

CHAPTER 2 – ADMINISTRATION

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PART 1 – FORM OF GOVERNMENT

Section 1. Purpose.

The intent and purpose of this ordinance is to formally adopt for Columbus County the method of County Administration provided in Part 2 or Article 5 of Chapter 153A of the General Statutes of North Carolina and to ratify and confirm all actions taken pursuant thereto from November 1, 1982, the effective date of the contract of employment of the current County Administrator.

Section 2. Adoption of the County Administrator Plan.

The County Administrator plan of administration as provided for in G.S. 153A-82 is hereby adopted and the authorities contained therein shall apply to the County Administrator in Columbus County to the same extent as if set forth fully herein.

Section 3. Enactment.

The ordinance establishing the provisions of this Part was passed by the Board of County Commissioners on March 7, 1983, upon motion made by Commissioner Norris, seconded by Commissioner Dew and passed unanimously, and recorded in the minutes of said meeting, Book XVIII, Page 652.

PART 2 – AMENDING RATES IN SERVICE DISTRICTS

Section 1. Public Hearing Required.

The Board of County Commissioners shall not at any time in the future amend, change, or increase the rate of taxation for any service district without first holding a public hearing on the same within the district. The notice of the public hearing shall state the date, hour, and place of the hearing and the subject of the said hearing.

Section 2. Notice of Public Hearing.

Notice shall be published at least one week prior to the said public hearing, and in addition thereto, notice shall be mailed at least four weeks prior to the said hearing by United States mail, first class, which is fully paid for the owners as shown on the tax books of Columbus County, North Carolina, for the preceding January 1, of all properties located and taxed within the said districts. The person designated by the Board of County Commissioners to mail the notice shall certify to the Board that the mailing has been completed and that service is conclusive in the absence of fraud.

Section 3. Enactment.

The ordinance establishing the provisions of this Part was adopted on May 15, 1989 upon motion by Commissioner Worley, seconded by Commissioner Norris and passed unanimously, and recorded in the minutes of said meeting, Book 20, Page 345.

**PART 3 - PRE-EMPLOYMENT SEARCH OF
CRIMINAL HISTORY RECORDS**

Section 1. Purpose.

In order to protect Columbus County from possible conduct which might be detrimental to Columbus County and its property, no person who is known to have been convicted of a misdemeanor or felony crime of theft, burglary, embezzlement, robbery, fraud, wrongful conversion or misappropriation or misuse of property of others may be employed or offered employment with Columbus County in any position.

Section 2. Procedure.

In the event of a vacancy in a County position, the Personnel Officer shall conduct an investigation of each applicant. As a part of that investigation, she/he shall require each applicant for these positions to provide fingerprints and all other necessary personal identification in order that the Emergency Services Director might cause a thorough search to be made of local and state criminal history records to determine if the applicant has a history of criminal conviction for any of the crimes enumerated in the previous paragraph of this subsection. The cost of such search of state criminal records shall be paid by the applicant.

In the event that the Emergency Services Director finds that an applicant for a County position has a criminal history of conviction for one (1) of the crimes named in this Ordinance, he/she shall not divulge to the Personnel Officer or anyone else that such a finding has been made or any particulars thereof, but shall, based upon the requirements of this Ordinance, indicate to the Personnel Officer in writing that he/she does not recommend the particular applicant. Upon receiving such recommendation, the Personnel Officer shall eliminate the particular applicant from further consideration of employment relative to the position offered for employment with the County.

Section 3. Enactment.

The ordinance establishing the provisions of this Part was passed by the Board of County Commissioners on June 5, 2000, upon motion by Commissioner Sammie Jacobs, seconded by Commissioner C.E. Wilson and passed unanimously and recorded in the Minutes of the said meeting, Book 25, page 653.