
141 5330 569078	FFCRA- Home Delivered Meals		\$ 66,498
	Total Aging Services COVID 19 Funding		\$ 88,619
	DSS – COVID Relief Funding		
141 5510 569801	CARES – APS/CPS COVID-19		\$ 55,289
	TOTAL	\$4,032,997	\$4,273,777

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the Grant Agreement and Federal and State regulations.

Section 6. The Finance Officer shall report quarterly on the financial status of each project element in Section 4 and total grant revenues received or claimed.

Section 7. The County Manager shall have the authority to approve incidental change orders up to \$25,000 per occurrence within the budgeted project.

Section 8. Copies of this Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 5th day of October 2020.

Robbie B. Davis, Chairman

ATTEST:

Janice Evans, Clerk to the Board

Item: 2020 Homeland Security Grant
Initiated By: Donna Wood, Finance Director
Action Proposed: Adopt a Grant Project Budget Ordinance

Description:

Nash County has been awarded \$17,000 for the 2020 Homeland Security Grant Program (HSGP) by the North Carolina Department of Public Safety Division of Emergency Management Department. This project for Domestic Preparedness Region 4, involves the purchase of a livestock type trailer and equipment for rescue, relocation and temporary containment of larger type animals. The project period ends February 28, 2023.

Recommended Action:

Approve the Grant Project Budget Ordinance

**NASH COUNTY
HOMELAND SECURITY GRANTS FUND
GRANT PROJECT ORDINANCE**

Be it ordained by the Nash County Board of Commissioners that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted:

Section 1. The ordinance authorized is the 2020 Homeland Security Grant Project for the purpose of managing the grant funds disbursed by the Department of Homeland Security and N. C. Department of Public Safety Division of Emergency Management. These grant funds are to be used exclusively for the purpose of providing homeland security and terrorism preparedness shelter trailers and related supplies for Nash County and related municipalities and agencies.

Section 2. The officers of this unit are hereby directed to proceed with the administration of the grant funds within the terms of the grant agreements and all rules and regulations within North Carolina General Statutes as it pertains to grant projects and the budget contained herein.

Section 3. The following grant has been awarded:

023 0213-4450xx	2020 Homeland Security Grant	\$ 17,000
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Section 4. The following expenditures are projected:

023 43XX-555000	Equipment	\$ 17,000
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Section 5. The Finance Officer shall report annually on the financial status of each project element in Section 4.

Section 6. Copies of the Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in managing these grant funds.

Adopted this 5th day of October 2020.

Robbie B. Davis, Chairman

ATTEST:

Janice Evans, Clerk to the Board

Item: Budget Amendments
 Initiated By: Donna Wood, Finance Officer
 Action Proposed: Approval Requested

Contingency Funds

Per the FY2021 Adopted Budget Ordinance, the County Manager has authority to authorize expenditures from the contingency account up to \$5,000. These appropriations are required to be reported to the Board at the next regular meeting and recorded in the minutes per NCGS 159-13(b)(3). To comply with the reporting requirement the following transfer of funds is presented to the Board.

The County Manager approved an appropriation from Contingency funds of \$1,500 for United Way campaign expenses.

	Expenditure:		
0109400-599100	Contingency Funds	1,500	Decr
	Expenditure:		
0104110-569672	United Way	1,500	Incr

The following budget amendments are presented for the Board's consideration for Fiscal Year 2020-2021:

Insurance Proceeds/Sheriff's Office

This budget amendment is to budget insurance proceeds received for two Sheriff's Office vehicles identified as totaled. The totaled vehicles included a 2014 Chevrolet Tahoe and a 2016 Ford Expedition. These funds will be used to purchase a replacement vehicle in the Sheriff's Office.

	Revenue:		
0100600-492005	Insurance Proceeds	34,837	Incr
	Expenditure:		
0104310-554000	Vehicle	34,837	Incr

Insurance Proceeds/Asset Forfeiture Funds

This budget amendment is to budget insurance proceeds received for a totaled 2019 Dodge Charger purchased with Asset Forfeiture funds. These proceeds will be used towards the purchase of a replacement vehicle in the Sheriff's Office.

	Revenue:		
0290600-492005	Insurance Proceeds	28,525	Incr
	Expenditure:		
0294310-554000	Vehicle	28,525	Incr

Senior Services

This amendment is to adjust the FY2021 budget to remove the HCCBG funds originally budgeted for Congregate Nutrition. Nash County is no longer serving congregate meals at Covenant Homes based on a decision by the new Covenant Homes Board of Directors.

	Revenue:		
0100213-458670	HCCBG Congregate Nutrition	27,921	Decr
0100991-499100	Fund Balance Appropriated	2,778	Decr
		30,699	
	Expenditure:		
01005330-569077	HCCBG Congregate Nutrition	30,699	Decr

Sheriff's Office

This budget amendment appropriates Nash County's portion of a joint grant application with the City of Rocky Mount (less a 3% required reserve) for the 2020 Justice Assistance Grant (JAG). The Sheriff's Office will use the proceeds for technology improvement for Internal Affairs – "Blue Team" software to assist with electronically tracking officer related activities to assist with monitoring standards and guidelines. No county funds are required.

	Revenue:		
0100230-445015	JAG Grant – Rocky Moun	13,599	Incr
	Expenditure:		
0104310-569671	Technology/Supplies - JAG	13,599	Incr

**Nash County
Commissioner's Agenda Information Sheet**

Date: October 5, 2020

page 1 of 1
attachments: yes

Item:	Board Appointments
Initiated By:	Stacie Shatzer, Assistant County Manager
Action Proposed:	Consider Appointments

Description: The following appointments need to be considered:

Tourism Development Authority (TDA)

The Tourism Development Board has members whose terms expired April 30, 2020. Replacements for one Collector Member and one Tourism Related Member were appointed in July, 2020. We still need to fill one remaining Collector Member for this board.

Terms of Board Appointees

- These appointments are inactive
- These appointments will come before the Board at the next Regular Board Meeting

Appointment	Board	Name	Phone	Comm. District	Length	# of Full Terms	Eligible for Reappointment	Notes
06/30/13	Rocky Mount Board of Adjustment	Vacant			3 yrs			Waiting for CRM Action
06/30/13	Rocky Mount Board of Adjustment	Vacant			3 yrs			Waiting for CRM Action
12/31/17	UCPRPO - Transportation Advisory Comm.	Vacant (optional)			1 yr			Alternate Commissioner Member
04/30/18	Rocky Mount Planning Bd - ETJ Member	Vacant			3 yrs			Waiting for CRM Action
12/31/18	NHCS - Board of Commissioners	Vacant			3 yrs			Recommended by NHCS
04/30/20	Tourism Development Authority (TDA)	Zack Dorovic	442-8101	5	3 yrs	3	No	Collector Member
12/31/20	Agriculture Advisory Board	Dan Cone	459-3181	3	3 yrs	2	Yes	Recommended by Extension Dir.
12/31/20	Agriculture Advisory Board	David O. Griffin	904-6157	3	3 yrs	2	Yes	Recommended by Extension Dir.
12/31/20	Agriculture Advisory Board	Jeff Tyson	459-4796	4	3 yrs	2	Yes	Recommended by Extension Dir.
12/31/20	Agriculture Advisory Board	Gary High	245-2654	4	3 yrs	2	Yes	Recommended by Extension Dir.
12/31/20	Braswell Memorial Library Board of Trustees	Cherrye Davis	292-1278	3	4 yrs	3	No	
12/31/20	ABC Board	Chris Gardner			3yrs	1	Yes	
12/31/20	Farmers Market Advisory Board	Karen White	235-3515		3 yrs	1	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Evan Covington Chavez (Durham)		1	3 yrs	1	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Sue Leggett			3 yrs	1	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Kenneth Baker	443-6363		3 yrs	1	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Sue Moore	443-1018		3 yrs	1	Yes	Recommended by Extension Dir.
12/31/20	NHCS - Board of Commissioners	Eugene Holland		2	3 yrs	2	Yes	Recommended by NHCS
12/31/20	NHCS - Board of Commissioners	John Barker		5	3 yrs	2	Yes	Recommended by NHCS
12/31/20	NHCS - Board of Commissioners	Jean Kitchen		6	3 yrs	2	Yes	Recommended by NHCS
12/31/20	NHCS - Board of Commissioners	Martha J. Chesnutt, MD	451-3200	6	3 yrs	2	Yes	Recommended by NHCS
12/31/20	NHCS - Board of Commissioners	Shelia Wallace		7	3yrs	0	Yes	Recommended by NHCS
12/31/20	NHCS - Board of Commissioners	Joel Lee Bryant		3	3yrs	0	Yes	Recommended by NHCS
12/31/20	Farmers Market Advisory Board	Ricky Parks			1 yr	2	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Tim Bass			1 yr	2	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Joyce Kight			1 yr	2	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Vaden Hartley			1 yr	2	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Fred Belfield, Jr.	443-6768	2	1 yr	3	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Freddy Howell			1 yr	0	Yes	Recommended by Extension Dir.
12/31/20	Farmers Market Advisory Board	Joshua Pravin			1 yr	0	Yes	Recommended by Extension Dir.
12/31/20	UCPRPO - Transportation Advisory Comm.	J. Wayne Outlaw	443-3490	5	1 yr	6	Yes	Regular Commissioner Member
12/31/20	UCPRPO - Transportation Advisory Comm.	Town of Middlesex		3	1 yr	4	Yes	Must be outside of the MPO
12/31/20	UCPRPO - Transportation Advisory Comm.	Town of Spring Hope		4	1 yr	4	Yes	Must be outside of the MPO
12/31/20	UCPRPO - Transportation Advisory Comm.	Town of Red Oak		5	NA	8	Yes	Permanent Seat for Lgst Jurisdiction
04/30/21	Consolidated Human Services Board	Vacant			4 yrs			Psychiatrist Member
04/30/21	Consolidated Human Services Board	Dr. Tony Coats	314-8926	5	4 yrs	1	Yes	Psychologist Member
04/30/21	Consolidated Human Services Board	Jeanette Pittman			4 yrs	1	Yes	Public Member
04/30/21	Consolidated Human Services Board	Agnes Moore			4 yrs	1	Yes	Consumer Member
04/30/21	Consolidated Human Services Board	Dan Davis (Vice Chairman)	314-4299	6	4 yrs	1	Yes	Public Member
04/30/21	Consolidated Human Services Board	Sarah Thurman		5	4 yrs	1	Yes	RN Member
04/30/21	Consolidated Human Services Board	Vacant						Public Member
04/30/21	Consolidated Human Services Board	Mike Stocks			4 yrs	1	Yes	Professional Engineer Member
04/30/21	Consolidated Human Services Board	Bert Daniel		4	4 yrs	1	Yes	Consumer Member
04/30/21	Tourism Development Authority (TDA)	Jerry Patel	977-7766	2	3 yrs	3	No	Collector Member
04/30/21	Tourism Development Authority (TDA)	Robbie B. Davis (Chairman)	977-6680	7	3 yrs	4	No	Commissioner Member
04/30/21	Tourism Development Authority (TDA)	Judy Cary Winstead	903-7680		3 yrs	0	Yes	Public Member
04/30/21	Tourism Development Authority (TDA)	Kay Mitchell	908-0722		3 yrs	0	Yes	Public Member
04/30/21	Nash County Board of Adjustment	Cindy Joyner	478-5127	4	3 yrs	3*	Yes	*As a Regular Member
04/30/21	Nash County Board of Adjustment	William Parker	904-8399	2	3 yrs	3*	Yes	*As a Regular Member
04/30/21	Nash County Board of Adjustment	Charles Johnson	220-6180	7	3yrs	1*	Yes	*As a Regular Member

04/30/21	Nash County Board of Adjustment	Brandon Moore	451-1618	1	3yrs	0	Yes	*Service as Alternate Member #2 as of 04-2020
06/30/21	Turning Point Work Force Dev. Board	Corey Nixon	252-529-4363		2 yrs	0	Yes	Private Sector Member corey.nixon@cummins.com
06/30/21	Turning Point Work Force Dev. Board	Mark H. Frohman	822-5083	7	2yrs	2	Yes	Private Sector Member
06/30/21	Turning Point Work Force Dev. Board	Eddie Coats	443-1528	5	2yrs	1	Yes	Recommended by Wayne Outlaw
06/30/21	NCC - Board of Trustees	J. Wayne Outlaw	443-3490	5	4 yrs	2	Yes	Public Member
06/30/21	Braswell Memorial Library Board of Trustees	William C. Roeder	446-8089	6	4 yrs	3	No	
06/30/21	Nash County Planning Board	Chris Sandifer	478-4654	1	3 yrs	1	Yes	
06/30/21	Nash County Planning Board	Jeffrey (Jeff) Tobias	567-8883	7	3 yrs	3	No	
06/30/21	Nash County Planning Board	Leonard Breedlove	908-1708	7	3 yrs	3	No	
06/30/21	Nash County Planning Board	Moses Brown	443-1264	6	3 yrs	3	No	
06/30/21	ABC Board	Julia Congleton-Bryant (Chairperson)			3 yrs	0	Yes	Appointed Chair 07/09/18; 06/07/19; 06/01/20
06/30/21	ABC Board Chair - Just Chair Appointment	Julia Congleton-Bryant (Chairperson)						Only Chair Term Up (1-year)
06/30/21	ABC Board	Ernestine Neal	443-7335	7	3 yrs	3	No	1-year Extension Granted 06-01-20 due to COVID-19
06/30/21	Nash County Jury Commission	L.R. Bass, Jr.	252-326-0132	4	2yrs	0	Yes	Recommended by Linda Thorne
12/31/21	Braswell Memorial Library Board of Trustees	Linda Hardy	442-5759	2	4 yrs	2	Yes	
12/31/21	Farmers Market Advisory Board	Bobby Jo Fisher			3 yrs	2	Yes	Recommended by Extension Dir.
12/31/21	Farmers Market Advisory Board	Michael Obrien	883-1542		3 yrs	2	Yes	Recommended by Extension Dir.
12/31/21	Farmers Market Advisory Board	David Farris	904-6114		3 yrs	2	Yes	Recommended by Extension Dir.
12/31/21	Farmers Market Advisory Board	Margaret Latta	336-251-2334		3 yrs	0	Yes	Recommended by Extension Dir.
12/31/21	Farmers Market Advisory Board	Stephanie Collins	252-883-2148	5	3 yrs	0	Yes	Recommended by Extension Dir.
12/31/21	Agriculture Advisory Board	Brandon Moore	813-3891	1	3 yrs	2	Yes	Recommended by Extension Dir.
12/31/21	Agriculture Advisory Board	Michael Strickland	903-7636	1	3 yrs	2	Yes	Recommended by Extension Dir.
12/31/21	Agriculture Advisory Board	Ronnie Weaver	904-9131	1	3 yrs	2	Yes	Recommended by Extension Dir.
12/31/21	Agriculture Advisory Board	Orville Wiggins	903-5244	1	3 yrs	2	Yes	Recommended by Extension Dir.
12/31/21	NHCS - Board of Commissioners	Jeffrey A. Batts	977-6450	6	3 yrs	2	Yes	Recommended by NHCS
12/31/21	NHCS - Board of Commissioners	Marty Nealey (marty.nealey@hospira.com)		7	3 yrs	4	Yes	Recommended by NHCS
12/31/21	NHCS - Board of Commissioners	Damian Tucker (dtucker@hesterlaw.com)		7	3 yrs	4	Yes	Recommended by NHCS
12/31/21	NHCS - Board of Commissioners	Melvin Mitchell	443-5100	6	3 yrs	3	Yes	Recommended by NHCS
01/31/22	NEED Board of Directors	Fred Belfield	443-6786		3yrs	0	Yes	
01/31/22	NEED Board of Directors	Stacie Shatzer	459-9804		3yrs	0	Yes	
04/30/22	Tourism Development Authority (TDA)	Retho Webster Williams, Jr.			3 yrs	2	Yes	Public Member
04/30/22	Tourism Development Authority (TDA)	Dan Daly		2	3 yrs	2	Yes	Tourism-Related Member
04/30/22	Tourism Development Authority (TDA)	George Griffin			3 yrs	2	Yes	Public Member
04/30/22	Tourism Development Authority (TDA)	Mark Cone	919-576-1709	3	3 yrs	0	Yes	Public Member
04/30/22	Tourism Development Authority (TDA)	Brittany Parker	252-751-7007		3 yrs	0	Yes	Collector Member
04/30/22	Tourism Development Authority (TDA)	Lisa Ann Ferguson	904-3674	7	3 yrs	0	Yes	Collector Member
04/30/22	Nash County Board of Adjustment	Dennis Ray Cobb	459-2384	1	3 yrs	2	Yes	*Serving as a Regular Member as of 04-2020
04/30/22	Nash County Board of Adjustment	Tommy Bass	478-5592	4	3 yrs	2*	Yes	*As a Regular Member
06/30/22	Nash County Planning Board	DeLeon Parker		5	3 yrs	1	Yes	Filled Unexpired Term for David Green 1st term
06/30/22	Nash County Planning Board	James "Jimmy" Glover	H:237-9779 W:237-0926	4	3 yrs	0	Yes	
06/30/22	ABC Board	Kenneth E. Gilliam			3 yrs	2	Yes	(1st term is was filling unexpired)
06/30/22	NCC - Board of Trustees	James Mercer	459-9444	4	4 yrs	2	Yes	Public Member
06/30/22	ABC Board	James "Butch" Mull	904-2477	4	3 yrs	0	Yes	Recommended by Sue Leggett
06/30/22	Turning Point Work Force Dev. Board	Beth Ann Rose			2 yrs	1	Yes	Public Sector Member
12/31/22	Agriculture Advisory Board	Steve Bass	459-2481	4	3 yrs	3	?	Recommended by Extension Dir.
12/31/22	Agriculture Advisory Board	Linda Fisher	813-2210	1	3 yrs	3	?	Recommended by Extension Dir.
12/31/22	Agriculture Advisory Board	Brent Leggett	885-0229	4	3 yrs	3	?	Recommended by Extension Dir.
12/31/22	NHCS - Board of Commissioners	Robbie A. Green	731-796-0399	7	3 yrs	0	Yes	Recommended by NHCS
12/31/22	NHCS - Board of Commissioners	Sue Leggett		4	3 yrs	0	Yes	Recommended by NHCS
12/31/22	NHCS - Board of Commissioners	Ivan Y. Peacock, MD	443-7686	6	3 yrs	3	Yes	Recommended by NHCS
12/31/22	NHCS - Board of Commissioners	Bill Lehes		5	3 yrs	2	Yes	Recommended by NHCS
04/30/23	Consolidated Human Services Board	Dorothy Battle			4 yrs	2	Yes	Public Member
04/30/23	Consolidated Human Services Board	Dr. Doris Knight Thorne	937-7337	7	4 yrs	2	Yes	Dentist Member
04/30/23	Consolidated Human Services Board	Yvonne Moore	459-6331		4 yrs	2	Yes	Consumer Member
04/30/23	Consolidated Human Services Board	Danny Tyson	478-4744	4	4 yrs	2	Yes	Consumer Member
04/30/23	Consolidated Human Services Board	Dr. Mike Johnson (Chairman)	937-7777	2	4 yrs	2	Yes	Optometrist Member
04/30/23	Consolidated Human Services Board	Dan Cone		3	4 yrs	2	Yes	Commissioner Member

04/30/23	Consolidated Human Services Board	Chandra Meachem Tucker, DVM	442-3636	7	4 yrs	2	Yes	Veterinarian Member
04/30/23	Consolidated Human Services Board	Pat Adams	937-6487	7	4 yrs	2	Yes	Social Worker
04/30/23	Consolidated Human Services Board	Mickey League			4 yrs	2	Yes	Pharmacist Member
04/30/23	Consolidated Human Services Board	Dr. Mark Abel		7	4 yrs	2	Yes	Medical Doctor Member
04/30/23	Nash County Board of Adjustment	Kenneth G. Mullen	443-2754	5	3 yrs	1	Yes	*Serving as Alternate Member #1 as of 04-2020
04/30/23	Nash County Board of Adjustment	Gwendolyn Wilkins	883-4184	6	3 yrs	0	Yes	*Serving as Alternat
04/30/23	Tourism Development Authority (TDA)	Wayne Murphy			3 yrs	3	No	Public Member
04/30/23	Tourism Development Authority (TDA)	Percell Kelley	252-883-1304	2	3yrs	0	Yes	Public Member
04/30/23	Tourism Development Authority (TDA)	Carole Reda	252-452-7079		3 yrs	0	Yes	Tourism-Related Member
04/30/23	Tourism Development Authority (TDA)	Melissa Clark	252-382-0289		3 yrs	0	Yes	Collector Member
06/30/23	NCC - Board of Trustees	Samuel Dickens, III			4 yrs	2	Yes	Public Member
06/30/23	Nash County Planning Board	Kimberly Moore		1	3 yrs	0	Yes	
06/30/23	Nash County Planning Board	Kevin Smith	904-6487	2	3 yrs	2	Yes	
06/30/23	Nash County Planning Board	Barbara Pulley	478-5791	3	3yrs	2	Yes	
06/30/23	Trillium - Regional Board Member	Dan Cone		3	3 yrs	0	Yes	Commissioner Member - 1st term partical (Lisa Barnes)
06/30/23	Trillium - Regional Board Member	Amy Pridgen-Hamlett	459-9876	4	3 yrs	2	Yes	Other Member - Staff
09/01/23	Spaulding Family Resource Center Board	Lou M. Richardson	459-2784	1	3 yrs	3	No	
12/31/23	Braswell Memorial Library Board of Trustees	Ricky Pitt			4 yrs	2	Yes	
06/30/24	Braswell Memorial Library Board of Trustees	Elizabeth Overton		4	4 yrs	0	Yes	Filled Unexpired term of Ruth Smith Couple Months
06/30/24	NCC - Board of Trustees	Sonny Foster	446-3384	6	4 yrs	2	Yes	Public Member
Staff & Misc. Appointments								
	Farmers Market Advisory Board	Zee Lamb (Ex-Officio)	459-9800	N/A	NA	N/A	N/A	
	Farmers Market Advisory Board	Sandy Hall (Ex-Officio)	459-9810	N/A	NA	N/A	N/A	
	Farmers Market Advisory Board	Stephanie Collins (Ex-Officio)		N/A	NA	N/A	N/A	
	Farmers Market Advisory Board	Fred Belfield	459-9800	N/A	NA	N/A	N/A	Commissioner Member
	UCPCOG Board	Stacie Shazter	459-9800	N/A	NA	N/A	N/A	
	UCPCOG Board	Fred Belfield	459-9800	N/A	NA	N/A	N/A	Commissioner Member
	UCPCOG Board	Mary Wells	459-9800	N/A	NA	N/A	N/A	Commissioner Member
	NEED, Inc. Board of Directors	Fred Belfield	459-9800	N/A	NA	N/A	N/A	Serve as long as elected
	NEED, Inc. Board of Directors	Sue Leggett - Stacie Shatzer	459-9804	N/A	NA	N/A	N/A	Stacie is appointed to serve in lieu of Sue
	NCC - Board of Trustees	Dr. Bill Carver (Ex-Officio)	451-8326	N/A	NA	N/A	N/A	
	NCC - Board of Trustees	Wayne Outlaw	459-9800	N/A	NA	N/A	N/A	Commissioner Member
	NCC - Board of Trustees	Mary Wells	459-9800	N/A	NA	N/A	N/A	Commissioner Member
	Human Service Board	Dan Cone	459-9800					
	UNC Nash Health Care Systems	Sue Leggett	459-9800					Commissioner Member
	MPO - Transporation Advisory Committee	Robbie Davis	813-1508	7	NA	NA	NA	Commissioner Member
	Upper Coastal Plain RPO	Wayne Outlaw	459-9800					
	Juvenile Crime Prevention Council	Fred Belfield	459-9800					Commissioner Member
	Juvenile Crime Prevention Council	Lou Richardson	459-9800					Commissioner Member
	Community Caregiver Advisory Board	Lou Richardson	459-9800					Commissioner Member
	Rocky Mount-Wilson Airport Authority	Charles Mullen	443-0300	7	NA	N/A	N/A	
	Tar River Transit	Fred Belfield	459-9800					Commissioner Member
	Turning Point Workforce Development	Mary Wells	459-9800					Commissioner Member
	STEP	Mary Wells	459-9800					Commissioner Member
	Tourism Development Authority	Donna Wood	459-9802					
	Tourism Development Authority	Robbie Davis	813-1508					Commissioner Member

Note for TDA Board: On the TDA there must be a minimum of one third Collectors [5] and one half Travel and Tourism related [7] member which include the Collectors. The other half [8] are Public Members. The G S states that if there is an odd number on the Board which we have [15] that one half less one must be T and T related.

Nash County
Commissioner's Agenda Information Sheet

Date: Monday, October 5, 2020

page 1 of 2
Attachments: No

Item:	Monthly Report
Initiated By:	Doris Sumner, Tax Administrator
Action Proposed:	Information only

Description:

In keeping with G.S. 105-360(7), the tax collector will be providing a monthly report showing the amount of taxes collected and efforts being made to collect taxes. This report is designed to keep the board current on activities in the tax collector's office. The report is for your information only and does not require approval. It is recommended that you accept the report so that it will be noted in the minutes.



MONTHLY REPORT OF TAX COLLECTOR

Among the duties of the Tax Collector is:

G.S. 105 – 350 (7) to submit to the governing body at each of its regular meetings a report of the amount he has collected on each year's taxes with which he is charged, the amount remaining uncollected and the steps he is taking to encourage or enforce payment of uncollected taxes.

STEPS BEING TAKEN TO COLLECT:

All legal enforcement procedures prescribed by law including garnishment, levy attachment to bank account, certifying to other counties and foreclosure of real estate.

MONTH OF AUGUST 2020 YEAR TO DATE COMMISSIONERS REPORT

NASH COUNTY TAX DEPARTMENT

**NASH COUNTY
2020
COLLECTED JULY 1, 2020- AUGUST 31, 2020**

BEGINNING REC	\$	-
YTD LEVY & PENALTY	\$	45,643,199.45
YTD ADJUSTMENTS		
(YTD RELEASES)	\$	(2,549.28)
(YTD DISC/WO)	\$	-
T & TT LEVY	\$	1,263,055.66
TOTAL LEVY	\$	46,903,705.83

TOTAL COLLECTIONS = YTD PAYMENTS - YTD REFUNDS

YTD PAYMENTS	\$	2,632,240.78
(YTD REFUNDS)	\$	(24.45)
T&TT PAYMENTS	\$	1,263,055.66
TOTAL COLLECTIONS	\$	3,895,271.99

YTD RECEIVABLES = TOTAL LEVY - TOTAL COLLECTIONS

TOTAL LEVY	\$	46,903,705.83
(TOTAL COLLECTIONS)	\$	(3,895,271.99)
YTD RECEIVABLES	\$	43,008,433.84

**COLLECTIONS PERCENTAGE= TOTAL COLLECTIONS DIVIDED BY
TOTAL LEVY** **8.30%**

**NASH COUNTY
2019
COLLECTED JULY 1, 2019 - AUGUST 31, 2019**

BEGINNING REC	\$	-
YTD LEVY & PENALTY	\$	44,812,980.25
YTD ADJUSTMENTS	\$	1,052.06
(YTD RELEASES)	\$	(5,395.90)
(YTD DISC/WO)	\$	-
YTD T & TT LEVY	\$	1,169,075.35
TOTAL LEVY	\$	45,977,711.76

TOTAL COLLECTIONS = YTD PAYMENTS - YTD REFUNDS

YTD PAYMENTS	\$	3,479,630.25
(YTD REFUNDS)	\$	(135.80)
T & TT PAYMENTS	\$	1,169,075.35
TOTAL COLLECTIONS	\$	4,648,569.80

YTD RECEIVABLES = TOTAL LEVY - TOTAL COLLECTIONS

TOTAL LEVY	\$	45,977,711.76
(TOTAL COLLECTIONS)	\$	(4,648,569.80)
YTD RECEIVABLES	\$	41,329,141.96

**COLLECTIONS PERCENTAGE= TOTAL COLLECTIONS DIVIDED BY
TOTAL LEVY** **10.11%**

MONTH OF AUGUST 2020 YEAR TO DATE COMMISSIONERS REPORT

NASH COUNTY TAX DEPARTMENT

NASH COUNTY ALL YEARS COLLECTED JULY 1, 2020 - AUGUST 31, 2020

BEGINNING REC	\$ 2,972,675.16
YTD LEVY & PENALTY	\$ 45,643,255.79
YTD ADJUSTMENTS	\$ -
(YTD RELEASES)	\$ (2,605.62)
(YTD DISC/WO)	\$ -
T & TT LEVY	\$ 1,263,055.66
TOTAL LEVY	\$ 49,876,380.99

TOTAL COLLECTIONS = YTD PAYMENTS - YTD REFUNDS

YTD PAYMENTS	\$ 2,769,868.75
(YTD REFUNDS)	\$ (2,132.36)
T & TT PAYMENTS	\$ 1,263,055.66
TOTAL COLLECTIONS	\$ 4,030,792.05

YTD RECEIVABLES = TOTAL LEVY - TOTAL COLLECTIONS

TOTAL LEVY	\$ 49,876,380.99
TOTAL COLLECTIONS	\$ 4,030,792.05
YTD RECEIVABLES	\$ 53,907,173.04

THIS FIGURE DOES NOT INCLUDE \$32,322.60 COLLECTED IN INTEREST

COLLECTIONS PERCENTAGE 8.00%

NASH COUNTY ALL YEARS COLLECTED JULY 1, 2019 - AUGUST 31, 2019

BEGINNING REC	\$ 3,220,928.68
YTD LEVY & PENALTY	\$ 44,813,105.51
YTD ADJUSTMENTS	\$ 1,052.06
(YTD RELEASES)	\$ (5,492.38)
(YTD DISC/WO)	\$ -
YTD T & TT LEVY	\$ 1,169,075.35
TOTAL LEVY	\$ 49,198,669.22

TOTAL COLLECTIONS = YTD PAYMENTS - YTD REFUNDS

YTD PAYMENTS	\$ 3,592,433.43
(YTD REFUNDS)	\$ (401.80)
YTD T & TT PAYMENTS	\$ 1,169,075.35
TOTAL COLLECTIONS	\$ 4,761,106.98

YTD RECEIVABLES = TOTAL LEVY - TOTAL COLLECTIONS

TOTAL LEVY	\$ 49,198,669.22
TOTAL COLLECTIONS	\$ (4,761,106.98)
YTD RECEIVABLES	\$ 44,437,562.24

THIS FIGURE DOES NOT INCLUDE \$23,366.25 COLLECTED IN INTEREST

COLLECTION PERCENTAGE 9.68%

MONTH OF AUGUST 2020 YEAR TO DATE COMMISSIONERS REPORT NASH COUNTY TAX DEPARTMENT

2020 NASH COUNTY MOTOR VEHICLES ONLY COLLECTED JULY 1, 2020 - AUGUST 31, 2020

BEGINNING REC		
YTD LEVY & PENALTY		
YTD ADJUSTMENTS	\$	-
(YTD RELEASES)	\$	-
(YTD DISC/WO)	\$	-
T & TT LEVY	\$	1,263,055.66
TOTAL LEVY	\$	1,263,055.66

TOTAL COLLECTIONS = YTD PAYMENTS - YTD REFUNDS

YTD PAYMENTS		
(YTD REFUNDS)	\$	-
T & TT PAYMENTS	\$	1,263,055.66
TOTAL COLLECTIONS	\$	1,263,055.66

YTD RECEIVABLES = TOTAL LEVY - TOTAL COLLECTIONS

TOTAL LEVY	\$	1,263,055.66
(TOTAL COLLECTIONS)	\$	(1,263,055.66)
YTD RECEIVABLES	\$	-

**COLLECTIONS PERCENTAGE= TOTAL COLLECTIONS DIVIDED BY
TOTAL LEVY** **100.00%**

2019 NASH COUNTY MOTOR VEHICLES ONLY COLLECTED JULY 1, 2017 - AUGUST 31, 2017

BEGINNING REC		
YTD LEVY & PENALTY		
YTD ADJUSTMENTS		
(YTD RELEASES)		
YTD DISC/WO)		
YTD T & TT LEVY	\$	1,169,075.35
TOTAL LEVY	\$	1,169,075.35

TOTAL COLLECTIONS = YTD PAYMENTS - YTD REFUNDS

YTD PAYMENTS		
(YTD REFUNDS)		
YTD T & TT PAYMENTS	\$	1,169,075.35
TOTAL COLLECTIONS	\$	1,169,075.35

YTD RECEIVABLES = TOTAL LEVY - TOTAL COLLECTIONS

TOTAL LEVY	\$	1,169,075.35
(TOTAL COLLECTIONS)	\$	(1,169,075.35)
YTD RECEIVABLES	\$	-

**COLLECTIONS PERCENTAGE= TOTAL COLLECTIONS DIVIDED BY
TOTAL LEVY** **100.00%**

Nash County
Commissioner's Agenda Information Sheet

Date: Monday October 5, 2020

page 1 of 2
Attachments: Yes

Item:	Refund Requests
Initiated By:	Doris Sumner, Tax Administrator
Action Proposed:	Approve as submitted

Description:

In compliance with North Carolina General Statutes Article 27, 105-381 the tax collector will submit to the governing body for their approval a list of any tax refunds after legitimacy of the refund has been established.

REFUND REQUEST

OCTOBER 5, 2020

1. BULLOCK DIANE	NCO 2019	\$125.00
10908 WARD RD		
WHITAKERS NC 27891	TOTAL	\$125.00

SOLID WASTE FEE INCORRECTLY CHARGED ON PARCEL 034761.
VACANT HOUSE NO METER PER MR. BARNES.