

**PERSON COUNTY BOARD OF COMMISSIONERS**  
**MEMBERS PRESENT**

**AUGUST 5, 2019**  
**OTHERS PRESENT**

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

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 special-called session on Monday, August 5, 2019 at 6:00pm in the Commissioners' meeting room in the Person County Office Building. The purpose of the special-called meeting was for the Board to conduct informal interviews with applicants of the Library Board, Piedmont Community College Board of Trustees, and the Board of Health.

Chairman Newell called the special-called meeting to order.

**APPOINTMENTS TO COMPETITIVE BOARDS VIA INFORMAL INTERVIEWS:**

The Board met informally with the applicants of each of the boards below with the exception of Mr. Kenneth Strachan, who was not present:

A. Library Board

3-Year Term: 1 position available

- 1) Anne Gibson requested reappointment
- 2) Judith Akers requested appointment

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to reappoint Anne Gibson to the Library Board for a 3-year term.

B. Piedmont Community College (PCC) Board of Trustees

4-Year Term: 1 position available

- 1) James J. Woody requested reappointment
- 2) Joel Adler requested appointment

A **motion** was made by Commissioner Puryear and **carried 5-0** to reappoint James J. Woody to the Piedmont Community College Board of Trustees for a 4-year term.

C. Board of Health

3-Year Term: 1 position available

- 1) Kenneth Strachan requested appointment
- 2) Dr. Stephen Saunders requested reappointment

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A **motion** was made by Commissioner Clayton and **carried 5-0** to reappoint Dr. Stephen Saunders to the Board of Health for a 3-year term.

Chairman Newell announced the meeting was in recess at 6:18pm until 7:00pm for the Board's regular scheduled meeting.

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The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, August 5, 2019 at 7:00pm in the Commissioners' meeting room in the Person County Office Building.

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

#### **DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:**

A **motion** was made by Commissioner Puryear and **carried 5-0** to approve the agenda.

#### **RECOGNITION:**

##### **YOUTHVOICE 2019:**

Michelle Van Ness, Person County Extension Agent, 4-H Youth Development introduced Ms. Andi Bradsher, Person County's delegate to attend the North Carolina Association of County Commissioners' Annual Conference event for youth called YouthVoice. This event, held each summer, for the last 10 years, offers one youth from each county to attend the annual conference. It will be an overnight event from August 23-24, 2019 in Guilford County at the Grandover Resort and Conference Center.

Ms. Andi Bradsher talked about her experiences with 4-H programming noting she has participated with clubs on the local, district and state levels and looks forward to representing Person County as she continues to develop her leadership skills

Vice Chairman Jeffers stated he and Commissioner Clayton would be attending the Annual Conference and would look forward to seeing her at the Youth Involvement Breakfast.

#### **INFORMAL COMMENTS:**

There were no comments from the public.

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**DISCUSSION/ADJUSTMENT/APPROVAL OF CONSENT AGENDA:**

A **motion** was made by Commissioner Puryear and **carried 5-0** to approve the Consent Agenda with the following item:

A. Approval of Minutes of July 22, 2019

**NEW BUSINESS:**

**REQUEST TO REINSTATE THE PUBLIC HEALTH NURSING DIRECTOR I POSITION:**

Health Director, Janet Clayton reiterated the Public Health Nursing Director I position was eliminated by the Commissioners upon adoption of the FY2020 Budget. Ms. Clayton stated, a nurse leader position was required by the NC Board of Nursing, NC Administrative Code, and the NC Division of Public Health. She added that on January 15, 2019, the job description of the Public Health Nursing Supervisor II was submitted to the Office of State Human Resources (OSHR) for review. Based on the current job description, the OSHR classified the position as a Public Health Nursing (PHN) Director I on January 24, 2019. She noted the added duties to oversee care management program, which included two social workers and a lead nurse position, resulted in the upgrade to PHN Director I.

Ms. Clayton noted the salary range of the PHN Director I position as follows:  
Hiring Rate: \$62,976, Minimum: \$66,239, Maximum: \$102,670. The salary and benefit cost totals \$89,702.

Ms. Clayton further noted that if the PHN Director I position was reinstated and the following positions, which are included in the approved FY2020 budget, are eliminated, there will be a savings of \$7,350 (the savings is spread across federal, state and local funding sources):

- Licensed Practical Nurse= \$56,213 (budgeted salary and benefits)
- Processing Assistant III = \$40,839 (budgeted salary and benefits)

Ms. Clayton requested the Board to approve the request to reinstate the PHN Director I position and eliminate the LPN and Processing Assistant IV positions to pay the salary and benefits of the PHN Director I position.

Vice Chairman Jeffers stated the information he requested was not presented noting he wanted to know the different positions that could be considered as a nurse leader position to comply with the state mandate.

Ms. Clayton noted the PHN Supervisor II would cost approximately \$4,000 less in salary and benefits and was a front-line nursing supervisor versus the Director I position which is more a planning and an administrative role.

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Vice Chairman Jeffers asked Ms. Clayton if the social workers were moved under another supervisor, could she consider a Supervisor II position to meet state requirements to which she stated only a nurse lead position could supervise the social workers.

Vice Chairman Jeffers inquired about the possibility of joining a district health department to which Ms. Clayton noted they currently collaborate with Durham County Health Department on some health education initiatives but had not researched Person County joining a district health department as an option. Vice Chairman Jeffers stated he only heard of the option recently.

Ms. Clayton said she was complying with the state mandate via a three-month contractual agreement with a public health agency for a hourly wage retired nurse.

A **motion** was made by Commissioner Puryear to approve the request to reinstate the Public Health Nursing Director I position and to eliminate the LPN and Processing Assistant IV positions to pay the salary and benefits of the PHN Director I position for an overall savings of \$7,350.

A **substitute motion** was made by Vice Chairman Jeffers and **carried 5-0** to table action on this item until the Board's next regular scheduled meeting on August 19, 2019 to allow for the County Manager and the Finance staff to be present.

## **BID AWARD FOR BOOKMOBILE PURCHASE AND AUTHORIZATION TO EXECUTE CONTRACT:**

Library Director, Christy Bondy recalled that on January 22, 2019, she requested permission to apply for a Library Service and Technology Act (LSTA) grant from the State Library for a new Bookmobile noting at that time, the quote was \$159,000. Ms. Bondy said the Library was awarded \$100,000 via the LSTA grant in June for a purchase of a new Bookmobile; a match of local funds was estimated at \$59,000. Ms. Bondy stated to date, the Library has raised \$11,600 from the community for the project with plans to continue fundraising efforts.

Ms. Bondy noted that following advertisement for bids, there was only one bid submitted by the deadline on July 15, 2019; a second advertisement for bids resulted in no other bids by the deadline of July 31, 2019. Matthews Specialty Vehicles provided two proposals, valid for 90-days.

The first proposal for \$147,086 was for a gas model Sprinter vehicle. The second proposal was for \$155,867 for a diesel model Sprinter vehicle. Ms. Bondy stated that Matthews Specialty Vehicles recommended the diesel option. In addition to the Diesel Sprinter Bookmobile, Ms. Bondy requested an optional item listed for an extended warranty, for 7-years, 140,000-mile warranty listed at a cost of \$4,704. Tax, tags and fees are not included in vendor's proposal and would cost an additional \$4,683 bringing the grand total to \$165,254. Ms. Bondy said the Finance Director recommended that the local match be funded through an appropriation from the Public Library's Fund Balance which has approximately \$185,000. Ms. Bondy said \$53,654 from the Public Library Fund Balance together with the \$11,600 raised from the community would match the \$100,000 grant to pay for the new Bookmobile.

Ms. Bondy requested the Board to approve the local match as presented as well as to authorize the County Manager to enter into contract with Matthews Specialty Vehicles.

Commissioner Powell asked Ms. Bondy what was included in the warranty to which she did not have that information available.

A **motion** was made by Commissioner Clayton and **carried 5-0** to approve the bid award to Matthews Specialty Vehicles for \$155,867 for a diesel model Sprinter vehicle, an extended warranty, for 7-years, 140,000-mile warranty listed at a cost of \$4,704, tax, tags and fees at a cost of \$4,683 to be funded with the \$100,000 LSTA grant, an appropriation of \$53,654 from the Public Library Fund Balance and \$11,600 in fundraising from the community as well as authorize the County Manager to enter into a contract with the vendor.

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101 S. Swing Rd. Greensboro, North Carolina 27401  
Phone (877) 909-4678 (336) 297-9600 FAX (336) 297-4111  
www.msvehicles.com

## Proposal-Acceptance

The County of Person North Carolina  
304 South Morgan Street, Room 212  
Roxboro, NC 27573

Proposal Date: July 12, 2019  
Series 500- Sprinter Bookmobile

One (1) MSV Series 500 Diesel Sprinter Bookmobile.....\$155,867.00  
Delivery Time: Approximately 240 to 270 days

### OPTIONAL ITEMS: (please indicate requested options with an "x")

- ☐ Delivery and Training.....INCLUDED
- ☐ Sprinter 5 year 100,000 mile warranty.....\$952.00
- ☐ Sprinter 6 year 120,000 mile warranty.....\$2,800.00
- ☒ Sprinter 7 year 140,000 mile warranty.....\$4,704.00
- ☐ Additional single sided book cart.....\$1,479.00 each

### TERMS AND CONDITIONS:

1. Our detailed proposal does not include taxes, tags or fees.
2. Payment Terms: 20% upon award; 30% upon arrival of body and chassis; Balance upon completion and acceptance
3. This proposal is valid for 90 days.

Customer

Name: Heidi York  
Signature: [Signature]  
Title: County Manager  
Date: 8/5/2019

Matthews Specialty Vehicles

Name: Dennis Hoag  
Signature: [Signature]  
Title: Sales Director  
Date: July 12, 2019

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**DESIGNATION OF VOTING DELEGATE TO NC ASSOCIATION OF COUNTY COMMISSIONERS (NCACC) CONFERENCE:**

Voting Credentials for the 2019 NCACC Annual Conference scheduled on August 22-24, 2019 in Guilford County must be submitted by August 16, 2019 in order for Person County's delegate to participate in the association's annual election of officers and policy adoption.

Chairman Newell requested the Board to designate a commissioner attending the Conference as Person County's delegate. At this time, both Commissioners Clayton and Jeffers plan to attend the full conference.

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to designate Commissioner Clayton as Person County's voting delegate at the 2019 NCACC Annual Conference in Guilford County.

**CHAIRMAN'S REPORT:**

Chairman Newell had no report.

**MANAGER'S REPORT:**

County Manager, Heidi York was absent.

**COMMISSIONER REPORT/COMMENTS:**

There were no comments or reports by the commissioners.

**CLOSED SESSION #1**

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to enter Closed Session at 7:27pm 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: Clerk to the Board, Brenda Reaves and County Attorney, Ron Aycock.

A **motion** was made by Commissioner Clayton and **carried 5-0** to return to open session at 7:42pm.

Commissioner Clayton stated a conflict with the October 21, 2019 Board meeting. Vice Chairman Jeffers stated a conflict with the October 7, 2019 Board meeting. It was the consensus of the Board to ask staff to review the potential agendas for October and suggest an alternative date(s) for the Board.

**ADJOURNMENT:**

A **motion** was made by Commissioner Powell and **carried 5-0** to adjourn the meeting at 7:45pm.

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Brenda B. Reaves  
Clerk to the Board

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David B. Newell, Sr.  
Chairman

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