POLK COUNTY BOARD OF COMMISSIONERS
Regular Meeting Agenda
January 20, 2022 - 5:00 PM
R. Jay Foster Hall of Justice - Womack Building Columbus, NC
Columbus, NC
MINUTES

PRESENT: Chairman Melton, Vice-Chairman Beiler, Commissioner Moore, Commissioner Overholt, and Commissioner Yoder. Also in attendance were County Manager Pittman, County Attorney Berg, Clerk to the Board Tipton, media, and citizens.

1. Call to Order - Chairman Melton.

2. Invocation - Chairman Melton

3. Pledge of Allegiance - Commissioner Moore

4. Approval of Agenda

   A. Items may be added or removed at this time.

   Chairman Melton requested a budget amendment to purchase a four-wheel-drive vehicle for administration be added to the agenda. He said it became apparent during this week's weather event, the need for the Administration Office to have a dependable four-wheel-drive vehicle. The current vehicle is a used 2015 handed down from the Sheriff's Department.

   Attorney Berg requested a revised Board of Commissioner meeting schedule be added to the Consent Agenda for approval. She explained this is due to the January 18th meeting being moved to January 20th due to inclement weather.

   Commissioner Moore moved to approve the agenda with requested amendments, seconded by Commissioner Overholt and the motion carried unanimously.

5. Consent Agenda

   A. Revised Board of Commissioner Meeting Schedule

   B. December 17th, 2021 Special Meeting Minutes.

   C. Sheriff Department Monthly Activity Report for November and December 2021.

   D. Tax Release due to duplicate billing in the amount of $685.09.

   E. Tax refund requests through December 31, 2021 in the amount of $611.65.

F. Appoint Commissioner Overholt and HHSA Director, Josh Kennedy to serve on the VAYA Health Regional Board.

G. Community Services Block Grant (CSBG) - Submit for review and comments Community Action Opportunities, Inc. CSBG application, and Community Anti-Poverty Plan.

H. Annual Examination of Bonds §58-72-20 for Public Officials - Finance Officer, Register of Deeds, Sheriff, and Tax Collector. Bonds are available for review upon request.

Vice-Chairman Beiler moved to approve the Consent Agenda, seconded by Commissioner Overholt and the motion carried unanimously.

6. <u>Citizen Comments on Agenda Items.</u>

There were none.

7. <u>Budget Amendment for Administration Office Vehicle - Chairman Melton</u>

Commissioner Overholt moved to approve the budget amendment in the amount of $48,500 for the purchase of a 4 wheel drive vehicle for administration, seconded by Commissioner Yoder and the motion carried unanimously.

8. <u>Sheriff Department Generator Contract (ARPA Funded) - Manager Pittman.</u>

Manager Pittman told the Board the Polk County Law Enforcement Facility (PCLEF) had received bids to update the generator to cover their entire building, specifically the heating and air conditioning system. He said of the three proposals received, one did not meet the project's scope, including maintaining power during installation, among other specifications. He said the PCLEF could not be without power for security purposes, and his recommendation was to award the contract to Fountain Electric, the lowest of the two remaining qualified bids.

Commissioner Yoder moved to to award the contract to Fountain Electric, seconded by Commissioner Overholt and the motion carried unanimously.

9. <u>Continuity of Operations Plan (COOP) - Bobby Arledge, Emergency Management Director.</u>

Mr. Arledge reiterated that the COOP Plan is confidential and for internal use only which is why there is not a presentation. He explained that the plan details succession of leadership, emergency call lists, etc. He stated the plan received a complete revision using data gathered from department heads and the County Manager.

Commissioner Moore moved to approve the updated 2021 Continuity of Operations Plan, seconded by Vice-Chairman Beiler and the motion carried unanimously.

10. Volunteer Board Application(s)

    A. The following applications were received for consideration to serve on a Polk County Volunteer Board: Library Board of Trustees - Jackson Rainer.

Commissioner Overholt moved to appoint the applicant as presented, seconded by Commissioner Yoder and the motion carried unanimously.

11. Citizen Comments on Non-Agenda Items.

There were none.

12. Chairman and Commissioner Comments.

The Commissioners thanked all of the emergency personnel and DOT for all of their hard work keeping everyone safe during the winter storm. They also thanked St. Lukes hospital for the care they give the citizens of the county.

13. Adjournment

Vice-Chairman Beiler moved to adjourn the meeting, seconded by Commissioner Moore and the motion carried unanimously.

Attest:	POLK COUNTY BOARD OF COMMISSIONERS
Kristy A. Tipton	Tommy W. Melton
Kristy A Tipton Clerk to the Board	Tommy W. Melton Chairman