

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

April 15, 2024
OTHERS PRESENT

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

Katherine M. Cathey, County Manager
Michele Solomon, Clerk to the Board
T.C. Morphis. Jr., County Attorney

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, April 15, 2024 at 9:00 a.m. 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. He announced Commissioner Puryear was absent. Commissioner Powell offered an invocation and Vice Chairman Sims led the group in the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

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

INFORMAL COMMENTS:

The following individuals appeared before the Board to make informal comments:

Joseph DiBiasi of 53 Dorothy Brooks Lane, Roxboro stated that he lives adjacent to the property owned by PCBIC in Woodsdale. He stated that PCBIC, directed by Phillip Allen, owns 31 acres in Woodsdale, that shall be conveyed as a rail site. He stated that Mason Day, a contractor from Virginia, conducted due diligence on this parcel. He stated that during the due diligence process, Mr. Day constructed a laydown pad approximately one and a half acres in size, which had nothing to do with due diligence, which was confirmed at a meeting he had with the County Manager and the Economic Development Director. He stated that the laydown pad took place without obtaining permits from Person County or the State. He stated that the entrance used was a dangerous intersection of the railroad crossing and Shiloh Church Road. He stated that both the State and DEQ put a stop to all operations on the project. He stated that Day's actions were under the direct supervision of Allen and Sherry Wilborn, prior EDC Director, now a private business consultant. He stated that there are members of the Board sitting before us that are seeking re-election, and the Board needs to show the voting taxpayers that rules apply to everyone, regardless of last names or out-of-state businessmen who believe that they can come down to NC and exploit Person County.

April 15, 2024

Tom Gearhart of 1835 Old Durham Road, Roxboro stated that he is a member of Emergency Chaplains and Pastor at Somerset Baptist Church. He stated that he has been increasingly alarmed when he looks at the newspaper and sees the number of drug overdoses, drug arrests, and selling of drugs. He stated that he is here today to speak in reference to the Mobile Integrated Healthcare Post Overdose Response Team. He stated that Person County compared to other counties, such as, Durham, Orange, and Caswell, has the highest number of overdose emergency department visits. He stated that in terms of overdose deaths per capita, Person County is tied with Durham County, which is an alarming statistic. He stated that twelve percent of all people that have an overdose die within the first year of that overdose. He stated that as a minister, he deals with people who struggle with this epidemic. He stated that this epidemic affects all walk of life, regardless of your social or economic status. He stated that the opioid crisis is real in Person County. He stated that the opioid settlement funds would help to fund the Mobile Integrated Healthcare Post Overdose Response Team and the Early Intervention Program through Person County Schools.

Eric Kaplan of Durham stated that he is the Chief Operating Officer at Person Memorial Hospital. He stated that Mobile Integrated Healthcare (MIH) is an expanding field of health care focused on providing primary and preventative care to underserved populations. He stated that the goals include increasing access to care, improving health and well-being, and reducing avoidable hospital admissions, readmissions, and emergency room visits. He stated that providers can come from many areas of health care, but most MIH services use EMT's, paramedics, and expanded roles caring for clients in non-emergency situations in their homes or other locations. He stated that this morning the Board would hear a presentation on using opioid settlement funding to support the establishment of the Post Overdose Response Team, here in Person County. He stated that the Post Overdose Response Team is a form of Mobile Integrated Healthcare that provides life-saving intervention services and support to those individuals struggling with addiction by meeting them where they are, and with the team building trust and connection to assist them on a journey to recovery. He stated that a Post Overdose Team is a program that follows up with a person who has recently overdosed, typically within 24 hours to provide support, education, and connections to needed resources. He stated that if the person is willing and a good candidate, medication assisted therapy can be started to assist that person while support services are being arranged. He stated that currently there are 27 counties in NC that have created Post Overdose Response Teams, and 12 of the 27 counties are part of the MIH model. He stated that opioid use is a problem, and not only impacts individuals, but also the individuals' families and friends.

Katie Moore of 411 N. Lamar Street, Roxboro stated that she is a resident of Roxboro. She stated that last Thursday, approximately 100 people showed up at 8:00 a.m. at Golden Corral to learn more about the Moriah Energy Center. She stated the people were excited about hearing more, as for many months they have asked a lot of questions and have received no answers.

Moore stated that at this meeting, they did not receive answers to questions that have been asked, despite the Board of Commissioners forwarding those questions to Dominion Energy. She stated that Dominion Energy staff advised that they are uncertain where they will be obtaining the sixteen million gallons of water that is needed to pressure test their tanks. She stated that the water would either come out of the aquifer, potentially damaging well water for residents nearby or it will come from City water supply. She expressed concerns to the Board that they are not listening to their constituents.

Andrea Childers of 270 Blackberry Lane, Rougemont stated that she has been a resident of Person County for 31 years. She asked the Board to reverse the rezoning decision that was made on December 4, 2023. She stated that if the Board chooses not to reverse this decision, it is imperative that an Environmental Impact Study, and a Stormwater Runoff Study be completed prior to Dominion Energy being allowed to construct the Moriah Energy Center. She stated that Samantha Krop from Sound Rivers performed a baseline water test on February 2, 2024, of a creek directly across from the Dominion Energy site. She stated that the creek flows under Helena Moriah Road onto a neighbor's property, and the results indicated very low turbidity. She stated that on March 2, 2024 a sample was taken from the exact same site after preconstruction of the Moriah Energy Center had begun, and it indicated a turbidity that was ten times the state standard. She asked what is Dominion Energy going to do about this? She stated that accidents happen, it is only a matter of time. She provided a report from Sound Rivers for the Board.

Arthur Payne of 4119 Capitol Street, Durham stated that he is here representing the Morse Clinics, which is an opiate treatment program. He stated that he is in support of the Post Overdose Response Team. He stated that opiate use is a problem throughout the state, and across our nation. He stated that this intervention may be successful in changing the course for many families and communities. He stated that overdose deaths in Person County have increased over the last 10 years.

C.L. Oakley of 4575 Burlington Road, Roxboro stated that he is a member of the Rotary Club of Roxboro. He stated that this year is the 100th anniversary of the Rotary Club of Roxboro. He stated that about 30 years ago, Rotary members wanted to try to do something to help start some kind of big project. He stated that is when the idea of the paper drive came about. He stated that the paper drive fundraiser, selling paper towels and toilet paper, has become a big fundraiser event for the Rotary Club of Roxboro. He stated that Rotary does not use any of the profits to run the club. He stated that the Rotary Club splits the profits, with fifty percent going into a foundation, and the other fifty percent is given back to Person County, for different charities. He stated that Dr. Buchanan will be presenting to the Board today, and for the Board to please consider the proposal presented, as Rotary Club of Roxboro has raised a sizeable amount of money, and hopes that it will be good for the county and the people in the county.

John Seepe of 277 Barefoot Landing Lane, Semora stated that hiding information is lying by omission, particularly when it comes to money matters. He stated that the Board's relationship with the county taxpayers is stressed and needs therapy. He stated that agenda item four on today's agenda, has the County Manager putting forth justification for \$10K to be provided to PCBIC, so that their lawyer can fight the County EDC lawyer due to Phillip Allen and Sherry Wilborn's greed and incompetence in the Woodsdale Project, also called Project Log. He stated that now we are giving the County funds to a 501(c)(3) nonprofit for the defense of these two crooks, who are still in the position to do whatever misdeeds were done again. He stated that he is talking about the best kept secret in Person County, Project Log and agenda item five on today's agenda. He stated that Allen is asking \$62,800 for PCBIC funding for FY25. He stated that the project shows no permits pulled, a conveyance which is complete, and the County holding the bag for Mason Day, Phillip Allen, and Sherry Wilborn's mess. He stated that now is not the time for PCBIC to submit budgetary items, and the Board should not vote on this matter today. He stated that Allen has refused to provide any information to the public as to what has happened, why it happened, and what is being done to ensure it never happens again. He stated that those responsible for this mismanaged project have negatively impacted the public and County. He stated that Allen should be removed to ensure against reoccurrence, and that the coverups need to stop.

Jay Poindexter of 9195 McGhees Mill Road, Semora stated that he is on the EDC Board and a member of the PCBIC. He stated that the blame is not on Phillip Allen and Sherry Wilborn. He stated that he is asking for the Board's support to help fund PCBIC.

Donald Long of 9745 Virgilina Road, Roxboro stated that he is a resident of Person County and a member of the Person County Economic Development Commission. He thanked the Board for their continued support of economic development in Person County. He stated that citizens have legitimate concerns, but public servants are bound by confidentiality agreements with businesses that wish to locate here, operate here, pay taxes here, and provide jobs and services here to continue to attract and retain existing businesses here in Person County. He stated that there was a recent request made by the Commissioners for an update on PCBIC financials. He stated that it was a fair and prudent request, and a report was given that covered the last year of expenditures. He stated that PCBIC has expended thousands of dollars in support of Person County's Economic Development initiatives over the last 30 plus years, including the Person County Megasite, and other projects. He stated that the PCBIC has always been an instrument to support economic development in Person County. He stated for 30 years, PCBIC has operated with an understanding that there was mutual support from the County, given that the Board of Commissioners appoints its directors, which include the Chairman of the Board of Commissioners and the County Manager. He asked the Board for its continued support to the PCBIC for current and future businesses in Person County.

DISCUSSION/ADJUSTMENT/APPROVAL OF CONSENT AGENDA:

A **motion** was made by Commissioner Palmer and **carried 4-0** to approve the Consent Agenda with the following items:

- A. Approval of Minutes of April 1, 2024,**
- B. Budget Amendment #21,**
- C. Personnel Policy Amendment –The Person County Personnel Policy has been reviewed by The Brough Law Firm, PLLC to ensure county policy complies with all applicable federal laws, rules and regulations requiring the establishment of merit personnel systems (N.C. General Statue 153A-77 (d)). Revisions are needed to update language included in federal nondiscrimination law. Other minor revisions are needed due to the creation of the Consolidated Human Services Agency, and**
- D. Written Order for SUP-02-24 – A request by the Applicant, the Towers, LLC, and Property Owner, James Swayze, for Special Use Permit approval on an ±18.63-acre lot (Tax Map No. A80 111), located at 2094 Lawson Chapel Church Rd., to allow the Lawson Chapel Church Rd. Tower (a telephone transmitting tower) in an RC (Rural Conservation) zoning district, per Section 155 of the Planning Ordinance**

NEW BUSINESS:

DONATION AND REQUEST FOR NAMING RIGHTS OF THE COUNTY FARM PARK

Presented by Person County Recreation, Arts, and Parks Director John Hill. Hill introduced and turned over the presentation to Dr. Barbara Buchanan, Rotary Club of Roxboro President, and Vice President of Instruction at Piedmont Community College. Buchanan read a letter from the Rotary Club. The letter read as follows:

In 2024, we proudly commemorate the 100th anniversary of the Rotary Club of Roxboro, a significant milestone for our club and for the county. Founded a century ago under the sponsorship of the Oxford Rotary Club, our local civic organization has consisted of business and professional men and women dedicated to serving this community. With our mission and motto, “Service Above Self”, we remain steadfast in our commitment to making positive impacts and upholding the values of Rotary. For the past 100 years, our Rotarians have served the community by giving back in the form of service projects for the betterment of our community and citizens. Examples of some of our projects include the dictionary project, which provides third grade students with their own personalized dictionary. We have sponsored and helped to build several picnic shelters located in several of the parks in the county. We have established scholarships at both the high schools and at the college. And of course, our World War II Veterans trip to Washington, D.C., that included a caravan of seven buses of veterans to visit the memorial in their honor. These projects are all funded by monies raised by the Rotary Club and its members. Our best fundraiser to date, is the paper drive.

In recognition of the Rotary Club of Roxboro's Centennial Year, our club would like to establish a legacy project. The Rotary Club of Roxboro is pleased to announce a donation of \$125K towards the future park in the Mount Tirzah area, currently known as the County Farm Park. Our club aligns with the visions of you, as County Commissioners in the community for this park to become one of North Carolina's most visited parks for ecological studies, for hiking, and for biking. These funds can be utilized for signage, science displays, trail signs, or other necessary amenities. As a part of our contribution, we do respectfully request naming rights for the park as the Rotary Club of Roxboro Centennial Park.

Buchanan stated that with this donation, it is her understanding that Hill may be able to double the donation amount by going to the State for additional funding. Buchanan turned the presentation back over to Hill.

Hill stated that he thinks this is a wonderful opportunity and expressed thanks to the Rotary Club of Roxboro for all that they do for the community. He stated that throughout Person County's Park system, we have a number of amenities that have been contributed by Rotary Club of Roxboro. He stated that, hopefully, with this donation, he may be able to get that amount matched with some State and Federal grants. He stated that the State is excited about the park. He stated that the park will draw in people from all over the region.

Chairman Powell and Vice Chairman Sims expressed thanks to the Rotary Club of Roxboro. It was the consensus of the Board that they were in agreement to the donation and request presented by the Rotary Club of Roxboro for naming rights of the County Farm Park. A Resolution will be presented for approval at the next scheduled Board meeting.

AUTHORIZATION TO SPEND OPIOID SETTLEMENT FUNDS

Presented by Health Director Janet Clayton. She stated that Person County has received a share of settlement funds derived from national lawsuits brought by state and local governments against the opioid industry. She stated as part of the settlement, North Carolina counties and municipalities have agreed to receive funds and disperse them in accordance with the North Carolina Memorandum of Agreement (MOA). She stated that the MOA provides a list of strategies, which include programs and services that are eligible as spending items outlined in exhibits A and B of the MOA. She stated that in October 2022, the Board of Commissioners established the Opioid Settlement Advisory Committee, which consists of thirteen positions representing various stakeholder groups. She stated that members began being appointed in early 2023. She stated that the committee was tasked to review the needs in Person County and provide spending recommendations in line with the spending options provided in the MOA. She stated that the committee engaged the North Carolina Association of County Commissioners (NCACC), who provided educational and technical assistance to the committee. She stated that they were fortunate to have the assistance of Jamie Andrews from the association. She stated that Andrews has assisted with strategic planning and extensive research.

Clayton stated that the Person County Opioid Settlement Advisory Committee recommends that two strategies be approved for funding by the Board of County Commissioners. She stated the total for both strategies will be \$707,517 for a two fiscal year period beginning July 1, 2024, and ending June 30, 2026. She stated that the first recommended strategy is a Post-Overdose Response Team, which will enable two paramedics to respond to non-fatal drug overdose incidents and connect survivors of overdoses to recovery support, addiction treatment, primary healthcare, or other services or supports they need to improve their health or well-being. She stated that the committee recommends funding \$407,517 for this program, based on projected needs as presented by EMS. She stated that the second recommended strategy is Early Intervention, through which Person County Schools staff will identify and provide services for children or adolescents who currently deal with or demonstrate risk signs for problematic substance use or mental health conditions. She stated that the committee recommends funding \$300,000 for this program, based on projected needs as presented by Person County Schools.

Chairman Powell stated that he appreciates the work that all has done and continues to do for the citizens of Person County. Vice Chairman Sims stated that he is a big supporter of the Post Overdose Response Team and Early Intervention in the schools. He expressed thanks to the Sheriff's Office and the Paramedics. County Manager Katherine Cathey stated that she is pleased with the work that the Opioid Settlement Advisory Committee has done so far, and that we are at the point where we have some recommendations to be able to move forward. She stated that we have received about \$2.6M to date, and anticipate receiving close to \$4.7M through 2038.

A **motion** was made by Vice Chairman Sims and **carried 4-0** to approve a Resolution authorizing use of \$707,517 from the Opioid Settlement Funds for use in the identified spending strategies for a period beginning July 1, 2024, and concluding June 30, 2026.

**A RESOLUTION BY THE COUNTY OF PERSON
TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS**

WHEREAS Person County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids.

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and bankruptcy resolutions ("Opioid Settlement Funds") are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation ("MOA") and the Supplemental Agreement for Additional Funds from Additional Settlements of Opioid Litigation ("SAAF");

WHEREAS Person County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states that, before spending opioid settlement funds, the local government's governing body must adopt a resolution that:

- (i) indicates that it is an authorization for expenditure of opioid settlement funds; and,
- (ii) states the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy; and,
- (iii) states the amount dedicated to each strategy for a specific period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA and SAAF, Person County authorizes the expenditure of opioid settlement funds as follows:

1. First strategy authorized
 - a. Name of strategy: Post-overdose response team
 - b. Strategy is included in Exhibit A
 - c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 8
 - d. Amount authorized for this strategy: \$407,517.
 - e. Period of time during which expenditure may take place:
Start date July 1, 2024 through End date June 30, 2026
 - f. Description of the program, project, or activity: Two Mobile Integrated Healthcare Paramedics will respond to non-fatal drug overdose incidents to connect persons to recovery support, addiction treatment, primary healthcare, or other services or supports they need to improve their health or well-being.
 - g. Provider: Person County Emergency Services (EMS)
2. Second strategy authorized
 - a. Name of strategy: Early Intervention
 - b. Strategy is included in Exhibit A
 - c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 6
 - d. Amount authorized for this strategy: \$300,000.
 - e. Period of time during which expenditure may take place:

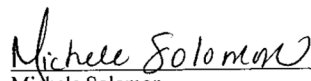
April 15, 2024

- Start date July 1, 2024 through End date June 30, 2026
- f. Description of the program, project, or activity: Early intervention efforts include identification and intervention for children and adolescents who may be struggling with problematic use of drugs or mental health conditions. These funds may be used for salary and benefits for a position or positions providing qualifying services or performing qualifying activities, and to provide related and necessary materials, trainings, and other resources to advance qualifying activities and services.
- g. Provider: Person County Schools

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is \$707,517.

Adopted this the 15th day of April, 2024.


Gordon Powell, Chair
Person County Board of Commissioners

ATTEST:

Michele Solomon
Clerk to the Board

COUNTY SEAL



April 15, 2024

PERSON COUNTY BUSINESS AND INDUSTRIAL CENTER (PCBIC) FY24 FUNDING REQUEST

Presented by County Manager Katherine Cathey. She stated that on April 1, 2024, PCBIC Vice-President Scott McKinney presented a request for FY24 funding to the Board of Commissioners. She stated that the request totaled \$10,000 with \$8,000 going towards legal expenses incurred as a result of PCBIC's support of economic development projects and \$2,000 for grounds maintenance at the PCBIC-owned solar park on US-501. She stated that the Board of Commissioners tabled the request until April 15, pending the County Manager's recommendation of a funding source and draft funding agreement. She stated that if the board desires to fund the request, she recommends utilizing budgeted funds in the Economic Catalyst Fund. She stated that fund is typically used as a discretionary fund for current and future economic development projects. She stated that there is adequate funding remaining in FY24 to be able to utilize \$10K of that fund towards PCBIC's efforts. She stated that in addition, a draft agreement is in the agenda packet which would stipulate the expectations for the use of this funding. She stated that there would be an agreement between the County and the non-profit entity outlining that the funding would specifically be used for those two purposes that were requested, and that there is a provision that PCBIC report back to the County on how those funds were expended to confirm that that they were used for the intended purpose.

Commissioner Palmer stated that the citizens he has spoken to do not want the approval of funding for \$10K to PCBIC. He stated that he fully supports the approval of funding for \$10K for PCBIC as it is needed to help support economic development. Vice Chairman Sims stated that PCBIC is looking out for the best interest of economic development for Person County. He stated that he supports the funding request in the amount of \$10K made by the PCBIC. Commissioner Thomas stated that he is supportive of the funding request, as it is important that the County fund them, so that the County does not lose any other projects. Chairman Powell expressed his thoughts on the funding request, and stated that he feels as though the Board has been backed into a corner. He stated that he is not in agreement with how this project was coordinated by PCBIC and a private third party. He stated that he is agreement to fund the request through 2024, as requested. He apologized to the citizens, and stated, as their elected representative, he should have demanded more checks and balances, and that his blind trust was a mistake, and he truly wants to make it right moving forward.

A **motion** was made by Commissioner Palmer and **carried 4-0** to approve the funding request and the agreement between Person County and PCBIC in the amount of \$10K, utilizing budgeted funds in the Economic Catalyst Fund.

April 15, 2024

NORTH CAROLINA

PERSON COUNTY

PERSON COUNTY BUSINESS AND INDUSTRIAL CENTER (PCBIC)
FUNDING AGREEMENT

This Agreement is made and entered into this 15th day of April, 2024, by and between Person County, North Carolina, a political subdivision of the State of North Carolina, hereinafter called "County," and Person County Business and Industrial Center, a North Carolina nonprofit corporation, hereinafter called "PCBIC."

WHEREAS, the PCBIC vice-president made a presentation to the Person County Board of Commissioners at its regular meeting on April 1, 2024 and requested a one-time appropriation to support legal expenses incurred as a result of PCBIC's support of economic development projects and for grounds maintenance at the PCBIC-owned solar park on US-501; and

WHEREAS, PCBIC is a 501(c)(3), non-profit economic development organization that was formed to promote the growth and expansion of new and existing business and industry in Person County and works in close cooperation with other entities engaged in similar efforts; and

WHEREAS, PCBIC is actively engaged in an economic development project that will bring rail services to existing and future industry in Person County; and

WHEREAS, the Person County Business and Industrial Park strengthens the local economy by housing a solar farm, industrial facilities and Piedmont Community College's future Center for Health, Advanced Technology & Trades; and

WHEREAS, PCBIC requested a total of \$10,000 in funding for FY24 for legal expenses (\$8,000) and grounds maintenance (\$2,000); and

WHEREAS, the Board of Commissioners approved a one-time appropriation of \$10,000 at its meeting on April 15th, 2024;

NOW, THEREFORE, the County agrees to provide a one-time appropriation of \$10,000 to PCBIC from FY24 budgeted funds, subject to the following provisions:

1. PURPOSE. The funds may be used only to support legal expenses associated with economic development projects and grounds maintenance for the solar farm located in the Person County Business and Industrial Park.
2. REPORTING. PCBIC shall send a concise written report to the Person County Manager not later than August 15, 2024, detailing the use of county funds.

April 15, 2024

3. TERM AND TERMINATION OF AGREEMENT, POTENTIAL RETURN OF FUNDS.

This Agreement is effective immediately upon execution, and will terminate on June 30, 2024, unless terminated sooner by mutual agreement in writing. If the funding is used for purposes not contained in the Paragraph 1 above, PCBIC agrees to repay the provided funding to the County in full.

4. INSURANCE AND INDEMNITY. PCBIC will maintain adequate liability, workers compensation and property insurance, and will provide certificates of insurance to the County if requested. PCBIC agrees that it is acting as an independent contractor under this Agreement, and that its ~~employees~~ and contractors are not County employees. PCBIC agrees that the County has no ownership interest in or operational responsibility for PCBIC. PCBIC will indemnify and hold harmless the County from any and all liabilities and costs arising out of the acts or omissions or negligence of PCBIC to the extent, and only to the extent, of the one-time appropriation identified above.

5. INSPECTION OF FINANCIAL RECORDS. PCBIC will provide a detailed report about expenditure of the funds or allow access to its financial records if requested by the County.

6. COMPLIANCE WITH LAWS. PCBIC agrees to comply with all applicable state and federal laws in its operations and to cooperate in a professional and productive manner with the partner agencies listed above.

7. NO ASSIGNMENT. PCBIC agrees that this Agreement is not transferable or assignable, and that the appropriated funds may not be transferred to other entities, except in payment for expected expenses, without written consent of the County.

8. APPLICABLE LAW AND FORUM. This Agreement shall be construed under North Carolina law, and any action to enforce its provisions shall be filed in Person County in the General Court of Justice of North Carolina.

9. ENTIRE AGREEMENT. The Agreement constitutes the entire understanding of the parties. Any modification, amendment or rescission of this Agreement must be in writing signed by both parties.

PERSON COUNTY:


Gordon Powell
Chair, Board of Commissioners

4/26/24
Date

(SEAL)



Michele Solomon
Michele Solomon, Clerk to the Board

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Amy Wohlschlag 4-29-24
Amy Wohlschlag, Finance Officer Date

Approved as to legal form: Katherine M. Cathey for 4/26/24
T.C. Morphis, Jr., County Attorney Date

Person County Business and Industrial Center

Phillip Allen
Phillip Allen, President

Attestation and Seal if applicable:

**PERSON COUNTY BUSINESS AND INDUSTRIAL CENTER (PCBIC) FY25
FUNDING REQUEST**

Presented by PCBIC President Phillip Allen. He stated that the members of the Economic Development Commission are appointed by the Board of Commissioners, and the members of the Economic Development Commission are automatically members of the PCBIC. He expressed thanks to the Board of Commissioners for appointing all members and giving them the opportunity to serve Person County. He stated that it is an honor and a privilege to serve Person County. He stated that the PCBIC strives to do everything in their power to support existing industry, and create product and opportunity for new industry.

He stated that he comes before the Board today to request funding for PCBIC for FY25. He stated that PCBIC appointed a budget committee amongst its members and it was chaired by Donald Long, and included Marilyn Newell, Scott McKinney, and Jay Poindexter. He stated that the committee has worked very hard along with PCBIC Treasurer Dan Craig to provide the following request for FY25.

Person County Business and Industrial Center Inc Budget
July 1, 2024 through June 30, 2025

<u>Revenue- Industrial Park Fees</u>	<u>-\$18,000</u>
<u>Expenses - Park Maintenance</u>	\$15,000
Utilities	\$1,500
Insurance	\$3,000
Legal/Project	\$50,000
Professional	\$600
Office	\$1,000
Lease	\$3,200
Tax	<u>\$6,500</u>
Total Expense	<u>\$80,800</u>
Net Request for Funding	<u>\$62,800</u>

April 15, 2024

Vice Chairman Sims stated economic development is very important to Person County. He stated that the Board is not looking to harm farms or individual land owners. He stated that the Board has an obligation to make good decisions. He stated that he is supportive of the funding request made by PCBIC. Commissioner Thomas stated that it is essential that we keep the wheel turning, PCBIC helps to keep that process going, and that he is on board with what was presented today for the request for funding. Chairman Powell expressed thanks to Allen for his FY25 funding request and presentation. He stated that the funding request presented by PCBIC is vague and was not submitted to the County Manager in accordance with how all other County departments submit budgetary request. He stated that the request was not detailed enough. He stated County departments are required to provide their request in an itemized fashion and explain the need for each line item. He stated that he feels that PCBIC's request should be held to the same standard. He stated that he would like to see the itemized list provided to the County Manager.

A **motion** was made by Chairman Powell to table the FY25 budget request made by PCBIC, so that it may be put into the formal budget request, whereby the Board can ensure the stipulations are addressed and agreed upon, making PCBIC and EDC separate entities.

Sims asked Cathey for clarification on how the breakdown of expenses and itemization would work for the PCBIC funding request. Cathey advised that it would include a brief narrative to support each line item requested, so that the County and the Board would have a true understanding of what is made up within each of these categories. She stated that the County would also need to enter in to a nonprofit funding agreement with PCBIC, if the nonprofit is approved for funding in the new fiscal year. She stated that it would look different than the one for this current fiscal year. She stated that the County needs to make sure that the funding that it provides is going towards a public purpose, and that is why it is important to have an explanation to go along with the line items that are requested to ensure that the expenses do relate to a public purpose for the use of County funds. She stated that she provided two examples of a detailed budget request and what is needed to PCBIC. Sims stated that if Cathey could provide the examples again to PCBIC, that he is okay with tabling this item. Cathey stated that it was the expectation that PCBIC would come and present this information to the Commissioners, so they could indicate whether or not they were interested in working this into the County Manager's recommended budget for the next fiscal year. She stated that having the detailed budget request would help in supporting wherever it gets placed within the budget as well as developing that agreement for the new fiscal year. She stated that as she has explained to the PCBIC Budget Committee, as far as the timeline goes, this was the opportunity for them to come and let the Board know of their funding need so that would give County staff adequate time to work it into the budget process so that the Board could approve it as part of next year's operating budget. Powell asked if there were any questions related to his motion. He stated that this is not a dissolution of PCBIC, that it is a separation of the two. He stated that having EDC and PCBIC separate and revising the by-laws would clear up some of the gray areas that have been on both boards for years.

Powell stated that the separation of the two needs to be done going into the future. He clarified that his motion was that the Board table this request by PCBIC so that the request may be put into the normal budget request system, whereby the Board can ensure that stipulations are addressed and agreed upon. Allen requested that Cathey resend the information to the PCBIC Budget Committee and stated that it might not be a bad idea if she would also send an example of how the Economic Development Department did their budget request, as it may be an easier format to follow. Cathey advised that she would resend the information and the Economic Development Department budget was one of the examples that she had sent to them. Allen asked Powell to send him a list of the criteria and stipulations that needed to be changed for review by PCBIC. County Attorney Morphis stated to ensure that the minutes are clear, that he heard Powell's motion to be, that the Board would put the funding request into the annual budgeting process as the first point, and the second point is for the Board to direct PCBIC to take steps to make it a completely separate entity from the County. Powell agreed that that was his motion. Morphis advised the Board that the motion on the floor could be approved or rejected. He stated that the Board could separate the motion into two motions if they would like. He stated that Powell put the two motions together, which is permissible; however, if the Board prefers it could be broken out. He advised that if the Board wanted to separate the two, that Powell would need to amend his motion. Powell advised that his original motion stands. Sims stated that the Board is missing one Commissioner today, and asked if he could make a motion for the Board to table this until they have a full Board present. Morphis stated that what he heard, essentially is, that Powell accepted an amendment to table the motion that he has on the floor at this time. Sims stated that was correct, that would be his motion, to table it until a full Board is present.

A **motion** was made by Vice Chairman Sims and **carried 4-0** to table the motion on the floor until all Board of Commissioners are present.

RECREATION ADVISORY BOARD ORDINANCE AMENDMENT

Presented by Person County Recreation, Arts, and Parks Director John Hill. He stated that shortly after 2023 Little League season, the Recreation Advisory Board (RAB) invited the Person County Little League Board (PCLL Board) to a meeting for an update. He stated that through that meeting, the RAB invited PCLL Board to become a subcommittee of the RAB. He stated that the reason the RAB offered this invitation to PCLL Board to become a subcommittee of the RAB, is that they wanted to be able to aid PCLL in being able to operate more sustainably and to have a little more oversight when it comes to rules and regulations. He stated that during the September 13, 2023 PCLL Board meeting, the PCLL Board voted to accept the RAB's invitation to become a subcommittee. He stated that the final draft of the RAB ordinance amendment that includes the PCLL Board as a subcommittee was completed in collaboration with PCLL. He stated that the RAB voted to accept and adopt the ordinance as written and to accept the PCLL as a subcommittee during the February 7, 2024 meeting. He stated that he is seeking the Board's approval to adopt the ordinance amendment to include the PCLL Board as a subcommittee of the RAB.

A **motion** was made by Commissioner Palmer and **carried 4-0** to approve the Recreation Advisory Board Ordinance Amendment to include the Person County Little League Board as a subcommittee of the Recreation Advisory Board.

**ORDINANCE FOR THE
PERSON COUNTY
RECREATION ADVISORY BOARD**

SECTION 1: CREATION, NAME, NUMBER OF MEMBERS, TITLE

There is hereby created a Board composed of nine (9) members to be known as the Person County REC Advisory Board (Hereinafter referred to as the "REC Board" – REC standing for Recreation, Environment and Open Space, and Cultural Activities). This ordinance shall be known as the Person County REC Advisory Board Ordinance.

SECTION 2: COMMITTEE, POWERS AND DUTIES

The REC Board shall serve as the advisory body for Person County on issues relative to the Department. The REC Board shall advise the Parks and Recreation Director, County Manager and County Commissioners within its responsibilities and powers as stated in this ordinance.

The REC Board shall serve as a liaison between the Recreation, Arts and Parks Department and the citizens of Person County.

The Parks and Recreation Department shall consult with the REC Board in matters affecting programs, facilities, policies, finances and the acquisition and disposal of lands and properties and its long-range, projected plans.

The REC Board shall also assume specific duties and responsibilities as follows:

1. To investigate and determine the needs, interests and goals of the community for recreation and cultural facilities and programs and make recommendations to the Recreation Director, County Manager and County Commissioners to meet those needs and goals.
2. To inform and educate the general public of the importance and need for programs, facilities and services.
3. To seek and make recommendations on the acceptance of grants, gifts, bequests, donations for park and recreation purposes.
4. To assist the Park and Recreation Department in developing cooperative arrangements with other organizations and private groups, when it will further the objective of providing more and varied kinds of park and recreation programs for the citizens of Person County.
5. To assist the Parks and Recreation Department in recruiting voluntary leadership staff to work with programs and activities.

6. To assist in matters relating to maintaining the highest standards in park development and operation, park and recreation leadership and a well-balanced program.
7. To assist in developing a plan to meet the present and future needs for programs, services, parks, facilities, open spaces and trails and to advise in developing priorities for each of these.
8. To receive information and reports concerning the evaluation of programs, facilities, policies and procedures.
9. To recommend approval of rules, and procedures pertaining to recreation programs and the use of public parks and facilities including suggested fees and charges.
10. Carry out any other assigned studies and/or activities as determined appropriate.

SECTION 3: APPOINTMENT OF THE COMMITTEE

The Person County REC Board shall consist of nine (9) members, seven (7) of which shall be appointed by the County Commissioners and two (2) members that are appointed by the REC Board. One county commissioner will serve ex-office as one of the nine members and be a voting member.

The Parks and Recreation Director shall attend and participate in all REC Board meeting.

The term of office for the all appointed and reappointed members shall be for three years. Vacancies arising on the REC Board shall be filled by the County Commissioners for seven members duly appointed and by the REC Board for two members duly appointed for the balance of the unexpired term. All appointments will be made by the County Commissioners and REC Board in accordance with the policy governing appointments to Boards and Committees.

Any member who misses more than three consecutive regular meetings loses his/her membership status.

An orientation meeting for newly appointed board members shall be conducted by the Parks and Recreation Director and the Chairman within 30 days after their appointment.

SECTION 4: OFFICERS

The members of the Person County REC Board shall annually elect from their own membership a Chairman and other officers, as they deem essential. Duties of each officer shall be established in the Committee By-Laws.

SECTION 5: COMPENSATION

The members of the REC Board shall serve without compensation, but shall be entitled to reimbursement for subsistence and travel to professional recreation meetings, conferences and workshops, with such reimbursement being made in compliance with general County policies.

SECTION 6: MEETINGS

The REC Board shall meet at least monthly and at other times deemed necessary to transact business, upon call of the Parks and Recreation Director, or Chairman or by a majority of the Committee members, or upon call of the County Commissioners.

A quorum of the Board shall be in attendance before action of an official nature can be taken.

A quorum shall consist of a simple majority.

General parliamentary rules, as given in "Robert's Rules of Order" as modified by rules and regulations of the Advisory Board shall be observed in conducting meetings.

Official minutes of each meeting will be recorded and maintained in the office of the Parks and Recreation Director.

SECTION 7: COMMITTEES AND STANDING COMMITTEES

The REC Board shall organize temporary or standing committees, as it deems necessary in order to carry out the responsibilities of the Board. Advisory Board members serving as Chairman of committees shall be appointed by the REC Board Chairman. Other members of the Committees shall be elected by the REC Board. Vacant positions shall be advertised in newspapers and all applications be given to full board for them to vote on person or persons to fill vacant position or positions on committee or committees. Terms of appointment shall be for a length of two years. Also, terms of appointment shall be on a staggered basis.

The standing committees shall include, but not be limited to, the following:

Finance Committee

The duties of the Finance Committee shall include, but not limited to:

- a. Aiding the staff in the development of the budget.
- b. Reviewing major capital outlays.
- c. Reviewing and making recommendations on grants, gifts, bequest, and donations to the department.

This committee shall consist of the chairman of the REC Board and two (2) members of the REC Board. These two members shall be elected by the REC Board.

Facilities Committee

The duties of the Facilities Committee shall include, but limited to:

- a. A yearly inspection of all appropriate facilities.
- b. Recommendation on repairs or physical changes.
- c. Recommendation on the long-range plans for facility development.
- d. Recommendation on the acquisition or disposition of facilities or parts thereof.

A member of the REC Board shall chair this committee. The REC Board shall select six (6) members to serve on the committee from the community.

Athletic Committee

The purpose, duties and goal of this subcommittee include:

1. Gather feedback from athletic program participants and spectators relating to observed needs, observed concerns
2. Suggest possible new athletic programs.
3. Research program possibilities to report back to the Recreation Advisory Board to address the athletic program needs of Person County Citizens.
4. Aid the Recreation Advisory Board and the Department in efforts to inform our citizens about current programs, new programs, changes of schedule, current rules and regulations, and many other elements dealing with Athletic programs to ensure quality and growth.
5. Making recommendations to the REC Board on policy changes in the athletic programs.

The REC Board shall annually nominate candidates for this committee. This committee shall be chaired by a member of the REC Board. The REC Board shall select six (6) members to serve on the committee from the community.

Arts Council Committee

The duties of this committee shall include, but not limited to:

- a. Encouraging the maximum use of the Kirby Civic Auditorium facility for cultural, educational, recreational and civic purposes.
- b. Broadening cultural opportunities for all Person County citizens in the area of the arts.
- c. Encouraging a variety of community programs including, but not limited to: senior citizens, adults, teens and youth.
- d. Promoting non-athletic programs and activities.
- e. Recommendations regarding grants and sub-grant applications.
- f. Two signatures required for checks – staff – Director or designee; committee – chairman or designee.

The REC Board shall select a minimum of six (6) members and a maximum of eight (8) members to be appointed from the community. This committee shall be chaired by a member of the REC Board and include one member of the Parks Department and the managing director of the Kirby Cultural Arts Complex. The REC Board shall be the appointing body to the Chair of the Person County Arts Council.

Members of the Person County Arts Councils may consist of members throughout Person County representing various organizations with diverse Cultural Arts interest. These organizations may include: Schools, local college, private citizens, civic organizations, Parks Department, and many others.

Each committee may create non-standing, goal-oriented subcommittees as needed. Each committee is expected to provide the REC Board with minutes of their meetings and shall report their findings to the REC Board through their chairman, with or without recommendations.

Staff members of the Parks and Recreation Department shall be assigned as ex-officio members to the committees.

The REC Board may refer any matter to a committee before the REC Board takes action on the subject.

Friends of the Parks and Lakes Committee – “Friends of the Parks”

The duties of this committee shall include, but not limited to:

- a. Encouraging the maximum public recreational use of the Person County Park systems and Lake Resource programs and facilities; to encourage good health and wellness, physical fitness, good nutrition, education, environmental education, preservation, stewardship, outdoor active recreation, and passive recreation.
- b. Broadening Indoor/outdoor recreational, educational, and environmental wellness practice opportunities for all Person County citizens and visitors.
- c. Increase and encourage a variety of community programs and involvement serving senior citizens, adults, teens, youth, and all other demographics related to our population.
- d. Promoting outdoor athletics and non-athletic programs, recreational activities, cultural and fine arts programs/activities and lake/water based recreational programs.
- e. Recommendations regarding grants and funding opportunities to support programs, operation, and development of public recreational and educational facilities.
- f. Research, develop, advise in the management of “Friends of Parks” programs and Committee.
- g. Committee may act as liaison between Duke Energy Progress and our citizens in matters related to Recreation, Arts, and Parks Department programs on Person County Lakes.

The REC Board shall select a minimum of six (6) members and a maximum of eight (8) members to be appointed from the community. This committee shall be chaired by a member of the REC Board. At least one staff member of the Parks and Recreation Department shall attend and participate in all committee meeting.

Members of the committee may be representative of our citizens in the areas of: indoor/outdoor recreation facilities and programs, cultural arts programs, public recreation development, stream education, environmental education, preservation, environmental education, private citizens, local, and state government.

Each committee may create non-standing, goal-oriented subcommittees as needed. Each committee is expected to provide the REC Board with minutes of their meetings and shall report their findings to the REC Board through their chairman, with or without recommendations.

Staff members of the Parks and Recreation Department shall be assigned as ex-officio members to the committees.

The REC Board may refer any matter to a committee before the REC Board takes action on the subject.

Person County Little League “PCLL”:

- a. The Person County Little League is a subcommittee of the Recreation Advisory Board. The Main purpose and goal of this subcommittee:
- b. Investigate and determine the needs, interests and goals of the community for the Little League baseball and softball programs and make recommendations to the Parks and Recreation Director to meet those needs and goals.
- c. Inform and educate the general public of the importance and need for Baseball and Softball programs and facilities. To help increase participation and promotion of baseball, softball, and all related programs.
- d. To help research, explore, and make recommendations on the acceptance of grants, gifts, bequests, and donations for the baseball and softball program to the Recreation Advisory Board and Parks and Recreation Director
- e. To assist the Park and Recreation Department in developing cooperative arrangements with other organizations, private groups and companies, when it will further the objective of providing more and varied kinds of baseball and softball programs for the citizens of Person County.
- f. Assist the Parks and Recreation Department in recruiting voluntary leadership staff to work with baseball and softball programs and activities.
- g. Assist the Recreation Department in matters relating to maintaining the highest standards in park facility development and operation, park and recreation program leadership, and a well-balanced program for the baseball and softball programs.
- h. To assist in developing a plan to meet the present and future needs for baseball programs, services, parks, facilities, open spaces and trails and to advise in developing priorities for each of these at the Little League Complex.
- i. To receive information and reports concerning the evaluation of the baseball and softball program, facilities, policies, and procedures.
- j. Assist through advisement the Recreation Advisory Board and Department on matters pertaining to violation of Parks System rules and regulations and codes of conduct pertaining to baseball and softball programming.
- k. Recommend approval of rules, and procedures pertaining to Little League baseball and softball programs and sanctions leagues.
- l. Assist in implementation and execution of the program and it’s special events (ie: skills assessments, All-Stars Program, Opening Day Ceremonies, uniform design, etc)

The Person County LL Board shall consist of a minimum of seven (7) members, six (6) of which shall be elected annually from their own general membership in accordance with Little League International's guidelines. The Assistant Director of the Parks and Recreation Department or designee will serve as the liaison between the Department and PCLL Board.

The members of the PCLL shall annually elect from their own membership a Chairman and other officers, as they deem essential. Duties of each officer shall be established in the Committee By-Laws and/or league constitution.

The term of office for the all-elected officers shall be for one year.

Vacancies arising on PCLL shall be filled in accordance with Little League International guidelines. All appointments will be made by the Recreation Advisory Board in accordance with the policy governing appointments to Boards and Committees.

SECTION 8: CONFLICT WITH OTHER ORDINANCES AND RESOLUTIONS

Any earlier adopted ordinances and resolutions of Person County pertaining to Parks and Recreation, which are/or in conflict with the provisions of this ordinance are hereby declared null and void and of no effect. The Recreation Advisory Board shall establish By-Laws in conjunction with this ordinance to be used for governing the Board.

SECTION 9: EFFECTIVE DATE

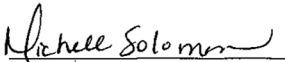
This ordinance shall become effective on its adoption by the Person County Board of Commissioners.

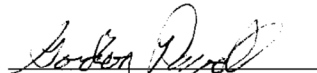
ADOPTED THIS 4TH DAY OF OCTOBER, 1993.
REVISED THIS 21ST DAY OF FEBRUARY, 1994.
REVISED THIS 15TH DAY OF APRIL, 1996.
REVISED THIS 6TH DAY OF DECEMBER, 1998
REVISED THIS 21ST DAY OF OCTOBER, 2002
REVISED THIS 18TH DAY OF NOVEMBER, 2002
REVISED THIS 7TH DAY OF NOVEMBER, 2005
REVISED THIS 21ST DAY OF JULY, 2014



REVISED THIS 15TH DAY OF APRIL, 2024

ATTEST:


Michelle Solomon
Clerk to the Board of Commissioners


Gordon Powell, Chairman
Person County Board of Commissioners

COUNTY FARM TO PARK PROJECT: CONTRACT AWARD RECOMMENDATION

Presented by Person County Recreation, Arts, and Parks Director John Hill. He stated that on February 6, 2024 the Person County Recreation, Arts, and Parks Department began advertising for Request for Proposals for construction at the new County Farm to Park Project. He stated that these advertisements were published through the *Courier=Times* newspaper and Person County social media sources from February 6 through March 6, 2024. He stated that prospective contractors had the equal opportunity to gain information about the project and submit a sealed proposal for consideration of the project to the Parks Office by the deadline of March 6, 2024. He stated that bid opening took place on March 8, 2024 and a formal recommendation was sent to the County Manager on March 11, 2024. He stated after detailed review of the sealed proposals submitted by the Contractors, staff recommends the following low bid contractor, Jimmy Lewis and Son Grading and Septic, be chosen for constructing the County Farm to Park Project Amenities: Main Drive Access Road, Two (2) Parking Areas, Paved ADA Accessible Trail, Storm Water Best Management Practices (BMP) Wet Pond, and Site Erosion Control. He stated that the specifications of this project will conform to the construction drawing provided for this project and conform to Local, State, and Federal laws and regulations. He stated that each contractor had equal opportunity to gain this information. He stated that construction documents were purchased by perspective companies for \$50.00 and they were also given an opportunity to review the documents for free at the Person County Parks Office. He stated that services for tree removal associated with the construction project have been discussed with Barker Timber Management, who has agreed to perform the services at no additional monetary costs to the County.

A **motion** was made by Commissioner Palmer and **carried 4-0** to award the County Farm to Park Project to Jimmy Lewis and Son Grading and Septic to construct the park's main drive access road, two parking areas, a paved ADA accessible trail, and a stormwater pond and site erosion control measures.

SOLE SOURCE PURCHASING EXCEPTION FOR PHASE II

Presented by Person Industries Director Amanda Everett. She stated Revolution Systems is the manufacturer of the Revolution 9 Sort System, the new sort system included in Phase II of the MRF equipment updates and repairs. She stated that this system can process up to 5,000 tons a year, and currently the Recycling Center processes between 1,200-1,500 tons. She stated that this system would allow for processing of additional material, and to enable partnerships with the City of Roxboro when they start recycling and with neighboring counties. She stated that this system is available by a sole source. She stated that this equipment is used and 2 years old and boasts an \$85,000 initial savings. It will be completely refurbished before delivery. She stated that Revolution can complete all needed equipment purchases, arrangements, and repairs of Phase II per the updated quote. She stated that the original quote was received in January 2023, and the cost increase is due to time and inflation. She stated that she is awaiting an updated quote from the supplier. She stated that she is requesting for the board of commissioners to approve a Sole Source Purchasing exception under statute NCGS 143-129 (6) - a needed product is available from only one source of supply.

A **motion** was made by Commissioner Palmer and **carried 4-0** to approve a Sole Source Purchasing Exception.

HUMAN SERVICES BUILDING PURCHASE AND SALE CONTRACT

Presented by County Manager Katherine Cathey. She stated that the County is now at the point where they have a purchase and sale contract from Brixmor to purchase the Human Services Building that is currently occupied by County DSS and Health Department, as well as Freedom House, Person Counseling Center, and Juvenile Justice. She stated that the County has leased this facility for almost 19 years, and the lease agreement will expire in August 2025. She stated that for the past year and a half, the County has been working on either negotiating the lease renewal or negotiating the purchase of the property. She stated that the County has looked at other options, such as constructing a new facility. She stated that the County has arrived at the conclusion that purchasing the Human Services Building for \$8M is the most cost-effective approach. She stated that the County has negotiated with Brixmor to split the parcels, so that the County is only purchasing the part of the shopping center that the County currently occupies, and the rest of the shopping center will remain under Brixmor ownership. She stated that the County will also acquire the parcel that PATS currently uses for parking. She stated that operations will remain in the current building, which will be renovated to meet the current and future needs of the county workforce and the members of the public who utilize the space. She stated that given the demands on the County to fund other large capital projects to meet pressing facilities needs of Person County Schools (PCS), Piedmont Community College (PCC), and County Government, this seemed to be the most viable approach.

Cathey stated that in FY25, the County will issue \$21,000,000 in Limited Obligation Bonds (LOB's) to finance the acquisition of the Human Services Building and the Carolina Pride Carwash Building, construction and equipment upgrades associated with the PI/MRF merger, and a new roof for South Elementary School. She stated that this financing will not require an increase in property taxes. She stated that the County's annual lease payment of \$1,232,142 for the Human Services Building will be redirected to the County's Capital Investment Fund (CIF) to offset principal and interest payments on the bonds. She stated that she emailed the Board a copy of the purchase and sale agreement last week and there are confidentiality provisions through the due diligence period. She stated the County is still in the process of working out the final wording with Brixmor. She stated that she is asking the Board to authorize the County Attorney and County Manager to negotiate the final language in the agreement and authorize the County Manager to execute the final document. She stated upon Board approval, anticipated closing date would be the end of August 2024.

A **motion** was made by Commissioner Thomas and **carried 4-0** to authorize the County Attorney and County Manager to negotiate the final language of the agreement and authorization for the County Manager to execute the final document.

PRESENTATION OF FY2025-2029 RECOMMENDED CAPITAL IMPROVEMENT PLAN (CIP)

Presented by County Manager Katherine Cathey and Finance Director Amy Wehrenberg. Cathey stated that the CIP was originally presented for Board approval at the April 1, 2024 meeting. She stated, during that meeting, Chairman Powell brought up the topic of a new operations facility for Person County Schools (PCS). She stated that following that meeting, she received a written request from PCS Superintendent, which she shared with the Board. She stated that County staff evaluated options for incorporating the new PCS facility in the FY2025-2029 CIP as noted:

- 1) Including this project in the limited obligation bonds (LOBs) issuance in FY26 for various improvements to school facilities would require a half-cent tax increase to support debt payments.
- 2) Removing projects from the recommended plan would free up funding to pay for this project, but it would delay addressing other needs.
- 3) Reevaluating the request during the FY2026-2030 CIP process.
Over the course of FY25, the debt model may build capacity to accommodate this project without a tax increase.

Cathey stated that County staff recommends option 3, reevaluating the new operations building project during next year's CIP process. She stated that the adoption of this CIP will allocate funding for the priority projects for the County, Person County Schools, and Piedmont Community College for FY25. She stated that the document also sets the priorities of projects for future fiscal years, although funding is only appropriated on an annual basis, and the plan is reviewed annually. She stated that the total amount proposed for funding in FY25 is \$28,724,070 and has not changed, and of this amount \$2,311,206 is from the County's general fund. She stated that she has discussed this with the PCS Superintendent. She stated that she is asking the Board to approve and adopt the CIP as it was originally presented.

Chairman Powell stated that this project needs to be done, as the current building is not safe for PCS staff. He stated that if the school system is OK with not moving forward at this time, then he is as well. Vice Chairman Sims stated that he does not want to raise taxes and would like to look at this for 2026.

A **motion** was made by Vice Chairman Sims and **carried 4-0** to adopt the FY2025-2029 CIP as presented.

A copy of the Capital Improvement Plan 2025-29 Approved – Funding Schedule follows:

**Person County
Capital Improvement Plan (CIP)
2025-29
Approved - Funding Schedule**

Sources of Revenue:	Current Year 2023-24	Budget Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	Planning Year 2028-29	TOTAL REVENUE SOURCES
Revenues:							
General Fund Contribution	3,200,000	2,311,206	2,950,000	3,045,898	2,834,598	2,829,210	17,170,912
General Fund Contribution (ARPA Funds)	-	880,000	250,000	-	-	-	1,130,000
CIP Fund Balance	402,109	2,600,000	-	-	-	-	3,002,109
State E911 Telephone Board Funds (Virtual Infrastructure Replacement)	-	81,000	-	-	-	-	81,000
City of Roxboro Contribution (New Roof-Emergency Communications (911))	-	-	96,971	-	-	-	96,971
Airport Construction Fund Balance (Replace Tractor at Airport)	80,000	-	-	-	-	-	80,000
State E911 Telephone Board Funds (Radio System Replacement - 911 Consoles)	-	-	975,000	-	-	-	975,000
FEMA-Fire Prevention and Safety Grant (Life Safety Education Simulator)	-	-	60,000	-	-	-	60,000
FM Global Fire Prevention Grant (Life Safety Education Simulator)	-	-	-	10,000	-	-	10,000
State Farm Community Safety Grant (Life Safety Education Simulator)	-	-	-	20,000	-	-	20,000
Community Development Projects Fund Balance (Kirby Rebirth & Conversion of picnic shelters to cabins)	123,236	16,864	-	-	-	-	140,100
PARTF Grant (Aquisition of property adjacent to Farm Park)	-	-	-	162,500	-	-	162,500
State grant funds (PI/MRF Merger and Renovation)	1,000,000	-	-	-	-	-	1,000,000
PCC Contribution (Acquisition of HS Bldg & Carolina Pride Bldgs, and Other Improvements)	-	1,835,000	-	-	-	-	1,835,000
Debt Issuance (Acquisition of HS Bldg & Carolina Pride Bldgs, PI/MRF Merger Project, and Roof Replacement)	-	21,000,000	-	-	-	-	21,000,000
Debt Issuance (LOB's School Improvements)	12,745,000	-	10,215,000	-	12,295,000	-	35,255,000
Total Sources of Revenue:	17,550,345	28,724,070	14,546,971	3,238,398	15,129,598	2,829,210	82,018,592
Project Costs for County:	Current Year 2023-24	Budget Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	Planning Year 2028-29	TOTAL PROJECT COSTS
Information Technology:							
Virtual Infrastructure Upgrades	-	523,000	-	-	-	-	523,000
Human Resources:							
Software Acquisition	50,199	64,542	-	-	-	-	114,741
General Services:							
Demolish Water Tower-Old Helena School	65,000	-	-	-	-	-	65,000
Replace Tractor at Airport	80,000	-	-	-	-	-	80,000
Acquisition-Human Services Building	-	8,000,000	-	-	-	-	8,000,000
Improvements-Human Services Building	-	2,000,000	-	-	-	-	2,000,000
Issuance Costs-HS/PCC Bldgs & Other Proj	-	300,000	-	-	-	-	300,000
Contingency Costs-HS/PCC Bldgs & Other Proj - Local	-	309,168	-	-	-	-	309,168
Replace Windows - PCOB	-	525,000	-	-	-	-	525,000
Repair HVAC System - PCOB	-	1,000,000	-	-	-	-	1,000,000
Repair HVAC System - Public Library	-	-	103,400	-	-	-	103,400

**Person County
Capital Improvement Plan (CIP)
2025-29
Approved - Funding Schedule**

Project Costs for County:	Current Year 2023-24	Budget Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	Planning Year 2028-29	TOTAL PROJECT COSTS
New Roof - Emg Comm (911)	-	-	193,943	-	-	-	193,943
New Roof - Public Library Façade	-	-	-	136,600	-	-	136,600
New Roof - Mayo Park Buildings	-	-	-	285,843	207,330	-	493,173
New Roof - Courthouse	-	-	-	-	219,475	-	219,475
New Roof - Museum Complex	-	-	-	-	-	541,563	541,563
Emergency Services:							
LUCAS CPR Compression Devices	52,910	-	-	-	-	-	52,910
EMS Station North	75,000	110,000	-	-	-	-	185,000
Emg Services Building Safety/Security Upgrades	-	54,400	-	-	-	-	54,400
Radio System Replacement - 911 Consoles	-	-	1,435,000	-	-	-	1,435,000
ESI Rapid Response Units (RRU)	-	241,206	160,804	160,804	80,402	-	643,216
Life Safety Education Simulator	-	-	-	195,925	-	-	195,925
Recreation, Arts & Parks:							
Conversion of Picnic Shelters to Cabins	70,000	-	-	-	-	-	70,000
Kirby Rebirth Project - Roof Top Studio/Event Space	53,236	16,864	-	-	-	-	70,100
Rail Road Trails Project: Match to NCDOT Grant	-	480,000	-	-	-	-	480,000
ADA Accessible Restroom-Kirby	-	220,000	-	-	-	-	220,000
ADA Accessible Elevator-Kirby	-	350,000	-	-	-	-	350,000
ADA Repairs/Updates-Kirby	-	160,000	-	-	-	-	160,000
Huck Sansbury ADA Accessible Playground	-	150,000	-	-	-	-	150,000
Public Splash Pad	-	-	250,000	-	-	-	250,000
Additional RV Sites-Mayo Park	-	55,890	-	-	-	-	55,890
ADA Accessible Playground Updates	-	65,000	65,000	65,000	65,000	65,000	325,000
Athletic Field Light/Pole Upgrades	-	57,000	59,800	63,250	63,250	100,000	343,300
HVAC Installation-Olive Hill Gym	-	-	150,000	-	-	-	150,000
HVAC Installation-Helena Gym	-	-	150,000	-	-	-	150,000
Bike Lanes Addition	-	-	100,000	-	-	-	100,000
Construction of Pickleball Courts	-	-	80,000	-	-	-	80,000
Updates for various Gyms (Helena, Olive Hill, and Huck Sansbury)	-	-	50,000	85,000	-	-	135,000
Fence Repair & Replacement	-	-	50,000	100,000	100,000	250,000	500,000
Aquisition of property adjacent to Farm Park	-	-	-	325,000	-	-	325,000
Construction of Pump Track	-	-	-	300,000	-	-	300,000
Paving for Full ADA Access	-	-	-	-	-	1,000,000	1,000,000
Person Industries/PCRC							
PI/MRF Merger-Construction (Phase I)	2,100,000	2,103,000	-	-	-	-	4,203,000
PI/MRF Merger-Equipment Upgrades (Phase II)	-	1,686,478	-	-	-	-	1,686,478
Total County Projects:	2,546,345	18,471,548	2,847,947	1,717,422	735,457	1,956,563	28,275,282

**Person County
Capital Improvement Plan (CIP)
2025-29
Approved - Funding Schedule**

Project Costs for PCC:	Current Year 2023-24	Budget Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	Planning Year 2028-29	TOTAL PROJECT COSTS
Piedmont Community College (PCC):							
Early College - POD Building	79,000	-	-	-	-	-	79,000
Chiller Room Upgrades	400,000	-	-	-	-	-	400,000
Science Lab Renovations	200,000	-	-	-	-	-	200,000
Room Upfits B, C and G Bldgs	100,000	-	-	-	-	-	100,000
BDEC Entry	60,000	-	-	-	-	-	60,000
Acquisition-Carolina Pride Building	-	7,000,000	-	-	-	-	7,000,000
Exterior Improvements	-	150,000	-	-	-	-	150,000
IT Systems	-	75,000	400,000	-	-	-	475,000
Mechanical, Electrical, Plumbing (MEP) Replacement	-	-	245,000	530,000	325,000	-	1,100,000
Bookstore Relocation	-	-	-	-	-	450,000	450,000
Door Locking Security Upgrade	-	-	-	-	-	250,000	250,000
Total PCC Projects:	839,000	7,225,000	645,000	530,000	325,000	700,000	10,264,000
Project Costs for Public Schools:	Current Year 2023-24	Budget Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	Planning Year 2028-29	TOTAL PROJECT COSTS
Public Schools:							
Debt Financing - Various Improvements to Schools							
Construction/Renovation	10,818,553	-	8,350,000	-	10,150,000	-	29,318,553
A&E Fees	1,081,855	-	868,400	-	1,055,600	-	3,005,855
Issuance Costs	300,000	-	300,000	-	300,000	-	900,000
Contingency Funds-Financed	544,592	-	696,600	-	789,400	-	2,030,592
Contingency Funds-Local	740,000	340,000	299,024	535,976	842,353	172,647	2,930,000
Install Cameras - All Schools	180,000	-	-	-	-	-	180,000
New Roof - South Elementary	500,000	1,910,522	-	-	-	-	2,410,522
Asbestos & Lead Paint Abatement - All Schools	-	100,000	-	-	-	-	100,000
Helena & Stories Creek Elem-Water Source Heat Pumps	-	300,000	-	-	-	-	300,000
SMS-Roof Top HVAC Units	-	100,000	-	-	-	-	100,000
Replace Water Fountains-All Schools	-	97,000	-	-	-	-	97,000
NMS, Woodland Elem, & PHS-Intercom Replacements	-	60,000	60,000	80,000	-	-	200,000
Helena Elem-Replace Floor Tiles	-	70,000	-	-	-	-	70,000
NMS-Roof Top HVAC Unit	-	50,000	-	-	-	-	50,000
PHS-Replace Windows	-	-	-	300,000	-	-	300,000
Replace Exterior Doors- All Schools	-	-	250,000	-	-	-	250,000
Replace Electronic Door Locks-All Schools	-	-	150,000	-	-	-	150,000
South Elem-Replace Asbestos Floor Tiles	-	-	80,000	-	-	-	80,000
Oak Lane-Painting	-	-	-	75,000	-	-	75,000
PHS Aux. Gym-Replace Bleachers	-	-	-	-	110,000	-	110,000
New Roof - Person High School	-	-	-	-	302,223	-	302,223
New Roof - School Bus Garage	-	-	-	-	519,565	-	519,565
Total Public Schools Projects:	14,165,000	3,027,522	11,054,024	990,976	14,069,141	172,647	43,479,310
Total Project Costs:	17,550,345	28,724,070	14,546,971	3,238,398	15,129,598	2,829,210	82,018,592

**Person County
Capital Improvement Plan (CIP)
2025-29
Approved - Funding Schedule**

Sources of Revenue for Operating Impact Costs:	Current Year 2023-24	Budget Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	Planning Year 2028-29	TOTAL REVENUE SOURCES
General Fund Revenues	-	711,875	2,799,650	3,516,150	4,183,350	5,099,050	16,310,075
Rental Revenue-Timberlake Building Renovation	-	-	-	-	-	20,800	20,800
Total Sources of Revenue for Operating Impact Costs:	-	711,875	2,799,650	3,516,150	4,183,350	5,119,850	16,330,875

Operating Impact Costs:	Current Year 2023-24	Budget Year 2024-25	Planning Year 2025-26	Planning Year 2026-27	Planning Year 2027-28	Planning Year 2028-29	TOTAL PROJECT COSTS
<i>Human Resources</i>							
NeoGov Software Acquisition	-	-	12,500	12,500	12,500	12,500	50,000
<i>Emergency Services</i>							
EMS Station North Response Vehicle	-	-	-	-	-	-	-
Ambulance & Equipment	-	-	-	-	450,000	-	450,000
Additional Personnel	-	-	-	-	-	550,000	550,000
Radio System Replacement - 911 Consoles							
VIPER CORE Connection Fee	-	-	8,400	8,400	8,400	8,400	33,600
Additional maintenance, contract and service fees	-	-	15,000	15,000	15,000	15,000	60,000
Life Safety Education Simulator							
Trailer Maintenance	-	-	-	-	700	700	1,400
<i>Recreation, Arts & Parks</i>							
Rail Road Trails Project: Match to NCDOT Grant							
Maintenance costs	-	-	15,000	15,000	15,000	15,000	60,000
ADA Accessible Elevator Project							
Maintenance costs	-	-	1,000	1,000	1,000	1,000	4,000
Public Splash Pad							
Maintenance costs and Chemicals	-	-	10,000	10,000	10,000	10,000	40,000
Staffing (but not required)	-	-	15,000	15,000	15,000	15,000	60,000
Fence Repair & Replacement-All Parks							
Minor Fence Repairs	-	-	-	5,000	-	-	5,000
<i>Piedmont Community Costs</i>							
Acquisition-Carolina Pride Building							
Operating Costs	-	200,000	400,000	400,000	400,000	400,000	1,800,000
<i>Debt Service</i>							
Debt payments-2024 LOB's issuance	-	511,875	2,073,750	2,021,250	1,968,750	1,916,250	8,491,875
Debt payments-2025 & 2027 School LOB's issuances	-	-	249,000	1,013,000	1,287,000	2,176,000	4,725,000
Total Operating Impact Costs:	-	711,875	2,799,650	3,516,150	4,183,350	5,119,850	16,330,875

Note 1: Yellow highlighted estimates include the revenues and expenditures associated with proposed debt issuances.

Note 2: Orange highlighted estimates include the revenues and expenditures associated with available funding from the American Recovery Plan Act (ARPA).

CHAIRMAN'S REPORT:

Chairman Powell reported that he attended the Vaya Board Meeting and that many things that were discussed previously by the Health Director were talked about. He stated that Vaya has done a good job working with law enforcement, as well as placing a facility here for walk in mental health services and issues. He reported that he attended the Health Board's breakfast honoring their employees for the year. He stated that the Trails Event held at the Kirby was well attended and a lot of discussions took place. He stated that in reference to the MEC, he has not heard anything back from Dominion Energy about the list of questions that he sent to them.

MANAGER'S REPORT:

County Manager Katherine Cathey reported that today is the effective date for the Board of Commissioners to assume the role of the Consolidated Human Services (CHS) Board. She stated that Brian Hart will be appointed as the CHSA Director this morning. She stated that there will be a CHS Board Orientation tomorrow morning in the FEMA Room located at the Department of Social Services (DSS). She stated that a light breakfast would be served at 8:30 a.m. for the Board and staff to meet.

COMMISSIONER REPORT/COMMENTS:

Vice Chairman Sims reported that he attended the Food Truck Rodeo in Uptown Roxboro on Sunday. He stated in reference to the handout presented today, he would look over it and provide answers.

Commissioner Palmer reported that the light was installed at the Charters of Freedom display at Huck Sansbury, compliments of Tommy Lawrence. He reported that he attended the dedication of the Corporate Hangar at Raleigh Regional Airport at Person County.

Commissioner Thomas expressed thanks to all that came to the meeting. He reported that he attended Fam Fest and the Food Truck Rodeo over the weekend, and both events were well attended.

CLOSED SESSION #1

A **motion** was made by Vice Chairman Sims and **carried 4-0** to enter into Closed Session #1 at 11:18 a.m. per General Statute 143-318.11(a)(3) for the purpose to consult with the county attorney in order to preserve the attorney-client privilege with the following individuals permitted to attend: County Manager Katherine Cathey, Clerk to the Board Michele Solomon, County Attorney T.C. Morphis, Jr., and Planning and Zoning Director Chris Bowley.

Chairman Powell called the closed session to order at 11:24 a.m.

A **motion** was made by Vice Chairman Sims and **carried 4-0** to return to open session at 11:52 a.m.

ADJOURNMENT:

A **motion** was made by Vice Chairman Sims and **carried 4-0** to adjourn the meeting at 11:52 a.m.

Michele Solomon
Clerk to the Board

Gordon Powell
Chairman