

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

APRIL 15, 2019
OTHERS PRESENT

David B. Newell, Sr.
Gordon Powell
Jimmy B. Clayton
Kyle W. Puryear
B. Ray Jeffers

Heidi York, County Manager
C. Ronald Aycock, County Attorney
Brenda B. Reaves, Clerk to the Board

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, April 15, 2019 at 9:00am in the Person County Office Building Auditorium.

Chairman Newell called the meeting to order. Commissioner Powell offered an invocation and Commissioner Puryear led the group in the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to approve the agenda.

INFORMAL COMMENTS:

There were no comments from the public.

DISCUSSION/ADJUSTMENT/APPROVAL OF CONSENT AGENDA:

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to approve the Consent Agenda with the following items:

- A. Approval of Minutes of April 1, 2019,
- B. Budget Amendment #17, and
- C. Tax Adjustments for April 2019
 - a. Tax Releases
 - b. NC Vehicle Tax System pending refunds

April 15, 2019

NEW BUSINESS:

RESULTS OF THE PERSON COUNTY EMPLOYEE SALARY COMPRESSION STUDY:

County Manager, Heidi York and Human Resources Director, Angie Warren reminded the Board that at its retreat, the Manager was authorized to bring back a study of employee salary compression. The County contracted with Piedmont Triad Regional Council, working with Mr. David Hill and Mr. Bob Carter, Management Analysts, to conduct a Workforce Analysis using a current workforce census report for Person County employees. This report presents their analysis and interpretation of the County's employee demographics as well as the position classification and pay plan. The data is for regular full-time employees only and does not include part-time or temporary employees.

While Person County has a relatively mature workforce based on the 9.3 average years of employment with the County; the workforce analysis actually supports that Person County has a relatively immature workforce because one-quarter 25.8% of employees have been employed less than two years and 44.2% have been employed less than five years. 15.9% of employees have been assigned to their current position less than one year and 63.8% less than five years.

With the average tenure, a County employee with 8 or more years' experience in their current classification and performing their duties with demonstrated proficiencies and competencies, would be expected to be earning between 30% - 32% above the hiring rate of their salary grade. Person County's average percentage above salary grade hiring rate is 12.4%, placing the average salary approximately 20% below the midpoint for their classification.

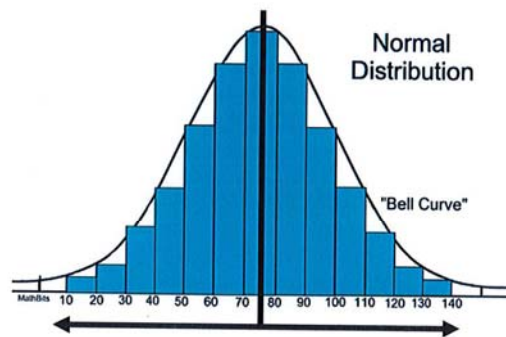
These percentages suggest a relatively stagnant workforce with employee salaries starting at the Hiring Rate of their salary grade range, advancing 5% (to the minimum of the grade) after the successful completion of their probationary period, and then provide little opportunity for advancement toward the midpoint of their salary grade range. The data also supports consideration of collapsing the salary range from the current 63.16% (average) to approximately 52% - 55% range. The County is facing some challenges noting the current turnover rate is 18.5% and costly to the organization. The implementation of the recommendations of this study could address the salary compression issue for employees, which has not been addressed to date.

Mr. Hill shared the following presentation to provide a graphic representation of Person County's workforce regarding Grade/Salary Assignment, Employment Date, as well as other workforce analysis.

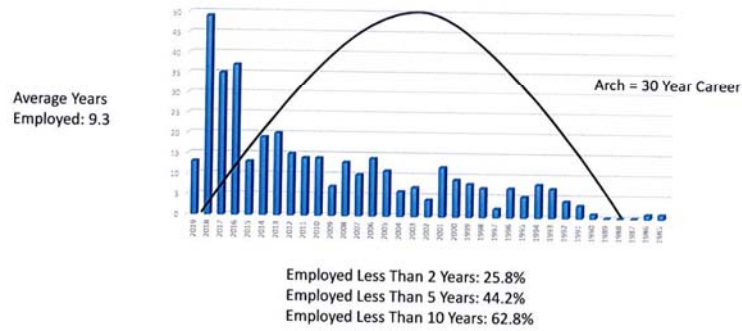


PERSON COUNTY
SALARY COMPRESSION STUDY INITIAL DISCUSSION
APRIL 4, 2019

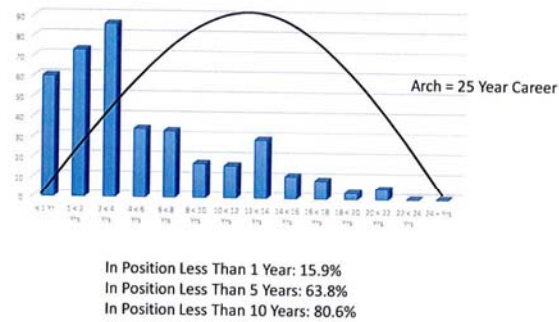
PERSON COUNTY SALARY COMPRESSION STUDY



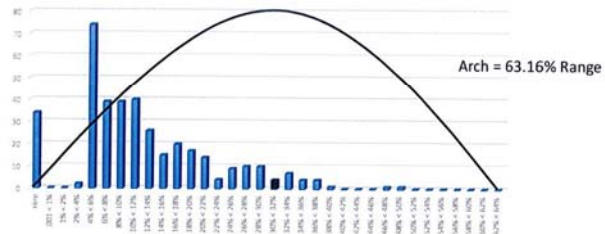
EMPLOYEES SORTED BY YEAR OF EMPLOYMENT



EMPLOYEES SORTED BY YEARS IN CURRENT POSITION



EMPLOYEES SORTED BY % ABOVE GRADE HIRING RATE



Range: 63.16%
Hiring Rate to Maximum

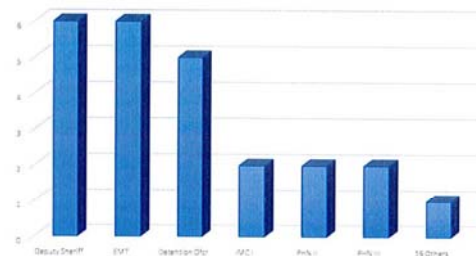
Less Than 5%: 9.6%
Less Than 10%: 50.0%
Less Than 15%: 68.9%
Less Than Midpoint: 94.7%

Average % Above
Hire Rate: 12.4%

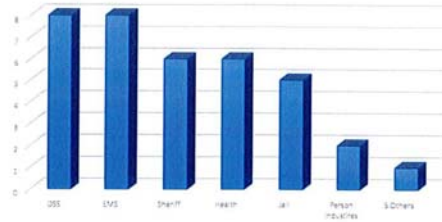
Range: 55%
Minimum to Maximum

Average % Above
Minimum: 6.8%

LAST 10% (40) HIRED BY CLASSIFICATION



LAST 10% (40) HIRED BY DEPARTMENT



PRELIMINARY RECOMMENDATIONS SALARY GRADE RANGES

- Current Salary Grade Range: 63.2%
- Average Salary Percentage Above Hiring Rate: 12.4%
- Employee With Highest Percentage Above Hiring Rate: 49.9%
- Current Midpoint of 63.2% Range: 31.6%
- Number of Employees With Salaries Greater Than 31.6% Above Hiring Rate: 20 (5.3% of Workforce)

PRELIMINARY RECOMMENDATIONS
SALARY GRADE RANGES

- Reduce Salary Grade Range From 63.2% to 50% or 55% (Eliminate "Hiring Rate")

What does that look like for grade 63 (Sheriff Deputy)?

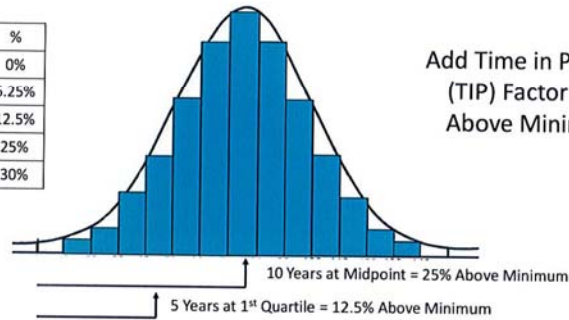
Grade	Current Hire	Current Min	Current Mid	Current Max	Range
63	\$35,048.00	\$36,878.70	\$47,028.80	\$57,179.20	63.2%
Prop Grade		Prop Min	Prop Mid	Prop Max	Range
63		\$36,884.00	\$46,105.00	\$55,326.00	50.0%
Prop Grade		Prop Min	Prop Mid	Prop Max	Range
63		\$36,884.00	\$47,027.00	\$57,170.00	55%

PRELIMINARY RECOMMENDATIONS
SALARY GRADE RANGES

Deputy Sheriff	Min	Mid	Max	Avg	CR	Range	Classification
City of Durham	38,790	49,483	60,176	48,644	0.98	55.13%	Police Officer
City of Graham	39,734	49,668	64,502		0.00	62.33%	Police Officer I
City of Henderson	36,250	45,313	54,375	37,156	0.82	50.00%	Police Officer I
City of South Boston, VA	40,000	54,000	68,000	36,000	0.67	70.00%	Police Officer I
Town of Chapel Hill	37,048	48,884	60,123	40,288	0.82	62.28%	Police Officer I
Town of Hillsborough	43,228	56,196	69,164	46,025	0.82	60.00%	Police Officer
Town of Oxford				37,893			Police Officer
Alamance County	34,917	47,961	61,005		0.00	74.71%	Deputy Sheriff
Caswell County	33,888	42,360	50,232		0.00	48.23%	Deputy Sheriff
Durham County	36,000	50,400	64,800		0.00	80.00%	Deputy Sheriff
Granville County	31,174	44,656	58,139	38,416	0.86	86.50%	Deputy Sheriff
Halifax County, VA	32,351	44,727	55,584	38,318	0.86	71.82%	Deputy Sheriff
Orange County	38,051	51,461	64,870	41,149	0.80	70.48%	Deputy Sheriff I
Vance County	33,264	43,236	53,208	36,176	0.84	59.96%	Deputy Sheriff
Person County Deputy Sheriff 63	36,884	47,027	57,171	39,524	0.84	55.00%	
Average	36,515	48,334	60,321	40,006	0.83	65.20%	
Median (50th pctile)	36,250	48,884	60,176	38,367	0.78	66.00%	
Average (Cities)	39,175	50,591	62,723	41,001	0.81	60.11%	
Median (Cities-50th pctile)	39,262	49,575	62,339	39,090	0.79	58.78%	
Average (Counties)	34,235	46,400	58,263	38,515	0.83	70.18%	
Median (Counties-50th pctile)	33,888	44,727	58,139	38,367	0.86	71.56%	
Recommendation	63	36,884	47,027	57,171	0.00	55.00%	

PRELIMINARY RECOMMENDATIONS SALARY GRADE RANGES – REDUCE TO 50%

TIP	%
0	0%
3	6.25%
5	12.5%
10	25%
15+	30%



Add Time in Position
(TIP) Factor as %
Above Minimum

PRELIMINARY RECOMMENDATIONS SALARY GRADE RANGES – REDUCE TO 50%



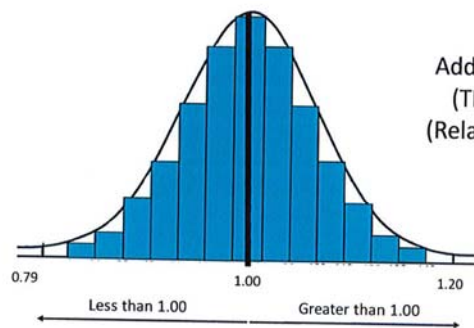
PRELIMINARY RECOMMENDATIONS
SALARY GRADE RANGES – REDUCE TO 50%

Funds Needed for Time in Position Factor (% Above Minimum)

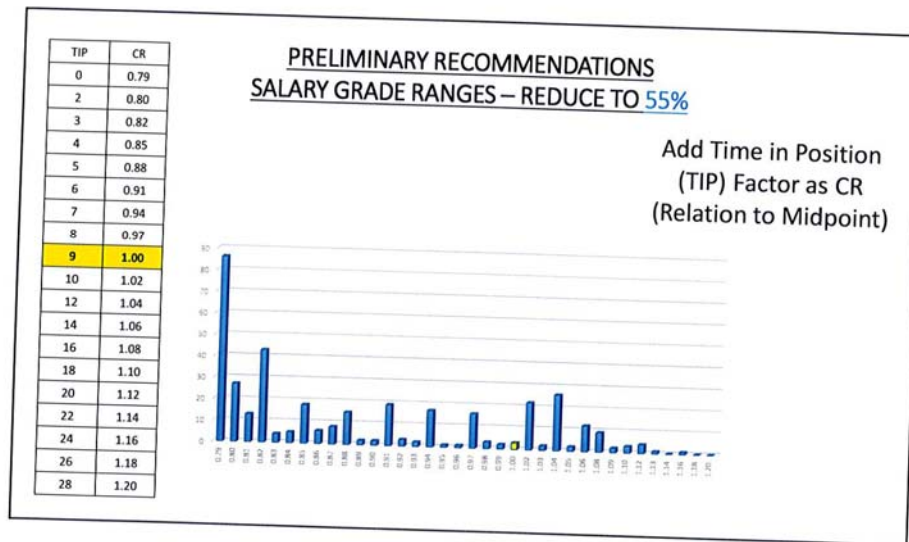
Salaries Fund Need	\$1,127,216.00
20% FICA, Retirement, etc	<u>\$225,443.00</u>
Required Funding	<u>\$1,342,659.00</u>

TIP	CR
0	0.79
2	0.80
3	0.82
4	0.85
5	0.88
6	0.91
7	0.94
8	0.97
9	1.00
10	1.02
12	1.04
14	1.06
16	1.08
18	1.10
20	1.12
22	1.14
24	1.16
26	1.18
28	1.20

PRELIMINARY RECOMMENDATIONS
SALARY GRADE RANGES – REDUCE TO 55%



Add Time in Position
(TIP) Factor as CR
(Relation to Midpoint)



PRELIMINARY RECOMMENDATIONS
SALARY GRADE RANGES – REDUCE TO 55%

Funds Needed for Time in Position Factor (CR)

Salaries Fund Need	\$807,621.00
21% FICA, Retirement, etc	<u>\$169,601.00</u>
Required Funding	<u>\$977,222.00</u>

Mr. Hill stated that he and staff were looking at alternative methodologies for a model that could fit Person County and less expensive than the \$1.3M or \$977K that were presented.

When asked about the recent MAPS Study and Springstead Study, Ms. York explained those two addressed market competitiveness and not compression issues. Ms. York noted that the both of the above referenced market studies were implemented over a three-year period to spread out the associated costs.

Ms. York asked the Board to provide input to the Manager as she prepares for the Fiscal Year 2019-2020 Budget.

ADOPTION OF THE CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2020-2024:

County Manager, Heidi York and Finance Director, Amy Wehrenberg presented the Capital Improvement Plan (CIP) for Fiscal Years 2020-2024 to the Board for adoption as the Recommended 5-year Capital Improvement Plan was presented to the Board at its last meeting on April 1, 2019.

Ms. York stated the adoption of this CIP will allocate funding for the priority projects for the County, Person County Schools, and Piedmont Community College for Fiscal Year 2019-2020. The document also sets the priorities of the projects for future fiscal years, although funding is appropriated on an annual basis, at the same time the plan is reviewed. The total amount proposed for Fiscal Year 2020 is just over \$6.37M, with no proposed financings.

Vice Chairman Jeffers addressed the STEM facility in the CIP at an estimated \$32M asking why should the Board fund the feasibility study in the upcoming budget if there was a chance that the County would not be able to proceed with the project due to the costs. Assistant County Manager, Sybil Tate added that the feasibility study would identify the needs as well as look at what PCC has available to lay out the options for the Board's consideration. Ms. York referred the Board to an email that Dr. Senegal sent along, as she was not available to attend the Board meeting to address questions.

Commissioner Powell stated he thought it was a valid request for advancing economic development.

A **motion** was made by Commissioner Powell and **carried 4-1** to approve the Capital Improvement Plan for Fiscal Years 2020-2024, as presented. Vice Chairman Jeffers cast the lone dissenting vote.

The following grid outlines the CIP as recommended and approved by the Board:

April 15, 2019

**Person County
Capital Improvement Plan (CIP)
2020-24
Recommended - Funding Schedule**

	Current Year 2018-19	Planning Year 2019-20	Planning Year 2020-21	Planning Year 2021-22	Planning Year 2022-23	Planning Year 2023-24	TOTAL REVENUE SOURCES
Sources of Revenue:							
Revenues:							
General Fund Contribution	2,105,856	4,669,176	2,874,998	1,859,776	1,204,026	1,039,608	13,753,440
CIP Project Fund Balance	330,000	360,000	-	250,000	475,000	300,000	1,715,000
Airport Project Fund Balance	-	1,323,000	-	-	-	-	1,323,000
City of Roxboro Contribution - Permitting Software	-	22,625	-	-	-	-	22,625
Library Development Trust Fund	136,329	-	-	-	-	-	136,329
Stormwater Fees	-	-	1,122,500	892,500	892,500	892,500	3,800,000
Public Safety Comm System, County & School Building Improvements - Fund Balance	100,000	-	-	-	-	-	100,000
Debt Proceeds - Public Safety Comm System, County & School Building Improvements	4,400,000	-	-	-	-	-	4,400,000
Total Sources of Revenue:	7,072,185	6,374,801	3,997,498	3,002,276	2,571,526	2,232,108	25,250,394
	Current Year 2018-19	Planning Year 2019-20	Planning Year 2020-21	Planning Year 2021-22	Planning Year 2022-23	Planning Year 2023-24	TOTAL PROJECT COSTS
Project Costs for County:							
Information Technology:							
Server Expansion	83,000	130,358	-	-	-	-	213,358
Permitting Software	-	184,500	-	-	-	-	184,500
General Services:							
New Roof - Bushy Fork	52,523	-	-	-	-	-	52,523
PCOB elevator modernization	86,015	-	-	-	-	-	86,015
HVAC System - Huck Sansbury Gym	95,000	-	-	-	-	-	95,000
Enhanced Camera System - LEC	-	55,000	-	-	-	-	55,000
New Roof - Grounds Maintenance	-	104,614	-	-	-	-	104,614
New Roof - Animal Services	-	224,162	-	-	-	-	224,162
New Roof - Board of Elections	-	130,292	-	-	-	-	130,292
New Roof - Helena (old) Gym	-	-	227,627	-	-	-	227,627
New Roof - Mayo Park Buildings	-	-	96,482	-	-	-	96,482
New Roof - EMS	-	-	155,442	-	-	-	155,442
New Roof - Helena EMS/Sheriff Satellite Station	-	-	105,500	-	-	-	105,500
New Roof - Inspections	-	-	-	212,417	-	-	212,417
New Roof - Emergency Communications (911)	-	-	-	71,520	-	-	71,520
New Roof - Museum Complex	-	-	-	383,424	-	-	383,424
New Roof - Library	-	-	-	-	-	83,838	83,838
Emergency Management Services:							
Public Safety Communication System Upgrade	-	-	-	-	-	-	-
Tower Construction	739,938	-	-	-	-	-	739,938
VIPER Radio Units	951,765	-	-	-	-	-	951,765
VHF Equipment	1,174,459	-	-	-	-	-	1,174,459
Planning & Consulting	199,197	-	-	-	-	-	199,197
Administration expenses	500	-	-	-	-	-	500
Issuance costs	69,036	-	-	-	-	-	69,036
Contingency funding	100,000	-	-	-	-	-	100,000

Person County
Capital Improvement Plan (CIP)
2020-24
Recommended - Funding Schedule

	Current Year 2018-19	Planning Year 2019-20	Planning Year 2020-21	Planning Year 2021-22	Planning Year 2022-23	Planning Year 2023-24	TOTAL PROJECT COSTS
Project Costs for County:							
Economic Development:							
Fiber project							
Construction	1,451,566	789,063	-	-	-	-	2,240,629
Recreation, Arts & Parks:							
Kirby Auditorium - seating replacements	110,273	-	-	-	-	-	110,273
Huck Sansbury - bleachers replacement	70,000	-	-	-	-	-	70,000
Bushy Fork - light replacement	-	57,739	-	-	-	-	57,739
Huck Sansbury - playground surface replacement	-	-	205,330	-	-	-	205,330
Athletic fields - light replacement	-	-	50,000	49,500	55,000	52,000	206,500
Person Industries							
Feasibility Study - PI merger/upgrade	-	-	-	-	50,000	-	50,000
Airport Construction Projects:							
Executive Hangar construction	-	3,600,000	-	-	-	-	3,600,000
Public Library:							
Library renovations	136,329	-	-	-	-	-	136,329
Stormwater:							
Stormwater BMP	-	-	1,122,500	892,500	892,500	892,500	3,800,000
Set-asides for future projects	-	-	-	-	-	-	-
Total County Projects:	5,319,601	5,275,728	1,962,881	1,609,361	997,500	1,028,338	16,193,409

**Person County
Capital Improvement Plan (CIP)
2020-24
Recommended - Funding Schedule**

Project Costs for County:	Current Year 2018-19	Planning Year 2019-20	Planning Year 2020-21	Planning Year 2021-22	Planning Year 2022-23	Planning Year 2023-24	TOTAL PROJECT COSTS
Project Costs for PCC:	Current Year 2018-19	Planning Year 2019-20	Planning Year 2020-21	Planning Year 2021-22	Planning Year 2022-23	Planning Year 2023-24	TOTAL PROJECT COSTS
Piedmont Community College (PCC):							
Main Power Switch replacement	113,450	-	-	-	-	-	113,450
Telephone System replacement	72,649	57,592	57,592	9,600	-	-	197,433
Early College - POD Building	161,740	79,000	79,000	79,000	79,000	79,000	556,740
Computer Server room - AC unit and generator	74,640	-	-	-	-	-	74,640
Feasibility Study - Advanced mfg tech/ STEM center	-	54,000	-	-	-	-	54,000
Information technology upgrades	-	100,000	80,000	50,000	50,000	40,000	320,000
Enclose selected walkways	-	-	100,000	100,000	-	-	200,000
Enviro controls for buildings	-	-	250,000	250,000	-	-	500,000
 New Roof- Building L & covered walkways	-	-	217,556	-	-	-	217,556
Building S - generator	-	80,000	-	-	-	-	80,000
Campus safety and security lighting	-	50,000	60,000	60,000	-	-	170,000
Chiller units	-	-	250,000	250,000	-	-	500,000
Set-asides for future projects	-	-	250,000	-	-	-	250,000
Total PCC Projects:	422,479	420,592	1,344,148	798,600	129,000	119,000	3,233,819
Project Costs for Public Schools:	Current Year 2018-19	Planning Year 2019-20	Planning Year 2020-21	Planning Year 2021-22	Planning Year 2022-23	Planning Year 2023-24	TOTAL PROJECT COSTS
Public Schools:							
South Elementary - valve replacement	180,000	-	-	-	-	-	180,000
Northern Middle - fire alarm upgrade	151,710	-	-	-	-	-	151,710
Stories Creek Elementary - cooling tower replacement	110,000	-	-	-	-	-	110,000
Helena Elementary - cooling tower replacement	110,000	-	-	-	-	-	110,000
New Roof - Early Intervention	207,000	-	-	-	-	-	207,000
Northern Middle - HVAC rooftop units	411,395	-	-	-	-	-	411,395
Earl Bradsher - interior painting	-	80,000	-	-	-	-	80,000
Southern Middle - fire alarm upgrade	-	200,000	-	-	-	-	200,000
North, NE, Woodland, Oak Lane - ADA improvements	-	398,481	-	-	-	-	398,481
New roof - North End Elementary	-	-	649,056	-	-	-	649,056
New roof - Southern Middle - storage/dugouts/restroom/booth	-	-	41,413	-	-	-	41,413
New roof - North End Elementary	-	-	-	119,315	-	-	119,315
New roof - South Elementary	-	-	-	-	1,145,026	-	1,145,026
New roof - North Elementary	-	-	-	-	-	965,609	965,609
New roof - Southern Middle School	-	-	-	-	-	119,161	119,161
Set-asides for future projects	160,000	-	-	475,000	300,000	-	935,000
Total Public Schools Projects:	1,330,105	678,481	690,469	594,315	1,445,026	1,084,770	5,823,166
Total Project Costs:	7,072,185	6,374,801	3,997,498	3,002,276	2,571,526	2,232,108	25,250,394

Person County
Capital Improvement Plan (CIP)
2020-24
Recommended - Funding Schedule

Project Costs for County:	Current Year 2018-19	Planning Year 2019-20	Planning Year 2020-21	Planning Year 2021-22	Planning Year 2022-23	Planning Year 2023-24	TOTAL PROJECT COSTS
Sources of Revenue for Operating Impact Costs:	Current Year 2018-19	Planning Year 2019-20	Planning Year 2020-21	Planning Year 2021-22	Planning Year 2022-23	Planning Year 2023-24	TOTAL REVENUE SOURCES
General Fund Revenues	380,421	714,703	686,288	672,248	715,318	687,056	3,856,034
Total Sources of Revenue for Operating Impact Costs:	380,421	714,703	686,288	672,248	715,318	687,056	3,856,034

Operating Impact Costs:	Current Year 2018-19	Planning Year 2019-20	Planning Year 2020-21	Planning Year 2021-22	Planning Year 2022-23	Planning Year 2023-24	TOTAL PROJECT COSTS
IT: Permitting Software							
New maintenance contract	-	52,309	52,309	52,309	52,309	52,309	261,545
IT: Server upgrade							
Software and licenses	-	-	4,900	4,900	19,122	4,900	33,822
Maintenance on hardware	-	-	5,775	5,775	8,663	8,663	28,876
Renewal on back up software	-	2,948	2,948	2,948	2,948	2,948	14,740
Fiber Maintenance							
Maintenance and repair	13,066	13,066	13,066	13,066	13,066	13,066	78,396
Equipment and warranty	-	20,000	-	-	-	-	20,000
Monitoring	-	5,600	5,600	5,600	5,600	5,600	28,000
Parks and Recreation							
Bushy Fork light replacement	-	-	(250)	(250)	(250)	(250)	(1,000)
Public Safety & Broadband Towers Project							
Debt Service payments	349,175	540,400	526,360	512,320	498,280	484,240	2,910,775
Lights maintenance	12,000	12,000	12,000	12,000	12,000	12,000	72,000
Electricity & fuel	4,400	4,400	4,400	4,400	4,400	4,400	26,400
Insurance	1,780	1,780	1,780	1,780	1,780	1,780	10,680
Airport Executive Hangar							
Utilities- electricity	-	1,200	2,400	2,400	2,400	2,400	10,800
Lease	-	-	(6,000)	(6,000)	(6,000)	(6,000)	(24,000)
PCC Telephone System							
Maintenance upgrade	-	-	-	-	40,000	40,000	80,000
PCC Early College- POD Building							
Custodial employee	-	33,000	33,000	33,000	33,000	33,000	165,000
Maintenance and custodial supplies	-	8,000	8,000	8,000	8,000	8,000	40,000
Utilities	-	20,000	20,000	20,000	20,000	20,000	100,000
Total Operating Impact Costs:	380,421	714,703	686,288	672,248	715,318	687,056	3,856,034

Note: Item highlighted below is a project associated with a proposed debt financing.

2018-19 Public Safety & Broadband Towers Project

The County entered into an installment purchase contract for \$4.4M on May 10, 2018 to finance a portion of the construction of two public safety communication towers and purchase and installation of related facilities and equipment, rooftop HVAC units and fire alarm system replacements for Northern Middle School, installation of a new HVAC system for the Huck Sansbury Gym, roofing replacement for Early Intervention and Family Services, cooling tower replacements for Helena and Stories Creek Elementary Schools, and heating and cooling unit valve replacements at South Elementary School. These costs are listed in the FY 2018-19 since the work for the majority of these projects did not commence until the current year.

REMOVAL OF ABANDONED BUILDING AT 109 OXFORD RD:

Assistant County Manager, Sybil Tate stated Person County has an Abandoned Structure Ordinance based on North Carolina General Statute 153A-366. She introduced Inspections Director, Dale Tillman to present to the Board a request to appropriate funds from the County's undesignated contingency for the ultimate removal of an abandoned building located at 109 Oxford Road.

Mr. Tillman stated for all other similar instances, the Building Inspections Department has been able to manage the issue by working with the property owner to improve the site conditions. However, the property owner of 109 Oxford Road (Old Roxboro Body Shop) has not responded to multiple requests to improve the site.

Mr. Tillman requested funds to pay for a title of opinion and asbestos testing, estimated to cost \$1,200.00 noting the results of these tests will determine the cost of demolition, which are unknown at this time.

Staff confirmed that the cost of the title of opinion, asbestos testing and removal will be passed on to the property owner via a lien. The lien will be collected via the property tax bill.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to approve the request to fund \$1,200 from undesignated contingency to pay for a title of opinion and asbestos testing of 109 Oxford Rd, as presented.

April 15, 2019

APPOINTMENT TO INDUSTRIAL FACILITIES AND POLLUTION CONTROL FINANCING AUTHORITY AND THE PERSON AREA TRANSPORTATION SYSTEM ADVISORY BOARD:

The Person County Board of Commissioners solicits volunteers through advertisement in the local newspaper as well as posted on the county web site to fill positions that are vacant on boards, commissions, authorities, and committees. Clerk to the Board, Brenda Reaves presented citizen applications for consideration of appointment:

Industrial Facilities and Pollution Control Financing Authority

6-Year Term: 3 positions available

- 1) Kenneth Perry requested appointment

Person Area Transportation System Advisory Board

3-Year Term; 1 position for the Rural Planning Organization Director or designee:

- 1) Diane Cox requested appointment

A **motion** was made by Commissioner Jeffers and **carried 5-0** to appoint Kenneth Perry to the Industrial Facilities and Pollution Control Financing Authority for a 6-year term, and to appoint Diane Cox to the Person Area Transportation System Advisory Board for a 3-year term to represent the Rural Planning Organization.

April 15, 2019

STRATEGIC PLAN WORK SESSION #3:

Assistant County Manager, Sybil Tate facilitated group discussion and input from the Board related to creating a Strategic Plan focusing on the Board's goals for the next five years. Ms. Tate noted the Tax Administrator would share information related to implementing a school tax and she requested the Board to further discuss Quality of Life strategies.

Tax Administrator, Russell Jones led group discussion related to a voted supplemental tax (additional property tax, dedicated to public schools) noting information from a presentation by Rebecca Troutman, former NC Association of County Commissioners and Kara Millonzi, UNC School of Government. He noted the School board may petition county board to hold a referendum on levying an additional property tax, the revenue from which to be dedicated to public schools; if voters approve special tax, local school board may recommend additional tax rate each year (up to maximum rate approved by voters). Mr. Jones further noted that the County board decides each year whether or not to levy the special tax and at what rate (up to maximum rate requested by school board) and that the County board has no control over expenditure of special tax proceeds by school board (but referendum may specify use of funds). In addition, the County board may consider amount of special tax proceeds as it makes its other appropriations to School board.

It was the consensus of the group that a supplemental tax dedicated for public schools was not the intended strategy, however, the Board agreed to include information on the flyer mailed to citizens with the tax bills reflecting school county expenditures excluding state funding, lottery funds and funding from Articles.

Ms. Tate asked for feedback from the Board on the other strategies noting Ms. Sherry Wilborn, Interim Economic Development Director and the Economic Development Commission were meeting on April 23, 2019 to further discuss the regional workforce development subcommittee and the industrial site inventory strategy updates.

It was the consensus of the Board for the items that could be requested in the budget to be taken off the Strategic Plan, i.e., 1) workforce development feasibility study to be placed in the economic development budget, 2) Phase I ESA on county-owned land adjacent to Airport, and 3) contribution annually to the water/sewer fund.

The Board was interested in conducting a YMCA feasibility study, researching afterschool program providers for primary and middle school ages that compliment existing services, funding ISO rating improvement studies for the VFDs as well as review options for a litter collection program.

Related to the litter collection program, the Board was interested in the rules associated with using inmates as well as coordinating with the Environmental Issues Advisory Committee events by the county, city and other entities for litter sweep programs.

April 15, 2019

The adjusted Strategic Plan following the Work Session #3 is as follows:

FY2020-FY2024 Strategic Plan

Mission: To create opportunities for families and businesses to prosper and compete in a global economy.

Objectives

1. Improve school facilities
2. Implement a K-14 workforce development program
3. Support Economic Development's strategic plan
4. Implement quality of life programs

Strategies

1. Improve school facilities
 - a. Hire debt consultant to develop plan for funding school infrastructure- FY20, \$35,000
 - b. Implement deferred maintenance projects each year- FY20-FY24, \$31M
 - c. Include school expenditures on the tax flier- FY20, \$0
2. Implement a K-14 workforce development program
 - a. Implement workforce development feasibility study- FY20, \$25,000
 - b. Implement PCC's STEM facility feasibility study - FY20, \$54,000
3. Support Economic Development's strategic plan
 - a. Implement economic development opportunities and target sectors analysis- FY20, \$23,000
 - b. Address industrial development and transportation in the new land use plan- FY20, \$125K
4. Implement quality of life programs
 - a. Conduct a YMCA feasibility study in partnership with the Danville YMCA – FY20, \$30K
 - b. Research afterschool program providers- FY20, \$0
 - i. Provide an afterschool program- FY21, \$150,000/year
 - c. Fund ISO rating improvement studies for VFD's- FY20, \$40k (\$5K each)
 - i. Implement ISO rating improvements for VFD's- FY21, \$?
 - d. Research options for implementing a litter collection program- FY20, \$0

CHAIRMAN'S REPORT:

Chairman Newell had no report.

MANAGER'S REPORT:

County Manager, Heidi York had no report.

COMMISSIONER REPORT/COMMENTS:

Vice Chairman Jeffers commented the Litter Sweep clean up roads dates as follows:

Traditionally scheduled for the last two weeks of April and September, Litter Sweep is the N.C. Department of Transportation's (NCDOT) biannual statewide roadside litter removal initiative in which residents throughout North Carolina participate in local efforts to help clean up North Carolina's roadways. In addition to volunteers, NCDOT maintenance crews devote one week of their time during Litter Sweep to pick up litter and collect orange bags placed on the roadsides by volunteer pickups. Volunteers are provided cleanup supplies, such as reversible orange/blue trash bags, gloves, and orange safety vests from their respective local NCDOT County Maintenance Yard office.

There were no reports from Commissioners Powell, Clayton and Puryear.

Chairman Newell called for a brief recess at 10:56am. The meeting was reconvened at 11:04am.

CLOSED SESSION #1

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to enter Closed Session at 11:04am per General Statute 143-318.11(a) (5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract with the following individuals permitted to attend: County Manager, Heidi York, Clerk to the Board, Brenda Reaves, County Attorney, Ron Aycock, and Assistant County Manager, Sybil Tate.

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to return to open session at 11:37am.

April 15, 2019

ADJOURNMENT:

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to adjourn the meeting at 11:38am.

Brenda B. Reaves
Clerk to the Board

David B. Newell, Sr.
Chairman