

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
JANUARY 6, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: Call to Order
Meeting called to order by Martin.

Tab 2: Moment of Silence and Pledge of Allegiance
Moment of silence and Pledge of Allegiance observed.

Tab 3: Approval of Agenda¹
Agenda for January 6, 2025 considered.

Action Taken

Broadnax Taylor: Motion to approve Agenda with moving the new high school construction project presentation up to Tab 8 and removing closed session matters for N.C.G.S. §§143-318.11(a)(3) [Attorney-Client Privilege] and (a)(4) [EDC Report].

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

¹ The first Regular Meeting of each month of the Northampton County Board of Commissioners constitutes a "work session" of the Board. This Regular Meeting was a work session of the Board. Accordingly, and unless otherwise reflected in these Minutes, the Board takes no action on agenda items during its work sessions.

Tab 4: **Conflict of Interest**

Conflict of interest statement read by Scott McKellar, County Attorney. No conflicts reported.

Tab 5: **Consent Agenda**

Consent Agenda presented and considered consisting of the approval of following Board meeting minutes:

July 2024

- July 15, 2024 – Special Called Meeting

August 2024

- August 5, 2024 – Regular Meeting

September 2024

- September 4, 2024 – Regular Meeting
- September 18, 2024 – Special Called Meeting

October 2024

- October 7, 2024 – Regular Meeting

November 2024

- November 4, 2024 – Regular Meeting

December 2024

- December 2, 2024 – Special Called Meeting
- December 2, 2024 – Regular Meeting

Action Taken

Broadnax Taylor: Motion to approve Consent Agenda as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 6: **Citizen Comments**

Citizen comments received from Alan Tashima and Sylvia Vincent.

<p>Tab 7:</p>	<p><u>Moseley Architects Contract for New County Jail</u> Proposed contract with Moseley Architects P.C. presented.</p> <p><u>Action Taken</u> None.</p>
<p>Tab 8:</p>	<p><u>New High School Construction Project</u> New high school construction financial updates presented to Board by Dr. Rosa Atkins and Phil Matthews with Northampton County Schools.</p> <p><u>Action Taken</u> None.</p>
<p>Tab 9:</p>	<p><u>Planning Department / EDC Matters</u></p> <p>(1) Proposed amendments to Zoning Ordinance regarding the regulation of shipping containers presented.</p> <p><u>Action Taken</u> None.</p> <p>(2) Requested waiver of annual contribution to County from Northampton County ABC Board for Fiscal Year 2024 presented.</p> <p><u>Action Taken</u> None.</p>
<p>Tab 10:</p>	<p><u>Building, Facility and Land Naming Policy</u> Proposed Building, Facility and Land Naming Policy for Northampton County presented.</p> <p><u>Action Taken</u> None.</p>
<p>Tab 11:</p>	<p><u>Appointments to Home and Community Block Grant Advisory Council</u> Pamela Perry, Catherine Moody, Sabrina Thomas, Peggy Cary, Joyce Buffaloe, Phyllis Sexton and Teleshia Edwards presented for appointment to the Home and Community Block Grant Advisory Council.</p> <p><u>Action Taken</u> None.</p>

Tab 12: **Gaston Wastewater Line Resolution and Capital Project Ordinance**
Proposed Gaston Wastewater Line Resolution and Capital Project Ordinance presented.

Action Taken
None.

Tab 13: **Conway Fire Department Proposal**
Proposed creation of new fire tax district by Conway Volunteer Fire Department presented.

Action Taken
None.

Tab 14: **Town of Seaboard Request**
Request by Town of Seaboard for County to donate the former Southern Bank property located at 200 S. Main Street in Seaboard presented.

Action Taken
None.

Tab 15: **Health Department Matters**

(1) Proposed rate increase with Sharps Medical Waste Services under existing contract presented.

Action Taken
None.

(2) Proposed rate increase with Access East under existing contract presented.

Action Taken
None.

Tab 16: **Tax Matters**

(1) Ad valorem tax appeals in the amount of \$3,292.69 on 2 appeals presented.

Action Taken

None.

(2) Ad valorem tax appeals on motor vehicles in the amount of \$1,327.03 on 11 appeals presented.

Action Taken

None.

Tab 17: **Financial Matters**

(1) Following Budget Amendments were presented:

- Budget Amendment #26 (\$5,000.00 for Aging Department grant funding received)
- Budget Amendment #27 (\$17,957.53 for General Fund / IRS adjusted refund received)
- Budget Amendment #28 (\$871,954.23 for new Courthouse Annex for USDA payment received)
- Budget Amendment #29 (\$934,493.03 for new Courthouse Annex for USDA payment received)
- Budget Amendment #30 (\$1,500.00 for General Fund / ABC Store rent payment received)

Action Taken

None.

(2) Financial Report for the month ending November 2024 presented.

Action Taken

None.

Tab 18: County Manager Comments

Julian Phillips introduced Brad Vann, the County's new Director of Building and Grounds. The draft audit for Fiscal Year 2024 has been completed and submitted to the LGC for review, with plans to present the audit at the next meeting. He thanked the citizens in attendance.

Board Comments

Broadnax Taylor thanked the citizens in attendance and for braving the weather.

Kelvin Edwards wished everyone a happy new year and remarked that he attended the recent grand opening of the new ABC store in Garysburg.

Whitaker thanked the citizens who spoke and the County staff who presented during the meeting. She advised everyone to be careful in the inclement weather.

Keith Edwards thanked those who came out to the meeting.

Martin thanked those in attendance and reminded everyone to drive carefully in this weather.

Tab 19: Closed Session

Action Taken

Kelvin Edwards: Motion to enter into closed session pursuant to N.C.G.S. §143-318.11(a)(6) [Personnel].

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 20: Adjourn

No further business considered upon return from closed session.

Action Taken

Kelvin Edwards: Motion to adjourn.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 6th day of January, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
JANUARY 11, 2025**

BOARD RETREAT

Location: Conference Room
Hampton Inn Roanoke Rapids
85 Hampton Boulevard
Roanoke Rapids, North Carolina

Time: 9:00 a.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: Call to Order
Meeting called to order by Martin.

Tab 2: Moment of Silence and Pledge of Allegiance
Moment of silence and Pledge of Allegiance observed.

Tab 3: Approval of Agenda
Agenda for January 11, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda as amended to make Tab 7 (Economic Development Commission) a closed session pursuant to N.C.G.S. §143-318.11(a)(4).

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest
Conflict of interest statement read by Kelvin Edwards No conflicts reported.

Tab 5:

Meet-N-Greet with New Commissioners

Priorities and Initiatives of Commissioners presented and discussed as follows:

Kelvin Edwards: Need to increase quality of life through water, health (urgent care facility), dental care, safety.

Keith Edwards: Prioritize education County's youth, concerned about loss of farmers, need to reduce tax rates, cut expenses and strive for better transparency.

Martin: Highlighted County's reduced population, need further development and infrastructure, improved school system, continue to cut tax rates and studying property revaluation.

Whitaker: Wants better for our communities and increases quality of life for citizens, including more resources and activities for youth and seniors.

Broadnax Taylor: Board needs better transparency, more informational sessions for citizens and continue to push for better roads and infrastructure.

Action Taken

None.

Tab 6:

Strategic Plan

Previous Strategic Plans of the Board reviewed and discussed pertaining to County recreation, infrastructure, tax rate, capital projects and health and safety.

Action Taken

None.

Tab 7:

Closed Session

Action Taken

Kelvin Edwards: Motion to enter into closed session pursuant to N.C.G.S. §143-318.11(a)(4) [EDC Report].

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 8:

County Manager/Board Comments

None.

Tab 9: Adjourn

Action Taken

Keith Edwards: Motion to adjourn.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 11th day of January, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
JANUARY 16, 2025**

**JOINT MEETING OF NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
AND NORTHAMPTON COUNTY BOARD OF EDUCATION**

Location: Northampton County Board of Education Boardroom
Central Services Building
701 N. Church Street
Jackson, North Carolina

Time: 5:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor

Commissioners Absent: Keith H. Edwards
Dr. Keedra R. Whitaker

Tab 1: Call to Order
Meeting called to order by Martin.

Tab 2: Approval of Agenda
Agenda for January 16, 2025 considered.

Action Taken
None. (Agenda approved separately by Board of Education.)

Tab 3: Mission Statement
Mission Statement of Board of Education observed.

Tab 4: Pledge of Allegiance
Pledge of Allegiance observed.

Tab 5:

New High School Construction

Updates on new high school construction financial issues presented to Boards and discussed at length.

Action Taken

None.

Tab 6:

Adjourn

Action Taken

Broadnax Taylor: Motion to adjourn.

Kelvin Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 16th day of January, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
JANUARY 27, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda**
Agenda for January 27, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda as amended to move presentation on Solar Energy Fundamentals up to Tab 6.
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 4: **Conflict of Interest**
Conflict of interest statement read by Kelvin Edwards. No conflicts reported.

Tab 5:

Consent Agenda

Consent Agenda presented and considered consisting of the following matters presented at the Board's Regular Meeting of January 6, 2025:

- Contract with Moseley Architects P.C. for the new County jail
- Building, Facility and Land Naming Policy for Northampton County
- Appointments to Home and Community Block Grant Advisory Council
- Gaston Wastewater Line Resolution and Capital Project Ordinance
- Rate increase with Sharps Medical Waste Services under existing contract
- Rate increase with Access East under existing contract
- Ad Valorem Tax Appeals in the amount of \$3,292.69 on 2 appeals
- Ad valorem tax appeals on motor vehicles in the amount of \$1,327.03 on 11 appeals
- Budget Amendment #26 (\$5,000.00 for Aging Department grant funding received)
- Budget Amendment #27 (\$17,957.53 for General Fund / IRS adjusted refund received)
- Budget Amendment #28 (\$871,954.23 for new Courthouse Annex for USDA payment received)
- Budget Amendment #29 (\$934,493.03 for new Courthouse Annex for USDA payment received)
- Budget Amendment #30 (\$1,500.00 for General Fund / ABC Store rent payment received)

Action Taken

Broadnax Taylor: Motion to approve Consent Agenda as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 6:

Solar Energy Fundamentals

Background on solar energy and solar farms in County presented with citizen and Board engagement and questions.

Action Taken

None.

Tab 7:

Citizen Comments

Citizen comments received from Alan Tashima, Earl Daniels, Marty Jenkins, Jonathan Martin, Albert Vann, Gary Brown and Rachel Capel.

Tab 8: **2024 Audit Results**
County audit results for Fiscal Year presented.

Action Taken
None.

Tab 9: **Public Hearing on Amendments to Zoning Ordinance**
Board of Commissioners recessed into public hearing by Martin.

Proposed amendments to the Northampton County Zoning Ordinance relating to the regulation of shipping containers presented.

Public comments received by Belinda Joyner and Sylvia Vincent.

Public hearing closed by Martin and Board of Commissioners reconvened.

Action Taken
Kelvin Edwards: Motion to approve the amendments to the Northampton County Zoning Ordinance as presented, with the addition of a provision that nothing shall be placed or stacked on top of shipping containers, upon a finding that the proposed amendments are reasonable and consistent with the adopted 2040 Comprehensive Plan of Northampton County.
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 10: **Conway Fire Department Proposal**
Proposed creation of new fire tax district by Conway Volunteer Fire Department presented and considered.

Action Taken
Keith Edwards: Motion to approve proposal with instructions for Tax Department to proceed with the requisite statutory procedure for the establishment of a new Conway fire tax district.
Kelvin Edwards: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 11:

Town of Seaboard Request

Request by Town of Seaboard for County to donate the former Southern Bank property located at 200 S. Main Street in Seaboard presented and considered.

Action Taken

Kelvin Edwards: Motion to approve donation of property as requested.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 12:

New High School Construction Project Funding Request

New high school construction funding request by Northampton County Schools presented and considered.

Action Taken

Kelvin Edwards: Motion to commit County funding toward the construction of the new high school by (a) waiver of the County's right to receive state sales tax reimbursements on the project of up to \$1.2 million and (b) additional funding of up to \$4,198,848.00 from the County's unrestricted fund balance, with the County's total commitment reduced by any corresponding amount of outside funding Northampton County Schools may receive through New Market Tax Credits or from any other source and with any necessary committed payments from the County being paid as late as possible in the construction project.

Broadnax Taylor: Motion seconded.

Vote called: Martin, Kelvin Edwards, Broadnax Taylor and Whitaker voting yes. Keith Edwards voting no. Motion carried.

Tab 13:

Severn Volunteer Fire Department Loan Request

Request by Severn Volunteer Fire Department for interest free loans from the County in the amount of \$20,000 and up to \$40,000 for needed repairs and equipment purchases presented and considered.

Action Taken

Keith Edwards: Motion to approve loans as requested.

Kelvin Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 14:

Department Overviews

Departmental overviews to Board presented by County Tax, Aging, Register of Deeds, Recreation and Health Departments.

Action Taken

None.

Tab 15: County Manager Comments

Julian Phillips thanked the auditors for their hard work. He was expecting audit findings and corrective actions are being taken. He thanked the citizens in attendance.

Board Comments

Whitaker thanked the citizens and County staff. She also thanked the County Manager for implementing the corrective actions on the audit findings.

Keith Edwards thanked the citizens for their participation in the meeting.

Broadnax Taylor thanked the citizens for their patience in dealing with the fire alarms that occurred during the meeting and for helping make the County a better place.

Kelvin Edwards expressed his condolences to the family of the DSS employee who recently passed away. He is looking forward to the new school and partnerships with the fire departments present tonight. He thanked the Seaboard Town Commissioners for being present.

Martin thanked those in attendance.

Tab 16: Closed Session

Action Taken

Kelvin Edwards: Motion to enter into closed session pursuant to N.C.G.S. §§143- 318.11(a)(3) [Attorney Client Privilege] and (a)(4) [EDC Report].

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 17: Adjourn

No further business considered upon return from closed session.

Action Taken

Kelvin Edwards: Motion to adjourn.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 27th day of January, 2025.

Scott McKellar
County Attorney / Acting Secretary

Special Called Meeting Minutes
January 27, 2025

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
FEBRUARY 3, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda¹**
Agenda for February 3, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda with removal of proposed re-zoning at Tab 8 and replacing Tab 8 with ABC Board waiver request as an action item.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

¹ The first Regular Meeting of each month of the Northampton County Board of Commissioners constitutes a "work session" of the Board. This Regular Meeting was a work session of the Board. Accordingly, and unless otherwise reflected in these Minutes, the Board takes no action on agenda items during its work sessions.

<p>Tab 4:</p>	<p><u>Conflict of Interest</u> Conflict of interest statement read by Kelvin Edwards. No conflicts reported.</p>
<p>Tab 5:</p>	<p><u>Citizen Comments</u> Citizen comments received from Earl Daniels regarding the County audit and Gwendolyn Futrell regarding the status of urgent care and debris at the former Rich Square Creecy site.</p>
<p>Tab 6:</p>	<p><u>Presentation: Roanoke-Chowan Community College</u> Presentation highlighting updates and achievements of Roanoke-Chowan Community College given by President Dr. Murray Williams along with request for funding assistance in the amount of \$85,865.00 to help with current Fiscal Year 2024-2025 budget shortfall and for future funding increase to match the percentage of County students served.</p> <p style="text-align: center;"><u>Action Taken</u> None.</p>
<p>Tab 7:</p>	<p><u>Presentation: North Carolina Health Insurance Pool</u> Presentation highlighting the County's participation in the North Carolina Health Insurance Pool (NCHIP) given by Wes Grigston of Arthur J. Gallagher & Co. along with Fiscal Year 2025-2026 renewal increase notice of 3% representing additional annual cost of \$103,000.</p> <p style="text-align: center;"><u>Action Taken</u> None.</p>
<p>Tab 8:</p>	<p><u>ABC Board Waiver Request</u> Request from Northampton County ABC Board for waiver of its Fiscal Year 2024-2025 annual distribution to the County in the approximate amount of \$30,000 presented and considered.</p> <p style="text-align: center;"><u>Action Taken</u> Kelvin Edwards: Motion to approve waiver request as presented. Broadnax Taylor: Motion seconded. Vote called: All present voting yes. Motion carried.</p>

Tab 9: Tax Matters

(1) Resolution Adopting 2025 Listing Extension Dates presented and considered.

Action Taken

Keith Edwards: Motion to adopt resolution as presented.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

(2) Ad valorem tax appeals in the amount of \$5,506.98 on 12 appeals presented.

Action Taken

None.

(3) Ad valorem tax appeals on motor vehicles in the amount of \$187.21 on 4 appeals presented.

Action Taken

None.

(4) Allowance of late application by Alice Woods for the Old Age / Disability Exclusion upon a showing of good cause.

Action Taken

None.

Tab 10: Board of Commissioners Presentation of Proclamation

Proclamation honoring the legacy and leadership of the Enfield-Roanoke Rapids Alumnae Chapter of Delta Sigma Theta Sorority, Inc. presented and considered.

Action Taken

Keith Edwards: Motion to adopt proclamation as presented.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 11: County Manager Comments

Julian Phillips noted that the budget calendar for Fiscal Year 2025-2026 will be presented at the next meeting and the public is invited to meet with him to review budgetary line items. Corrective actions are being taken on the prior year audit. Thanks to everyone coming out and expressing comments and concerns, which are not taken lightly.

Board Comments

Whitaker gave special recognition to Rich Square and Woodland citizens in attendance. She appreciated the Roanoke-Chowan Community College presentation and noted her concerns about the prior year audit.

Keith Edwards thanked those who came to the meeting and remarked that the Board has to act as a group and will do its best for all citizens.

Broadnax Taylor thanked the citizens in attendance and remarked on her recent attendance at the Gaston Town Hall meeting and at Gaston's blood drive. She concluded by asking everyone to spread the word about the lunches being offered at the Senior Center.

Kelvin Edwards congratulated the Delta Sigma Theta proclamation recipients. He remarked that anyone suffering from mental health issues should seek assistance from the County's partner, Trillium Health, and that increasing the County's access to healthcare is a priority for him.

Martin thanked those in attendance and remarked that he was recovering from the flu and his mother from a heart attack.

Tab 12: Closed Session

Action Taken

Kelvin Edwards: Motion to enter into closed session pursuant to N.C.G.S. §143-318.11(a)(6) [Personnel].

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

New Item: Appointment of Interim Finance Officer

Upon return from closed session, Julian Phillips was presented and considered for appointment to the position of Interim Finance Officer for Northampton County.

Action Taken

Keith Edwards: Motion to approve appointment as presented.

Kelvin Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 13: Adjourn

Action Taken

Keith Edwards: Motion to adjourn.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 3rd day of February, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
FEBRUARY 17, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair (appeared via Zoom)
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda**
Agenda for February 17, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda as presented.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: **Conflict of Interest**
Conflict of interest statement read by Scott McKellar, County Attorney. No conflicts reported.

Tab 5:

Consent Agenda

Consent Agenda presented and considered consisting of the following matters presented:

- Ad valorem tax appeals in the amount of \$5,506.98 on 12 appeals
- Ad valorem tax appeals on motor vehicles in the amount of \$187.21 on 4 appeals
- Allowance of late application by Alice Woods for the Old Age / Disability Exclusion upon a showing of good cause
- Budget Amendment #31 (\$202,459.00 for EMS Department ambulance cost settlement funds received)
- Budget Amendment #32 (\$7,885.00 for Health Department rollover of State mandated drug funds)
- Budget Amendment #33 (\$68,207.00 for Health Department budget setup for local workforce development)
- Approval of the meeting minutes for the following meetings of the Board:

December 2024

- December 11, 2024 – Special Called Meeting
- December 30, 2024 – Special Called Meeting

January 2025

- January 6, 2025 – Regular Meeting
- January 11, 2025 – Special Called Meeting
- January 16, 2025 – Special Called Meeting
- January 27, 2025 – Special Called Meeting

Action Taken

Broadnax Taylor: Motion to approve Consent Agenda as presented.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 6:

Citizen Comments

Citizen comments received from (a) Walter Sykes, Jr. regarding IRS tax penalty details, salary of previous Assistant County Manager, County employee morale, vehicle use of County Manager and personnel hiring complaint; (b) Earl Daniels regarding Board meeting minutes and County audit; (c) Alan Tashima regarding role and pay of County Commissioners, budget issues and employee FICA taxes; and (d) Richie Harding regarding proposal to redistrict County Commissioner districts.

Tab 7: **Roanoke-Chowan Community College Request for Continued Support**
Request of Roanoke-Chowan Community College for funding assistance in the amount of \$85,865.00 to help with current Fiscal Year 2024-2025 budget shortfall and for future funding increase to match the percentage of County students served presented and considered.

Action Taken

Broadnax Taylor: Motion to table matter to Board's meeting of March 17, 2025.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 8: **North Carolina Health Insurance Pool (NCHIP) Request for Insurance Price Increase**
County's participation in the North Carolina Health Insurance Pool (NCHIP) and with Fiscal Year 2025-2026 renewal increase notice of 3% representing additional annual cost of \$103,000 presented and considered.

Action Taken

Keith Edwards: Motion to approve 3% renewal increase as presented and for the County to pay for such increase for its employees.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 9: **Department Overviews**
County departmental overviews presented by Craig Ellison (Cooperative Extension Director), Richard Pait (Veterans Service Officer), Casey Griggs (EMS Director) and Lakeshia Ransom (E911 Director).

Action Taken

None.

Tab 10: **Resolution on Official America 250 NC Committee**
Resolution Recognizing and Approving of the Northampton County Official America 250 NC Committee presented and considered.

Action Taken

Whitaker: Motion to approve resolution as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 11:

Financial Matters

Financial Report for the month ending January 2025 presented.

Action Taken

None.

Tab 12:

County Manager Comments

Julian Phillips presented an overview of the budget calendar for Fiscal Year 2025-2026.

Board Comments

Whitaker wished everyone a good evening and noted that she recently attended training for new County Commissioners.

Keith Edwards thanked the citizens for attending and remarked that he is happy to serve the County.

Broadnax Taylor stated that she visited the County's new ABC store in Garysburg and congratulated Derrick Bennett on a job well done.

Kelvin Edwards made no comments.

Martin thanked those in attendance and remarked that the Board values the County employees and cares about their concerns. He noted that the County has been affected by inflation.

Tab 13:

Closed Session

Action Taken

Broadnax Taylor: Motion to enter into closed session pursuant to N.C.G.S. §143-318.11(a)(4) [EDC Report].

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 14:

Adjourn

No further business considered upon return from closed session.

Action Taken

Keith Edwards: Motion to adjourn.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 17th day of February, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
MARCH 3, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Dr. Keedra R. Whitaker

Commissioners Absent: Keith H. Edwards

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda¹**
Agenda for March 3, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda with addition of new item after Tab 9 on resolution authorizing sale of surplus property and removal of Tab 13 (Closed Session).

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

¹ The first Regular Meeting of each month of the Northampton County Board of Commissioners constitutes a "work session" of the Board. This Regular Meeting was a work session of the Board. Accordingly, and unless otherwise reflected in these Minutes, the Board takes no action on agenda items during its work sessions.

Tab 4: Appointment of Northampton County Finance Officer and Introduction of Senior HR Director

(1) Leslie Edwards was presented and considered for appointment to the position of Finance Officer for Northampton County.

Action Taken

Kelvin Edwards: Motion to approve appointment as presented.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

(2) Renee Hoggard was presented as the new Senior Human Resources Director for Northampton County.

Action Taken

None.

Tab 5: Conflict of Interest

Conflict of interest statement read by Kelvin Edwards. No conflicts reported.

Tab 6: Citizen Comments

Citizen comments received from:

- Rhonda Taylor (recognition of County DSS workers and proclamation from Governor Stein)
- Earl Daniels (commentary on County Attorney contract)
- Sylvia Vincent (solar farms and SunEnergy complaints)
- Alan Tashima (budget process comments)
- Phil Matthews (new high school construction update)
- Gary Elliott (request for new Severn fire tax district)
- Richie Harding (commentary on Enviva and presentation of Pellet Mill Community Impact Survey)
- Gary Brown (welcomed Leslie Edwards)

Tab 7: Halifax Community College Request for Continued Support

Presentation highlighting updates and achievements of Halifax Community College given by President Dr. Patrena B. Elliott along with Fiscal Year 2025-2026 budget request in the amount of \$550,960.00.

Action Taken

None.

Tab 8: **North Carolina Health Insurance Pool Ancillary Renewal**
Presentation highlighting the County's participation in the North Carolina Health Insurance Pool (NCHIP) Ancillary Plans and options for renewal for dental, life and disability, and voluntary benefits (accident, hospital and critical illness) that includes a 9% rate increase for dental coverage for Fiscal Year 2025-2026.

Action Taken
None.

Tab 9: **Northampton County Memorial Library Board Applications**
Applications of Vivian Branch, Pam Brett, Michael Smith and Dianna Osbon to the Northampton County Memorial Library Board presented.

Action Taken
None.

New Item: **Resolution Authorizing Sale of Surplus Property**
Resolution authorizing the private sale of surplus property consisting of a sign located at the former Odom Correctional Institution presented and considered.

Action Taken
None.

Tab 10: **Tax Matters**

(1) Report on 2024 delinquent taxes presented and Order directing Tax Collector to advertise the 2024 secured tax liens presented and considered.

Action Taken
Kelvin Edwards: Motion to approve Order as presented.
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

(2) Ad valorem tax appeals in the amount of \$1,647.63 on 4 appeals presented.

Action Taken
None.

(3) Ad valorem tax appeals on motor vehicles in the amount of \$918.66 on 10 appeals presented.

Action Taken
None.

Tab 11: Financial Matters

No report.

Action Taken

None.

Tab 12: County Manager Comments

Julian Phillips noted that the budget process for Fiscal Year 2025-2026 is in the works with department heads and budget workshops will take place.

Board Comments

Broadnax Taylor thanked the citizens in attendance and appreciated the comments made.

Kelvin Edwards remarked that he was looking forward to the George Moses Horton Day. He is favor of having more citizen work sessions and public forums and thanked those who attended the meeting.

Whitaker thanked the citizens in attendance for their comments and concerns. She noted that the Concerned Citizens of Rich Square are doing good work and that she recently had a good conversation with the Rich Square mayor. She is also in favor of implementing community forums.

Martin thanked those in attendance and stated that the Board does take citizen concerns seriously.

Tab 13: [REMOVED FROM AGENDA]

Tab 14: Adjourn

Action Taken

Kelvin Edwards: Motion to adjourn.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 3rd day of March, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
MARCH 17, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda**
Agenda for March 17, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda with removal of Roanoke-Chowan Community College Budget Request from Tab 5 (Consent Agenda) and adding it as a separate item after Tab 6.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: **Conflict of Interest**
Conflict of interest statement read by Kelvin Edwards. No conflicts reported.

Tab 5:

Consent Agenda

Consent Agenda presented and considered consisting of the following matters presented:

- North Carolina Health Insurance Pool (NCHIP) Ancillary Plans and options for renewal for dental, life and disability, and voluntary benefits (accident, hospital and critical illness) that includes a 9% rate increase for dental coverage for Fiscal Year 2025-2026
- Ad valorem tax appeals in the amount of \$1,647.63 on 4 appeals
- Ad valorem tax appeals on motor vehicles in the amount of \$918.66 on 10 appeals
- Applications of Vivian Branch, Pam Brett, Michael Smith and Dianna Osborn to the Northampton County Memorial Library Board
- Resolution authorizing the private sale of surplus property consisting of a sign located at the former Odom Correctional Institution

Action Taken

Whitaker: Motion to approve Consent Agenda as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 6:

Citizen Comments

Citizen comments received from:

- Rev. Sharon Boyce (audit comments and concerns)
- Gary Brown (commentary on Open Meetings law and Public Records Act)

New Item:

Roanoke-Chowan Community College Request for Continued Support

Request of Roanoke-Chowan Community College for funding assistance in the amount of \$85,865.00 to help with current Fiscal Year 2024-2025 budget shortfall and for future funding increase to match the percentage of County students served presented and considered.

Action Taken

Keith Edwards: Motion to table matter to Board's meeting of April 7, 2025.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 7:

Appointment of Commissioners to Selective Boards

Appointment of Commissioners to the following boards with vacancies presented and considered:

- Roanoke-Chowan Community College Board of Trustees (Whitaker)
- Juvenile Crime Prevention Council (Whitaker)
- Cultural Arts Committee (Whitaker)
- Tri-County Airport Authority (Whitaker)
- Peanut Belt Rural Partner Organization (Martin and Kelvin Edwards)
- Upper Coastal Plains Council of Governments (Martin)
- Northampton Economic Development Commission (Keith Edwards)
- Tourism Development Authority Board (Keith Edwards)
- Turning Point Workforce Development Board (Broadnax Taylor)
- Agricultural Advisory Board (Keith Edwards)
- Cooperative Extension Advisory Leadership (Keith Edwards)

Action Taken

Kelvin Edwards: Motion to approve appointments as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 8:

Northampton County Schools Budget Request

Budget request of Northampton County Schools for Fiscal Year 2025-2026 in the total amount of \$4,804,716.00 (consisting of \$4,351,716.00 in County appropriations and \$496,274.00 in capital outlay) presented.

Action Taken

None.

Tab 9:

Establishing a "Moses Horton Day"

To be presented at the next regular meeting of the Board.

Action Taken

None.

Tab 10:

Administration Cellular Monitoring Service Agreement

Proposed planned fire service monitoring agreement with Johnson Controls Fire Protection LP presented and considered.

Action Taken

Keith Edwards: Motion to approve agreement as presented and to authorize the County Manager to execute the same pending legal review.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 11: **Tax Matters**
No report.

Action Taken
None.

Tab 12: **Financial Matters**
(1) Southern Bank resolution granting Finance Officer Leslie Edwards specified access and authority as to all County banking accounts.

Action Taken
Keith Edwards: Motion to approve resolution as presented.
Kelvin Edwards: Motion seconded.
Vote called: All present voting yes. Motion carried.

(2) Presentation of letter from County to the Local Government Commission in response to audit findings and financial performance indicators of concern.

Action Taken
None.

Tab 13: **Public Hearing on Proposed Re-Zoning of Property**
Board of Commissioners recessed into public hearing by Martin.

Proposed re-zoning of a parcel of land approximately 1.73 acres in size, from Agricultural Residential (AR) to Highway Business (HB) presented. The property in question is Parcel No. 06-01646 located at 4973 Highway 258, Rich Square, NC and the applicant is Taunya Queen-Melendez. The proposed re-zoning was given an unfavorable recommendation by the Northampton County Planning Board.

Public comments received by Albert Vann, Taunya Queen-Melendez, Lillie Pernel, Geneva Riddick-Faulkner, Andrew Moore and Rhonda Taylor.

Public hearing closed by Martin and Board of Commissioners reconvened.

Action Taken
Kelvin Edwards: Motion to deny re-zoning application of Ms. Queen-Melendez.
Whitaker: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 14: County Manager Comments

Julian Phillips announced that a new Code Enforcement Director for the County will be starting work on April 15, 2025 and that the budget process is proceeding.

Board Comments

Broadnax Taylor thanked those in attendance. She remarked that she was recently recognized in Gaston as a "Woman on the Move." She noted the new businesses in Jackson, a coffee shop, bakery and re-opening of the Embassy. The new high school groundbreaking is coming up and she concluded by stating that a lot of good things are happening in the County.

Whitaker thanked the citizens and County staff in attendance. She noted her efforts to be present and accessible in her community.

Keith Edwards appreciated the transparency concerns expressed by some citizens and thanked everyone who attends the Board meetings.

Kelvin Edwards said he attended the Lake Gaston Week Control meeting on March 11 and is serving on the Trillium Health Board. The County is in dire need of additional healthcare. He remarked that more town hall community forums are needed.

Martin thanked those in attendance and stated that the Board tries to address citizen concerns.

Tab 15: Closed Session

Action Taken

Kelvin Edwards: Motion to enter into closed session pursuant to N.C.G.S. §§143-318.11(a)(3) [Attorney-Client Privileged Matters] and (a)(4) [EDC Report].

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 16: Adjourn

No further business considered upon return from closed session.

Action Taken

Kelvin Edwards: Motion to adjourn.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 17th day of March, 2025.

Scott McKellar
County Attorney / Acting Secretary

Regular Meeting Minutes
March 17, 2025

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
MARCH 26, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair (appeared via telephone)
Melvetta Broadnax Taylor
Keith H. Edwards

Commissioners Absent: Dr. Keedra R. Whitaker

Tab 1: Call to Order
Meeting called to order by Martin.

Tab 2: Approval of Agenda
Agenda for March 26, 2025 considered.

Action Taken

Broadnax Taylor: Motion to approve Agenda as presented.
Keith Edwards: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 3: Closed Session

Action Taken

Keith Edwards: Motion to enter into closed session pursuant to N.C.G.S. §143-318.11(a)(4) [EDC Report].
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 4:

Adjourn

No further business considered upon return from closed session.

Action Taken

Keith Edwards: Motion to adjourn.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 26th day of March, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 7, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair (appeared via Zoom)
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: Call to Order
Meeting called to order by Martin.

Tab 2: Moment of Silence and Pledge of Allegiance
Moment of silence and Pledge of Allegiance observed.

Tab 3: Approval of Agenda¹
Agenda for April 7, 2025 considered.

Action Taken

Keith Edwards: Motion to approve Agenda with addition of N.C.G.S. §143-318.11(a)(4) [EDC Report] to Tab 20 (Closed Session).

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

¹ The first Regular Meeting of each month of the Northampton County Board of Commissioners constitutes a "work session" of the Board. This Regular Meeting was a work session of the Board. Accordingly, and unless otherwise reflected in these Minutes, the Board takes no action on agenda items during its work sessions.

Tab 4: **Conflict of Interest**
Conflict of interest statement read by Scott McKellar, County Attorney. No conflicts reported.

Tab 5: **Citizen Comments**
Citizen comments received from:

- Earl Daniels (commentary on Commissioners' oath of office and County Attorney contract)
- Chris Vincent (solar farm comments)
- Ruby Vincent Garner (solar farm comments, high speed internet complaints and highway improvements)
- Gary Brown (commentary on County Administration statutes)

Tab 6: **County Manager – Fiscal Year 2025-2026 Budget Message**
Presentation of Fiscal Year 2025-2026 Budget Message with review of preliminary budget.

Action Taken
None.

Tab 7: **Solar Farm Presentation**
Citizens for Responsible Solar Farm Limits presentation to Board by Sylvia Vincent, Debbie Davis and Alfred Kwasikpui.

Action Taken
None.

Tab 8: **Roanoke-Chowan Community College Budget Request**
Request of Roanoke-Chowan Community College for funding assistance in the amount of \$85,865.00 to help with current Fiscal Year 2024-2025 budget shortfall and for future funding increase to match the percentage of County students served presented and considered.

Action Taken
Keith Edwards: Motion for Board to look into potentially increasing funding for Fiscal Year 2025-2026 but not to increase funding for current Fiscal Year 2024-2025.
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 9: **Establishing a “Moses Horton Day”**
Proclamation Honoring the Legacy of George Moses Horton and further recognizing April 19, 2025, and every 19th day of April hereafter, as “George Moses Horton Day” in Northampton County.

Action Taken

Kelvin Edwards: Motion to approve proclamation as presented.
Whitaker: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 10: **Systel Copier Agreement**
Contract amendment for copier for Planning Department with Systel Business Equipment Co., Inc., increasing existing contract by \$108.12 per month, presented.

Action Taken

None.

Tab 11: **Solid Waste Curbside and Dumpster Container Pickup Contract Award**
Submissions to Request for Proposals for waste management provider by GFL Environmental, Inc. and Unity of Carolinas, Inc. presented and considered.

Action Taken

Keith Edwards: Motion to award proposal to GFL Environmental, Inc. and to proceed with contract negotiations.
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 12: **Rich Square Fire Department Commercial Lease Agreement**
Commercial Lease Agreement with Rich Square Fire and Rescue, Inc. presented.

Action Taken

None.

Tab 13:

Department of Social Services Matters

(1) Proposed rate increase for DSS attorney Luther Culpepper from \$80 per hour to \$100 per hour presented.

Action Taken

None.

(2) Memorandum of Understanding with the North Carolina Department of Health and Human Services presented.

Action Taken

None.

Tab 14:

Turning Point Workforce Development Board Appointment

Letter from Director Michael Williams re appointment to the Turning Point Workforce Development Board presented.

Action Taken

None.

Tab 15:

Code Enforcement Building Inspection Fee Schedule

Proposed Northampton County Building Inspection Fee Schedule presented.

Action Taken

None.

Tab 16:

Health Department Matters

(1) 2024 Community Health Needs Assessment presented.

Action Taken

None.

(2) Request pursuant to State child fatality prevention laws for the Northampton County Local Team to operate as a single county team to ensure any funding awarded to the Health Department for this program stays within the County.

Action Taken

None.

(3) Proposed updated Northampton County tobacco ordinance entitled An Ordinance to Prohibit Smoking and the Use of Other Tobacco Products Including E-Cigarettes in County Buildings and Vehicles and on All County Grounds presented.

Action Taken

None.

Tab 17:

Tax Matters

(1) Ad valorem tax appeals in the amount of \$1,615.36 on 7 appeals presented.

Action Taken

None.

(2) Resolutions Authorizing Upset Bid Procedure for Sale of Property Owned by Northampton County as to Parcel Nos. 06-04168 and 02-00361 presented.

Action Taken

None.

Tab 18:

Financial Matters

No report.

Action Taken

None.

Tab 19: County Manager Comments

Julian Phillips asked everyone to be safe going home.

Board Comments

Broadnax Taylor noted that this week is National Library Week and that Northampton's Memorial Library is one of the best around. She noted condolences to the family of Sallie Surface, former CADA director, who recently passed away. She concluded congratulating everyone who assisted in the move to the new County Administrative Building.

Whitaker thanked County department heads for their hard work. She further Phil Matthews and Dr. Rosa Atkins for allowing her recent visit to the new school construction site. She appreciated the solar farm presentation and noted that the Board must examine the pros and cons of further development. She concluded by imploring citizens to come see her with their concerns.

Keith Edwards thanked everyone in attendance and for their comments during the meeting.

Kelvin Edwards thanked the citizens in attendance.

Martin remarked on the recent ribbon cutting for the new Administrative Building and thanked the citizens for expressing their concerns.

Tab 20: Closed Session

Action Taken

Keith Edwards: Motion to enter into closed session pursuant to N.C.G.S. §§143-318.11(a)(3) [Attorney-Client Privileged Matters], (a)(4) [EDC Report] and (a)(6) [Personnel].

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 21: Adjourn

Action Taken

Kelvin Edwards: Motion to adjourn.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 7th day of April, 2025.

Scott McKellar
County Attorney / Acting Secretary

Regular Meeting Minutes
April 7, 2025

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
APRIL 21, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 5:30 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair (appeared via Zoom)
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda**
Agenda for April 21, 2025 considered.

Action Taken

Whitaker: Motion to approve Agenda with removal Tab 4 (Conflict of Interest) and Tab 6 (County Manager / Board Comments).

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: [REMOVED FROM AGENDA]

Tab 5: **County Manager – Fiscal Year 2025-2026 Budget Work Session**
Presentation of Fiscal Year 2025-2026 budget with line item budgets by County department along with review of preliminary budget ordinance.

Action Taken

None.

Tab 6: **[REMOVED FROM AGENDA]**

Tab 7: **Adjourn**

Action Taken

Keith Edwards: Motion to adjourn.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 21st day of April, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 21, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair (appeared via Zoom)
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: Call to Order
Meeting called to order by Martin.

Tab 2: Moment of Silence and Pledge of Allegiance
Moment of silence and Pledge of Allegiance not observed as this was done at the early 5:30 Special Called Meeting of the Board.

Tab 3: Approval of Agenda
Agenda for April 21, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda as presented.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest
Conflict of interest statement read by Scott McKellar, County Attorney. No conflicts reported.

Tab 5:

Consent Agenda

Consent Agenda presented and considered consisting of the following matters presented:

- Contract amendment for copier for Planning Department with Systel Business Equipment Co., Inc., increasing existing contract by \$108.12 per month
- Commercial Lease Agreement with Rich Square Fire and Rescue, Inc.
- Proposed rate increase for DSS attorney Luther Culpepper from \$80 per hour to \$100 per hour
- Memorandum of Understanding with the North Carolina Department of Health and Human Services
- Turning Point Workforce Development Board Appointment
- Proposed Northampton County Building Inspection Fee Schedule
- Ad valorem tax appeals in the amount of \$1,615.36 on 7 appeals
- Resolutions Authorizing Upset Bid Procedure for Sale of Property Owned by Northampton County as to Parcel Nos. 06-04168 and 02-00361
- Request pursuant to State child fatality prevention laws for the Northampton County Local Team to operate as a single county team to ensure any funding awarded to the Health Department for this program stays within the County
- Proposed updated Northampton County tobacco ordinance entitled An Ordinance to Prohibit Smoking and the Use of Other Tobacco Products Including E-Cigarettes in County Buildings and Vehicles and on All County Grounds

Action Taken

Broadnax Taylor: Motion to approve Consent Agenda as presented.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 6:

Citizen Comments

Citizen comments received from:

- Earl Daniels (commentary on County Attorney bills)
- Richie Harding (commentary on solar farms and County redistricting)
- Alan Tashima (commentary on Comprehensive Land Use Plan and budget review)

Tab 7:

Jackson Grove Housing Project Contract Award

Proposed contract with Group III Mgt., Inc. for Jackson Grove Housing Project presented and considered.

Action Taken

Keith Edwards: Motion to table matter to Board's meeting of May 5, 2025.

Broadnax Taylor: Motion seconded.

Vote called: Martin, Broadnax Taylor and Keith Edwards voting yes.

Kelvin Edwards and Whitaker voting no. Motion carried.

Tab 8:

2024-2025 Nonprofit Grant Awards

Proposed Fiscal Year 2024-2025 nonprofit grant awards presented and considered as follows:

- Lake Gaston Community Center -- \$3,000
- Garysburg Volunteer Fire Department -- \$6,814.34
- Community Senior Enhancement Program -- \$10,000

Action Taken

Whitaker: Motion to approve grant awards as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 9:

2025 NC Division of Water Infrastructure Funding Resolution

Resolution regarding the 2025 NC Division of Water Infrastructure Funding presented and considered.

Action Taken

Keith Edwards: Motion to approve resolution as presented.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 10:

Financial Matters

No report.

Action Taken

None.

Tab 11:

County Manager Comments

Julian Phillips noted in the past three years, the County has not received an adverse audit. Audit findings have been identified are being corrected. He thanked those citizens in attendance and announced Jason McAllister as the County's new Code Enforcement Director.

Board Comments

Broadnax Taylor thanked those in attendance. She remarked that great things are happening in the County, such as the Gaston Park ribbon cutting, the George Moses Horton Book Festival at the Wellness Center and the Easter egg hunt happening at the County Memorial Library.

Keith Edwards thanked everyone for coming out and noted that the County has a great Board. He grew up here, was raised here and wants to keep Northampton County moving forward.

Whitaker congratulated Ennis Williams as the newly appointed Town Commissioner for Rich Square. Liberation Day will be celebrated on July 12 in Rich Square. She attended the George Moses Horton Book Festival and the college and career day at Conway Middle School. She finally recognized Mayor James and all she is doing.

Kelvin Edwards reminded everyone of the Lake Gaston Community Forum happening on April 23. He participated in an Easter egg hunt in Pleasant Hill and also enjoyed the George Moses Horton Book Festival.

Martin thanked those in attendance and for the support he has received for his mother's recent passing.

Tab 12: Closed Session

Action Taken

Kelvin Edwards: Motion to enter into closed session pursuant to N.C.G.S. §§143-318.11(a)(3) [Attorney-Client Privileged Matters] and (a)(4) [EDC Report].

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 13: Adjourn

No further business considered upon return from closed session.

Action Taken

Keith Edwards: Motion to adjourn.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 21st day of April, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
May 5, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 5:30 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: Call to Order
Meeting called to order by Martin.

Tab 2: Moment of Silence and Pledge of Allegiance
Moment of silence and Pledge of Allegiance observed.

Tab 3: Approval of Agenda
Agenda for May 5, 2025 considered.

Action Taken

Keith Edwards: Motion to approve Agenda as presented.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: **County Manager – Fiscal Year 2025-2026 Budget Work Session Part II**
Presentation of Fiscal Year 2025-2026 budget with line item budgets by County department along with review of preliminary budget ordinance.

Action Taken

None.

Tab 5: **Adjourn**

Action Taken

Kelvin Edwards: Motion to adjourn.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 5th day of May, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
MAY 5, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance not observed as this was done at the early 5:30 Special Called Meeting of the Board.

Tab 3: **Approval of Agenda¹**
Agenda for May 5, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda as presented.
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

¹ The first Regular Meeting of each month of the Northampton County Board of Commissioners constitutes a "work session" of the Board. This Regular Meeting was a work session of the Board. Accordingly, and unless otherwise reflected in these Minutes, the Board takes no action on agenda items during its work sessions.

<p>Tab 4:</p>	<p><u>Conflict of Interest</u> Conflict of interest statement read by Kelvin Edwards. No conflicts reported.</p>
<p>Tab 5:</p>	<p><u>Board of Equalization and Review</u> Board of Commissioners recessed by Martin for purposes of convening the Board of Equalization and Review.² Upon adjournment of the Board of Equalization and Review, the Board of Commissioners was reconvened by Martin.</p>
<p>Tab 6:</p>	<p><u>PETA Presentation</u> Presentation by People for the Ethical Treatment of Animals (PETA) to Board by Rachel Bellis, Director of Local Affairs.</p> <p><u>Action Taken</u> None.</p>
<p>Tab 7:</p>	<p><u>Citizen Comments</u> Citizen comments received from:</p> <ul style="list-style-type: none"> • Earl Daniels (commentary on County audit) • Gwendolyn Futrell (notice of County Liberation Day events) • Alan Tashima (commentary on County workforce housing project and proposed van purchase)
<p>Tab 8:</p>	<p><u>Halifax & Northampton County Reentry Council Presentation</u> Presentation by Halifax & Northampton County Reentry Council (HNRC) to Board by Dr. Orin Perry, Chairman.</p> <p><u>Action Taken</u> None.</p>
<p>Tab 9:</p>	<p><u>NC Cooperative Extension Proposal</u> No report.</p> <p><u>Action Taken</u> None.</p>

² See separate Minutes of Board of Equalization and Review for actions taken by it.

Tab 10: **NC Department of Public Safety Emergency Preparedness MOA**
Memorandum of Agreement (MOA) on Hazardous Materials Emergency Preparedness with NC Department of Public Safety with associated grant award of \$16,000 presented.

Action Taken
None.

Tab 11: **Aging Department Matters**
(1) Appointments to Home and Community Block Grant Advisory Council presented.

Action Taken
None.

(2) Monarch Bioenergy Community Grant Request presented.

Action Taken
None.

Tab 12: **EDC Matters**
(1) Bid results on Severn Road & Elam Church Road Water System Improvements presented and considered.

Action Taken
Kelvin Edwards: Motion to reject the single bid received from T.A. Loving Company in the amount of \$2,500,000.00.
Keith Edwards: Motion seconded.
Vote called: All present voting yes. Motion carried.

(2) Proposed contract with Group III Mgt., Inc. for Jackson Grove Housing Project and request for appropriation and approval of County funding to pay the project deficit in the amount of \$275,000.00 presented and considered.

Action Taken
Kelvin Edwards: Motion to approve contract and appropriate and payment of the \$275,000.00 project deficit amount as presented.
Whitaker: Motion seconded.
Vote called: Martin, Kelvin Edwards and Whitaker voting yes. Keith Edwards and Broadnax Taylor voting no. Motion carried.

Tab 13: Tax Matters

- (1) Ad valorem tax appeals in the amount of \$3,700.01 on 10 appeals presented.

Action Taken

None.

- (2) Ad valorem tax appeals on motor vehicles in the amount of \$697.49 on 10 appeals presented.

Action Taken

None.

Tab 14: Finance Department Matters

- (1) Budget Amendment #34 reflecting a total change in revenue and expenditures in the amount of \$2,500,000.00 to correct errors in prior budget amendments already posted presented.

Action Taken

None.

- (2) Contract to Audit Accounts with Thompson, Price, Scott, Adams & Co., P.A. in the amount of \$87,850.00 for Fiscal Year ending June 30, 2025 presented.

Action Taken

None.

Tab 15: **County Manager Comments**

Julian Phillips announced that an employee appreciation lunch will be held on May 8 with an early release occurring on May 9 and noon. He noted that the County is having issues with its water billing company vendor and that he is looking into replacing the vendor.

Board Comments

Whitaker thanked everyone for coming and braving the poor weather. A small business interest meeting was held last week in Rich Square. The Liberation Day festivities are scheduled for July 12 in Rich Square. She concluded by recognizing Teacher Appreciation Week.

Keith Edwards thanked everyone in attendance and wants the County to be more transparent to its citizens.

Broadnax Taylor thanked those in attendance. She enjoyed the PETA presentation. She remarked that May is Mental Health Awareness Month.

Kelvin Edwards thanked the citizens in attendance. He recently met with representatives of Enviva to discuss air quality, noise complaints and employment. He has also had recent discussions with SunEnergy representatives regarding recent solar farm complaints. He thanked those who attended the forum and the Lake Gaston Community Center. He remarked for everyone to work together to continue to move the County forward.

Martin announced that SunEnergy has agreed to limit its burning practices and to notify nearby citizens in advance.

Tab 16: **Closed Session**

Action Taken

Kelvin Edwards: Motion to enter into closed session pursuant to N.C.G.S. §§143- 318.11(a)(4) [EDC Report] and (a)(6) [Personnel].

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 17:

Adjourn

No further business considered upon return from closed session.

Action Taken

Keith Edwards: Motion to adjourn.

Kelvin Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 5th day of May, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
May 19, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 5:30 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards

Commissioners Absent: Dr. Keedra R. Whitaker

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda**
Agenda for May 19, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: **County Manager – Fiscal Year 2025-2026 Budget Work Session Part III**
Presentation of Fiscal Year 2025-2026 budget with line item budgets by County department along with review of preliminary budget ordinance.

Action Taken

None.

Tab 5: **Adjourn**

Action Taken

Kelvin Edwards: Motion to adjourn.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 19th day of May, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
MAY 19, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards

Commissioners Absent: Dr. Keedra R. Whitaker

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance not observed as this was done at the early 5:30 Special Called Meeting of the Board.

Tab 3: **Approval of Agenda**
Agenda for May 19, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda with removal of Tab 8 (PCI Group General Service Agreement), Tab 12 (Modification Request for Funding Wastewater Systems Extension) and Tab 13 (Northampton County River Road Sewer) and moving Tab 14 (Health Department Matters) for consideration after Tab 6 (Citizen Comments).

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: **Conflict of Interest**
Conflict of interest statement read by Kelvin Edwards. No conflicts reported.

Tab 5:

Consent Agenda

Consent Agenda presented and considered consisting of the following matters presented:

- Memorandum of Agreement (MOA) on Hazardous Materials Emergency Preparedness with NC Department of Public Safety with associated grant award of \$16,000
- Appointments to Home and Community Block Grant Advisory Council of Charles W. Youse, Jr. and Janett V. Walker
- Monarch Bioenergy Community Grant Request
- Ad valorem tax appeals in the amount of \$3,700.01 on 10 appeals
- Ad valorem tax appeals on motor vehicles in the amount of \$697.49 on 10 appeals
- Budget Amendment #34 reflecting a total change in revenue and expenditures in the amount of \$2,500,000.00 to correct errors in prior budget amendments already posted
- Contract to Audit Accounts with Thompson, Price, Scott, Adams & Co., P.A. in the amount of \$87,850.00 for Fiscal Year ending June 30, 2025

Action Taken

Kelvin Edwards: Motion to approve Consent Agenda as presented.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 6:

Citizen Comments

Citizen comments received from:

- Rhonda Taylor (recognition of National Foster Care Month)
- Richie Harding (commentary on opposition to Enviva)
- Earl Daniels (commentary on County Manager contract issues)

Tab 14:

Health Department Matters [AGENDA ITEM MOVED UP]

Memorandum of Understanding (MOU) with Albemarle Regional Health Services for temporary service coverage for Case Management for At-Risk Children (CMARC) between June 9, 2025 and September 1, 2025 presented and considered.

Action Taken

Kelvin Edwards: Motion approve MOU as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 7: **EMS Billing Services Agreement**
Proposed Billing Services Agreement with EMS Management & Consultants, Inc. presented and considered.

Action Taken

Kelvin Edwards: Motion to approve agreement as presented.
Keith Edwards: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 8: **[REMOVED FROM AGENDA]**

Tab 9: **Board of Elections Request Letter**
Request from County Board of Elections to accept a grant in the amount of \$3,007.14 from the North Carolina State Board of Elections for software upgrades and to replace a laptop computer.

Action Taken

Keith Edwards: Motion to accept grant as presented.
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 10: **Trillium Annual Report**
2024 Annual County Report from Trillium Health Resources presented to the Board by Bobbie Lowe, Regional Vice President.

Action Taken

None.

Tab 11: **Juvenile Crime Prevention Council Funding Plan**
Fiscal Year 2025-2026 funding plan for Northampton County from the Juvenile Crime Prevention Council in the total amount of \$141,850.00 (comprised of State funding of \$111,213.00 and a County match of \$30,637.00) presented.

Action Taken

None.

Tab 12: **[REMOVED FROM AGENDA]**

Tab 13: [REMOVED FROM AGENDA]

Tab 15: Finance Department Matters

- (1) Budget Amendment #35 reflecting a total change in revenue in the amount of \$269,238.00 and no expenditures to correct errors in prior budget amendments already posted presented and considered.
- (2) Budget Amendment #36 reflecting a total change in revenue and expenditures in the amount of \$52,133.00 to reflect postings in the Sheriff and Health Departments presented and considered.

Action Taken

Kelvin Edwards: Motion to approve Budget Amendment #35 and Budget Amendment #36 as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 16: County Manager Comments

Julian Phillips congratulated Leslie Edwards on obtaining advanced certification that will save the County money by avoiding CPA services. He also thanked the citizens who attended the meeting.

Board Comments

Broadnax Taylor thanked those in attendance. She recently attended the Early College graduation that celebrated 41 new graduates who collectively received millions in scholarship money. She ended by noting the upcoming graduation dates of the other County schools.

Keith Edwards thanked the citizens and for the comments made. He stated that there are many good programs in the County and the Commissioners always try to do their best.

Kelvin Edwards wished all mothers a happy Mother's Day and for everyone to have a great Memorial Day weekend.

Martin reminded everyone to be careful over the holiday weekend.

Tab 17: Closed Session

Action Taken

Keith Edwards: Motion to enter into closed session pursuant to N.C.G.S. §143-318.11(a)(6) [Personnel].

Kelvin Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 18: Adjourn

No further business considered upon return from closed session.

Action Taken

Kelvin Edwards: Motion to adjourn.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 19th day of May, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
May 27, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker (appeared by telephone)

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda**
Agenda for May 27, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: **Closed Session**

Action Taken

Kelvin Edwards: Motion to enter into closed session 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.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 5:

Adjourn

No further business considered upon return from closed session.

Action Taken

Keith Edwards: Motion to adjourn.

Kelvin Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 27th day of May, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
JUNE 2, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda¹**
Agenda for June 2, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda with the addition of a new agenda item after Tab 13 (Health Department Matters) for an EDC website proposal.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

¹ The first Regular Meeting of each month of the Northampton County Board of Commissioners constitutes a "work session" of the Board. This Regular Meeting was a work session of the Board. Accordingly, and unless otherwise reflected in these Minutes, the Board takes no action on agenda items during its work sessions.

<p>Tab 4:</p>	<p><u>Conflict of Interest</u> Conflict of interest statement read by Kelvin Edwards. No conflicts reported.</p>
<p>Tab 5:</p>	<p><u>Board of Equalization and Review</u> Board of Commissioners recessed by Martin for purposes of reconvening the Board of Equalization and Review.² Upon adjournment of the Board of Equalization and Review, the Board of Commissioners was reconvened by Martin.</p>
<p>Tab 6:</p>	<p><u>Citizen Comments</u> Citizen comments received from:</p> <ul style="list-style-type: none"> • Alfred Kwaskipui (commentary on proposed solar farm ordinance) • Earl Daniels (commentary on County Manager contract) • Alan Tashima (thanked the Public Works Department for assistance after recent storm)
<p>Tab 7:</p>	<p><u>NCDMVA Grant Program for County Veterans Offices</u> Grant award in the amount of \$18,288.98 and contract presentation with the North Carolina Department of Military and Veterans Affairs (NCDMVA) presented.</p> <p style="text-align: center;"><u>Action Taken</u> None.</p>
<p>Tab 8:</p>	<p><u>ABC Board Reappointments Oaths</u> Oaths of Office administered for Iris Williams and Phillip Wray for their reappointments to the Northampton County ABC Board.</p> <p style="text-align: center;"><u>Action Taken</u> None.</p>
<p>Tab 9:</p>	<p><u>Blood Connection, Inc. Contract</u> Proposed EMS contract with The Blook Connection, Inc. presented.</p> <p style="text-align: center;"><u>Action Taken</u> None.</p>

² See separate Minutes of Board of Equalization and Review for actions taken by it.

<p>Tab 10:</p>	<p><u>Juvenile Crime Prevention Council Membership</u> Proposed membership list of the Northampton County Juvenile Crime Prevention Council presented, where it was noted that Whitaker would need to replace Broadnax Taylor as the appointed County Commissioner representative.</p> <p><u>Action Taken</u> None.</p>
<p>Tab 11:</p>	<p><u>Draft Solar Ordinance</u> Draft of Northampton County Solar Energy Development Ordinance presented.</p> <p><u>Action Taken</u> None.</p>
<p>Tab 12:</p>	<p><u>Public Works Billing Software</u> Proposed billing contract entitled Master Services Agreement with RevSpring, Inc. presented.</p> <p><u>Action Taken</u> None.</p>
<p>Tab 13:</p>	<p><u>Health Department Matters</u></p> <p>(1) Proposed clinic and lab billing rates for Fiscal Year 2025-2026 presented.</p> <p><u>Action Taken</u> None.</p> <p>(2) Proposed Environmental Health rates for Fiscal Year 2025-2026 presented.</p> <p><u>Action Taken</u> None.</p>
<p>New Item:</p>	<p><u>EDC Website Proposal</u> Proposal and website service agreement for new Economic Development website design and hosting by Wildfire, LLC presented.</p> <p><u>Action Taken</u> None.</p>

Tab 14: Tax Matters

(1) Ad valorem tax appeals in the amount of \$401.75 on 7 appeals presented.

Action Taken

None.

(2) Ad valorem tax appeal in the amount of \$1,184.78 on 1 appeal presented.

Action Taken

None.

(3) Four Resolutions Authorizing Upset Bid Procedure for Sale of Property Owned by Northampton County as to Parcel Nos. 01-03417, 13-01094, 04-00373 and 01-07489 presented.

Action Taken

None.

Tab 15: Board Comments

Broadnax Taylor thanked everyone for coming out.

Whitaker attended the opening for the new storm shelter at the Creecy school site. She thanked everyone in attendance.

Keith Edwards thanked everyone in attendance and remarked that it means a lot that the County has concerned citizens.

Kelvin Edwards thanked everyone for their concerns and calls.

Martin noted that the Board does listen to concerns and addresses them.

Tab 16: Adjourn

Action Taken

Kelvin Edwards: Motion to adjourn.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 2nd day of June, 2025.

Scott McKellar
County Attorney / Acting Secretary

Regular Meeting Minutes
June 2, 2025

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
JUNE 9, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker

Commissioners Absent: Dr. Kelvin M. Edwards, Sr., Vice-Chair

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda**
Agenda for June 9, 2025 considered.

Action Taken

Keith Edwards: Motion to approve Agenda as presented.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: **Conflict of Interest**
Conflict of interest statement read by Broadnax Taylor. No conflicts reported.

Tab 5: Public Hearing on Establishment of Conway Fire Service District

Board recessed into public hearing by Martin.

Request for establishment of a new fire service district for Conway pursuant to Article 16, Chapter 153A of the North Carolina General Statutes presented and considered. No public comments received.

Public hearing closed by Martin.

Action Taken

Keith Edwards: Motion to table consideration of matter to Board's meeting of June 16, 2025.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 6: Public Hearing on Establishment of Severn Fire Service District

Board recessed into public hearing by Martin.

Request for establishment of a new fire service district for Severn pursuant to Article 16, Chapter 153A of the North Carolina General Statutes presented and considered. No public comments received.

Public hearing closed by Martin.

Action Taken

Keith Edwards: Motion to table consideration of matter to Board's meeting of June 16, 2025.

Whitaker: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 7: Public Hearing on Northampton County Proposed Budget for Fiscal Year 2025-2026

Board recessed into public hearing by Martin.

Proposed Fiscal Year 2025-2026 Budget Ordinance presented by Julian Phillips. No public comments received.

Public hearing closed by Martin.

Action Taken

None.

Tab 8:

Adjourn

Action Taken

Whitaker: Motion to adjourn.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 9th day of June, 2025.

Scott McKellar
County Attorney / Acting Secretary

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
JUNE 16, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker (appeared via Zoom)

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda**
Agenda for June 16, 2025 considered.

Action Taken
Kelvin Edwards: Motion to approve Agenda with removal of Tab 15 (Tax Department Matters).
Keith Edwards: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 4: **Conflict of Interest**
Conflict of interest statement read by Kelvin Edwards. No conflicts reported.

Tab 5:

Consent Agenda

Consent Agenda presented and considered consisting of the following matters presented:

- Grant award in the amount of \$18,288.98 and contract presentation with the North Carolina Department of Military and Veterans Affairs (NCDMVA)
- Reappointments of Iris Williams and Phillip Wray to the Northampton County ABC Board
- EMS contract with The Blook Connection, Inc.
- Membership list approval of the Northampton County Juvenile Crime Prevention Council presented, with Whitaker replacing Broadnax Taylor as the appointed County Commissioner representative
- Billing contract entitled Master Services Agreement with RevSpring, Inc.
- Clinic and lab billing rates for Fiscal Year 2025-2026
- Environmental Health rates for Fiscal Year 2025-2026 presented
- Ad valorem tax appeals in the amount of \$401.75 on 7 appeals
- Ad valorem tax appeal in the amount of \$1,184.78 on 1 appeal
- Four Resolutions Authorizing Upset Bid Procedure for Sale of Property Owned by Northampton County as to Parcel Nos. 01-03417, 13-01094, 04-00373 and 01-07489
- Website service agreement for new Economic Development website design and hosting by Wildfire, LLC

Action Taken

Broadnax Taylor: Motion to approve Consent Agenda as presented.

Kelvin Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 6:

Citizen Comments

Citizen comments received from:

- Earl Daniels (commentary on Tax Assessor's certification)
- Sylvia Vincent (commentary on proposed solar farm ordinance)

Tab 7:

Establishment of Conway Fire Service District

Request for establishment of a new fire service district for Conway pursuant to Article 16, Chapter 153A of the North Carolina General Statutes presented and considered following public hearing on June 9, 2025.

Action Taken

Keith Edwards: Motion to approve Conway Fire Service District as presented.

Kelvin Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 8: **Establishment of Severn Fire Service District**
Request for establishment of a new fire service district for Severn pursuant to Article 16, Chapter 153A of the North Carolina General Statutes presented and considered following public hearing on June 9, 2025.

Action Taken
Keith Edwards: Motion to approve Conway Fire Service District as presented.
Kelvin Edwards: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 9: **Adoption of Northampton County Budget for Fiscal Year 2025-2026**
Northampton County Budget Ordinance for Fiscal Year 2025-2026 presented and considered.

Action Taken
Kelvin Edwards: Motion to adopt Budget Ordinance as presented.
No second received on Motion.
Vote called: Martin, Kelvin Edwards, Keith Edwards and Whitaker voting yes. Broadnax Taylor voting no. Motion carried.

[NOTE: A copy of the adopted Northampton County Budget Ordinance for Fiscal Year 2025-2026 is attached to these minutes and incorporated herein by reference.]

Tab 10: **Proclamation Recognizing Martha Ella Jacobs Ward**
Proclamation Recognizing the 100th Birthday of Marth Ella Jacobs Ward presented and considered.

Action Taken
Keith Edwards: Motion approve proclamation as presented.
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 11: **Northampton Memorial Library Summer Reading Program**
Presentation of summer reading program being offered by the Northampton County Memorial Library.

Action Taken
Keith Edwards: Motion approve proclamation as presented.
Broadnax Taylor: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 12: **Appointment to Veterans Advocacy Commission**
Appointment of Charles W. Youse, Sr. to the Northampton County Veterans Advocacy Commission presented and considered.

Action Taken

Kelvin Edwards: Motion approve appointment as presented.
Keith Edwards: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 13: **Solid Waste Contract for Curbside Pickup and Container Services**
Proposed Solid Waste and Recycling Collection Agreement with Waste Industries, LLC dba GFL Environmental presented and considered.

Action Taken

Keith Edwards: Motion to approve agreement as presented.
Kelvin Edwards: Motion seconded.
Vote called: All present voting yes. Motion carried.

Tab 14: **Health Department Matters**
No report.

Action Taken

None.

Tab 15: **[REMOVED FROM AGENDA]**

Tab 16: **Finance Department Matters**
No report.

Action Taken

None.

Tab 17: County Manager Comments

Julian Phillips stated that staff is working on the current audit and hope to get it submitted timely. He also thanked the citizens who attended the meeting.

Board Comments

Whitaker welcomed everyone and noted her recent participation in the Garysburg Juneteenth celebration. She wants to make sure the Commissioners are working together.

Keith Edwards thanked the citizens and for the comments made. He stated that all issues brought to the Board are addressed.

Broadnax Taylor thanked those in attendance. She also attended the Garysburg Juneteenth celebration and announced a men's health speaker coming to the Wellness Center. There are upcoming youth football camps and she has been pleased with the outstanding programs being offered by the County library.

Kelvin Edwards noted the efforts underway for a new railway station in Weldon. He congratulated Ms. Ward on her 100th birthday.

Martin remarked that the State is releasing funds for high speed internet and Northampton is one of 26 counties receiving funds. The Board will be having a retreat in late summer or early fall. He concluded by thanking those in attendance.

Tab 18: Closed Session

Action Taken

Kelvin Edwards: Motion to enter into closed session pursuant to N.C.G.S. §143-318.11(a)(6) [Personnel].

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 19: Adjourn

No further business considered upon return from closed session.

Action Taken

Keith Edwards: Motion to adjourn.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 16th day of June, 2025.

Scott McKellar
County Attorney / Acting Secretary

Regular Meeting Minutes
June 16, 2025

**NORTHAMPTON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
JUNE 23, 2025**

Location: Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jefferson Street
Jackson, North Carolina

Time: 6:00 p.m.

Commissioners Present: William "Ed" Martin, Chair
Dr. Kelvin M. Edwards, Sr., Vice-Chair
Melvetta Broadnax Taylor
Keith H. Edwards
Dr. Keedra R. Whitaker (appeared via Zoom)

Commissioners Absent: None.

Tab 1: **Call to Order**
Meeting called to order by Martin.

Tab 2: **Moment of Silence and Pledge of Allegiance**
Moment of silence and Pledge of Allegiance observed.

Tab 3: **Approval of Agenda**
Agenda for June 23, 2025 considered.

Action Taken

Kelvin Edwards: Motion to approve Agenda as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 4: **Conflict of Interest**
Conflict of interest statement read by Kelvin Edwards. No conflicts reported.

Tab 5:

Public Hearing on Proposed Amendments to the Northampton County Zoning Ordinance

Board recessed into public hearing by Martin.

Proposed amendments to the Northampton County Zoning Ordinance relating to the adoption of a Northampton County Solar Energy Development Ordinance ("Solar Ordinance") presented and considered. The Solar Ordinance was given a favorable recommendation by the Northampton County Planning Board on May 28, 2025, with requested amendments.

Public comments were received by Sylvia Vincent, Debbie Davis, Tim Hollowell and Al Kwasikpui.

Public hearing closed by Martin.

Action Taken

Keith Edwards: Motion to approve Solar Ordinance with the following amendments: (a) Appendix B: Maximum Northampton County Utility Scale Solar Density changed to 2.5% of Northampton County's total land acreage of 352,415 acres; (b) Appendix E, Paragraph 5: daily fine amount increased from \$100 to \$10,000 per day; and (c) Appendix F: one citizen from each County district shall be added to the Economic Development Community Benefits Committee.

Kelvin Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 6:

County Manager Comments

Julian Phillips stated this was a productive meeting and thanked everyone for coming out.

Board Comments

Whitaker thanked everyone in attendance.

Keith Edwards thanked the citizens for coming and speaking up. He stated that the Commissioners are focused on making the County the best.

Broadnax Taylor thanked those in attendance and for those who attended Rodney Pierce's event at the Wellness Center. She remarked that the recent youth football camps were a success.

Kelvin Edwards participated in a great Juneteenth celebration at the Lake Gaston Community Center.

Martin thanked everyone for coming out and stated that the Board will continue to do the best it can for the County.

Tab 7: Closed Session

Action Taken

Broadnax Taylor: Motion to enter into closed session pursuant to N.C.G.S. §143-318.11(a)(6) [Personnel].

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

New Item: County Manager Contract

Upon return from closed session, a Third Amendment to Employment Agreement between the County and Julian Phillips was presented and considered.

Action Taken

Kelvin Edwards: Motion to approve Third Amendment as presented.

Keith Edwards: Motion seconded.

Vote called: All present voting yes. Motion carried.

Tab 8: Adjourn

Action Taken

Keith Edwards: Motion to adjourn.

Broadnax Taylor: Motion seconded.

Vote called: All present voting yes. Motion carried.

Respectfully submitted this 23rd day of June, 2025.

Scott McKellar
County Attorney / Acting Secretary