

**PERSON COUNTY BOARD OF COMMISSIONERS**  
**MEMBERS PRESENT**

**JULY 22, 2019**  
**OTHERS PRESENT**

David B. Newell, Sr.  
Gordon Powell  
Jimmy B. Clayton  
Kyle W. Puryear  
B. Ray Jeffers

Heidi York, County Manager  
C. Ronald Aycock, County Attorney  
Brenda B. Reaves, Clerk to the Board

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, July 22, 2019 at 9:00am in the Commissioners' meeting room in the Person County Office Building.

Chairman Newell called the meeting to order. Commissioner Powell offered an invocation and Sheriff Dewey Jones led the group in the Pledge of Allegiance.

**DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:**

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to approve the agenda.

**RECOGNITION:**

**GOVERNOR'S AWARD FOR VOLUNTEER SERVICE:**

Chairman Newell and the county commissioners presented the Governor's Volunteer Service Award to a dedicated volunteer, Ms. Nikki Williams.

The Governor's Volunteer Service Award honors the true spirit of volunteerism and the Board along with staff wanted to publicly recognize her and let her know that she makes a significant contribution to her community through her volunteer service at the Person County Animal Services.

Ms. Nikki Williams has devoted at least two days a week around five hours each day since 2012. She has done a number of fundraisers for the shelter animals and has been a big part in changing the public's perception of our shelter. She also scheduled home schooled children for volunteering; she helps with education days when daycares and school classrooms come to visit.

The Board and staff thanked Ms. Williams for her dedication, time and effort on behalf of the citizens and animals of Person County.

**July 22, 2019**

**PRESENTATION OF SOFT BODY ARMOR GRANT TO SHERIFF'S OFFICE:**

Mr. Bob Carruth, Risk Control Manager and Mr. Bill Halliburton, Law Enforcement Specialist, both representatives of the North Carolina Association of County Commissioners presented the Person County Sheriff's Office with a Soft Body Armor Grant.

In September of 2018, the North Carolina Association of County Commissioners Risk Management program established the Soft Body Armor Reimbursement Program. The program will reimburse eligible members up to 100% of the costs of soft body armor through the Workers Compensation Pool for a maximum of \$500.00 per garment, until funds are exhausted. Qualified Sheriff's Offices are eligible for reimbursement for three (3) ballistic vests per fiscal year, which totals \$1,500.

The goal of this program is simple – to provide resources and tools that the local sheriff can use to better protect their officers and the public, while reducing the risk of injury and loss -- “Protecting Those Who Protect Us”. This presentation was to recognize that the Person County Sheriff's Office was the first member of the Workers Compensation Pool to take advantage of this program.

Mr. Carruth presented Sheriff Dewey Jones a check for \$1,500 for the Person County Sheriff's Office reimbursement for Soft Body Armor.

**INFORMAL COMMENTS:**

There were no comments from the public.

**July 22, 2019**

**DISCUSSION/ADJUSTMENT/APPROVAL OF CONSENT AGENDA:**

A **motion** was made by Commissioner Puryear and **carried 5-0** to approve the Consent Agenda with the following items:

- A. Approval of Minutes of June 11, 2019,
- B. Approval of Minutes of June 17, 2019,
- C. Budget Amendment #1,
- D. Budget Amendment #2 CIP,
- E. DSS Attorney Contracts for Fiscal Year 2019-2020 with primary attorney, Tom Fitzgerald, and secondary attorneys, Julie Ramsey and Joe Weinberger, Jr.,
- F. Home and Community Care Block Grant for Older Adults County Funding Plan for Fiscal Year 2018-2019 Revision #2 Final Report,
- G. Home and Community Care Block Grant for Older Adults Agreement between Person County and Kerr-Tar Area Agency on Aging for Fiscal Year 2019-2020, and
- H. Tax Adjustments for July 2019
  - a. Tax Releases
  - b. NC Vehicle Tax System pending refunds

**NEW BUSINESS:**

**TAX COLLECTOR SETTLEMENT:**

Tax Administrator, Russell Jones stated as required by North Carolina General Statute 105-373(a)(3), an annual settlement for taxes for the current fiscal year and all previous years must be made with the governing body of the taxing unit.

Mr. Jones presented the 2018 Tax Collector Settlement Report:

**July 22, 2019**

## 2018 Tax Collector Settlement

7/22/2019

### Introduction:

Per N.C. General Statute 105-373  
the Tax Collector must make a  
report of settlement for the fiscal  
Year 2018-2019 and prior years.

7/22/2019

2018 County Levy			
Real/Personal Property			
Total Billed	Actual Collections	Uncollected	% Collected
\$23,510,913.96	\$23,141,545.27	\$369,368.69	98.43%
Public Service			
Total Billed	Actual Collections	Uncollected	% Collected
\$6,143,129.09	\$6,143,129.09	\$0.00	100.00%
Motor Vehicles			
Total Billed	Actual Collections	Uncollected	% Collected
\$2,831,921.41	\$2,828,180.65	\$3,740.76	99.87%

7/22/2019

Total 2018 County Levy			
Combined Collections			
Total Billed	Actual Collections	Uncollected	% Collected
\$32,485,964.46	\$32,112,855.01	\$373,109.45	98.85%

Total 2018 County Levy-Adjusted			
Combined Collections			
Total Billed	Actual Collections	Uncollected	% Collected
\$32,459,340.94	\$32,112,855.01	\$346,485.93	98.93%

7/22/2019

### 5 Year Comparison By Category

Real/Personal Property				
6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015
98.43%	98.37%	98.39%	98.50%	98.25%
Public Service				
6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015
100.00%	100.00%	100.00%	100.00%	100.00%
Motor Vehicles				
6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015
99.87%	99.90%	99.85%	99.83%	99.93%

7/22/2019

### 5 Year Comparison Overall Collection Rate

6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015
98.85%	98.81%	98.74%	98.90%	98.69%

7/22/2019

### Collections Tools Used

Delinquent Notices	Mailed out in January and May each year
Advertising	Listed in newspaper early March
Garnishments	Instructs employer to withhold/submit 10% of gross wages
Attachment	Instructs bank to withdraw available funds to pay taxes
Escheats	Also known as NCCash
Debt Setoff	For debts over \$50/submitted against NC Tax Refunds & Lottery Winnings
Payment Arrangements	Many taxpayers, especially those with fixed income, make payments even before bills are mailed
Foreclosure	Results in the sale of property at public action

7/22/2019

### Other Collections

Pre-Payment	Collection Fees	Stormwater/Interest
\$142,017.36	\$62,221.92	\$280,726.11
Prior Year Taxes	Animal Taxes	Fire Tax/Interest
\$382,011.93	\$15,953.52	\$353,702.04
County Interest	Gross Receipts	Copy Fees
\$126,882.32	\$15,595.32	\$444.12
Late Listing	Beer License	City
\$15,709.55	\$2,465.00	\$4,445,404.17
Grand total for all taxes & fees		- \$35,046,049.30

7/22/2019

11 <sup>th</sup> Year Insolvents-2008			
2008 County Taxes	Original Levy	Balance	%
Real Estate/Other	\$24,895,375.32	\$3,976.95	99.98%
Vehicle	\$2,143,908.73	\$7,707.66	99.64%
Final Collection Rate Overall	\$27,039,284.05	\$11,684.61	99.96%

7/22/2019

Other Tax Office Items	
Deceased Owners	288 bills with a 2018 amount due of \$70,080
Important Tax Dates	Mailed new notices to help citizens understand tax requirements, deadlines, and assistance programs
Gap Billing	Created 1,956 new bills, county taxes due of \$30,836.76, collected \$22,282.92, or just over 72%.
New software	Finalized the mobile version of Bi-Tek in order to place technology in the field.
Fire Tax	Successfully implemented and collected the first year of this new tax with a collection rate of 98.91%.
2021 Revaluation	Field work has started and qualified sales are being used to develop values.

7/22/2019

A **motion** was made by Commissioner Powell and **carried 5-0** to accept the 2018 Tax Collector Settlement Report, as presented by Mr. Jones.

July 22, 2019



**ORDER TO COLLECT TAXES:**

Tax Administrator, Russell Jones stated as required by North Carolina General Statute 105-321, the governing board of the taxing unit must issue an order of collection to tax collectors. This gives the tax collector legal authority to collect taxes.

A **motion** was made by Chairman Newell and **carried 5-0** to direct the Tax Collector to collect taxes for 2019 and all delinquent taxes from prior years.



**PERSON COUNTY**

**BOARD OF COUNTY COMMISSIONERS**  
Person County Office Building, Room 212  
304 South Morgan Street  
Roxboro, North Carolina 27573-5245  
(336) 597-1720  
FAX (336) 599-1609

County of Person

To the Tax Collector of the County of Person:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of Person County Tax Office and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Person, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Witness my hand and official seal, this 22nd day of July, 2019.

*David B. Newell Sr.*

David B. Newell, Sr., Chairman  
Board of Commissioners of Person County

Attest:



*Brenda B. Reaves*

Brenda B. Reaves, Clerk to the Board

July 22, 2019

**RESOLUTION WAIVING COMPETITIVE BIDDING REQUIREMENTS UNDER NC GENERAL STATUTE 143-129(G) AND APPROVAL OF CONTRACT FOR PURCHASE OF PERMITTING SOFTWARE:**

Interim Assistant County Manager Laura Jensen presented a Resolution Waiving Competitive Bidding Requirements and a Tyler Technologies contract for consideration for approval.

Ms. Jensen stated the funding for the purchase of new permitting software was approved in the Fiscal Year 2020 Capital Improvement Plan. This software will be used by Planning and Zoning, Inspections, GIS, and Environmental Health at a cost of \$145,000.

Under North Carolina General Statute 143-129(g), the county may enter into a contract without undergoing the competitive bidding process if a unit of government in another state has entered into a contract within a 12- month period with a vendor for the same type of equipment, if that unit of government utilizes a public, formal bid process for purchasing similar to that required by NC law. St. Lucie County, Florida entered into a contract with Tyler Technologies on November 12, 2018 for permitting software, and offered Person County the same or better costs, terms, and conditions as it did for St. Lucie County. The City of Roxboro will also participate in the contract and will fund the purchase of the software based upon their license usage.

A **motion** was made by Commissioner Puryear and **carried 5-0** to adopt a Resolution Waiving Competitive Bidding Requirements under NCGS 143-129(g) and awarded the permitting software contract to Tyler Technologies.

**July 22, 2019**

Person County Board of County Commissioners

**Resolution Waiving Competitive Bidding Requirements and Approving a  
Purchase pursuant to General Statute 143-129(g)  
(PIGGYBACK EXCEPTION)**

Whereas, NC General Statute 143-129(g) authorizes purchases without competitive bidding if a unit of government in another state has entered into a contract within a 12-month period with a vendor for the same type of equipment and services needed by the NC unit of Government if that unit of government utilizes a system of purchasing which is a public, formal bid process substantially similar to that required by NC law; and

Whereas, the Person County Planning and Zoning, Inspections, GIS, and Environmental Health Departments have a need to purchase a new permitting management system; and

Whereas, the previously mentioned departments along with the Person County IT Department have reviewed numerous permitting management systems and recommend the solution provided by Tyler Technologies; and

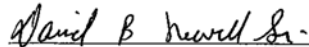
Whereas, the County of St. Lucie, Florida entered into a contract on November 12, 2018 with Tyler Technologies for such a system; and

Whereas, Tyler Technologies has agreed to offer the same or better cost, terms and conditions to Person County as it did to the County of St. Lucie, Florida.

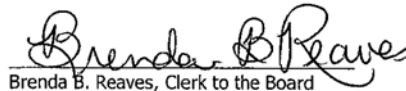
Now Therefore Be It Resolved by the Person County Board of County Commissioners that it hereby finds it to be in the best interest of Person County to waive competitive bidding requirements and it hereby waives competitive bidding requirements pursuant to NC General Statute 143-129(g) for this contract and awards contract to Tyler Technologies.

Adopted this the 22nd day of July 2019.



  
David B. Newell, Sr., Chairman  
Person County Board of Commissioners

Attest:

  
Brenda B. Reaves, Clerk to the Board

July 22, 2019



Quoted By: Garth Magness  
 Date: 1/8/2019  
 Quote Expiration: 5/7/2019  
 Quote Name: Person County-LGD-EG-CD, DHD  
 Quote Number: 2018-60836  
 Quote Description: EnerGov SaaS

**Sales Quotation For**  
 Person County  
 Suite 219  
 304 S Morgan Street  
 Roxboro, NC 27573-5245

Description	# Years	Annual Fee	One Time Fees		
			Impl. Hours	Impl. Cost	Data Conversion
<b>Additional:</b>					
EnerGovAdv Server Extensions Bundle	3.0	\$6,628.00	128	\$22,400.00	\$0.00
EnerGov Citizen Self Service - Community Development	3.0	\$12,428.00	16	\$2,800.00	\$0.00
EnerGov Citizen Self Service - Community Health	3.0	\$2,000.00	0	\$0.00	\$0.00
EnerGov Community Development Suite (14)	3.0	\$17,602.00	400	\$70,000.00	\$21,150.00
EnerGov Community Health Suite (6)	3.0	\$12,168.00	150	\$26,250.00	\$0.00
EnerGov iC Workforce Apps (9)	3.0	\$3,726.00	16	\$2,800.00	\$0.00
EnerGov View Only License	3.0	\$414.00	0	\$0.00	\$0.00
Tyler GIS	3.0	\$230.00	0	\$0.00	\$0.00
<b>Sub-Total:</b>		<b>\$55,062.00</b>		<b>\$124,250.00</b>	<b>\$21,150.00</b>
<b>Less Discount:</b>		<b>\$2,753.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL:</b>		<b>\$52,309.00</b>	<b>710</b>	<b>\$124,250.00</b>	<b>\$21,150.00</b>

**Other Services**

Description	Quantity	Unit Price	Unit Discount	Extended Price
Custom Report Development Services (80 Hours)	80	\$175.00	\$0.00	\$14,000.00
EnerGov Community Development Forms Library (5 Forms)	1	\$5,100.00	\$0.00	\$5,100.00
<b>TOTAL:</b>				<b>\$19,100.00</b>

<b>Summary</b>	<b>One Time Fees</b>	<b>Recurring Fees</b>
Total SaaS	\$0.00	\$52,309.00
Total Tyler Software	\$0.00	\$0.00
Total Tyler Services	\$164,500.00	\$0.00
Total 3rd Party Hardware, Software and Services	\$0.00	\$0.00
<b>Summary Total</b>	<b>\$164,500.00</b>	<b>\$52,309.00</b>
<b>Contract Total</b>	<b>\$321,427.00</b>	
(Excluding Estimated Travel Expenses)		
<b>Estimated Travel Expenses</b>	<b>\$39,730.00</b>	

**Detailed Breakdown of Conversions (Included In Contract Total)**

Description	Unit Price	Unit Discount	Extended Price
EnerGov Community Development	\$21,150.00	\$0.00	\$21,150.00
<b>TOTAL:</b>			<b>\$21,150.00</b>

Optional SaaS			One Time Fees		
Description	# Years	Annual Fee	Impl. Hours	Impl. Cost	Data Conversion
<b>Additional:</b>					
EnerGov e-Reviews	3.0	\$24,856.00	80	\$14,000.00	\$0.00
<b>TOTAL:</b>		<b>\$24,856.00</b>	<b>80</b>	<b>\$14,000.00</b>	<b>\$0.00</b>

Unless otherwise indicated in the contract or Amendment thereto, pricing for optional items will be held for Six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: David B Newell, Sr. Date: 7/22/19

Print Name: David B Newell, Sr. P.O. #: \_\_\_\_\_

All primary values quoted in US Dollars

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

By: Amy Whrenberg 7/25/19  
 Amy Whrenberg  
 Finance Officer, Person County

**Comments**

Conversion prices are based on a single occurrence of the database. If additional databases need to be converted, these will need to be quoted.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

Implementation hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Tyler's cost is based on all of the proposed products and services being obtained from Tyler. Should significant portions of the products or services be deleted, Tyler reserves the right to adjust prices accordingly.

The Munis SaaS fees are based on 100 concurrent users. Should the number of concurrent users be exceeded, Tyler reserves the right to re-negotiate the SaaS fees based upon any resulting changes in the pricing categories.

Client agrees that items in this sales quotation are, upon Client's signature of same, hereby added to the Agreement between the parties, and subject to its terms. Additionally, and notwithstanding anything in the Agreement to the contrary, payment for said items shall conform to the following conditions: License fees for Tyler and 3rd party products are due when Tyler makes such software available for download by the Client (for the purpose of this quotation, the 'Availability Date') or delivery (if not software); Maintenance fees, prorated for the term commencing when on the Availability Date and ending on the last day of the current annual support term for Tyler Software currently licensed to the Client, are due on the Availability Date; Fees for services, unless otherwise indicated, plus expenses, are payable upon delivery.

EnerGov's e-Reviews requires Bluebeam Studio Prime, at an estimated yearly subscription cost of \$3,000/100 users. Further pricing detail is available by contacting Bluebeam at <https://www.bluebeam.com/solutions/studio-prime>

Community Development Forms Library Includes: 1 Permits - Building, 1 Permits - Trade, 1 Planning - Certificate, 1 Permits - Occupancy/Completion, 1 Code - Violation Notice.



**ADDITION OF COMMUNITY TRAINING MATERIALS FEE:**

Interim Assistant County Manager, Laura Jensen stated Emergency Medical Services will begin conducting Family and Friends CPR classes for the community in Fiscal Year 2020. To cover the cost of the materials, a fee of \$7 per participant will be assessed. Ms. Jensen requested this new fee be added to the FY2020 adopted fee schedule for Person County.

A **motion** was made by Commissioner Puryear and **carried 5-0** to approve the addition of the Community Training Materials Fee of \$7 per participant to the FY2020 adopted fee schedule.

**APPOINTMENT TO BOARDS AND COMMITTEES:**

The Person County Board of Commissioners solicits volunteers through advertisement in the local newspaper as well as posted on the county web site to fill positions that are vacant on boards, commissions, authorities, and committees. Clerk to the Board, Brenda Reaves presented the following to applicants for consideration for appointment:

**Juvenile Crime Prevention Council**

1-Year Initial Term: 2-Year Reappointment

1 position for a person under the age of 18 serving on the State Youth Council (no applications received)

1 position representing the faith community,

- 1) Teresa Johnson requested reappointment

2-Year Term:

1 position for the Chief of Police or his designee; (no applications received)

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to reappoint Teresa Johnson to represent the faith community on the Juvenile Crime Prevention Council for a 2-year term.

**Industrial Facilities and Pollution Control Financing Authority**

6-Year Term: 5 positions available

- 1) Dennis Herman requests appointment

Note: Mr. Herman stated he is only available approximately eight months per year, October through May as he resides in New York the other four months of the year.

It was the consensus of the Board of Commissioners to take the Industrial Facilities and Pollution Control Financing Authority vacancies to the Economic Development Commission (EDC) for discussion and action to fulfill with members from the EDC.

### **Board of Health**

3-Year Term: 1 position for an optometrist

General Statutes allow for the County to appoint from the general public when there are no interested citizens to represent in their capacity as an optometrist. This has been the practice for this position in the past. The Clerk reported that there were no applications received from an optometrist. Two general public applications have been submitted for Board consideration:

- 1) Kenneth Strachan requested appointment
- 2) Dr. Stephen Saunders requested reappointment

It was the consensus of the Board of Commissioners to include the two applicants for the Board of Health in the informal interviews scheduled for August 5, 2019 starting at 6:00pm.

Ms. Reaves updated the Board on the following two boards with developments that impacted the action of the Board of Commissioners on June 17, 2019 to conduct informal interviews with the applicants on August 5, 2019 starting at 6:00pm.

### **Board of Adjustment**

3-Year Term: 1 position available

- 1) Andrew Withers withdrew his application on 7/15/2019
- 2) Shelia McGhee requested appointment

Ms. Reaves reminded the Board of Commissioners that the Board of Adjustment has one position as an alternate. Mr. Charles Harvey serves as the alternate (non-voting member).

### **Planning Board**

3-Year Term: 2 positions available plus 1 position for an unexpired term to 6/30/20

- 1) Derrick Smith withdrew his application on 7/15/2019
- 2) W. Barry Walker requested reappointment
- 3) Shelia McGhee requested appointment

A member of the Planning Board, Kenneth Malcolm Montgomery has resigned his seat on the Planning Board on 7/1/19 due to a change in his work schedule. His resignation presented a vacancy for the remainder of term to June 30, 2020.

Benjamin Gault submitted an application of interest on July 18, 2019 for the Planning Board. A copy of his application was at the commissioners' seats for consideration.

**July 22, 2019**

A **motion** was made by Commissioner Clayton and **carried 5-0** to move Charles Harvey from Alternate to a full voting member on the Board of Adjustment and to reappoint Barry Walker and appoint Shelia McGhee to the Planning Board, each for a 3-year term and to appoint Benjamin Gault to fulfill the unexpired term to June 30, 2020 on the Planning Board.

**CHAIRMAN’S REPORT:**

Chairman Newell had no report.

**MANAGER’S REPORT:**

County Manager, Heidi York reported the following:

- The Board of Health and the Commissioners would meet jointly this date at 6:00pm in the FEMA room,
- The Economic Development Commission would meet on July 23, 2019 starting at 1:00pm for a strategic planning session in the new facility (former workforce development location which now houses the PATS and Economic Development), and
- Requested commissioners to pick up their new county-owned cell phone devices, if not already done so; she noted the new cell phone numbers are on the commissioners’ web page and if any commissioners were opting out of the program to please let her know.

**COMMISSIONER REPORT/COMMENTS:**

Commissioner Powell reported the NC Dept. of Transportation committee has reviewed and approved the County’s Resolution dedicating a section of the Mt. Harmony Church Road in Person County to commemorate the service of World War I Veteran, First Lieutenant George Hamilton Yarborough, Jr., and will next be read before the NC Transportation Board on August 8, 2019 for consideration for approval. Upon approval, a local ceremony will be scheduled for later this year.

There was no report or comments by Commissioners Clayton, Puryear and Jeffers.

**CLOSED SESSION #1**

A **motion** was made by Commissioner Powell and **carried 5-0** to enter Closed Session per General Statute 143-318.11(a) (5) at 9:49am 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 the price and other material terms of a contract with the following individuals permitted to attend: County Manager, Heidi York, Clerk to the Board, Brenda Reaves, County Attorney, Ron Aycock, and Interim Assistant County Manager, Laura Jensen.

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to return to open session at 10:18am.

**RECESS:**

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to recess the meeting at 10:18am until 6:00pm at the FEMA Room for the purpose to attend the Board of Health's meeting and be included in the Board of Health's closed session per General Statute 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, 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 (personnel).

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Brenda B. Reaves  
Clerk to the Board

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David B. Newell, Sr.  
Chairman