

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

APRIL 17, 2023
OTHERS PRESENT

Gordon Powell
C. Derrick Sims
Kyle W. Puryear
Charlie Palmer
Jason Thomas

Katherine M. Cathey, County Manager
Brenda B. Reaves, Clerk to the Board
S. Ellis Hankins, County Attorney

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, April 17, 2023 at 9:00am in the Commissioners' Boardroom 215 in the Person County Office Building located at 304 S. Morgan Street, Roxboro, NC.

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

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

Chairman Powell stated the need to add an additional Closed Session to the agenda for the purpose of attorney-client privilege.

A **motion** was made by Commissioner Puryear and **carried 5-0** to add an additional Closed Session to the Agenda as requested, and to approve the agenda, as adjusted.

RECOGNITION:

HERB STOUT AWARD PRESENTATION:

County Manager Katherine Cathey introduced Tim Johnson, NC Geographic Information Officer with the Center for Geographic Information and Analysis, NC Department of Information Technology (NCDIT), to present the G. Herbert Stout Award to Person County GIS Director Sallie Vaughn for the Road Sign Work Order Solution.

Last month, Ms. Vaughn was honored at the 2023 North Carolina Geographic Information Systems Conference with the G. Herbert Stout Award in Winston-Salem, NC. The award recognizes a city, town or county for a GIS application that benefits the organization by improving efficiency, reducing costs, and increasing productivity.

April 17, 2023

INFORMAL COMMENTS:

There were no comments from the public.

DISCUSSION/ADJUSTMENT/APPROVAL OF CONSENT AGENDA:

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

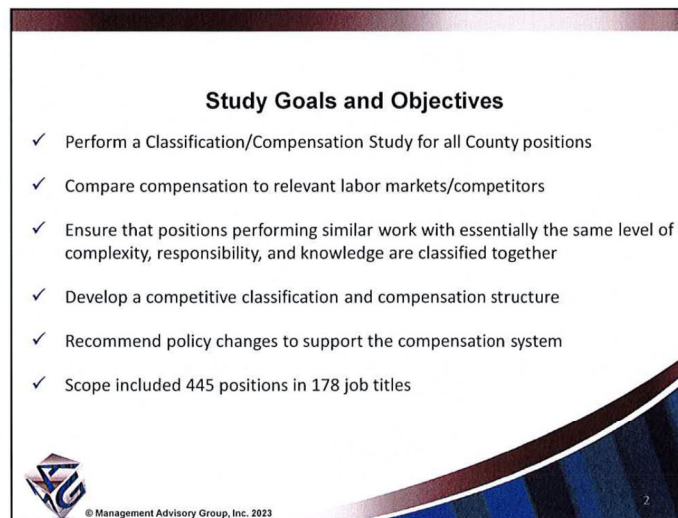
- A. Approval of Minutes of April 3, 2023,
- B. Budget Amendment #18,
- C. Audit Contract for Fiscal Year 2023, and
- D. Resolution to Establish Materiality Threshold for Recognition of Leases under GASB Statement No. 87 & Subscription-Based Information Technology Arrangements (SBITAs) Under GASB Statement No. 96

NEW BUSINESS:**CLASSIFICATION AND PAY STUDY UPDATE:**

Human Resources Director Sonya Carver introduced Steve Foster, Consultant with Management Advisory Group International, Inc. Ms. Carver said Mr. Foster would present to the Board its report findings, key areas of concern, generalized market survey results, and financial and organizational impacts resulting from the classification and pay study. Ms. Carver noted Human Resources staff would continue analyzing the consultants' recommended salary schedule and the impact on each position and employee. Once this analysis was complete, information would be shared with department heads for additional feedback.


Mr. Foster shared the following presentation related to the work performed for Person County's Compensation/Classification Study:

April 17, 2023



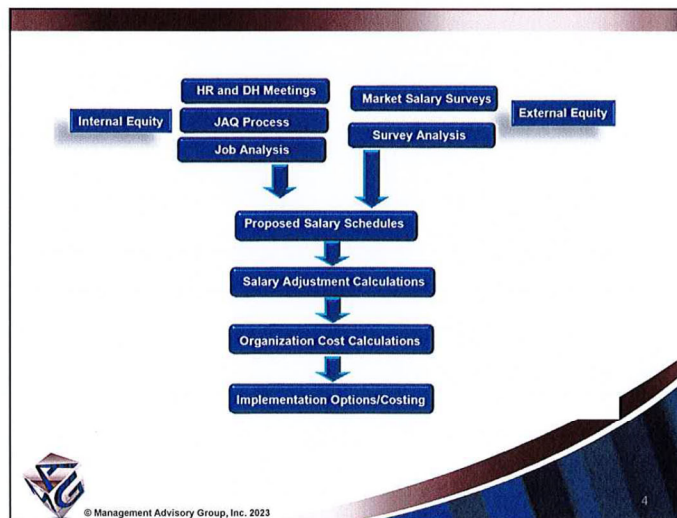
Methodology

- ✓ Captured key employee data
- ✓ Identified jobs where recruitment and retention are concerns
- ✓ Conducted interviews with top management and selected staff
- ✓ Gathered salary and compensation data from competitor organizations
- ✓ Reviewed Job Profile Questionnaire (JPQ) data from employees
- ✓ Recommended changes to support a competitive compensation system
- ✓ Developed implementation/transition costs



© Management Advisory Group, Inc. 2023

3



Targeted Counties & Municipalities	
1. Alamance County	10. Vance County
2. Caswell County	11. Wake County
3. Durham County	12. Warren County
4. Franklin County	13. Roxboro
5. Granville County	14. Danville, VA
6. Guilford County	15. South Boston, VA
7. Nash County	16. Duke University Hospital
8. Orange County	17. Person Memorial Hospital
9. Rockingham County	18. UNC Chapel Hill Memorial Hospital



© Management Advisory Group, Inc. 2023

5

Market Survey Results
<ul style="list-style-type: none"> ✓ Overall, results show that the County positions surveyed lag the market by: <ul style="list-style-type: none"> ✓ 10.75% at the minimums of the ranges ✓ 15.70% at the midpoints of the ranges ✓ 18.84% at the maximums of the ranges ✓ During the salary study, certain positions were further behind the market (and corrected in the recommended compensation plan): <ul style="list-style-type: none"> ✓ Deputy Sheriff ✓ GIS Analyst ✓ Public Information Officer ✓ Social Worker ✓ Multiple Supervisor positions ✓ Most Director positions



© Management Advisory Group, Inc. 2023

6

Proposed Compensation & Classification System Design

- ✓ Unified Plan created for all County position titles
- ✓ 178 job titles
- ✓ Open ranges with minimum, midpoint, & maximum
- ✓ 34 grade levels (101 to 134)
- ✓ Range Widths: approx. 56% from minimum to maximum



© Management Advisory Group, Inc. 2023

7

Estimated Annualized Costs for Transition

446 Positions in 178 Titles	Annualized Costs
Adjustment to Minimums (271)	\$ 1,002,706
Employee Equity Adjustments (374)	\$ 936,262
Total Annualized Adjustments	\$ 1,938,968
Changes in Total Payroll for Included Positions	10.18%



© Management Advisory Group, Inc. 2023

8

Recommendations on Compensation Policies

- ✓ MAG has provided suggested personnel policies for:
 - ✓ Reclassification
 - ✓ Promotion
 - ✓ Lateral Transfer
 - ✓ Demotion
 - ✓ Temporary Assignment
 - ✓ Hiring
 - ✓ Addressing Employees who "Max Out"
- ✓ The suggested policies reflect best practices in the field of HR.




© Management Advisory Group, Inc. 2023

9

Financial & Organizational Impact

- ✓ Fair and equitable internal relationships for positions
- ✓ Competitive starting salaries
- ✓ Total Annualized Cost to Implement the Study:
\$ 1,938,968, or 10.18% of payroll



© Management Advisory Group, Inc. 2023

10

County Manager Katherine Cathey added that MAG's recommendation to the Board for the financial and organizational impact had a total cost to implement the study at \$1,938,968, noting other financial impacts include FICA, retirement, 401(k) contributions, etc., that would bring the total to over \$2.5M to implement with an effective date of July 1, 2023 should the Board desire to proceed. She requested direction from the Board as far as the Board's preference to include in the Manager's Recommended Budget coming before the Board in four weeks; it was the consensus of the Board that it should be included in the County Manager's Recommended Budget noting it was overdue and needed to retain quality employees. Ms. Cathey said staff were confident in the study results however the challenge would be with funding the Compensation and Classification Study.

County Attorney Ellis Hankins stated the study results strive to make Person County more attractive, improving its processes and policies to treat employees and potential employees fairly in a legal, defensible process.

PHONE SYSTEM TRANSITION:

IT Director Chris Puryear informed the Board that Person County IT has extensively reviewed multiple phone systems to replace the County's existing solution, which is reaching its end of life and has recently begun to show signs of failure. Originally, a Capital Improvement Project (CIP) was proposed for FY2026 to transition to a new phone system at a cost of \$350,000.

Mr. Puryear stated due to increasing issues with the existing system and multiple vendors proposing solutions with a significant discount to upfront hardware costs, he proposed moving forward with a new solution immediately. Recurring maintenance costs for the current phone system have also been considered as part of this process, and he believed it to be more prudent to put those dollars towards a new phone system instead of into a solution that is reaching its end of life.

Mr. Puryear noted while the upfront capital investment for the selected solution is considerably less expensive than previously anticipated, the month-to-month costs are more expensive. Mr. Puryear further noted that funding was available to cover the transition costs in FY2023. Overall, the total cost of ownership will still be less than staying with an on premise solution over a 10-year period. To cover the increased monthly costs, an additional annual allocation of \$20,000 will need to be made beginning July 1, 2023. With approval of this proposal, Mr. Puryear said the proposed County Phone System Replacement project would be removed from the recommended projects list in the FY 2024-2028 CIP. Mr. Puryear requested the Board to authorize the County Manager to sign a contract with the selected vendor and commit to allocating the additional operating funds (\$20,000 annually) in the FY2024 Budget.

County Manager Katherine Cathey affirmed the contract with the selected vendor would be reviewed for its legal form by the County Attorney prior to signature. By approval of this request, Ms. Cathey said the \$350,000 requested CIP project would be removed.

A **motion** was made by Commissioner Puryear and **carried 5-0** to authorize the County Manager to sign a contract with the selected vendor and commit to allocating the additional operating funds (\$20,000 annually) in the FY2024 Budget.

FY 2024-2028 RECOMMENDED CAPITAL IMPROVEMENT PLAN:

County Manager Katherine Cathey and Finance Director Amy Wehrenberg presented the FY 2024-2028 Recommended Capital Improvement Plan (CIP) to the Board on April 3, 2023, and was before the Board for discussion, adjustments, and adoption.

Ms. Cathey confirmed with the Board approval of the phone system transition, the \$350,000 CIP project scheduled in FY2026 would be removed.

Ms. Cathey said the adoption of this CIP would allocate funding for the priority projects for the county, Person County Schools, and Piedmont Community College for FY2024. The document also sets the priorities of projects for future fiscal years, although funding was only appropriated on an annual basis, and the plan is reviewed annually. The total amount proposed for funding in FY2024 is \$17,550,345 with \$3,200,000 of this amount to be appropriated from the County's General Fund.

A **motion** was made by Commissioner Puryear and **carried 5-0** to adopt the FY2024-2028 Recommended Capital Improvement Plan, as presented with the one adjustment in FY2026 removing the \$350,000 request for the phone system transition.

A copy of the Capital Improvement Plan 2024-28 Approved – Funding Schedule follows:

**Person County
Capital Improvement Plan (CIP)
2024-28
Approved - Funding Schedule**

	Current Year 2022-23	Planning Year 2023-24	Planning Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	TOTAL REVENUE SOURCES
Sources of Revenue:							
Revenues:							
General Fund Contribution	3,300,000	3,200,000	3,360,000	3,480,000	3,200,000	3,200,000	19,740,000
CIP Fund Balance	-	402,109	333,835	222,378	-	-	958,322
City of Roxboro Contribution (County Phone System Replacement)	-	-	-	52,500	-	-	52,500
City of Roxboro Contribution (New Roof-Emergency Communications (911))	-	-	-	74,503	-	-	74,503
Airport Construction Fund Balance (Replace Tractor at Airport)	-	80,000	-	-	-	-	80,000
State 911 Board Funds	-	-	1,060,000	-	-	-	1,060,000
PARTF Grant (Conversion of picnic shelters to cabins)	63,300	-	-	-	-	-	63,300
PARTF Grant (Kirby Rebirth Project)	24,198	-	-	-	-	-	24,198
Community Development Projects Fund Balance (Convert Old Landfill to Park)	73,000	-	-	-	-	-	73,000
Community Development Projects Fund Balance (Kirby Rebirth & Conversion of picnic shelters to cabins)	-	123,236	-	-	-	-	123,236
State grant funds (PI/MRF Merger and Renovation)	-	1,000,000	1,000,000	-	-	-	2,000,000
Limited Obligation Bonds (School Improvements)	-	12,745,000	-	11,715,000	-	13,795,000	38,255,000
Capital Investment Fund Balance	1,503,241	-	-	-	-	-	1,503,241
Water and Sewer Reserve Fund (Western Sewer Expansion)	1,000,000	-	-	-	-	-	1,000,000
Stormwater Fund Fees (IAIA Stormwater Programs)	114,394	-	-	-	-	-	114,394
Total Sources of Revenue:	6,078,133	17,550,345	5,753,835	15,544,381	3,200,000	16,995,000	65,121,694
Project Costs for County:							
Information Technology:							
Virtual Infrastructure Upgrades	-	-	210,000	-	-	-	210,000
Human Resources:							
Software Acquisition	21,514	50,199	64,542	-	-	-	136,255
General Services:							
Re-pave PCOB Parking Lots	81,100	-	-	-	-	-	81,100
Refurbish Water Tank - Airport	64,000	-	-	-	-	-	64,000
Upfit PCOB Auditorium to BOC Boardroom	120,000	-	-	-	-	-	120,000
HVAC Upgrades - Senior Center	57,075	-	-	-	-	-	57,075
New Roof - EMS (Barden St.)	243,921	-	-	-	-	-	243,921
New Roof - Helena EMS/Sheriff Satellite Station	164,205	-	-	-	-	-	164,205
New Roof - Insp/Planning Building	315,361	-	-	-	-	-	315,361
Demolish Water Tower-Old Helena School	-	65,000	-	-	-	-	65,000
Repair HVAC System in PCOB	-	-	450,000	430,000	-	-	880,000
Replace Tractor at Airport	-	80,000	-	-	-	-	80,000
New Roof - Emergency Communications (911)	-	-	-	149,006	-	-	149,006
New Roof - Law Enforcement Center	-	-	-	963,316	-	-	963,316
New Roof - Library	-	-	-	85,515	-	-	85,515
New Roof - Mayo Park Buildings	-	-	-	-	212,954	110,461	323,415
New Roof - IT Building	-	-	-	-	-	150,245	150,245

**Person County
Capital Improvement Plan (CIP)
2024-28
Approved - Funding Schedule**

New Roof - Courthouse	-	-	-	-	-	145,256	145,256
New Roof - Museum Complex	-	-	-	-	-	423,331	423,331
Emergency Services:							
EMS Station North	10,000	75,000	-	-	-	-	85,000
Emergency Services Radio Upgrade	180,000	-	1,060,000	-	-	-	1,240,000
LUCAS CPR Compression Devices	-	52,910	-	-	-	-	52,910
Bio-Medical Device Replacement	-	-	-	418,000	-	-	418,000
Economic Development							
Western Sewer Expansion	1,000,000	-	-	-	-	-	1,000,000
Recreation, Arts & Parks:							
Athletic Field Light/Pole Upgrades	50,000	-	-	57,000	59,800	63,250	230,050
Mayo Lake Park Road Widening	57,750	-	-	-	-	-	57,750
Helena - Park Areas Paving & ADA Parking	130,700	-	-	-	-	-	130,700
Conversion of Picnic Shelters to Cabins	63,300	70,000	-	-	-	-	133,300
Rock Complex Playground Equipment	55,000	-	-	-	-	-	55,000
Outdoor Multi-Purpose Courts	63,000	-	-	-	-	-	63,000
Converting Old Landfill to Park	73,000	-	-	-	-	-	73,000
Kirby Rebirth Project - Roof Top Studio/Event Space	48,396	53,236	-	-	-	-	101,632
Score Board Replacements and Repairs	65,000	-	-	-	-	-	65,000
Playground and Park Improvements	70,000	-	-	-	-	-	70,000
ADA Accessible Elevator-Kirby	-	-	-	-	350,000	-	350,000
ADA Accessible Restroom-Kirby	-	-	-	-	200,000	-	200,000
ADA Accessible Playgrounds	-	-	-	-	650,000	-	650,000
Addition of Doorways-Kirby	-	-	-	-	-	50,000	50,000
Renovation & Repairs-Kirby	-	-	-	-	-	100,000	100,000
Department Branding and Signage	-	-	-	-	-	100,000	100,000
HVAC Installation-Olive Hill Gym	-	-	-	-	-	150,000	150,000
HVAC Installation-Old Helena Gym	-	-	-	-	-	150,000	150,000
Person Industries/PCRC							
PI/MRF Merger and Renovation	-	2,100,000	1,377,738	-	-	-	3,477,738
Stormwater Management:							
IAIA Stormwater Programs	114,394	-	-	-	-	-	114,394
Total County Projects:	3,047,716	2,546,345	3,162,280	2,102,837	1,472,754	1,442,543	13,774,475

**Person County
Capital Improvement Plan (CIP)
2024-28
Approved - Funding Schedule**

Project Costs for PCC:	Current Year 2022-23	Planning Year 2023-24	Planning Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	TOTAL PROJECT COSTS
Piedmont Community College (PCC):							
Early College - POD Building	79,000	79,000	-	-	-	-	158,000
General Education Building	300,000	-	-	-	-	-	300,000
Chiller Room Upgrades	500,000	400,000	-	-	-	-	900,000
Science Lab Renovations	400,000	200,000	-	-	-	-	600,000
Campus Master Plan	80,000	-	-	-	-	-	80,000
Signage Package	80,000	-	-	-	-	-	80,000
Room Upfits B, C and G Bldgs	57,500	100,000	-	-	-	-	157,500
Repair of HVAC Roof Water Lines	90,000	-	-	-	-	-	90,000
New Roof- Building L & covered walkways	326,468	-	-	-	-	-	326,468
BDEC Entry	-	60,000	-	-	-	-	60,000
Door Locking and Security	-	-	250,000	-	-	-	250,000
Mechanical, Electrical, Plumbing (MEP) Replacement	-	-	-	245,000	240,000	365,629	850,629
Bookstore Relocation	-	-	-	450,000	-	-	450,000
IT Systems	-	-	-	-	-	475,000	475,000
Total PCC Projects:	1,912,968	839,000	250,000	695,000	240,000	840,629	4,777,597
Project Costs for Public Schools:	Current Year 2022-23	Planning Year 2023-24	Planning Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	TOTAL PROJECT COSTS
Public Schools:							
Communication Radios - All Schools	150,000	-	-	-	-	-	150,000
Earl Bradsher - Fire Alarm System	180,000	-	-	-	-	-	180,000
South Elem - Replace Floor Tile	87,000	-	-	-	-	-	87,000
PHS-ADA Weight Room	145,000	-	-	-	-	-	145,000
Woodland Elem - Repaint Canopies	55,000	-	-	-	-	-	55,000
PHS - Repave Parking Lot	300,000	-	-	-	-	-	300,000
New Roof-North End (sectors C,D,E)	200,449	-	-	-	-	-	200,449
Debt Financing - Various Improvements to Schools							
Construction/Renovation	-	10,818,553	-	9,850,000	-	11,650,000	32,318,553
A&E Fees	-	1,081,855	-	1,020,000	-	1,199,550	3,301,405
Issuance Costs	-	300,000	-	300,000	-	300,000	900,000
Contingency Funds-Financed	-	544,592	-	545,000	-	645,450	1,735,042
Contingency Funds-Local	-	740,000	340,000	570,000	418,865	570,696	2,639,561
Install Cameras - All Schools	-	180,000	-	-	-	-	180,000
Replace Electronic Door Locks - All Schools	-	-	-	150,000	-	-	150,000
New Roof - South Elementary	-	500,000	1,904,555	-	-	-	2,404,555
Replace Exterior Doors - South and Oak Lane Elementary	-	-	-	110,000	-	-	110,000
Replace Water Fountains - all Schools	-	-	97,000	-	-	-	97,000
Replace asbestos floor tiles in Rms 1-8	-	-	-	80,000	-	-	80,000
New Roof (canopies) - SMS	-	-	-	121,544	-	-	121,544
Painting entire school - Oak Lane	-	-	-	-	75,000	-	75,000
New Roof - Woodland Elementary	-	-	-	-	993,381	-	993,381
Replace Bleachers - PHS Auxillary Gym	-	-	-	-	-	110,000	110,000
New Roof - Person High School	-	-	-	-	-	236,132	236,132
Total Public Schools Projects:	1,117,449	14,165,000	2,341,555	12,746,544	1,487,246	14,711,828	46,569,622
Total Project Costs:	6,078,133	17,550,345	5,753,835	15,544,381	3,200,000	16,995,000	65,121,694

April 17, 2023
12

**Person County
Capital Improvement Plan (CIP)
2024-28
Approved - Funding Schedule**

Sources of Revenue for Operating Impact Costs:	Current Year 2022-23	Planning Year 2023-24	Planning Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	TOTAL REVENUE SOURCES
General Fund Revenues	-	306,448	1,243,875	1,575,938	2,409,760	2,671,313	8,207,334
Rental Revenue-Conversion of Picnic Shelters 3,4,5 to Cabins	-	22,500	22,500	22,500	22,500	22,500	112,500
Total Sources of Revenue for Operating Impact Costs:	-	328,948	1,266,375	1,598,438	2,432,260	2,693,813	8,319,834

Operating Impact Costs:	Current Year 2022-23	Planning Year 2023-24	Planning Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	TOTAL PROJECT COSTS
Information Technology							
County Phone System Replacement							
Maintenance contract	-	-	-	30,000	30,000	30,000	90,000
Human Resources							
Software Acquisition	-	-	-	12,500	12,500	12,500	37,500
Emergency Services							
Emergency Services Radio Upgrade							
Contractural and maintenance service contracts	-	-	-	12,000	12,000	12,000	36,000
LUCAS CPR Compression Devices							
3-yr Preventive maintenance plan	-	13,260	-	-	13,260	-	26,520
Bio-Medical Device Replacement							
3-yr Preventive maintenance plan	-	-	-	24,000	-	-	24,000
Recreation, Arts & Parks							
ADA Accessible Elevator Project							
Maintenance costs	-	-	-	-	1,000	1,000	2,000
Conversion of Picnic Shelters 3,4,5 to Cabins							
Maintenance costs	-	5,000	5,000	5,000	5,000	5,000	25,000
Public Schools							
Debt Payments	-	310,688	1,261,375	1,514,938	2,358,500	2,633,313	8,078,814
Total Operating Impact Costs:	-	328,948	1,266,375	1,598,438	2,432,260	2,693,813	8,319,834

Note: Yellow highlighted estimates include the revenues and expenditures associated with new debt issuances for school improvements.

APPOINTMENTS TO BOARDS AND COMMITTEES:

Clerk to the Board Brenda Reaves presented to the Board the following interested citizen applications for current vacancies.

Agricultural Advisory Board

2-Year Term (starting in 2023 and ending 2024):

2 positions for county residents or landowners

- 1) Jessica Aguilar requested appointment

A **motion** was made by Commissioner Palmer and **carried 5-0** to appoint Jessica Aguilar to the Agricultural Advisory Board with a term ending December 31, 2024.

Animal Services Advisory Committee

Unspecified Term: 1 position available for an Animal Protection Society (APS) representative

- 1) Sherry Warren requested appointment

A **motion** was made by Vice Chairman Sims and **carried 5-0** to appoint Sherry Warren to the Animal Services Advisory Committee as the APS representative for an unspecified term.

Juvenile Crime Prevention Council

1-Year Initial Term: 2-Year Reappointment

2 positions available for a citizen under the age of 21(one may be a member of the public representing the interests of families of at-risk juveniles),

2-Year Term:

1 position available for a Juvenile Defense Attorney, and
up to 5 citizens-at-large positions:

- 1) Joey Hawkeye Aguilar requested appointment

A **motion** was made by Commissioner Palmer and **carried 5-0** to appoint Joey Hawkeye Aguilar to the Juvenile Crime Prevention Council as a citizen-at-large representative for a 2-year term.

Opioid Settlement Advisory Committee

2 citizens-at-large with lived experience (personal or family member),

- 1) Kim Potts requested appointment

1 substance use treatment provider representative,

1 employer/business leader representative:

- 1) Sherry Clayton requested appointment

1 representative from a community group working on opioid-related concerns:

- 1) Kyle Smith requested appointment

A **motion** was made by Vice Chairman Sims and **carried 5-0** to appoint Kim Potts as a representative with lived experience, Sherry Clayton as the employer/business leader representative and Kyle Smith as a representative from the community group working on opioid-related concerns, all for an unspecified term.

PATS Transportation Advisory Board

3-Year Term:

1 position available for an occupational affiliation representative for a medical related service, and

one citizen-at-large position:

- 1) Annette Lawson requested appointment

A **motion** was made by Commissioner Palmer and **carried 5-0** to appoint Annette Lawson to the PATS Transportation Advisory Board for a 3-year term.

CHAIRMAN'S REPORT:

Chairman Powell reported he participated in the Charters of Freedom groundbreaking event noting some interest from the public to support the County's associated costs. He said he attended the Week of the Young Child events.

MANAGER'S REPORT:

County Manager Katherine Cathey reported the Tax Assessor has let her know of his confidence that the 2025 reappraisal would be appropriate. Ms. Cathey said a draft RFP for the 2025 reappraisal would be forthcoming to start the process for Person County. Commissioner Puryear, a member of the Board of Equalization and Review, stated one of the members has requested to be replaced.

Ms. Cathey stated implementation of the fee for mattress disposal at the Upper Piedmont Regional Landfill has been delayed until January 1, 2024. Republic has indicated mattress disposal is a hardship for their operations. Ms. Cathey said the Person County Recycling Center was looking for alternatives for mattress disposal.

Ms. Cathey confirmed receipt of the GREAT grant that was awarded to Zitel and would be before the Board for approval at its next meeting.

COMMISSIONER REPORT/COMMENTS:

Vice Chairman Sims commented on the importance of the Pay Study implementation to the Sheriff's Office which was evident by the support by the Sheriff's Office staff attending the Board meeting.

Vice Chairman Sims reported there would be a Food Truck Rodeo in the Roxboro Uptown area on April 23, 2023.

Commissioner Palmer commented on the concerns voiced by the Sheriff's Office and advocated for support with the Pay Study in the budget.

Commissioner Puryear stated he attended the Library Board meeting noting the Board would be hearing a presentation at its next meeting related to becoming a passport acceptance facility.

Commissioner Thomas said he looked forward to seeing the Pay Study implemented to retain staff in Person County.

April 17, 2023

CLOSED SESSION #1

A **motion** was made by Commissioner Puryear and **carried 5-0** to enter into Closed Session #1 per General Statute 143-318.11(a)(3) at 10:01am for the purpose to consult with the county attorney to discuss a confidential legal matter in order to preserve the attorney-client privilege with the following individuals permitted to attend: County Manager Katherine Cathey, County Attorney Ellis Hankins, General Services Director Ray Foushee and Clerk to the Board Brenda Reaves.

Chairman Powell called Closed Session #1 to order at 10:02am.

A **motion** was made by Commissioner Palmer and **carried 5-0** to return to open session at 10:34am.

Chairman Powell called for a brief recess at 10:34am prior to Closed Session #2 and reconvened the meeting at 10:43am.

CLOSED SESSION #2

A **motion** was made by Commissioner Puryear and **carried 5-0** to enter into Closed Session #2 per General Statute 143-318.11(a)(6) at 10:43pm for the purpose to discuss personnel.

Chairman Powell called Closed Session #2 to order at 10:43am.

A **motion** was made by Vice Chairman Sims and **carried 5-0** to return to open session at 12:04pm.

ADJOURNMENT:

A **motion** was made by Commissioner Puryear and **carried 5-0** to adjourn the meeting at 12:04pm.

Brenda B. Reaves
Clerk to the Board

Gordon Powell
Chairman