

NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, December 17, 2018 at 7:00 pm in the Tech Center. Present for the meeting: Chairman Bennie Heath, Vice Chairman James T. Shackelford, Jr., Commissioners Jerry Jones, Susan Blizzard and Antonio Blow, County Attorney Borden Parker, County Manager Kyle DeHaven, and Deputy Clerk Kathy Mooring.

A. Call to Order

Chairman Bennie Heath called the meeting to order and asked Commissioner Blizzard to give the invocation and lead the Pledge to the Flag.

B. Approval of the Agenda

Chairman Heath asked if there were any changes to the agenda. Seeing as there were none he asked for a motion to approve the agenda.

On motion by Commissioner Jones and seconded by Commissioner Blow, the Board voted unanimously to approve the Agenda.

C. Consent Agenda

Chairman Heath asked for a motion to approve the Consent Agenda.

- December 3, 2018 Regular Meeting Minutes
- Releases/Refunds
- Consideration of Late Applications for Present Use Value
- Monthly Collection Report

On motion by Commissioner Blow and seconded by Commissioner Jones the Board voted unanimously to approve the Consent Agenda.

Refund: (NCVTS) (TAX & TAG)

Estate of Vicky Marie Corbett	\$103.07	Estate of Shelby Bizzell B. Harrell	\$174.55	Chris Esmeralda Facio-Avalos	\$84.52
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Jeffery Earl Hardison	\$306.28	James Alan Hardison	\$37.37	Sudie Carraway Radford	\$8.77
Ralph Wayne Turnage	\$8.95				

Releases: Ad Valorem Tax

Robert Leslie Tyson	\$42.00	Harold T. Hill	\$42.00	Harold T. Hill	\$42.00
Howard B. Hill	\$42.00	Melvin C. Hill	\$42.00	Hill Brothers Farms, Inc.	\$42.00
Peggy Joyce Edwards	\$42.00	James Allen Hardison	\$42.00	James Allen Hardison	\$42.00
James Allen Hardison	\$42.00	James Allen Hardison	\$42.00	James Allen Hardison	\$42.00
Hilda Wade Edmundson	\$84.00	Calvin Watson	\$42.00		

Refunds: Ad Valorem Tax

Nathaniel Atkinson	\$42.00	David Watson	\$42.00		
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D. PUBLIC COMMENTS

None

E. PRESENTATIONS

1. Pokey Harris; E911. Ms. Harris, Executive Director of North Carolina 911 Board spoke informally to the Board of Commissioners about Hurricane Florence and the next generation of 911 (ESInet). Ms. Harris said that all counties would be migrating to ESInet in the near future.
2. Becky Veazey; MAPS Group. Ms. Veazey President of the MAPS Group spoke to the Board of Commissioners about the salary study her group will be doing for the county. She explained in detail what they do, who they have worked with in the past, and why pay studies are important. She went over their timetable to complete the study and when they expect to present their results to the Board.
3. Becky Sutton; Revaluation RFP's. Ms. Sutton of Greene County Tax Department presented the results of the Revaluation RFP's received and which company they are recommending to conduct the revaluation. They are recommending Pearson Appraisal Service (\$26.95 per parcel)

due to their meeting all the RFP requirements and the company has adequate trained staff to conduct the revaluation. They are the only company that applied that met all the requirements. Ms. Sutton therefore is recommending that the Board approve the awarding of this contract to Pearson Appraisal Service.

On motion by Commissioner Jones and second by Commissioner Blow the Board voted unanimously to approve the selection of Pearson Appraisal Service to conduct the revaluation.

F. COUNTY MANAGER'S REPORT

1. ABC Board Appointment. Mr. DeHaven presented the applications received for the ABC Board Appointment. Mr. Robert (Gary) Christman and Mr. Bobby Taylor (current member). The ABC Board has asked that Mr. Bobby Taylor be reappointed. The position was advertised twice.

On motion by Commissioner Blow and second by Commissioner Shackelford the Board voted unanimously to approve the reappointment of Mr. Bobby Taylor.

G. County Attorney's Report and Recommendations

Mr. Parker wished all a very Merry Christmas and a prosperous New Year .

H. Commissioner's Report and Recommendations

Chairman Heath wished all a blessed and Merry Christmas and a Happy New Year.

Commissioner Blizzard asked about the Servline Flyer sent with the water bills. Why is the decline information so small and what are the exemptions for Greene County. She asked the County Manager to look into this. Commissioner Blizzard brought a motion to have Personnel added to the Closed Session, Commissioner Blow seconded. The Board voted unanimously to add Personnel to the Closed Session.

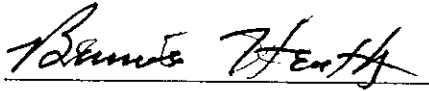
I. CLOSED SESSION – Attorney Client Privilege and Personnel

Motion/Second In: Commissioner Jones and Commissioner Blow. The Board voted unanimously to go into Closed Session.

Motion/Second Out: Commissioner Jones and Commissioner Blizzard. The Board voted unanimously to come out of Closed Session.

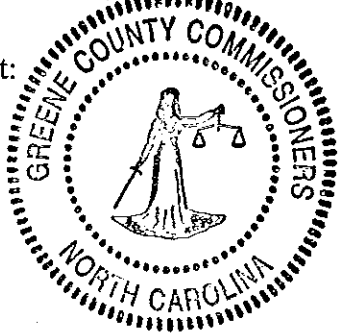
J. ADJOURN

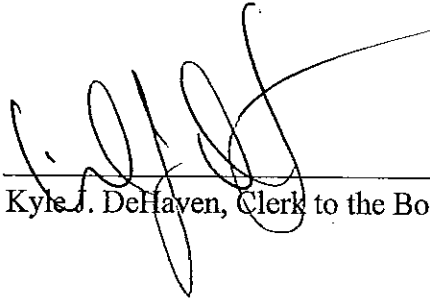
On motion by Commissioner Jones and second by Commissioner Blow, the Board voted unanimously to adjourn this meeting.



Bennie Heath, Chairman

Attest:





Kyle J. DeHaven, Clerk to the Board

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Commissioners
Bennie Heath - Chairman
James T. Shackelford - Vice Chairman
Jerry Jones
Susan Blizzard
Antonio Blow

County Manager
Kyle J. DeHaven

Finance Officer
David J. Price



From: Kyle J. DeHaven, County Manager

Re: Becky Veazey; MAPS Group

Date: December 17, 2018

Becky Veazey, President of the MAPS group, will speak to the Board of Commissioners about the salary study recently approved. She will be available for questions from the Board of Commissioners at this time.

Action Recommended:

Informational Only

No Board action needed

229 Kingold Blvd., Suite D • Snow Hill, NC 28580 • (252) 747-3446 • FAX (252) 747-3884
www.greencountync.gov

The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment

MAPS Group

- **Since 1983**
- **Services**
 - *Class & Pay Studies*
 - *Personnel Policy development*
 - *Council & Staff Retreats*
 - *Management & Supervisory Training*
 - *Team Building*
 - *Performance Evaluation*

MAPS Group

- **Services**
 - *Assessment Center*
 - *Selection Process Design*
 - *Organizational Development*
 - *Personnel Officer Circuit Rider*

Clients Include

<ul style="list-style-type: none"> ■ Municipalities <ul style="list-style-type: none"> • <i>Apex</i> • <i>Butner</i> • <i>Clayton</i> • <i>Concord</i> • <i>Elon</i> • <i>Hendersonville</i> • <i>Ocean Isle Beach</i> • <i>Sylva</i> • <i>Williamston</i> 	<ul style="list-style-type: none"> ■ Counties <ul style="list-style-type: none"> • <i>Alleghany</i> • <i>Beaufort</i> • <i>Iredell</i> • <i>Martin</i> • <i>Nash</i> • <i>Person</i> • <i>Rutherford</i> • <i>Tyrrell</i> • <i>Vance</i>
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Clients Include

<ul style="list-style-type: none"> ■ Other Agencies <ul style="list-style-type: none"> • <i>NCLM</i> • <i>Institute of Government</i> • <i>Albemarle Commission</i> • <i>Central Carolina Council of Governments</i> • <i>Land of Sky Regional Council</i> 	<ul style="list-style-type: none"> ■ Non-Profits <ul style="list-style-type: none"> • <i>Contentnea Metropolitan Sewer District</i> • <i>Tuckageegee Water and Sewer Authority</i> • <i>Benson Housing Authority</i> • <i>Wilkesboro Housing Authority</i>
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Why Have Class & Pay Plan & Update it?

- **Recruit & Retain Employees**
- **Internal Equity**
- **Equal Pay for Equal Work**
- **Maximize Cost Effectiveness**
- **Defensible System**

Why conduct periodic studies?

- **Jobs change:**
 - *Reorganizations*
 - *New services*
 - *New technology*
 - *New regulations*
- **Market Changes at different rate for different jobs**
- **Study updates classifications and market**

Steps in Class/Pay Study

- **Identify Need**
- **Employee Orientation**
January 2019
- **Questionnaires**
- **Interviews**
February 2019
- **Analysis**
- **Salary Survey**
- **Complete Analysis & Write Report**
March 2019
- **Draft to Manager**
Late March
- **Present to Board**
April 2019

Classification Factors

- **Difficulty, Complexity & Variety of Work**
- **Public Contact**
- **Education & Experience Requirements**
- **Work Environment & Hazards**
- **Physical Effort**
- **Supervision Given**
- **Supervision Received**

Compensation System Components

- **Class & Range Revisions**
- **Annual Market Adjustment**
- **Range Movement (Performance/Merit Pay)**
- **Longevity Pay**

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Commissioners
Bennie Heath - Chairman
James T. Shackelford -- Vice Chairman
Jerry Jones
Susan Blizzard
Antonio Blow

County Manager
Kyle J. DeHaven

Finance Officer
David J. Price



GREENE COUNTY

A Place To Grow. The Way To Live.

From: Kyle J. DeHaven, County Manager

Re: Becky Sutton; Revaluation RFP

Date: December 17, 2018

Ms. Becky Sutton of the Greene County Tax Department will discuss the selection criteria and process from the recent revaluation RFP. She will be available for questions at this time.

Action Recommended:

Motion to award contract as recommended by the Tax Assessor

Board action needed.

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Becky R. Sutton
Tax Administrator



229 Kingold Blvd.
P.O. Box 482
Snow Hill, NC 28580

(252) 747-3615
FAX (252) 747-5067

December 10, 2018

To: Mr. Kyle DeHaven, Greene County Manager
Greene County Board of Commissioners

Re: 2021 Revaluation – Responses received from RFP and Recommendation

Per GS 105-286, Greene County mailed Requests for Proposals for the 2021 county-wide revaluation to all firms currently approved by the N. C. Department of Revenue. The Greene County Board of Commissioners approved the Request for Proposal as presented on October 1, 2018. Six proposals were received and price per parcel ranged from \$22.95 per parcel to \$31.00 per parcel. The estimated parcel count as of January 1, 2021 is 12,200 parcels.

Due consideration and review has been given to each of these proposals by the Tax Administrator and Deputy Assessor. Our primary concern was to make sure that the proposal received met the requirements of the RFP and that the company had adequate and trained staff to conduct the revaluation. Upon review of the proposals, only one company included all the specifications within our RFP in the proposal presented and currently have adequate and trained staff to successfully complete our revaluation. Therefore, it is our recommendation that the Board consider the proposal presented by Pearson Appraisal Service (\$26.95 per parcel) and grant authority to proceed with the contract.

Funding for our 2021 revaluation is required by GS 153A-150. As of June 30, 2017 (last completed audit), our revaluation reserve balance was \$136,572; for the budget years 2017-2018 and 2018-2019, \$35,000 has been budgeted for each year. The balance needed, based on the award of this bid, would be divided and budgeted in the tax years 2019-2020 and 2020-2021.

Respectively submitted,

Becky Sutton, Tax Administrator
Stephanie Wiggins, Deputy Assessor


GREENE COUNTY ABC BOARD
217 SE SECOND STREET
SNOW HILL, NC 28580
November 12, 2018

GREENE COUNTY BOARD OF COMMISSIONERS:

Re: Re- Appointment of Board Member

The Greene County ABC Board ask for your consideration in keeping our current member, Bobby Taylor.

Bobby Taylor has done an outstanding job during his tenure as Board Member and Chairman, therefore, we request that you reappoint him to another three year term. Thank you for your consideration.


William Connor

APPLICATION FOR APPOINTMENT

to

GREENE COUNTY ADVISORY BOARDS AND COMMISSIONS

The Greene County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's advisory boards. If you want to be considered for appointment to an advisory board, please complete the Application below and mail it to the Greene County Clerk to the Board, 229 Kingold Blvd., Suite D, Snow Hill, NC 28580, or fax to 252-747-3884.

Advisory Board/Committee/Commission interested in:

GC, ABC Board

(I understand that this application will be kept on the active file for two years only, and I hereby authorize Greene County to verify all information included in this application.)

Name: Bobby Taylor

Address: 609 Kingold Blvd

City/State/Zip: Snow Hill NC 28580

Telephone: (Home): 252 526 2970 (Work):

Email: bobby@greeneridgerc.com

Occupation: self employed

Business Address: 609 Kingold Blvd

Current volunteer activities / other Board & Commissions: (*) Town Commissioner S Hill

(*) VCC Foundation Board

Why do you want to serve on this Board? I've enjoyed my first 3 years on board and would like to continue making the ABC board the best it can be through sales, profits, and possibly new locations in the future

CERTIFICATION

I certify that I understand the 75% attendance requirement established in the Greene County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Signature of Applicant

Date 12/6/18