Caldwell County
North Carolina
Board of Commissioners Meeting

November 9, 2026 at 6:00 PM
City-County Chambers
905 West Avenue NW, Lenoir

AGENDA

Call to Order ***Chairman Randy T. Church***

Public Comment Period

Invocation ***Pastor Nicky Waters, Poovey's Chapel Baptist Church***

Color Guard

Pledge of Allegiance ***Commissioner, Jeff Branch***

Agenda Amendments from the Board, Manager & Public

Agenda Items

1.	Resolution *Shane Fox*	Honoring Commissioner Donnie Potter
2.	Presentation *Jimmy Harrison*	Moving Mountains Award - WCHS/SCHS JROTC
3.	Presentation *Sarah Evitt*	Area Agency on Aging Updates
4.	Public Hearing *Michael Kirby*	Public Hearing: Amendment to Article XIII, Section 130 A., Special Uses, of the Caldwell County Zoning Ordinance
5.	Presentation *Paige Counts*	North Carolina Society of Historians Recognition of "Our Story: The History of Caldwell County"
6.	Presentation *Janet Fore*	Caldwell County Public Library - Bookmobile Update
7.	Presentation *Kim Arnett*	Department of Social Services Monthly Updates

Consent Agenda

8.	Budget Revisions	Capital Asset Purchase Environmental Health
9.	Resolution	Resolution 21-2026 Surplus Property-Service Weapon
10.	Consent Agenda	Soil and Water - Request to Apply for Additional StRAP Funding

11.	Consent Agenda	Appointments Planning Board/Board of Adjustment
12.	Consent Agenda	Appointment Review Officer for Town of Gamewell
13.	Consent Agenda	Appointment Review Officer Village of Cedar Rock
14.	Items for Decision	Approval of Minutes from October 26, 2026, Board of Commissioners Meeting

Adjourn

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Administration	Shane Fox

AGENDA ITEM # 1

Honoring Commissioner Donnie Potter

BACKGROUND

Resolution 17-2026 in honor and appreciation of Donnie Potter and his twelve years of service as a dedicated member of the Caldwell County Board of Commissioners.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Resolution 17-2026 Appreciation Donnie Potter

RESOLUTION

17-2026

RESOLUTION OF APPRECIATION
DONNIE POTTER

WHEREAS, Donnie Potter has faithfully served the citizens of Caldwell County for twelve years as a dedicated member of the Caldwell County Board of Commissioners; and

WHEREAS, during this period of service, Donnie Potter has acted as a lead champion for numerous initiatives that have greatly improved the quality of life, health, and safety of Caldwell County residents; and

WHEREAS, Donnie Potter provided key leadership in launching and advancing the Student Forum, Clean Caldwell initiative, the establishment of the County's Animal Control Facility, the RESTART/PORT programs, and the creation of the Caldwell County Recovery Court; and

WHEREAS, Donnie Potter worked extensively with the North Carolina Department of Corrections to establish a soft handoff process that connects individuals leaving state rehabilitation facilities to local recovery resources, ensuring they are supported rather than abandoned; and

WHEREAS, Donnie Potter championed the Community Paramedic Program, the development of Behavioral Health Urgent Care through VAYA Health, and facilitated ongoing bi-monthly collaboration meetings between RHA, Caldwell Memorial Hospital, PORT, and EMS to strengthen behavioral health coordination and services; and

WHEREAS, Donnie Potter initiated discussions with state legislators that resulted in the reduced-cost lifetime hunting and fishing license for volunteer firefighters, and worked closely with local fire departments to secure state funding for critical capital projects, including a $2 million grant for a new station at North Catawba Fire Department, as well as providing support throughout the County's Helene recovery efforts; and

WHEREAS, Donnie Potter led numerous transportation-related safety and infrastructure improvements in partnership with NCDOT, securing more than $900 million in state funding for guardrail installations across Caldwell County; and

WHEREAS, Donnie Potter further secured $3 million in federal funding for infrastructure improvements on Brown Mountain Beach Road and addressed multiple key intersection safety needs across the County; and

WHEREAS, Donnie Potter convened the first meeting between state legislators and NCDOT to address improvements needed on the Highway 321 widening project, and secured an additional $3.7 million in state funding to repair sinkholes; and

WHEREAS, Donnie Potter has demonstrated exceptional service through board leadership roles, including serving on the VAYA Health Board of Directors, Chair of the Region 3 VAYA Health Board, NCACC One More Thing Committee/Opioid Crisis, Chair of the Caldwell County DSS Board, and as a member of the Caldwell County Library Board; and

WHEREAS, it is both fitting and proper for the Caldwell County Board of Commissioners to acknowledge such extraordinary dedication, leadership, and service to the community.

NOW, THEREFORE, BE IT RESOLVED, that the Caldwell County Board of Commissioners hereby recognizes and expresses its sincere appreciation to Donnie Potter for twelve years of loyal, impactful, and distinguished service to the citizens of Caldwell County, and extends its deepest gratitude for the countless contributions made toward building a healthier, safer, and stronger community.

Adopted this the 9th day of November, 2026.

_____
Randy T. Church, Chairman

_____
Michael W. LaBrose, Vice Chairman

_____
Jeff Branch, Commissioner

_____
Patrick Starnes, Commissioner

Attest: _____
Tasha Brown, Clerk to the Board

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Administration	Jimmy Harrison

AGENDA ITEM # 2

Moving Mountains Award - WCHS/SCHS JROTC

BACKGROUND

To honor and recognize 4 members of the WCHS JROTC and 1 member of the SCHS JROTC who recently competed and won the American Legion National Color Guard Competition held in Louisville, Kentucky.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Administration	Sarah Evitt

AGENDA ITEM # 3

Area Agency on Aging Updates

BACKGROUND

Sarah Evitt, Area Agency on Aging Director, will present updates.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting

Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Planning	Michael Kirby

AGENDA ITEM # 4

Public Hearing: Amendment to Article XIII, Section 130 A., Special Uses, of the Caldwell County Zoning Ordinance

BACKGROUND

Text Amendment to Zoning Ordinance for Special Use Permits. See Staff Report for details

RECOMMENDED MOTION

Staff recommends approval the Board.

BUDGET IMPACT

None

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Staff Report TA 26-01

To:	Caldwell County Board of Commissioners
From:	Caldwell County Planning Department
Re:	Caldwell County Zoning Ordinance Update – Text Amendment (TA) 26-01
Request:	Consideration of Amening Article XIII, Section 130 A of The Caldwell County Zoning Ordinance.

Background: Upon inspection of the current ordinances for Caldwell County, planning staff have observed issues that would hinder potential new development in the county and, if warranted, develop and recommend new policies to mitigate and negative impacts.

Caldwell County is looking to grow and develop new tax base. In return, this would provide more revenue and in essence provide better service to its citizens. To help spur this growth, current ordinances and policies for planning need to be updated or completely revamped. One such ordinance would be the section on Special Use Permits.

Special Use Permits as they are written require the applicant to go to the Planning Board for a recommendation. This recommendation would then be taken to the Board of Commissioners for approval or denial. Special Use permits are a quasi-judicial hearing meaning that the deciding board must hold an evidentiary hearing and make its decision based on the evidence in the record. Usually, this task is handled by the county or municipal Board of Adjustment.

Exhibits: Attached Exhibit A contains the recommended language for Section 130A, Special Use.

Proposed Solution: Amend Article XIII, Section 130A, Special Use, of the Caldwell County Zoning Ordinance. The amendment would rectify the redundancy of having two boards hearing a quasi-judicial hearing by:

1. The recommendation would now come from the Planning Director after reviewing the special use application.
2. The recommendation would then go to the Board of Adjustment for hearing and final decision making.
3. The new language would also make the ordinance compliant with current NCGS 160D statutes.

Recommendation: the Caldwell County Planning Department staff find the amendments to be reasonable and consistent with the findings and recommendations of the Caldwell County Comprehensive Plan.

Exhibit A

Section 130A. Special Uses

Special uses are those uses that require, because of their inherent nature, intensity, and external effects, special care in the control of their location, site design and methods of operation.

130A.1 Application Filing

Special Use applications shall be submitted to the Planning Director on forms available in the Planning Department. Incomplete applications shall not be fully evaluated until all necessary items outlined in the application have been submitted as prescribed.

130A.2 Hearing Notice

Notice of the hearing shall be provided in accordance with Article XI. Written notice shall also be mailed to the applicant.

130A.3 Staff Review/Report

The Planning Director shall review each proposed Special Use application in light of the Review Criteria of Article XI. Based on the results of those reviews, the Planning Director shall provide a report on the proposed special use to the Board of Adjustment.

130A.4 Planning Commission Hearing and Decision

After receiving the Planning Director's recommendation, the Board of Adjustment shall hold a hearing on the proposed Special Use. Following the hearing (at the same or subsequent meeting), the Board of Adjustment shall take action to approve, approve with modifications or deny the proposed Special Use. In order to approve any special use petition, a majority of the members of the Board of Adjustment must vote in favor of the petition. For the purposes of this section, vacant positions on the Board and members who are disqualified from voting on a quasi-judicial matter shall not be considered "members of the Board" for calculating the requisite majority.

130A.5 Review Criteria

Special Use applications shall be approved by the Board of Adjustment, upon demonstration by the applicant that they have found all of the following criteria have been met:

(a) The use does not materially danger the health or public safety;
(b) The use meets all required standards and conditions;

(c) The use will not be noxious or offensive by reason of vibration, noise, odor, dust, smoke or gas; and
(d) The use will be in harmony with the area in which it is located and in general conformity with the Caldwell County Comprehensive Plan.

130A.6 Conditions of Approval

The Board of Adjustment may impose such reasonable and appropriate conditions, as it deems necessary (so long as the conditions do not conflict with existing state or federal law) to address the impacts of the proposed development on:

(a) surrounding property;
(b) the existing natural and man-made features of the site;
(c) offsite and on-site traffic flow;
(d) public utilities; and
(e) such other public services or goals of the Land Use and Transportation Plan that may be negatively impacted by the proposed development.

Where appropriate, such conditions may include requirements that street and utility rights-of-way be dedicated to the public and that provision be made for recreational space and facilities. Conditions and safeguards imposed under this subsection shall not include requirements for which Caldwell County does not have authority under statute to regulate nor requirements for which the courts have held to be unenforceable if imposed directly by the County, including, without limitation, taxes, impact fees, building design elements within the scope of G.S. 160D-702(b), driveway-related improvements in excess of those allowed in G.S. 136-18(29) and G.S. 160A-307, or other unauthorized limitations on the development or use of land.

130A.7 Quasi-judicial Hearing

The hearing in front of the Board of Adjustment to consider the Special Use shall be a quasi-judicial hearing and shall proceed as provided in Article XI of the Caldwell County Zoning Ordinance.

130A.8 Written Decision; Acceptance of Conditions

After the hearing has been closed, but not necessarily at the same meeting, the Board of Adjustment shall within a reasonable time make a written decision in accordance with Article XI of the Caldwell Count Zoning Ordinance. Should conditions be recommended or placed upon the approval a Special Use Permit, the applicant at the hearing, while under oath, shall acknowledge their consent to such conditions.

130A.9 Notice of Decision; Effective Date

Within 10 days after Board of Adjustment adopts its written decision, (i) copies of the decision shall be delivered by personal delivery, electronic mail or first-class mail to the applicant,

landowner, and any person who has submitted a written request for a copy prior to the date the decision becomes effective and (ii) and shall be filed in the office of the Planning Director, where it shall be available for public inspection during regular office hours.

130A.10 Withdrawal of Application

An applicant may withdraw the application at any time by written notice to the Planning Director. Any withdrawal of an application after the giving of the first public hearing notice shall be considered a denial of the application.

130A.11 Successive Applications

When the Board of Adjustment denies an application or the applicant withdraws an application after the first public hearing notice has been published in the newspaper, the Board of Adjustment shall not consider another application for the same or Special Use affecting the same property or a portion of it until the expiration of a 1-year period, extending from the date of denial by the Board of Adjustment or withdrawal by the applicant.
When the Board of Adjustment denies an application, the applicant may not submit another application for the same or similar Special Use affecting the same property, unless the applicant can demonstrate that either changes in the applicable ordinances or material changes in site conditions or conditions near the property would support new findings of facts and conclusions by the Board of Adjustment.

130A.12 Appeals

Any person aggrieved may appeal a final decision of the Board of Adjustment on Special Use matters to the Superior Court of the county where the property is located in accordance with Article XI and NCGS 160D-1402 and 160D-1405(d).

130A.13 Final Plan Approval

The Planning Director shall review all final Special Use plans for compliance with all requirements of this Land Development Code, conditions of approval and the Special Use plan presented to the Board of Adjustment prior to issuance of a building permit or other development permit. The Planning Director may require a final Special Use plan to be reviewed by the other departments if he finds that there are technical issues that should be addressed by other departments of the County.

130A.14 Minor Changes and Modifications

The Planning Director is authorized to approve minor changes in approved Special Use plans as long as they are in harmony with action of the decision-making body. The Planning Director shall not have the power to approve changes that constitute a modification of the approval. A modification shall require approval of the Board of

Adjustment and shall be handled as a new application. The Planning Director shall use the following criteria in determining whether the proposed action is a minor change or a modification:

(a) Any change in use shall be considered a modification.
(b) A change in the density of the overall development shall be considered a modification.

Changes in the density of the overall development include, but are not limited to:

(i) Any increase in intensity of use shall constitute a modification. An increase in intensity of use shall be considered to be an increase in usable floor area greater than 300 square feet, an increase in number of dwellings, or change in the type of dwelling or an increase in outside land area devoted to sales, displays or demonstrations; and

(ii) Any change in parking areas resulting in an increase or reduction of 5% or more in the number of spaces approved by the decision-making body shall constitute a modification. In no case shall the Planning Director reduce the minimum number of spaces below the minimum required by this zoning ordinance.

Board of Commissioners Meeting

Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Public Information	Paige Counts

AGENDA ITEM # 5

North Carolina Society of Historians Recognition of "Our Story: The History of Caldwell County"

BACKGROUND

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Public Library	Janet Fore

AGENDA ITEM # 6

Caldwell County Public Library - Bookmobile Update

BACKGROUND

Update from the Bookmobile Conference in Columbus, Ohio

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Administration	Kim Arnett

AGENDA ITEM # 7

Department of Social Services Monthly Updates

BACKGROUND

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Health	

AGENDA ITEM # 8

Capital Asset Purchase Environmental Health

BACKGROUND

The health department wants to use previously approved grant funds to purchase a ground penetrating radar for use at Environmental Health

RECOMMENDED MOTION

Approve

BUDGET IMPACT

Uses funds previously approved, needs board approval because its a capital asset purchase

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Capital Purchase Health Dept

Caldwell County, North Carolina

Budget Transfer # _____

Date Approved _____

BUDGET TRANSFER

The following Appropriation Transfer(s) is required:

Transfer From: Decrease		**Transfer To: Increase**	
Line Item # and Title	Amount	Line Item # and Title	Amount
10.5110.412100.10203	$ 20,000.00	10.5110.451000.10203	$ 20,000.00
Total	**20,000.00**	Total	**20,000.00**

Explanation and Justification for the Budget Revision: To cover expense in equipment line for GXR purchase for Enviromental Health

☐

☐

☐

☐

Dept. Head Approval Date 10/22/20

Finance Director

FROM
Eric Prince
Tracer Electronics LLC
6981 Eastgate Blvd.
Lebanon, TN 37090
www.tracerelectronicsllc.com

FOR
Caldwell County Environmental

ADDRESS
2345 Morganton Blvd SW
Lenoir
NC 28645

TO
Timothy Clark

EMAIL
timothyclark@caldwellcountync.org

PHONE
18288502540

QUOTE NUMBER
17765

DATE
August 25, 2026

EXPIRY DATE
October 24, 2026 at 4:00 PM

Download PDF

Impulse Radar - PinPointR GPR Cart

☑ I-PINPOINTR
PinPointR GPR Cart (Impulse Radar)-tf

17,521.00

x 1

Choose quantity

17,521.00

Impulse Radar - PinPointR, Dual-frequency (400/800 MHz) GPR Cart w/RTS (DQ00401, CQ00102) w/Large wheels, composite weather cover, Li-Ion battery & charger DQ00090, DQ0079), Ram tablet mount & Android acquisition software application (DQ0040) (5-Year Warranty-antenna/2-Year Warranty-cart & battery/1-Year Warranty-consummables). BID SPECS ARE BELOW. Online information






Press-Release-PinPointR-Feb2020

ImpulseRadar PinPointR User manual v1.5.1

Comparison - PinPointR

PinPointR - Tracer 2021

GPR-Suitability-Map

ViewPoint App Quick-Start

ImpulseRadar-PinPointR-Warranty-Statement-Nov-2025

Bid-Specs - PINPOINTR (v5 Nov 2025)

Sole Sole-IMPULSE-2026

SAM94YX-5G

Galaxy Tab Active5 Pro 5G 10.1" (Samsung) Unlocked

1,031.00

x 1

Choose quantity

1,031.00

Samsung "Galaxy Tab Active5 Pro 5G" 128GB, Unlocked, Ruggedized Tablet (for PinPointR) - 10.1"/1920x1200, 600 nits, Green - WiFi w/dual SIM, MIL-STD-810H, IP65/68, and Anti-shock rated. OS Android 15 with 8 upgrades, Qualcomm SM7635 Snapdragon CPU, 1.8-GHz, Octa-Core Processor, Gorilla Glass Victus, 10,100 mAh battery, 6GB RAM/128GB Storage (1-yr Manufacturer Warranty / 1-800-726-7864 Samsung Technical Support) - Includes the latest version ViewPoint Acquisition/control software application. Inventory code: 20670A26





ViewPoint-Brochure

ViewPoint-PDF-file-example

PQ00001

Battery Kit-Spare (Impulse Radar)-tf

547.00

x 1

Choose quantity

547.00

Not selected

Impulse Radar "Battery Kit" for PinPointR GPR Cart (11.1V/8.7Ah/96.57Wh Li-Ion Rechargeable Battery DQ00090 & 120VAC Charger DQ00079) - One-year warranty.



Options selected 2 of 3

Total **$18,552.00**

TARIFF NOTE:

Pricing is subject to change due to ongoing US trade negotiations on tariff readjustments in the coming weeks and months. To ensure transparency, please check with us for the latest pricing when placing your order.

Ordering Information

FOB Origin, Freight Prepaid Lebanon, TN: (Freight charges will be added to the final invoice).
CUSTOMER PICK-UP: No shipping charges for orders picked up at our Lebanon, TN warehouse.
STATE SALES TAX: AL/CO/FL/GA/IN/KY/NC/OH/OK/SC/TN sales tax may be added to the invoice unless proof of tax-exempt status is provided.
TERMS OF PAYMENT: a). Cash In Advance, b). Credit Card, c). Net 30-day, subject to credit approval.
PRICE VALIDITY: Prices are valid 60 days from the date of quote.
DELIVERY: Normal delivery for stock items in 1-2 days. 1-2 weeks if not in stock.
ON-SITE TRAINING: Only available for the USA states listed: AL/KY/FL/GA/NC/SC/TN.
ORDERING: Call (615) 285-3952 or Email us at sales@tracerllc.com or Fax at (615) 285-3970
MAILING ADDRESS: TRACER ELECTRONICS LLC - 6981 Eastgate Blvd., Lebanon, TN 37090

If you have any questions, don't hesitate to contact us.

Regards,

Eric Prince

AREA SALES MANAGER - NC / SC
(615) 450-8581
eprince@tracerllc.com

Questions & Answers

Impulse Radar - PinPointR GPR Cart

Total $18,552.00 (2 of 3 options selected)

Additional comments

Optional

Your order/reference number

Optional

Signature

Draw Type Sign from a touch device

☐ **Yes, I Timothy Clark agree to and accept this quote, on October 13, 2026 at 8:28 AM.**

Accept Quote

Decline this quote...

Powered by Qualified

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Sheriff's Office	

AGENDA ITEM # 9

Resolution 21-2026 Surplus Property-Service Weapon

BACKGROUND

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Resolution 21-2026 Awarding Badge and Service Weapon John Austin

RESOLUTION

21-2026

AWARDING BADGE AND SERVICE WEAPON TO SHERIFF DEPUTY JOHN AUSTIN

WHEREAS, § 17F-20 provides that retiring members of county law enforcement agencies may receive, at the time of their retirement, the badge worn or carried by them during their service with the County, and

WHEREAS, § 17F-20 further provides that the governing body of the county law enforcement agency may, in its discretion, for a fee, award the service weapon used by a law enforcement officer to the officer upon the member's retirement, and

WHEREAS, Deputy Austin served as a member of the Caldwell County Sheriff's Office for 33 years and will retire effective October 1, 2026: and

NOW THEREFORE, BE IT RESOLVED by the Caldwell County Board of Commissioners, that the badge and service weapon worn and carried by Deputy Austin be awarded to him upon his retirement.

Adopted this on the 9th day of November 2026.

_____

Randy Church, Chairman of the Board
Caldwell County Board of Commissioners

ATTEST:

_____

Tasha Brown
County Clerk to the Board

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Soil and Water Conservation	

AGENDA ITEM # 10

Soil and Water - Request to Apply for Additional StRAP Funding

BACKGROUND

The Soil & Water Conservation Department is requesting to apply for another potential $8 million in StRAP Funding for Hurricane Helene stream damage to be added to their budget.

RECOMMENDED MOTION

Approval to Apply

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Administration	

AGENDA ITEM # 11

Appointments Planning Board/Board of Adjustment

BACKGROUND

Sam Patterson and Chad Gragg are recommended for appointment to the Planning Board/Board of Adjustments for a three-year term.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

None

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Administration	

AGENDA ITEM # 12

Appointment Review Officer for Town of Gamewell

BACKGROUND

The Town of Gamewell requests appointment of Daniel Odom as Review Officer.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Town of Gamewell_20261020_090258
2. Resolution 22-2026 Appointment Daniel Odom Review Officer

Mayor
Barbara C. Pennell

Town Council
Ron Lackey
F. Eddie Pippen
Crystal Brooks
Wilford Beane
John Hall

Town of Gamewell
2750 Old Morganton Road
Lenoir, NC 28645
Telephone/Fax (828) 754-1991
townofgamewell@bellsouth.net

Town Attorney
Bruce Cannon

Town Administrator
Bonnie C. Caudle

October 20, 2026

Caldwell County Administration
905 West Avenue NW
Lenoir, NC 28645

Dear County Manager, County Commissioners, and Caldwell County Staff,

On behalf of the Mayor, Town Council, and staff of the Town of Gamewell, I am pleased to introduce Mr. Daniel Odom, who will began serving as the Town Planner for the Town of Gamewell late July 2026, through the Town's planning services agreement with the Western Piedmont Council of Governments (WPCOG).

Mr. Odom succeeds Matt Grogan and will serve as the Town's primary planning contact. In this capacity, he will provide professional planning services to the Town, including planning and zoning administration, development review, ordinance and policy assistance, support for the Planning Board/Board of Adjustment, and professional guidance to the Mayor, Town Council, staff, and citizens.

The Town of Gamewell values its longstanding partnership with Caldwell County and appreciates the collaboration between our organizations.

My apologies for the delay in the notification, we are confident that Mr. Odom's experience and expertise, together with the support of the Western Piedmont Council of Governments, will serve our community well.

We look forward to collaborating with you and Mr. Odom in the months ahead.

Sincerely,

Bonnie Caudle

Bonnie Caudle
Town Administrator

cc: Mayor Barbara Pennell
Gamewell Town Council
Daniel Odom, Western Piedmont Council of Governments
Western Piedmont Council of Governments

RESOLUTION

22-2026

**RESOLUTION TO APPOINT A REVIEW OFFICER
FOR THE COUNTY OF CALDWELL**

WHEREAS, SL 1997-309 (S875) makes a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law is to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to the Review Officer; and

WHEREAS, N.C.G.S. § 47-30.2 GS requires the Board of County Commissioners in each County, by resolution, to appoint a person(s) to serve as Review Officer to review each plat before it is recorded and certify that it meets the North Carolina statutory requirements for recording; and

WHEREAS, the Caldwell County Tax Administrator has requested that the Caldwell County Board of Commissioners appoint Daniel Odom as an additional Review Officer for the County of Caldwell in order to ensure an expeditious review of all maps and plats as required by GS 47-30.2 before they are presented to the Register of Deeds for recording.

NOW, THEREFORE, BE IT RESOLVED, that the Caldwell County Board of Commissioners does hereby appoint Daniel Odom to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statutes for Caldwell County.

Adopted this 9th day of November 2026.

_____
Randy T. Church, Chairman

Attest:

_____
Tasha Brown, County Clerk

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Administration	

AGENDA ITEM # 13

Appointment Review Officer Village of Cedar Rock

BACKGROUND

The Village of Cedar Rock is requesting the appointment of Daniel Odom to serve as the Review Officer.

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. Village of Cedar Rock Appointment Review Officer
2. Resolution 22-2026 Appointment Daniel Odom Review Officer

Village of Cedar Rock
2065 Cedar Rock Estates Drive
Lenoir, NC 28645
villageofcedarrock@gmail.com

To: Tasha Brown, Caldwell County Clerk to the Board of Commissioners
From: Bob Floyd, Jr., Mayor of Cedar Rock

Tasha,

Please accept this letter of recommendation for Daniel S. Odom, Village Manager, to be appointed as the Caldwell County Plat Review Officer for the Village of Cedar Rock.

Thank you,

Bob Floyd, Jr.
Mayor, Village of Cedar Rock

RESOLUTION

22-2026

**RESOLUTION TO APPOINT A REVIEW OFFICER
FOR THE COUNTY OF CALDWELL**

WHEREAS, SL 1997-309 (S875) makes a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law is to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to the Review Officer; and

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WHEREAS, the Caldwell County Tax Administrator has requested that the Caldwell County Board of Commissioners appoint Daniel Odom as an additional Review Officer for the County of Caldwell in order to ensure an expeditious review of all maps and plats as required by GS 47-30.2 before they are presented to the Register of Deeds for recording.

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Adopted this 9th day of November 2026.

_____
Randy T. Church, Chairman

Attest:

_____
Tasha Brown, County Clerk

Board of Commissioners Meeting
Agenda Item Summary

MEETING DATE	DEPARTMENT	PREPARED BY
November 9, 2026	Administration	

AGENDA ITEM # 14

Approval of Minutes from October 26, 2026, Board of Commissioners Meeting

BACKGROUND

RECOMMENDED MOTION

BUDGET IMPACT

APPROVED FOR BUDGET YEAR

No

ATTACHMENTS

1. DRAFT October 26, 2026, Board of Commissioners Meeting Minutes

Caldwell County
North Carolina
Board of Commissioners Meeting

October 26, 2026, at 6:00 PM
City-County Chambers
905 West Avenue NW, Lenoir

MINUTES

Attendance
Randy Church, Chairman
Mike LaBrose, Vice Chairman
Donnie Potter, Commissioner
Patrick Starnes, Commissioner
Dylan Laws, County Attorney
Shane Fox, County Manager
Tasha Brown, County Clerk

Call to Order

Chairman Randy T. Church called the October 26, 2026, Board of Commissioners Meeting to order at 6:00 PM and welcomed those in attendance and joining by different means of media. Commissioner Jeff Branch was not in attendance.

Public Comment Period

Michael Sparks came to the podium to speak. Mr. Sparks spoke about a public records information request he sent July 1st. Mr. Sparks stated he sent an additional public records request for any NDA agreement that might have been signed by the Board to the present day on August 25th and for a signed copy of any Flock camera agreement. He stated that he has not received his full request at this time. In closing Mr. Sparks said he would appreciate the Board addressing this matter.

Invocation

Pastor Dan Money of First United Methodist Lenoir came to the podium to deliver the invocation for those in attendance.

Pledge of Allegiance

Commissioner Patrick Starnes led the Pledge of Allegiance for those in attendance.

DRAFT

Agenda Amendments from the Board, Manager & Public

Chairman Church asked if there were any amendments to the agenda. County Manager Shane Fox replied, no sir.
Vice Chairman Labrose made a motion to approve the agenda as presented by the County Manager.
The motion carried unanimously.

Agenda Items

1. **Recognition - Jaime Logan, Miss Caldwell County**

   Chairman Church welcomed Miss Caldwell County, Jaime Logan and recognized her outstanding accomplishments and service. Ms. Logan then came to the podium. Chairman Church stated that since earning the title, Jaime has made more than 110 appearances throughout the state, proudly representing Caldwell County and promoting her community service initiative, Beyond the Game, and the importance of sports. Church said that in June Ms. Logan also had the opportunity to compete in the 2026 Miss North Carolina competition. Church added that with organizations such as Girls on the Run, Special Olympics, North Carolina Senior Games, and the North Carolina High School Athletic Association, she has worked to expand access to sports and wellness opportunities for people of all ages and abilities. In addition, Ms. Logan has collected and donated more than 100 pairs of sneakers to the Girls on the Run chapters across North Carolina and has spoken to more than 50 high schools and colleges nationwide and has helped teach hands only CPR to hundreds of student athletes throughout North Carolina, equipping young people with skills that can save lives. Chairman Church also mentioned several awards Ms. Logan had received. Chairman Church commended Ms. Logan and thanked her for being a wonderful representative of Caldwell County. Ms. Logan was presented a certificate and challenge coin to honor her service and achievements. Ms. Logan thanked the Board for recognizing her and stated that it had been an honor to represent the County during her title over the last year.

2. **Veterans Services Updates**

   Joe Calloway Veterans Services Director came to the podium and provided an update on the department and a review of the VA Expenditure Report for calendar year 2025. Mr. Calloway mentioned that the department assists veterans in applying for veteran-specific state and federal benefits in which they may be entitled to. He stated the services include disability compensation for injuries incurred in service, pensions for low-income wartime veterans, widows' pensions, VA healthcare applications, burial benefits, and state benefits such as military and veteran license plates, discounted hunting and fishing license, and the disabled veteran property tax exemption. He added that his team is one of the smaller departments in the county and they serve a small, but invaluable demographic and they make a huge impact on the County. Mr. Calloway presented a PowerPoint presentation highlighting the team's efforts in 2025 and the information shared only accounts for veterans living inside Caldwell County. He stated in calendar year 2025 the team of two dedicated service technicians filed 3,546 claims or 14.8 claims filed per day. He shared the department budget for FY 25-26 was $244,234

and the return on investment from the VA for our county was $90 million, with a direct expenditure that goes directly into the pockets of the veterans of $51 million enabling them to continue to live and work in our community. Mr. Calloway said last year a veteran, spouse and daughter came into the office, the veteran was a retired army warrant officer who had developed significant health issues and declining health due to toxic exposure while serving in Iraq. The veteran had previously filed for compensation through the VA but was denied, however the team worked tirelessly, poured through medical journals, resubmitted the claim and he was awarded permanent and total disability. He added that all VA benefits are tax exempt. Mr. Calloway said there is also indirect expenditures paid for on behalf of the veteran which includes education, VA loan guarantee, memorial benefits, veteran readiness and employment, community medical care and VA medical care. In closing he stated that unfortunately every veteran does not qualify, however, his team upholds the highest standards to produce strong, factual, and effective claims to provide quality service to our nation's war fighters.
Commissioner Potter thanked Mr. Calloway and his team for a phenomenal job.
Commissioner LaBrose thanked Mr. Calloway.
County Manager, Shane Fox asked Mr. Calloway to provide some upcoming events.
Mr. Calloway stated the Foothills Veterans Helping Veterans Stand Down will take place November 5th at the Civic Center and doors open at 8:00 AM. And the Veterans Appreciation Breakfast will take place November 20th at 9:00 AM on the lower level of the library.
Chairman Church said he has had the opportunity to attend the Veterans Stand Down several times and it is a great event for any veteran in the county. Church added that we are honored to have a veteran's office. He then asked Mr. Calloway if he was correct that every county does not have a veteran's office. Mr. Calloway replied, yes, you are correct. Chairman Church said they are thankful to offer this service and stated he greatly appreciates veterans.

3. **Facilities Services - Hazardous Waste Day Updates**

Isaac Bush Facilities Services Manager came to the podium to present an update on Household Hazardous Waste Day Events. Mr. Bush started by saying that he didn't realize the impact that Joe and his team had across the county and he wanted to give the Veteran's Services team a round of applause. He added that not only did Joe serve his country, but he continues to do so every day by helping other veterans. Mr. Bush then provided the update on Household Hazardous Waste Day that took place on October 3rd at CCC&TI from 8:00 AM – 12:00 PM. He said that approximately 300 cars came through and several came multiple times. Mr. Bush then thanked partners of the event, including Republic Services, EcoFlo, NC Department of Agriculture, NC Cooperative Extension, Caldwell County Register of Deeds, Caldwell County Facilities Services, and CCC&TI. Mr. Bushed shared the collection data from the day starting with compressed gases 1,272 lbs., corrosive materials 2,419 lbs., paint 4,600 lbs., flammable liquids 19 lbs., batteries 405 lbs., misc. electronics 5,174 lbs., paper 2,500 lbs., fluorescent bulbs 120 cases, computer equip 22,858 lbs., and 360 lbs. of TV's was collected. Mr. Bush said that as we look to the future, we will propose this same event for next year's budget and if approved they will coordinate with vendors with a goal date for October 2027.
Vice Chairman LaBrose said that it was a tremendous event.
Commissioner Potter commended him for a good job.

Chairman Church said this is one of the things we do for our residents to have that day to dispose of these things properly. Church added that he appreciates staff having a part in doing this.
Mr. Bush said that TVs are also collected at county convenience sites every Monday and Tuesday.

4. **Public Health Department Monthly Updates**

Anna Cook, Health Director, came to the podium and presented the monthly updates for the Health Department. Ms. Cook stated that the department had the Flu Vaccine Clinic on October 8th and over 70 vaccines were administered. Through the Flu Clinic they are going to different businesses and administering vaccines and have been to 14 businesses in the county so far. Ms. Cook said the next topic is Accreditation with an approaching January 27th date and documentation due in December. She added that a requirement for reaccreditation, all health departments in North Carolina are required to conduct at least one assessment of current and potential Board of Health rules and policies for each cycle. Ms. Cook stated that a handout had been placed at the Board's seats. She stated that on one side of the handout is the Board of Health rules and on the other side is policy. She then reviewed the committee's results, adding that only 2 rules were found for this cycle review as she described below.

Current BOH rules:
1} Rule would provide the legal authority for the local health director to implement the new Rabies post-exposure management control measures from Compendium of Animal Rabies Prevention and Control 2016, in concurrence with G.S. 130A-197 on 10/7/16
2} Prohibiting Smoking and use of tobacco products in local government buildings, grounds, and vehicles. On 1/25/10
After completing this assessment, it was concluded no additional rules are needed at this time and they will monitor and assess the need in the future.

Ms. Cook then asked the Board if they had any questions about the rules. With there being no questions, Ms. Cook moved forward with the annual review of policies stating there were two revisions to the current Board of Health policies deemed necessary at this time, and one additional new policy, as she described below, adding that annual review of all policies will likely yield periodic updates.

Annual review is required by the Board of Health (BOH) for all health department policies that are in the BOH section of the local health department policies. All new policies require approval from the BOH, regardless of section.

1} Professional Attire Policy was updated to be parallel with county policy- revised 9/2/26
2} Accounting and Finance Policy was updated to reflect current job titles- reviewed 5/21/26
3} BOH training policy, new policy for conducting training- approved10/26/26

Ms. Cook stated that the new BOH training policy is being presented tonight on the consent agenda for the board to vote on. She then thanked the Board for everything they are doing for training and the reaccreditation process.

Chairman Church the mentioned he heard a report that the flu virus is on the rise and out early. He urged the public to get their flu vaccine early.
Ms. Cook said there are several cases in the county currently. She mentioned that the public can come the flu vaccine at the health department at any time, adding it is best to get an appointment to help accommodate the public.
The Board collectively thanked Ms. Cook.

5. **Department of Social Services Monthly Updates**

Laura Harrison, Deputy DSS Director, came to the podium to present the update. Ms. Harrison stated that Ms. Arnett was unable to attend due to her attendance at another meeting. She then presented a PowerPoint presentation with the monthly updates for those in attendance. She stated they had one separation and hired two new employees in the month, and the current vacancy rate was 9%. Ms. Harrison then reviewed the financial report for September stating that the revenue side was county only this month due to receiving reimbursement late in October rather than in September from the state. She added those numbers will be reflected in next month's report. She added that is not unusual and some of the late reimbursements were due to their new system, PATH NC. Ms. Harrison then reviewed Economic Services, MOU was achieved for Adult Medicaid, Special Assistance Medicaid, Family and Children's Medicaid, Emergency Assistance, and Child Support however, MOU was not achieved for Food and Nutrition. Ms. Harrison then reviewed the number of applications in each area and caseloads per worker noting that open enrollment is underway for Medicaid. She then reviewed the Services Report with MOU achieved in child welfare and adult services with 165 children experiencing foster care and 46 adults under guardianship. Then a map was shown on the screen displaying the placement analysis for Caldwell County children in foster care throughout the state. Ms. Harrison then gave a few program highlights including the recognition of customer service appreciation month, the transition in accounting for PATH NC, director, economic services H.R.1., child welfare and adult services highlights.

The Board collectively thanked Ms. Harrison for her updates.

Consent Agenda

Chairman Church then turned the meeting over to County Manager, Shane Fox to present the consent agenda.

6. **Budget Revision - Emergency Watershed Protection Grant**

This budget revision allows the county to accept and spend an Emergency Watershed Protection Grant in the amount of $473,784 to help with stream restoration.

7. **Budget Revision - Health Department**

This budget revision allocates additional funds in the amount of $2,577 the Health Department has received from the state for the Maternal and Child Health Block Grant.

8. **Budget Revision - Forest Service**

This budget revision allocates $9,824 in additional funding to cover the county's share of state raises as requested by the NC Forest Service.

9. **Budget Revision - Sheriff Surveillance Equipment**

This budget revision for $16,045 in federal asset seizure funds to cover the cost of an undercover pole camera used in undercover capacity. This request requires no local funds.

10. **Budget Revision - State bonus for sworn law enforcement**

This budget revision allows for $169,554 of state funding through the SBI to provide a one-time bonus to all sworn law enforcement of $1,750 each. This revision allows those funds to flow through the county to the officers through the payroll system.

11. **Budget Revision - Under Cover Narcotic Vehicles**

This budget revision will cover the cost of the purchase of undercover Narcotics vehicles in the amount of $45,100, to be used for undercover drug operations. This includes a trade-in of a compromised vehicle. This request requires no local funds.

12. **Budget Revision - 911 Equipment**

This budget revision appropriates $47,754 in 911 fund balance to allow for the purchase of 911 equipment for the new center on Pleasant Hill Rd.

13. **Budget Revision - 911 fund revenues**

The state 911 board has awarded an additional $91,747.26 to the county to help cover the cost of equipment for the new center on Pleasant Hill Rd. This revision also reduces the fund balance appropriation and equipment line item by $60,000.

14. **Caldwell County Library Endowment Grant**

The Public Library requested permission to apply for a grant totaling $2,880, from the Caldwell County Library Endowment. These funds will be used to purchase four thermal printers and printing supplies. This project requires no matching funds.

15. **Courthouse Public Parking Lot Lease - First Baptist Church, City of Lenoir, Caldwell Co.**

This is a renewal of a 20-year lease for First Baptist Church in partnership with the City of Lenoir and Caldwell County to provide parking for the courthouse. One of the requirements in Caldwell County is to provide parking for the courthouse. The cost to the county is not to exceed $16,500.

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16. **WPCOG Charter and Bylaws Updates**

The WPCOG Policy Board requests approval of updated Charter and Bylaws. Last updated in 2007, the Charter and Bylaws updates serve to increase transparency and clarity for local governments. The Executive Committee and the Policy Board unanimously approved and recommended these changes. These updates have also been reviewed by WPCOG legal counsel. This will allow the WPCOG to be the official housing authority for Caldwell County.

17. **BOH Operating Policy**

As mentioned earlier in the meeting by Health Director, Anna Cook, this is the Board of Health Operating Training Policy. This is part of the accreditation requirements for board approval.

18. **Acceptance of Asset from NCEM**

Acceptance is requested of an asset, John Deere Gator, from NC Emergency Management. This asset was assigned to Caldwell Emergency Management during Hurricane Helene for response during and after the storm. S.L. 2026-53/HB authorized NCEM to transfer ownership of the asset to the county.

19. **Appointment Angela Proffit Juvenile Crime Prevention Council (JCPC)**

Appointment of Angela Proffit to the Juvenile Crime Prevention Council (JCPC) for a two-year term, set to expire 10/31/2028, was requested.

20. **Appointment Hannah Romero Blue Ridge Community Action Board (BRCA)**

Appointment of Hannah Romero to the Blue Ridge Community Action Board of Directors, Caldwell County Smart Start, for a three-year term, set to expire 10/31/2029, was requested.

21. **Appointment Kristin Atkins to the Library Board of Trustees**

Appointment of Kristin Atkins to the Library Board of Trustees for a three-year term, set to expire 10/31/2029, was requested.

22. **Appointment Michael Kirby Review Officer**

Appointment of Michael Kirby, Caldwell County Planning Director, as official Review officer effective October 12, 2026, is requested.

23. **Appointment Dana Gustin Caldwell County Local Child Fatality Prevention Team**

Appointment of Dana Gustin to the Caldwell County Child Fatality Prevention Team is requested as Article 14, 7B-1407 provides for a local provider to be appointed to the team.

24. **Appointment Daniel Odom & Jonathan Greer Review Officers Town of Hudson**
Appointment of Daniel Odom, WPCOG & Jonathan Greer. Manager Town of Hudson, as official Review Officers of plats for the Town of Hudson.

25. **Approval of Regular and Closed Session Minutes of September 28, 2026, Board of Commissioners Meeting**
Approval of regular and closed session minutes from September 28, 2026, Board of Commissioners Meeting was requested.

County Manager Fox said that concludes a lengthy consent agenda, and he would be glad to answer any questions the Board may have.

With no questions from the Board, Chairman Church thanked Mr. Fox for his thorough review of consent items he then called the question for a motion to approve.

Vice Chairman LaBrose made a motion to approve the consent agenda as presented by the County Manager.

The motion carried unanimously.

Adjourn

With there being no more business, Chairman Church made a motion to adjourn the meeting at 6:48 PM.

The motion carried unanimously.

DRAFT

BK 2179 PG 390 - 392 (3)
This document presented and filed:
10/28/2026 12:55:44 PM

Fee $0.00
10124608
Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

STATE OF NORTH CAROLINA]
]
COUNTY OF CALDWELL]

PUBLIC PARKING AGREEMENT

THIS PUBLIC PARKING AGREEMENT made this 6 day of October, 2026, by and between **FIRST BAPTIST CHURCH OF LENOIR**, a North Carolina non-profit corporation (hereinafter referred to as "**the Church**") and **CITY OF LENOIR**, a North Carolina municipal corporation (hereinafter referred to as "**the City**") and **COUNTY OF CALDWELL**, a subdivision of the State of North Carolina (hereinafter referred to as "**the County**");

WITNESSETH;

That Whereas, the Church is the owner of certain real property located on the north side of Ashe Avenue in the City of Lenoir and more particularly described in a deed recorded in Book 1169, at Page 1105, Caldwell County Registry; and

Whereas, the City is the owner of certain real property located on the west side of Ridge Street near the intersection with Ashe Avenue in the City of Lenoir and more particularly described in deeds recorded in Book 746, at Page 808, and in Book 692, at Page 199, Caldwell County Registry; and

Whereas, there is a parking lot or lots located behind the present First Baptist Church building, which parking lots extend from behind the church buildings adjoining Ashe Avenue to Ridge Street and being located on the property of the Church and also on the property of the City as it extends to Ridge Street; and

Whereas, the Church, the City and the County have reached agreement regarding improvements to be made to such parking areas and all parties desire to set their agreement in writing.

NOW, THEREFORE, in consideration of the mutual covenants and stipulations set forth herein and in further consideration of the sum of Ten ($10.00), the parties agree as follows:

1. **Property Subject to Agreement**. The property subject to this Agreement is the parking areas located behind the First Baptist Church building and extending adjacent to Ashe Avenue and extending to Ridge Street in the City of Lenoir and being located partly on the property of the Church as described in Deed recorded in Book 1169, at Page 1105, Caldwell County Registry, and partly on the property of the City as described in deeds recorded in Book 746, at Page 808, and in Book 692, at Page 199, Caldwell County Registry (hereinafter referred to as "**the Parking Area**").

2. **Consideration**. The City and County will share all costs and expenses equally, on a 50/50 basis, up to $16,500.00 toward the costs of certain improvements to the parking area. These improvements are repairing the low spot located at stormwater infrastructure, filling major cracks that exist at the time of execution of this agreement, and sealcoating and striping the parking area. The parking lot improvements will be completed as soon as reasonable after contract execution based on seasonal weather conditions and contractor availability. A contractor will perform filling major cracks, sealcoating, and striping, for which the City and County will pay upon completion up to $15,975.00. The City will pay this figure and the County will reimburse the City $8,250.00. The City will repair the low spot at

3

the storm infrastructure for which it will be credited $525.00 toward its one-half of the City and County's $16,500.00 obligation. Thereafter, the City and County will share the costs of normal maintenance and upkeep.

3. **Public Parking Area & Term**. The Church, the City and the County, agree that for and during the next Twenty (20) years from the date of this agreement, the Parking Area shall be and remain a public parking area for the use and benefit of all the parties to this agreement, the citizens of Caldwell County, the citizens of Lenoir and the members and guests of the Church.

4. **Reservation of Use**. The Church reserves the right to the exclusive use of the parking area on Sundays and at other times when needed during special services or functions at the Church. The Church also reserves the right to designate parking spaces for the Church staff and for the required number of handicapped parking spaces.

5. **Termination of Agreement**. The Church shall have the right and privilege of terminating this agreement, in whole or in part, at any time during the twenty-year term of this agreement. In the event of such termination, the church shall pay the County and the City the amount they invested in improving the parking area. less five (5%) percent per year for each year that has expired from the date of this Agreement to the date of termination. Said five percent to be calculated based upon the area withdrawn from the parking area and based upon costs of the improvements as reported to the Church by the City and the County.

6. **Term of Agreement**. Pursuant to the Agreement, the Parking Area shall become and remain a public parking area for the term of Twenty (20) Years from the date of this Agreement subject to the Reservation of Use set forth above.

7. **Property of the Church**. The parties acknowledge that the parking area located on the property of the Church is and shall remain the property of the Church subject to the rights and privileges of the County and the City as set out herein. The parties further acknowledge that at the end of the term of this Agreement, the Parking Area on the property of the Church shall be and shall remain the sole and separate property of the Church free from any condition or limitations imposed by this agreement.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed in their respective names by authority duly granted and by action taken by their respective bodies.

FIRST BAPTIST CHURCH OF LENOIR
a North Carolina non-profit corporation

by: _____

LAUREN HARTLEY NOTARY PUBLIC CALDWELL COUNTY, NC

Date 10/6/2026
Exp 8/16/2031

CITY OF LENOIR

by: _____

COUNTY OF CALDWELL

by: _____

TASHA BROWN
NOTARY PUBLIC
WATAUGA County
North Carolina
My Commission Expires Nov. 25, 2030

Tasha Brown
Date 10/26/26
Expires 11/25/30

NORTH CAROLINA
Watauga COUNTY

I, Tasha Brown, A NOTARY PUBLIC FOR SAID COUNTY AND STATE, DO HEREBY CERTIFY THAT Randy T. Church PERSONALLY--APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE DUE EXECUTION OF THE FOREGOING INSTRUMENT.

WITNESS MY HAND AND OFFICIAL SEAL, THIS THE 26th DAY OF October, 2026.

Tasha Brown
NOTARY PUBLIC

(NOTARY SEAL)

MY COMMISSION EXPIRES: 11-25-2030

Policy Title: *Board of Health Training*

Manual: Admin- Generic

Policy Identifier: 1.110

Effective Date: 10/26/27

Departments Applied to:

Distributed to:

Program Director:

Program Coordinator:

Health Director: Anna Cook

Medical Director:

Board of Health Chair:

Revision Date & Initials:				

Purpose: *states the "why"*

Educate members of the Board of Health on their roles, responsibilities, legal authority, and other relevant topics.

Policy: "what shall be done"

New Board members must attend orientation training within 12 months of being appointed and additional BOH training on a regular basis

Definitions: *clarifies/standardizes terms as indicated*

n/a

Applicable Laws & Rules: *list applicable laws, rules, and/or legal authority relating to the policy content*

10A NCAC 48C .0102
HDSAI G.3

Responsibilities: *who is responsible for "what"*

Board of County Commissioners acting as Board of Health

Procedures: *outlines specific steps of "what" shall be done*

Training

a. New Board members are required to attend orientation training within one (1) year of appointment.
b. Per Accreditation, all Board members must do training at least once every four (4) years. Each member is required to have documentation they have attended training, including roles and responsibilities of the Board of Health.
c. Training opportunities may include self-study, group presentation, or workshops.
d. The training can be in-house, by an outside organization or web based.
e. All board members attendance at training must be recorded since the previous accreditation site visit.

Reference(s): *list other policies, plan, manuals or guidelines that may be relevant to this policy*

Docusign Envelope ID: 204CDAE3-0E86-8506-6294-F34EE4100058

NC Department of Public Safety
EMERGENCY MANAGEMENT

Josh Stein, Governor

Casandra S. Hoekstra, Interim Secretary
William C. Ray, Director

NCEM Asset Transfer Form

Transferring Agency: Date: 9/24/2026
NC Emergency Management
Kevin J. Kasai, Logistics Facilities Branch Manager
Phone/Email: 919.604.0071 kevin.kasai@ncdps.gov

Receiving Agency:
Name: Caldwell County EM
Division/Section: EM
Phone/Email 858-757-1416

S.L. 2026-53, § 3 UTV or Travel Trailer Transfer:
☑ *Please check the box if this is a transfer under S.L. 2026-53, § 3*

Asset Details:
(If multiple Assets are to be transferred, please attach a spreadsheet with details)
Asset Name/Description: John Deere Gator Model 835
NCEM Asset Tag / ID Number: 100037
Serial Number (if applicable): 1M0835MACRM073009
Asset Category (Vehicle, IT Equipment, Radios, PPE, Tools, etc.):
Current Physical Location:
New Physical Location:
Condition at Time of Transfer: Used
Quantity: 1

Reason for Transfer:

1636 Gold Star Drive Raleigh, NC 27607 | 4236 Mail Service Center Raleigh, NC 27699-4236
Phone: 919-825-2500 Fax: 919-825-2685 | www.ncdps.gov www.readync.gov
An Equal Opportunity Employer

Mandatory Custodial Responsibility Statement:

By signing below, the receiving party acknowledges and accepts full responsibility for the use by the local government, a non-profit organization working in emergency response or disaster relief, or survivors with a need for long-term housing support. This includes all required maintenance, fuel, and applicable insurance coverage for the duration the asset remains under their control, in accordance with NCEM policies and state regulations.

Approvals:

Signature: DocuSigned by: Steve Lowder
Date: 9/24/2026 | 13:18:09 EDT

Name/Title: Manager
NCEM Logistics / Asset Management Approval

Receiving Party
Signature: Jeffrey J Cardwell
Date: 30 Sept 26

Name/Title: Jeffrey Cardwell
Agency: Caldwell Co Emergency Services

Receiving Party

Signature:

Name/ Title: Randy T. Church/Chairman

Date: 10/26/26

Agency: Caldwell County

Attest:

Tasha Brown

Tasha Brown, Clerk to the Board

CALDWELL COUNTY 18 41 NORTH CAROLINA

Jeffrey Cardwell
Logistics Section Chief
Caldwell County Emergency Services
2145 Norwood Street, Lenoir NC
Contact : 828-493-0072
https://www.facebook.com/caldwellcountygov



BK 2179 PG 469 - 469 (1)
This document presented and filed:
10/29/2026 12:01:04 PM

Fee $0.00
10124632
Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

RESOLUTION

18-2026

RESOLUTION TO APPOINT A REVIEW OFFICER FOR THE COUNTY OF CALDWELL

WHEREAS, SL 1997-309 (S875) makes a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law is to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to the Review Officer; and

WHEREAS, N.C.G.S. § 47-30.2 GS requires the Board of County Commissioners in each County, by resolution, to appoint a person(s) to serve as Review Officer to review each plat before it is recorded and certify that it meets the North Carolina statutory requirements for recording; and

WHEREAS, the Caldwell County Tax Administrator has requested that the Caldwell County Board of Commissioners appoint Michael Kirby as an additional Review Officer for the County of Caldwell in order to ensure an expeditious review of all maps and plats as required by GS 47-30.2 before they are presented to the Register of Deeds for recording.

NOW, THEREFORE, BE IT RESOLVED, that the Caldwell County Board of Commissioners does hereby appoint Michael Kirby to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statutes for Caldwell County.

Adopted this 26th day of October 2026.

Randy T. Church, Chairman

Attest:

Tasha Brown, County Clerk

BK 2179 PG 467 - 467 (1)
This document presented and filed:
10/29/2026 12:00:56 PM

Fee $0.00
10124630

Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

RESOLUTION

19-2026

RESOLUTION TO APPOINT A REVIEW OFFICER FOR THE COUNTY OF CALDWELL

WHEREAS, SL 1997-309 (S875) makes a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law is to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to the Review Officer; and

WHEREAS, N.C.G.S. § 47-30.2 GS requires the Board of County Commissioners in each County, by resolution, to appoint a person(s) to serve as Review Officer to review each plat before it is recorded and certify that it meets the North Carolina statutory requirements for recording; and

WHEREAS, the Caldwell County Tax Administrator has requested that the Caldwell County Board of Commissioners appoint Daniel Odom as an additional Review Officer for the County of Caldwell in order to ensure an expeditious review of all maps and plats as required by GS 47-30.2 before they are presented to the Register of Deeds for recording.

NOW, THEREFORE, BE IT RESOLVED, that the Caldwell County Board of Commissioners does hereby appoint Daniel Odom to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statutes for Caldwell County.

Adopted this 26th day of October 2026.

Randy T. Church, Chairman

Attest:

Tasha Brown, County Clerk

BK 2179 PG 468 - 468 (1)
This document presented and filed:
10/29/2026 12:00:57 PM

Fee $0.00
10124631
Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

RESOLUTION

20-2026

RESOLUTION TO APPOINT A REVIEW OFFICER FOR THE COUNTY OF CALDWELL

WHEREAS, SL 1997-309 (S875) makes a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law is to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to the Review Officer; and

WHEREAS, N.C.G.S. § 47-30.2 GS requires the Board of County Commissioners in each County, by resolution, to appoint a person(s) to serve as Review Officer to review each plat before it is recorded and certify that it meets the North Carolina statutory requirements for recording; and

WHEREAS, the Caldwell County Tax Administrator has requested that the Caldwell County Board of Commissioners appoint Jonathan Greer as an additional Review Officer for the County of Caldwell in order to ensure an expeditious review of all maps and plats as required by GS 47-30.2 before they are presented to the Register of Deeds for recording.

NOW, THEREFORE, BE IT RESOLVED, that the Caldwell County Board of Commissioners does hereby appoint Jonathan Greer to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statutes for Caldwell County.

Adopted this 26th day of October 2026.

Randy T. Church, Chairman

Attest:

Tasha Brown, County Clerk