

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

JUNE 7, 2022
OTHERS PRESENT

Gordon Powell
C. Derrick Sims
Kyle W. Puryear
Charlie Palmer
Patricia Gentry

Heidi York, County Manager
Brenda B. Reaves, Clerk to the Board

The Board of Commissioners for the County of Person, North Carolina, met in recessed session on Tuesday, June 7, 2022 at 2:00pm in the commissioners' boardroom in the Person County Office Building for the purpose of a budget work session.

Chairman Powell called the recessed meeting to order.

County Manager, Heidi York to led the group in the budget work session items of discussion. Ms. York stated when she had her one-on-one discussions with the commissioners, the following items were raised for discussion: Personnel positions, Person Industries, and the EMS budget.

Commissioner Gentry arrived at 2:02pm.

Personnel Positions and EMS Budget Needs:

Ms. York provided the Board with a handout listing her recommended personnel positions in FY2023 budget noting there were 13 brand new full-time positions, noting there were five full-time positions not recommended and one full-time position removed.

The Board discussed personnel positions, in particular, the Public Information Officer position requesting a copy of the job description. In addition, Carlton Paylor, Dept. of Social Services' Director helped the Board to understand his need for a Deputy Director and the Income Maintenance Investigator I position. Ms. York explained the benchmark standard for Human Resources (HR) to have one staff member per 100 employees noting the Director, Assistant Director and Generalist needed an Administrative Assistant I in their department; Ms. York said the Risk Management Coordinator worked toward safety protocols for all county departments and was not a part of the HR related duties. Emergency Management Director, Thomas Schwalenberg described the current staffing issues noting the need for paramedics with an ever-increasing call volume and long response times in the northern part of the county with a national shortage of applicants combined with a wage war making it difficult for Person County to recruit, train and retain staff. Ms. York stated the EMS trend continues for \$1M per year in over-time costs. Mr. Schwalenberg said Person County currently has the third lowest pay scale in the region. Ms. York stated the budget included a compensation study noting it would take nine months to implement. Alternatively, she suggested the option to set aside funds to adjust salaries July 1, 2022.

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Commissioner Puryear suggested and all commissioners consented to designate \$180,000 from the County's Fund Balance to a designated Contingency EMS salary line for adjustment of salaries; all 13 recommended personnel positions remained in the budget without changes.

Person Industries:

Person Industries (PI) Director, Amanda Everett was available to answer questions. Commissioner Gentry asked for an update on the merger. Ms. Everett stated the architect drawings will be finalized by the end of the year for the PI Main and the Person County Recycling Center to be merged into one facility. In addition, Ms. Everett stated with the City of Roxboro's increased recycling, the mini MRF (Material Recovery Facility) will see increased tonnage. Ms. York stated the Board would see the full presentation of the plan this summer noting the PI Main location savings annual in rent would be \$13K once the merger was complete.

Handicap Accessibility Improvements at the Kirby Theatre:

Commissioner Puryear requested for the Board to discuss the requested handicap accessibility projects at the Kirby Theatre. Ms. York said staff were proposing to complete the handicap accessibility projects with its ARP funds noting this project would fit the criteria as a one-time expense. She said this was a priority project to add a ramp and elevator access to the Kirby Theatre. John Hill, Director of Arts, Parks, & Recreation stated the estimates were coming in less than projected noting the costs were projected at \$60,000. Ms. York said the ARP funding projects were scheduled to come before the Board this summer following the adoption of the fiscal year budget. The commissioners felt strongly to get the project underway and thereby consented to add this project to its upcoming budget with the understanding their intent for staff to use ARP funds to reimburse the General Fund.

Adjustments to the Recommended Budget:

Finance Director, Amy Wehrenberg and Ms. York explained the two adjustment to the Recommended Budget:

- 1) An oversight error related to two part-time Health Department salary budget in the amount of \$16,051, and
- 2) Add six-month of funds for contracted service for the Interim County Manager in the amount of \$54,600

The adjustment to the Recommended Budget were totaled at \$310,651 to be added to the Budget using the County's Fund Balance appropriation.

Discussion ensued about the Cost of Living Adjustment (COLA) proposed by the City and the County its upcoming budgets. Ms. York said all departments are struggling and the COLA recommended in the upcoming budget would give each employee a 4% increase effective July 1, 2022. She noted the City of Roxboro did propose a 5% COLA for its employees.

Commissioner Gentry noted a typo on page 34 to be corrected (DENIOR should be SENIOR).

Ms. York asked the Board if there was a need for another budget work session, as scheduled for June 9, 2022 at 10:00am to which the Board consented another work session was not warranted. Chairman Powell announced the budget work session previously scheduled for June 9, 2022 would be cancelled, as it was not needed.

It was the consensus of the Board for staff to prepare a Budget Ordinance for the Board to consideration for adoption at its June 20, 2022 meeting.

ADJOURNMENT:

A **motion** was made by Vice Chairman Sims and **carried 5-0** to adjourn the meeting at 3:17pm.

Brenda B. Reaves
Clerk to the Board

Gordon Powell
Chairman

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