

NORTHAMPTON COUNTY
Board of Commissioners – Regular Meeting Minutes
July 9, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair (via Zoom)
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1: Call to Order

The meeting was called to order by Chairman 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 July 9, 2025 considered for approval.

Action Taken:

Keith Edwards: Motion to approve Agenda.

Dr. Keedra Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict of Interest statement was read by Melvetta Taylor.

Tab 5: Citizens Comments

(Please see video on NHC Website for detailed information - <https://www.youtube.com/watch?v=5tQU11618w4>)

- Marcia Majett – Inquiries/Comments regarding Rich Square Creecy School
- Tiffany Smith – Inquiries/Comments regarding Solar Farms
- Wayne Garner – Inquiries/Comments regarding Hiring of an Environmental Attorney
- Matthew Daughtry – Inquiries/Comments regarding Member of 4-H Summary Report
- Richie Harding - Inquiries/Comments regarding Solar Farms and Redistricting

Tab 6: TK Elevator Agreement

Proposed contract with TK Elevator Corporation was presented.

Action Taken

None

Tab 7: Resolution – Sale of County Asset

Proposed Resolution for Sale of County Asset was presented.

Action Taken

None

Tab 8: Cooperative Extension – Decision Paper

Proposed Decision Paper – ECU Health Roanoke-Chowan Hospital Community Benefit Grant was presented.

Action Taken

None

Tab 9: Economic Development Matters

(1) Proposed Golden Leaf Foundation – Site Infrastructure Grant Award was presented.

Action Taken

Keith Edwards: Motion to approve the grant.

Dr. Keedra Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

(2) Proposed Enviva Pellet Company Updates PowerPoint was presented, and Chris Brown spoke on behalf of Enviva Pellet Company.

Action Taken

None

(3) Terracon Contract was presented.

Action Taken

Dr. Keedra Whitaker: Motion to approve Terracon contract.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 10: Health Department Matters

The Health Department had no items on the agenda for this meeting.

Tab 11:

Tax Department Matters

- (1) Decision Paper – Ad Valorem Tax Appeals in the amount of \$389.25 was presented.

Action Taken

None

- (2) Decision Paper – Motor Vehicle Tax Appeals in the amount of \$1,367.57 was presented.

Action Taken

None

- (3) Decision Paper – Ad Valorem Tax Appeals in the amount of \$1,365.56 was presented.

Action Taken

None

- (4) Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township was presented.

Action Taken

None

- (5) Resolution Authorizing Upset Bid Procedure for Sale of Property – Jackson Township was presented.

Action Taken

None

- (6) Resolution Authorizing Upset Bid Procedure for Sale of Property – Rich Square Township was presented.

Action Taken

None

Tab 12:

Finance Department Matters

The following Budget Amendment to Northampton County Budget Ordinance Fiscal Year 2024-2025 was presented:

- Amendment #37 (\$8,657,173 Net Change in Revenue and \$8,657,173 Net Change in Expenditures).

Action Taken

Dr. Keedra Whitaker: Motion to approve Amendment #37.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 13:

County Manager / Board Comments:

- **Mr. Phillips:** This is the first time since I've been here that we have started gathering support documents for the auditors at this point in the year. Kudos to the Finance Team and thank you to the team at Northampton County for all you do. The County Manager is not the one that runs the county, it's all of us together. We combine to make a team, and I got a team of experts. We have a team of subject matter experts that I rely on daily, and I appreciate everyone, including you Mrs. Gatling. Mr. Julian Phillips thanked the citizens for coming out and voicing their concerns/comments. We are taking notes on your comments and will respond. Be safe out there in this heat. Have a good night.
- **Dr. Whitaker:** Good evening to everyone. I'm glad to be back in-person for this meeting. I would like to acknowledge the young people. I had an opportunity to attend the Gaston Fire Rescue Graduation Ceremony on June 29th. It was awesome to see our young people learning about life saving events. This can make an impact in our community. Also, I want to give a shout to Matthew. We are super proud of you and looking forward to all you continue to do in Northampton County to be a leader to make a impact. We commend you and you have our full support. Echoing Dr. Phillips, I just want to give a huge thanks to the staff for working the late hours and time in. I want to say thank you! When I have concerns, no matter what time, I appreciate Dr. Phillips and Dr. Gatling for looking into those concerns so that we can continue to move the county forward. Regarding Ms. Majett comments, we are working with Mayor and looking into improving the concerns of Rich Square. As we fix things in our community, we want to make sure we take care of them. We are preparing for Liberation Celebration this Saturday – the parade begins at 10AM, We are inviting the county wide to come out and support that event. Committee members, Ms. Futrell and Whitaker are here tonight. We appreciate the county and their support. The fourth of July celebration was awesome this past Friday was discussed. Thank everyone for all you do have a wonderful and safe event. I would like to give a shout out to Rich Square Fire Department, the Mayor, and others..
- **Keith Edwards:** I would like to thank everyone for coming out and I do appreciate the young people and see some people that had a lot of influence on these young people. They did my son and my community so let's all support our kids by giving them all the opportunities, because they are going to be our future leaders. We need them to understand what our county is about and what we are looking for. Thank you for coming out. Be safe with all the bad weather we had and thank you for all your comments.

- **Melvetta Broadnax Taylor:** I would like to thank everyone for coming. For the last two days, I've been going out to the football camps at the NHC Cultural Wellness Center. Commissioner Taylor briefly summarized the events taking place at the Cultural Wellness Center with the 14 young men, in addition, she purchased Gatorade, Powerade and water for the team, due to the extreme temperature elevation. She attended five days of this camp with this team. I put the youth in NHC against any youth anywhere in NC. We got some wonderful youth in NHC. Shout out to Sheriff Jack Smith. We are having a problem in Seaboard with the dirt bikes, etc. I would like to thank Sheriff Smith and his office for helping Seaboard. The police are very polite when they come to assist us. Thank you all for sticking with us. A county is no better than the people that live in it. Thank you for what you do to make our county a better place to live and thrive.
- **Chairman Ed Martin:** I would like to thank everyone for coming out, also. I appreciate your comments. We are having a retreat in August and one of the things we will be talking about is long-term plans for some of these things that have been discussed. We are especially looking to try to improve things for our youth. As Dr. Edwards said, we got to do things about vandalism. Well, if we had things for our kids to do, they are less tempted to get in the midst of trouble. If we can provide opportunities for our kids to have activities. It makes them better adults and keeps them out of trouble. We will take this into consideration when we look at our long-term plans. Just like to thank everybody once again for coming out and drive safe on your way home. The next item is we need to go in closed session. Can I get a motion to go in closed session?

Action Taken

Melvetta Taylor: I make a motion to go into Closed Session.

NCGS§143.318.11(a)(4) EDC Report

NCGS§143.318.11(a)(6) Personnel

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 14:

Closed Session

Closed Session was held.

Action Taken

Keith Edwards: I make a motion to leave Closed Session.

Dr. Keedra Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 15:

Adjourn

Action Taken

Keith Edwards: Motion to Adjourn.

Dr. Keedra Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Respectfully submitted this 9th day of July 2025.

Deborah S. Gatling, Clerk to the Board

¹ The first Regular Meeting of each month by 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 session. This meeting is recorded on Northampton County Website: [Commissioners Meeting - July 9, 2025 - https://www.youtube.com/watch?v=5tQU11618w4](https://www.youtube.com/watch?v=5tQU11618w4))

NORTHAMPTON COUNTY
Board of Commissioners – Regular Meeting Minutes
July 21, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Attorney Scott McKellar: (via Zoom)

Tab 1: Call to Order

The meeting was called to order by Chairman 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 July 21, 2025 considered for approval.

Action Taken:

Dr. Kelvin Edwards: Motion to approve Agenda.

Melvetta Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict of Interest statement was read by Dr. Edwards.

Tab 5: Consent Agenda

- Proposed contract with TK Elevator was presented.
- Proposed Resolution – Sale of County Asset: Loader located at Solid Waste
- Cooperative Extension – Decision Paper ECU Health R-C Hospital Com. Benefit Grants
- Proposed Decision Paper Ad Valorem Tax Appeals (\$389.25)
- Proposed Decision Paper Motor Vehicle Tax Appeals (\$1,367.57)
- Proposed Decision Paper Ad Valorem Tax Appeals (\$1,365.56)
- Proposed Resolution – Authorizing Upset Bid for Sale of Property Kirby Township NC Parcel No. 03-04731
- Proposed Resolution – Authorizing Upset Bid for Sale of Property Jackson Township NC Parcel No. 02-00638
- Proposed Resolution – Authorizing Upset Bid for Sale of Property Rich Square Township NC Parcel No. 06-00411

- Proposed Budget Amendment #37 Budget Amendment to Northampton County Budget Ordinance Fiscal Year 2024-2025 was presented - (\$8,657,173 Net Change in Revenue and \$8,657,173 Net Change in Expenditures).

Action Taken

Dr. Kelvin Edwards: Motioned to approve the Consent Agenda

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 6:

Citizens Comments

(Please see video on NHC Website for detailed information - <https://www.youtube.com/watch?v=cPA88314OL4&t=11s>)

- Earl Daniels –Inquiries regarding the County Attorney’s contract.
- Sylvia Vincent – Inquiries regarding Solar Farms, smoke/air pollution, etc.
- Chris Vincent - Inquiries regarding Solar Farms, noises, SunEnergy1 working on Saturdays.

Tab 7:

Tax Assessor & Tax Collector Appointment

Dr. Deborah S. Gatling, Clerk to the Board, administered an Oath to Ms. Jaime Mason as the Tax Assessor & Tax Collector for Northampton County.

Action Taken

Dr. Keedra Whitaker: Motioned to approve Jaime Mason as the Tax Assessor & Tax Collector for Northampton County.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 8:

Economic Development

Proposed Commerce Park Sewer Engineering Contract was presented. The funds for this contract will be paid using grant funds from the Golden Leaf Foundation. This is the 1.5 million dollars contract that was announced at the last board meeting from the Golden Leaf Foundation.

Chairman Martin: Do we need to vote on this tonight?

Derrick Bennett: No, it’s not required.

Commissioner Taylor and Mr. Bennett discussed the proposals, bid and RQs and consultants for this project. Next week is the deadline. Chairman Martin discussed the industry and infrastructure needed to supply sewer lines to take away the wastewater, etc.

Action Taken

None

Tab 9:

Health Department Matters

- Kelly Tate –Director of Nursing for NHC Health Department presented a proposed United Health Care Incentive Payments Decision Paper – Request the BOCC approval of an Incentive Agreement with United Health Care Incentive for Primary Care Services.
- Kelly Tate –Director of Nursing for NHC Health Department presented a proposed United Health Care Incentive Payments Decision Paper – Request the BOCC approval of an Incentive Agreement with United Health Care Incentive for Health Equity Services. This will be no cost to the health department: It should generate additional revenue.

Action Taken

Keith Edwards: Motioned to approve these decision papers.

Melvetta Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 10:

Tax Department Matters

The Tax Department had no items on the agenda for this meeting.

Tab 11:

Finance Department Matters

The Finance Department had no items on the agenda for this meeting.

Tab 12:

County Manager / Board Comments:

Mr. Phillips:

- I have a couple of items that I wanted to go over.
- Mr. Phillips discussed last week's citizens' call in with trash pickup - GFL Patrick Luce, Government Contractor Manager, was contacted regarding the problems in the following areas: Conway, Murfreesboro, Severn, Woodland, Milwaukee. The response from GFL was posted on the website informing the citizens of the situation and updates.
- Chris Collier is our Fire Chief And Fire Marshal. Interviews were conducted last week for the Director of Emergency Management and Chris Collier was selected for that position.

Melvetta Broadnax Taylor:

- I would like to thank the citizens for coming.
- There can be some improvement in NHC.
- Commissioner Taylor apologized to Gaston Community for missing the Youth Speak Up and Speak Out Event. She discussed viewing this event on Facebook and gave positive comments.
- Commissioner Taylor commented on Saturday's NHC Recreation Department's Backpack and School Supply Giveaway, etc.
- Commissioner Taylor spoke of issues of the county with coworkers afraid to come forth, but afraid of retaliation.

Dr. Keedra Whitaker:

- Commissioner Dr. Whitaker thanked the county and staff for all they do and to the citizens for coming out to the meeting. Commissioner Whitaker thanked staff for coming out to support Liberation Day hosted in Rich Square: the liberation committee, Board of Commissioners, Dr. Phillips, Dr. Gatling, Ms. Mason, Ms. Deloatch, Fire Department for volunteering, the Sheriff Office, Mayor, etc.
- Thank you, citizens. We hear your concerns and do our best to address them.

Keith Edwards:

- I would say that I hear a lot of good comments that's very positive, and we hear the complaints, but I do hear a lot of good things going on with the county.
- Commissioner Edwards discussed taking the good with the bad. However, without your voice letting us know where you want to go, then we can't make the county any better.
- I appreciate the opportunity to talk about the problems we have. Thank you for your comments, thank you for being here and have a safe trip back.

Dr. Kelvin Edwards:

- Thank you, Mr. Chairman. I echo the sentiments of my fellow commissioners. Rather than comments, I heard something at the beginning "Actions speak louder." Each meeting, we hear the citizens comment, and we listen. Those things called actions are what we definitely need to be about.
- When you look at what we have going on in NHC, Solar Energy, SunEnergy specifically, Enviva, continuous conversation about water and also now PETA with tethering concerns.
- Commissioner Edwards thanked the mayors who have taken a full act stance in looking at the tethering laws who have given those ordinances in their towns.
- The mayors' roundtable "Economic Development" event held at the County Administrator's Office was discussed. He thanked Dr. Phillips and Mr. Bennett, for the great conversations, because economic development is a driver for NHC. He stated, "We must, as commissioner board, take more active stance in the concerns that we hear as it affects our daily operations in concert with Dr. Phillips."

Chairman Ed Martin:

- Chairman Martin returned to Tab 7 to approve Ms. Jaime Mason as the Tax Assessor and Tax Collector for NHC.
- Chairman Martin thanked everyone for making their comments and informed the citizens that he would look into their comments and respond accordingly. The board values your voices and looks forward to seeing you at the next meeting.
- Can I get a motion to go in closed session?

Action Taken

Keith Edwards: I make a motion to go into Closed Session.

NCGS§143.318.11(a)(4) EDC Report

NCGS§143.318.11(a)(6) Personnel

Dr. Keedra Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 14: **Closed Session**
Closed Session was held.

Tab 15: **Adjourn**

Action Taken

Dr. Kelvin Edwards: Motion to Adjourn.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Respectfully submitted this 21st day of July 2025.

Deborah S. Gatling, Clerk to the Board

¹ The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners – Regular Meeting Minutes
August 4, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair (online)
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1: Call to Order

The meeting was called to order by Chairman 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 August 4, 2025 considered for approval.

Action Taken:

Melvetta Taylor: Motion to approve Agenda.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict-of-Interest statement was read by Attorney Scott McKellar. No conflicts reported.

Tab 5: Board of Equalization

Ms. Jaime Mason – Tax Assessor/Clerk to the Board of Equalization and Review read the following documents.

- Board of Equalization Agenda
- Board of Equalization Meeting Minutes and Notice
- Notice of Decision with Supporting Documentation

Action Taken

Chairman Martin recommended that the current vehicle value of \$40,860.00 be decreased to \$31,000.

Dr. K. Whitaker: Motioned to approve.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 6:

Citizens Comments

(Please see video on NHC Website for detailed information.)

- Earl Daniels –Inquiries regarding “Oath of Office.”
- Sylvia Vincent – Inquiries regarding Solar Farms Ordinance, etc.
- Gwendolyn Futrell – Thanked the Commissioners for supporting the Rich Square Liberation Day Program.

Tab 7:

Recreation – Decision Paper Pickleball Courts

James Roberts – Recreation Specialist presented the Pickleball Courts Decision Paper to the Board.

Action Taken

None

Tab 8:

Public Works – Decision Paper Muni Link

Proposed Muni Link Contract and Decision Paper for Muni Link Utility Billing Software were presented by Becky Turner – Public Works Director to the Board.

- \$23,000 implementation fee with an expected yearly cost of \$25,320 for an increase of \$2,655.24 per year in the Public Works Budget, which is a budgeted item.

Action Taken

None

Tab 9:

Veterans Advocacy Commission Application

Stanley Edwards presented an application (Otis Allen) for NHC Veterans Advocacy Commission to the Board.

Action Taken

None

Tab 10:

Register of Deeds – Logan Systems Contract

Robin Phillips – Register of Deeds presented the Logan Systems Contract to the Board: \$42,000 yearly, period of four years.

Action Taken

None

Tab 11:

Code Enforcement No-Residential Permit Fees

Jason McAllister – Code Enforcement Director presented the Code Enforcement Permit Fee Documentation to the Board.

Action Taken

None

Tab 12:

Aging Department Presentation

Rose Lewis – Interim Senior Aging Department Director presented the NHC Aging Department PowerPoint Services Offered to the Board.

Action Taken

None

Tab 13: Tax Department Matters

Ms. Jaime Mason – Tax Administrator presented the following documents.

- Decision Paper – Ad Valorem Tax Appeals (\$1,499.53)
- Decision Paper - Late Application - Blount
- Decision Paper - Motor Vehicle Refunds (\$693.56)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Jackson Township (\$4,800.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Seaboard Township *(\$1,700.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Seaboard Township *(\$500.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township (\$250.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Rich Square Township (\$1,669.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Rich Square Township (\$2,100.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township (\$2,600.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Rich Square Township (\$1,000.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Rich Square Township (\$1,000.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Occoneechee Township (\$1,025.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Gaston Township (\$1,050.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township (\$1,400.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Occoneechee Township (\$4,005.00)

Action Taken

None

Tab 14: Finance Department Matters

The Finance Department had no items on the agenda for this meeting.

Tab 15: County Manager / Board Comments:

- **Mr. Phillips:** Good evening, everyone. DSS Department note from the State Regional Director was read by Dr. Phillips. Summary of July 22, 2025 Consult Summary – Out of 25 counties, Northampton County MOU data is the best the director has seen with 100% in every category, excluding Child Welfare. Ms. Becky Turner and I attended the SERCAP Training – Southeast Rural Community Assistant Project Incorporated. The counties country-wide are having problems with water waste infrastructure. This procedure was elaborated by Dr. Phillips. SERCAP will come in and work with Becky. Thank you for coming out and showing your interest in the County. Have a good and safe evening.
- **Melvetta Broadnax Taylor:** I would like to thank everybody for coming tonight. Thank you for what you do for Northampton County to make it a better place to live and thrive. She elaborated on Northampton County school bus giveaway to different township in Northampton County events. Commissioner Taylor thanked the citizens for having patience with waiting on certain things from us and discussed the importance of sense of urgency.

- **Dr. Keedra Whitaker:** Dr. Whitaker had no comments.
- **Keith Edwards:** I would like to thank each citizen’s opinion and thoughts about our county, and it does take time to correct errors. We appreciate the commissioners for giving up their time to look at every situation and give it some thought. This is my county, and I appreciate all departments expressing their concerns. Have a safe trip home.
- **Dr. Kelvin Edwards:** Briefly Mr. Chairman, thank you for the opportunity. Echoing what Commissioner Broadnax Taylor is saying “Sense of Urgency.” We appreciate our citizens coming for us before us with all concerns. I mentioned in our last comments about actions and so, we have definitely wanted to keep on radar screen the component about the solar farms. Commissioner Dr. Edwards thanked Attorney Scott for getting in touch with Attorney Bright from the recommendation from Judge Kwasikpui so, the county can get the ordinance looked at. In addition, Dr. Edwards thanked Enviva for all the conversations held within the meeting. Dr. Edwards spoke of developing a higher sense of urgency to address citizens’ concerns in a timely manner. Furthermore, Dr. Edwards addressed the employees’ morale in the county, including DSS and Deputies when it relates to mental health.
- **Chairman Ed Martin:** I would like to thank everybody for coming out tonight and we do listen. Sometimes the wheels turn slowly, but we are listening and working on things to make the county better. Can I get a motion to go in closed session?

Action Taken

Keith Edwards: I make a motion to go into Closed Session.

NCGS§143.318.11(a)(4) EDC Report

Dr. Kelvin Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 16: Closed Session
Closed Session was held.

Tab 17: Adjourn

Respectfully submitted this 4th day of August 2025.

Deborah S. Gatling, Clerk to the Board

1 The first Regular Meeting of each month by 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 session. This meeting is recorded on Northampton County Website: [Commissioners Meeting – August 4, 2025](#).

NORTHAMPTON COUNTY
Board of Commissioners – Special Called Meeting
Commissioners’ Annual Retreat Meeting Minutes
Saturday, August 16, 2025 at 9:00 am



Commissioners’ Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1: Call to Order

The meeting was called to order by Chairman 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 August 16, 2025 considered for approval.

Action Taken:

Dr. K. Edwards: Motion to approve Agenda.

Melvetta Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5: Meet-N-Greet with New Commissioners, Economic Dev., and Public Works

During the meet and greet session, Chairman Martin thanked the citizens for coming out to attend the event and allowed the citizens to participate in a question/answer session. Eight citizens attended this event and asked several questions. The citizens were overjoyed to receive answers to all their questions. One of citizens stated, “This is the best commissioners meeting I’ve been to since - - I don’t know when. We should have meeting like this often.” The Commissioners agreed. Dr. Whitaker suggested, we need to sacrifice our work session to get to the citizens to hear their concerns. Dr. Edwards stated that we should visit our citizens once a month - - take one of the Board of County Commissioners’ meeting nights into consideration. This is a great meeting. To our citizens, if you have any questions further questions, please forward them to the Clerk to the Board via website or email. The Clerk will consolidate the questions and forward them to the commissioners.

Tab 6:**To Review Ideas for the Future Strategic Plan for the County**

- The 2040 Comprehensive Plan Book was discussed by Dr. Phillips and reviewed by the Commissioners. These strategic plans are the BOCC goals and guide. The comprehensive plan is the land use plan Our purpose today is to update the plans.
- Topics covered:
 - Recreation 2023-2027 (See attached document.) Recreation should be done in the eastern and western part of NHC
 - Capital Projects- We are putting this plan together so no one is in the dark – major task – Currently, Wastewater treatment is the largest project.
 - Lake Gaston Project - Edwards Beach – 1 year to have a plan of some sort
 - Pickleball, tennis court
 - A pool is needed in NHC
 - No police protection in Seaboard – major shootings in Seaboard
 - Seaboard Mayor’s re-election situation
 - Sheriff Office assisting Seaboard
 - Forming a new committee: Lake Gaston Edward Beach Committee
 - Tax Rate: Decreasing the tax rate ½ percent equals \$250,000.
 - Solar Farms
 - Exposure to Harmful Pollutants – Enviva
 - Education: The county must be covered – cross training will be conducted. Periodic updates will be provided by July 1, 2027 – policy and procedures committee for HR Manual.
 - Health and Safety: Seaboard side street safety issues and four wheelers incidents.
 - “The Sally Ransom Jordan Medical Center” was discussed by Commissioner Taylor. Incentives should be given to draw doctors in NHC.
 - Goals needed for NHC:
 - Developing comprehensive infrastructure plans
 - Developing economic district plan
 - New website rollout
 - Launching communication strategy, such as press releases, Facebook, Instagram, Social Media Platform, etc.
 - Launching a campaign for Exit 176/180 – this is a prime component to get the information out there.

Tab 7:**Public Works**

- Ms. Becky Turner and Mr. Derrick Bennett lead a discussion concerning infrastructure: Water, Sewer, Roads, Broadband. The CAB Program will assist at no cost to the NHC citizens. Phase VI updates for USDA were discussed.....funds \$1,426,000.
- DOT approved the new road signage for NHC.

Tab 8:**Discussed Topics**

- Redistricting/Zoning
- WS Creecy School repairs/renovations
- Economic Development: Abandoned schools – utilization of the football fields
- High School Usage – we need something to keep the youth out of the street.

Tab 9: County Manager/Board Comments

All comments are listed above.

Action Taken

Keith Edwards: I make a motion to go into Closed Session.

NCGS§143.318.11(a)(4) EDC Report

NCGS§143.318.11(a)(6) Personnel

Melvetta Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 10: Closed Session

Closed Session was held.

Tab 11: Adjourn

Respectfully submitted this 16th day of August 2025.

Deborah S. Gatling, Clerk to the Board

NORTHAMPTON COUNTY
Board of Commissioners – Regular Meeting Minutes
August 18, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1: Call to Order

The meeting was called to order by Chairman 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 August 18, 2025 considered for approval.

Halifax-Northampton Local Reentry Council information was inserted as Tab #10.

Action Taken:

Dr. Kelvin Edwards: Motion to approve Agenda.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5: Consent Agenda

- Recreation – Decision Paper Pickleball Courts
- Public Works – Decision Paper Muni Link
- Veterans Advocacy Commission Application – Otis Allen
- Register of Deeds – Logan Systems Contract
- Code Enforcement Non-Residential Permit Fees
- Tax Department Matters

Action Taken

Melvetta Taylor: Motioned to approve.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 6: **Citizens Comments**

(Please see video on NHC Website for detailed information.)

- Rhonda Taylor – Read the Governor’s Child Support Awareness Month Proclamation
- Earl Daniels – Contracting and Hiring Process
- Alan Tashima – Budget Inquiries.

Tab 7: **Resolution – Authorizing Sale of Personal Property**

Dr. Julian Phillips read the Resolution Authorizing the Sale of Personal Property aloud to the Board.

Action Taken

Dr. Kelvin Edwards: Motioned to approve.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 8: **Resolution – Congratulating Northeast Academy Boys Golf Team**

Dr. Deborah S. Gatling, Clerk to the Board, read the Resolution Congratulating Northeast Academy Boys Golf Team to the Board and the citizens.

Action Taken

Dr. Kelvin Edwards: Motioned to approve.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 9: **Resolution – Congratulating ROBOJAGS Team**

Dr. Deborah S. Gatling, Clerk to the Board, read the Resolution for the ROBOJAGS Team to the Board and the citizens.

Action Taken

Dr. Keedra Whitaker: Motioned to approve.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 10: **Halifax-Northampton County Reentry Program**

Dr. Orin Perry presented the Executive Summary of Halifax-Northampton Local Reentry Council Program for the Fiscal Agent and Intermediary Agency for the administration of \$225,000.00 reimbursement-based reentry grant for Fiscal Year 2026-2027. Fee for the County - \$33,000.00 (14.67%) Funds need by August 31st. Chairman Martin stated, “We need more information before we can vote. We will conduct a Special Called meeting on August 25, 2025.”

Action Taken: None

Tab 11: **Economic Development Matters**

Mr. Bennett had no items on the agenda for this meeting.

Action Taken: None

Tab 12:

Finance Department Matters

Ms. Leslie Edwards presented the following items.

- Fiscal Year 2025 Budget Amendment #38.
- June 2025 Monthly Financial Report
- Year-to-date budget report

Commissioner Taylor informed the Commissioners, citizens, and staff about Robert Joyner, HR Benefit Specialist, commending him for saving the County \$73,000.00.

Commissioner Dr. Edwards requested that Ms. Leslie Edwards present the audit findings at the next board meeting, providing a line-by-line review numbered 1 to 18 on these boards. He also asked for the findings to be displayed on the board as they are explained and for the audit findings to be posted on the website and YouTube for review. This is to inform the citizens about how Northampton County is addressing and reconciling these audit findings. Moving forward, when we close a fiscal year, we will not revisit something two months later.

Commissioner Dr. Whitaker discussed a document provided to her by a citizen. We entrust the staff and administration. We are doing a lot of great work as this board is being unified. I appreciate the work that Ms. Leslie Edwards has done. When we know better, we want to do better. We promised the citizens transparency.

Action Taken:

Chairman Martin stated, “Can I get a motion to approve the budget amendment?”

Commissioner Keith Edwards inquired about the revenue change and increased.

Commissioner Dr. Edwards requested that the budgets be tabled until all issues are resolved, in the interest of accuracy and transparency.

Commissioner Dr. Edwards moved that the commissioners table the budget amendments presented this evening until the next meeting on September 3, 2025, so that the commissioners can get the numbers update in a different format for the monthly financial report.

Commissioner Taylor seconded the motion.

Vote Called: All present voting yes. Motion carried

Tab 13: County Manager / Board Comments:

Mr. Phillips:

I would like to thank Ms. Gatling for organizing the Commissioners Retreat this past weekend. We had a robust meeting discussion. I thought it was very successful. Dr. Phillips discussed the condition of the financial book's status 3.5 years ago. There were thousands of entries that were not recorded in the books. This completed audit reflected 3 years of compilation of past due audits. Leslie Edwards cleaned up the books in three to four months. Thank you, Leslie, for what you have done. I thank everyone for coming out and I appreciate you all.

Dr. Keedra Whitaker:

I want to say good evening to everyone for coming out from my citizens to our staff. We had a wonderful retreat that took place on Saturday. I definitely thank staff and Dr. Gatling for her work making sure we had things there and prepared. The engagement with the citizens provided more open conversation and dialogue. This was an opportunity for a two-way communication is key in this area. Hopefully, some of the BOCC meetings set for the second meeting of the month will be an open dialogue at different townships and meet the citizens where they are in a retreat-like setting so we can answer the questions. This was the citizens' suggestion at the Retreat. At the Retreat, Economic Development and County Manager discussed the upcoming projects at our Creecy site, playground area, shelter for the seniors to sit down, back field area, etc. Everyone have a safe and wonderful night and thank you to the staff.

Keith Edwards:

I would like to invite a lot of people to these Retreats. We really had a good conversation back and forth. We had a great dialogue between the citizens, commissioners, county manager, etc. It was very productive. I appreciate the work in trying to correct all this information. I appreciate everyone voices your concerns. We will try to get out to each district, so we will have more of a dialogue and find out what people need. Thank you for coming out and have a safe trip.

Melvetta Broadnax Taylor:

I would like to thank everybody for coming. I would like to thank the citizens that came to the Commissioners' Retreat on Saturday. Commissioner Taylor thanked the citizens and stated don't lose faith in the Northampton County Board of Commissioners. Keep holding on. Thank you for your patience, keep rolling with us for just a little while long, because our day will come. Have a good evening.

Dr. Kelvin Edwards:

I echoed what all the fellow commissioners stated I can't express how wonderful that Retreat was on Saturday. We looked at goals and smart goals for strategic plans as we move forward. Thank our chairman for running a great Retreat. One of the key takeaways was to focus more on short-term things. The format that was utilized on Saturday was a Q &A session and a two-way dialogue. Maybe we can incorporate that into this meeting for approximately 15 minutes (a two way dialogue) that way the citizens leave the meeting with an answer. Thank you all for coming out.

Chairman Ed Martin:

I would like to thank everybody for coming out tonight. We did have a good Commissioners' Retreat on Saturday. We were there for over 5 hours, long Saturday, but it was a good day. I know we get some criticism sometimes, but I think everybody on this board is doing what they feel is in the best for this county and fulfilling their oath as best they can. We may not always agree, but I think everyone on this board loves this county and is doing the best they can for this county as they see it. Thank you all for coming out tonight.

Action Taken

Dr. Kelvin Edwards: Mr. Chairman, I move that we go into Closed Session NCGS§143.318.11(a)(6) Personnel.

Dr. Keedra Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 14: **Closed Session**
Closed Session was held.

Tab 15: **Adjournment**

Respectfully submitted this 18th day of August 2025.

Deborah S. Gatling, Clerk to the Board

1 The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners – Special Called Meeting Minutes
Halifax & Northampton County Reentry Council
August 25, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1:

Call to Order

The meeting was called to order by Chairman 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 August 25, 2025 considered for approval.

Action Taken:

Dr. Kelvin Edwards: Motion to approve Agenda.

Melvetta Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4:

Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5:

Halifax & Northampton Local Reentry Council Presentation

Chairman Ed Martin: The Halifax Reentry Council was presented to us the last time and we wanted to have additional information and now we have it. Does anyone have any questions about the information you received?

Attorney Scott McKellar: I have no further questions. It was a thorough package. My only request is should the board decide to move forward that the Memorandum of Understanding (MOU) be executed between the parties. There's a template included in the State's Standard Operating Procedures Manual. I would ask that the final MOU be approved subject to a final legal review. I have not seen a draft of the actual MOU, yet. That is my only request of the Board and I'm happy to answer any questions.

Chairman Ed Martin: I have a couple of questions for our people. We will be receiving the grant and dispersing the money as invoices through or systems and in exchange for that we get a percentage of the grant. Do we have to hire additional people to handle this?

Dr. Julian Phillips: That's your option. We can hire a part-time person just to have someone dedicated to doing this function versus adding additional tasks to other staff for \$33,000 to take care of the physical part of this function. The Reentry Council is responsible for doing all the hiring and it comes to our system.

Keith Edwards: So, there is really no expense to the County?

Dr. Julian Phillips: All the expenditures are covered by the grant. The county is not asked to put up any type of matching funds.

Commissioner Taylor: So, we are not asked to dip into the Opioids funds.

Dr. Phillips provided Commissioner Taylor with an overview of the opioid settlement funds received last year and the funds allocated for the current year.

Commissioner Taylor: When you sign the MOU of agreement, what option did you choose Option A or Option B?

Dr. Phillips: It was Schedule A and it's identified on the resolution. We will get you a copy of the Resolution.

Dr. Edwards: We do have an Opioid Task Force. We need to put the meetings out there for the Public to know, Megan Vick serves as the Chair. That money is there, and we should definitely put this out there on the website.

Chairman Martin: Does anyone have any other questions for the attorney, county manager, or Dr. Perry regarding the Reentry Program?

Action Taken:

Dr. Kelvin Edwards: I move approval of the NC Local Reentry Council Program with the final review of the MOU.

Dr. Keedra Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 6:

Finance Department Matters – Budget Amendment #38

Ms. Leslie Edwards presented the following items. Fiscal Year 2025 Budget Amendment #38 in Sections A, B, and C.

- **38A – Revenue and Expenditure (Capital Overlay Fund)**
 - Net Change in Revenue: \$1,439,600
 - Net Change in Expenditures: \$1,439,600
- **38B – Revenue and Expenditure (Year End Close Out Entries)**
 - Net Change in Revenue: \$978,912
 - Net Change in Expenditures: \$959,474
- **38C – Revenue and Expenditure (Approved Capital Grants/Grants)**
 - Net Change in Revenue: \$3,788,803
 - Net Change in Expenditures: \$3,788,803

Commissioner Taylor: Today, it came to my attention that we have some older law enforcements people out there who's 301ks have not fully been matched or had money put in them from Northampton County. They are out there with no money in their 301ks.

Leslie Edwards: Are you referring to LEO Supplemental Retirement? That's called 401K. That is something that just came to my attention this week. Ms. Edwards spoke of her conference call with NC 401k inquiring how to fix this problem. We have 16 people.....this happened prior to me. Currently, 401k at 5% is coming out of their accounts.

Commissioner Taylor: We have 16 people in Northampton County with "jacked up" 401ks through no fault of their own. We got to fix this, Ms. Edwards. We got put some urgency behind this.

Commissioner Ed Martin: Are these people retired or still working?

Leslie Edwards: They are still working with Northampton County.

Commissioner Taylor: Have these people had their orientation into Orbit?

Leslie Edwards: They started two years ago.

Commissioner Ed Martin: Does anyone have any other questions regarding this budget amendment?

Dr. Kelvin Edwards: Yes, Mr. Chairman, I do. Thank you so much, Ms. Edwards, you have done a good job explaining. The museum grant \$25,000. We've had this grant for 2 years (2023) and just received it in 2025 and getting an amendment in 2025. Mr. Phillips, please explain.

Dr. Phillips: A special project that should have been set up to receive these grants was explained by Dr. Phillips and how the audits closed the books. I was able to set up the accounts with the old software. Then we had an upgrade, the upgrade was under Kenya and she knew how to set up the projects. I gave instructions to Kenya to do this and to do that.

Action Taken:

Chairman Martin stated, "Can I get a motion to approve the budget amendment?"

Dr. Keedra Whitaker: Chairman Martin, I make a motion to approve the budget amendment.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 7:

County Manager / Board Comments:

Mr. Phillips:

We will not do this again. I would like to thank everyone for coming out and giving your time to get this important matter done with the Reentry Program. I would like to thank everyone for supporting and advocating. Thanks for the citizens for coming out and showing your interest and care for the county.

Dr. Keedra Whitaker:

Good evening to all our citizens and staff. Thank you for the presentation, Reentry Council as well as the budget presentation going line by line. I have to be excused momentarily; I had another appointment prior to us scheduling this Special Called meeting. I've had time to reflect on a couple of meetings, I feel it's very important to us as commissioners as well as staff to create an atmosphere of respect and be mindful of our tone as we talk to each other in person as well as electronically. Dr. Whitaker elaborated on a couple of meetings where falsehood had been shared. Dr. Whitaker expressed the constant attack on integrity, and the seriousness of her oath was expressed. Constant accusation will not be allowed nor the oath being violated. I am a person of integrity, listens to others and get all facts and details before I make an assumption. I will close with this, just because you don't agree with a certain decision or you may be upset about a certain personnel matter, that we cannot discuss as commissioners, it does not give you the right to make an accusation about one's character or question one's ability of their oath or their preparedness as an officer. I needed to share that I am a human being, I have feelings and I have boundaries. If it continues, we will have conversations with our legal, because we must have an atmosphere and a tone of mutual respect, not talking down to one another, but working together. I believe in following policy and following order. I will not act in the capacity that Dr. Phillips should be acting in. The citizens and staff who continue to keep me courage, I do appreciate you. I will not continue to allow is for one or two particular citizens to continue to attack my character, who don't know me, to continue to spread false narratives about my integrity, my character, and my intellect. Education, putting God first, and treating people right have been number one in my household. Have a wonderful evening.

Keith Edwards:

Thank you, Dr. Whitaker. We had some good meetings in Greenville. We can try to make this county the best. The county has done everything I asked them to do. Commissioner Edwards spoke of his visit to the Sheriff Office and other meetings. I encourage anybody in any district to call me. I have been business owner of several businesses; I like it when people call me instead of my employees. I am the first one to call somebody that's the head of the string, I like to get things done. It takes time. I appreciate everybody's efforts in what they do. We are trying. Thanks for coming out and have .

Melvetta Broadnax Taylor:

I had a good conference with my fellow commissioners up in Greenville. I would like to shout out to Matthew Daughtry, who represented 4-H. He did a fantastic job with answering a question regarding what he gained from attending the conference. Thank everybody for attending tonight and safe travels home.

Dr. Kelvin Edwards:

Thank you everyone and thank you for caring about Northampton County. We will continue to work towards the success of Northampton County. Thank you, Mr. Chairman.

Chairman Ed Martin:

I want to echo the comments of the NCACC conference we went to. Matthew Daughtry was one of only three that was asked to get up and answer the question in front of the group. Out of 100 counties, Northampton County was represented well. Also, they had a very good film shown about the Western states response to Helene was discussed by Chairman Martin. It was a good conference.

Action Taken

Dr. Kelvin Edwards: Mr. Chairman, I move that we go into Closed Session NCGS§143.318.11(a)(6) Personnel.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 8:

Closed Session

Closed Session was held.

Tab 9:

Adjournment

Respectfully submitted this 25th day of August 2025.

Deborah S. Gatling, Clerk to the Board

1 The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners – Regular Meeting Minutes
September 3, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1: Call to Order

The meeting was called to order by Chairman 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 September 3, 2025 considered for approval.

Action Taken:

Dr. K. Edwards: Motion to approve Agenda.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict-of-Interest statement was read by Dr. K. Edwards. No conflicts reported.

Tab 5: Citizens Comment

(Please see video on NHC Website for detailed information)

- Alan Tashima – Inquiries regarding the budget.

Tab 6: Resolution – Opioids Settlement Notice

Julian Phillips – County Manager presented the resolution requesting the approval of the Board for the County Manager's authorization execution of Opioid Settlement documents.

Action Taken

Keith Edwards: Motion to approve.

Dr. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 7:

Code Enforcement – NHC Flood Damage Prevention Ordinance

Proposed NHC County Flood Damage Prevention Ordinance was presented by Jason McAllister – Director of Code Enforcement/Zoning to the Board.

- This is a new Flood Damage Prevention Ordinance that will include the new flood maps and keep the county in the National Flood insurance Program. This ordinance will replace the previous flood ordinance from 2009.

Action Taken

None

Tab 8:

Northampton County Cultural Arts Board Application

Shannon Godwin presented an application (Amy Jagger) for Cultural Arts to the Board.

Action Taken

None

Tab 9:

Smith & Gardner Engineers, Inc.

Brad Vann – Building & Grounds Director presented the Smith & Gardner Engineers Contract to the Board: \$57,000.

Action Taken

None

Tab 10:

Public Hearing – Housing & Community Dev. Act

Chairman Martin recessed Board Meeting to open the Public Hearing for Housing & Community Development Act.

- Ben Farmer – Upper Coastal Plain Council of Governments approached the podium to discuss the Community Development Block Grant (CDBG) Neighborhood Revitalization funding under the Housing and Community Development Act.
- The Community Development Act is due on Oct. 29th.
- The county is to hold two hearings. This is the first Public Hearing. The second Public Hearing is scheduled for Oct. 27, 2025. Citizens will be given the opportunity to provide oral and written comments on the town's past and proposed use of CDBG funds at each public hearing.
- The county is applying for Rehabilitation and Grant Administration : \$950,000
- Citizen #1 had a question regarding the old houses near Odom Prison. Mr. Farmer stated these (11) eleven-remodeled homes will be offered only low to moderate-income families. At the second public hearing, we will have more information concerning this grant. Citizen #2 was concerned about the fiscal year federal funds in reference to this grant. Citizen #3 asked, "Would the County sell or rent the homes?" Chairman Martin stated that has not been determined.

Action Taken

None

Tab 11:

Stocks Engineering

Derrick Bennett – Economic Development Commission presented the Stocks Engineering Contract to the Board.

Action Taken

Dr. Kelvin Edwards: Motion to approve.

Dr. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 12:

Economic Development Matters

Derrick Bennett – Economic Development presented an Agreement to Provide Training and Related Services to the Board. Agreement between the NHC and Retail Strategies. This contract was not formally approved by the Board in the July 15, 2025 Board of Commissioners meeting.

Action Taken

Dr. Kelvin Edwards: Motion to approve for Stocks Engineering contract.

Dr. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Mr. Bennet requested \$25,000 for Retail Strategies Proposal.

Action Taken

No action was taken. Tabled for September 15, 2025.

Tab 13:

Tax Department Matters

Ms. Jaime Mason – Tax Administrator presented the following documents.

- Decision Paper – Ad Valorem Tax Appeals (\$1,838.10)
- Decision Paper - Motor Vehicle Refunds (\$1,455.73)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Rich Square Township (\$1,300.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Jackson Township (\$2,500.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township (\$5,650.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Occoneechee Township (\$2000.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Roanoke Township (\$250.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township (\$600.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Roanoke Township (\$500.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township (\$750.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Seaboard Township (\$750.00)
- Resolution Authorizing Upset Bid Procedure for Sale of Property – Seaboard Township (\$750.00)

Action Taken

None

Tab 14:**Finance Department Matters**

The Finance Officer presented Fiscal Year 2025-2026 Budget Amendment #1 (\$52,002.00) to the Board. At the last meeting, Dr. Edwards requested to go over the audit findings for the September 3, 2025 Board of Commissioners meeting and that information was not available.

Action Taken

None

Tab 15:**County Manager / Board Comments:****Mr. Phillips:**

Good evening, everyone. The Halifax/Northampton County Reentry Program was not funded by the State for September 30th. At this time, we are awaiting confirmation of future funding.

Melvetta Broadnax Taylor:

Good afternoon, citizens. I feel that our county is not where it needs to be. Thank you all for coming out tonight. Board, I would like to make a motion for the removal of our County Manager. Motion 1st Melvetta Taylor and motioned seconded by Dr. K. Edwards.

Action Taken

Chairman Martin called the vote.

- Chairman Martin - No
- Vice Chair Dr. Kelvin Edwards - Yes
- Commissioner Melvetta Taylor - Yes
- Commissioner Keith Edwards - No
- Commissioner Dr. K. Whitaker - No

Result: All members present. The motion failed by a vote of 3-2.

Dr. Keedra Whitaker:

The commissioners should have had more conversations regarding this motion prior to our meeting. This should have been discussed in closed session. All things must be done decently and in order. Thank you, citizens and staff for coming out tonight. Whatever you sow, you shall reap. My decisions will be made with integrity.

Dr. Kelvin Edwards:

No comments. We all have our feelings. Thank you.

Keith Edwards:

I would like to thank everyone for coming out. It's always good to see a crowd. We all have our opinions about the county. We thank you for sharing them with us and we are going to do the best we can.

Chairman Ed Martin:

Can I get a motion to adjourn?

Action Taken

Dr. Kelvin Edwards: I make a motion to adjourn.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 16: Adjourn

Respectfully submitted this 3rd day of September 2025.

Deborah S. Gatling, Clerk to the Board

-
- 1 The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners – Regular Meeting Minutes
September 15, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1:

Call to Order

The meeting was called to order by Chairman 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 September 15, 2025 considered for approval.

Action Taken:

Dr. Kelvin Edwards made a motion to approve the agenda, recommending that Tab #9 – Proclamation for Fannie Greene – be moved to Tab #6, immediately following the Consent Agenda.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4:

Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5:

Consent Agenda

- Code Enforcement – NHC Flood Damage Prevention Ordinance
- NHC Cultural Arts Board Application – Army Jagger
- Smith & Gardner Engineers Inc. Contract
- Fiscal Year 2025-2026 Budget Amendment #1
- **Tax Department Matters: Listed Items** ↓
 - Decision Paper – Ad Valorem Tax Appeals (\$1,838.10)
 - Decision Paper - Motor Vehicle Refunds (\$1,455.73)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Rich Square Township (\$1,300.00)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Jackson Township (\$2,500.00)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township (\$5,650.00)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Occaneechee Township (\$2000.00)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Roanoke Township (\$250.00)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township (\$600.00)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Roanoke Township (\$500.00)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Kirby Township (\$750.00)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Seaboard Township (\$750.00)
 - Resolution Authorizing Upset Bid Procedure for Sale of Property – Seaboard Township (\$750.00)

Action Taken:

Dr. Keedra Whitaker: Motion to Approve the Consent Agenda

Dr. Kelvin Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 6:

Proclamation Honor and Memory of Ms. Fannie P. Greene

Dr. Edwards requested that all commissioners stand as he read the proclamation honoring Ms. Fannie P. Greene.

Action Taken:

Dr. Kelvin Edwards: I move that we accept the Proclamation in Honor and Memory of Fannie P. Greene.

Melvetta Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 7:

Citizens Comments

(Please see video on NHC Website for detailed information)

- Earl Daniels – County Attorney inquiries.
- Alisa Perry – Jewel Hoggard inquiries.
- Sylvia Vincent – Solar Farm inquiries.

Tab 8:

NHC Financial Statement Fiscal Year Ending 2024

Jeff Best presented to the Board two PowerPoint: 2025 BAN Summary of Financing Proposals PowerPoint and Post Bid Capital Budget.

Jeff Best - 30 plus years of accounting experience.

The county was able to complete 3 years of audit (6/30/22, 6/30/23, and 6/30/24) in a 12-month period. I have never seen this happen in my accounting years.

Commissioner Taylor: We are on the Unit Assist List (UAL) from the State. That means we are in financial difficulty.

Chairman Martin: We have been on the Unit Assist List (UAL) since 2015. This is not a recent occurrence.

Dr. Whitaker: I appreciate the background and the context of how we got to where we are and the corrective action that has been taken. I just wanted to put more transparency forth. In one of the upcoming meetings, let discuss how we can get off this list.

Tab 9:

Davenport Public Finance – Draft Resolution Phase VI Interim Financing

Ted Cole – Davenport Financial Advisor to the County presented to the Board the Draft Resolution Phase VI Interim Financing documentation. Mr. Cole discussed a potential borrowing for Interim Financing or Construction Loan for Phase VI Utility Improvements in anticipation of receiving long-term funding of USDA, that the County has been approved for.

Dr. K. Edwards: Mr. Cole, was your recommendation United Community Bank at 4.07?

Ted Cole: That's correct.

Action Taken:

Can I get a motion to approve the Preliminary Finding Resolution? We can choose to have a Special Called Meeting next week. What is the wishes of the Board?

Dr. Kelvin Edwards: I think the gentleman did a phenomenal job explaining. I just think that we, as a body, need a little more time to digest as a board. I move we table the component of the Resolution for the Phase VI Interim Finance until we have a Special Called Meeting, so we as a commission board may fully digest what we are about to enter into.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 10: **Opioid Resolution Revision**

Dr. Phillips presented to the Board the Opioid Resolution Revision document. This resolution is to direct the expenditure of Opioid Settlement Funds. This revision was first adopted on November 20, 2023. The resolution current funding by the State is 1,460,936.09 that increased \$51,816.09. This resolution was explained by Dr. Phillips. As of September 3, 2025, we have \$408,867.00 available in the Opioid Funding.

Action Taken:

Dr. Kelvin Edwards: I move that we approve the Opioid Resolution Revision as presented.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 11: **Solid Waste DEQ LCID Permit Renewal**

Brad Vann presented to the Board the Solid Waste DEQ LCID Permit Renewal. We advertised for engineering services and received two. We recommend Smith & Garner and this is a five-year permit.

Keith Edwards: For my understanding, this is required by the State.

Brad Vann: Yes.

Dr. K. Edwards: Thank you for your due diligence, Mr. Vann.

Chairman Martin: Can I get a motion to approve the permit renewal?

Action Taken:

Keith Edwards: I move we approve the permit.

Dr. Whitaker: Motion seconded.

Vote Called: Four commissioners voted yes. Commissioner Taylor opposed. Motion carried (4 -1).

Tab 12: **Veterans Services – Panoramic Software**

Leslie Edwards presented to the Board the Panoramic Software Contract. The grant is for \$18,288.00 for a three year contract.

Chairman Martin: Can I get a motion to approve this software?

Action Taken:

Dr. K. Edwards: I move approval of the Veterans Software contract.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 6:

Finance Department Matters – Budget Amendment #38

Ms. Leslie Edwards presented the following items.

- Fiscal Year Ending June 30, 2026 Budget Amendment #2
- Lead Service Line Project Resolution Accepting Funding Offer
- Project Ordinance
- Monthly Financial Report
- Presentation of FY 23-24 Audit Findings

Chairman Martin: Can I get a motion to approve this Budget Amendment?

Action Taken:

Dr. K. Whitaker: I make a motion that we approve this Budget Amendment.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Action Taken:

Dr. K. Edwards: I move that we table this Lead Service Line Project Resolution for the next meeting, so we can bring everybody up to speed to vote on something of this magnitude.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Leslie Edwards: The project ordinance will be tabled, also.

Tab 7:

County Manager / Board Comments:

Mr. Phillips:

I appreciate everyone for coming out and showing your interest and care for the county. Dr. Phillips discussed the staff working status utilizing past cheat sheets and began to train and taught them to ensure that they do matched the policy. Audits must be done on time. We are working with Natalie to get where we need to be. We want things to be done right. I attended a course at UNC Chapel Hill on how to get off the Unit Assist List. Thank the commissioners for your support.

Dr. Keedra Whitaker:

Good evening to everyone. Thanks for coming out and thanks to staff. Had an opportunity to participate and go to Rich Square Town Hall and Woodland Town Hall meetings. I appreciate the work those towns are doing. I attended both the same evening. Community Highlights: Creecy Community Cookout and Woodland Community are planning a Fall Festival, Rich Square is planning a Fall Festival for October 24th, and other highlights. Attended the service for Branches Chapel Missionary Baptist Church Youth Pastor and Giving Honor to the late Commissioner Fannie Greene, I appreciate all she did for the community. Our local township meetings are critical. Thank you, Dr. Phillips and Mr. Vann, for following up on the updates and repairs to the restrooms at Creecy Center.

Keith Edwards:

I want to thank the staff that come out to these meetings and give us this information. I want to thank all employees. We are working towards getting the best employees of any county. Thank you for all your support. Have a safe trip.

Melvetta Broadnax Taylor:

I would like to thank the citizens for coming out tonight. We almost a full house. I'm going to stand up and speak out. I was elected to serve and I thank God for leading the people of Northampton County every day. I would like to thank you for allowing me to lead you.

Dr. Kelvin Edwards:

Thank everyone and thank you so much for the audit findings. I want to thank all the hardworking staff and all citizens here. The documentary on Wednesday is entitled, "The Smell of Money" at 5 pm. Fannie P. Greene a lifelong servant of Northampton County had a beautiful memorial service at the Evangelistic Church of Deliverance. We look forward to meeting the needs of our citizens in Northampton County.

Chairman Ed Martin:

I want to thank everyone for coming out tonight. We thank our hardworking employees of the County. We do appreciate what you do. On October 27th, Woodland will be having a 5K Fun Run sponsored by the Chamber of Commerce. Thank every for coming out tonight. Don Davis will be at the Memorial Library in Jackson at 1 o'clock. Drive safe.

Action Taken

Dr. Kelvin Edwards: Mr. Chairman, I move that we go into Closed Session
NCGS§143.318.11(a)(4) EDC Report
NCGS§143.318.11(a)(6) Personnel.
NCGS§143.318.11(a)(3) Attorney-Client Privileged
Keith Edwards: Motion seconded.
Vote Called: All present voting yes. Motion carried.

Tab 8: **Closed Session**
Closed Session was held.

Tab 9: **Adjournment**

Respectfully submitted this 15th day of September 2025.

Deborah S. Gatling, Clerk to the Board

The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners – Special Called Meeting
Davenport Public Finance – Draft Resolution Phase VI
Interim Financing



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

September 22, 2025 at 6:00 pm

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1: Call to Order

The meeting was called to order by Chairman 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 September 22, 2025 considered for approval.

Action Taken:

Dr. K. Whitaker motion to approve the agenda.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5:

Davenport Public Finance – Draft Resolution Phase VI Interim Financing

Chairman Martin: Ted Cole – Davenport Financial Advisor to the County presented to the Board with the Draft Resolution Phase VI Interim Financing documentation on September 15, 2025. He recommended Option #2 – United Community Bank for the construction loan.

Action Taken:

Dr. Kelvin Edwards: Motion approval Option #2 – United Community Bank

Dr. Keedra Whitaker: Motion seconded.

Vote Called: Four commissioners voted yes. Commissioner Taylor opposed.
Motion carried (4 -1).

Tab 6:

Grant for Lead Service Line Inventory for the County Water Systems

Chairman Martin: This is a \$1,000,00.00 grant. We only have to pay back \$150,000.00 out of pocket. It is a requirement by the federal government to do a lead survey line.

Chairman Martin: Can I get a motion to approve this grant?

Action Taken:

Dr. K. Whitaker: I make a motion that we approve the Resolution Grant for Lead Service Line Inventory for County Water Systems.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 7:

Roanoke Rapids Sanitary District (RRSD) Interlocal Agreement:

Chairman Martin: Can I get a motion to approve this grant?

Derrick Bennett – Economic Development and Becky Tuner – Public Works Director presented the Roanoke Rapids Sanitary District Interlocal Agreement to the commissioners. In this agreement, we will allocate 150,000 gallons per day to Rivers Road and 90,000 per day to the Commerce Park. This is for sewer, only. DEQ grant funds and Golden Leaf grant funds will be utilized to pay the cost. No additional funds are required from the County at this time. If no further questions, can I get a motion to approve this interlocal agreement?

Action Taken:

Dr. K. Edwards: Mr. Chairman, we approve.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 8:

County Manager / Board Comments:

Mr. Phillips:

At the next meeting, I will have a presentation on Solid Waste to show anyone that's interested in how we calculate and come up with the numbers.

Dr. Keedra Whitaker:

Good evening to everyone. Thank all the citizens for coming out and thanks to staff for your work and presentation. I will not be present at the next board meeting, due to a family commitment. I wanted to announce this in advance. Hope everyone has a safe and wonderful evening.

Keith Edwards:

Thank you for coming out. We hear comments and take it seriously. Thank the staff their awesome job.

Melvetta Broadnax Taylor:

I would like to thank everybody for coming out tonight. Commissioner Taylor discussed the shootings going on in Northampton County. Two young people were shot in Seaboard: one seven years old and the other was fifteen years old. A shooting occurred in Gaston in which several individuals lost their lives. Mayor James had an emergency meeting, which resulting in a State of Emergency being put in place for their town. I commend and applaud their work. Gaston has a town policeman; however, Seaboard does not have a town policeman. Seaboard does contract with Northampton County Sheriff Department. I would like to personally commend and applaud Sheriff Jack Smith, who graciously contracts with the Town of Seaboard. Commissioners, I ask for your assistance with the violence that's going on in our town. Thank you for coming out citizens.

Dr. Kelvin Edwards:

Thank you, Commissioner Broadnax Taylor. I echoed what you just said. We need to address these major concerns. To our Chairman, County Manager, and the Board, we should have conversations with our municipalities. Our youth are our future, and they need our attention. Let us stay diligent.

Chairman Ed Martin:

We as adults need to be aware of what our young people are doing. Let's guide them and not just turn them into the streets to get in trouble. Find something for them to do, constructive activities, recreational facilities, and things to find an outlet for their energy. Thank you for coming out and have a safe trip home.

Action Taken

Dr. K Whitaker: I motion that we go into Closed Session
NCGS§143.318.11(a)(6) Personnel.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 9: **Closed Session**
Closed Session was held.

Tab 10: **Adjournment**

Respectfully submitted this 22nd day of September 2025.

Deborah S. Gatling, Clerk to the Board

The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners
October 13, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1:

Call to Order

The meeting was called to order by Chairman 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 October 13, 2025 considered for approval.

Action Taken:

Keith Edwards: A motion was made to approve the agenda with the addition of Phase VI Water System Improvements.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4:

Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5:

Citizens Comments

(Please see video on NHC Website for detailed information)

- Earl Daniels –Inquiries relating to NHC Policy - Renaming the Sheriff Office and Replacement of the Veterans flag.

Tab 6:

Davenport Phase VI Final Resolution

Dr. Phillips presented to the Board Davenport's Phase VI Final Resolution requesting approval to award the construction contract to Ralph Hodge. Can I get a motion to approve the Resolution of award to Ralph Hodge?

Action Taken:

Dr. K. Whitaker: Chairman Martin, I make a motion to approve the award for Phase VI to Ralph Hodge.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Davenport Phase VI Final Resolution

Davenport's representative, Mitch Brigulio, presented the Phase VI Final Resolution requesting approval for two action items: The adoption of the note resolution, which is approval of the bond anticipation note for the Water & Sewer Revenue Bond in the amount of \$6,418,000.00 to fund that project. This will be funded through the USDA Revenue Bond Anticipation Note. The second document is the Bond order authorizing the issuance of the Revenue Bond, which will be the take out from USDA. There are no changes to the approvals from the last time. We locked in the rate of 4.07% with United Community Bank. These are just the final board actions. Commissioner Taylor, Mitch Brigulio, and Chairman Martin discussed the process of USDA Revenue Bond.

Chairman Martin: Do I have a motion to approve this first bond?

Action Taken:

Dr. Kelvin Edwards: Mr. Chairman, I move to approval of the first phase.

Keith Edwards: Motion seconded.

Vote Called: Four commissioners voted yes. Commissioner Taylor opposed. Motion carried (4 -1).

Chairman Martin: The next step is to approve the bond order for the USDA loan for the long-term finance to pay off the construction loan. Can I get a motion to approve the loan?

Action Taken:

Keith Edwards: I motion to approve the USDA loan.

Dr. Kelvin Edwards: Motion seconded.

Vote Called: Four commissioners voted yes. Commissioner Taylor opposed. Motion carried (4 -1).

Tab 7:

Northampton County Substation EMS Agreement

Leslie Edwards presented the Northampton County Substation EMS Agreement to the commissioners. This is to get an agreement in place to cover the \$20,000.00.

Chairman Martin: Can I get a motion to approve?

Action Taken:

Dr. K. Edwards: Chairman, I move we approve.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 8:

Solid Waste Presentation:

Dr. Phillips presented the Solid Waste - Curbside pickup fees presentation to the commissioners.

Tab 9:

Water Infrastructure Improvement Project – Safe Drinking Water:

Becky Turner presented the Water Infrastructure Improvement Project – Safe Drinking Water presentation to the commissioners.

Tab 10:

Pay Request for Department of Social Services (DSS) Workers

Rhonda Taylor, DSS Director, presented a PowerPoint summarizing the number of children housed within the DSS Department from January through August 2025, along with comparative data from 2023 to 2025. Ms. Taylor requested consideration of a stipend to compensate staff who remained with clients during their care. The commissioners expressed their appreciation to Ms. Taylor for her outstanding efforts and continued dedication to the children of Northampton County.

Chairman Martin: Can I get a motion to approve the workers compensation as presented?

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move to approve the workers compensation as presented by Ms. Taylor.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 11:

Department of the Social Services (DSS) Matters:

A. Rhonda Taylor, DSS Director, presented a contract for Ms. Windy Rose.

Chairman Martin: Can I get a motion to approve Windy H. Rose contract for legal services?

Action Taken:

Keith Edwards: I move we approve.

Dr. K. Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

B. Rhonda Taylor presented a Decision Paper - Adding General Utility (GU) Positions - converting the part-time GU Worker to a full-time position and adding another GU Worker immediately and going forward.

Chairman Martin: Can I get a motion to approve the Decision Paper – Adding General Utility?

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move for approval of the full-time staff maintenance at DSS.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried

C. Rhonda Taylor updated the commissioners on the Government shutdown and how it affects DSS. We cannot process any tax interceptions until the shutdown is over. For Medicaid and Food and Nutrition able bodied adults without dependents have been raised from ages 18-54 to 18-64. People must work at least 20 hours a week or have a doctor's not supporting their conditions.

Tab 12:

Economic Development Matters:

Derrick Bennett presented the Community Benefits Agreement – SunEnergy1 contract for \$1.9 million to the commissioners. Reginald Bynum, Community Relations for SunEnergy1 addressed the commissioners and elaborated on what SunEnergy1 will be bringing to Northampton County.

Chairman Martin: Can I get a motion to approve the Community Benefits Agreement?

Action Taken:

Dr. K. Whitaker: Chairman Martin, I make a motion to approve the Community Benefits Agreement.

Dr. K. Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 13: Tax Department Matters:

Jaime B. Mason presented three items to the Board for approval.:

- (1) Decision Paper – Ad Valorem Tax Appeals in the amount of \$10,357.38.
- (2) Decision Paper – Motor Vehicle Tax Appeals in the amount of \$599.68.
- (3) Resolution Authorizing Upset Bid Procedure for Sale of Property - Rich Square Township (1,500.00)

Action Taken

None

Tab 14: County Manager / Board Comments:

Mr. Phillips:

Mr. Phillips read a statement from Megan Vick, Health Director, regarding the impact of the federal government shutdown on the Health Department, specifically addressing issues related to the WIC program.

Melvetta Broadnax Taylor:

I would like to thank all the citizens for coming out tonight. Commissioner Taylor encouraged everyone to visit Cherry Tree Lane to observe the solar farms, noting that the view is striking. She shared that she experienced the same smoke exposure that Ms. Vinson encounters daily, emphasizing that when one person is affected, the entire community is impacted.

Dr. Keedra Whitaker:

Dr. Whitaker shared updates on several recent and upcoming events in Northampton County, including the Chamber of Commerce “After Hours” gathering and the screening of *The Smell of Money* documentary. She also noted her plans to participate in several youth fall activities. Dr. Whitaker mentioned her participation in the Cool Springs Male Chorus Anniversary and the Chapel Hill Baptist Church Annual Women’s Day celebration. Addressing citizens’ concerns, Dr. Whitaker emphasized that while solutions may not always be immediate, the Board takes all concerns to heart and strives toward resolution. She informed the Board that she may be unable to attend the upcoming meeting due to a conference next week but reaffirmed her continued commitment to the citizens, staff, and the work of Northampton County.

Dr. Whitaker concluded by expressing appreciation to Dr. Phillips and Dr. Gatling for their assistance and wished everyone a safe and pleasant evening.

Keith Edwards:

I would like to thank you for coming out tonight. It means a lot to hear your voice. I get phone calls, and I try to get it to the right place for the betterment of Northampton County. The workers are dedicated, and I would like to thank every worker in Northampton County. Thank you for coming out and be safe.

Dr. Kelvin Edwards:

Thank you, Mr. Chairman. Thank you everybody for coming out and please give us your concerns, so we can improve Northampton County.

Chairman Ed Martin:

Thank you for coming out and drive safely. Can I get a motion to go into closed session?

Action Taken

Dr. K. Edwards: I move we go into Closed Session.

NCGS§143.318.11(a)(6) Personnel

NCGS§143.318.11(a)(4) EDC Report

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 15: Closed Session

Closed Session was held.

Tab 16: Adjournment

Respectfully submitted this 13th day of October 2025.

Deborah S. Gatling, Clerk to the Board

The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners
October 20, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker (absent)
- Keith Edwards

Commissioners Absent: None

Tab 1: Call to Order

The meeting was called to order by Chairman 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 October 20, 2025 considered for approval.

Chairman: Can I get a motion to approve the agenda?

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move to approve the agenda as presented.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5: Consent Agenda

Tax Department Matters:

- ✓ Decision Paper: Ad Valorem Tax Appeals (\$10,357.38)
- ✓ Decision Paper: Motor Vehicle Refunds (\$599.68)
- ✓ Resolution Authorizing Upset Bid Procedure for Sale of Property – Rich Square Township (1,500.00)

Chairman: Can I get a motion to approve the consent agenda; they were presented at the last meeting?

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move to approve the consent agenda as presented at the last meeting.

Melvetta Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 6:

Citizens Comments

(Please see video on NHC Website for detailed information)

- Earl Daniels –Inquiries relating to NHC Policy - Renaming the Sheriff Office.
- Dr. Charles Tyner - Inquiries relating to good drinking water for every citizen in NHC.
- Alan Tashima – Inquiries relating to county’s budget.

Tab 7:

Recognition of Chiefs of Police for Northampton County

John Tayloe, Northeast Regional Director for U.S. Senator Ted Budd, presented letters of commendation from Senator Budd’s Office to Chief Brenda Burnette and Chief Marcel Goffington. Northampton County commissioners, Mr. Tayloe, Chief Burnette, and Chief Goffington posed for a group photo, which will be published in the *Roanoke-Chowan* newspaper. The photo was taken by Holly Taylor.

Tab 8:

Public Works Presentation

Becky Turner recognized three employees Cody Hurdle, Ryan Daughtry and Johnathan Futrell who recently completed training in Collections and passed the State exam. The employees and the commissioners posed for a group photo, which will be published in the *Roanoke-Chowan* newspaper. The photo was taken by Holly Taylor.

Tab 9:

Finance Department Matters

Leslie Edwards submitted two reports for the commissioners’ review and approval:

(1) **August 2025 Monthly Report**

Commissioner Taylor: It’s October, but the report is from August. Why is that? **Leslie Edwards:** Some revenues we don’t receive until the 15th of the following month. We need time to post and present accurate and true numbers to the board.

Commissioner Taylor: What CPA firm did this report for us? This show didn’t come out of our financial department.

Leslie Edwards: I did this report myself. I created this report. You can call David Cotton, County Manager for Hertford County, this is my report.

Commissioner Taylor: This did not come out of our financial department because it’s too well written. The words that we use. What CPA firm did it. The tables are too immaculate, too well done, etc. If a law firm did this, I need them to start setting up some time with the board to start meeting with us. We need to be ready, so we won’t be on the Assistance List next year. I agree that what’s in the back came out of your department. Commissioner Taylor expressed her belief that the report presented had been prepared by a law firm.

Leslie Edwards: I created this report. You can call David Cotton, County Manager for Hertford County, this is my report.

Commissioner Taylor: I beg the differ and I stand 10 toes in.

(2) **Amendment to the Phase VI Project Budget Ordinance**

The original grant Project Ordinance “Phase VI Water and Sewer Project” was presented before the board in June 2022 for \$5,002,800.00. The new updated amendment is for \$6,929,000.00 to reflect the changes that were approved at the last meeting.

Chairman Martin: Can I get a motion to approve the amendments on the grant ordinance?

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move we approve for the amendment on the grant ordinance for Phase VI.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 14: County Manager / Board Comments:

Mr. Phillips:

Good evening, commissioners. I have one item I want to share to make you and the citizens aware. The young lady sitting across from me, since she’s been with Northampton County has done an extraordinary, amazing job as Clerk to the Board. She has topped it off by completing the Clerk Certification Exam and all the educational requirements from the School of Government. It reads, “Dr. Deborah S. Gatling has successfully completed Clerk Certification Institute, Friday, October 17, 2025.” I just wanted to give you your flowers today and say thank you for all you do for the County. The commissioners and members of the public extended their congratulations and applause to Dr. Gatling in recognition of her accomplishments.

Keith Edwards:

I would like to thank you for coming out tonight. It’s a big farmer time of the year. Be careful with all the equipment on the road. Thank you again for your comments and for coming out.

Melvetta Broadnax Taylor:

I would like to thank everybody for attending tonight. Things just don’t happen in Northampton County. We make them happen.

- NHC Highlights: Saturday was a wonderful day in NHC.
- Ms. Lillie Pernell did a fabulous staff with at NHC Memorial Library – All Cancer Matters Event
- I attend Mayor Roy Bell “32 Years Retirement Banquet.”

Dr. Kelvin Edwards:

Thank you, Mr. Chairman. I would like to congratulate our Chiefs of Police, mother and son duo. Also, congratulations to the Public Works for a job well done. Thank everybody for coming out this evening.

Chairman Ed Martin:

Thank everybody for coming out. Drive safely on the way home, deer moving this time of the year and as Commissioner Keith Edwards said, farm equipment is on the road. So, be careful on your way home. Can I get a motion to go into closed session?

Action Taken

Dr. K. Edwards: I move we go into Closed Session.

NCGS§143.318.11(a)(6) Personnel

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 9:

Closed Session

Closed Session was held.

Tab 10:

Adjournment

Respectfully submitted this 20th day of October 2025.

Deborah S. Gatling, Clerk to the Board

The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners – Special Called Meeting



**“Conduct a Public Hearing on the Submission of an
Application for Fiscal Year 2025-2026 CDBG
Neighborhood Revitalization Funding”**

Commissioners’ Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

October 27, 2025 at 6:00 pm

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1: **Call to Order**
The meeting was called to order by Chairman 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 October 27, 2025 considered for approval.

Action Taken:

Dr. K. Edwards: I make a motion to approve the agenda with the addition of the Grant Resolution.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: **Conflict of Interest**
The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5:

Fiscal Year 2025-2026 CDBG Neighborhood Revitalization Funding

- The public hearing was called to order by Chairman Martin at 6:10 p.m.
- Derrick Bennett presented the CDBG Neighborhood Revitalization Fund to the Board for approval and introduced Elisabeth Raskopf, Community Development Manager with the Upper Coastal Plain Council of Governments. Ms. Raskopf provided an overview of the Block Grant application process, noting the available funding of \$950,000 and the submission deadline of October 29, 2025. Following her presentation, the floor was opened for public questions. Citizens in attendance raised inquiries regarding housing selection, eligibility requirements, and whether payments would be directed to homeowners or contractors. Ms. Raskopf addressed all questions and concerns thoroughly.
- The public hearing concluded at 6:25 p.m.

Chairman Martin: Can I get a motion to approve the Resolution?

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move approval of the Resolution for the NHC Application for the Community Development Block Grant Funding for the 2025 CDBG Project.

Melvetta Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Project Application

Derrick Bennett presented the Project Application for Utility Accounts Funds for \$1,500,00.00 to the board for approval. The purpose of this grant is to allow for industrial growth in the county. To promote jobs welfare, and to promote a better well-being for our citizens. I will need the board to vote on the resolution to approve this application. Chairman Martin informed the citizens that the project is necessary to upgrade the sewer line serving the commerce park in order to accommodate potential future growth.

Chairman Martin: Can I get a motion to approve the Resolution for the IDF Grant?

Action Taken:

Dr. K. Whitaker: Mr. Chairman, I make a motion to approve the Resolution for the NHC Commerce Park Sewer Project.

Dr. K. Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 6: County Manager / Board Comments:

- **Dr. Phillips:** Dr. Phillips expressed appreciation to all citizens, thanking them for coming out and for their participation in the public hearing.
- **Dr. Keedra Whitaker**
Good evening to everyone. Dr. Whitaker thanked the citizens and staff for attending and noted that her comments would be reserved for the next regular board meeting.
- **Keith Edwards:** Thank you for coming out. Your comments mean a lot to us and we don't take it lightly. I see a lot of positive things going on in the county. Thank our leaders for doing a good job. Be careful going home.
- **Commissioner Taylor:** Commissioner Taylor thanked the citizens for attending tonight's meeting and provided an update on the impact of the government shutdown. She noted that approximately 1.4 million individuals who rely on WIC and food stamp distribution will be affected. Citizens in need of assistance from the Department of Social Services were advised to contact Rhonda Taylor at (252) 534-5811 or 211. Additional updates for Northampton County residents will be posted on the county's official website.
- **Dr. Kelvin Edwards:** Thank you, Mr. Chairman. I echo what Commissioner Taylor stated. As I serve on the Social Services board and that 211 number will direct you to local connections, such as food banks because this is a critical time when the SNAP program is being affected here in NHC and we hope you dial this number if you need assistance. This is a critical situation that begins in November.
- **Chairman Ed Martin:**
I believe there's a distribution in this county once a week. There was one today in Jackson. Thank you for coming out tonight and we will see you the next time.
Can I get a motion to adjourn?

Action Taken

Dr. K Edwards: I motion that we adjourn.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 10: Adjournment

Respectfully submitted this 27th day of October 2025.

Deborah S. Gatling, Clerk to the Board

The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners
Monday, November 3, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Tab 1: Call to Order

The meeting was called to order by Chairman Martin. Chairman Martin opened the meeting by clarifying the distinction between Public Comments and Public Dialogue. Public comment is defined as having a statement you want to make and doesn't require response or require additional research. Public dialogue is defined as an open dialog that is on things that are on your mind and can be answered and speak freely about what we know about the subject.

Tab 2: Moment of Silence and Pledge of Allegiance

Moment of Silence and Pledge of Allegiance observed.

Tab 3: Approval of Agenda

Agenda for November 3, 2025 considered for approval.

Chairman: Can I get a motion to approve the agenda?

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move to approve the agenda with adding the Solar Farm Ordinance Update as Item #5 following the Conflict-of-Interest Statement.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5:

Solar Farm Ordinance Update

Dr. Edwards: The information received was sent out to an attorney. I would like to ask Attorney Scott to give an update on where we are in the process of moving along.

Attorney Scott: As recommended by several citizens the law firm of Bryan Brice located in Raleigh, NC. I had several conversations with Mr. Bryce who has expressed his interest in assisting the county in the review of the Solar Farm Ordinance. We have been waiting for his proposed engagement terms and stated that we need to move this along. He assured me that tomorrow we would have this proposed engagement letter. This will come before the board, hopefully at your next meeting.

Chairman: Any board members have any questions for the attorney? We look forward to seeing the letters with the terms.

Tab 6:

Public Dialogue Session (20 minutes)

Chairman Martin opened the Public Dialogue Session.

Topics discussed:

- Dr. Edwards reminded Chairman Martin that the commissioners used this type of format at the Commissioners' Retreat held in August 2025. Citizens stated that it was a very effective dialogue compared to waiting for a written response and expressed interest in continuing these public dialogues on a quarterly basis, as promised.
- One citizen requested access to utilize the soon-to-be-vacant high school, once the students have moved out.
- Another citizen urged the board to take action to assist with this need, rather than merely listening and discussing it.
- Chairman Martin informed the citizen that a discussion with the school would be necessary, as the school owns the building.
- Dr. Whitaker discussed the initiatives and ideas for the County's Future Strategic Plans that were presented at the Board of County Commissioners Retreat on Saturday, August 16, 2025. Rich Square Creecy site activities for the Youth as well as the senior citizens are also needed. Informational sessions will be held in the new year about what we would like to see in that area.
- Commissioner Keith Edwards stated that the county needs to consider both youth and adults and take proactive steps to maintain and expand recreational opportunities for young people and the elderly.
- Commissioner Taylor stated that, based on what she was hearing from the citizens, it appears to take too long to get things done. She emphasized the need to "get it done," stop just talking the talk, but walk the walk.
- One citizen offered suggestions to the commissioners regarding fiduciary responsibilities, the effectiveness of the county's spending, the timeline for budget review, and workshops on how county funds are allocated.

- Chairman Martin informed the citizens that a Commissioners' Retreat focused on the budget is scheduled for January or February 2026. He also noted that the Economic Development Office undertakes many efforts that are not publicized until they are finalized.
- Dr. Phillips informed the citizens that the county does not have a slush fund and explained that the \$3,000,000 shown on the graph presented by Leslie represents working capital, which is collected daily and reflected in the county's reports and audits.
- One citizen spoke on communication, response or acknowledgment of email receipt from the commissioners.
 - The public dialogue was closed by Chairman Martin.

Tab 7:

Citizens Comments

(Please see video on NHC Website for detailed information)

- Earl Daniels – This is my farewell remarks to the Board, YouTube viewers and citizens. Mr. Daniels alleged that the county has violations of state law, contract law, and state-required certifications.
- Sylvia Vinson – Ms. Vinson expressed a few concerns about the deal made with Economic Developer, Board of Commissioners and Energy1. The County Ordinance and Solar Farms are trying to infiltrate this county was discussed.

Tab 8:

Department of Social Services (DSS) Matters - Updates

Ms. Rhonda Taylor shared information with the commissioners and citizens regarding the Supplemental Nutrition Assistance Program (SNAP) which provides food benefits to low-income families to supplement their grocery budget so they can afford the nutritious food essential to health and well-being. Approximately 2,464 cases have been reported, potentially affecting over 4,000 citizens. Ms. Taylor also shared information about local shelters with the board and citizens, and this information will be posted on the county's website.

The commissioners thanked Ms. Taylor for providing this updated information, especially with the holidays approaching.

Tab 9:

Health Department Matters

Megan Vick provided information about the Supplemental Nutrition Program for Women, Infants, and Children (WIC), which was read to the board and citizens by Dr. Deborah S. Gatling. The following information was read. "NC WIC is operational and remains open for business. We will send out additional information if any changes to WIC operations are required due to the ongoing government shutdown. Assuming that redemption levels remain stable, with the ongoing incremental funding, WIC can operate at a minimum through November 30th. Behavior Health resources and an excellent resource is Trillium Health Resources in which Northampton is one of the covered counties. Their contact information will be posted on the county's website.

Tab 10:

Tax Department Matters

Ms. Jaime Mason – Tax Administrator presented the following documents.

- Decision Paper: Ad Valorem Tax Appeals (\$7,995.55)
- Decision Paper: Motor Vehicle Refunds (\$1,177.29)

Action Taken: None

Tab 11:

County Manager / Board Comments:

Mr. Phillips:

Dr. Phillips provided the Commissioners with an update regarding the audit meeting held today with Leslie, the auditors, and himself. The audit deadline has been extended by the LGC from October 31 to December 31, 2025. We are on track and plan to complete the audit by the revised deadline.

The Capital Improvement Planning (CIP) document was distributed via email to all department heads and is due by the close of business on January 3, 2026. The CIP plan covers a five-year period from January 2026 through January 2031.

I also reached out to Commissioner Edwards and Commissioner Martin to inquire whether the Board of Commissioners would like to meet in January or early February for a contingent budget or planning session. Dr. Phillips requested that the Commissioners provide guidance on the Board's goals or expectations for the departments and the County Manager regarding the Capital Improvement Plan and the budget in general.

Dr. Gatling will poll the Commissioners to determine availability for a planning session, preferably on a Saturday morning, as we have done previously.

The Emergency Management Department is planning a mass casualty incident on Thursday, November 13th from 9AM – 1PM at the Garysburg Community Center. I will be attending and observing what they are doing at the exercises.

The Pickleball RFP (two pickleball courts) will be posted in the media tomorrow. Thank you, citizens, for coming out and I do appreciate your comments. I have an open-door policy.

Dr. Keedra Whitaker:

I would like to say good evening to everyone. Dr. Whitaker read highlights from the month of October.

- Oct. 22 - Trunk or Treat at the Wellness Center
- Oct. 23 - Candidates Forum in Rich Square (Mayor or Town Commissioner)
- Oct. 24 – Rich Square Fall Festival.
- On last Thursday, Economic Development and Small Business Panel took place at Rich Square Town Hall. Derrick and Shannon did an awesome job explaining to the citizens the “why we have a lot of things going on and certain things can’t be exposed.” and a presentation shown how the town can be beatified and different grants opportunities. We need to get as much information out as we can.
- 3rd Sunday in October, I participated at Jerusalem Women’s Day
- We appreciate the open dialogue section. I realized that we are going to have some difficult conversations. As long as we respect boundaries, speak to each other in a respective tone and stay away from insults, we can move forth productively. The accountability of our actions is not just talking but taking actions to show you all how we can make things happen. Thank you all for coming out and have a safe drive home.

Keith Edwards:

I would like to thank you for coming out tonight. Thank you to these employees of Northampton County who’s giving them an effort to make this a better county. Thank you!

Melvetta Broadnax Taylor:

I would like to say thank you to everybody that came out, thank you, thank you. I would like to ask Dr. Gatling who put our packet together tonight about the resources in the back of the packets. How are we getting these out to our citizens so they can have access to them? These are wonderful resources that she has put together.

Dr. Gatling: The information will be posted on the website tomorrow.

Thank you.

Melvetta Broadnax Taylor:

Tomorrow is voting day in our municipals. I encourage you to get out and vote. Citizens, in time like these remain encouraged. Together, we can move mountains, but divided, we can watch it all fall. You are remembered and important to us in Northampton County. Have a good night.

Dr. Kelvin Edwards:

Thank you, Mr. Chairman. I just want to echo, that tomorrow local elections will be held. Please remember that and go out and vote. Please remember our Veterans-on-Veterans Day - November 11th. Many men and women fought diligent for in many wars for us to be sitting here this evening across this great country - the United States of America. Freedom is not free; freedom comes at a cost. We are strong in unity in NHC. I'm a lifelong citizen from Jackson, NC. To our citizens we must remain strength-focused and keep our faith. Have a good evening.

Chairman Ed Martin:

- Veterans Day will be in front of the Courthouse weather permitting at 11:00 AM.
- Upcoming Saturday at 1 o'clock at the Church of the Savior, there will be a dedication for a historical marker put up. Rodney Pierce will help get this approved.
- It's getting foggy, be careful on your way home. Thank everybody for coming out and have a good evening. Can I get a motion to adjourn?

Action Taken

Dr. K. Edwards: I move to adjourn, Mr. Chairman.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 12: Adjournment

Respectfully submitted this 3rd day of November 2025.

Deborah S. Gatling, Clerk to the Board

The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners
Monday, November 17, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards (absent)

Commissioners Absent: None

Tab 1: Call to Order

The meeting was called to order by Chairman 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 November 17, 2025 considered for approval.

Chairman: Can I get a motion to approve the agenda?

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move to approve the agenda with moving the Commissioners Celebrate Northampton County Employees' Milestone of Service to Item #5 following the Conflict-of-Interest Statement.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4: Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5: Commissioners Celebrate Northampton County Employees' Milestone of Service

The Board of Commissioners recognized 40 Northampton County Local Government staff members for their outstanding dedication, with service spanning 20 to 42 years. Chairman Martin presented certificates as Dr. Gatling, Clerk to the Board, read the names of the employees aloud. Holly Taylor from the RC News-Herald was on hand to capture the moment, and the photo will be featured in the local newspaper.

Tab 6:**Consent Agenda**

Ms. Jaime Mason – Tax Administrator presented the following documents.

- Decision Paper: Ad Valorem Tax Appeals (\$7,995.55)
- Decision Paper: Motor Vehicle Refunds (\$1,177.29)

Action Taken:

Dr. Keedra Whitaker: Motion to Approve the Consent Agenda

M. Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 7:**Citizens Comments** (Please see video on NHC Website for detailed information)

- Alan Tashima raised inquiries regarding the county's fiduciary spending, specifically questioning how taxpayer dollars are allocated and used within the county.

Tab 8:**ClearGov Budgeting Software Update Presentation**

- Dr. Julian Phillips introduced Ryan Nichols from ClearGov to the Commissioners. Mr. Nichols provided an overview of the upgraded ClearGov presentation, which included the updated budget book package. He then opened the floor to the Commissioners, inviting any questions regarding the enhancements made to the packet.
- Dr. Edwards asked Dr. Phillips which packet he would choose from the available options. In addition, personnel budget is a major component when discussing the HR and Finance areas, as they play a crucial role in managing staffing levels, salaries, benefits, etc.
- Dr. Phillips provided further details on the three different options available in the package. After reviewing the choices, Dr. Phillips selected Option #3, which included the Budget Book packet.
- Commissioner Taylor emphasized the importance of gathering feedback from various coaches on the Unit Assist List before moving forward with the purchase of the software.
- Dr. Phillips informed Commissioner Taylor that he would consult with the coaches and report back to the board with their feedback.
- Dr. Whitaker expressed appreciation for the presentation, noting that adopting both systems would not only increase efficiency but also reduce paper usage. She emphasized the importance of exploring all the flexible features ClearGov offers. Dr. Whitaker suggested that if the boarding process could be digitized, it would streamline communication between department heads and ensure everyone is aligned, following the same workflow. Dr. Whitaker concluded that this presentation has the potential to greatly enhance the county's overall efficiency.
- Chairman Martin: Is this something you will also use throughout the year as you do budget amendments or this us to help create the original budget?

- Dr. Phillips: Yes, it can be used throughout the year.
- Leslie Edwards, Finance Officer, informed the commissioners that the county had purchased a timekeeping system a year and a half ago. She discussed the current changes with the system and the progress being made in terms of onboarding and implementation.
- Chairman Martin: Is it the wishes of the board try to choose one of the options tonight or wait for the County Manager to run it pass our coaches and the CPA to see what their recommendations would be?
- Commissioner Taylor stated that she would like to wait until it is reviewed by the coaches and the CPA before moving forward. Dr. Edwards emphasized that it should be presented to the Board of Commissioners with one recommended option, rather than three, before any final decision is made.

Action Taken:

Dr. K. Edwards: I move that we table this until the next board meeting.

M. Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 9:

Halifax-Northampton Regional Airport Authority Board Appointment

Chairman Martin opened the floor for consideration of the re-appointment of William Dickinson to the Halifax-Northampton Regional Airport Authority.

Current Term: 2/1/2023 - 1/31/2026 *New Term:* 1/31/2026 - 1/31/2029

Action Taken:

Dr. K. Edwards: I move for re-appointment of said named candidate, William Dickinson.

M. Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 10:

Northampton County Veterans Advocacy Commission Board Appointment

Chairman Martin opened the floor for consideration of the appointment of Dr. Deborah S. Gatling to the Northampton County Veterans Advocacy Commission Board.

New Term: 11/17/2025 - 12/31/2026

Action Taken:

Dr. K. Edwards: I move for appointment of said named candidate, Dr. Deborah S. Gatling.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 11:

Solar Ordinance Review Engagement Agreement

Attorney Scott McKellar provided details on the proposed engagement letter from the Law Office of F. Bryan Brice, Jr. concerning review and guidance for the Solar Energy Development Ordinance for Northampton County. He explained that this engagement was requested by both the Board and county citizens to obtain specialized legal review of the county's inactive solar farms. Attorney McKellar outlined the proposed fee structure: senior attorney services billed at \$350 per hour, associate attorney services at \$250 per hour, and paralegal time at \$100 per hour. He noted that the agreement does not specify a term and may be terminated by the Board at any time without cause. After reviewing the terms, Attorney McKellar stated they were appropriate and recommended approval of the engagement, so Mr. Brice could begin work on behalf of the county.

Chairman Martin asked if any members of the Board had questions for the attorney.

Action Taken:

Dr. K. Edwards: I move the approval of the engagement of Attorney Brice to review the Northampton County Solar Farm Ordinance.

M. Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 12:

Holiday Community Engagement Proposal

Commissioner Dr. K. Whitaker discussed proposed holiday community events, including activities for the Northampton County Nursing Homes, such as providing dinner for the staff and blankets for the residents; turkey and ham giveaways for the towns of Northampton County; a turkey and ham giveaway to be held at the Department of Social Services; and the Northampton County Holiday Community Luncheon scheduled for January 2026.

Tab 13:**Financial Department Matters**

Ms. Leslie Edwards presented the following items.

- September 2025 Monthly Financial Report Presentation
- Budget Amendment #3

Chairman Martin: Can I get a motion to approve the Budget Amendment?

Action Taken:

Dr. K. Whitaker: I make a motion that we approve this Budget Amendment as presented.

Dr. K. Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 14:**County Manager / Board Comments:**

Mr. Phillips: Dr. Phillips thanked everyone for attending the meeting and expressed his appreciation for all the comments any advice or suggestions you shared.

Melvetta Broadnax Taylor: Commissioner Taylor thanked all the citizens for attending the meeting and shared details of a very eventful weekend. She informed both the commissioners and the public that her home had been struck by gunfire, with a bullet entering her bedroom window. As a result, she fell from the bed and injured her leg. She also noted that her son was upstairs at the time, and his bedroom window had been struck as well. Sheriff's patrol deputies arrived at her residence within approximately seven minutes and assessed the situation. She stated that she had spoken with Representative Rodney Pierce regarding the need for increased police protection in Seaboard, North Carolina, and indicated that she would also be reaching out to the Governor's Office. She requested assistance and support from the Board.

Dr. Keedra Whitaker:

I would like to say good evening to everyone. To Commissioner Broadnax Taylor my heart definitely goes out to you and your son for this horrific experience you guys have gone through. Unfortunately, violence and vandalism have become a popular trend in a lot of our communities. Whatever we can do as a commissioner board, I'm definitely in support of. We appreciate our Sheriff Department. Town leadership is very important. I would like to thank everyone for coming out. Dr. Whitaker acknowledged the Town Commissioners in attendance and Mayor Newcome, others in attending the meeting. As much as we can, we must keep each other encouraged. I hope everyone have a safe and blessed holiday.

Dr. Kelvin Edwards:

Thank you, Mr. Chairman. Commissioner Broadnax Taylor, thank you for sharing; my heart is heavy. Dr. Edwards emphasized the importance of safety and requested that the Chairman and Mr. Phillips call an emergency meeting for every township in Northampton County to talk about safety (gunshot echoing Seaboard, NC and Gaston, NC) is just unfathomable

We need to see what we as a county board can do to assist. I'm hearing proposals in amount of x amount of dollars, but something needs to be done, because we are at that critical point. I would wish everybody a good Thanksgiving, but words are heavy right now. This is unbelievable.

Chairman Ed Martin:

- Thank you for sharing.
- I think a lot of this is gang related. We've got to do something about that. Family Dollar was robbed just a few months ago across from the Sheriff's Office. This is definitely something that we've got to deal with. I would like to thank everybody for coming out tonight and have a safe travel home.
- Can I get a motion to go into close sessions?

Action Taken

Dr. K. Edwards: I move to go into close session.

NCGS§143-318.11(a)(4) – EDC Report

M. Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 15: **Closed Session**

A Closed Session was held.

NCGS§143-318.11(a)(4) – EDC Report

Tab 16: **Adjournment**

Respectfully submitted this 17th day of November 2025.

Deborah S. Gatling, Clerk to the Board

The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)

NORTHAMPTON COUNTY
Board of Commissioners
Monday, December 1, 2025 at 6:00 pm



Commissioners' Meeting Room
Northampton County Courthouse
128 E. Jackson Street
Jackson, North Carolina 27845

Commissioners Present:

- William Ed Martin - Chairperson
- Dr. Kelvin Edwards, Vice Chair
- Melvetta Taylor
- Dr. Keedra Whitaker
- Keith Edwards

Commissioners Absent: None

Organizational Meeting

The Board first conducted its annual Organizational Meeting pursuant to its adopted Procedures Manual.

(1) Call to Order

The meeting was called to order by Scott McKellar, County Attorney.

(2) Chair and Vice-Chair Selection

Chair and Vice-Chair of the Board of Commissioners for the calendar year 2026 was considered.

Action Taken:

(1) Dr. K. Whitaker: Motion to appoint William Ed Martin as Board Chair.

Keith Edwards: Motion seconded

Vote Called: All present voted. Motion carried 4-1. M. Taylor opposed.

(2) M. Taylor: Motion to appoint Dr. Kelvin Edwards as Board Vice-Chair.

Dr. Whitaker: Motion seconded

Vote Called: All present voting yes. Motion carried.

(3) 2026 Meeting and Holiday Calendar

The 2026 County meeting and Holiday Calendar were presented and considered.

Action Taken:

Melvetta Taylor: Motion to approve Calendar Option #1,
(2 meetings per month.)

Dr. Kelvin Edwards: Motion seconded

Vote Called: All present voting yes. Motion carried.

(4) Adjourn

The Organizational meeting was adjourned by Chairman Martin.

The Regular BOCC Meeting Called to Order

Tab 1:

Call to Order

The meeting was called to order by Chairman 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 December 1, 2025 was considered for approval.

Chairman: Can I get a motion to approve the agenda?

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move to approve the agenda with moving the Holiday Proposal after the Citizens Comments.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 4:

Conflict of Interest

The Conflict-of-Interest statement was read by Dr. Kelvin Edwards. No conflicts reported.

Tab 5:

Citizens Comments (Please see video on NHC Website for detailed information)

- Lillie Pernell thanked the County Commissioners for their support during 2025. She informed the commissioners of the Memorial Library upcoming events:
 - * Dec. 6 – Book signing with Candace Lewis, Mental Health Journey: A Bloom Within.
 - * Dec. 10 – Veterans Comedy Central Luncheon with Mitch Cable
 - * Dec. 13 – Jackson Christmas Parade
 - * Dec. 18 – Library Pajama Party
 - * Dec. 17, Spreading Holiday Cheer at the Rich Square Nursing Facility
 - * February 2026 – Father & Daughter, Mother & Son Dance on a Saturday.
 - * Feb. 26 – Genealogist Lamar Deloatch – African-American Genealogist 101 Session
 - * Summer 2026 – Unearth a Story – 6 performers book for June 10th – July 2026
- Gary Brown commented on public records requests submitted in January, emphasizing the need for staff to respond in a timely manner and to review the General Statutes governing the Public Records Act.
- Alan Tashima raised questions concerning fiduciary duties, accounting responsibilities, and matters related to the election year.

Tab 6:**Holiday Community Engagement Proposal**

Dr. Whitaker distributed the second version of the Holiday Community Engagement Proposal to the commissioners and reviewed the edited draft, incorporating feedback received from fellow board members and community partners. Updates were made accordingly. The Holiday Dinner catered meal event is scheduled for January 10, 2026, and will serve approximately 350 citizens with a budget of \$7,500. The Turkey or Ham Giveaway remains an option, with town flyers to be processed for each district. An estimated \$1,500–\$2,000 will be allocated to each township for turkeys or hams, totaling approximately \$22,000 county-wide. Local food banks have been contacted to assist with allocating funds for the purchase of turkeys or hams. Social Services funding for turkeys and hams is projected to be approximately \$3,000. It was requested that the proposal be presented again in the spring. First responder initiatives will be implemented at a later date. Nursing and rehabilitation centers have been identified, with plans to provide care packets for residents and caregivers at an estimated cost of \$4,000. Donations will be made to three nursing facilities. An additional \$1,000 has been allocated to support county EMS services in the County. Our total range is at \$37, 500 – \$38,500.

Chairman Martin: Do we have a motion to proceed on with this proposal?

Action Taken:

Keith Edwards: I move we proceed.

Dr. K. Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 7:

ClearGov Budgeting Software Update Presentation

- Dr. Julian Phillips introduced Ryan Nichols of ClearGov to the Commissioners. At the previous meeting, the County Manager was tasked with seeking input from the CPA and the county's auditors regarding the ClearGov software. Dr. Phillips reported that he consulted with Denise Stinagle of NCACC, Melanie Bryan of the LGC, and Alan Thompson of Thompson Price, the county's auditor. All three endorsed moving forward with the process. Mr. Nichols provided a brief presentation on two additional modules for the county to consider as part of the overall package. The annual investment for all modules, beginning July 2026, will be \$36,050.
- **Chairman Martin:** What are the wishes of the Board?

Action Taken:

Dr. K. Whitaker: I make a motion that we move forward with Option #3.

Keith Edwards: Motion seconded.

Vote Called: All present voted. Motion carried 4-1. Dr. Edwards opposed.

Tab 8:

Health Department Matters

Decision Paper: Megan Vick requests for the Board of Commissioners' approval of recommended appointment to replace two resigning members effective Jan. 1, 2026.

- Marion Mizelle, who fills the Registered Nurse position has resigned, her term expires on December 31, 2025. Jessica Newsome, RN, has applied to serve on the Board for this position.
- Dr. William Futrell, who fills the Public Member position, Optometrist position, has resigned. His term is set to expire on December 31, 2025. Dr. Matthew Edwards has applied to serve on the Board for this position.

Decision Paper: Megan Vick requests for the Board of Commissioners' approval of recommended re-appointment of Board of Health members whose terms expire December 31, 2025. Board of Health members may serve three consecutive 3-year terms. The Board of Health voted for re-appointment to become effective Jan. 1, 2026, upon approval of the County Commissioners.

- Chris Deberry
- Dr. Nicole Howell
- Dr. Jordan White
- Ruth Moody
- Ben Moses

Action Taken:

Keith Edwards: I make a motion to approve.

Dr. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 9:**Halifax-Northampton Regional Hazard Mitigation Plan**

The Halifax-Northampton Regional Hazard Mitigation Plan letter was read by Chairman Martin. Northampton County Emergency Management is in the process of updating our Regional Hazard Mitigation Plan, which we share with Halifax County. This update occurs every five years and is a requirement under the Disaster Mitigation Act of 2000. The purpose of this plan is to identify potential natural and human-caused hazards that could affect our county-such as hurricanes, flooding, severe storms, extreme heat, Dam/Levee failure and winter weather with the intent to develop long-term strategies to reduce their impacts. Having an approved and up to date Hazard Mitigation Plan is extremely important for several reasons:

1. Eligibility for FEMA funding- The county and our municipalities must have an approved plan in order to qualify for federal disaster mitigation grants and certain types of post-disaster assistance.
2. Risk reduction- The plan helps us identify vulnerabilities in our communities and guides actions to reduce loss of life and property before disasters occur, rather than reacting after the fact.
3. Community resilience- It strengthens our ability to recover faster and smarter when disasters do strike.
4. Collaboration and coordination- It brings together county departments, municipalities, emergency services, public works and the public to ensure we are all working toward the same goals.
5. Cost savings- Every dollar spent on mitigation saves multiple dollars in the future response and recovery costs.

Tab 10:**Economic Development Matters**

Mr. Bennet reported that he had no items to discuss with the Board regarding Economic Development Matters.

Tab 11:

Tax Department Matters

Ms. Mason presented several items to the board for approval.

1. Decision Paper: Ad Valorem Tax Appeals for \$2,340.36
2. Decision Paper: Late Application for Patricia Deanes
3. Decision Paper: Motor Vehicles Refunds for \$652.06
4. Resolution Authorizing Upset Bid Procedure for Sale of Property – Rich Square Township \$200.00
5. Resolution Adopting 2026 Listing Extension Dates
6. Property Record Card

Action Taken:

Dr. K. Whitaker: I make a motion to approve Ad Valorem Tax Appeals for \$2,340.36.

M. Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Action Taken:

Keith Edwards: I move to approve, Mr. Chairman.

M. Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Action Taken:

Dr. K. Whitaker: I make a motion to approve Motor Vehicles Refunds for \$652.26.

Keith Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Action Taken:

Dr. K. Edwards: I move to approve, Mr. Chairman.

M. Taylor: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Action Taken:

Dr. K. Edwards: Mr. Chairman, I move approval of the Resolution.

Dr. K. Whitaker: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Dr. Phillips recognized Ms. Mason and read a certificate from the North Carolina Department of Revenue congratulating her on receiving the Certification of County Assessor, awarded on July 16, 2025. The Board and citizens applauded Ms. Mason, after which photographs were taken with Ms. Mason, Dr. Phillips, Chairman Martin, members of the Tax Department staff, and Ms. Mason's family.

Tab 12:

Financial Department Matters

Ms. Leslie Edwards presented the following items.

- Budget Amendment #4

Chairman Martin: Can I get a motion to approve the Budget Amendment?

Action Taken:

Dr. K. Whitaker: I make a motion that we approve this Budget Amendment.

K. Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried

Tab 13:

County Manager / Board Comments:

Mr. Phillips: The Annual Christmas Bonus will be paid out on December 15, 2025 in the amount of \$200.00 to each full-time and permanent part-time employee on record as of December 1, 2025. Thank you for coming out.

Dr. Keedra Whitaker: Good evening, everyone. I hope you all had a safe and wonderful Thanksgiving holiday. I participated in Conway's parade and would like to acknowledge Christmas on the Square, even though I was unable to attend due to illness in my family. Dr. Whitaker also acknowledged Rich Square's upcoming parade – Saturday, Dec. 6th, where she will be serving as Grand Marshal, and expressed her excitement about the opportunity. In addition to participating in Gaston festivities. I wanted to thank our citizens for all you do as well as our staff. Have a wonderful remaining month and a safe holiday.

Keith Edwards: Thank you again for coming out. We always appreciate the input from our citizens and look forward to the comments and seeing our staff in Northampton County, which do a good job. Thank you for all you do and have a safe trip home.

Melvetta Broadnax Taylor: Ms. Taylor thanked everyone for attending the meeting and expressed special appreciation to the NHC Board of Commissioners for prioritizing safety by meeting with mayors and municipalities and being actively engaged "boots on the ground." She also personally thanked her board colleagues and noted that the next safety meeting will be held on December 4, 2025. The New Rural Project was discussed with public safety as the primary topic. Ms. Taylor further shared that a webinar concerning Unit Assist List Training will be held, with board members participating. She concluded by wishing everyone a Merry Christmas and thanking them for their continued support of the Board.

Dr. Kelvin Edwards:

Thank you, Mr. Chairman. Good evening to everyone. As we approach this holiday season, it gives us an opportunity to meet with Gaston mayor and town commissioners as we focus on safety. Looking forward to the meeting on Thursday, December 4, 2025. Dr. Edwards elaborated on the beam-raising ceremony held at the new high school, noting that he and the fellow commissioners were in attendance and highlighting the significance of the event in the school's construction progress. He stated that the new high school is projected to open between August and September. In addition, he announced that high-speed fiber optic internet is finally coming to Northampton County. He concluded by wishing everyone a Merry Christmas and a Happy New Year.

Chairman Ed Martin:

- Chairman Martin thanked everyone for attending the meeting. He announced that the tree lighting will take place this Friday at the Old Courthouse. He also shared that NC Car invited him for a ride-along. Chairman Martin mentioned that he rode in a Ferrari, noting that it was very fast and that a recording of the experience was provided. He thanked everyone for attending and reminded all to drive safely.
- Can I get a motion to go into closed sessions?

Action Taken

Dr. K. Edwards: I move to go into closed session.

NCGS§143-318.11(a)(4) – EDC Report

K. Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 15:

Closed Session

A Closed Session was held.

NCGS§143-318.11(a)(4) – EDC Report

Action Taken

Dr. K. Edwards: I move to exit closed session.

K. Edwards: Motion seconded.

Vote Called: All present voting yes. Motion carried.

Tab 16:

Adjournment

Respectfully submitted this 1st day of December 2025.

Deborah S. Gatling, Clerk to the Board

The first Regular Meeting of each month by the Northampton County Board of Commissioners constitutes 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 session. Action Items are voting on in the second meeting. This meeting is recorded on Northampton County Website: [Commissioners Meeting](#)