

NORTH CAROLINA

WAYNE COUNTY

The Wayne County Board of Commissioners met on Tuesday, May 3, 2022, at 9:00 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, Goldsboro, North Carolina, after due notice thereof had been given.

Members present: Joe Daughtery, Chairman; George Wayne Aycock, Jr., Vice-Chairman; Barbara Aycock; Bevan Foster; Chris Gurley; Freeman Hardison, Jr.; and Antonio Williams.

Members absent: None

Briefing Session

During the scheduled briefing and prior to the regularly scheduled meeting, the Board of Commissioners held an advertised briefing session to discuss the items of business on the agenda.

The briefing began at 8:00 a.m. with County Manager Craig Honeycutt reviewing the agenda. The agenda was adjusted by the following:

- Motion to approve the 53rd Annual Professional Municipal Clerks Week.
- A Work Session to discuss subscriptions with EMS.
- A Closed Session.
- Motion to Adopt the Project Berry Resolution.
- Budget Amendment #458.

Finance Director Allison Speight reviewed the Budget Amendments and answered questions from the board. Sheriff Larry M. Pierce explained the reason for budget amendment #429 and it being required by Session Law for their accreditation.

Planning Director Berry Gray reviewed the subdivision plat under the Consent Agenda.

IT Director Ryan Preble reviewed the Cisco Switch Replacement Contract and the Meraki Wireless Equipment with Licensing to Trace3 contract.

County Manager Craig Honeycutt reviewed the Security Services Contract to Strategic Security.

Recess the Board of Commissioners Meeting

At 8:47 a.m., Chairman Joe Daughtery recessed the meeting of the Wayne County Board of Commissioners.

Call to Order

Chairman Joe C. Daughtery called the meeting of the Wayne County Board of Commissioners to order.

Invocation

Adamsville Baptist Church Senior Pastor Pete Williams gave the invocation.

Pledge of Allegiance

Commissioner Chris Gurley led the Board of Commissioners in the Pledge of Allegiance to the Flag of the United States of America.

Approval of Minutes

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners approved the minutes of the regularly scheduled meeting of the Board of Commissioners on April 19, 2022, by a vote of six to one with Commissioner Foster voting against.

Discussion/Adjustment of Agenda

Upon motion of Commissioner Barbara Aycock, the Board of Commissioners unanimously approved and authorized the adjusted agenda. Added to the agenda:

- Motion to approve the 53rd Annual Professional Municipal Clerks Week added to Special Presentations.
- A Work Session to discuss subscriptions with EMS following the Closed Session.
- A Closed Session following the Board of Commissioners Committee reports.
- Motion to Adopt the Project Berry Resolution added to Consent Agenda.
- Budget Amendment #458 added to Consent Agenda.

Motion to Approve National Law Enforcement Week and National Peace Officers Memorial Day Proclamation

Vice-Chairman George Wayne Aycock, Jr. read the proclamation, attached hereto as Attachment A.

Upon motion of Vice-Chairman George Wayne Aycock, Jr., the Board of Commissioners unanimously approved the National Law Enforcement Week and National Peace Officers Memorial Day Proclamation.

Motion to Approve 2022 EMS Week Proclamation

EMS Director Dave Cuddeback read the proclamation, attached hereto as Attachment B. Mr. Cuddeback recognized several members of his EMS department, as well as others department managers and staff.

Upon motion of Vice-Chairman George Wayne Aycock, Jr., the Board of Commissioners unanimously approved the 2022 EMS Week Proclamation.

Motion to Approve Mental Health Month Proclamation

Ms. Emily Peacock read the proclamation, attached hereto as Attachment C.

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the Mental Health Month Proclamation.

Motion to approve the Drug Court Month Proclamation

Ms. Colleen Kosinski read the proclamation, attached hereto as Attachment D.

Upon motion of Commissioner Antonio Williams, the Board of Commissioners unanimously approved the Drug Court Month Proclamation.

Presentation by Lakeisha Peten on 'The Vision of David' Program

Ms. Lakeisha Peten presented information on 'The Vision of David' Program, attached hereto as Attachment E.

Update on the Wayne Executive Jetport Projects

Mr. Jason Elliott of WK Dickson and Jetport Director Brandon Gray presented an update on the Wayne Executive Jetport Projects, attached hereto as Attachment F.

Motion to Approve the 53rd Annual Professional Municipal Clerks Week Proclamation

Commissioner Antonio Williams read the proclamation, attached hereto as Attachment G.

Upon motion of Commissioner Antonio Williams, the Board of Commissioners unanimously approved the 53rd Annual Professional Municipal Clerks Week Proclamation.

10:04 A.M. Public Hearing

County Manager Craig Honeycutt reviewed the proposal to ratify two agreements with the Wayne County Development Alliance and the City of Goldsboro, attached hereto as Attachment H.

As no one presented to speak, the Public Hearing was closed at 10:05 a.m.

Upon motion of Commissioner Chris Gurley, the Board of Commissioners unanimously approved to ratify the agreements.

Motion to Appoint Kristie Howell to the Juvenile Crime Prevention Council

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the appointment of Kristie Howell to the Juvenile Crime Prevention Council, replacing Jerry Burns.

Motion to Appoint Wayne Sutton to the Wayne County Agricultural Advisory Board

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the appointment of Wayne Sutton to the Wayne County Agricultural Advisory Board, replacing Ros Balance.

Motion to Reappoint Deborah Worley, Craig West, Julian Aycock, Eddie Pitzer, Harrell Overman, and Johnny Best to the Wayne County Agricultural Advisory Board

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the reappointments of Deborah Worley, Craig West, Julian Aycock, Eddie Pitzer, Harrell Overman, and Johnny Best to the Wayne County Agricultural Advisory Board.

Motion to Appoint Emily Fein to the Wayne County Animal Control Advisory Board

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the appointment of Emily Fein to the Wayne County Animal Control Advisory Board.

Motion to Appoint Shirley Edwards to the Eastern Carolina Regional Housing Authority

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners approved the appointment of Shirley Edwards to the Eastern Carolina Regional Housing Authority by a vote of five to two, with Commissioners Foster and Williams voting against.

Consent Agenda

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved and authorized the following items under the consent agenda:

1. Budget Amendments
 - a. Register of Deeds - #426
 - b. Sheriff's Office - #429
 - c. Solid Waste - #433
 - d. Register of Deeds - #435
 - e. Debt Fund Project - #438
 - f. Facilities - \$439

- g. Comprehensive Opioid Program - #440
 - h. DSS - #441
 - i. DSS - #442
 - j. Sheriff's Office - #443
 - k. Library - #445
 - l. Jetport - #448
 - m. 4H - #458
2. Motion to Approve the Windy Hill Subdivision Section Two Final Plat, as recommended by the Wayne County Planning Board, attached hereto as Attachment I.
3. Motion to Award the Contract for Cisco Switch Replacement to Brooks Network Services, as recommended by Purchasing Manager Noelle Woods, attached hereto as Attachment J.
4. Motion to Award the Contract for Meraki Wireless Equipment with Licensing to Trace3, as recommended by Purchasing Manager Noelle Woods, attached hereto as Attachment K.
5. Motion to Award the Contract for Security Services to Strategic Security Corporation, as recommended by Purchasing Manager Noelle Woods, attached hereto as Attachment L.
6. Motion to Approve Wayne County ABC Board's use of the Wayne County Travel Policy, as required by N.C.G.S. 18B-700(g2), attached hereto as Attachment M.
7. Motion to Adopt Resolution #2022-16: A Resolution authorizing Wayne County to file a formal application for the N.C. Department of Commerce-Rural Division Building Reuse for up to \$500,000 for business expansion related to Project Berry, attached hereto as Attachment N.

Public Comments

No one appeared for Public Comments.

County Manager's Report

County Manager Craig Honeycutt thanked Planning Director Berry Gray and Assistant County Manager Chip Crumpler for traveling to Jacksonville to participate in the Golden Leaf Grants process. Assistant County Manager Chip Crumpler explained the process for applications and stated the deadline to apply was May 25, 2022. He said projects with a significant impact on economic growth, agriculture, job creation, and workforce development would be considered for the grants, open to 501c3 companies and governments. Mr. Honeycutt said a link to the site would be placed on www.waynegov.com.

Mr. Honeycutt reminded everyone of the Day of Prayer event and said the Board will receive his recommended budget on May 17th. Following the Board receiving the budget, the budget work sessions will be set up.

Board of Commissioners Committee Reports

Commissioner Antonio Williams spoke about Mental Health Awareness Month, Teacher Appreciation Week, Wayne County's Summer Employment Program, the National Day of Prayer, and the importance of prayer. He also spoke against violence and thanked all mothers, for the upcoming recognition of Mothers' Day.

Commissioner Freeman Hardison, Jr. thanked everyone for keeping him in their prayers.

Commissioner Bevan Foster had no report.

Commissioner Barbara Aycock thanked staff for coordinating the Employee Appreciation Day. She stated she attended the Wayne County Farm Tour and the Wayne County Tourism Development Alliance meeting.

Commissioner Chris Gurley discussed local road projects that are scheduled to begin next month.

Vice-Chairman George Wayne Aycock, Jr. thanked staff for their help on the budget and early working groups. He attended the Wayne County Farm Tour, the junior livestock show and sale, and the employee luncheon. He thanked the staff who worked on the event.

Chairman Joe C. Daughtery designated May 1st as 'neckties optional' for the Board of Commissioners.

Closed Session

At 10:24 a.m. upon motion of Commissioner Antonio Williams, the Board of Commissioners unanimously declared itself in closed session to discuss the County's position on terms of a contract in acquiring property.

At 11:13 a.m., upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously declared itself in regular session.

Work Session to Discuss EMS Subscriptions

EMS Director Dave Cuddeback presented information on EMS subscriptions, attached hereto as Attachment O. He stated with neighboring counties raising employees' pay, Wayne County would lose valuable employees. Mr. Cuddeback said on April 16, 1997, the County had the first workgroup to discuss non-volunteer EMS. He explained subscriptions and answered questions from the Board. He stated the fees would be similar to those charged for solid waste and fire departments.

Mr. Cuddeback stated a subscription of \$60.00 per household would generate more than \$3 million for EMS. Upon questioning, Mr. Cuddeback revealed the County is subsidizing EMS approximately \$4.5 million. Mr. Cuddeback stated the total cost for EMS is \$9.8 million, before reimbursements from Medicaid, Medicare, or private insurance. He stated Johnston County is charging \$60 per subscription and the charge is still voluntary for that county.

The Board discussed billable versus non-billable services, as well as voluntary versus mandatory subscription charges. Following additional discussion, Chairman Joe C. Daughtery asked Mr. Cuddeback to bring more information back to the Board.

County Manager Craig Honeycutt and Chairman Joe C. Daughtery discussed a working group between the municipalities, designed to discuss municipalities impeding growth in the County. Chairman Daughtery stated he believes the County should have input on regulations implemented by municipalities. He stated Planning Director Berry Gray and Assistant County Manager Chip Crumpler, plus one Board member, would serve in the group, and each municipality would have the same representation.

Adjournment

At 11:56 a.m., Chairman Joe C. Daughtery adjourned the meeting of the Wayne County Board of Commissioners.



Carol Bowden, Clerk to the Board
Wayne County Board of Commissioners

NORTH CAROLINA

WAYNE COUNTY

**NATIONAL LAW ENFORCEMENT WEEK AND
NATIONAL PEACE OFFICERS MEMORIAL DAY**

WHEREAS, in 1962 President John F. Kennedy proclaimed May 15th as National Peace Officer's Memorial Day and the week in which it fell as National Law Enforcement Week to pay special attention to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others; and

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Wayne County Sheriff's Office; and

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, National Law Enforcement Week will be observed this year from May 11th through May 17th; and

WHEREAS, law enforcement officers are charged with pursuing justice for all individuals and performing their duties with fidelity to the constitutional and civil rights of the individuals that the law enforcement officers serve; and

WHEREAS, the resolve of law enforcement officers in the service of their communities is unyielding, despite inherent dangers in the performance of their duties, and the vigilance, compassion, and decency of law enforcement officers are the best defense of society against individuals who seek to do harm; and

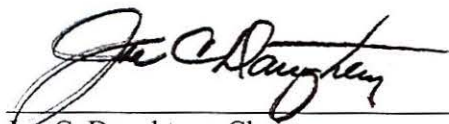
WHEREAS, Peace Officers Memorial Day May 15, 2022 honors the 609 law enforcement officers who died in the line of duty in 2021, with 24 of those being officers in North Carolina; and

WHEREAS, during the first four months of 2022, 92 law enforcement officers across the United States have made the ultimate sacrifice, with four of those being officers in North Carolina; and

WHEREAS, all citizens of Wayne County should remember and recognize the men and women who serve and protect them, working in the County every hour of every day to ensure they remain safe.

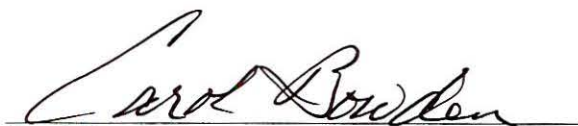
NOW, THEREFORE BE IT FURTHER RESOLVED that the Wayne County Board of Commissioners formally designates May 11, 2022, through May 17, 2022, as National Law Enforcement Week in Wayne County, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

Adopted this the 3rd day of May, 2022.



Joe C. Daughtery, Chairman
Wayne County Board of Commissioners

Attest:



Carol Bowden
Clerk to the Board



WAYNE COUNTY
NORTH CAROLINA

2022 EMS WEEK PROCLAMATION

WHEREAS, Emergency Medical Services is a vital public service; and

WHEREAS, the members of Emergency Medical Services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, Emergency Medical Services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the Emergency Medical Services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of Emergency Medical Services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, the Wayne County Board of Commissioners, in recognition of this event do hereby proclaim the week of May 15-21, 2022, as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, *Rising to the Challenge*, we encourage the community to observe this week with appropriate programs, ceremonies and activities.



Joe C. Daughtery, Chairman



ATTEST:



Carol Bowden, Clerk

NORTH CAROLINA

WAYNE COUNTY

MAY IS MENTAL HEALTH MONTH PROCLAMATION 2022

WHEREAS, mental health is essential to everyone’s overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, prevention is an effective way to reduce the burden of mental health conditions; and

WHEREAS, there is strong research that animal companionship, humor, spirituality, religion, recreation, social connections, and work-life balance can help all Americans protect their health and well-being; and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with effective treatment, those individuals with mental health and other chronic health conditions can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, healthcare provider, organization and citizen share the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

NOW, THEREFORE, the Wayne County Board of Commissioners does hereby proclaim May 2022 as Mental Health Month in Wayne County. We call upon the citizens, government agencies, public and private institutions, businesses, and schools in Wayne County to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.



Joe C. Daughtery, Chairman
Wayne County Board of Commissioners

Attest:



Carol Bowden, Clerk to the Board



NORTH CAROLINA

WAYNE COUNTY

DRUG COURT MONTH PROCLAMATION

WHEREAS, drug treatment court (DTC) uses a team of court and community professionals to help ensure that offenders who are addicted to drugs and/or alcohol receive the intensive treatment they need to become healthy, law-abiding, and productive family and community members; and,

WHEREAS, drug treatment courts have been restoring lives and families for more than three decades; there are more than 4,000 treatment courts nationwide that have served an estimated 1.5 million individuals; and,

WHEREAS, drug treatment courts can significantly improve substance use disorder treatment outcomes, substantially reduce addiction and related crimes, and do so at less expense than other criminal justice strategies; and,

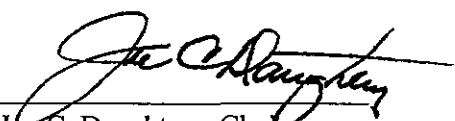
WHEREAS, treatment courts facilitate community-wide partnerships, bringing together public safety and public health professionals; and,

WHEREAS, there are currently 26 counties across North Carolina where there are operational Adult Drug Treatment Courts; and,

WHEREAS, the County of Wayne recognizes the vital contributions and reforms that drug treatment courts have brought to our justice system.

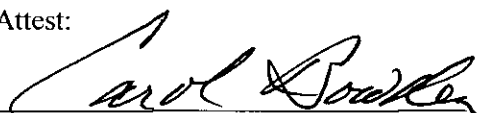
NOW, THEREFORE, the Wayne County Board of Commissioners does hereby proclaim May, 2022, as "DRUG COURT MONTH" in Wayne County, and commend its observance to all citizens.

Adopted this the 3rd day of May, 2022.


Joe C. Daughtery, Chairman

Wayne County Board of Commissioners

Attest:


Carol Bowden, Clerk to the Board



JUVENILE REFERRAL FORM

Referrals can be made by completing this referral form and emailing it to thevisionofdavid@gmail.com or by calling 919-344-8246 to schedule an appointment.

Referred by: _____

Full Name: _____

Birthdate: _____ Gender: _____

Address: _____

Guardian name and relationship to referral

Court Counselor: _____

Court Counselor Number: _____

Court Counselor Email: _____

Medical Needs: _____

Medications: _____

Medical Insurance: _____

Healthcare Provider: _____

Phone: _____

Special Concerns (ex. EC, IEP) _____

Currently on Probation: _____

Officer Name: _____

Officer Phone: _____

Areas of need:

- ☐ Education/Tutoring
- ☐ Financial Needs
- ☐ Mental Health
- ☐ Family Counseling
- ☐ Youth Mentor
- ☐ Clothing/Food

ADULT REFERRAL FORM

Referrals can be made by completing this referral form and emailing it to thevisionofdavid@gmail.com or by calling 919-344-8246 to schedule an appointment.

Referred by: _____

Full Name: _____

Birthdate: _____ Gender: _____

Address: _____

Phone: _____

Highest Grade: _____

College: _____

Prison Release Date: _____

Prison Unit: _____

Currently on Probation/Post-release: _____

Officer Name: _____

Officer Phone: _____

Current employer: _____

Areas of need:

- ☐ Employment
- ☐ Housing/Financial
- ☐ Transportation
- ☐ Driver's License/ID
- ☐ Education
- ☐ Vocational Training
- ☐ Substance Abuse
- ☐ Mental Health
- ☐ Family Counseling
- ☐ Youth Mentor
- ☐ Clothing/Food

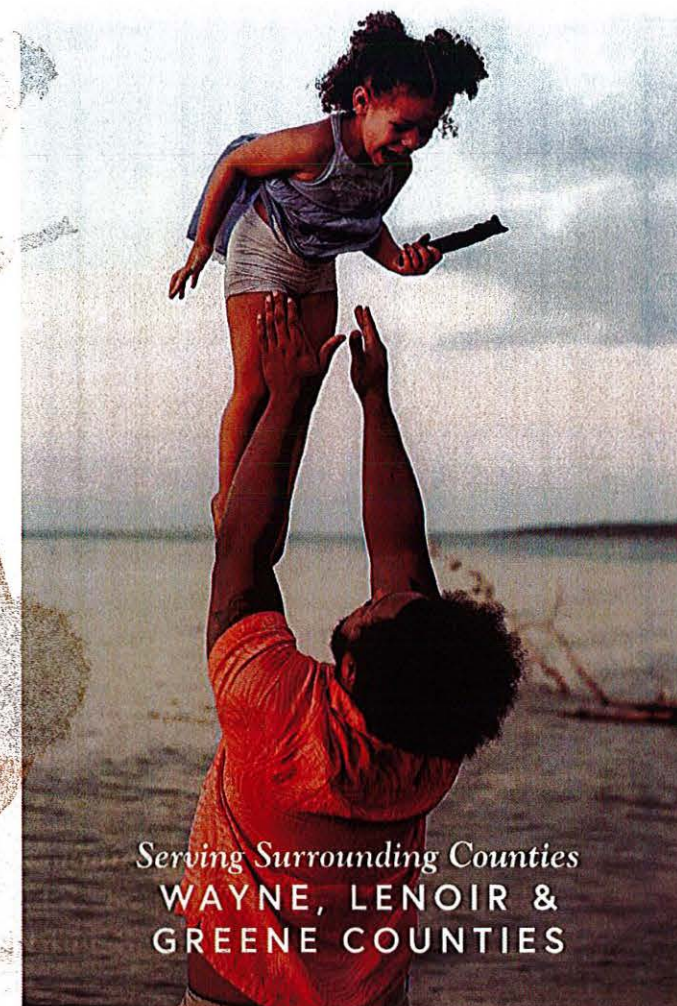
All participants of this program qualify for legal services through the Legally Ready(TM) Legal services provided by Legal Center of Attorney Kelly Brown, PLLC



THE VISION OF DAVID

Reducing recidivism
through small seeds of hope.

"Where there is no vision, the people perish."
Proverbs 29:18 KJV



Serving Surrounding Counties
WAYNE, LENOIR &
GREENE COUNTIES

MISSION

To reduce recidivism by restoring hope into those previously or currently incarcerated, by offering life sustaining opportunities for re-establishment upon release.

VISION

"Where there is no vision the people perish."
The Vision of David, Inc. will hold participants accountable without stripping away their hope, by empowering those affected by the justice system.

GOAL

The goal is to provide financial assistance, employability skills, mentors, drug abuse, and family counseling. We will remain close to ensure that our participants receive the appropriate care that prepares them socially and mentally for a transition back into society.

"SECOND CHANCE PROVISION" PROGRAM

THE VISION OF DAVID INC., assigns case managers and from inside, participants work on identifying goals and action steps for their return as well as identifying barriers to overcome upon release. For some this includes housing placement and assistance, food and clothing referrals, driver's license, educational and vocational assistance, before they are ready for employment services. Once released the participant meet with their case manager and begin working their case plan. The Vision of David, Inc. acknowledges the family



dynamic and it's affect on re-entry of this, the resources is not limited to the individual, but available for the family.

Clients may also be accepted after their release once intake process is completed and a case manager is assigned.

ELIGIBILITY REQUIREMENTS

Any individual returning to Wayne County from incarceration in a state or federal prison or Wayne County jail. Services can begin prior to release or after return to the community.

Any individual that was a resident of Wayne County prior to the incarceration. Additionally, anyone currently in the Wayne County within six months of release from a correctional facility is also eligible for services.

The client must be compliant with treatment recommendations if under the care of a physician or counselor for mental health and or substance use disorders.

Participation is always voluntary. Self referrals are welcome, as well as referrals from case managers, probation officers, family members, and other agency representatives.

"..after that ye have suffered awhile, make you perfect, establish, strengthen, settle you."

1 Peter 5:10 kjv

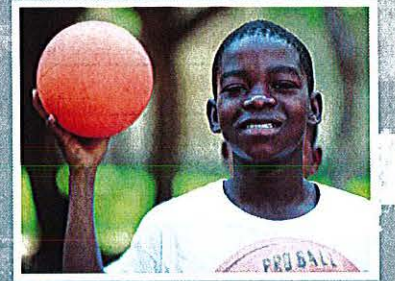


"DAVID'S VILLAGE" PROGRAM

DAVID'S VILLAGE is a program that gives direct focus to the needs of juveniles. Through case management and both family and one on one sessions we discuss topics to prepare them for leadership and the work force. David's village

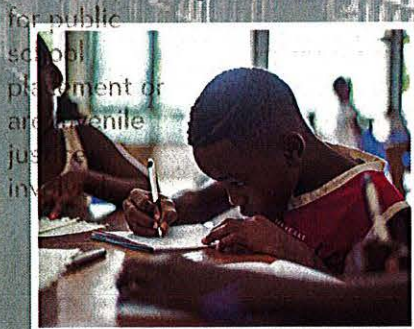
also provide opportunities for re-entry and post-graduate support. Our goal is to rewrite the narrative through

exploring their many options while being a resource to their family needs. This sometimes include clothing, toiletries, and financial assistance. We build hope as we build self-esteem.



ELIGIBILITY REQUIREMENTS

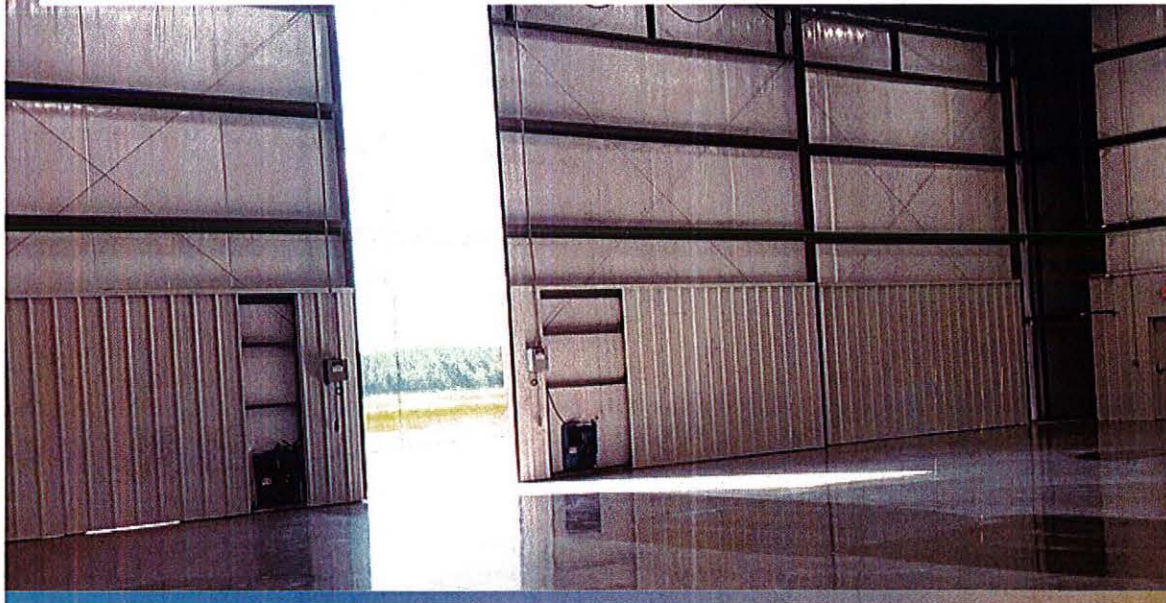
Let's be proactive! Any child who has experienced parental incarceration is eligible. Servicing ages 6-17. Parent referrals are welcome along with child deemed inappropriate



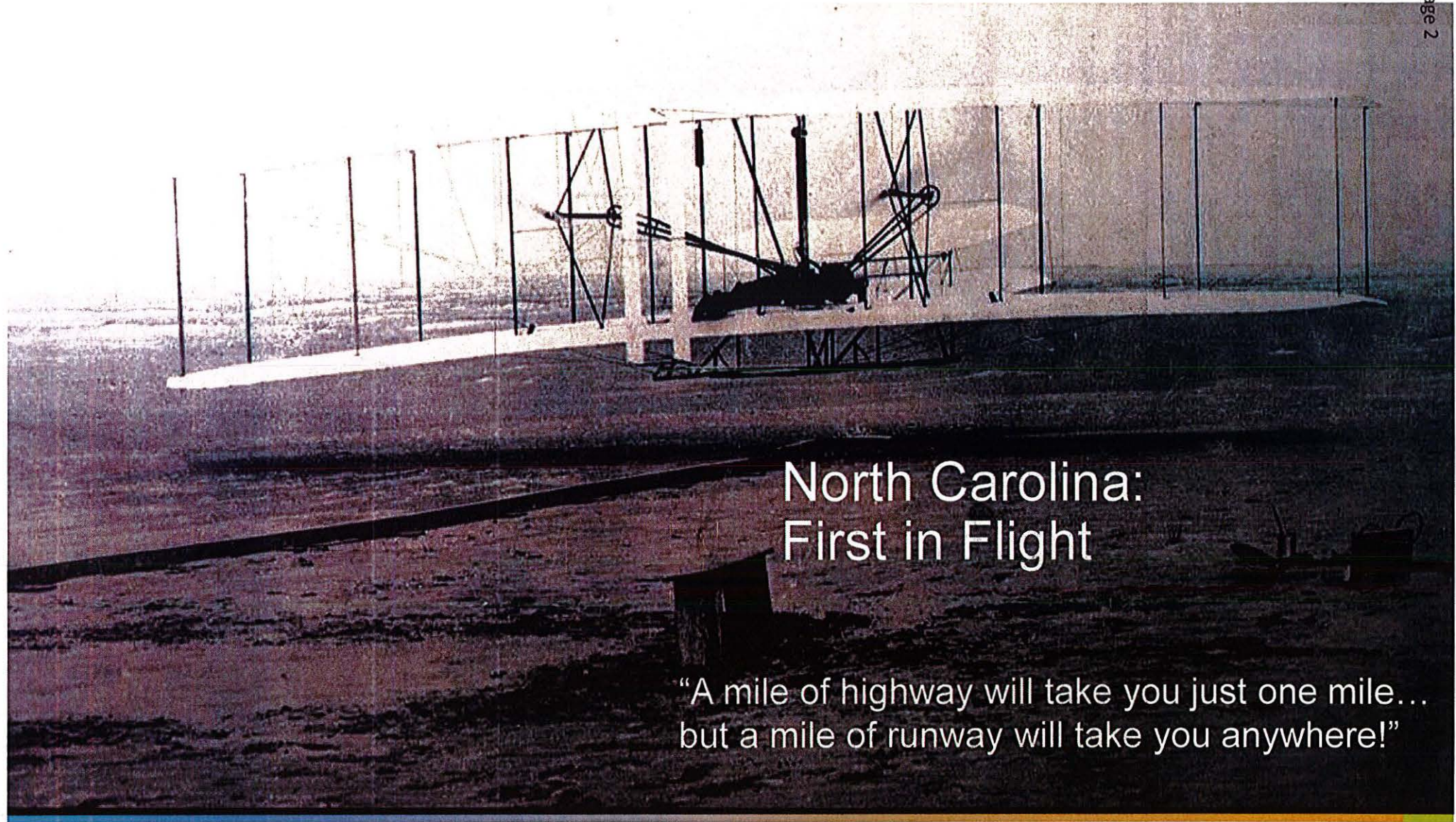
for public school placement or are juvenile justice involved.

It takes a village to raise a child"
-African Proverb

Wayne Executive Jetport (GWW) Wayne County's Gateway to the World



**WK
DICKSON**



North Carolina: First in Flight

"A mile of highway will take you just one mile...
but a mile of runway will take you anywhere!"

N.C. Airports Annual Economic Impact



\$61
BILLION
ECONOMIC
IMPACT



373,000
JOBS

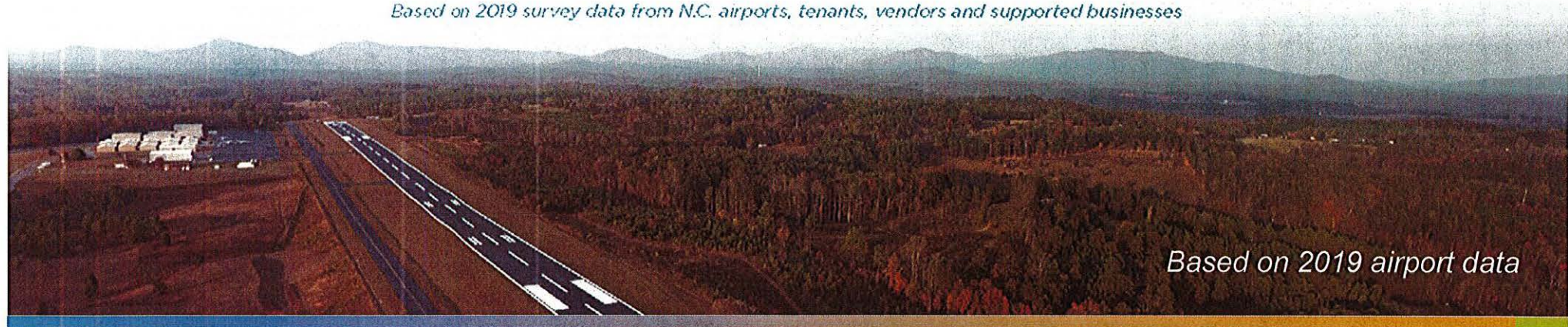


\$15
BILLION
IN PERSONAL
INCOME



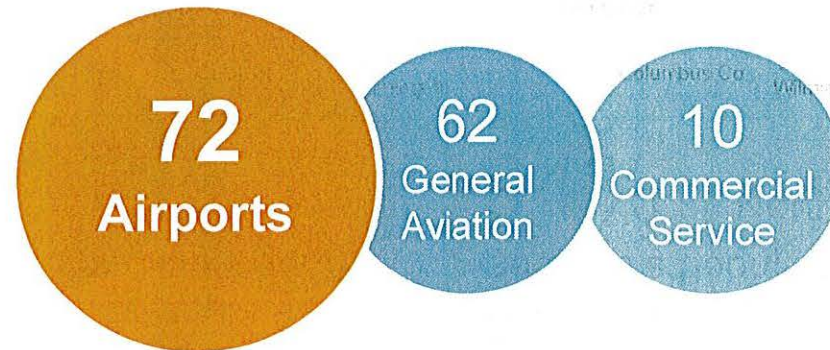
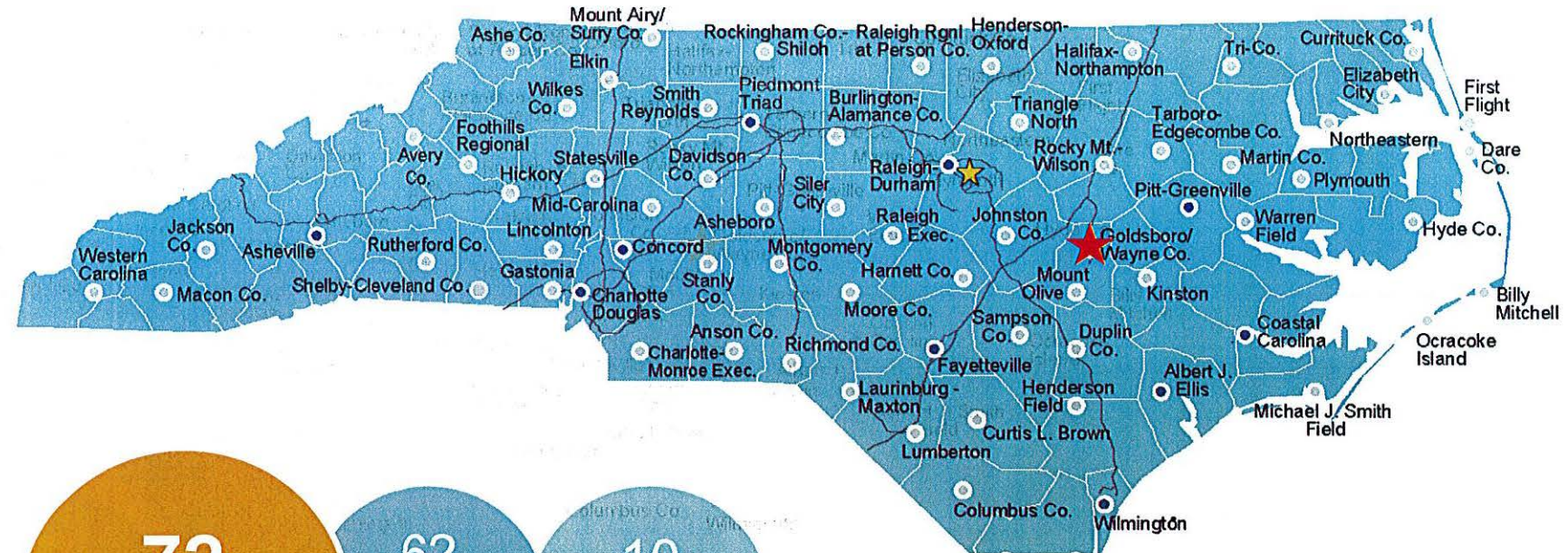
\$2.5
BILLION
IN TAX
REVENUE

Based on 2019 survey data from N.C. airports, tenants, vendors and supported businesses

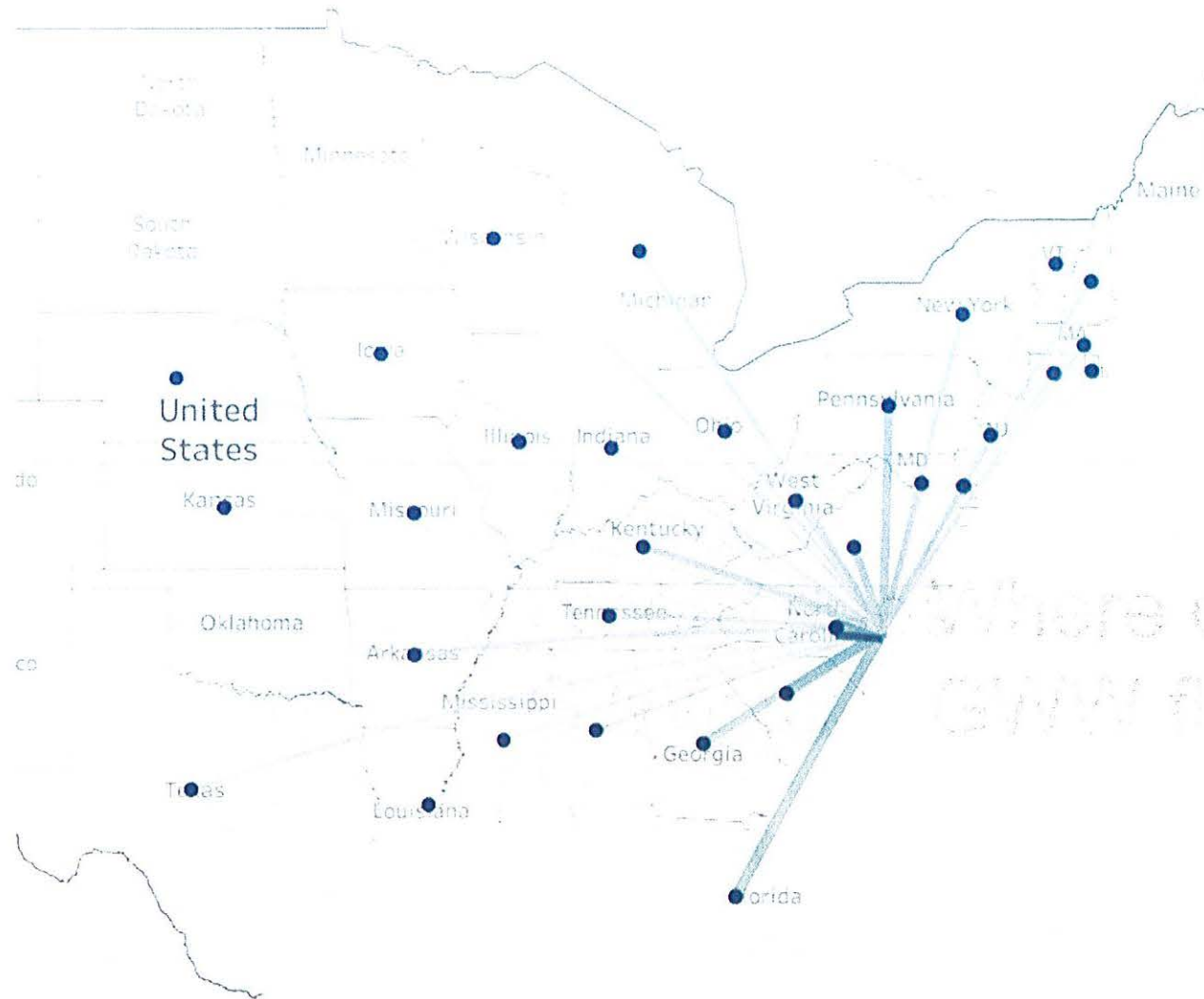


Based on 2019 airport data

North Carolina's Public Airports

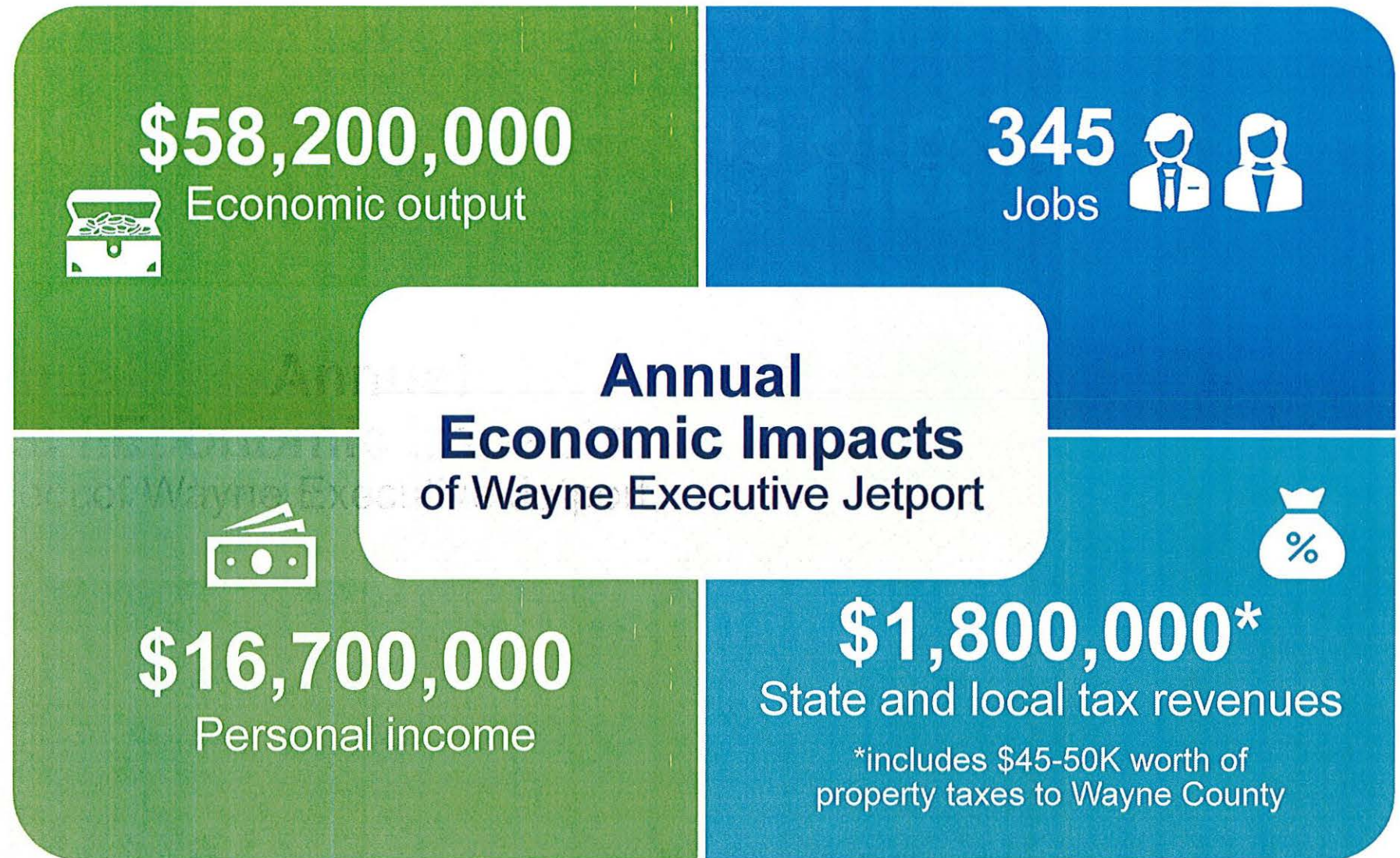


94% of North Carolina's population lives within a 30-minute drive of a public airport



[Wayne Executive Jetport \(GWW\) Filed Flight Plans FFY 2020 - YouTube](#)

Where does
GWW fly?



Current Project – Apron Pavement Rehab





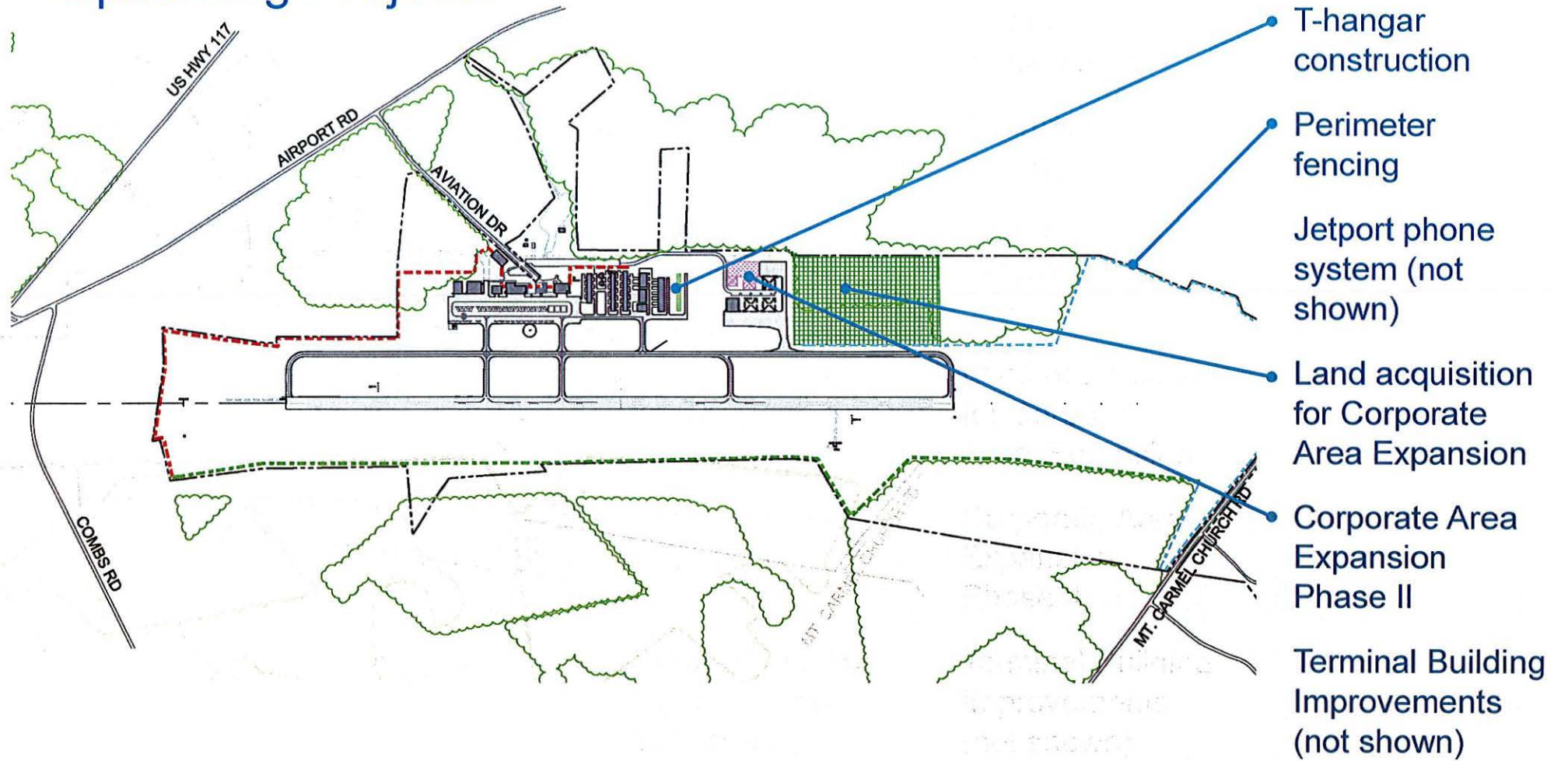
Current Project – Stream Improvements

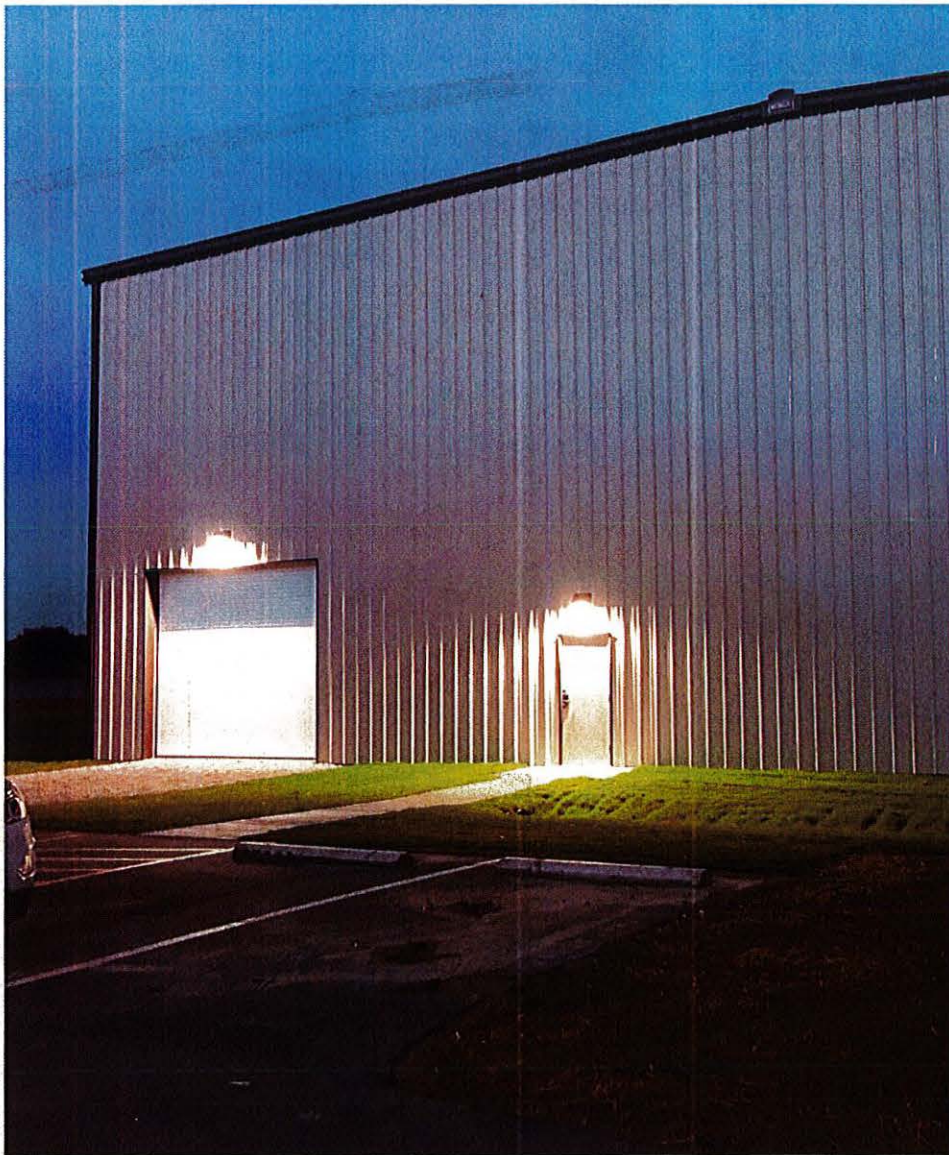


Recent Project Grant Funding

Project	Funding Type	Federal	State	Local	Golden LEAF	Project Totals	Local %
Corporate Area Development - Phase 1	Econ. Dev. / Gold. LEAF / NPE	\$298,477	\$3,614,363	\$104,001	\$200,000	\$4,216,841	2.5%
Corporate Hangar Construction	NPE / Local	\$574,287	-	\$305,149	-	\$879,436	34.7%
Apron Pavement Rehab (Design)	NPE	\$86,356	-	\$9,596	-	\$95,952	10.0%
Apron Pavement Rehab (Construction)	State	-	\$3,700,000	\$411,111	-	\$4,111,111	10.0%
		\$959,120	\$7,314,363	\$829,857	\$200,000	\$10,113,457	8.2%

Upcoming Projects





Questions?

Jason Elliott, PE

jelliott@wkdickson.com

NORTH CAROLINA

WAYNE COUNTY

53rd ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK

May 1 - May 7, 2022

Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, We, the Wayne County Board of Commissioners, do recognize the week of May 1 through May 7, 2022, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Clerk, Carol Bowden, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 3rd day of May, 2022

Joe C. Daughtery, Chairman
Wayne County Board of Commissioners

Attest:

Carol Bowden, Clerk to the Board

NORTH CAROLINA

WAYNE COUNTY

Pursuant to NC General Statute 158-7.1(c) notice is hereby given to all interested parties that the Wayne County Board of Commissioners will hold a public hearing on a proposal to ratify two agreements with the Wayne County Development Alliance and the City of Goldsboro.

These agreements were approved at the Wayne County Board of Commissioners meeting on June 6, 2017.

1. An agreement regarding the development of an Industrial Park, dated June 6, 2017, between the City of Goldsboro, Wayne County, and the Wayne County Development Alliance.

- a. Location - 400 Patetown Road, Goldsboro, NC
- b. City of Goldsboro agrees to design and install the necessary water and sewer lines and appurtenances to service the property at its costs, minus any grants that may be obtained for this purpose.
- c. City agrees not to annex the property. In exchange for that agreement, the County agrees to share equally with the City the general County ad valorem taxes on the real property collected.
- d. The total project estimated cost is \$931,000, which "is subject to change per market fluctuation and possible future design changes". These totals do not include incidentals or contingencies. The County funds will come out of the General Fund and grants.
- e. New industries and businesses in the property will provide jobs for the citizens of the City of Goldsboro and the County of Wayne.

2. An agreement regarding the construction of a Shell Industrial building in Park East Industrial Park, dated June 6, 2017, between the City of Goldsboro, Wayne County and the Wayne County Development Alliance.

- a. Location - Park East Industrial Park - Lot #8, Goldsboro, NC
- b. The City agrees to reimburse the County \$425,000 of the cost of the building, \$125,000 of this contribution is recognized as fulfilling the City of Goldsboro's commitment to contribute to an economic development project with the Wayne County Development Alliance during the current Impact Wayne Campaign.

- c. The city agrees that any annexation into the City limits will not be effective until seven years after the ownership of the shell building has been transferred to a private party.
- d. The County's source of funding for the project will be appropriated from the General Fund.

The public hearing will be held on Tuesday, May 3, 2022, at 9:15 a.m. in the Board of Commissioners meeting room in the Courthouse Annex on Court House Square in Goldsboro, NC.

Written or oral comments may be made to:

Carol Bowden, Clerk to the Board
Wayne County Board of Commissioners
P.O. Box 227
Goldsboro, NC 27533-0227
919-731-1445
Carol.bowden@waynegov.com

A handwritten signature in black ink, reading "Carol Bowden", written over a horizontal line.

Carol Bowden
Clerk to the Wayne County
Board of Commissioners

WAYNE COUNTY, NORTH CAROLINA

AN AGREEMENT REGARDING THE CONSTRUCTION OF A SHELL INDUSTRIAL
BUILDING IN PARK EAST INDUSTRIAL PARK, WAYNE COUNTY, NORTH CAROLINA

THIS AGREEMENT entered into this 6th day of June, 2017, by and between the County of Wayne, North Carolina, hereinafter called "County", the City of Goldsboro, North Carolina, hereinafter called "City" and the Wayne County Development Alliance, Inc., hereinafter called "WCDA",

WITNESSETH:

WHEREAS, County, City and WCDA wish to finance and construct a shell industrial building for the purpose of recruiting industry to Wayne County; and

WHEREAS, new industries will provide jobs for citizens of Wayne County who live both inside and outside of the City of Goldsboro; and

WHEREAS, NCGS 160A-461 et. seq. authorizes two or more local government units to enter into contracts or agreements with each other in order to execute any undertaking; and

WHEREAS, County and City helped create and financially support the WCDA as a non-profit organization engaged in economic development activities;

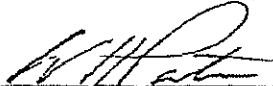
NOW THEREFORE, it is hereby agreed by and between County, City and WCDA as follows:

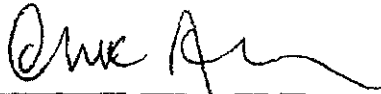
1. The parties agree to have the County construct a 50,000-60,000 square feet shell industrial building on Lot #8 of the Park East Industrial Park, at an estimated cost of \$1,700,000. The design criteria shall be those established by the WCDA.
2. The County will own the facility, and the WCDA will market it. Any profits from the sale or lease of the building and property will be used by WCDA for product development such as another shell industrial building. Any profits from the sale or lease of the building and property will be adjusted proportionately to the value of the property and funds paid by each party. The City reserves the right to determine how its share of the profits will be used.
3. County agrees to pay six hundred fifty thousand dollars (\$650,000) that it has reserved for economic development, which is the proceeds from the sale of a building to Mount Olive Pickle Company.
4. WCDA agrees to pay four hundred forty-two thousand dollars (\$442,000) from its sale of four acres of land in the Park East Industrial Park.

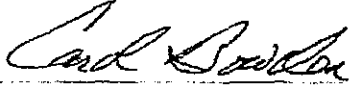
- 5. WCDA agrees to pay fifty thousand dollars (\$50,000) from Impact Wayne funds toward this project.
- 6. County agrees to pay the remainder five hundred fifty-eight thousand dollars (\$558,000).
- 7. City agrees to reimburse County four hundred twenty-five thousand dollars (\$425,000) of the cost of this building, in three equal payments of \$141,666.66 beginning on the tenth day of the twenty-fifth month after the building has been accepted by the County, and continuing every 12 months thereafter until fully paid. One hundred twenty-five thousand dollars (\$125,000) of this contribution is recognized as fulfilling the City's commitment to contribute to an economic development project with WCDA during the current Impact Wayne Campaign.
- 8. The parties acknowledge that the WCDA already has agreed to pay for the site improvements, estimated at one hundred eighty thousand dollars (\$180,000), and hereby commits in this document to that work.
- 9. The City agrees that any annexation into the city limits will not be effective until seven years after ownership of the shell building has been transferred to a private concern.
- 10. The County commits that property will not be conveyed or leased to a private party unless the private party signs an agreement with City that it is requesting annexation as of seven years after obtaining title to Lot #8 or leasing Lot #8. The Deed or lease will have restrictions requiring that the property must be annexed seven years after the conveyance or lease of the property.
- 11. By executing this agreement, each party to this agreement hereby certifies that it is, and will remain in compliance with the E Verify program operated by the United States Department of Homeland Security and other federal agencies, as required by North Carolina General Statutes regarding contracts and agreements.
- 12. By executing this agreement, each party to this agreement hereby certifies that as of the date of this agreement, it is not listed on the Final Iran Divestment List created by the NC State Treasurer pursuant to NCGS 143-6A-4.
- 13. This agreement cannot be terminated until the building has been erected, conveyed to a third party for private use, all payments have been made as set forth herein, and the seven-year waiting period for annexation has expired.
- 14. This interlocal agreement is authorized under NCGS 160A-460 through -466, and must be approved by written resolution of all governing bodies. It shall be governed and interpreted under the laws of the State of North Carolina. It may only be amended by mutual agreement of the parties, with said amendment being approved by further resolutions of all governing bodies.

This agreement represents the entire agreement of the parties, and no party may rely on any other considerations or understandings not set out in this agreement. All signatories to this agreement attest that they are fully authorized by their respective entities to execute this agreement.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their duly authorized officers the day and year first above written.


William H. Pate, Chairman
Wayne County Board of Commissioners


Chuck Allen, Mayor
City of Goldsboro

ATTEST: 
Carol Bowden
Clerk to the Wayne County Board
Of Commissioners

ATTEST: 
Melissa Corser
City Clerk

CERTIFICATION:

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

Allison H. Speight
Allison Speight
Wayne County Finance Director

Date: 6-12-17

Robert Kornegay
Robert Kornegay, Chairman
Wayne County Development Alliance, Inc.

ATTEST: Crystal Gettis
Crystal Gettis
President

CERTIFICATION:

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

Kaye Scott
Kaye Scott
City of Goldsboro Finance Director

Date: 6-13-17

MEMORANDUM

To: Wayne County Board of Commissioners

From: Berry Gray, Planning Director

Date: April 13, 2022

Re: Final Subdivision Plat Approval

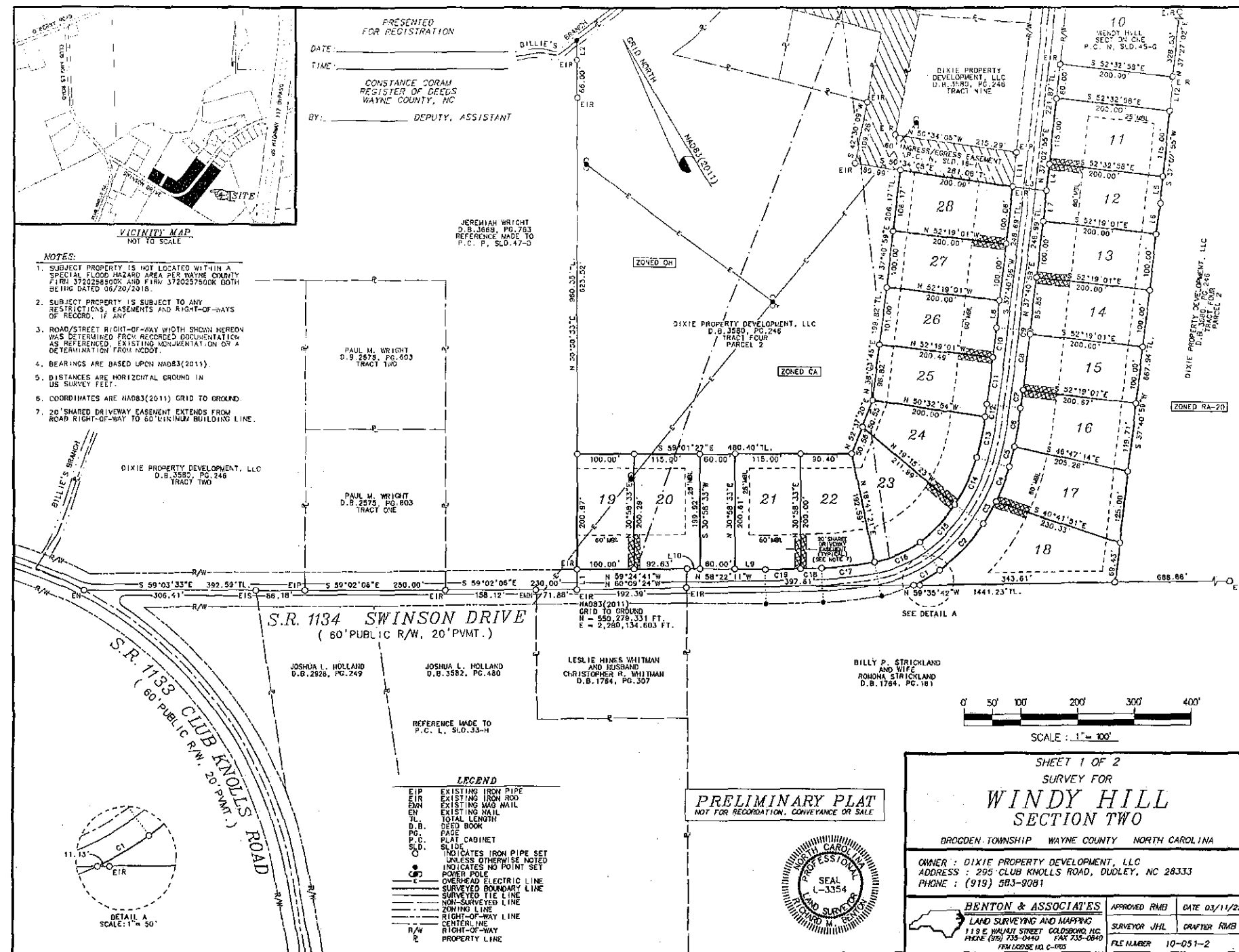
Item: Windy Hill Section 2, Final
Owner/Developer: Dixie Property Development, LLC
Surveyor/Engineer: Benton & Associates
Brogden Township, Swinson Drive (SR 1134)
Lots 11 - 28 (18 lots)

Discussion: Windy Hill Section 2 consists of 18 lots on 9.05 acres. This subdivision proposes only road front lots on Swinson Drive (SR 1134), just east of Club Knoll Road. The property is within the RA-20 zoning district and the average lot size at 21,890 sf. Building lots will utilize public water and onsite septic. The property is shown within the Rural area on the Wayne County Growth Strategies Map.

The property is located within the following service areas:

Schools – Southern Wayne HS, Mt. Olive Middle, Carver Elementary
Water – Southeastern Wayne Sanitary District
Fire – Dudley Fire Department
EMS – Station 8
Transportation – RPO
Water Supply Watershed – Yes
Voluntary Agriculture District – No
Wetlands – No
Board of Commissioners District – 4

Recommendation: The Wayne County Planning Board recommends approval of the final plat.



SITE DATA

TOTAL AREA OF DEVELOPMENT = 15.0456 ACRES
TOTAL NUMBER OF LOTS = 18
AVERAGE LOT SIZE = 121,000 SQ. FT. 3.525 ACRES
SUBJECT PROPERTY IS ZONED RA-20, CA AND CH
FRONT WALKWAY BUILDING LINE = 60
SIDE MINIMUM BUILDING LINE = 20
REAR MINIMUM BUILDING LINE = 25
ELECTRICAL SERVICES PROVIDED BY DUKE ENERGY PROGRESS
WATER SERVICE PROVIDED BY SOUTHEAST SANITARY DISTRICT
SANITARY SEWER SERVICE PROVIDED BY INDIVIDUAL SEPTIC TANKS

LINE	BEARING	DISTANCE
L1	N 30°58'33"E	35.50'
L2	N 30°58'33"E	34.35'
L3	S 52°35'24"E	60.00'
L4	N 37°02'59"E	46.86'
L5	S 37°02'55"W	47.01'
L6	S 37°40'59"W	53.80'
L7	N 37°40'59"E	53.14'
L8	S 37°40'59"W	48.03'
L9	N 58°22'11"W	53.42'
L10	N 58°22'11"W	22.37'
L11	N 37°03'07"E	60.05'
L12	N 37°02'55"E	60.00'

LOT AREAS

11	23,000 SQ. FT. 0.5280 ACRE
12	20,081 SQ. FT. 0.4510 ACRE
13	20,060 SQ. FT. 0.4581 ACRE
14	20,000 SQ. FT. 0.4581 ACRE
15	20,023 SQ. FT. 0.4587 ACRE
16	22,182 SQ. FT. 0.5092 ACRE
17	24,131 SQ. FT. 0.5540 ACRE
18	20,681 SQ. FT. 0.4732 ACRE
19	20,083 SQ. FT. 0.4605 ACRE
20	22,994 SQ. FT. 0.5279 ACRE
21	23,094 SQ. FT. 0.5302 ACRE
22	21,888 SQ. FT. 0.5025 ACRE
23	22,370 SQ. FT. 0.5138 ACRE
24	22,043 SQ. FT. 0.5060 ACRE
25	20,413 SQ. FT. 0.4688 ACRE
26	20,230 SQ. FT. 0.4644 ACRE
27	20,000 SQ. FT. 0.4581 ACRE
28	20,023 SQ. FT. 0.4581 ACRE

CURVE	DELTA ANGLE	RADIUS	ARC	TANGENT	CH BEARING	CHORD
C1	11°38'47"	261.34'	83.20'	26.69'	S 89°16'26"E	53.11'
C2	20°33'02"	310.36'	111.32'	56.26'	N 74°30'11"E	110.72'
C3	06°47'44"	349.83'	43.86'	21.96'	N 61°11'41"E	43.84'
C4	10°05'18"	358.83'	55.12'	32.64'	N 52°43'10"E	65.03'
C5	03°00'05"	684.68'	35.87'	17.94'	N 44°42'46"E	35.86'
C6	05°45'57"	684.68'	68.80'	34.48'	N 40°18'45"E	68.87'
C7	00°12'50"	6344.24'	31.14'	15.57'	N 38°31'07"E	31.14'
C8	00°41'12"	6344.24'	100.00'	50.00'	N 38°04'06"E	100.00'
C9	00°01'43"	6344.24'	4.15'	2.07'	N 37°42'38"E	4.15'
C10	00°21'44"	6284.24'	52.37'	25.19'	S 37°52'40"W	52.37'
C11	00°34'18"	6284.24'	82.58'	41.28'	S 38°00'40"W	82.59'
C12	02°03'30"	624.58'	22.44'	11.22'	S 38°25'14"W	22.44'
C13	06°41'26"	624.58'	72.94'	36.51'	S 42°47'41"W	72.90'
C14	16°46'40"	309.83'	90.73'	45.68'	S 55°14'22"W	90.40'
C15	20°34'47"	250.38'	89.92'	45.45'	S 74°28'28"W	89.44'
C16	24°45'19"	201.34'	65.99'	44.19'	N 82°42'38"W	66.32'
C17	00°03'49"	206.32'	25.03'	12.61'	N 65°17'10"W	24.93'
C18	00°51'14"	2466.17'	37.05'	18.53'	N 61°17'44"W	37.05'
C19	01°25'11"	2466.17'	61.60'	30.80'	N 60°08'31"W	61.60'

CERTIFICATION

NORTH CAROLINA

I, RICHARD M. BENTON, CERTIFY THAT THIS PLAT WAS PREPARED UNDER MY SUPERVISION FROM AN ACTUAL FIELD SURVEY OF DESCRIPTION(S) AS RECORDED IN

TRACT FOUR DEED BOOK 3580, PAGE 246

THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY MARKED AS SUCH AND WERE PLOTTED FROM INFORMATION AS REFERENCED HEREON THAT THE RATIO OF PRECISION AS CALCULATED WAS 1:10,000+ THAT THE GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) WAS USED TO PERFORM A PORTION OF THIS SURVEY AND THE FOLLOWING INFORMATION WAS USED:

CLASS OF SURVEY: CLASS A
POSITIONAL ACCURACY: 0.04'
TYPE OF GPS FIELD PROCEDURE: RIN
DATES OF SURVEY: 12/21/21 - 01/12/22
DATE/EPHOC: 06/03/2021
PUBLISHED/UNPUBLISHED: UNPUBLISHED
GEOD MODEL: 66102016
COMBINED CNO FACTOR: 0.99821122
UNITS: U.S. SURVEY FEET

THAT THIS PLAT MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (NCEAL 36.060) AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY HAND AND SEAL THIS 11th DAY OF MARCH, 2022

I, RICHARD M. BENTON, CERTIFY THAT THIS PLAT IS OF A SURVEY THAT CREATES A SUBDIVISION OF LAND, WITHIN AN AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

PROFESSIONAL LAND SURVEYOR L-3354

I, GERRY GRAY, REVIEW OFFICER OF WAYNE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATE IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER DATE



OWNERSHIP AND DEDICATION

I (WE) HEREBY CERTIFY THAT I (AM (WE ARE)) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON WHICH WAS CONVEYED TO ME (US) BY DEED(S) RECORDED IN

AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT. FURTHER, I (WE) CERTIFY THAT THE LAND AS SHOWN HEREON IS WITHIN THE SUBDIVISION REGULATIONS JURISDICTION OF WAYNE COUNTY.

OWNER DATE

OWNER DATE

WAYNE COUNTY HEALTH DEPT.

THE WAYNE COUNTY HEALTH DEPARTMENT HAS PREPARED A SOL ANALYSIS ON EACH LOT WITHIN THIS SUBDIVISION. COPIES OF THE SOL ANALYSIS FOR EACH LOT ARE AVAILABLE FOR REVIEW IN THE OFFICE OF THE ENVIRONMENTAL HEALTH SECTION. THE SOL ANALYSIS IS NOT A PERMIT OF A GUARANTEE THAT A PERMIT WILL BE ISSUED. EACH LOT WILL HAVE TO BE RE-EVALUATED FOR AN IMPROVEMENT PERMIT LEGISLATION CURRENT AT THE TIME PERMITS ARE REQUESTED AND A LOT PLAN SHOWING THE PROPOSED STRUCTURE HAS BEEN MADE AVAILABLE TO THE HEALTH DEPARTMENT.

WAYNE COUNTY HEALTH DEPARTMENT DATE

DEPARTMENT OF TRANSPORTATION

DIVISION OF HIGHWAYS

PROPOSED SUBDIVISION ROAD CONSTRUCTION STANDARDS CERTIFICATION

APPROVED DISTRICT ENGINEER

DATE

APPROVAL FOR RECORDING

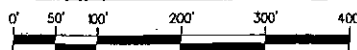
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF WAYNE COUNTY, NORTH CAROLINA AND THAT THIS PLAT HAS BEEN APPROVED BY THE WAYNE COUNTY BOARD OF COMMISSIONERS FOR RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS OF WAYNE COUNTY.

CHAIRMAN WAYNE COUNTY PLANNING BOARD

DATE

PRELIMINARY PLAT

NOT FOR RECORDATION, CONVEYANCE OR SALE



SCALE: 1" = 100'

SHEET 2 OF 2

SURVEY FOR

WINDY HILL SECTION TWO

BROGDEN TOWNSHIP WAYNE COUNTY NORTH CAROLINA

OWNER: DIXIE PROPERTY DEVELOPMENT, LLC
ADDRESS: 295 CLUB KNOLLS ROAD, DUDLEY, NC 28333
PHONE: (919) 583-9081

BENTON & ASSOCIATES
LAND SURVEYING AND MAPPING
119 E WALNUT STREET GOLDSBORO, NC
PHONE (800) 735-0940 FAX (735-0940)
FPA LICENSE NO. C-708

APPROVED RMD DATE 03/11/22
SURVEYOR JHL DRAFTER RMD
FILE NUMBER 10-051-2



TO: Wayne County Board of Commissioners
FROM: Noelle Woods, Wayne County Purchasing Manager
DATE: April 25, 2022
SUBJECT: Award for RFB for Cisco Switch Replacement

A Request for Bid (RFB) was sent out on March 30, 2022 for the Information Technology Department. On April 14th, we received eight bid packets. The selection committee reviewed the bid packets and would like to recommend awarding the contract Brooks Network Services. We have attached the bid tab for your reference.

BID OPENING 2022-04-14
Time: 2:08 PM
Cisco Switch Replacements

NUMBER	VENDOR	TOTAL BID AMOUNT	NOTES	
1	Trace3	\$ 123,997.13		
2	Benchmark Networks	\$ 127,995.00		
3	Brooks Network Services	\$ 129,288.00		
4	Ntstek,LLC	\$ 143,899.33		
5	Howard Technology Solutions	\$ 160,361.98		
6	Encore Technology Group	\$ 170,573.06		
7	Level Solutions	\$ 192,047.77	BID as ROCKUS equipment for switches and wireless. They combined both Switches and Wireless into one bid so unable to determine how much for each	NON-RESPONSIVE
8	Brooks Network Services ALTERNATE	\$ 123,780.50	Proposed Alternate Solution	



TO: Wayne County Board of Commissioners
FROM: Noelle Woods, Wayne County Purchasing Manager
DATE: April 25, 2022
SUBJECT: Award for RFB for Meraki Wireless Equipment with Licensing

A Request for Bid (RFB) was sent out on March 30, 2022 for the Information Technology Department. On April 14th, we received seven bid packets. The selection committee reviewed the bid packets and would like to recommend awarding the contract to Trace3. We have attached the bid tab for your reference.

BID OPENING 2022-04-14
Time: 2:21 PM
Meraki Wireless with Licensing

NUMBER	VENDOR	TOTAL BID AMOUNT	NOTES	
1	Zones LLC	\$ 176,834.00	Vendor did not produce the required number of NC references as required by the RFB.	NON-RESPONSIVE
2	Trace3	\$ 182,128.78	Most Responsive due to reference checks	
3	Level Solutions	\$ 192,047.77	BID as ROCKUS equipment for switches and wireless. They combined both Switches and Wireless into one bid so unable to determine how much for each	NON-RESPONSIVE
4	Benchmark Networks	\$ 202,249.50		
5	Ntstek,LLC	\$ 203,864.25		
6	Brooks Network Services	\$ 208,311.15		
7	Encore	\$ 249,300.96		



TO: Wayne County Board of Commissioners
FROM: Noelle Woods, Wayne County Purchasing Manager
DATE: April 25, 2022
SUBJECT: Award for RFP for Security Services

A Request for Proposal (RFP) was sent out on February 7, 2022, for Security Officer Services for the Wayne County Court House, Department of Social Services, and the Health Department. On March 9th we received six proposals. The selection committee reviewed the proposals and scheduled interviews with each firm. After much discussion the selection committee would like to recommend awarding the contract to Strategic Security Corporation. We feel this firm will offer the best security services for our Wayne County offices. We have attached the bid tab for your reference.

Wayne County

Bid Opening

RFP for Security Officer Services

2:00 PM

March 9, 2022

COMPANY	Contact Name	Contact #	Unarmed	Armed	WC Courthouse	COB	Borden	Total
Platinum Group Security	Daren Lopez	203-767-5038	\$18.61	\$24.90	\$116,126.40	\$87,094.80	\$38,708.80	\$241,930.00
Alert Patrol Inc.	Jarn Gibbs	305-890-6154	\$17.65	\$20.85	\$110,136.00	\$36,712.00	\$82,602.00	\$229,450.00
Sentry Security Services Inc.	David Grimes	919-736-7289	\$18.50	\$30.00	\$115,440.00	\$76,960.00	\$38,480.00	\$230,880.00
S&S Management Group, LLC	Rich Frye	252-626-4773	\$15.95	\$20.45	\$99,528.00	\$74,646.00	\$33,176.00	\$207,350.00
ENC Protection Group	Brandon Smith	252-560-8089	\$18.50	\$30.00	\$115,440.00	\$76,960.00	\$38,480.00	\$230,880.00
Strategic Security Corp	Douglas Ruhl	212-509-0547 Ext 105	\$22.27	\$38.52	\$138,964.80	\$104,223.60	\$46,321.60	\$289,510.00

Unarmed		Equals



WAYNE COUNTY ABC BOARD
909 LANDMARK DRIVE
GOLDSBORO, NC 27530
(919) 778-7731

26 April 2022

To: Wayne County Board of Commissioners
224 E. Walnut Street
Goldsboro, NC 27530

From: Wayne County ABC Board
909 Landmark Drive
Goldsboro, NC 27534

26 April 2022

Subject: Use of Wayne County Travel Policy

Wayne County ABC Board currently uses the County's travel policy and as such, we require annual authorization by our appointing authority IAW GS 18B – 700 (g2) to continue use of this policy for any Board related travel.

We would ask that the County Commissioners approve Wayne County ABC Board's use of the County Travel Policy and if approved, return signed approval and current County Travel Policy to us for submission to the North Carolina ABC Commission.

Thank you for your kind consideration in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "David E. Austin".

DAVID E. AUSTIN
Business Manager
Wayne County ABC Board

A handwritten signature in black ink, appearing to read "Joe C. Daughtery".

Approved by Joe C. Daughtery,
Chairman, Wayne County
Board of Commissioners
May 3, 2022



DAVID E. AUSTIN
Business Manager
Wayne County ABC Board

GS 18B-700 (extract)

(g2) Travel Allowance and Per Diem Rates. – Approved travel on official business by the members and employees of local boards shall be reimbursed pursuant to G.S. 138-6 unless the local board adopts a travel policy that conforms to the travel policy of the appointing authority and such policy is approved by the appointing authority. The local board shall annually provide the appointing authority's written confirmation of such approval to the Commission and a copy of the travel policy authorized by the appointing authority. Any excess expenses not covered by the local board's travel policy shall only be paid with the written authorization of the appointing authority's finance officer. A copy of the written authorization for excess expenses shall be submitted to the Commission by the local board within 30 days of approval.

B. Employee chooses to continue use of County-owned cell phone

If the employee chooses to continue use of County-owned cell phone, the County will continue to be invoiced and pay for the employee's monthly cell phone bill. If an employee chooses this option, no allowance will be given to the employee, but **NO PERSONAL USE IS ALLOWED**. When monthly statements are distributed to Department Managers, employees must view and sign the monthly statements to verify that all calls made were for business purposes only. The employee's monthly statement of phone usage will be audited by the employee's Department Manager, and the employee will reimburse the County for any emergency personal calls that are made on the phone. Reimbursement will be made by the employee within 30 days of the cell phone statement's invoice date. Failure to promptly reimburse the County for personal calls will result in a payroll deduction from the employee's next payroll check for the value of personal calls made on the County's cell phone and could result in termination of cell phone privileges.

Managerial Responsibility

Managers are responsible for initiating all requests for business cell phone usage. Once an employee completes and signs the Cell Phone Authorization Form, the Department Manager must also sign the form before sending one copy of the signed approval form to the Payroll Administrator and one to the Purchasing Manager. Additionally, managers are required to submit a Departmental Consent Form for Cell Phone Use.

Important!

The County requires adherence to guidelines stipulated in the County's IT policy when utilizing Internet-capable cell phones for e-mail, Internet, or other business-related files. Employees who receive a monthly allowance for cell phones must also adhere to these guidelines when using their phones for business-related purposes. Please be reminded that any business-related documentation or e-mail accessed through a cell phone is considered public record and may be subject to public inspection.

SECTION 7

TRAVEL POLICY

SECTION 1. POLICY

1. Purpose
 - a. The intent of this policy is to provide County departments, agencies, and employees with a guideline for payment and reimbursement of travel expenses pertaining to official travel and subsistence. Discretion is given to individual departments to further define this policy for their use.
2. Applicability
 - a. All employees Wayne County are subject to this policy.
3. Employee and Board Member Responsibility
 - a. County officers and employees may have their travel expenses reimbursed by Wayne County.
 - b. An officer or employee traveling on official business is expected to exercise the same care in incurring expenses that he or she would exercise if traveling on personal business and using

personal funds. Officers and employees will be held personally responsible for all unauthorized costs and additional expenses incurred for personal preference or convenience. Willful violations of this policy will result in disciplinary action up to and including dismissal. Nothing in this policy shall preclude Wayne County from pursuing all other legally available remedies.

SECTION 2. DEFINITIONS

For the purposes of this policy, the following definitions apply:

- a. *Authorizing Party* – An individual authorized by this policy or by a department head to approve requests for travel advances, reimbursements, or other payment.
- b. *Common Carrier* – Commercially scheduled airplane, rail, bus, or taxi service.
- c. *County Employee* – Any employee, temporary or regular, who is paid through a County payroll.
- d. *Department Head* – Any person who oversees and is responsible for the entire operation of a department. The department head may delegate duties within this policy to other responsible persons. See authorizing party.
- e. *Duty Station* – The job location at which the employee spends the majority of his or her working hours or the point at which the majority of travel begins.
- f. *Excess Expenses / Costs* – Any travel expenses / costs that exceed the limitations set forth in this policy.
- g. *Mileage Rate* – The rate at which a person is reimbursed for use of a personal vehicle. The approved rate, which becomes effective at the beginning of each fiscal year, shall be the current standard IRS mileage allowance.
- h. *Officials* – People holding positions of appointment with Wayne County.
- i. *Requesting Party* – The person who will be reimbursed for travel costs incurred while conducting County business or visiting for employee interviews.
- j. *Subsistence* – Cost of lodging and meals while the officer, employee, or board member is engaged in official travel.
- k. *Transportation Expenses* – Includes personal automobile, taxi, bus, train, airplane, motor pool charges, auto rentals, tolls, and parking fees.
- l. *Travel* – All activities involving authorized business expenses for transportation, subsistence, and registration, which are to be paid from County funds or which involve County vehicles for transportation.
- m. *Travel Period* – The time spent away from the duty station on County business.
- n. *Willful Violations* – Excess costs, indirect routes, luxury accommodations, and services unnecessary or unjustified in the performance of official business for which a request for reimbursement or payment is made.

SECTION 3. GENERAL GUIDELINES

a. Home-to-work Travel

As a general rule, home-to-work travel is not reimbursable. However, there may be exceptions to this rule as noted below. An employee who has gone home after completing a day’s work and is subsequently called out at night for an emergency job or meeting may be eligible for mileage reimbursement. There also could be situations where an employee is asked to conduct County business on the way to/from work. If this results in additional mileage for the employee, he or she may file for reimbursement of the additional miles only. Reimbursement may not be appropriate if the employee is traveling from home to an alternate work station, closer than their normal duty station,

on a scheduled work detail. Travel time is normally not paid unless it exceeds that usually required for the home-to-work travel. The department heads must properly authorize all of these exceptions.

b. Reimbursement

All reimbursement requests involving travel advances shall be submitted to the authorizing party for approval and payment within five working days of the travel period ending date. All other reimbursement requests shall be presented within thirty days of the travel period.

c. Travel

Authorization of travel and reimbursement will be based upon need, cost/benefit of travel, and ability of funds as determined by the authorizing party. Lodging, common carrier transportation fares, meal allowances, and registrations, may be paid by the County in advance, directly by the requesting party, or by travel advance. All other travel costs are to be paid directly by the requesting party. Car-pooling with other officers or employees of Wayne County and/or representatives of other government units is encouraged. Reimbursement for mileage for only one vehicle will be allowed unless the number traveling indicates otherwise or approved in advance by the authorizing party.

d. Prospective Employees

The County Manager is authorized to approve reimbursement of travel expenses of individuals visiting for employment interviews. The expenses should be limited to transportation and subsistence. No travel advances will be issued to prospective employees.

e. Registration Fees

The County allows reasonable registration fees for County officials or employees. Approved fees may be paid by the unit in advance, or directly by the employee and then reimbursed, or in some circumstances through a travel advance. No authorization will be granted unless full justification and documentation are provided. Copies of brochures, fee schedules, or other material listing the costs included in the registration fees should accompany requests. The County will pay the basic registration fee and fees for associated professional activities. Any additional activities that the employee cares to attend are that employee's responsibility.

f. Exceptions

Exception to these policies must be discussed with and approved by the Finance Director and/or the County Manager prior to incurring any excess expenses.

SECTION 4. SPECIFIC GUIDELINES – TRANSPORTATION

a. Common Carrier

Actual coach fare substantiated by a receipt will be reimbursed. First class travel will only be used in extraordinary circumstances and with approval of the department head and County Manager. Penalties and charges resulting from cancellation of airline reservations or other travel reservations shall be the County's obligation if the employee's travel has been approved in advance and the cancellation or change is made at the direction of and for the convenience of the County. If the cancellation or change is made for the personal benefit of the employee, it shall be the employee's obligation to pay the penalties and charges. However, in the event of accidents, serious illness or death within the employee's immediate family or other critical circumstances beyond the control of the employee, the County will be obligated to pay the penalties and charges.

b. Personal Vehicle

A requesting party may use his or her personal vehicle for travel and be reimbursed at the approved mileage rate if a County vehicle is unavailable or use of a County vehicle is not practical. The reimbursable mileage is the actual mileage measured from the duty station to the destination and return.

c. **County Vehicle**

County vehicles may be used for any authorized travel. The requesting party must obey all laws of the jurisdiction in which the vehicle is being operated. The vehicle will be used in conducting County business only. A minimal amount of personal use, such as driving the vehicle to and from dinner, may be allowed.

d. **Rental Vehicle**

An itemized receipt is necessary for reimbursement. Rental vehicles are to be used as a last resort. Use must be approved in advance by the department head.

e. **Parking Fees and Tolls**

Receipts are required for fees in excess of \$2.00 per day.

SECTION 5. SPECIFIC GUIDELINES – SUBSISTENCE

a. **Meals and Incidental Expenses**

Each requesting party is responsible for his or her own request for reimbursement. Specific dates of meals must be listed on the reimbursement request, as well as departure and arrival times. Please refer to www.gsa.gov/perdiem for the applicable rate for your travel location. **Only one method of meal expense payment may be used. For example, the traveler may request reimbursement at the per diem rate OR may use a county purchasing card and submit the expense for payment with the meal receipt. The traveler may not use a purchasing card and then request reimbursement of the difference between actual cost and per diem, if applicable.**

The traveler may choose to use or allocate this amount between meals as he or she chooses. .

For travel periods of less than a full day, the following “per meal” amounts shall be used:

Meal	Qualification	Amount
Breakfast	Depart duty station prior to 7:00 a.m.	Up to \$7.00
Lunch	Depart duty station prior to 10:00 a.m. and return after 2:00 p.m.	Up to \$11.00
Dinner	Return to duty station after 7:00 p.m.	Up to \$23.00

Receipts are not required for meal reimbursement unless a County purchasing card is used for payment. The amounts indicated above shall be treated on a per diem basis.

Employees will not be reimbursed for meals within the boundaries of Wayne County unless such expenses are incurred for attendance at formal meetings, conferences, or seminars.

b. Lodging

In order to qualify for reimbursement, all lodging must be approved in advance by the Department Head.

Lodging expenses will be reimbursed at the actual cost of the room, providing the employee seeks reasonably priced lodging. Each employee is responsible for his or her own request for reimbursement. Specific dates of lodging must be listed on the reimbursement request, and substantiated by an itemized receipt from a commercial lodging establishment. Only charges for room and tax will be reimbursed. Additional personal expenses are not reimbursable. Employees sharing a room with a non-County individual (including family members) are responsible for reporting and requesting reimbursement of lodging expenses at single occupancy rates.

c. Tips

Reasonable baggage handling tips may be claimed for porters at terminals and hotels as “Other Expenses”.

d. Telephone Calls

Requesting parties will not be permitted to charge long distance phone calls to the County for calls made of a personal nature, except for one “safe arrival” call and a single call per day not to exceed ten (10) minutes in length.

SECTION 6. COMPLETION OF TRAVEL FORM

a. Mileage report

Officials and employees who use a personal vehicle on a regular basis for trips in and around the County should complete a mileage report that notes name, department, travel dates, and total number of miles. Total miles for the reporting period (usually a month) is then noted on the “Claim for Expenses: Official Travel Form”. Odometer readings are not required if the department has another consistently applied, reasonable method of verifying mileage.

Mileage Reports and the Claim for Expenses will be submitted to the Finance Department on a monthly basis for reimbursement.

b. Travel Expense Report for Reimbursement

If a travel advance has been issued, the Claim for Expenses form should be submitted to the Finance Department within five days of completion of the travel period. Other reimbursement requests should be presented within thirty days of the travel period. Documentation must be provided for all expenses except meals, parking fees less than \$2.00 per day and baggage-handling tips.

RESOLUTION

INTRODUCED BY: Craig Honeycutt, County Manager Date: 5-3-2022
SUBJECT AREA Economic Development PRESENTED BY: Honeycutt
RESOLUTION: Authorizing Wayne County to file formal application for up to \$500,000 for NC
Department of Commerce- Rural Division Building Reuse for Project Berry

ACTION REQUESTED:

Authorizing Wayne County to file a formal application for the NC Department of Commerce- Rural Division Building Reuse for up to \$500,000 for business expansion related to Project Berry.

HISTORY/BACKGROUND:

NC Department of Commerce- Rural Division Building Reuse has authorized the awarding of grants from appropriated funds to aid eligible businesses in financing the costs of building renovations associated with an economic development project. Project Berry needs assistance in financing the renovations that may qualify for Rural Center funding.

EVALUATION:

Wayne County Board of Commissioners has previously indicated its desire to assist in economic development efforts within the county and wish to pursue formal application for NC Department of Commerce- Rural Division Building Reuse funding to benefit Project Berry and will invest a 5% match of the grant amount toward the proposed renovations toward the committed to the application. Wayne County certifies it will meet all statutory requirements of the program. The County Manager and designee, Mark Pope, are authorized to execute daily grant related documentation which includes the grant agreement, general correspondence between Wayne County and the proposed business and the funding agency. Any documentation, which reflects a change in the original scope of work and/or amendment related activities, must be brought before the Wayne County Commissioners for approval.

MANAGER'S RECOMMENDATION: X Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:
by the Wayne County Board of Commissioners, Authorizing Wayne County to file a formal application for the NC Department of Commerce- Rural Division Building Reuse for up to \$500,000 for business expansion related to Project Berry

FUNDING SOURCE:

AMENDMENTS

MOVED: Commissioner Hardison SECOND:

APPROVED: ☒ DENIED: UNANIMOUS: ☒

- Joe Daugherty yes
- Wayne Aycock yes
- Hardison yes
- Barbara Aycock yes
- Gurley yes
- Foster yes
- Williams yes



Joe C. Daugherty
Joe Daughtery, Chairman

5/3/2022
Date

Carol Borden
ATTEST

5/3/2022
DATE

Journal Proof Report



Journal Number: 575 Year: 2022 Period: 10 Description: Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	6287140-549100	Dues & Subscriptions		N	\$900.00	
BUA	6287140-531100	Travel-Meals & Lodging		N		\$500.00
BUA	6287140-535200	Repairs & Maint-Equipment		N		\$400.00
			Journal 2022/10/575	Total	\$900.00	\$900.00

Journal Proof Report



Journal Number: 578 Year: 2022 Period: 10 Description: Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1104180-575100	Service Charges		N		\$457.00
BUA	1104180-519000	Professional Services		N	\$457.00	
			Journal 2022/10/578	Total	\$457.00	\$457.00

Journal Proof Report



Journal Number: 577 Year: 2022 Period: 10 Description: Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1104960-525100	Vehicle Supplies-Fuel/Diesel		N	\$200.00	
BUA	1104960-519700	Prof Services-Background Check		N		\$200.00
Journal 2022/10/577				Total	\$200.00	\$200.00

Journal Proof Report



Journal Number: 581 Year: 2022 Period: 10 Description: Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1104120-523100	Program Supplies		N		\$2200.00
BUA	1104120-526100	Office Supplies-NonCaptl FF&E		N	\$2200.00	
			Journal 2022/10/581	Total	\$2200.00	\$2200.00

Journal Proof Report



Journal Number: 580 Year: 2022 Period: 10 Description: Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1315152-523900	Other Medical Supplies		N	\$4995.00	
BUA	1315152-532110	Telephone-IT		N		\$3995.00
BUA	1315152-539500	Training		N		\$1000.00
			Journal 2022/10/580	Total	\$4995.00	\$4995.00

Journal Proof Report



Journal Number: 579 Year: 2022 Period: 10 Description: Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1315180-525100	Vehicle Supplies-Fuel/Diesel		N	\$1500.00	
BUA	1315180-526000	Office Supplies		N		\$400.00
BUA	1315180-526200	Non-Capital Computer Equipment		N		\$775.00
BUA	1315180-529100	Data Processing Supplies		N		\$700.00
BUA	1315180-534100	Printing		N		\$200.00
BUA	1315180-535200	Repairs & Maint-Equipment		N	\$575.00	
Journal 2022/10/579				Total	\$2075.00	\$2075.00

Journal Proof Report



Journal Number: 582 Year: 2022 Period: 10 Description: Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1104130-526100	Office Supplies-NonCaptl FF&E		N	\$125.00	
BUA	1104130-526000	Office Supplies		N		\$125.00
Journal 2022/10/582				Total	\$125.00	\$125.00

Journal Proof Report



Journal Number: 583 Year: 2022 Period: 10 Description: Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1104200-545200	Vehicle Insurance		N		\$1700.00
BUA	1104200-541200	Rental of Buildings		N	\$1700.00	
			Journal 2022/10/583	Total	\$1700.00	\$1700.00

Journal Proof Report



Journal Number: 584 Year: 2022 Period: 10 Description: Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1315152-523100	Program Supplies		N	\$4995.00	
BUA	1315152-532110	Telephone-IT		N		\$3995.00
BUA	1315152-549750	Incentive Payments		N		\$1000.00
Journal 2022/10/584				Total	\$4995.00	\$4995.00