

Jones County Board of Commissioners

Regular Meeting Minutes

October 6, 2025, 7:00 PM

Jones County Agricultural Building
110 Market Street
Trenton, NC 28585

Commissioners Present: Chairman Frank Emory, Vice-Chairman Charlie Dunn Jr.,
Commissioner Michael Haddock, Commissioner Sondra Ipock-
Riggs, Commissioner James Harper, Commissioner April Aycock

Commissioners Absent: Commissioner Charlie Gray

Officials Present: Kyle Smith, County Manager, Angelica Hall, Clerk, Ross Hardeman,
County Attorney, David Mallard, Recreation Director, Jennifer King,
Deputy Director of Administration, Adrian Smith, Health Director,
John Bender, Economic Developer, Ryan Mills, Emergency Services
Director

1. Call to Order

Chairman Frank Emory

2. Invocation

Vice-Chair Charlie Dunn Jr.

3. Pledge of Allegiance

4. Public Comment Period

None

5. Approval of Agenda

Motion made by: Commissioner James Harper

Seconded by: Commissioner Michael Haddock

Motion to Approve the Agenda as presented.

Passed Unanimously

6. Presenters

6.1. Employee Years of Service Recognition

Mr. Kyle Smith, County Manager, presented the Employee Years of Service Recognition Certificates.

Michelle Johnson - EMS - 7/1/2020 - 5 years
Alfredo Diaz - Jail - 7/1/2015 - 10 Years
Theresa Carpenter - Health - 7/1/2015 - 10 Years
Linnetta Hargett - DSS - 9/16/2015 - 10 Years
Crystal Lee - DSS - 9/16/2015 - 10 Years

6.2. Trillium Annual Report

Ms. Victoria Jackson, Regional Vice President, provided the Board with the Annual Trillium Report.

6.3. Hope Mission of Coastal Carolina

Mr. John Sotirkys, II NCCPSS VSS GCDF WARP, provided the Board with information on the Hope Mission of Coastal Carolina. Hope Mission of Coastal Carolina was founded in 1991. It is a nonprofit, multiservice organization dedicated to serving vulnerable populations facing poverty, homelessness and substance use. So of the network services include: Men's Shelter, Hope Recovery Homes, Thrift Store, Women's Shelter, Hope Mission Foundation, Peer Recovery Center, Merger to form Hope Mission of Coastal Carolina and the launch of Clinical Services.

6.4. Resolution - Operation Green Light 2025

Ms. Nicole Jenkins, VSO, read the Resolution supporting "Operation Green Light" for Veterans in Jones County, North Carolina.

The Jones County Board of Commissioners hereby supports Operation Green Light by lighting certain County buildings green during the period from November 4th through November 11th, 2025, the week of Veterans Day, a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service.

Motion made by: Commissioner Michael Haddock

Seconded by: Commissioner April Aycock

Motion to Approve the Resolution supporting
"Operation Green Light".

Passed Unanimously

6.5. VSO Update

Ms. Nicole Jenkins, VSO, provided the Board with an update on Jones County Veterans Services. She informed the Board of the Veterans Day Celebration which will be held November 8, 2025 from 12 pm - 2 pm, also provided information on the Veterans Farm Of NC, which is a new program.

6.6. Family Caregiver Support Grant Award

Mr. Chris Meadows, Social Services Director, provided the Board with the following information on the Family Caregiver Support Grant Award:

Jones County Senior Services has been awarded \$4,000 through the Title III-E Family Caregiver Support Program (FCSP) administered by the Eastern Carolina Council – Area Agency on Aging (ECC-AAA). This funding, provided under the Older Americans Act, is designated to support unpaid family caregivers within Jones County who care for older adults, individuals with dementia, or relatives with disabilities.

The funds will be used to provide supplemental support items for caregivers, such as:

Personal emergency response systems

Assistive technology (e.g., lift chairs, medication dispensers)

Nutritional supplements (e.g., Boost or Ensure)

Incontinence supplies

Caregivers may be eligible if they are:

Providing unpaid care for someone age 60 or older

Caring for someone with Alzheimer's disease or related dementia

Relatives aged 55+ caring for an adult child with a disability.

All services and supplies are intended to support the caregiver as the client, helping them continue to care for their loved ones safely and effectively.

Motion made by: Commissioner April Aycock

Seconded by: Commissioner Sondra Ipock-Riggs

Motion to Approve and accept the \$4,000 Family Caregiver Support Program grant funding for FY 2025–2026, as awarded through the Eastern Carolina Council – Area Agency on Aging, to support unpaid family caregivers in Jones County.

Passed Unanimously

6.7. Additional AA 510 General Communicable Disease Control Funding

Ms. Adrian Smith, Health Director, informed the Board that the Health Department has been awarded \$6,000 in additional General Communicable Disease Control funding from the Division of Public Health, Communicable Disease Branch. This provides additional funding to enable JCHD to implement the Electronic Test Ordering and Results (ETOR) system by participating in the Bidirectional Interface Project. This will allow Local Health Departments to order labs directly from the Electronic Health Record to streamline processes.

Motion made by: Commissioner Sondra Ipock-Riggs

Seconded by: Commissioner April Aycock

Motion to Approve the receipt of additional funding for the Health Department and subsequent increase to the budget of \$6,000.

Passed Unanimously

7. Approval of Items on Consent Agenda

7.1. Approval of Minutes

Regular Meeting Minutes for September 8, 2025 and Work Session September 22, 2025.

7.2. FEMA Lease

FEMA Lot Lease between Jones County and Bruce Parsons for the property located at 113 Barrus Street in Pollocksville.

7.3. Board Appointment - JCPC

Appointment of Mrs. Ellen Hargett to the Juvenile Crime Prevention Council for a two-year term to expire October 5, 2027.

7.4. CDBG - Signature Form Updates

7.5. ABC Official Designation Resolution

Resolution authorizes the Sheriff of Jones County to review and approve ABC permit applications for businesses operating within the county.

7.6. Personnel Policy Update - Separation & Retirement Credit

Unused Sick Leave

When an employee separates from county service, any unused sick leave will remain on record for up to five (5) years, unless transferred to another qualified governmental entity.

If the employee returns to county employment within that five-year period, the unused sick leave may be reinstated.

Unused sick leave may also be applied toward retirement, provided all eligibility requirements established by the Local Governmental Employees' Retirement System (LERS) are met.

After five (5) years, any remaining unused sick leave will be forfeited and cannot be transferred or reinstated if the employee later returns to state or local government employment.

This aligns more with the state and some local government agencies. In addition, employees know their accrued sick leave is preserved for five years, making re-employment more attractive, accommodates employees who leave temporarily for personal or professional reasons without losing accrued leave, and it may reduce "use it or lose it" pressure and reassures employees that their time and effort are recognized.

7.7. Sheriff's Office Vehicle Lease Agreement

Vehicle Lease Renewal between Jones County and Deputy Michael Floyd Gray II. Under the terms of the agreement, the County will lease a 2016 Toyota 4Runner from Deputy Gray for official use by the Jones County Sheriff's Office. The lease will run from December 1, 2025, through December 1, 2026, at a cost of \$1.00 per year.

7.8. Budget Amendments #11-13

Motion made by: Commissioner James Harper

Seconded by: Vice-Chairman Charlie Dunn Jr.

Motion to approve the Consent Agenda, with an amendment to Item 7.7 stating that any equipment and/or hardware used in the upfitting of the vehicle that was paid for by the County shall be removed and shall remain the property of the County.

Passed Unanimously

8. Public Hearing

8.1. CDBG Public Hearing

Motion made by: Vice-Chairman Charlie Dunn Jr.

Seconded by: Commissioner Sondra Ipock-Riggs

Motion to go into Public Hearing

Passed Unanimously

This Public Hearing is to receive comments on Jones County's proposed CDBG-Neighborhood Revitalization application to fund housing rehabilitation for low- and - moderate - income households. There were no Public Comments.

Motion made by: Vice-Chairman Charlie Dunn Jr.

Seconded by: Commissioner James Harper

Motion to Approve to go out of closed session

Passed Unanimously

9. New Business

9.1. 2025 CDBG-NR Application — Resolution of Support & Authorization to Submit

Ms. Jennifer King, Deputy Director of Administration, provided the Board with a resolution formalizing the Board's intent to pursue CDBG-NR funding for housing improvement activities primarily benefiting low-to-moderate income households.

Motion made by: Commissioner James Harper

Seconded by: Vice-Chairman Charlie Dunn Jr.

Motion to Approve the Resolution as presented.

Passed Unanimously

9.2. Federal Shut Down Local Impacts

Ms. Jennifer King, Deputy Director of Administration, provided the Board with the following information pertaining to the Federal Shut Down: SNAP could face interruptions if the lapse is prolonged.

Medicaid will continue.

WIC could face interruptions if the lapse is prolonged.

TANF & Title IV-B are currently unfunded and may cause hardship.

Hospitals will face DSH cuts, raising local pressure.

County staff is prepared for higher client needs, slower federal reimbursements, and more reliance on county-funded safety nets.

County staff prepared to point to other local resources if needed - Filling Station, Senior Center (Breakfast, Lunch, Pantry) etc.

9.3. Tax Collections Report as of Sept. 30, 2025

Mr. Kyle Smith, County Manager, provided the Board with the Tax Collection Report for July 1, 2025–September 30, 2025.

9.4. NC Governor's Highway Safety Program Resolution

Mr. Kyle Smith, County Manager, provided the Board with a resolution authorizing Jones County to submit a \$16,500 application contract through the North Carolina Governor's Highway Safety Program.

Motion made by: Commissioner Michael Haddock

Seconded by: Commissioner James Harper

Motion to Approve the Resolution as presented.

Passed Unanimously

9.5. Notice approving the conveyance of real property to Comfort Volunteer Fire Department.

Mr. Kyle Smith, County Manager, provided the Board with the property division map drawn by the surveyor and the expense reimbursement commitment letter from CVFD is attached for your review. Jones County will retain the .04-acre tract where the NCSHP Communications tower sits. Mr. Smith informed the Board that the next steps are to post a public notice explaining the property transfer, then final approval of the transfer may be voted on for approval by the Board of Commissioners.

Motion made by: Commissioner April Aycock

Seconded by: Commissioner Michael Haddock

Motion to Approve authorizing the Manager to publish the notice and grant authority to sign the plot map.

Passed Unanimously

9.6. Staggered Terms for Board of Commissioners

Mr. Ross Hardeman, County Attorney, spoke to the Board regarding staggered terms. He informed the Board that, with the passage of a local act off the table for the NC General Assembly's long session, they would begin exploring staggering BOC terms through a referendum conducted by the Board of Elections. Mr. Hardeman further elaborated on the process, including the decisions required and the necessary next steps.

Motion made by: Commissioner April Aycock

Seconded by: Commissioner Michael Haddock

Motion to Approve pursuing legislative action for staggering terms as the fastest potential path.

Passed Unanimously

10. Manager's Comments

The next Board of Commissioners work session meeting will be Monday, October 20, 2025 at 7 PM.

On August 6, 2025, Governor Stein signed HB 125, known as the Continuing Budget Operations. Section 3.6(b) sets the employer salary-related contributions effective July

1, 2025, and separates the 2.4% for the Public Employee Health Benefit Fund. As a Local Governmental employer participating in the North Carolina State Health Plan, for active employees, the 2.4% will be added to our contribution rate on October 1 and going forward. Three retro-invoices will be issued for the months of July, August and September. These invoices will be due in full by the end of the fiscal year, June 30, 2026.

On Monday, November 3, 2025, Jones County will hold two ribbon-cutting ceremonies for capital improvement projects nearing completion. The first ceremony celebrates the grand opening of Jones County Emergency Services, EMS Division, Station 2. This ceremony will begin at 10:30 AM. The address to Station 2 is: 9061 Hwy 17, Pollocksville, NC 28573. The second ceremony celebrates the renovation of the Emergency Operations Center (EOC). This ceremony will begin at 1:30 PM. The address to the EOC is: 794 Hwy 58 S, Trenton, NC 28585.

The Fourth annual WATERS Summit will be held in Wilmington, NC on Wednesday 12 November at Wendall Daniels Hall, Cape Fear Community College. The American Flood Coalition will be hosting an event the evening, with key leaders expected to attend their event as well.

11. County Attorney's Comments

None

12. Commissioner's Comments

Commissioner Sondra Ipock-Riggs inquired about the road repairs on Lee's Chapel Road and 1002, as well as the trees on Hwy 17, noting that no action has been taken to date.

13. Public Comment Period

None

14. Closed Session

15. Adjournment

Motion made by: Commissioner April Aycock

Seconded by: Vice-Chairman Charlie Dunn Jr.

Motion to Adjourn at 8:20 p.m.

Passed Unanimously

[MIN_SIGNATURES]