

Bertie County Board of Commissioners



October 20, 2014

BERTIE COUNTY BOARD OF COMMISSIONERS

October 20, 2014

Meeting Agenda

Windsor, NC

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

(A)

***** APPOINTMENTS *****

7:00-7:05 Invocation and Pledge of Allegiance by Commissioner Trent

7:05-7:15 Public Comments

7:15-7:30 Announcement of impending merger of court District-6A and District-6B by Hon. Brenda G. Branch and Hon. W. Rob Lewis

7:30-7:45 Roanoke Chowan Community College update by RCCC President, Dr. Michael Elam

7:45 – 8:00 Planning Director, Traci White – presenting proposed revisions to the draft Manufactured Home Park Ordinance as recommended by the Planning Board subsequent to April 21, 2014 Public Hearing (A-1)

Board Appointments (B)

1. Latest Board Vacancy Advertisement – Bertie Ledger-Advance (B-1)

Consent Agenda (C)

1. Approve minutes for Regular Session 10-6-14 (C-1)
2. Approve minutes for Closed Session 10-6-14

*****OTHER ITEMS*****

Discussion Agenda (D)

- 1) EMS Update
- 2) Review EMS Personnel Handbook and 2014 standard operating guidelines
- 3) Road Name Change requests (D-1)
- 4) Legislative request for support – local franchise new car and truck dealers (D-2)

Commissioners' Reports (E)

County Manager's Reports (F)

County Attorney's Reports (G)

Discuss pending Closed Session minutes from beginning of calendar year 2014

Public Comments Continued

Closed Session

Pursuant to N.C.G.S. § 143-318.11(a)(3) to go into closed session to consult with the County Attorney in order to preserve the attorney-client privilege that exists between the attorney and this public body.

Pursuant to N.C.G.S. § 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approves the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.

Pursuant to N.C.G.S. § 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

Pursuant to N.C.G.S. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of employment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Adjourn

Outline of Revisions to Draft Manufactured Home Park Ordinance
(Subsequent to April 21, 2014 Public Hearing)

- I. Section 103 Jurisdiction (pg. 1)
 - A. Removed "travel trailers"
 1. Travel trailers and manufactured homes are not defined the same. Manufactured homes meet HUD requirements, meant for use as a dwelling or residential unit.
 2. Travel trailers and recreation vehicles are meant to be mobile and fall under the rules of the Division of Motor Vehicles.
 3. Travel trailer/RV parks should be regulated by separate ordinance.
- II. Section 203 Definitions (pg. 2)
 - A. Added definition for Aggregate Base Course (ABC Stone)
 1. Defined for clarity of required material to be used for streets in minor manufactured home parks.
- III. Section 401 General Provisions (pg. 9)
 - A. Added setbacks
 1. Setback of 75' from existing public roads will be consistent with the Subdivision Ordinance setback requirements.
 2. Internal setbacks of 10' from the edge of the reserved area of the street to ensure that no manufactured home or other structure could be placed too close to the edge of the street that would cause problems for large vehicles, such as emergency vehicles and equipment that may be used for maintenance of the street.
- IV. Section 402 & 403 (pg. 9-10)
 - A. Changed paving requirements for all new MHP streets
 1. Restructured the section that required *all* new streets in MHP's to be paved.
 2. This section, originally Section 402, was broken into two sections – a section for minor MHP's and section for major MHP's.
 3. Revised Section 402 addresses minor MHP's with up to 10 spaces.
 - a. Allows unpaved streets that meet minimum standards including grading and ABC surface of 4 inches deep.
 - b. Requires streets eighteen feet (18') in width with six feet (6') of reserved area on each side of graded and surfaced area.
 4. Revised Section 403 addresses major MHP's with more than 10 spaces
 - a. Requires paving that meets minimum NCDOT standards for paving
 - b. Requires streets eighteen feet (18') in width with six feet (6') of reserved area on each side of graded and surfaced area.
- V. Section 405 Off-street Parking (pg. 405)
 - A. Removed paving requirement for parking
 1. Requires 2 off-street parking places per home that are graveled or rocked

- VI. Section 410 Refuse Collection Facilities (pg. 12-13)
 - A. Removed options for type of refuse/garbage collection
 - 1. Rewritten to require property owner provide for onsite refuse collections unless the county provides other means.
 - 2. Requires a dumpster on a concrete pad that is accessible but is visually obscured.
- VII. Section 413 Maintenance (pg. 13)
 - A. Added more detail regarding street maintenance.
- VIII. Section 701 Enforcement (pg. 15)
 - A. Strengthened the language to require fines and enforcement actions to the limits of the law.
- IX. Article VIII Recommendations and Suggested Amenities
 - A. Removed entire Article due to lack of regulatory purpose.
- X. Added Appendix (pg. 17-18)
 - A. Copy of General Statues referenced in enforcement measures of Section 701.

MANUFACTURED HOME PARK ORDINANCE

FOR

BERTIE COUNTY, NORTH CAROLINA

REVISED DRAFT OCTOBER 2014

**ARTICLE I
INTRODUCTORY PROVISIONS**

Section 101 Title

This Ordinance is entitled the *Bertie County Manufactured Home Park Ordinance* and may be cited as the *Manufactured Home Park Ordinance*.

Section 102 Authority & Purpose

This ordinance establishes regulations for manufactured home parks within Bertie County, North Carolina, and provides for the administration, enforcement, and amendment thereof. The provisions of this ordinance are adopted under authority granted by the General Statutes of North Carolina. (G.S. 153A-121)

Whereas, in order to promote the health, safety and general welfare of the citizens of Bertie County, North Carolina; to provide for the orderly development of planned manufactured home and travel trailer parks and to abate any conditions detrimental to the public health, safety, and general welfare or any nuisances, real or imagined, associated with such parks, it is desirable and necessary to adopt the Manufactured home park Ordinance for the territorial jurisdiction of Bertie County as herein set forth.

Section 103 Jurisdiction

Upon adoption, this ordinance shall govern every new manufactured home park or any additions to existing manufactured home parks within Bertie County except those lands lying within the jurisdiction of any municipality, unless the municipality shall, by resolution, formally requested the County to enforce this Ordinance within its jurisdiction.

Section 104 Compliance with Other Official County Plans

Proposed manufactured home parks must comply in all respects with the rules and regulations of the Bertie County Water District(s) and with all other officially adopted plans in effect in the jurisdiction.

ARTICLE II DEFINITIONS

Section 201 General

For the purpose of this ordinance, certain terms or words used herein shall be interpreted as follows:

Section 202 Word Interpretation

For the purposes of this Ordinance, certain words shall be interpreted as follows:

- a) The word "may" is permissive.
- b) The words "shall" and "will" are mandatory.
- c) The present tense includes the future tense and the future tense includes the present tense.
- d) The singular includes the plural and plural includes the singular.
- e) The word "county" shall mean Bertie County, North Carolina.
- f) The words "Planning Board" shall mean the Bertie County Planning Board.
- g) The words "County Commissioners" shall mean the Bertie County Board of Commissioners.
- h) The word "person" includes firm, association, organization; trust, company, corporation, or any legal entity as well as an individual.
- i) The words "used" or "occupied" include the phrases: "intended to be occupied or used"; "designed to be occupied or used"; or "arranged to be occupied or used".

Section 203 Definitions

Aggregate Base Course (ABC Stone) - A mixture of various gradation of stone material, small and large, that is compacted together to provide a dense surface for different uses; Usually gray in color, consists of crushed granite or run stone, mixed with 3/4 inch average size crushed stone gravel; Also known as "crush and run" or "crusher run".

All weather, paved road – A road that is suitable for light traffic under all weather conditions and that meets the paved surfacing requirements of the North Carolina Department of Transportation.

Developer - Any person or other legal entity engaged in the development or the proposed development of a manufactured home park.

Enforcement Officer - The enforcement officer for Bertie County shall be the Planning Director or designated representative.

Farm – Singularly or jointly owned land parcel or contiguous parcels on which agricultural operations are conducted as the substantial use. Agricultural operations include but are not limited to cultivation of crops, the husbandry of livestock, and forestry.

Manufactured Home – A structure that:

1. consists of a single unit mainly assembled at the factory or two (double-wide) or three (triple-wide) principal components mainly assembled at the factory and joined together at the site;
2. is designed so that the total structure (or in the case of a double-wide or triple-wide, each component thereof) can be transported on its own chassis;
3. is designed to be used as a dwelling and provides complete, independent living facilities for one family; and
4. is not permanently attached to a foundation.

A structure otherwise defined herein as a manufactured home is permanently attached to its foundation if:

- a. the foundation was constructed in such a way or at such expense as to make it unlikely that the manufactured home placed upon it will later be moved; or
- b. if the manufactured home cannot be removed from the foundation without great expense or severe damage to the structure.

Tie downs and other related requirements of this ordinance do not constitute permanent attachment.

Manufactured Home Space – A piece of land within a manufactured home park whose boundaries, design, and improvements are in accordance with the requirements of ordinance to accommodate a single manufactured home.

Minor Manufactured Home Park – A parcel of land containing at least two (2) but no more than ten (10) manufactured home spaces for the rental purpose for accommodating manufactured homes for occupancy Spaces in a minor manufactured home park shall abut an existing public road or a private road that is five hundred feet (500') or less in length and meets the requirements set forth in this ordinance.

Major Manufactured Home Park – A parcel of land containing more than ten (10) manufactured home spaces for the rental purpose for accommodating manufactured homes for occupancy.

Manufactured Home Pad – That area of a manufactured home space that has been reserved and prepared for the placement of a manufactured home.

Operating Permit – A permit issued by the Enforcement Officer to the owner or operator of a manufactured home or travel trailer park whose design, specifications and improvements comply with the requirements of this ordinance.

Street, Private - A street that has not been accepted nor planned for acceptance by North Carolina Department of Transportation or other governmental entity.

Street, Public - A right-of-way dedicated and accepted by North Carolina Department of Transportation or other governmental agency for public vehicular traffic.

Structural Additions – Any roofed, canopied, enclosed porch or room which is physically attached to a manufactured home. A concrete slab with no roof or walls shall be considered a structural addition.

Tract – Any parcel of land whose boundaries have been described or delineated legally and recorded in the office of the Register of Deeds.

Travel Trailer – A wheeled vehicular structure built on a chassis, designed to be used as a temporary dwelling for travel or recreational purposes, having a body width not exceeding 8 feet. This is also intended to include structures mounted on auto or truck bodies that are generally referred to as campers.

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**ARTICLE III
PROCEDURES FOR SUBMISSION, REVIEW AND APPROVAL OF
MANUFACTURED HOME PARK PLATS**

No person may locate, or cause to be located, or allow more than one manufactured home with no direct access to an existing public street for rental to be located on a tract of land under his ownership, possession or control, unless the tract of land is an approved and licensed manufactured home park. This ordinance shall not apply to manufactured homes that are being used for a bona-fide farm purpose as defined in this ordinance.

Section 301 Review Process

The plan shall be reviewed by the Enforcement Officer and/or other members of the county staff for compliance with this ordinance, with other applicable state statutes, and county ordinances. The Enforcement Officer will distribute prints of the proposed park to any governmental agency or agencies having a specific interest in the plat for their comments or recommendations, including where applicable but not limited to the Bertie County Environmental Health Department, the Land Resources Division of the North Carolina Department of Environment and Natural Resources, the Division of Coastal Management, and the USDA Natural Resources Conversation Service.

The Planning Board shall approve or disapprove the manufactured home park plan within 90 days of the date at which the plan is first considered by the Planning Board.

If the Planning Board disapproves the plan, it shall be stated in writing the reasons for such action, specifying the provisions of this ordinance with which the plan does not comply. Appeal of the Planning Board ruling shall be by petition to the Board of Commissioners to be heard at a regularly scheduled meeting; Appeal to the Board of Commissioners decision shall be to a court of competent jurisdiction. Written notice of appeals must be petitioned with the Board of Commissioners within thirty (30) days of receipt of disapproval notice.

The approval of a manufactured home park plan shall not be deemed to constitute or affect the acceptance by Bertie County of any dedication shown on the plan. However, the Board of Commissioners, by resolution, may accept any dedication made to the public of lands or facilities for parks or other public purposes, when the lands or facilities are located within its regulatory jurisdiction. Acceptance of dedication of lands or facilities located within the regulatory jurisdiction shall not place on Bertie County any duty to open, operate, repair or maintain any land or facility.

Section 302 Submission of Plat

It is recommended that the developer meet with the Enforcement Officer to discuss plans and ideas pertaining to the development of or to the addition to a manufactured home park.

The developer shall submit fifteen (15) copies of the manufactured home park plat, eighteen by twenty-four inches (18" x 24") in size, and any supplementary material to the Enforcement Officer a minimum of twenty (20) business days prior to the regularly scheduled Planning Board meeting at which said plat is to be considered. The developer shall also include with the submittal one (1) reduced copy of the plat of eleven by seventeen inches (11" x 17") in size. Upon submission of the plat, the developer shall pay a processing fee to Bertie County in accordance with the approved fee schedule adopted by the Bertie County Board of Commissioners.

Section 303 Content of Plat

The plat shall be prepared by a registered surveyor or engineer and shall be drawn at a scale of 50, 100, or 200 feet to one inch and shall contain the following:

1. The location of existing and platted property, buildings, streets, railroads, bridges, culverts, watercourses, transmission lines, sewers, drainage ditches, drain pipes, water mains, town and county boundary lines, and other public utility easements.
2. Existing and platted streets on adjoining property shall be illustrated.
3. Boundaries of tracts shown with bearings, distances, and closure.
4. Wooded areas, pond or lakes, streams or streambeds, marsh swamp, floodplain, and other physical conditions affecting the site.
5. Names of adjacent property owners or subdivisions.
6. Proposed streets, street names, rights-of-way, pavement widths, and approximate grades.
7. Locations of proposed street lights, if any, and utility lines (drainage or underground drainage, water, electricity, and telephone) showing connections to existing supply systems. In the case of water, the size of the lines must be shown. If a dumpster site is proposed, the location, size, number of dumpsters, type of screening material and proposed lighting must be shown.
8. The location, width, and purposes of other proposed rights-of-way or easements.
9. Proposed areas for recreational space, if any.
10. Proposed space lines, space and block numbers, and space dimensions.
11. Location of manufactured home pad, water & sewage disposal system, and the location of off-street parking and driveway areas.
12. Title, date of plat preparation, magnetic and true north arrows, graphic scale, the name of the township(s), county, and state in which the manufactured home park is located.
13. Name of owner, surveyor, or engineer, and the proposed name of the manufactured home park.

I hereby certify that the manufactured home plat shown hereon has been found to comply with the Bertie County Manufactured & Mobile Home Park Ordinance and that this plat has been approved by Bertie County.

Bertie County Planning Director

Date

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**ARTICLE IV
SPECIFICATIONS FOR MANUFACTURED HOME PARKS**

Section 401 General Provisions

Any land within the jurisdiction of this ordinance determined by the Bertie County Floodplain Administrator to be located within special flood hazard Zone A or AE, manufactured home park development will be prohibited. Such land may be set aside for uses that will not be endangered by periodic or occasional flooding.

Setbacks for structures in manufactured home parks shall be seventy-five feet (75') from an existing public road. Internal setbacks shall be ten feet (10') from the edge of the reserved area of the street.

Section 402 Interior Streets – Minor Manufactured Home Parks (up to 10 spaces)

All new manufactured home spaces, whether in a new development or in the expanded area of an existing minor manufactured home park, shall abut upon a street that is graded and surfaced with aggregate base course (ABC stone) that meets North Carolina Department of Transportation (NCDOT) standards. The ABC stone shall be a minimum of four inches (4") deep. Streets shall be a minimum of eighteen feet (18') in width with six feet (6') of reserved area on each side of graded and surfaced area. Streets in minor manufactured home parks shall not exceed five hundred feet (500'). Streets that exceed five hundred feet (500') shall be considered a major manufactured home park and must meet paving requirements set forth in Section 403 of this ordinance.

Permanent dead-end streets shall end in a cul-de-sac. Measurement shall be from the point where the centerline of the dead end street intersects with the center of a through street to the center of the turn-around of the cul-de-sac. Where one cul-de-sac intersects with another cul-de-sac, the end of each cul-de-sac shall be no more than five hundred (500) feet from a through street, measured as stated above. The distance from the edge of the pavement on the vehicular turn-around to the right-of-way line shall not be less than the distance from the edge of the pavement to the right-of-way line on the street approaching the turn-around. Cul-de-sacs shall have a minimum radius of thirty-five feet (35')/minimum diameter of seventy feet (70').

All manufactured home spaces shall have driveway access to said street. All interior drives, walkways, and parking spaces shall be constructed and maintained to standards by the park owner.

Section 403 Interior Streets – Major Manufactured Home Parks (11 or more spaces)

All manufactured home spaces, whether in a new development or in the expanded area of an existing major manufactured home park, shall abut upon a hard, paved surface road that is built to meet the NCDOT Road Standards for paving. All manufactured home spaces shall have driveway access to said paved surface road. Streets shall be a minimum of eighteen feet (18') in width six feet (6') of reserved area on each side of pavement,

Permanent dead-end streets shall not exceed one thousand five hundred (1,500) feet in length and shall end in a cul-de-sac. Measurement shall be from the point where the centerline of the dead end street intersects with the center of a through street to the center of the turn-around of the cul-de-sac. Where one cul-de-sac intersects with another cul-de-sac, the end of each cul-de-sac shall be no more than five hundred (500) feet from a through street, measured as stated above. The distance from the edge of the pavement on the vehicular turn-around to the right-of-way line shall not be less than the distance from the edge of the pavement to the right-of-way line on the street approaching the turn-around. Cul-de-sacs shall have a minimum radius of thirty-five feet (35')/minimum diameter of seventy feet (70').

Design and construction shall be certified by a registered engineer.

All interior drives, walkways, and parking spaces shall be constructed and maintained to standards by the park owner.

Section 404 Street Names & Street Signs

Any new street, lane or drive that serves a manufactured home park shall be given a non-duplicative name to eliminate conflicts with emergency services and mail delivery. Each new proposed street name will be verified by the Tax Mapping office for duplication with other streets, lanes and drives in the county.

It shall be the responsibility of the owner or developer to install signs identifying streets at the intersections of all interior streets. Such signs shall meet or exceed specifications for street signs required by Bertie County Emergency Management.

Section 405 Off-Street Parking

All parking in manufactured home parks shall be off-street after the effective date of this ordinance.

Each new manufactured home space shall be provided with at least two (2) graveled/rocked off-street parking spaces prior to the beginning of operations of the park. Each space shall be a minimum of twenty feet (20') long and ten feet (10') wide.

Section 406 Required Manufactured Home Space Area

Due to issues with septic systems throughout the county, minimum spaces sizes are similar to the minimum requirements of the *Bertie County Subdivision Ordinance*. These minimums are deemed necessary and crucial to the functionality of sewage disposal systems and are meant to allow for repair and replacement of systems if there are failures in the future.

The sizes of new manufactured home spaces shall meet standards of the Bertie County Environmental Health Division as follows:

Space Requirements:

	IMPROVEMENTS	AREA (SQUARE FEET)	SPACE WIDTH (FEET)
1.	Public water and sewer	10,000	80
2.	Public water and sewer; corner space	12,500	80
3.	Public water; soil classified suitable for septic tanks	15,000	90
4.	Public water; soil classified provisionally suitable for septic tanks due to drainage	20,000	100
5.	Public water; soil classified provisionally suitable for septic tanks due to characteristics other than drainage	30,000	140

Section 407 Drainage

All new manufactured home spaces shall be located on a well-drained and properly graded site. At a minimum, each manufactured home space must be properly graded to provide for adequate drainage of water with a minimum of one (1) inch increase in height per each ten (10) feet of distance from the side space line to the center of the space.

Section 408 Water Supply

If the developer is developing new spaces within the service area of the Bertie County Water System, the developer shall connect to the system owned and operated by Bertie County.

Plats shall be reviewed by the Bertie County Water Director and County Engineer to determine if public water service is available for the proposed manufactured home park.

The Water Director and County Engineer shall review the following criteria when making the determination on the availability of public water service to the manufactured home park:

- A. Whether the water system with jurisdiction has/will have the capacity to serve the proposed manufactured home park.
- B. The distance and location of the proposed manufactured home park to the nearest available public water service.
- C. The number of spaces in the proposed manufactured home park with regard to the distance of the main water line to be constructed to the manufactured home park.
- D. Estimated cost of extending the water service to the manufactured home park regarding economic feasibility. (COST/DISTANCE/MANUFACTURED HOME PARK)

If public water service is determined to be available for the spaces in a new manufactured home park, the developer shall construct the new water service according to local and state specifications.

Construction plans for the proposed system shall be prepared by a registered engineer, materials and construction to be in accordance with the specification for the Bertie County Water System as prepared by the County Engineer, and submitted with the preliminary plat for approval by the Planning Board, Water Director and the appropriate State Agencies.

Water meters will be installed after the application has been made and required fees paid by the developer. The cost of the construction, connection and approval of the manufactured home park water system shall be paid by the developer.

The Bertie County Planning Board and/or the Bertie County Board of Commissioners may, in consultation with the County's Engineer, determine that certain improvements will be required for the County Water System due to the projected consumption of water when all proposed manufactured home park spaces are connected to the Bertie County Water System. The Bertie County Board of Commissioners will require the Developers to make and pay for those improvements. The County Engineer will be the selected Engineer for the Construction Project unless otherwise approved by the Board of County Commissioners. The Engineer's Fee will be paid for by the Developer.

Section 409 Use Restrictions

No part of any new manufactured home park may be used for non-residential purposes that may create any unusual noises, odors, or other offensive nuisances affecting residential living.

Section 410 Refuse Collection Facilities

The manufactured home park owner shall provide for onsite refuse collection unless the county provides other means. A dumpster shall be placed in a convenient area onsite

for residents to place their garbage for a weekly pickup. The dumpster site shall be visually obscured by a fence or evergreen vegetative screen, but still remain easily accessible for residents to deposit refuse and for trucks that empty and haul the refuse away. Dumpsters shall be placed on a concrete pad.

Section 411 Lighting

Streets in the manufactured home park shall be illuminated with street lamps to enhance safety of residents. Streets shall be illuminated from one half-hour after sunset until one half hour before sunrise.

Street lamps shall be a minimum 175 watt mercury vapor lamp or equivalent (approximately 7000 lumen class) spaced at four hundred feet intervals.

Section 412 Recreational Areas/Common Areas

Common areas, whether recreational or simple open space, have been recognized as important to neighborhoods. To enhance the quality of life for park residents, recreational or common areas are required for manufactured home parks that have at least twenty-five (25) spaces. When the manufactured home park is located on a waterway, lake or pond, water access may be provided for residents if the area is properly posted.

Recreational and common areas shall provide reasonable access from an interior street. A street lamp in the recreational/common area will enhance safety.

All recreational areas shall have a minimum of 10,000 square feet per 25 spaces.

Section 413 Maintenance

Maintenance of all required improvements, including streets, roads, drainage areas, sewage disposal, recreational areas and all other required amenities will be the responsibility of the park owner. Streets and roads are to be maintained in a way that they are free from pot holes, breaks in the pavement, ponding of water during rainy periods, excessive washing of drainage ditches, and other related problems which would impede or cause hazards to motor vehicles.

The Enforcement Officer will inspect manufactured home parks periodically to ensure maintenance of the park is in good standing with the provisions of this ordinance. Enforcement action is described in Article VII of this ordinance.

ARTICLE V VARIANCE

Section 501 – Variance Procedure

The Planning Board may authorize a variance from these regulations when, in its considered and informed opinion, undue hardship may result from strict compliance due to topographical or other conditions peculiar to the site. In granting any variance, the Planning Board shall make the findings required below, taking into account the nature of the proposed manufactured home park, the existing use of land in the vicinity, the number of persons to reside in the proposed manufactured home park and the probable effect of the proposed manufactured home park upon the contiguous properties, surrounding area, and traffic conditions in the vicinity. No variance shall be granted unless the Planning Board finds the following criteria:

- a. That there are special physical circumstances or topographical conditions affecting said property such that the strict application of the provisions of this ordinance would deprive the applicant of the reasonable use of his land;
- b. That the variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner(s);
- c. That the circumstances giving rise to the need for the variance are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of this ordinance;
- d. That the granting of the variance will not be detrimental to the public health, safety, and welfare or injurious to other property in the territory in which said property is situated;
- e. The need for the variance is not the result of a self-created hardship; and
- f. The need for the variance is not based on financial hardship or the financial interests of the developer or land owner.

Requests for variances shall be submitted in writing to the Planning Director for inclusion on the agenda for the next regular Planning Board meeting. Requests shall be submitted a minimum of seven (7) business days prior to the regular Planning Board meeting to allow time for adequate information to be acquired and reported to the Planning Board.

Appeal to the Planning Board's ruling on a variance shall be to the Bertie County Board of Commissioners. Request for appeal shall be filed within ten (10) days from the date of the Planning Board's ruling. The Board of Commissioners will hear the case to determine if the Planning Board:

1. Exceeded its authority or jurisdiction;
2. Acted erroneously;
3. Failed to use proper procedure
4. Acted arbitrarily or capriciously; or

5. Failed to act as required by law or rule.

Appeal to the Board of Commissioners' ruling shall be to a court of competent jurisdiction.

ARTICLE VI SEPARABILITY

Section 601

Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such declaration shall not affect the ordinance as a whole, or any other part thereof other than the part so declared to be unconstitutional or invalid.

ARTICLE VII ENFORCEMENT

Section 701 - Enforcement

To verify compliance with the requirements of this Ordinance, at any time during normal operating hours, the Enforcement Officer or its designee may inspect each manufactured home park. The manufactured home park owner will then be given sixty (60) days from the date of notice to make any required corrections.

If corrections have not been made within the sixty-day period, the manufactured home park owner shall be guilty of a Class III misdemeanor and assessed a fine of five hundred dollars (\$500) pursuant to N.C.G.S. 14-4. In lieu of or in addition to the criminal penalties outlined above, the manufactured home park owner may be subject to a civil penalty pursuant to N.C.G.S. 1530A-123(c) of \$1,000 per day for each day the violation continues, recoverable by the County in a civil action in the nature of a debt. In addition to all other remedies available either at law or in equity, the County may institute an action in the General Court of Justice seeking enforcement of the ordinance by injunction or order of abatement, or both, pursuant to N.C.G.S. 153-A123(d) and (e). See the Appendix for copies of the referenced statutes.

The Enforcement Officer will notify the Bertie County Building Inspector of the non-compliance. The Building Inspector will not allow any manufactured home setup permits within the park, including replacement for existing manufactured homes until the issue has been resolved.

ARTICLE VIII

EFFECTIVE DATE

This ordinance shall take effect and shall be in force on and after _____, 2014.

Duly adopted by the Board of Commissioners of Bertie County, North Carolina, this the _____ day of _____, 2014.

ATTEST:

**J. Wallace Perry, Chairman
Bertie County Board of Commissioners**

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APPENDIX

General Statutes of North Carolina Regarding Enforcement of Ordinances

§ 14-4. Violation of local ordinances misdemeanor.

(a) Except as provided in subsection (b), if any person shall violate an ordinance of a county, city, town, or metropolitan sewerage district created under Article 5 of Chapter 162A, he shall be guilty of a Class 3 misdemeanor and shall be fined not more than five hundred dollars (\$500.00). No fine shall exceed fifty dollars (\$50.00) unless the ordinance expressly states that the maximum fine is greater than fifty dollars (\$50.00).

(b) If any person shall violate an ordinance of a county, city, or town regulating the operation or parking of vehicles, he shall be responsible for an infraction and shall be required to pay a penalty of not more than fifty dollars (\$50.00). (1871-2, c. 195, s. 2; Code, s. 3820; Rev., s. 3702; C.S., s. 4174; 1969, c. 36, s. 2; 1985, c. 764, s. 2; 1985 (Reg. Sess., 1986), c. 852, s. 17; 1991, c. 415, s. 1; c. 446, s. 1; 1993, c. 538, s. 8; c. 539, s. 9; 1994, Ex. Sess., c. 24, ss. 14(b), 14(c); 1995, c. 509, s. 133.1.)

§ 153A-123. Enforcement of ordinances.

(a) A county may provide for fines and penalties for violation of its ordinances and may secure injunctions and abatement orders to further insure compliance with its ordinances, as provided by this section.

(b) Unless the board of commissioners has provided otherwise, violation of a county ordinance is a misdemeanor or infraction as provided by G.S. 14-4. An ordinance may provide by express statement that the maximum fine, term of imprisonment, or infraction penalty to be imposed for a violation is some amount of money or number of days less than the maximum imposed by G.S. 14-4.

(c) An ordinance may provide that violation subjects the offender to a civil penalty to be recovered by the county in a civil action in the nature of debt if the offender does not pay the penalty within a prescribed period of time after he has been cited for violation of the ordinance...

(c1) An ordinance may provide for the recovery of a civil penalty by the county for violation of the fire prevention code of the State Building Code as authorized under G.S. 143-139.

(d) An ordinance may provide that it may be enforced by an appropriate equitable remedy issuing from a court of competent jurisdiction. In such a case, the General Court of Justice has jurisdiction to issue any order that may be appropriate, and it is not a defense to the county's application for equitable relief that there is an adequate remedy at law.

(e) An ordinance that makes unlawful a condition existing upon or use made of real property may provide that it may be enforced by injunction and order of abatement, and the General Court of Justice has jurisdiction to issue such an order. When a violation of such an ordinance occurs, the county may apply to the appropriate division of the General Court of Justice for a mandatory or prohibitory injunction and order of abatement commanding the defendant to correct the unlawful condition upon or cease the unlawful use of the property. The action shall be governed in all respects by the

laws and rules governing civil proceedings, including the Rules of Civil Procedure in general and Rule 65 in particular.

In addition to an injunction, the court may enter an order of abatement as a part of the judgment in the cause. An order of abatement may direct that buildings or other structures on the property be closed, demolished, or removed; that fixtures, furniture, or other movable property be removed from buildings on the property; that grass and weeds be cut; that improvements or repairs be made; or that any other action be taken that is necessary to bring the property into compliance with the ordinance. If the defendant fails or refuses to comply with an injunction or with an order of abatement within the time allowed by the court, he may be cited for contempt and the county may execute the order of abatement. If the county executes the order, it has a lien on the property, in the nature of a mechanic's and materialman's lien, for the costs of executing the order. The defendant may secure cancellation of an order of abatement by paying all costs of the proceedings and posting a bond for compliance with the order. The bond shall be given with sureties approved by the clerk of superior court in an amount approved by the judge before whom the matter was heard and shall be conditioned on the defendant's full compliance with the terms of the order of abatement within the time fixed by the judge. Cancellation of an order of abatement does not suspend or cancel an injunction issued in conjunction with the order.

(f) Subject to the express terms of the ordinance, a county ordinance may be enforced by any one or more of the remedies authorized by this section.

(g) A county ordinance may provide, when appropriate, that each day's continuing violation is a separate and distinct offense.

(h) Notwithstanding any authority under this Article or any local act of the General Assembly, no ordinance regulating trees may be enforced on land owned or operated by a public airport authority. (1973, c. 822, s. 1; 1985, c. 764, s. 34; 1985 (Reg. Sess., 1986), c. 852, s. 17; 1993, c. 329, s. 5; 2013-331, s. 1.)

The Bertie County Board of Commissioners is accepting applications for the following openings on boards/commissions/committees. Copies of the application to serve and appointment policy can be picked up at the County Manager's Office, 106 Dundee Street, Windsor, NC 27983 and are also available on the web at www.co.bertie.nc.gov.

B-1

Immediate Openings

Applications due October 24, 2014

<u>Board/Commission/Committee</u>	<u>Positions Available</u>	<u>Positions Requirement</u>
Planning Board	1	At-Large
Workforce Development	1	Organized Labor representative
Nursing Home/Adult Care CAC	1	N/A
Joint Community Advisory Board		
Child Fatality Prevention/Community	1	N/A
Child Protection Team		

Upcoming Appointments by Month

November 2014

Applications due by October 24, 2014

<u>Board/Commission/Committee</u>	<u>Positions Available</u>	<u>Positions Requirement</u>
Albemarle Regional Library Board	1	Must serve on the Sallie Harrell Jenkins Library Board

December 2014

Applications due by November 21, 2014

<u>Board/Commission/Committee</u>	<u>Positions Available</u>	<u>Positions Requirement</u>
Mid-East Commission	2	N/A

February 2015

Applications due by January 23, 2015

<u>Board/Commission/Committee</u>	<u>Positions Available</u>	<u>Positions Requirement</u>
Voluntary Agricultural District	1	Windsor 1
	1	Merry Hill Township
	1	Colerain

**Windsor, North Carolina
October 6, 2014
Regular Meeting**

The Bertie County Board of Commissioners met for their regularly scheduled meeting at 10:00AM in the Commissioners Room located at 106 Dundee Street Windsor, NC. The following members were present or absent:

Present: J. Wallace Perry, Chairman
Charles L. Smith, Vice-Chairman
Rick Harrell
John Trent
Ronald "Ron" Wesson

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah S. Tinkham
County Attorney Lloyd Smith
Network Administrator Joe Wilkes
Finance Director William Roberson
Emergency Services Director Mitch Cooper
Tax Administrator Jodie Rhea
Economic Development Steve Biggs
Register of Deeds Annie Wilson
Information Systems Administrator Scott Pearce
Department of Social Services Director Linda Speller
Veteran Services Representative Milton Parker
Council on Aging Director Venita Thompson
Tax Administrator Jodie Rhea
Register of Deeds Annie Wilson

There were no media members present.

INVOCATION/PLEDGE OF ALLEGIANCE

Vice Chairman Smith gave the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

Annie Speller of Windsor approached the Board with concerns about the proposed curbside trash and recycling pick up program. She stated that she felt the program was a “bad idea” due to concerns of the size of the trash trucks on top of the current farming equipment.

Chairman Perry informed Ms. Speller that a Public Hearing was being held in regards to the handling of solid waste and recycling disposal, as well as the potential of a curbside program on Thursday, October 16th, 2014 inside the 2nd floor Courtroom of the Bertie County Courthouse.

Monica Lassiter of Kelford approached the Board to address Mr. Perry’s response to Ms. Speller stating that the latest County minutes do not mention a hearing about curbside trash pick-up, and that Mr. Perry should not have told Ms. Speller that the October 16th hearing had anything to do with the proposed curbside pick-up program. She then requested clarification from the Board regarding the purpose of the October 16th Public Hearing to ensure that there was no misunderstanding on her part.

Chairman Perry stated that the County was currently in possession of a proposed renewal contract with Waste Industries that would extend the life of the current convenience sites for the next 5 years, but that he did not feel it was right to deny anyone the opportunity to speak in favor of the alternative option of curbside solid waste and recycling program.

Ms. Lassiter stated that when a Public Hearing’s purpose is advertised, the Board should only allow the public to speak on the advertised topic. She stated that allowing anyone to speak on the proposed curbside solid waste and recycling program would be irrelevant at a hearing that was advertised to be a discussion regarding the contract extension of the current convenience sites.

Commissioner Harrell interjected by stating that, in the past, the proposed curbside solid waste and recycling program, as well as the possible extension of the current convenience sites, were two topics that were typically discussed together.

Commissioner Wesson responded to Ms. Lassiter, and Chairman Perry, stating that to his knowledge, Public Hearings in the County were just as Ms. Lassiter described. Additionally, he stated that anyone who spoke at a Public Hearing about something other than the advertised topic that the Board has asked those citizens to hold their comments until a regular Commissioners meeting.

After some additional discussion, Chairman Perry closed the Public Comments section before the scheduled time on the agenda.

Ms. Lassiter noted to the Chairman that the time allotted for Public Comments had not yet expired, and stated that she felt the Public Comments should be allowed to continue until their allotted end time.

Commissioner Harrell made a **MOTION** to close this Public Comments section early. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

APPOINTMENTS

Public Hearing #1 – Road Name Change Application – Spivey Lane

County Manager Sauer prefaced the Board regarding the current standing of a pending Road Name Change Application submitted on behalf of Spivey Lane in Windsor.

Ultimately, County Manager Sauer informed the Board that, upon extensive review, he did not believe that this Road Name Change Application was ready for consideration by the Board. He asked County Attorney, Lloyd Smith, to provide his legal advice regarding this matter.

In response, County Attorney Smith began by stating that the Road Name Change Policy currently in place “pre-dated” him, and that the policy was in serious need of revising. He also stated that according to the policy as it is currently written, the application on file did not satisfy the 80% approval from parcel owners to be considered for approval.

Diane Spivey of Spivey Lane, wife of the late Isiah Spivey, as well as the author of the pending Road Name Change Application, interjected by stating that this application was submitted simply to honor her late husband. She also stated that she had documentation showing that she is the only individual paying taxes on the properties even though there are multiple owners.

Chairman Perry stated that there would be a time for Mrs. Spivey to speak, and asked the County Attorney to finish providing his legal analysis.

Additionally, Mr. Smith advised the Board that the way the policy is currently written undermines the value of each heir/landowner in favor of only one from each parcel.

Chairman Perry recalled that when this policy was drafted, the preceding Board purposefully made this policy difficult to understand in order to sway citizens from trying to change a road name, and that the policy was only put in place to satisfy needs of Emergency personnel.

In response, Commissioner Wesson asked the Board to consider the precedents that have been set regarding other road name changes, and stated that his own road (Ward Road, formerly known as Speedy Carter Road) had undergone a similar name change in the last few years.

Mr. Wesson continued by saying that the name of his road was changed under the current policy, and that he did not see why the current Board could not use this policy for the pending application. Further, Mr. Wesson argued that the current application had been initiated in the past few months, under the current Road Name Change Policy, and that the application was completed, and ready for Board action.

County Attorney Smith stated that the Board was free to do what they pleased on this matter, but he highly recommended that the Board consider a major review of the policy. He also stated that he could very easily revise this policy so that it was more comprehensive and concise.

Commissioner Wesson reiterated his belief that the current Road Name Change application should not be denied at this time simply for the County to re-visit the current Road Name Change Policy. He stated that this would not be fair to the author of the application, but that he did agree the policy should be reviewed at a later date once the current application was given a final judgment.

Chairman Perry temporarily ended Board discussion on this matter in favor of opening the Public Hearing to receive citizen feedback. Commissioner Harrell agreed.

Chairman Perry opened the Public Hearing.

Irving T. Spivey, a landowner of one of the affected parcels on Spivey Lane, but who is currently residing in New York, approached the Board with his concerns regarding the name change. Mr. Spivey stated that he did not believe the current application was completed, and that certain names listed within in it were “invalid.” He also expressed his disfavor of the change stating that he did not feel it was right to honor one individual of a family over the family as a whole as the application is looking to achieve.

Albert Spivey, Sr., another landowner, expressed that he did not have any ill will towards the late Isiah Spivey, but that he was not in agreement with the proposed road name change. He stated that his relatives had lived on Spivey Lane for hundreds of years, and that if the road were to honor only one person, he believed that person should be a family member who served in the military, or someone who actually “did something” for the good of others.

Irving T. Spivey re-approached the Board stating that Diane Spivey’s name was listed twice on the application, and he did not believe her name listed twice was the appropriate thing to do. He reiterated his belief that the application was not completed correctly under the current policy.

County Attorney Smith interjected, and advised the Board, again, that he felt this Road Name Change Policy was not structured properly from a legal standpoint, and that it was not constitutionally sound to not illicit input from all heirs of each parcel before proceeding.

After some additional discussion, Chairman Perry closed the Public Hearing.

Commissioner Harrell addressed Diane Spivey personally by saying that he was, and still is, a fan of her husband, but that due to the valid points of the opposition regarding this application, that he did not support the name change.

Commissioner Harrell made a **MOTION** to reject the Road Name Change application, and stated that he was in favor of the County Attorney drafting a more suitable Road Name Change Policy. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

Public Hearing #2 – Rural Operating Assistance Program (ROAP) application by Venita Thompson

Council on Aging Director Venita Thompson was present for this portion of the meeting, as well as Linda Speller, Director of Bertie County Social Services, and a representative from Choanoke Public Transportation Authority (CPTA).

The Board had received a copy of the completed application for the FY2015 Rural Operating Assistance Program (ROAP) in their agenda packet, which totaled \$104,840.

The Board inquired if there was a cost to the County for this application.

Ms. Thompson assured the Board that there will not be a cost to the County, and that this project is grant funded.

Commissioner Trent made a **MOTION** to approve the ROAP application as presented. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

Scholarship program for NC Veteran's offspring informational presentation by Veteran Services Representative, Milton Parker

Veteran Services Representative, Milton Parker, was present to deliver new information regarding a scholarship program for the offspring of NC veterans.

Mr. Parker distributed a flyer, as well as provided the Board additional information regarding the rules of the scholarship.

He also informed the Board that he would be supplying this information to the local newspapers so that more people would be aware of the scholarship's availability.

Tax Administrator Update on business personal property verification program – County Tax Services, Inc. and Johnny Bailey

Tax Administrator, Jodie Rhea, approached the Board to introduce County Tax Services, Inc. representative Johnny Bailey.

Mr. Bailey updated the Board on the current standing of the current business personal property verification program. In his report, Mr. Bailey stated that since County Tax Services, Inc. was hired by the County in June 2014, they have been in the process of reviewing 57 accounts for the County.

Mr. Bailey stated that verifications and reviews were going well, and that 40 of the 57 accounts had already been verified. The remaining 17 were to be completed in the next few months.

Mr. Bailey also reported that he had just received an additional 27 accounts to be reviewed for the County, and that the process continues to be ongoing.

Republic Services presentation by Matt East, Division Manager, and Josephine Aiken, Municipal Services Manager

Matt East, Division Manager with Republic Services, was present to be visible to the Board, as well as to introduce the new Municipal Services Manager, Josephine Aiken.

Mr. East stated that he was looking to maintain Republic Service's relationship with the County, and requested the opportunity to provide a bid to the County regarding the current convenience sites.

The Board first thanked Republic Services for their dedication to some local causes in the County including the Windsor YMCA, as well as to the County Board of Education.

Commissioner Trent requested that the County Manager compile a Request for Proposals (RFP) for Mr. East, as well as to other refuse companies, to complete.

Commissioner Trent made a **MOTION** to open the RFP process immediately. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

BOARD APPOINTMENTS

Planning Board

Upon the receipt of his Board Appointment Application in this meeting's agenda packet, Terry Pratt was present to witness his appointment to the Planning Board.

Commissioner Trent made a **MOTION** to appoint Terry Pratt of the Merry Hill/Whites Township to the Planning Board. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

CONSENT AGENDA

Approve minutes for Regular Session 9-8-14

Commissioner Harrell made a **MOTION** to approve the minutes from 9-8-14. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

Approve minutes for Closed Session 9-8-14

Commissioner Harrell made a **MOTION** to approve the Closed Session minutes from 9-8-14. Their release will depend upon the frustration date of the matters addressed within. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

Approve minutes for Regular Session 9-22-14

Commissioner Harrell made a **MOTION** to approve the Regular Session minutes from 9-22-14. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

Approve/accept minutes for Town of Windsor presentation 9-25-14

Minutes for the Town of Windsor Watershed Ordinance presentation on Thursday, September 25, 2014 were presented to the Board.

Per the advice of the County Attorney, the Board did not have a need to approve the minutes.

County Manager Sauer stated that these minutes were simply presented for the record as the Board recessed their meeting on Monday, September 22, 2014 in order to possibly meet with a full quorum on September 25, 2014 at the Town of Windsor.

There was no action needed on this item.

Accept Register of Deeds Fees Report – September 2014

County Manger Sauer recommended this item for approval.

Commissioner Wesson a **MOTION** to accept the Register of Deeds Fees Report for September 2014. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

Approve Tax Department Error Ledger – August 2014

County Manager Sauer recommended this item for approval.

Vice Chairman Smith made a **MOTION** to approve the Tax Department Error Ledger for August 2014. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

Approve Tax Department Error Ledger – September 2014

County Manager Sauer recommended this item for approval.

Commissioner Wesson made a **MOTION** to approve the Tax Department Error Ledger for September 2014. Vice Chairman **SECONDED** the motion. The **MOTION PASSED** unanimously.

Consider and approve lease with TASC – Coastal Horizons, Inc.

County Manager informed the Board that this lease would be retroactive to July 1, 2014, and that Coastal Horizons, Inc. has been a long time resident inside the DRC Building, but that due to their reduction in square footage, Mr. Sauer also lowered the monthly rent to reflect that loss in footage.

Upon review, Commissioner Wesson made a **MOTION** to approve the lease with TASC-Coastal Horizons, Inc. Commissioner Trent, and Vice Chairman Smith, **SECONDED** the motion. The **MOTION PASSED** unanimously.

Consider and approve Green Engineering evaluation of the Lewiston-Woodville water system

County Manager stated that this item from Green Engineering was to inform the Board of Green's plans to evaluate that Lewiston-Woodville water system, so that the County would have the proper information in order to make a decision on taking over the Lewiston water system.

Commissioner Harrell made a **MOTION** to allow Green Engineering to conduct an evaluation of the Lewiston-Woodville water system as proposed in the amount of \$4,840. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

DISCUSSION AGENDA

Review Maintenance Department estimates for property clean-up and proposed demolition of former Dr. Jordan's office and former Maintenance Department building

County Manager Sauer provided the Board with bids regarding the remediation and/or the demolition of both the former Dr. Jordan's office, as well as the former Maintenance Department building.

Upon reviewing the quotes, the Board discussed the current buildings, and the option to remediate or to demolish.

After some discussion, in regards to Dr. Jordan's former office, Commissioner Trent made a **MOTION** to demolish the building under the quote conditions submitted by Boyd Copeland Contracting Company, Inc for a price of \$5,000. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

In regards to the old Maintenance Department building, Commissioner Harrell made a **MOTION** to demolish the building under the quote conditions submitted by Boyd Copeland Contracting Company, Inc. for a price of \$4,000. Commissioner Trent, and Vice Chairman Smith, **SECONDED** the motion. The **MOTION PASSED** unanimously.

Date for 2014 Employee Appreciation Luncheon

After some discussion, the Board set the 2014 Employee Appreciation Luncheon date for Thursday, December 4th, 2014.

The event will coincide with the Town of Windsor Christmas Parade, and County Offices will be closed at 12:00pm (noon) that day.

Reminder – Mayor and Commissioners Dinner in Roxobel on October 9th

County Manager Sauer reminded the Board that there will be a Mayors and Commissioners Dinner on Thursday, October 9th, in Roxobel, NC.

Chairman Perry stated that he was unable to attend, but encourage all available Commissioners to attend.

COMMISSIONER’S REPORTS

The Commissioners gave no remarks at this time.

COUNTY MANAGER’S REPORTS

County Manager Sauer reminded the Board that the CBDG Infrastructure Grant application prepared by Green Engineering has been submitted to the State, and is currently under review.

Additionally, Mr. Sauer reminded the Board of the Mid-East Commission area meeting on Thursday, October 23, 2014.

Mr. Sauer also asked Economic Development Director, Steve Biggs, to present an update to the Board regarding the success of the County Job Fair that took place on October, 1, 2014.

Mr. Biggs stated that the Job Fair was a success, and that approximately 140 people attended the fair, as well as participated in various job interviews conducted by area employers.

Mr. Biggs assured that Board that he would come forward at a later date to share the amount of individuals hired on the spot at the fair.

He also thanked the Board for allowing him to host the fair.

The Board commended Mr. Biggs for planning such a successful event on such short notice.

COUNTY ATTORNEY’S REPORT

The County Attorney had no remarks at this time.

PUBLIC COMMENTS

Monica Lassiter of Kelford thanked Steve Biggs for his dedication in organizing such a successful job fair back on October 1st.

Venita Thompson also approached the Board to inform all of those present of the various opportunities in the area of the public to receive free flu shots in the coming weeks.

There were no other Public Comments.

CLOSED SESSION

As requested by County Manager Sauer, Commissioner Harrell made a **MOTION** to go into Closed Session pursuant to N.C.G.S. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of employment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board shifts into Closed Session.

Commissioner Trent made a **MOTION** to return to Open Session. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

ADJOURN

Chairman Perry adjourned the meeting at 11:36am.

J. Wallace Perry, Chairman

Sarah S. Tinkham, Clerk to the Board



Jodie Rhea, Tax Administrator
Bertie County Tax Department
PO Box 527
106 Dundee St.
Windsor, NC 27983
Phone: (252) 794-5310
Fax: (252) 794-5357

October 14, 2014

To: Scott Sauer - County Manager

From: Jodie Rhea - Tax Administrator

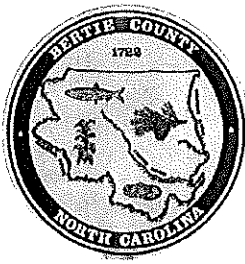
Re: Bloom Lane

Mr. Sauer:

The highlighted parcels, on the enclosed map, represent all of the lots with a Bloom Lane address. I have personally verified that each one is owned by Robertus C. N. Remkes and Susan K. Remkes as of the date of this letter. Property located on the East side of Bloom Lane is owned by Earl Burton Carney, Jr, but uses a Salmon Creek Lane address.


Jodie Rhea
Tax Administrator





Jodie Rhea, Tax Administrator
Bertie County Tax Department
PO Box 527
106 Dundee St.
Windsor, NC 27983
Phone: (252) 794-5310
Fax: (252) 794-5357

October 14, 2014

To: Scott Sauer - County Manager

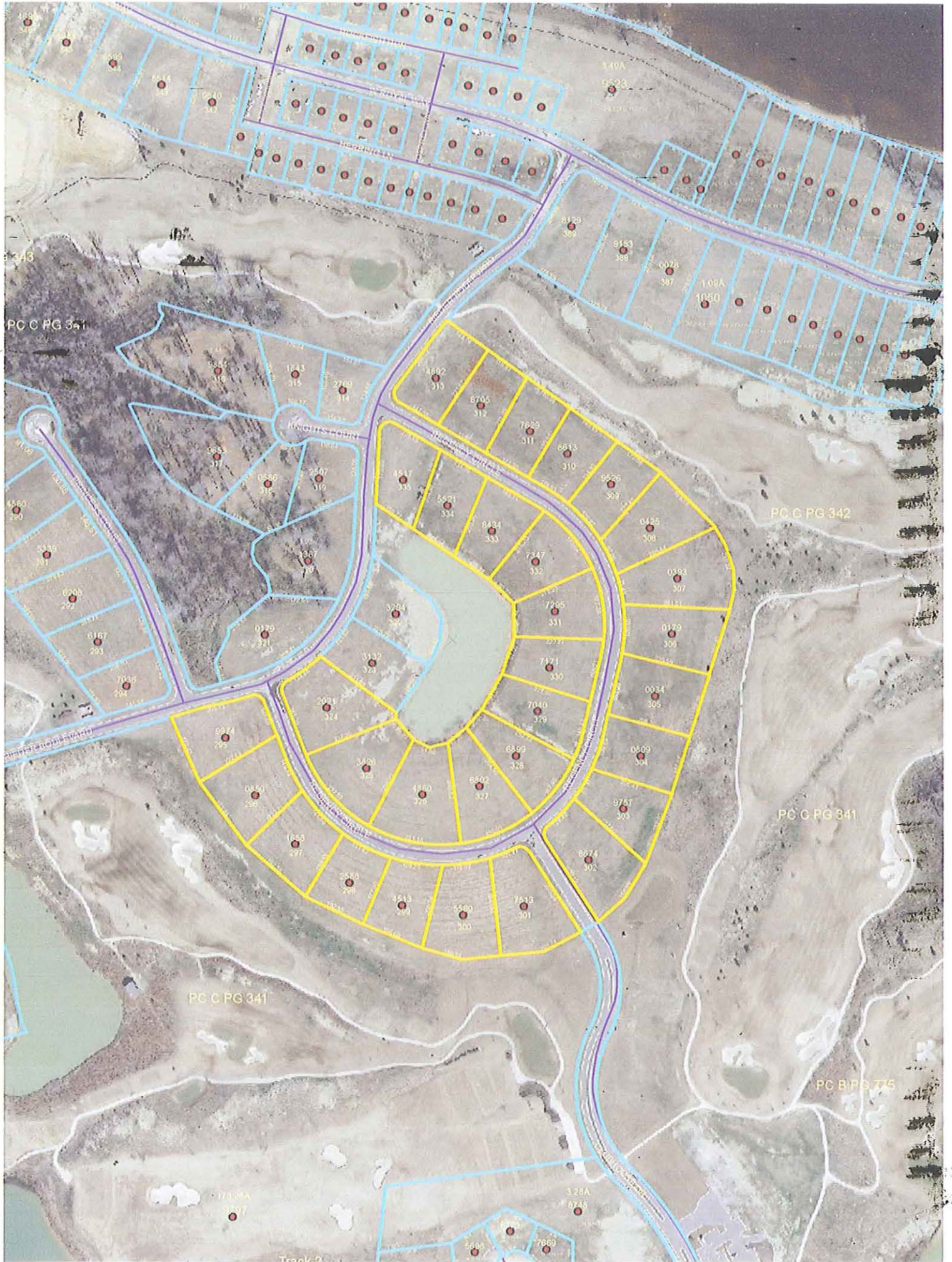
From: Jodie Rhea - Tax Administrator

Re: Regency Circle (Scotch Hall Preserve)

Mr. Sauer:

The highlighted parcels, on the enclosed map, represent all of the lots with a Regency Circle address. I have personally verified that each one is solely owned by the Rial Corporation as of the date of this letter.


Jodie Rhea
Tax Administrator



Local elected leaders across the country, like you, are signing this Open Letter to show their support for local franchised new-car and -truck dealers. These family-owned, Main Street businesses employ more than 1 million people nationwide in good-paying jobs, while contributing hundreds of millions of dollars to their local economies and providing a competitive marketplace for new car and truck sales.

Please take the time to show your support by signing the Open Letter below.

To sign it, fill out the form and click Submit.

Text of the Open Letter:

Dear Public Policymaker:

As someone who has held elected office and worked with local budgets, I write to affirm the positive and substantial impact of America's franchised new-car dealerships on local economies. These 17,700-plus businesses are critical to our communities, providing tax revenue, good-paying jobs and a competitive auto retail market that benefits car buyers. Public policy should work to promote and strengthen local dealerships.

Franchised new-car dealers are the backbone of many local economies, generating more than 15 percent of all state and local sales taxes. Dealers employ more than 1 million workers nationwide in good-paying jobs that average \$52,000—plus benefits—across dealership occupations. That translates to security and potential advancement for workers and good standards of living for their families.

And franchised new-car dealerships have a vested interest in their communities.

Nearly 95 percent of new-car dealerships are privately owned and locally operated, even as many Main Street businesses have evaporated in recent decades.

Further, franchised dealers compete fiercely with one another on pricing and financing, and that competition drives down prices for consumers. While retail margins on many consumer goods exceed 15 percent or more, dealership operations are so efficient that gross margins on new-car prices average just 6 percent, with only about 2 percent left in net profit for the dealers. Few businesses are more competitive or deliver goods more efficiently than franchised new-car dealers.

Additionally, franchised new-car dealers provide particular value for consumers on warranty and recall issues. Because dealers are paid by factories to perform warranty and recall work, they are incentivized to act on their customers' behalf on what can sometimes be contentious safety issues. And dealers also provide additional accountability for consumers in the event their manufacturer leaves the market, as has happened with a number of makes in recent years.

All in all, franchised new-car dealerships are critical to the health of local economies. Locally owned and operated, dealers are major employers that invest heavily in their communities, pay billions of dollars in local and state tax revenue, engage in fierce price competition that benefits consumers, and offer extra accountability in the buying, selling and servicing of one of the largest purchases any consumer will ever make.



Public policy should prioritize the support of new-car dealerships, which will help our local communities thrive.

Sincerely,

[My Name]
[Local Elected Official]

Sign the Open Letter Today!

* Required field

First name*

Middle Initial

Last Name*

Email*

Confirm Email*

Address*

Address Two

City*

State*

Zip Code*

– Select – ▼

Personal Phone - to be used only as part of the verification process*

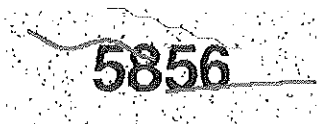
Full Title of Most Recent Elected Office Held*

District or Municipality*

Years Held*

Previous Offices Held

*I agree to have my name appear as a signatory on the Open Letter above. I have read the letter and understand that by signing it, I am indicating my support for local franchised new-car and -truck dealers. I further understand that the letter and the names and positions of its signatories, including my name and position, could be published in a public forum and may be shared with other elected officials. Other than my name and title, the other information that I provide will not be shared with any third-party entity nor used for other purposes.



Enter Code From Above

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