



MINUTES
Board of County Commissioners Meeting
Monday, February 1, 2021 4:00 PM
Pender County Public Assembly Room

MEMBERS PRESENT:

George Brown
Fred McCoy
Jacqueline A. Newton
David Piepmeyer
David Williams

MEMBERS ABSENT:

OTHERS PRESENT:

Chad McEwen, County Manager
Trey Thurman, County Attorney
Melissa Long, Clerk to the Board
Doug Shipley, Assistant County Manager
Allen Vann, Assistant County Manager
Other Staff and Members of the Press and Public.

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1 CALL TO ORDER

Chairman Brown called the meeting to order at 4:00 p.m. and thanked and welcomed all to the meeting.

2 INVOCATION

Commissioner Williams offered the invocation.

3 PLEDGE OF ALLEGIANCE

Commissioner Piepmeyer led the Pledge of Allegiance.

Chairman Brown recognized veterans and first responders who were in attendance and thanked them for their service.

4 ADOPTION OF AGENDA

Moved by Fred McCoy, seconded by David Williams

Motion to adopt the agenda as presented.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

5 PUBLIC INFORMATION

5.1 Update on Fire & EMS Study by Fitch & Associates. 15 - 34

Interim Emergency Management Director Carson Smith introduced Steve Knight with Fitch and Associates to provide an interim briefing to the Board on the Fire and EMS study. Dr. Knight broke down the data by Pender County Demand, Response Volume and System Performance. Data was further broken down by station, month, date and time of day. A copy of the report is attached to these minutes. Discussion ensued regarding ISO ratings as well as the percent capture versus ISO rating. Dr. Knight stated that he will have all of that information when the final report is provided to the Board. Dr. Knight explained that the next steps for this project include sharing this data with the departments. The draft report and recommendations will be completed in 45-60 days at which time Dr. Knight stated that he will present to the Board their findings along with proposed policy items. The Board thanked Dr. Knight for the update.

[Pender County, NC - Interim Board Briefing 2-1-21](#)

5.2 Update on Pender County Courthouse Remediation and Repairs 35 - 37

Mr. Vann introduced Mike Brisson with Thomas Construction who is the new project manager over this project. Mr. Brisson explained that items that have been completed include Metal Framing and Sheetrock Installation, Skim Coat and Plaster Walls, Floor Feathering and Patching, MEP In Wall Installation, HVAC Equipment Set - first floor, and Attic Access Stairs Installation. On-going items include MEP Rough-In, Equipment Start Up, Plaster Installation, Wood Trim Installation, and Sheetrock Finish. Upcoming items included Ceiling Grid and Tile, Painting, Tile Installation, Flooring, and Acoustical Spray on Courtroom Ceiling. Discussion ensued regarding the current construction schedule impacts due to the roofing scope of work. Commissioner Newton asked how many days were lost in December. Mr. Brisson explained that work in the courtroom stopped on December 21 and has not restarted. Mr.

Brisson explained why work in not continuing in the Courtroom but explained that work continues in all other parts of the courthouse. Once the roof above the Courtroom is replaced, that work will be able to continue. Mr. Brisson explained that Thomas Construction is asking for the Board to consider both a time extension of 89 days as well as additional costs to their contract of \$298,250.75 for added General Conditions, etc. This price is not only the roof replacement itself but also includes \$99,900 for the roof replacement, \$58,000 of Unforeseen Allowances, General Conditions, etc. The cumulative expenses are not only for the roof replacement, but also for the fact that the work in the Courtroom had to come to a standstill in December and no work can take place in this very large space until after the roof is buttoned up above the courtroom. Mr. Brisson did state that the new roof will have a 15-year, 135 MPH Wind warranty as well. Mr. Vann explained that LS3P and Associates is asking for the Board to consider both a time extension request of 3.5 months as well as additional costs of \$57,294.62 to their contract in lieu of changes to the Thomas Construction contract/scope of work. The Board decided to go ahead and take care of the action items for the Courthouse. The Board thanked Mr. Brisson for the presentation.

Moved by David Williams, seconded by Fred McCoy

Motion to approve of the following:

- 1) Change Order which will extend the contract between Thomas Construction and Pender County by 89 calendar days and additional costs of \$298,250.75 along with the Budget Ordinance Amendment to transfer this total from Building Maintenance 500-401500 into the Courthouse Project Code of 60-404500-6501.*
- 2) Change Order which will extend the contract between LS3P and Pender County by 3.5 months and additional costs of \$57,294.62 along with the Budget Ordinance Amendment to transfer this total amount from Building Maintenance 500-401500 into the Courthouse Project Code of 60-404500-6501.*

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer		x		
David Williams	x			
	4	1	0	0

CARRIED.

[BOA 8.4](#)
[BOA 8.5](#)

5.3 Penderlea Property Update

Parks and Recreation Supervisor Zack White gave an update to the Board on the Penderlea Facilities. Mr. White began by showing a series of photos of the grounds to illustrate the improvements that have been made. He then showed photos of classrooms one and two to show their improvements which included a fresh coat of paint, new blinds, replacement vinyl cove base, and new tables and chairs. Mr. White then showed the improvements to the ramp outside of the auditorium which has a new coat of non-slip paint. Vinyl siding on the outside of the gym has also been repaired. The gym floor has been patched where it was needed. Mr. White explained that other completed projects included restroom repairs, auditorium sump pump replacement, underground water leaks have been repaired, and the PCS mobile units have been removed. Commissioner Piepmeyer stated that the improvements look great. Mr. White added that staff started this project last summer and it has been close to a year of repairs to get to this point. The trailers were removed a week and a half ago with the exception of the one with the permanent foundation. Discussion ensued regarding restrooms and the availability to have then available to the public daily. Mr. White also updated the Board on the indoor cornhole league that has begun at the Penderlea Gym. He stated that these facilities are ready to use but staff is working to navigate COVID-19 restrictions. The Board thanked Mr. White for the update.

6 PUBLIC COMMENT

There were no signups for public comment.

7 CONSENT AGENDA

Moved by Fred McCoy, seconded by David Williams

Motion to approve the consent agenda as presented.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

7.1 Approval of Minutes: January 19, 2021.

- 7.2 Resolution Accepting Petition to add Thrush Trail, Violetear Ridge and Sparrows Bend Drive in the Sparrows Bend Subdivision, Hampstead, to the State Maintained System. 39
[SPARROWS BEND ROADS RESOLUTION](#)
- 7.3 Approval of Tax Releases and Refunds 41 - 42
[JANUARY 2021 REFUNDS RELEASES](#)
- 7.4 Resolution Amending Article VIII – Employee Leave Benefits, Section 12. Leave Transfer, subsection A, # 3.
- 7.5 Resolution Amending Article IX – Employee Benefits, Section 12. Employee Assistance Program (EAP).
- 7.6 Consideration of Approval of Local Policies for State Acquisition Relocation Fund (SARF).
- 7.7 Approval of a Budget Amendment to Increase Health Department Revenues and Expenditures for Fiscal Year 2020-2021: \$35,973. 43
[BOA 7.7](#)

8 APPROVALS AND RESOLUTIONS

- 8.1 Resolution in Support of the NCACC Presidential Initiative to Promote Food System Resiliency.

Ms. Long explained that the Washington County Board of Commissioner's has requested that each county consider adopting a resolution in support of the NCACC Presidential Initiative to promote food system resiliency. This is the NCACC Presidential Initiative for 2020-21 and their Board would like for the rest of the counties to follow in their footsteps in passing a similar resolution. Attached in the meeting packet was a copy of the proposed resolution and a map of counties which outlines the food insecurity rates in North Carolina. Brief discussion ensued as to the commitment that Pender County would be making if approving this resolution. The Board asked for more information about what the county would be responsible for by approving this resolution before tabling the item.

Moved by David Piepmeyer, seconded by Jacqueline A. Newton

Motion to table the Resolution in support of the NCACC Presidential Initiative to Promote Food System Resiliency.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			

David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

- 8.2 Approval of Purchase Order to Fairway Ford in the amount of \$68,022.00 for the purchase of Two Ford Explorers for the NC Governor's Highway Safety Traffic Unit.

Major Collier explained that the North Carolina Governor's Highway Safety Program is dedicated to reducing the numbers of traffic crashes and fatalities in North Carolina, the Governor's Highway Safety Program promotes highway safety awareness through a variety of grants and safe-driving initiatives. These two vehicles will be purchased from Fairway Ford at the state contract price of \$68,022.00. These funds will come from account 510014- 407403. Major Collier stated that this is be paid out of county funds now, but will be reimbursed by the NC Governor's Highway Safety Traffic Unit grant.

Moved by Jacqueline A. Newton, seconded by David Williams

Motion to approve the purchase order to Fairway Ford in the amount of \$68,022.00.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

- 8.3 Approval of a Purchase Order for the Central Square (Zuercher) Annual Subscription and Annual Maintenance fee in the amount of \$91,570.00.

Major Collier explained that the Pender County Sheriff's Office selected Zuercher Technologies as the replacement to the VisionAir system in 2019. The Zuercher solution uses one application and one database, all from one vendor (Zuercher). The hardware is provided as part of the solution, saving costly equipment upgrades every 5 years, and is monitored 24x7x365. The system is continuously updated to include enhancements, new features and customer requests. Zuercher is the

only Public Safety solution to follow this model and would qualify as the Sole Source Exception under North Carolina State Competitive Bidding Requirements. The annual subscription and maintenance fee for Zuercher is \$91,570.00. These funds will come from account 510-406000 and 252-404500. These funds were budgeted for FY 21.

Moved by Jacqueline A. Newton, seconded by David Williams

Motion to approve the Purchase Order for the Central Square (Zuercher) Annual Subscription and Annual Maintenance fee in the amount of \$91,570.00.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

- 8.4 Consideration of Contract Amendment with Thomas Construction for Courthouse Restoration Project (Roof Replacement).

This item was approved under item 5.2.

- 8.5 Consideration of Contract Amendment with LS3P for Courthouse Restoration Project (Roof Replacement).

This item was approved under item 5.2.

RECESS

The Board took a brief recess from 5:43 p.m. until 5:52 p.m.

- 8.6 Consideration of the Drainage Improvement Program.

Flood Plain Administrator Daniel Adams explained that Planning and Community Development staff developed a Drainage Improvement Program and presented it to the Board of County Commissioners for discussion at their December 7, 2020 meeting. Following that presentation, staff have continued to refine the proposal and are now presenting the program for approval to be included in the FY 2021-22 County budget. The program is designed to improve drainage in the county and reduce the impacts of flood events. Staff conducted research and held meetings with stakeholders and subject matter experts as part

of the development of this program. Staff are recommending the creation of a full-time position whose focus is on resolving drainage issues throughout the county's natural waterways, to include removing drainage impediments, trapping beavers, removing dams, and administering the proposed Beaver Bounty Program. Staff will also develop a strategic plan outlining maintenance schedules and potential funding sources. The proposed Beaver Bounty Program is modeled after the Brunswick County and Columbus County Beaver Bounty Programs. Attached in the meeting packet were attachments for a description and framework of the program, including the Beaver Bounty Program, applications and forms, a job description for the Watershed and Drainage Technician, and proposed program budget to begin in FY 2021-22. Discussion ensued regarding addressing the need, a priority list and if there will be one, as well as the bounty program.

Moved by Fred McCoy, seconded by David Piepmeyer

Motion to approve the Drainage Improvement Program as presented and to include it in the FY 2021-22 county budget.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

- 8.7 Approval of Budget Amendment and Purchase Order to accept the North Carolina Governor's Crime Commission Patrol Division Radio Upgrades in the amount of \$23,493.75.

45

Major Collier explained that the Pender County Sheriff's Office has been awarded a North Carolina Governor's Crime Commission Patrol Division Radio Upgrade grant in the amount of \$23,493.75. The grant will be used to purchase portable and mobile radios for the new Traffic Unit as well as the Patrol Division. These funds will come from account 510016-403300 and 510016-407100.

Moved by David Piepmeyer, seconded by David Williams

Motion to approve the Budget Amendment and Purchase Order to accept North Carolina Governor's Crime Commission Patrol Division Radio Upgrades in the amount of \$23,493.75.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

[BOA 8.7](#)

8.8 Resolution to Adopt the Pender County Risk Manual.

Human Resources Director Jennifer Kimler explained that aside from the Health Department's Bloodborne pathogens/clinical policies, Pender County has not had a formal Risk Manual, Bloodborne Pathogen's, or Safety Fleet policy in place. Over the past year, the HR Risk Management Specialist collaborated with numerous departments to develop these policies. The proposed policy has been developed in consultation with the NCACC Risk Pool and various members of the Safety Team. Members held multiple work sessions with key staff from the County Managers Office, Health & Human Services, the Sheriff's office, Utilities, Emergency Management and Facilities & Fleet Services. The proposed policy has also been sent to the County Attorney for review. Ms. Kimler highlighted the General Safety Guidelines, Fleet Safety Policy and the Bloodborne Pathogens Policy. Discussion ensued regarding the Safety Committee and their role in creating this document and reviewing policies. Mr. Thurman stated that his only issue with the policy is in reference to cell phone usage in the Fleet Safety Policy. He explained that although texting is certainly not allowed while driving, talking on the phone should be allowed through a Bluetooth device as this will allow for work to still be conducted while employees are in route. Discussion then ensued regarding distracted driving. Commissioner Newton stated that she has an issue with the Safety Committee reviewing accidents and that this is something that should be handled by the supervisor. Ms. Kimler explained the reasoning behind this. Brief discussion also ensued regarding item 7.4. Ms. Kimler explained that this is in an effort to keep employees information confidential. The Board thought it appropriate that staff be able to donate time to specific employees if they choose to do so and felt the item may need to be revisited.

Moved by Fred McCoy, seconded by David Williams

Motion to approve the Pender County Risk Manual as presented.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton		x		
David Piepmeyer	x			
David Williams	x			
	4	1	0	0

CARRIED.

8.9 Consideration of the sale of Surplus Property.

Ms. Long explained that the Manager's Office received a bid offer for Parcel ID: 4214-28-3069-0000 (1.19 Acres) on January 12, 2021 for \$46,000.00 from Pamela Moore Sloan. According to the Deed, Pender County acquired the property in 2019 because of unpaid taxes. Staff has followed up with the ProTax and verified that Pender County was the highest bidder (no bids were received at auction) in the amount of \$2,131.39. The property has a tax value of \$45,270.00. The Offer, Property Map and Deed are attached for the Board's review.

Moved by David Piepmeyer, seconded by David Williams

Motion to approve the sale of Parcel 4214-28-3069-0000 as described herein.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

9 APPOINTMENTS

9.1 Approval of an Appointment to the Pender County Library Board.

Ms. Long explained that Mallory Leimone is applying for reappointment to the Library Board. Ms. Leimone has served one term on the Library Board and represents District 1. Her application was attached in the meeting packet for the Board's review. If approved, this appointment will

be for 3 years and expire January 31, 2024. Elizabeth Piacenza is also applying for reappointment to the Library Board. Ms. Piacenza has served two terms on the Library Board and represents District 2. Her application was attached in the meeting packet for the Board's review. If approved, this appointment will be for 3 years and expire January 31, 2024.

Moved by David Williams, seconded by David Piepmeyer

Motion to reappoint Mallory Leimone (District 1) and Elizabeth Piacenza (District 2) for a three year term, with term to expire January 31, 2024.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

9.2 Approval of an Appointment to the Lower Cape Fear Water and Sewer Authority.

Ms. Long explained that Norwood Blanchard currently serves on the Lower Cape Fear Water and Sewer Authority as a citizen representative and is requesting reappointment. Mr. Blanchard's application was attached in the meeting packet for the Board's review. If approved, this appointment will be for three years and expire February 28, 2024.

Moved by Jacqueline A. Newton, seconded by David Williams

Motion to reappoint Norwood Blanchard to the Lower Cape Fear Water and Sewer Authority Board with term to expire February 28, 2024.

	For	Against	Abstained	Absent
George Brown	x			
Fred McCoy	x			
Jacqueline A. Newton	x			
David Piepmeyer	x			
David Williams	x			
	5	0	0	0

CARRIED.

10 PENDER COUNTY BOARD OF HEALTH

The Board convened as the Pender County Board of Health at 6:19 p.m.

Health and Human Services Director Carolyn Moser gave an update on the COVID-19 metrics for Pender County. As of today, Pender County has 4,124 cases. Of those cases 98% of cases have recovered. There have been 47 deaths to date. The percent positive rate today was 13% and there are currently 13 residents in the hospital. Ms. Moser noted that Pender County has doubled case numbers and deaths in just the last 60 days, mostly because of a couple of nursing home outbreaks. Ms. Moser stated that Nursing Home vaccinations are currently in the process. Ms. Moser gave an update on vaccines for Pender County which included only first doses. As of today, Pender County has received 2,500 first doses. Staff was able to obtain 178 extra doses in the vials. Staff is expecting 500 doses to arrive tomorrow with an extra 100 doses being transferred from Black River Health as they do not have the capacity to give the 200 doses that they were allotted. Vaccine allocation is currently low with Pender County receiving 1 dose per 19 residents. Pender County Health Department staff will be administering doses on Tuesday and Wednesday in Burgaw and on Thursday in Hampstead. Staff will be administering 600 first doses along with 704 second doses this week which will deplete the vaccine inventory. Ms. Moser explained that those who receive the vaccine should continue to follow the three W's, wear a mask, wait six feet apart, and wash your hands often. Discussion briefly ensued regarding vaccine groups and vaccinations of school personnel. The Board thanked Ms. Moser for the update.

11 SOCIAL SERVICES BOARD

There was no business to be conducted as the Pender County Social Services Board.

12 ITEMS FROM THE COUNTY ATTORNEY, COUNTY MANAGER, ASSISTANT COUNTY MANAGER, & COUNTY COMMISSIONERS

The Board reconvened as the Pender County Board of Commissioners at 6:41 p.m.

12.1 Items from the County Attorney.

- Mr. Thurman talked with the Board about the easement sale in front of the Hampstead Library and Hampstead Kiwanis Park to Piedmont Natural Gas. Mr. Thurman stated that the easement paperwork was ready for Chairman Brown's signature. He briefly talked about conducting a title search on these properties as well.
- Mr. Thurman confirmed the completion dates for the Courthouse. Substantial completion is scheduled for May 19 and Final Completion is scheduled for June 16.

- Mr. Thurman stated that he had no items for closed session.

12.2 Items from the Assistant County Managers.

Assistant County Manager Doug Shipley:

- Mr. Shipley thanked all of those who are helping to make the COVID call center happen. He thanked all those who are taking calls as well as ITS staff for making it a reality. He specifically thanked Trisha Newton in Finance as well as Earl Moore and Chris Hewett in ITS. Mr. Shipley explained that the call center is a call que system where callers do not get a voicemail and are held on the line until there is someone available. Today alone, 1,153 calls were received into the call center.

12.3 Items from the County Manager.

- Mr. McEwen commented on the easement sale to Piedmont Natural Gas. The total sale is for \$26,840 which includes \$7,600 for the permanent easement, \$11,000 for damages, and \$8,240 for the temporary easement.
- The BASF property Environmental Assessment will be coming in within the next few weeks and will be coming to the Board in March for discussion.
- Mr. McEwen stated that the contract for the Environmental Assessment for the Morton property will be coming to the Board on February 16 for approval.
- Mr. McEwen explained that an RFP went out today for leasing of the 100 acre jail property as farm land. The starting bid is \$10,000 and so far three farmers have reached out to the county. The Board will receive this information on February 16.
- Mr. McEwen stated that the dose allocation letter has been prepared for the Chairman and is ready to be sent to the state.

12.4 Items from the County Commissioners.

Commissioner Newton:

- Commissioner Newton gave the Board a brief update on the Airport.
- Commissioner Newton gave an update on the NCACC Legislative Goals Conference. She stated that the goals that were adopted which are most pertinent to Pender County are:
 - Agriculture Goal AG-2: Support legislation to protect all farming operations from nuisance lawsuits.
 - Environmental Goal, EN-5: Seek legislation to provide additional resources for preventative storm damage maintenance to clear debris to help prevent flood damage in low-lying areas.

- General Government Goal, GG-1: Seek legislation funding and all efforts to expand digital broadband capability to the unserved and underserved residents and GG5: Support legislation to remove inequities and inconsistencies in the current state economic tier program.
- Health and Human Resources Goal, HHS-4 Seek additional funding and preserve block grant allocations to increase access to high quality childcare, early childhood education, child welfare services, adult protective services and guardianship.
- Justice and Public Safety Goal, JPS-4: Support legislation and state funding to provide early intervention services through the Juvenile Crime Prevention Councils, and support increased state funding for the prevention, intervention and treatment of adolescent substance use disorders, gang involvement and domestic violence; and requires the Department of Public Safety to evaluate and update the amount of local matches for JCPC funding.
- Public Education, Goal PE-5: Support legislation to provide exceptions to the K-3 class size mandate including but not limited to lack of school facility space and availability of qualified teachers.

Commissioner Piepmeyer:

- Commissioner Piepmeyer stated that he has been reelected as Chair for the WMPO for 2021. The Board congratulated him.
- Commissioner Piepmeyer requested that there be some discussion at the Retreat on the potential zoning of Lea-Hutaff Island. Brief discussion ensued on the issue.

13 CLOSED SESSION (IF APPLICABLE).

There were no items for closed session.

14 ADJOURNMENT

There being no further business, the meeting adjourned at 6:58 p.m.



Fire and EMS System Evaluation

Pender County, NC – Interim Board Briefing 2-1-2021

High Level Options to Evaluate



Accountability for public investments
– subsidies



Long-term sustainability



Expectations for
services

Staffing
Performance –
response time
Current workload
and demands for
service



Pros and Cons of
current system and
structures vs
alternatives

Integrate into a
County agency
Expectations for
rural protection
EMS options

High Level Options to Evaluate



Capital investments and debt management

Number of fire stations and
other fixed facilities
Apparatus quantity and type
Funding strategies
Debt management



Impacts to ISO



Suggested organizational structure



Employee considerations

Pay scales
Existing retirement and benefit
options
Hiring and on-boarding
considerations

Pender County Demand 2018-2019

Call Category ¹	Within Pender County Jurisdiction		
	Number of Calls	Average Calls per Day	Call Percentage
Agency Assist - EMS	271	0.7	2.4
Cardiac and Stroke	1,164	3.2	10.2
Difficulty Breathing	862	2.4	7.6
Fall and Injury	1,763	4.8	15.5
Illness and Other	2,428	6.7	21.4
Mutual Aid	22	0.1	0.2
MVA	976	2.7	8.6
Overdose and Psychiatric	397	1.1	3.5
Seizure and Unconsciousness	748	2	6.6
Standby	19	0.1	0.2
Transfer	86	0.2	0.8
EMS Total	8,736	23.9	76.9
Agency Assist - Fire	45	0.1	0.4
Agency Assist - Law	541	1.5	4.8
Agency Assist - Other	8	< 0.1	0.1
Fire Alarm	365	1	3.2
Fire Other	609	1.7	5.4
Mutual Aid	73	0.2	0.6
Outside Fire	256	0.7	2.3
Service Call	304	0.8	2.7
Standby	2	< 0.1	< 0.1
Structure Fire	187	0.5	1.6
Vehicle Fire	64	0.2	0.6
Fire Total	2,454	6.7	21.6
Hazmat Total	62	0.2	0.5
Rescue Total	107	0.3	0.9
Total	11,359	31.1	100

Response Volume

Jurisdiction	Program	Number of Calls ¹	Number of Responses ²	Average Responses per Call	Average Calls per Day	Average Responses per Day
Within Pender County	EMS	8,711	16,179	1.9	23.9	44.3
	Fire	2,388	4,862	2.0	6.5	13.3
	Hazmat	62	92	1.5	0.2	0.3
	Rescue	106	343	3.2	0.3	0.9
	Total	11,267	21,476	1.9	30.9	58.8

Busy Time by Program

Jurisdiction	Program	Total Busy Hours Calculated ¹	Responses with Time Data ²	Average Busy Minutes per Response	Responses without Time Data ³	Median Busy Minutes Observed ⁴	Total Busy Hours Estimated ⁵
Within Pender County	EMS	10,501.3	9,534	66.1	6,645	52.1	16,271.4
	Fire	949.6	1,371	41.6	3,491	23.9	2,340.2
	Hazmat	11.1	23	28.9	69	25.7	40.6
	Rescue	95.2	99	57.7	244	22.4	186.3
	Total	11,557.2	11,027	62.9	10,449	47.6	19,846.7

System Performance by Program Area

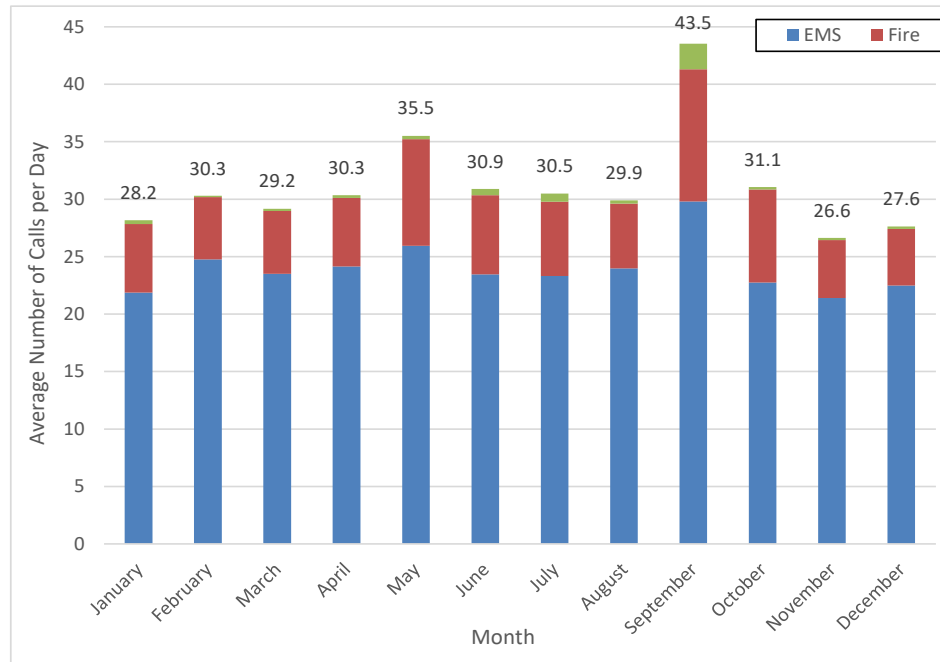
Jurisdiction	Program	Dispatch Time	Turnout Time	Travel Time	Response Time	Sample Size ¹
		(Minutes)	(Minutes)	(Minutes)	(Minutes)	
Within Pender County	EMS	3.6	4	12.2	16.7	8,103
	Fire	7.9	3.3	11.6	17.3	2,031
	Hazmat	11.6	2.9	9.5	20.5	56
	Rescue	21.2	3.6	17.6	29.4	79
	Total	4.3	3.9	12.1	16.8	10,269

Number and Percentage of Incidents by City

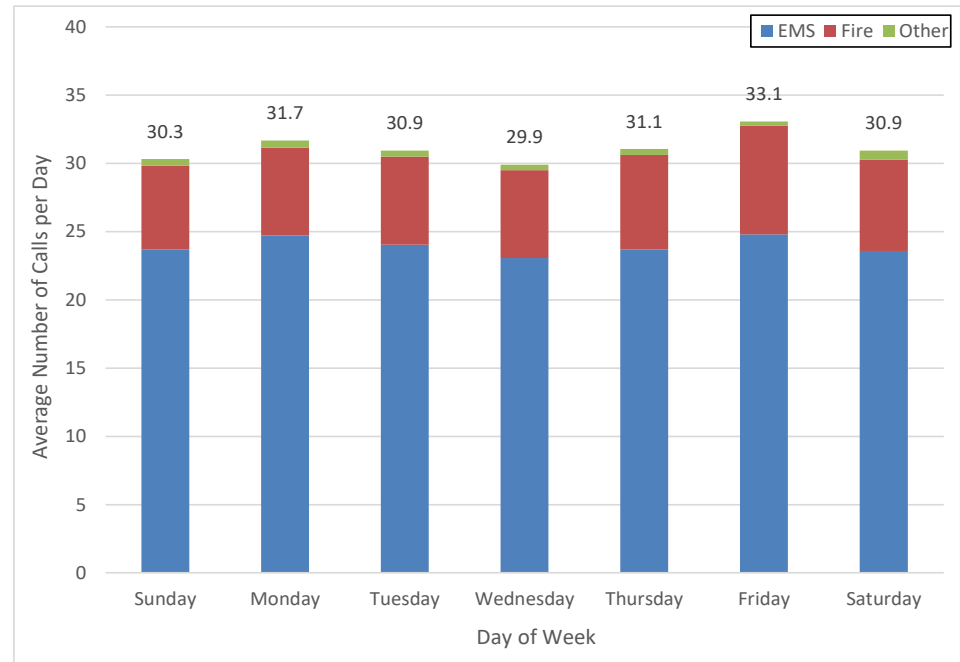
City	Number of Calls	Call Percentage	City	Number of Calls	Call Percentage
Hampstead	3,391	29.3	Atkinson	306	2.6
Burgaw	2,657	23.0	Topsail Beach	212	1.8
Rocky Point	1,825	15.8	Holly ridge	139	1.2
Surf City	721	6.2	Wallace	129	1.1
Willard	514	4.4	Ivanhoe	82	0.7
Currie	513	4.4	Kelly	14	0.1
Wilmington	375	3.2	Unknown	3	< 0.1
Maple Hill	357	3.1	Waterway	2	< 0.1
Watha	326	2.8	Total	11,566	100.0

Temporal Analysis

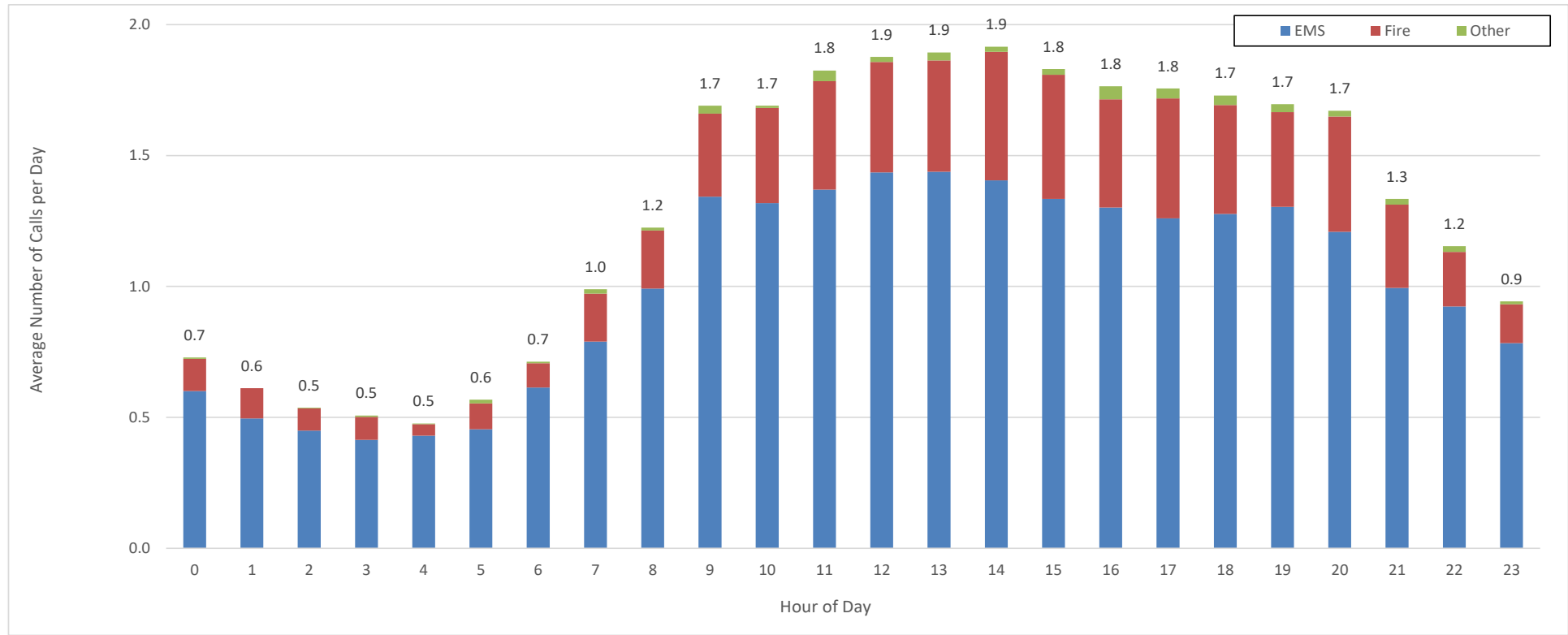
Average Calls per Day by Month



Average Calls per Day by Day of Week



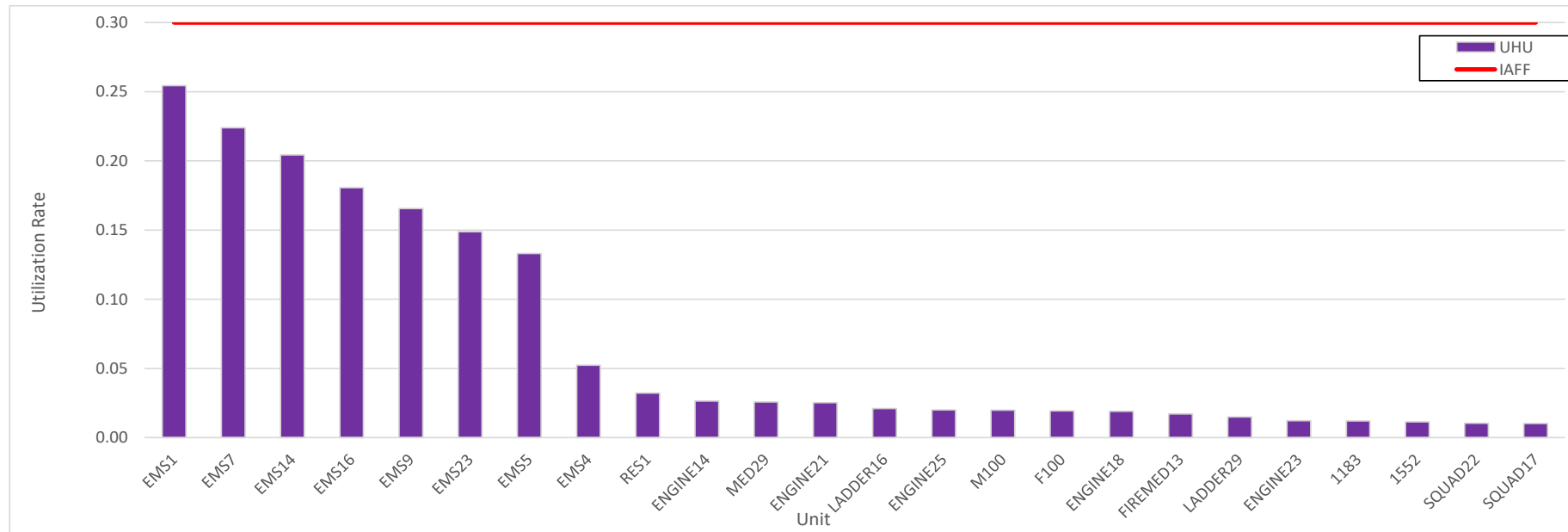
Average Calls per Day by Hour of Day



Response Volume by Station

Jurisdiction	Station	Number of Responses Made by Units Assigned to Station ¹	Average Responses per Day
Within Pender County	1	2,900	7.9
	4	403	1.1
	7	1,825	5.0
	9	1,104	3.0
	11	361	1.0
	13	706	1.9
	14	2,434	6.7
	15	779	2.1
	16	2,516	6.9
	17	713	2.0
	18	542	1.5
	19	339	0.9
	20	79	0.2
	21	634	1.7
	22	932	2.6
	23	1,461	4.0
	25	510	1.4
	28	34	0.1
	29	916	2.5
	Outside Agency ²	4	0.0
	PEF ³	1,143	3.1
Outside Pender County	Standby ⁴	10	0.0
	Union ⁵	1,131	3.1
	Total	21,476	58.8

Unit Hour Utilization

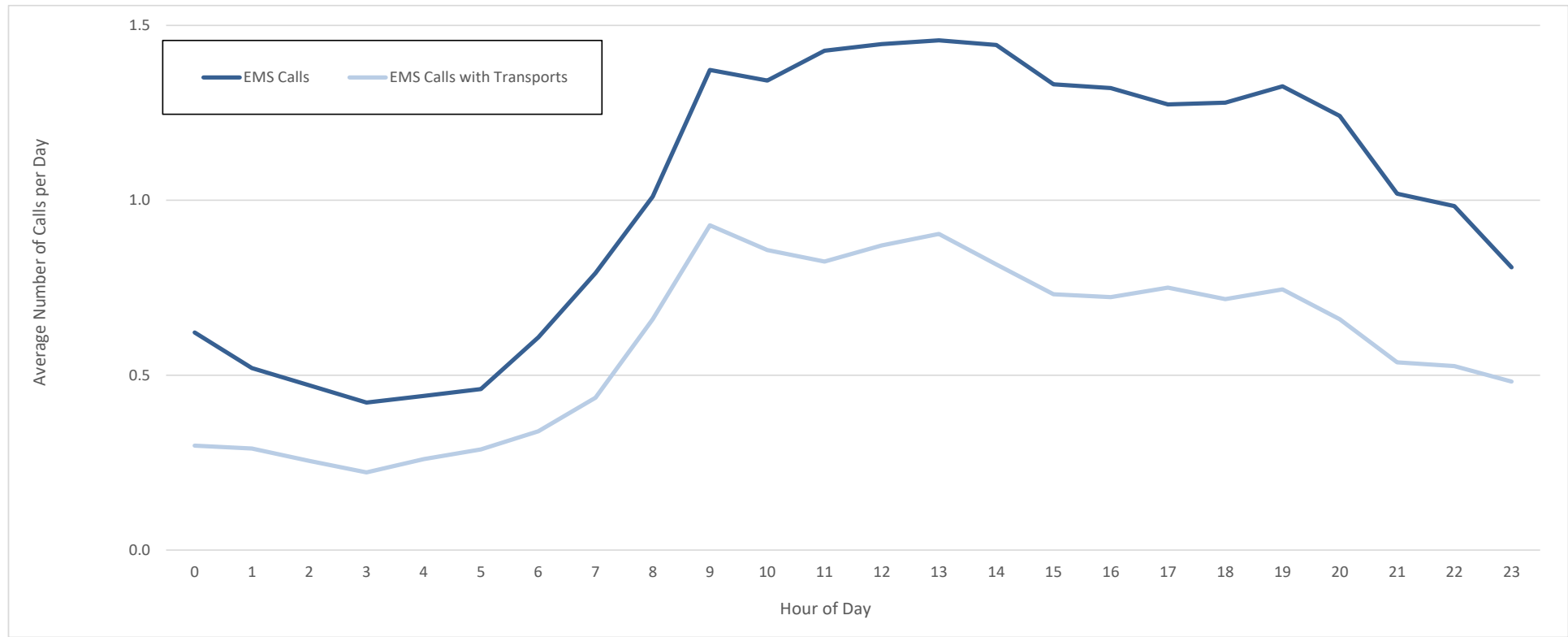


EMS – Transport Analysis by Call Type

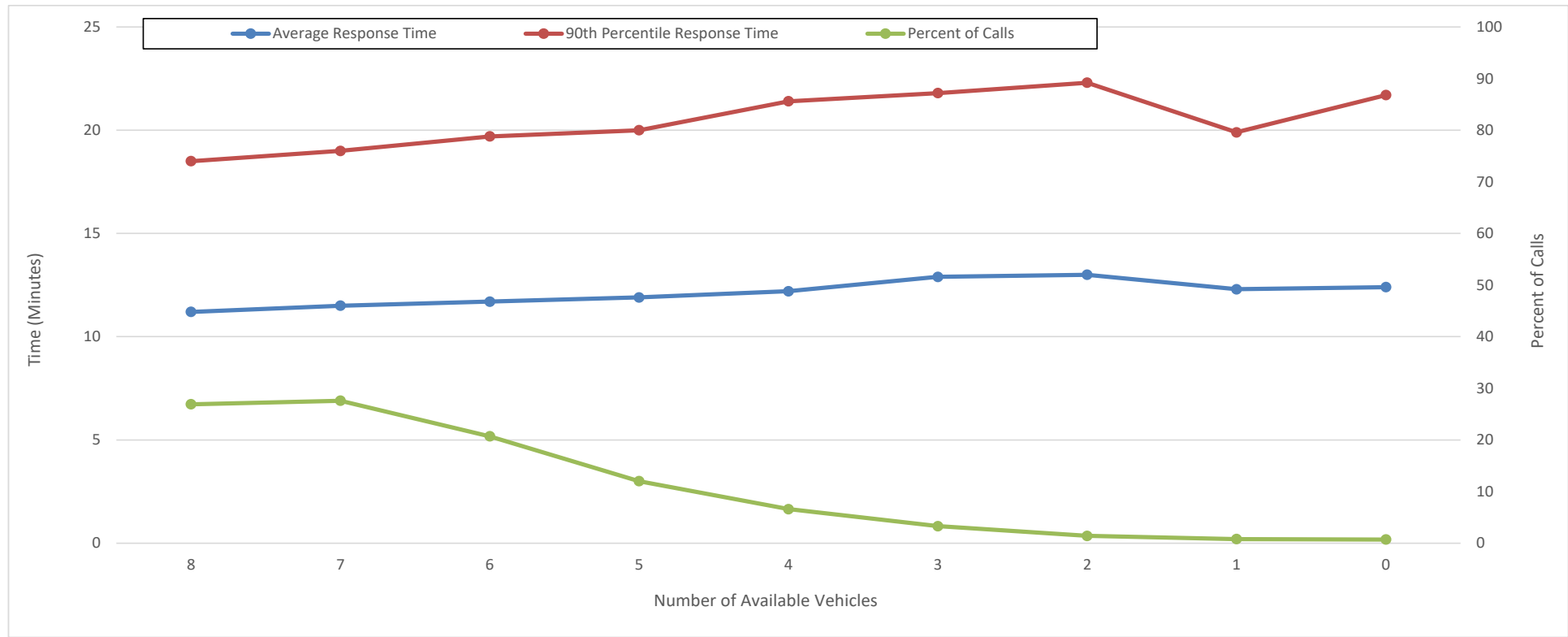


Call Category	Non-Transport		Transport		Total Number of Calls	Transport Rate (%)
	Average Call Duration (Minutes)	Number of Calls	Average Call Duration (Minutes)	Number of Calls		
Agency Assist - EMS	40.9	243	111.5	15	258	5.8
Cardiac and Stroke	78.1	370	114.9	794	1,164	68.2
Difficulty Breathing	67.8	233	107.4	629	862	73.0
Fall and Injury	45.6	725	102.5	1,036	1,761	58.8
Illness and Other	52.7	780	100.3	1,641	2,421	67.8
Mutual Aid	46.4	21	110.6	16	37	43.2
MVA	48.8	685	113.9	290	975	29.7
Overdose and Psychiatric	42.6	197	117.6	201	398	50.5
Seizure and Unconsciousness	51.4	236	102.7	513	749	68.5
Standby	36.9	191	118.0	12	203	5.9
Transfer	24.9	77	110.0	9	86	10.5
EMS Total	51.9	3,758	106.9	5,156	8,914	57.8
Agency Assist - Fire	91.4	38	126.7	7	45	15.6
Agency Assist - Law	45.3	400	117.1	127	527	24.1
Agency Assist - Other	264.8	5	196.2	2	7	28.6
Fire Alarm	23.6	352	18.4	6	358	1.7
Fire Other	43.4	506	107.8	88	594	14.8
Mutual Aid	64.1	62	45.4	6	68	8.8
Outside Fire	70.4	242	52.1	7	249	2.8
Service Call	34.9	287	69.5	4	291	1.4
Standby	0.4	1	--	0	1	0.0
Structure Fire	89.2	176	138.8	11	187	5.9
Vehicle Fire	55.5	59	32.4	2	61	3.3
Fire Total	54.5	2,128	108.9	260	2,388	10.9
Hazmat Total	41.2	59	59.0	3	62	4.8
Rescue Total	69.7	92	141.1	15	107	14.0
Total	53.2	6,037	107.3	5,434	11,471	47.4

Average EMS Calls and Transports by Hour of Day

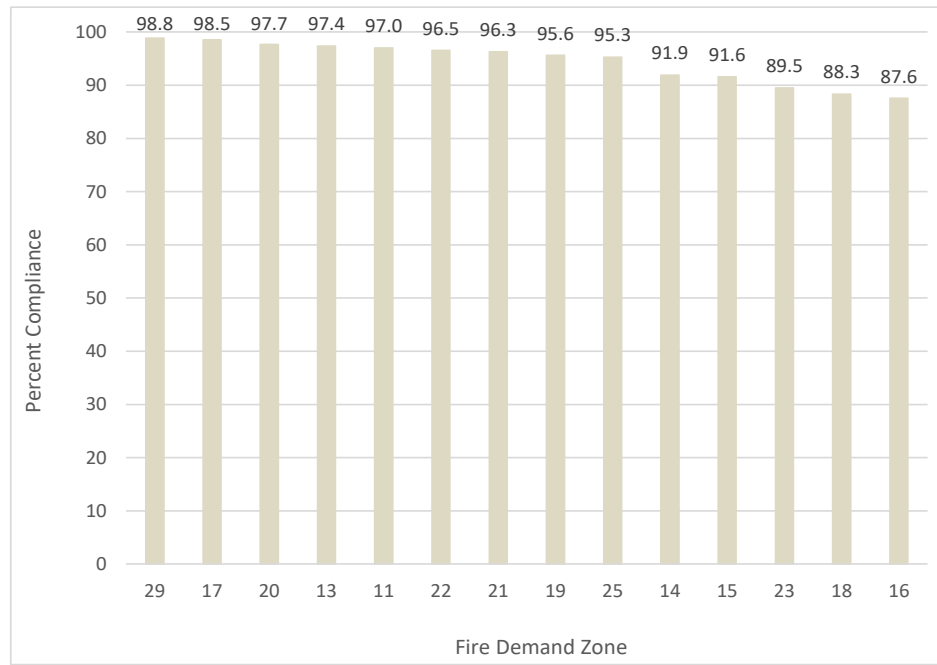


Total Response Time by Available ALS Transport Units

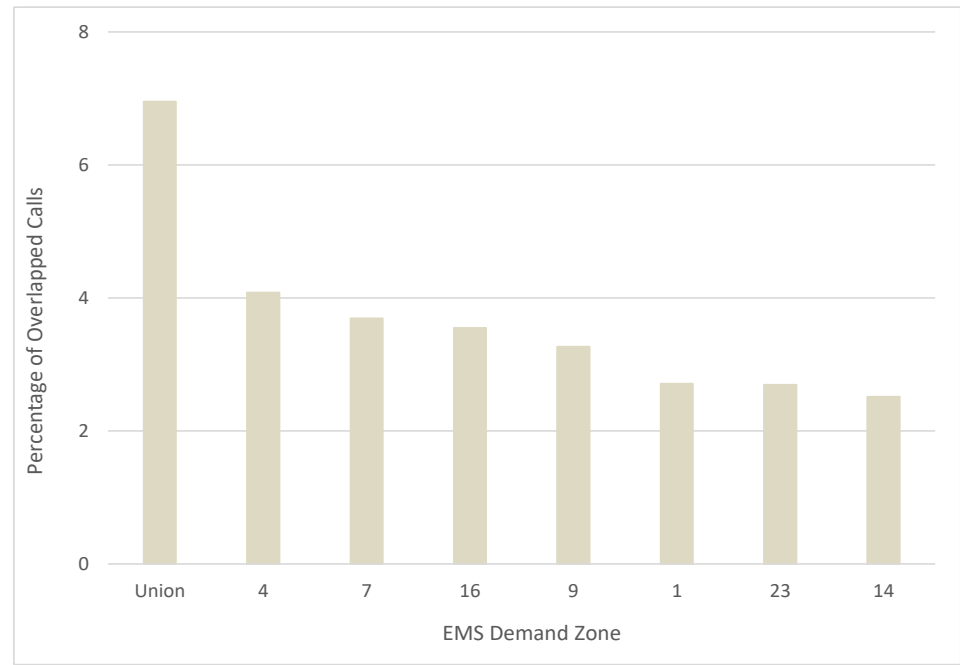


System Performance and Resiliency

First Due Compliance by Fire Zone



Simultaneous Events by EMS Zone



Marginal Utility of EMS ALS Deployment

Rank	Station Number	PostCapture	TotalCapture	PercentCapture
1	S14	2,456	2,456	28.73%
2	S7	2,339	4,795	56.09%
3	S1	878	5,673	66.36%
4	S29	589	6,262	73.25%
5	S23	405	6,667	77.99%
6	S5	338	7,005	81.94%
7	S9	286	7,291	85.28%
8	S13	253	7,544	88.24%
9	S4	165	7,709	90.17%
10	S16	152	7,861	91.95%

Marginal Utility of Fire Deployment

Rank	Station Number	PostCapture	TotalCapture	PercentCapture
1	S14	638	638	27.67%
2	S22	584	1,222	52.99%
3	S23	213	1,435	62.23%
4	S19	174	1,609	69.77%
5	S15	144	1,753	76.02%
6	S13	101	1,854	80.40%
7	S18	60	1,914	83.00%
8	S29	53	1,967	85.30%
9	S17	53	2,020	87.60%
10	S11	37	2,057	89.20%
11	S16	17	2,074	89.94%
12	S21	10	2,084	90.37%
13	S25	3	2,087	90.50%
14	S28	2	2,089	90.59%

County Lens - All Stations and All Calls

Rank	Station Number	PostCapture	TotalCapture	PercentCapture
1	S14	3,116	3,116	28.27%
2	S7	3,020	6,136	55.67%
3	S15	1,026	7,162	64.98%
4	S19	818	7,980	72.40%
5	S25	663	8,643	78.42%
6	S13	362	9,005	81.70%
7	S29	297	9,302	84.39%
8	S18	263	9,565	86.78%
9	S11	249	9,814	89.04%
10	S4	248	10,062	91.29%
11	S5	244	10,306	93.50%
12	S16	59	10,365	94.04%
13	S21	21	10,386	94.23%
14	S28	8	10,394	94.30%
15	S23	8	10,402	94.37%
16	S17	8	10,410	94.45%
17	S22	0	10,410	94.45%
18	S9	0	10,410	94.45%
19	S1	0	10,410	94.45%

Questions?

Steven Knight, PhD



Pender County Budget Ordinance Amendment

Friday, January 29, 2021

Date Friday, January 29, 2021
Board Meeting Date (If Applicable) Monday, February 1, 2021
Fiscal Year FY 2020-2021

Fund 60 - CIP
Department 500 - FACILITIES MAINTENANCE

Purpose of Request
Emergency Courthouse Roof Replacement
REVENUES

	Account # (ORG-OBJECT)	Account Description	Amount
1	60-397000-6501	CIP-Transfer In	298,250.75
2			
3			
4			
5			

Proposed Amendment:

EXPENDITURES

	Account # (ORG-OBJECT)	Account Description	Amount
1	60-404500-6501	Courthouse Project Code	298,250.75
2	695-409010	GF-Transfer Out	298,250.75
3	500-401500	Facilities/Maintenance/Repair	-298,250.75
4			
5			
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7			
8			
9			
10			

Total Revenues 298250.75

Total Expenditures 298250.75

Budget Amendment Balances when Zero.

0

Prepared By: Deanna Lanier

Email dlanier@pendercountync.gov



Pender County Budget Ordinance Amendment

Friday, January 29, 2021

Date Friday, January 29, 2021
Board Meeting Date (If Applicable) Monday, February 1, 2021
Fiscal Year FY 2020-2021

Fund 60 - CIP
Department 500 - FACILITIES MAINTENANCE

Purpose of Request
Emergency Courthouse Roof Replacement
REVENUES

	Account # (ORG-OBJECT)	Account Description	Amount
1	60-397000-6501	CIP-Transfer In	57,294.62
2			
3			
4			
5			

Proposed Amendment:

EXPENDITURES

	Account # (ORG-OBJECT)	Account Description	Amount
1	60-404500-6501	Courthouse Project Code	57,294.62
2	695-409010	GF-Transfer Out	57,294.62
3	500-401500	Facilities-Maintenance/Repair	-57,294.62
4			
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10			

Total Revenues 57294.62

Total Expenditures 57294.62

Budget Amendment Balances when Zero.

0

Prepared By: Deanna Lanier

Email dlanier@pendercountync.gov



Board of Commissioners
George R. Brown, Jr., Chairman
Archibald "Fred" McCoy, Vice Chairman
Jaqueline A. (Jackie) Newton
David A. Piepmeyer
J. David Williams, Jr.

County Manager
Chad McEwen
County Attorney
Carl W. "Trey" Thurman, III
Clerk to the Board
Melissa Long

Resolution Accepting Petition to add Thrush Trail, Violetear Ridge and Sparrows Bend Drive in the Sparrows Bend Subdivision, Hampstead, to the State Maintained System.

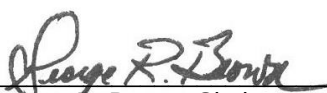
WHEREAS, As a matter of standard operating procedure, the Manager's Office will routinely bring any petitions requesting either additions to, maintenance of, or improvements to any county roads to the Board, without evaluation, upon Board approval, to be summarily forwarded to the North Carolina Department of Transportation; and

WHEREAS, Mary Catherine Santos is requesting a resolution for the addition of, Thrush Trail, Violetear Ridge and Sparrows Bend Drive in the Sparrows Bend Subdivision, Hampstead, to the State Maintained System; and

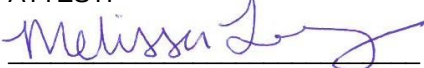
WHEREAS, the petition submitted to the County Manager's office has been delivered to the Board for review and consideration.

NOW, THEREFORE IT BE RESOLVED by the Pender County Board of Commissioners that the petition to add, Thrush Trail, Violetear Ridge and Sparrows Bend Drive in the Sparrows Bend Subdivision, Hampstead, to the State Maintained System is hereby approved, and the Clerk is authorized to submit the petition to N.C. Department of Transportation.

Adopted this the 1st day of February 2021.


George R. Brown, Chairman
Pender County Board of Commissioners

ATTEST:


Melissa Long
Clerk to the Board





Pender County

Request For Board Action

DATE OF MEETING: February 1, 2021

REQUESTED BY: Justian Pound, Tax Assessor, Tax Assessor's Office

SHORT TITLE: Approval of Tax Releases and Refunds

BACKGROUND: Releases and refunds result from listing and assessing due to incorrect and incomplete information. Taxpayers will or have overpaid taxes. Board action rectifies the mistake. The refunds and releases are recommended as follows:

RELEASES OVER \$100

YEAR	NAME	ACCOUNT	AMOUNT	REASON
NONE				

REFUNDS OVER \$100

YEAR	NAME	ACCOUNT	AMOUNT	REASON
2020	COLES, DANIEL LAMONT	275537296	160.58	SITUS
2020	COOMBS, ELWOOD	273273764	102.14	SITUS
2020	DEMCHOCK, NICOLE LEE	206497230	230.31	SOLD
2020	DOWNIE, DEAN ALLISON	205765983	142.61	DOUBLELIST
2020	GRIMMER, EUGENIA ELIZABETH	206497836	142.44	MILTRY EXEMPT
2020	HERRING, MICHAEL EARL	206497011	121.35	SOLD
2020	HUDSON, BRANDON ZACHARY	204657852	227.45	MILTRY EXEMPT
2020	LAPP, ROBERT MICHAEL JR	205765626	144.18	MILTRY EXEMPT
2020	LONG, CHRISTOPHER EARL	205944180	230.32	SOLD
2019	MANNING, JAMES ROY III	205404753	109.54	SOLD
2019	MATTSON, KENNETH JOHN	205849221	127.22	SOLD
2020	MINGUS, SHERI EDWARDS	205945641	125.31	SOLD
2019	STOWE, NICOLE ERNEST	204955317	118.28	SOLD

TOTAL REFUNDS OVER \$100 \$1,981.73

RELEASES UNDER \$100

YEAR	NAME	ACCOUNT	AMOUNT	REASON
NONE				

REFUNDS UNDER \$100

YEAR	NAME	ACCOUNT	AMOUNT	REASON
2019	BROWN, SANDRA ENGEL	204657351	47.34	SOLD
2019	COOMBS, AMANDA DAWN LEE	205765551	32.68	SOLD

2019	DELORENZO, ANTHONY MICHAEL	204657819	24.16	SOLD
2019	ESTATE OF MICHAEL ROBINSON	204657741	5.20	SOLD
2020	FARROW, DAVID LEE JR	274873664	56.18	ADJSTD VALUE
2019	FLUHARTY, MICHAEL DONOVAN	205156569	29.40	SOLD
2019	GASTON, SAMUEL JASON	204657027	19.48	SOLD
2019	GASTON, SAMUEL JASON	204657024	23.71	SOLD
2020	HARTUNG, SHARON JANE	206334468	16.27	SOLD
2020	HECK, MARILYN ANN	205515417	19.53	OUT OF STATE
2020	HUOT, PAUL ROBERT	206334498	66.40	SOLD
2020	KING, MARCUS EUGENE	205074240	69.52	SOLD
2019	LANGDON, BARBARA HARRELL	206333787	3.56	SOLD
2020	LASLIE, ANGIE LYN	274465572	15.20	SITUS
2019	LEE, DAVID HUNTER JR	206497026	18.65	SOLD
2019	LUDLOW, ALICIA ELLEN	204869028	34.76	DESTROYED
2019	MASON, DAVID GLENN	205241679	82.21	OUT OF STATE
2020	MATHEWS, JAMES CALVIN JR	204869502	50.25	ADJSTD VALUE
2020	MCNULTY, DENNIS MICHAEL	275537828	48.06	SITUS
2020	MCNULTY, DENNIS MICHAEL	275537832	64.27	SITUS
2020	MCNULTY, DENNIS MICHAEL	275537836	28.74	SITUS
2020	MINGUS, JAMES WILBUR	274594196	64.40	SITUS
2020	PICKETT, LATANUA CHERISE	272875992	9.73	SITUS
2020	VENTERS, STEPHEN	205849404	36.37	SOLD
2019	VOMASKA, JANET ANN	205404759	6.06	OUT OF STATE
2019	VOMASKA, JANET ANN	205404762	25.75	OUT OF STATE
2020	WILCOX, DENAE CHARIS	205156758	21.44	SOLD

TOTAL REFUNDS UNDER \$100	\$919.32
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TOTAL OF ALL RELEASES	NONE
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TOTAL OF ALL REFUNDS	\$2,901.05
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Pender County Budget Ordinance Amendment

Friday, January 15, 2021

Date Friday, January 15, 2021
Board Meeting Date (If Applicable) Monday, February 1, 2021

Fiscal Year FY 2020-2021 Fund 11 - HEALTH
Division, Program, Project, etc. Health - Immunization Department 900057 - IMMUNIZATION

Purpose of Request
Increase Revenue and Expenditures for additional funds allocated for the Immunization Program from the Women's and Children's Health Section. Included for approval on the February 1, 2021 BOCC Agenda Meeting.

REVENUES

	Account # (ORG-OBJECT)	Account Description	Amount
1	11-375028	Immunization - ATC	35973.00
2			
3			
4			
5			

Proposed Amendment:

EXPENDITURES

	Account # (ORG-OBJECT)	Account Description	Amount
1	900057-404600	Medical Expenses	35973.00
2			
3			
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10			

Total Revenues 35973 Total Expenditures 35973

Budget Amendment Balances when Zero. 0

Prepared By: Donna Ramos Email dramos@pendercountync.gov



Pender County Budget Ordinance Amendment

Friday, January 15, 2021

Date: Friday, January 15, 2021
Board Meeting Date (If Applicable): Monday, February 1, 2021

Fiscal Year: FY 2020-2021 Fund: 10 - GENERAL

Division, Program, Project, etc.: Sheriff's Office Department: 510 - SHERIFFS DEPARTMENT

Purpose of Request: NC Governor's Crime Commissions-Patrol Division Radio Upgrade grant.

REVENUES

	Account # (ORG-OBJECT)	Account Description	Amount
1	510016-348300	general fund	23,493.75
2			
3			
4			
5			

Proposed Amendment:

EXPENDITURES

	Account # (ORG-OBJECT)	Account Description	Amount
1	510016-403300	supplies/accessories	2,000.00
2	510016-407100	Capital Outlay/radio programming	21,493.75
3			
4			
5			
6			
7			
8			
9			
10			

Total Revenues: 23493.75 Total Expenditures: 23493.75

Budget Amendment Balances when Zero: 0

Prepared By: Jennie Coleman Email: jennifer.coleman@pendersheriff.com