

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

NOVEMBER 18, 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, November 18, 2019 at 9:00am in the Person County Office Building Auditorium.

Chairman Newell called the meeting to order. Commissioner Powell offered an invocation and Vice Chairman Jeffers led the group in the Pledge of Allegiance. Commissioner Puryear was absent until 9:36am.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

A **motion** was made by Vice Chairman Jeffers and **carried 4-0** to approve the agenda.

RECOGNITION OF LOCAL GOVERNMENT DAY:

Chairman Newell welcomed the Person High School students enrolled in civics and economics participating in Local Government Day to observe the Board of County Commissioners in session. Chairman Newell, Vice Chairman Jeffers and Commissioners Clayton and Powell proceeded to introduce themselves and shared general information about the office of a commissioner and general government. County Manager, Heidi York, Clerk to the Board, Brenda Reaves and County Attorney, Ron Aycock also introduced themselves.

Ms. Faith Harris, a student present in the audience, served as the Person High School students' spokesperson to ask the Board of Commissioners questions related to the process of election for the office of county commissioner, what services are provided in the County and its annual budget, as well as what are the priorities in the County. She also shared comments of environmental concerns for livestock on farms where solar panels are constructed and should the solar panels have leakage.

November 18, 2019

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 4-0** to approve the Consent Agenda with the following items:

- A. Approval of Minutes of November 4, 2019,
- B. Budget Amendment # 10,
- C. Resolution for Designation of Applicant's Agent for NC Division of Emergency Management Hazard Mitigation Grant, and
- D. Tax Adjustments for November 2019
 - a. Tax Releases
 - b. NC Vehicle Tax System pending refunds

NEW BUSINESS:

SECOND READING TO ADOPT NOVEMBER 2019 SOLID WASTE DISPOSAL FRANCHISE ORDINANCE:

Chairman Newell called for the Board to take action for its Second Reading to Adopt the November 2019 Solid Waste Disposal Franchise Ordinance. County Attorney, Ron Aycock reminded the group that North Carolina state law requires the Board of Commissioners to vote on adoption of a Solid Waste Disposal Franchise Ordinance at two consecutive regularly scheduled meetings. Mr. Aycock noted the First Reading to Adopt the November 2019 Solid Waste Disposal Franchise Ordinance took place at the Board's November 4, 2019 meeting following the required public hearing with unanimous vote.

Commissioner Clayton commented on the history of the landfill noting the original intent was for the landfill to close after 20 years. He added that state legislature has changed causing the Board to continue its contract with Republic until such time the landfill will be full which is estimated in about 15 years. Commissioner Clayton said this action was after much discussion and looking at other options, such as transfer stations taking the waste to Granville County's new landfill. Commissioner Clayton stated he had voted to place funding into a water and sewer fund in the case waterlines in the area near the landfill become polluted.

A **motion** was made by Vice Chairman Jeffers and **carried 4-0** to adopt the November 2019 Solid Waste Disposal Franchise Ordinance.

**NOVEMBER 2019 SOLID WASTE DISPOSAL FRANCHISE ORDINANCE
PERSON COUNTY, NORTH CAROLINA**

ARTICLE I

SECTION 1.0 – AUTHORITY AND ENACTMENT CLAUSE

Pursuant to the authority conferred by North Carolina General Statute § 153A-136(a)(3), THE BOARD OF COUNTY COMMISSIONERS OF PERSON COUNTY, NORTH CAROLINA DOES HEREBY ORDAIN AND ENACT INTO LAW THE FOLLOWING ARTICLES AND SECTIONS:

SECTION 1.1 – PURPOSE

This November 2019 Franchise Ordinance is enacted to promote and protect the health, safety and welfare of the citizens of Person County. It is the intention of the Board of County Commissioners that the provisions of this November 2019 Franchise Ordinance will encourage the establishment and continuance of a secure, safe, and economical system of solid waste disposal in the County that will comply with state and federal laws regulating such disposal. It is the further intention of the Board of County Commissioners that this November 2019 Franchise Ordinance has the effect of updating prior Person County solid waste disposal franchise ordinances first effective on August 7, 1995, and later amended as effective on October 19, 2009, and later amended as effective on June 30, 2017 (hereinafter referred to as “2017 Franchise Ordinance”), and later amended as effective on June 30, 2019 (hereinafter referred to as “June 2019 Franchise Ordinance Amendment”) (collectively, the “Prior Franchise Ordinances”) only so far as it is necessary to: (a) comply with federal and state statutory and regulatory changes enacted subsequent to adoption of the Prior Franchise Ordinances; (b) reflect changes in the Facility Plan that have occurred since passage of the Prior Franchise Ordinances; and (c) amend the average maximum annual disposal rate at the Landfill. This November 2019 Franchise Ordinance shall not have the effect of amending, invalidating or repealing any portion of the agreement entered into by and between Person County and Upper Piedmont Environmental, Inc. (now Republic Services of North Carolina, LLC d.b.a. Upper Piedmont Environmental (“Republic”)) dated August 7, 1995, or any subsequent amendments or agreements between Person County and Republic.

ARTICLE II

SECTION 2.0 – TITLE

This November 2019 Franchise Ordinance shall be known and may be cited as the November 2019 Person County Solid Waste Disposal Franchise Ordinance.

November 18, 2019

ARTICLE III

SECTION 3.0 – GRANT OF MUNICIPAL SOLID WASTE LANDFILL FRANCHISE

To enable secure, safe and economical disposal of solid waste in Person County, Republic is granted an exclusive franchise to operate in Person County for the “Life of Site” (as the term “Life of Site” is defined in North Carolina General Statute § 130A-294(a2)) of the Upper Piedmont Environmental Landfill (“Landfill”). This November 2019 Franchise Ordinance shall become effective on November 18, 2019. No other person or entity may operate a municipal solid waste management facility as defined in North Carolina General Statute § 130A-290(18b) in Person County during this period.

SECTION 3.1 – DESCRIPTION OF MUNICIPAL SOLID WASTE LANDFILL

The Landfill consists of 479.69 acres, located in the Tirzah Township approximately ten (10) miles east-southeast of Roxboro, North Carolina at the intersection of North Carolina Highway 158 and SR 1724 near the Person County/Granville County line. The legal description, deed book references and plat book references for the Landfill are provided on Exhibit A and incorporated herein by reference. The boundary and cells of the Landfill are depicted on Exhibit B and incorporated herein by reference.

SECTION 3.2 – DESCRIPTION OF FRANCHISE

- 3.2.1 Population and Geographical Area Served. The geographical area served by the Landfill is the incorporated and unincorporated areas of any County and Independent Virginia City that are partly or wholly within sixty (60) miles of the political boundary of Person County. Counties within this geographical area are the North Carolina counties of Alamance, Caswell, Chatham, Davidson, Durham, Edgecombe, Forsyth, Franklin, Granville, Guilford, Halifax, Harnett, Johnston, Lee, Moore, Nash, Northampton, Orange, Person, Randolph, Rockingham, Stokes, Vance, Wake, Warren, and Wilson, and the Virginia counties of Patrick, Henry, Halifax, Mecklenburg, Brunswick, Greenville, Franklin, Bedford, Campbell, Charlotte, Lunenburg, Amherst, Appomattox, Buckingham, Cumberland, Prince Edward, Nottoway, Pittsylvania and Dinwiddie. Independent Virginia Cities within this geographical area are Lynchburg, Danville and Martinsville. The population to be served shall be all persons and entities within the above geographical area, including residential, municipal, industrial, institutional and commercial customers and contractors.
- 3.2.2 Volume and Characteristic of Waste Stream. The volume of waste in the Landfill is approximately 6,134,169 cubic yards. The remaining capacity of the Landfill under the existing permit is approximately 10,995,831 cubic yards. The average maximum annual disposal rate is 780,000 tons per year. The Landfill accepts municipal solid waste, non-hazardous commercial, industrial and institutional waste and other non-hazardous special waste types, but shall not accept waste prohibited from disposal in municipal solid waste landfills by applicable state or federal environmental law or prohibited by any of the terms and conditions of any state or federal permits, licenses or approvals obtained with respect to Republic’s operation of the Landfill.

- 3.2.3 Life Expectancy. The Landfill is expected to have a useful life of approximately 37 years per North Carolina General Statute § 130A-294(a2).
- 3.2.4 Consistency with Solid Waste Management Plan. To ensure that the operation of the Landfill is consistent with Person County's solid waste responsibilities set forth in North Carolina General Statute § 130A-309.09A, Republic accepts municipal solid waste at the Landfill pursuant to this November 2019 Franchise Ordinance and by agreement with the County. Further, Republic assists Person County in attaining Person County's waste reduction, reuse and recycling goals by operating a convenience center at the Landfill.
- 3.2.5 Government Oversight and Regulation of Fees. Person County oversees and regulates solid waste disposal fees (both residential and commercial) by way of agreement with Republic. This November 2019 Franchise Ordinance shall not by its terms impair the authority of the County to regulate fees as authorized by law. This November 2019 Franchise Ordinance does not, in itself, regulate solid waste disposal fees.
- 3.2.6 Facility Plan. The Facility Plan for the Landfill is attached to this November 2019 Franchise Ordinance as Exhibit C and meets all requirements of North Carolina General Statute § 130A-294(b1)(2)(f).
- 3.2.7 Severability. In the event any one or more of the provisions contained in this November 2019 Franchise Ordinance is, for any reason, stayed or held to be invalid, illegal, unconstitutional, or unenforceable in any respect, such invalidity, illegality, unconstitutionality or unenforceability shall not affect any other provision of this November 2019 Franchise Ordinance.
- 3.2.8 Regulatory Uncertainty. The Board of County Commissioners recognizes that new statutes and rules are being considered and recently have been adopted regarding municipal solid waste landfills and solid waste disposal franchises. The Board of County Commissioners further recognizes that the recent consideration and adoption of these statutes and rules, and anticipated future legislative and regulatory action, lead to some uncertainty in the future of solid waste disposal. The Board of County Commissioners adopts this November 2019 Franchise Ordinance to continue to provide the citizens of Person County with secure, certain, safe and economical disposal of solid waste during these uncertain times and thereafter, for the Life of Site of the Landfill. If this November 2019 Franchise Ordinance is, for any reason, stayed or held to be invalid, illegal, unconstitutional, or unenforceable in any respect, it is the intention of the Board of County Commissioners that the 2017 Franchise Ordinance as amended by the June 2019 Franchise Ordinance Amendment remain valid and in effect for the Life of Site of the Landfill.

ARTICLE IV

SECTION 4.0 – EFFECTIVE DATE

This November 2019 Franchise Ordinance shall become effective on November 18, 2019.



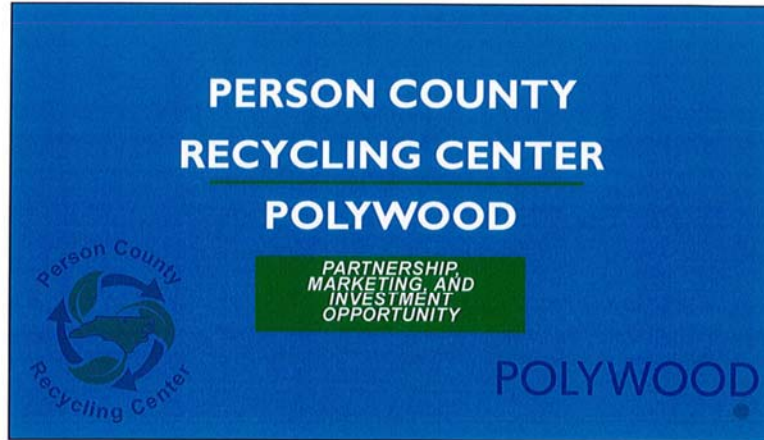
David B. Newell Sr.
David B. Newell, Sr., Chairman
Person County Board of Commissioners

Brenda B. Reaves
Brenda B. Reaves
Clerk to the Board

PERSON COUNTY RECYCLING CENTER/POLYWOOD PARTNERSHIP:

Amanda Everett, Person Industries Director told the group that she and other County and State representatives visited Polywood’s corporate offices in Syracuse, Indiana. She shared the following presentation with the Board reviewing current projects, future prospects, and recycling center needs as she had previously presented with Polywood.

11/18/2019



INTRODUCTIONS

- Doug Rassi, CEO, Polywood
- Ross Munn, COO, Polywood
- Matt Shaw, CFO, Polywood
- Brady Maller, EVP Strategy & Sales, Polywood
- Dave Grider, General Manager, Polywood Roxboro
- Stacey DeBaun, Plant Administrator, Polywood Roxboro
- Sherry Wilborn, Person County, Economic Development Director
- Harry Swendsen, Manager, Economic Development Partnership of NC
- Amanda Everett, Director, Person Industries and Person County Recycling Center
- Rhonda Gentry, Production Supervisor, Person Industries and Person County Recycling Center
- Sandy Skolochenko, Recycling and Materials Management, NCDEQ

POLYWOOD BENEFITS AND STEPS SINCE OCT 2018

- Explanation to executive team regarding steps and what's happening – local and statewide
- Where we are today - Opportunities for joint site
 - Expand at current recycling center site with adjacent properties
 - Existing buildings within Person County
 - Expansion at current Polywood site with Weston
- CAST OUR VISION OF HOW WE FEEL THIS CONNECTION WILL WORK AND BENEFIT
 - Dave Grider
 - Amanda Everett
 - Sherry Wilborn
 - Harry Swendsen
 - Sandy Skolochenko
- Then to now...Segway into additional information

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EDC Role Going Forward with Recycling Support

Person County Recycling Center becomes part of ED project support.
Public Private Partnership potential through rail site, infrastructure or site development.





Person County
Recycling Center

Our Mission: To empower and assist individuals in achieving their vocational and personal goals

Our Vision: To provide services designed for the needs and desires of the individual while promoting inclusion, choice, and full participation in the community for adults with disabilities

Your benefit: Great business partnership, continued growth, community inclusion, enhanced reputation, and collaboration with county opportunities

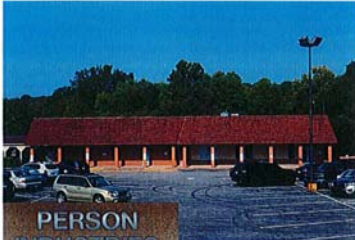


Person Industries

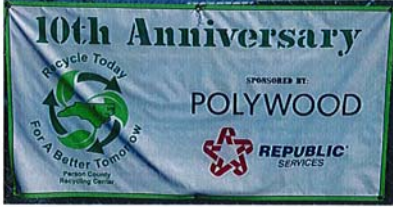
POLYWOOD




PERSON COUNTY GOVERNMENT
PERSON COUNTY SINCE 1792



PERSON INDUSTRIES
401 N. MADISON BLVD.



10th Anniversary
Recycle Today
For A Better Tomorrow
SPONSORED BY:
POLYWOOD
REPUBLIC SERVICES



PERSON COUNTY RECYCLING CENTER
741 MARTIN STREET

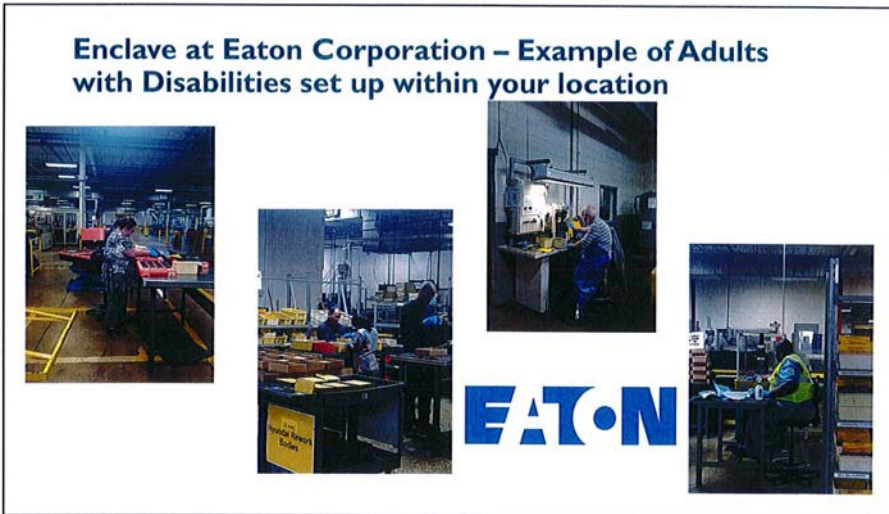
Current Map & Adjacent Parcels

- 15.5 acres
- Potential for 600K plus square feet
- Property line borders Recycling Center
- Developed Reputation & Proximity View



Employee Opportunities through Person Industries

- Employee on site at Polywood using labor through Supported Employment, Work Adjustment, and/or Vocational Rehabilitation. These positions would be under contract and include on site job coaching, field supervision, as well as points of contact as needed for support. Pay rate is set based on job duties and support needed per contract. Individuals can be on Polywood payroll or Person Industries.
- Production work at Person Industries - jobs that can be performed by adults with disabilities who require more hands on supervision and a more controlled environment. Pay rate is set based on production rate, including time studies and support needed per contract. Employees would be on Person Industries Payroll.
- Employment at Person County Recycling Center – job is based on time to sort pounds of material and support needed per contract. Employees would be on Person Industries Payroll.






- Recycling needs tailored to employees at work
- Ability to train on different job specifics as needed
- Accommodations for each contract as needed
- Community Outreach
- First Priority – SAFETY
- Provides career opportunities
- Allows adults with disabilities the right to choose how they spend the portion of their day.





Person County Recycling Center Information

- Person County Recycling Center opened on June 25, 2009
- It is one of the few recycling centers in North Carolina that is operated by people with disabilities as employees.
- Our current building was purchased in 2014 by Person County Government with an end goal to merge both locations.
 - 50,000 square feet on 6.10 acres, with easements off Martin Street and Thomas Street
 - Received all ADA and Person County/NC Code updates by summer of 2018 (Sprinklers, Bathrooms, Parking)
- LABOR FORCE – We currently have 25 employees at the Person County Recycling Center
 - 60% of our workforce has a disability diagnosis
 - 20% are trained staff that supervise and run the center
 - 20% came through services such as Supported Employment, Vocational Rehabilitation, and/or Work Adjustment Training
- PROCESSING – Over the last 3 years, we have sorted and shipped out an average of 1600 tons of material per year.
- FOCUS ON SAFETY – 20th Consecutive Gold Award for Person Industries, 5th Consecutive Gold Award for Person County Recycling Center.

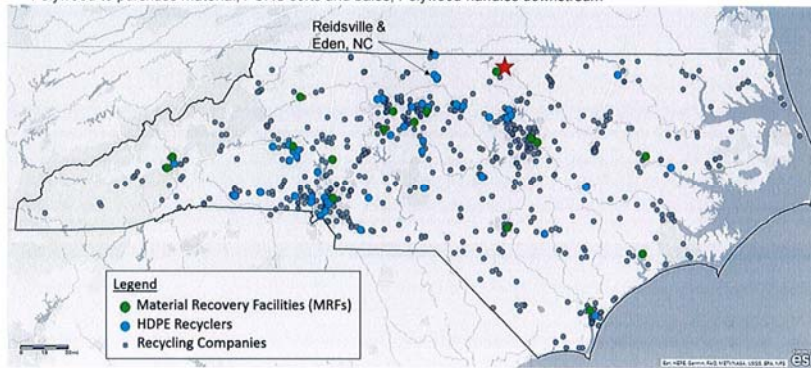
Person County Recycling Center Information

- CURRENT ISSUES:
 - SPACE CONSTRAINTS IN CURRENT BUILDING
 - SPRINKLER SYSTEM – TIE IN TO CITY WATER LINE WITHOUT RESEVOIR
 - CEILING HEIGHT FOR STORING PLASTICS
 - DOWN STREAM FOR MATERIALS
 - BUILDING LEASE ENDS 2025 – Person Industries
- CURRENT EQUIPMENT AND AGE
 - Open End Auto Tie Baler (Bale table and hopper extension)– 10 YEARS+ (2009, \$217,698.66)
 - Inclined Infeed Conveyor with Sort Line: 24 bins/hoppers – 10 YEARS+ (2009, \$240,079.31)
- COST OF SENDING OUT SINGLE STREAM
 - FY2018 & 2019 - \$8500
 - FY2020 - \$7700, 3 months total
 - End Goal: To develop a partnership that benefits Person County by continuing to provide recycling services
- BENEFITS
 - Processing and extrusion / warehousing all under one roof
 - Make Person County Recycling Center profitable and a necessity in the eyes of the Person County Commissioners.
 - Recycling Partnership with City of Roxboro beginning July 2020 – GROWING!!!
 - Capital Investments will only help us both... WIN – WIN

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PCRC/Polywood - NC Recycling Infrastructure

- Simple Cost Analysis for Z-Bales:
 - \$150 per ton for processing – includes sorting, baling, and loading material (\$0.075 per pound)
- Polywood to purchase material, PCRC sorts and bales, Polywood handles downstream



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NC DEQ Grant Programs



Grant Program	Recycling Business Grants	Local Government Grants	Regional Infrastructure Grants
Who Can Apply	Polywood/Person County	Person County	Person County
Maximum Funding	\$40,000	\$20,000	\$80,000
Match Requirement	50%	20%	20%
Timeline	March 2020 – December 2020	July 2020 – June 2021	Flexible
Application Due	November 14, 2019	February 2020	Ongoing
Example Project	<ul style="list-style-type: none"> Equipment to sort, wash or grind HDPE Equipment to manufacture lumber with recycled HDPE 	<ul style="list-style-type: none"> Education/outreach Equipment or building upgrades for plastic recycling Equipment or building upgrades for MRF 	<ul style="list-style-type: none"> Equipment or building upgrades for MRF

Person County Economic Development & State Grant Opportunities



JDIG • CDBG • Grant \$ • Property Tax Incentives • Piedmont Community College Customized Training Grant
 Dave Grider, Sherry Wilborn, and Harry Swendsen

NCDEQ/DEACS – Community Waste Reduction & Recycling Grant

- DEACS offers a 80/20% Grant funding match from participating counties. Grant submissions include costs from state and county
- Public Awareness and Education Grant was awarded to Person County in the amount of \$7450.00 (DEACS \$5960, Person County \$1490)
- Grant funding will purchase the following:
 - Newspaper Inserts
 - Advertisements
 - Private Hauler Inserts
 - Water Bill Inserts
 - Direct Mailers
 - Signage (at PCRC)
 - Billboard – 8 week placement on 501

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Polywood Allocations

- Polywood would offer funding in the amount of \$7282
- Public Awareness and Education information would include Polywood branding as well as additional information regarding the Milk Jug Campaign
- Items to be purchased include:
 - Billboard – 12 week placement on 501 (main placement in town) \$1850
 - Reusable Recycling Bags \$3370 (before tax/shipping)
 - Palace Point Advertisement \$1534
 - Education Materials – Co-branded Magnets \$528

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Billboard – 501 @ Bessie Daniel Road – catching all traffic coming into town south bound



Vinyl Size: 13' by 41'

Illuminated Sign: Yes


Rate: \$550.00/4 weeks

Duration: 8 weeks

Production Cost:
\$720.00

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Billboard – 501 @ JCT US 158, near Chub Lake Road – catching all traffic coming into town north bound



Vinyl Size: 9' by 21'
Illuminated Sign: Yes
Rate: \$490.00/4 weeks
Duration: 12 weeks
Production Cost: \$350.00

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Reusable Recycling Bags – These bags will be used to replace plastic bags being brought to the recycling center, causing contamination and tangles. Bags will have our recycling acceptable list printed with co-branded information for Person County Recycling Center and Polywood, as well as information about our Milk Jug Campaign.




QTY: 1000
@ \$3.37
\$3370



FACTORYDIRECT PROUDLY

FACTORYDIRECT PROUDLY

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- Commercial advertisement during movies
- 6 month contract
- 15 second spot
- Average attendance – 60,000
- Number of movies over 6 months – 6,240
- Rate - \$59/week for 26 weeks = \$1,534

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EDC Support for Manufacturing



PERSON COUNTY
CAREER OPPORTUNITIES IN MANUFACTURING

GKN DRIVELINE EATON SPUNTECH LP
POLYWOOD CertainTeed US FLUE-CURED Dtalight
CAROLINA PRIDE Boise Cascade P&A Industrial fabricators, LLC
Newell & Sons Piedmont Filter North American Aerodynamics

Person County EDC NORTH CAROLINA

POST CARD SIZE MAGNETS CO-BRANDED QTY 1 000 FOR \$528 (NOT INCLUDING TAX OR SHIPPING)

The image shows a screenshot of a website for 'Postcard Magnets'. The website header includes a search bar and navigation links for 'Marketing Materials', 'Signage & Trade Shows Displays', 'Phone Gifts', 'Inflatables & Banners', 'Clothing & Bags', 'Promotional Products', 'Labels & Stickers', and 'Vehicles & City Marketing'. The main content area features a product listing for 'Postcard Magnets' with a 4.3 star rating and 141 reviews. A sample magnet is shown with a floral design and the text 'FLOWERS FOR EVERY SEASON' and 'POLYWOOD'. To the right, a 'POLYWOOD' logo is displayed. Below the logo is a recycling infographic with categories: 'PLASTIC' (Bottles, jugs, and jugs), 'GLASS' (Bottles and jars), 'METAL' (Cans), and 'PAPER' (Paper and cardboard). A red banner at the bottom of the infographic says 'KEEP THESE ITEMS OUT!'.

MILK JUGS MEAN JOBS

The image features the text 'MILK JUGS MEAN JOBS' at the top. Below the text, there are three main visual elements: a large, clear plastic milk jug on the left; a pile of blue plastic milk jugs in the center; and two people in orange shirts working with the jugs on the right. At the bottom of the image, there is a silhouette of two Adirondack chairs and a small table.

Ms. Everett stated the plan to roll out the following incentive in the next few weeks:

11/18/2019

MILK JUGS MEAN JOBS

County Incentive

- Each participant that brings a milk jug to the recycling center, during business hours, will be entered for a chance to win our quarterly drawing
- Participants will sign up with their name, phone number, and email
- Information will be entered electronically (spreadsheet) and a random draw will be completed through a formula function in excel.
- The quarterly winner will receive a piece of Polywood furniture, of company's choice
- Expand incentive to local schools – Per school, each class that brings in the most milk jugs receives a pizza party or Palace Pointe Gift Certificates.
- This initiative not only rallies our county to get involved, but provides tasks for adults with disabilities.

#milkjugsmeanjobs

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PARTNERSHIP BENEFITS



\$15,000 worth of advertising and education for half the cost

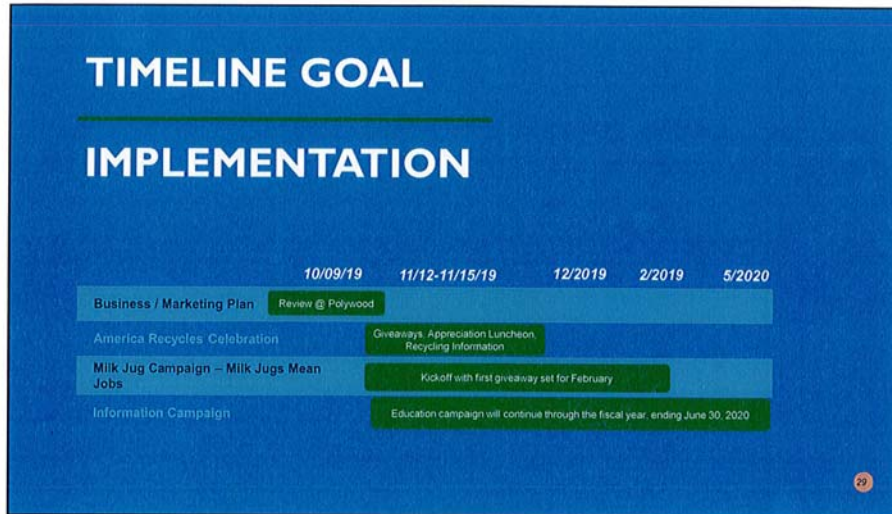
Increase positive outlook of industry

Developing relations with PCRC and NCDEQ

Partnership with local business to enhance lives in Person County

Creates job opportunities for adults with disabilities who may not have other opportunities available.

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Polywood General Manager, Dave Grider and Stacey DeBaun, Plant Administrator for Polywood Roxboro introduced themselves and told the group they looked forward to partnering with the County’s Recycling Program as they review their needs for equipment and an anticipated expansion.

LICENSED CLINICAL SOCIAL WORKER FOR PERSON FAMILY MEDICAL CENTER TO WORK IN PERSON COUNTY SCHOOLS:

Interim Assistant County Manager, Laura Jensen stated in Fiscal Year 2021, mental health funds that previously were used for supplementing a psychiatrist through Cardinal Innovations will no longer be needed as the State of NC moves to managed care. Due to maintenance of effort requirements, Person County must still allocate these funds for mental health purposes. Ms. Jensen stated Person Family Medical Center proposed to use a portion of the funds to hire a full time licensed clinical social worker to work in Person County Schools to address mental health issues. Person Family Medical Center would provide clinical supervision for the position, bill insurance for some services if appropriate, and provide quarterly reports on the number of clients served. Privacy of clients would be protected through an agreement meeting HIPAA requirements. Ms. Jensen noted that Person Family Medical Center proposed beginning the position in the current fiscal year, using \$25,000 of unspent mental health funds to advertise, hire, and train a new employee with funding to continue the position requested to be included in the Fiscal Year 2021 recommended mental health budget at \$50,000.

Mr. Glenn Martin and Ms. Martha Pickett of Person Family Medical Center told the group that this partnership presented a great opportunity for Person County Schools to make referrals for appointments to help address mental health issues of students.

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to approve \$25,000 of mental health funds to advertise, hire and train a new employee for the current Fiscal Year and to include in the Fiscal Year 2021 recommended mental health budget at \$50,000.

OLD HELENA SCHOOL INCLUSION ON STUDY LIST FOR POTENTIAL NOMINATION TO NATIONAL REGISTER OF HISTORIC PLACES:

Interim Assistant County Manager, Laura Jensen stated that on October 10, 2019, the National Register Advisory Committee for the State Historic Preservation Office determined that Old Helena School was potentially eligible for nomination to the National Register of Historic Places as well as added to the Historic Preservation Office's Study List. The next step in the process would be to prepare a formal National Register nomination document, which thoroughly describes and evaluates Old Helena School's physical characteristics, documents its history and assesses the significance of the school in the community, and demonstrates how the school meets National Register criteria for evaluation. The formal nomination document must be supported with professional quality photographs, maps, and other materials, and must be prepared according to federal and state guidelines. Due to the high standards expected for formal nominations, most are prepared by private consultants. For discussion purposes, a cost proposal was prepared by an experienced National Register consultant who has prepared nominations for other historic school properties. Ms. Jensen said the consultant's estimated fee for preparing a nomination was \$6,685. She added that further proposals can be solicited at the direction of the Board.

Ms. Jensen asked the Board to review the State Historic Preservation Office's information and guidelines for formal nominations to the National Register of Historic Places, as well as the proposal from a National Register nomination consultant, and direct staff as appropriate.

County Manager, Heidi York stated should the Board pursue the application process, the County would be responsible to preserve the building, make necessary renovations and would not have the ability to tear down the structure for other uses.

Commissioner Puryear asked the projected capital expenditures for this project to which Ms. York said \$7-\$10M was an estimate to bring the building up to code, abate the asbestos and lead paint issues and make the structure ADA compliant.

Chairman Newell recounted his personal experience with a potentially eligible building he owned noting the process obligated the owner to restore to the original condition. He noted he was not in favor to limit the County's option without a definite plan for the property.

A **motion** was made by Commissioner Clayton to proceed with hiring the consultant to submit an application; Commissioner Clayton **withdrew** his motion from consideration so that the Board may review further.

JOINT COMPREHENSIVE LAND USE PLAN CONSULTANT SELECTION:

Planning Director, Lori Oakley informed the Board that on September 6, 2019, staff released an RFP (Request for Proposals) for a joint Comprehensive Land Use Plan Update for Person County and the City of Roxboro. Six consulting firms submitted proposals including: Benchmark, HCP, N-Focus, Stewart, Withers Ravenel and Summit. Ms. Oakley stated all of the proposals that were received were under the approved amount budgeted by the county and city for the update to the Comprehensive Land Use Plan. She added the budgeted shared costs were \$125,000 by the County and \$60,000 for the City of Roxboro.

Ms. Oakley said staff from both the County and City evaluated each proposal and ranked the RFP's according to the criteria that was listed in the RFP. The highest scoring firm was Benchmark followed by Stewart. N-Focus and Withers Ravel tied for third. Ms. Oakley noted the next stop was for staff to conduct phone interviews with the four highest scoring firms. Based on the RFP submittal and the phone interview, Ms. Oakley noted Benchmark scored the highest among all of the firms for both the RFP proposal and the phone interview. Benchmark was set apart from the other firms in their experience working with several jurisdictions on a comprehensive land use plan as most land use plans are performed for a single jurisdiction (a county or city). She further noted Benchmark has worked on 20 multi-jurisdictional plans over the past 10+ years, most recently for Lee County/City of Sanford/Town of Broadway, NC and Alleghany County/City of Covington, VA. Benchmark also proposed a very extensive public participation process to engage citizens.

Ms. Oakley recommended that the Board select Benchmark as the consulting firm to perform the update to the Comprehensive Land Use Plan for Person County and City of Roxboro. She added that the City of Roxboro will make their selection at their meeting on December 10, 2019.

A **motion** was made by Commissioner Clayton and **carried 5-0** to go with staff recommendation to select Benchmark as the consulting firm to perform the update to the Comprehensive Land Use Plan for Person County and the City of Roxboro, contingent upon the City of Roxboro taking action to select Benchmark.

RESOLUTION ESTABLISHING 2020 SCHEDULE OF REGULAR MEETINGS FOR THE PERSON COUNTY BOARD OF COMMISSIONERS:

County Manager, Heidi York stated North Carolina General Statute 153A-40 requires the Board of Commissioners to hold a regular meeting at least once a month. Before the Board is a Resolution Establishing 2020 Schedule of Regular Meetings with all regular scheduled meeting being held in the Board's usual Boardroom, Room 215 in the County Office Building unless otherwise posted. As recommended on the Schedule of Meetings, to accommodate attendance, Local Government Day Board meetings will be held in the County Auditorium as the same for the Budget Public Hearing.

Ms. York said the proposed Schedule of Meetings presented no conflict with National Association of Counties' Legislative or Annual Conferences nor the North Carolina Association of County Commissioners' Annual Conference.

Ms. York requested Board consideration of the proposed meeting dates and to take action to adopt a Resolution Establishing 2020 Schedule of Regular Meetings so to cause copy of such to be distributed and posted on the bulletin board and county website.

A **motion** was made by Commissioner Powell and **carried 5-0** to adopt a Resolution Establishing the 2020 Schedule of Regular Meetings for the Person County Board of Commissioners. The adopted 2020 Schedule of Regular Meetings are as follows:



**Resolution Establishing
2020 Schedule of Regular Meetings for the
Person County Board of Commissioners**

WHEREAS, the Person County Board of Commissioners meets in the Commissioners' Room 215 in the Person County Office Building, located at 304 S. Morgan Street in Roxboro, North Carolina, unless otherwise noted below; and

IT IS, THEREFORE, RESOLVED, by action of the Person County Board of Commissioners the following Schedule of Regular Meetings for 2020 is set forth as following:

January 6, 2020	7:00 p.m.
January 21, 2020 (Tuesday)	9:00 a.m.
February 3, 2020 (Board Retreat)	9:00 a.m. Transit & Development Bldg.*
February 18, 2020 (Tuesday)	9:00 a.m.
March 9, 2020 (Local Gov't. Day)	9:00 a.m. County Auditorium**
March 23, 2020	9:00 a.m.
April 6, 2020	7:00 p.m.
April 20, 2020	9:00 a.m.
May 4, 2020	7:00 p.m.
May 18, 2020	9:00 a.m.
June 1, 2020	7:00 p.m. County Auditorium**
June 15, 2020	9:00 a.m.
July 13, 2020	9:00 a.m.
August 3, 2020	7:00 p.m.
August 17, 2020	9:00 a.m.
September 8, 2020 (Tuesday)	7:00 p.m.
September 21, 2020	9:00 a.m.
October 5, 2020	7:00 p.m.
October 19, 2020	9:00 a.m.
November 16, 2020 (Local Gov't. Day)	9:00 a.m. County Auditorium**
December 7, 2020	7:00 p.m.

November 18, 2019

*Transit and Development Building located at 303 S. Morgan St., Roxboro, NC 27573, in the Huck Sansbury Complex.

**County Auditorium is located within the County Office Building located at 304 S. Morgan St., Roxboro, NC 27573

BE IT FURTHER RESOLVED that a copy of this Resolution shall be posted on the Board of Commissioners' bulletin board located outside the Commissioners' meeting room 215 of the County Office Building at least ten (10) days before the first meeting to which it applies, and that a copy of this Resolution shall be posted on the County website and distributed with the Sunshine email group.

Adopted this, the 18th day of November 2019.



David B. Newell Sr.
David B. Newell, Sr., Chairman
Person County Board of Commissioners

Attest:

Brenda B. Reaves
Brenda B. Reaves, NCMCC, MMC
Clerk of Board

November 18, 2019

CHAIRMAN'S REPORT:

Chairman Newell asked his fellow commissioners to gather in the Boardroom briefly for a group photograph.

MANAGER'S REPORT:

County Manager, Heidi York reported that she, Chairman Newell and Vice Chairman Jeffers would be participating in a telephone conference call meeting with the YMCA Danville representatives and consultant for the Marketability Study.

COMMISSIONER REPORT/COMMENTS:

Commissioner Puryear apologized for his tardiness to the Board meeting noting an unforeseen situation that required his immediate attention and presence at the bank. He then introduced himself to the students in the audience.

Commissioner Puryear commended the Veterans Council for their outstanding job in relation to the Veteran's Day activities at the Museum, a parade and a Veteran's Ball.

Vice Chairman Jeffers read a thank you note from Jason Torian, Chair of the Environmental Issues Advisory Committee, thanking the commissioners for the funding assistance with respect to their booth at the Personality Festival. With this funding, they were able to raise awareness about the litter issues in the County and to distribute anti-litter information and promotional items to hundreds of Personians that attended.

Commissioner Powell announced the NC Dept. of Transportation Dedication Ceremony honoring World War I Veteran and Person County native, Lt. George H. Yarborough, Jr. with a highway dedicated in his honor for his service would be held in the County Office Building Auditorium this date at 2:00pm and not at the Museum as originally scheduled due to the inclement weather.

Commissioner Clayton had no comments.

ADJOURNMENT:

A **motion** was made by Vice Chairman Jeffers and **carried 5-0** to adjourn the meeting at 10:36am.

Brenda B. Reaves
Clerk to the Board

David B. Newell, Sr.
Chairman

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