

**PERSON COUNTY BOARD OF COMMISSIONERS**

**JUNE 15, 2015**

**MEMBERS PRESENT**

**OTHERS PRESENT**

Kyle W. Puryear  
David Newell, Sr.  
B. Ray Jeffers  
Jimmy B. Clayton  
Tracey L. Kendrick

Heidi York, County Manager  
C. Ronald Aycock, County Attorney  
Brenda B. Reaves, Clerk to the Board

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, June 15, 2015 at 9:00am in the Commissioners' meeting room in the Person County Office Building.

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

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

Chairman Puryear requested the Board move item #3 Annual Budget Ordinance & Fee Schedule Adoption to the end of the agenda.

A **motion** was made by Commissioner Kendrick and **carried 5-0** to move item #3 Annual Budget Ordinance & Fee Schedule Adoption to the end of the agenda and to approve the agenda as adjusted.

**PUBLIC HEARING:**

**REQUEST TO CANCEL PUBLIC HEARING FOR CONSIDERATION TO APPROPRIATE COUNTY GENERAL FUNDS TO PERSON COUNTY BUSINESS & INDUSTRIAL CENTER, INC. TO ASSIST ECONOMIC DEVELOPMENT PROJECT G TO LOCATE TO PERSON COUNTY:**

A **motion** was made by Commissioner Kendrick and **carried 5-0** to open the duly advertised public hearing for consideration to appropriate County General Funds to Person County Business & Industrial Center, Inc., to assist Economic Development Project G to locate to Person County.

Chairman Puryear requested Board action to cancel the public hearing in its entirety.

A **motion** was made by Commissioner Kendrick and **carried 5-0** to cancel the public hearing for consideration to appropriate County General Funds to Person County Business & Industrial Center, Inc., to assist Economic Development Project G to locate to Person County in its entirety.

**June 15, 2015**

**INFORMAL COMMENTS:**

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

Mr. Andy Withers of 42 Lakeview Estates Road, Semora advocated for the Board to pursue local government efficiency experts to review Person County's staffing and structure. Mr. Withers supported Person County to reduce its staffing levels noting the County, as the second highest employer in the county, should not employ more than a small percentage of the County's total workforce.

Ms. Christie Canter of 191 Jasper Clayton Road, Roxboro stated the importance of technology in schools noting technology allows teachers to meet individual reading and learning levels in one classroom through use of adaptive software programs. Ms. Canter further noted students can take virtual fieldtrips all over the world. Ms. Canter asked the Board to consider students' technology needs as the budget was being finalized as well as she wanted to thank the Board for past and continued support on behalf of the students, educators, and parents.

Mr. Gordon Powell of 299 N. Ridge Circle, Roxboro and Chairman of the Board of Education stated support of the Recommended Budget and he commended the Board for placing education as a priority.

Mr. Jarrod Dennis of 427 Fletcher Ridge Road, Timberlake and Director of Accountability and Technology for Person County Schools stated the importance of appropriate technology as the schools move to blended learning models for its students.

Mr. Kenneth Rickman of 3936 Allensville Road, Roxboro asked Chairman Puryear to resign from the Person County Commissioners. Mr. Rickman asked Vice Chairman Newell and Commissioners Kendrick, Clayton and Jeffers to publicly issue a statement that they do not tolerate drunk driving in Person County. Mr. Rickman called upon District Attorney Wallace Bradsher to charge Chairman Puryear with careless and reckless driving.

Ms. Ollie Jeffers of 285 Dunnaway Road, Semora gave the Board a brief history of how she became an advocate of victims of drunk drivers noting she takes her advocacy seriously. Ms. Jeffers noted she has received many citizens' calls related to recent events to which there has not been an apology. Ms. Jeffers said it could not be business as usual.

**June 15, 2015**

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

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

- A. Approval of Minutes of May 26, 2015,
- B. Budget Amendment #19,
- C. Memorandum of Agreement between Person County United Way and funded partner agencies (Sheriff's Department),
- D. Person County Resolution to revise the Kerr-Tar Workforce Development Consortium Agreement,
- E. Kerr-Tar Workforce Development Consortium Agreement,
- F. Letter of Support and Resolution to Maintain and Support the Reauthorization of the Land Water Conservation Fund Equitable Treatment of the State Assistance Program,
- G. Tax Adjustments for the month of June 2015
  - a. Tax Releases, and
  - b. NC Vehicle Tax System pending refunds

**June 15, 2015**

## **NEW BUSINESS:**

### **VOLUNTEER FIRE DEPARTMENT AND RESCUE CAPITAL RESERVE FUND PROGRAM AND ORDINANCE:**

Heidi York, County Manager stated the Board has two components for consideration to approve: 1) program requirements for Volunteer Fire Department (VFD) and Rescue Capital Reserve Program, and 2) VFD and Rescue Capital Reserve Fund Ordinance.

Amy Wehrenberg, Finance Director stated the Board, at its budget work session on June 3, 2015 took action to appropriate one-half of the funds available in the Revolving Fund Loan to the VFD and Rescue for capital support.

Ms. Wehrenberg presented to the Board the VFD and Rescue Capital Reserve Program that outlines the mechanism for providing capital funds to local volunteer fire and rescue agencies as well as the Capital Reserve Fund Ordinance that is statutorily required when a capital fund is established.

Ms. Wehrenberg stated the program offers guidelines and summarizes the requests and approval process required for the expenditures to be authorized and paid. The program outlines the eligible and ineligible funding items.

Ms. Wehrenberg noted the Capital Reserve Fund Ordinance establishes the purpose of the fund, the process for allowing the funds to roll from year to year, schedules the effective date of the program to begin on July 1, 2015 and lists the source of funds in the amount of \$90,625 as well as lists the distribution of expenditures to each fire and rescue agency.

Commissioner Jeffers asked staff for an update related to the fire services audits. Ms. Wehrenberg stated the auditors are in contact with each VFD and Rescue requesting documents to perform the audit by June 30, 2015.

Commissioner Jeffers asked Ms. Wehrenberg the process by which VFD and Rescue can request items. Ms. Wehrenberg stated VFD and Rescue agencies will submit a list of requested items and the County will requisition, order and pay for the items.

Ms. York stated she planned to have a point of contact for the VFD and Rescue by the end of the day.

**June 15, 2015**

# PERSON COUNTY VFD AND RESCUE CAPITAL RESERVE PROGRAM

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## What is it and how does it work?

- Offers additional source of funding to VFD's & Rescue Squad for vehicle/equipment capital with no payback requirement; allocated on a pro-rata basis
- Eligible for purchases/repairs of capital equipment that are non-recurring in nature; does not cover recurring operating costs (i.e. overhead, office supplies, furniture). [See next page for complete list of eligible and non-eligible items].
- Approved funding for first year
  - One-half of the existing balance in the Revolving Loan Program Fund for Small Business Loans (\$90,625)
  - Funding to be determined as available for all years thereafter or until program is terminated
- Funds are appropriated similar to the operational funds (based on # of stations in each fire district) and become part of the County's adopted budget.
- Remaining funds from less than 100% requested expenditures will roll forward to the following year, to be added to any Board approved funds.

## Benefits and Advantages:

- Flexibility to plan ahead for larger capital needs, as well as address their most critical needs per year
- Prevents a department from waiting 5+ years for capital support (old Capital Rotation Program)
- Buying Power: County to make approved purchases from agency's capital appropriation, securing possible discounts from bulk ordering and netting out the sales tax as county governments are authorized to do
- Equipment Compatibility: purchasing same brand and type of items that can be used at an event by all responding agencies
- Provides agencies with control in their requests to prevent exceeding required thresholds set by the State for grant opportunities
- Can contribute to lowering fire insurance rating, reducing the homeowner's insurance cost for residents in those districts

### Request & Approval Process:

- Fire and rescue agencies submit capital expenditure requests at specified times during the fiscal year to Fire Inspector for amounts up to their approved capital budget.
- Fire Inspector reviews and determines if capital expenditures are eligible costs; completes necessary forms and submits to the Finance Office for payment.
- After equipment is delivered, County donates the equipment to the requesting agency.
- Fire Inspector submits a summary of capital expenditures incurred by agency to the Board of Commissioners on an annual basis for reporting purposes and evaluation of the program.

### Types of purchases eligible for capital funding:

- Emergency vehicles
- Emergency vehicle apparatus
- Emergency service equipment
- Emergency protective equipment
- Maintenance and repair costs for emergency vehicles/equipment
- Grant match for capital item
- One-time payment on new or existing loan for capital item
- Loan down-payment for capital expenditures (exception: not to be associated with any loan program that may be established with the County)

### Types of purchases ineligible for capital funding:

- Recurring operating costs (i.e. utilities, maintenance agreements, dues, fundraising supplies, fuel, travel, office supplies, furniture, facility maintenance)
- Vehicles or equipment used for general purposes or that may be considered for personal use;
- Construction projects or facility improvements;
- Equipment related to facilities such as meeting halls, social rooms, etc.
- Projects in which any director, officer, general manager, or supervisory employee of Person County, or close relative thereof, has a financial interest; projects in which any subsidiary or affiliated organization of Person County has a financial interest; or projects which, based on the judgment of the Board, would create a conflict of interest, potential for conflict of interest, or any appearance of a conflict of interest.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to adopt the VFD & Rescue Capital Reserve Program and Ordinance that provides supplemental capital funding to local volunteer fire and rescue agencies.

**PERSON COUNTY VFD AND RESCUE  
CAPITAL RESERVE FUND ORDINANCE**



BE IT ORDAINED by the Board of Commissioners of Person County, North Carolina, that, pursuant to Section 18 of Chapter 159 of the General Statutes of North Carolina, the following Capital Reserve Fund Ordinance is hereby adopted:

Section 1 The fund is created to assist local Volunteer Fire Departments and the Rescue Squad to complete purchases or repairs of vehicles and equipment used in the performance of the department's fire-fighting and rescue duties. The source of funds used to establish this program will be transferred from existing funds in the Revolving Loan Fund as authorized by the Board of Commissioners during the budget work session on June 3, 2015. It is the intent of the Board to allow unspent funds in this program for each agency to roll forward from year to year as a cumulative total for the purposes set forth in Person County VFD and Rescue Capital Reserve Program until further action is taken by a future Board, if they deem necessary. The effective date of the authorization and adoption of funds is July 1, 2015.

Section 2 The employees authorized to manage these costs are hereby directed to proceed under the terms of the VFD and Rescue Capital Program and the budget contained herein.

Section 3 The following amounts are appropriated for the project:

Rescue Squad .....	\$ 7,250
Allensville VFD.....	7,250
Ceffo VFD .....	14,500
Hurdle Mills VFD .....	14,500
Moriah VFD .....	14,500
Semora VFD .....	3,625
Timberlake VFD.....	7,250
Triple Springs VFD.....	7,250
Woodsdale VFD .....	14,500
Total .....	<u>\$ 90,625</u>

Section 4 The following revenues are anticipated to be available to complete this project:

Transfer from Revolving Loan Fund.....	<u>\$ 90,625</u>
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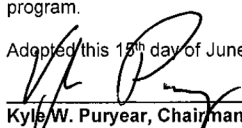
Section 5 The Finance Director is hereby directed to maintain within the Capital Reserve Fund sufficient specific detailed accounting records to satisfy the requirements of any and all applicable requirements of North Carolina General Statutes. The terms of the VFD and Rescue Capital Reserve Ordinance shall also be met.

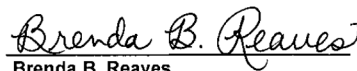
Section 6 The Finance Director is directed to report periodically on the financial status of each project element in Section 3 and on the total revenues received or claimed.

Section 7 The Budget Officer is directed to include a detailed analysis of past and future costs and revenues in this Capital Reserve Fund periodically to the Board.

Section 8 Copies of this Capital Reserve Ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Director for direction in carrying out the responsibilities of this fund reserve program.

Adopted this 15<sup>th</sup> day of June 2015

  
Kyle W. Puryear, Chairman  
Person County Board of Commissioners

  
Brenda B. Reaves  
Clerk to the Board

**June 15, 2015**

**FISCAL YEAR 2015-2016 HOME AND COMMUNITY CARE BLOCK GRANT FUNDING:**

Maynell Harper, Interim Aging Services Director presented the Fiscal Year 2015-2016 Home and Community Care Block Grant (HCCBG) for Older Adults County Funding Plan in the amount of \$323,421 to the Board for approval. Ms. Harper stated the Person County HCCBG Committee elected funding to the following agencies:

- Region K Community Assistance Corp for the Person County Senior Center with a total of \$290,172 allocated between Congregate and Home Delivered Nutrition, Transportation, In-Home Aide, and Operations, and
- Person County Department of Social Services with a total of \$33,249 allocated for In-Home Aide services.

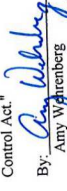
Ms. Harper noted the state and federal funding is for mandated services for the most vulnerable senior population. The local match required is funded through the Senior Center allocation in the proposed budget. Ms. Harper stated both named agencies have waiting lists for services.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to approve of Fiscal Year 2015-2016 Home & Community Care Block Grant Funding as presented.



DOA-731 (Rev. 2/15)											
Home and Community Care Block Grant for Older Adults											
County Funding Plan											
County Services Summary											
Services	A			B	C	D	E	F	G	H	I
	Access	In-Home	Other								
Transportation	30000			3333	33333		33333	2106	12,466	31	2106
Congregate Nutrition			30000	3333	33333		33333	4820	6,2445	60	4820
HDM Nutrition		45000		5000	50000		50000	2872	7,7336	38	2872
IHA I (041)				0	0		0				
IHA II (042)		20999		2333	23332		23332	1503	15,52	6	1503
IHA II (042)		66692		7410	74102		74102	4459	14,956	8	4459
IHA III (043)		12250		1361	13611		13611	877	15,52	1	877
IHA III (043)		14400		1600	16000		16000	962	14,956	2	962
Operations			76550	8506	85056		85056				
Home Care CDS 500		300		33	333		333				
Home Care CDS 501		24530		2726	27256		27256	2256	10,87	3	2256
Home Care CDS 503		2700		300	3000		3000				
				0	0		0				
				0	0		0				
Total	30000	186871	106550	35936	359356	0	359356	19855		149	19855


  
 Signature/Chairman, Board of Commissioners
 
 Date 6-15-15

"This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act."
   
 By:  6/10/15
   
 Amy Wahrenberg
   
 Finance Officer, Person County



NAME AND ADDRESS		Home and Community Care Block Grant for Older Adults										DOA-732 (Rev. 2/15)				
COMMUNITY SERVICE PROVIDER		County Funding Plan										County Person				
Person County DSS		Provider Services Summary										July 1, 2015 through June 30, 2016				
PO Box 770												REVISION # DATE : 6/8/2015				
Roxboro, NC 27573																
Services	Ser. Delivery (Check One)	Block Grant Funding			Access	In-Home	Other	Total	Required Local Match	Net* Serv Cost	D	E	F	G	H	I
		ADHC	AD	ADHC												
In-Home Aide Level II	X					20999		20999	2333	23332		23332	1503	15.52	6	1503
In-Home Aide Level III	X					12250		12250	1361	13611		13611	877	15.52	1	877
									0	0		0				
									0	0		0				
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Total					0	33249	0	33249	3694	36943	0	36943	2380		7	2380
*Adult Day Care & Adult Day Health Care Net Service Cost																
Daily Care	AD															
Transportation	ADHC															
Administrative																
Net Ser. Cost Total																

Certification of required minimum local match availability.  
Required local match will be expended simultaneously  
with Block Grant Funding.

Signature: Angela Whaley Date: 6-10-15  
County Finance Officer

Authorized Signature, Title: Chairman, Board of Commissioners Date: 6-15-15  
Community Service Provider

**RENEWAL OF THE AGREEMENT BETWEEN PERSON COUNTY AND THE CITY OF ROXBORO FOR ECONOMIC DEVELOPMENT:**

County Manager, Heidi York stated the current agreement between the County and the City of Roxboro for an economic development partnership began in 2012 for a period of three years. The City and County Managers have proposed a renewal of this Agreement for an additional three years. Ms. York noted the only update proposed was the inclusion of the City's contribution of \$7,500 towards the administrative support position which was added after the initial agreement had been approved. The revised agreement formalizes that contribution. Ms. York said the Agreement was presented and approved by City Council on June 9, 2015 without any adjustments.

Ms. York told the Board that the agreement can be modified at any time with written consent of both parties. In the absence of any adjustments at the end of the three year renewal, the Agreement will automatically renew for an additional three years.

A **motion** was made by Commissioner Kendrick and **carried 5-0** to approve the renewal Agreement between Person County and the City of Roxboro for Economic Development.



**Economic Development Partnership Agreement  
Between Person County and the City of Roxboro**

THIS CONTRACTUAL AGREEMENT, made and effective as of the 15<sup>th</sup> day of June, 2015, by and between the City of Roxboro, a municipal corporation of the State of North Carolina (hereinafter called "the CITY"), and Person County, North Carolina, a body corporation and politic (hereinafter called "the COUNTY")

**WITNESSETH:**

That for and in consideration of the mutual covenants hereinafter contained, and pursuant to approval by the Council for the City of Roxboro and The Board of Commissioners for Person County, both parties do hereby covenant and agree as follows:

1. Both the City and County agree to partner in the endeavor of Economic Development through a mutual funding partnership related to the County's Economic Development Director, and the City's Uptown Development Director.
2. The City agrees to the following:
  - a. To establish, hire, and maintain an Uptown Development Director position for the duration of this contract; including any extensions. This position will report to the City Manager and will receive all benefits granted to all City employees. The City agrees to provide office space for this position and to cover all expenses related to this position. This position will serve as the City and County's representative to the Roxboro Development Group, and will coordinate all funding provided to this organization.
  - b. To require the Uptown Development Director to provide updates on events and projects as requested by the County, but at no interval less than quarterly.
  - c. To provide twenty thousand dollars (\$20,000) in annual funding, to be provided in five thousand dollar (\$5,000) quarterly payments, towards the County's Economic Development Director's position.
  - d. To provide seven thousand, five hundred dollars (\$7,500) in annual funding, to be provided in one annual payment, towards the County's Senior Administrative Support position for Economic Development.
3. The County agrees to the following:

**June 15, 2015**

- a. To hire and maintain an Economic Development Director position for the duration of this contract; including any extensions. This position will report to the County Manager and will receive all benefits granted to all County employees. The County agrees to provide office space for this position and to cover all expenses related to this position.
  - b. To require the Economic Development Director to provide updates on activities and projects as requested by the City, but at no interval less than quarterly.
  - c. To provide twenty thousand dollars (\$20,000) in annual funding, to be provided in five thousand dollar (\$5,000) quarterly payments, towards the City's Uptown Development Director's position
4. The appointment, evaluation, and termination of the Uptown Development Director shall be coordinated as outlined in this agreement.
  - a. Appointment of the Uptown Development Director shall be done by the City Manager with input from the County Manager, and any other parties deemed necessary.
  - b. Evaluation of the Uptown Development Director shall be completed by the City Manager on an annual basis. The City Manager, County Manager, and designees of RDG shall meet at least annually to discuss the performance of the Director. The performance evaluation system of the City shall apply to the extent it is applicable.
  - c. Termination of the Uptown Development Director shall be at the discretion of the City Manager. The Director shall be subject to the personnel policies of the City.
5. The appointment, evaluation, and termination of the Economic Development Director shall be coordinated as outlined in this agreement.
  - a. Appointment of the Economic Development Director shall be done by the County Manager, with input from the City Manager, and any other parties deemed necessary.
  - b. Evaluation of the Economic Development Director shall be completed by the County Manager on an annual basis. The County Manager, City Manager, and designees of the EDC shall meet at least annually to discuss the performance of the Director. The performance evaluation system of the County shall apply to the extent it is applicable.
  - c. Termination of the Economic Development Director shall be at the discretion of the County Manager. The Director shall be subject to the personnel policies of the County.

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6. The term of this agreement shall be for a period of three (3) years from the effective date of this agreement. Nothing in this paragraph prevents any party from proposing a modification to this agreement, which modification shall become effective only upon mutual consent of both parties as evidenced by appropriate resolutions adopted by both parties. In the absence of any duly adopted resolution and notice, this agreement will automatically renew at the end of this agreement for an additional three (3) year period.
7. This agreement may be terminated early through mutual consent of both parties as evidenced by appropriate resolutions adopted by both parties, or through an adopted resolution from either party providing six (6) months' notice through proper service of such resolution to the other party.

IN WITNESS WHEREOF the parties hereto have caused this instrument to be executed by their properly designated officials by authority validly and duly given and their respective seals to be hereunto affixed on the day and year first above written. This instrument is executed in duplicate originals.

ATTESTED TO BY:

Revi Adams, CMC/NCMC  
City Clerk

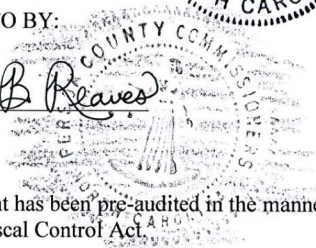


CITY OF ROXBORO

Merle L. Newell  
Mayor

ATTESTED TO BY:

Brenda B. Reaves  
County Clerk



PERSON COUNTY

W. Rye  
Chairman

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

[Signature]  
City Finance Director

Amy Wehrung  
County Finance Officer

June 15, 2015

## **RENEWAL OF THE CONTRACT BETWEEN PERSON COUNTY AND THE CITY OF ROXBORO TO PROVIDE E-911 COMMUNICATIONS:**

County Manager, Heidi York stated the current contract between the County and the City of Roxboro to provide E-911 services went into effect on October 1, 1999 for a period of (10) ten years, with a clause to automatically renew at the end of the agreement for an additional (5) five year period in the absence of any duly adopted resolution and notice. The City and County Managers have proposed a few minor updates to the Agreement which included:

- language to reflect the reorganization of the 911 department to work under Emergency Services Director;
- formalize the cost sharing of repairs to the building, owned by the City of Roxboro;
- formalize the use of the Roxboro Police Department as a potential back-up location; and
- language to create a partnership for use of the current 911 Tower on Hill Street.

Ms. York noted City Council approved the renewal contract at its meeting on June 9, 2015 with an adjustment. Ms. York stated the City of Roxboro's preference to negotiate a separate agreement with Person County related to the sharing and use of the 911 Tower on Hill Street should the City acquire the Piedmont Communications tower.

Ms. York said the proposed contract has an initial term of ten years with an automatic renewal of an additional ten years. The agreement can be modified at any time with written consent of both parties.

Commissioner Jeffers stated opposition to approving a contract subject to the terms of a separate agreement between the parties when the terms are unknown at this time. Commissioner Jeffers noted the Manager's proposal read "...the City agrees to allow the County to utilize the tower for public safety purposes at no additional cost to the County. Both entities may enter a separate agreement for shared responsibilities of the tower in the future."

Commissioner Clayton requested for the County Attorney to advise the Board. County Attorney, Ron Aycock stated there has been continued negotiations with the tower company noting the City's lease with the tower owner had expired and have they have proceeded on a month-to-month basis. Mr. Aycock stated the current arrangement does provide the County the ability to use that tower under the City's lease without charge. Mr. Aycock stated absent some language in the agreement that the tower use is authorized, there is no legal compulsion for the City to allow the County to use that tower without charge.

**June 15, 2015**



Commissioner Clayton stated the County provides 911 services for Person County and the City of Roxboro which creates mutual interests.

Ms. York offered to hold up the process to bring both agreements to the Board at the same time should the acquisition of the tower take place soon.

A **motion** was made by Commissioner Kendrick and **carried 4-1** to approve the renewal of Contract between Person County and the City of Roxboro to provide E-911 Communications. Commissioner Jeffers cast the lone dissenting vote.



### **Contract to Provide E-911 Communications**

THIS CONTRACTUAL AGREEMENT, made and effective as of the 15<sup>th</sup> day of June, 2015, by and between the City of Roxboro, a municipal corporation of the State of North Carolina (hereinafter called "the CITY"), and Person County, North Carolina, a body corporation and politic (hereinafter called "the COUNTY")

#### **WITNESSETH:**

That for and in consideration of the mutual covenants hereinafter contained, and pursuant to approval by the Council for the City of Roxboro and The Board of Commissioners for Person County, both parties do hereby covenant and agree as follows:

1. Both the City and County agree to continue their partnership in the endeavor of E-911 Communications through a mutual funding partnership.
2. The County agrees to the following:
  - a. To provide professional, trained staff working under a director/manager and reporting to the County Manager or her designee. The E911 director/manager will be responsible for complying with all state and federal requirements, and with advising on the implementation of new technologies.
  - b. To provide insurance coverage for equipment located in the E-911 center.
  - c. To fund all E-911 equipment, and update as needed to meet new state and federal requirements.
  - d. To provide a copy of the E-911 audit to the City Finance Department for review after the completion of the annual County audit.
3. The City agrees to the following:
  - a. To furnish the building located at 301 Hill Street as a location for the 911 Center. The City will provide insurance on the building, and agrees to share 50% of the cost of repair to the building over \$500. All purchase, installation, utilities, and maintenance costs associated with occupying the building, grounds beautification, technology improvements, and workspace improvements will be the responsibility of the County.

**June 15, 2015**

- b. To provide space in the Roxboro Police Department for a back-up location for E-911 communications. The County will be responsible for the purchase, installation, and maintenance of any equipment installed at the Police Department.
  - c. If the City is able to acquire the current Piedmont Communications tower located on site of the 911 Center, the City agrees to allow the County to utilize the tower subject to the terms of a separate agreement between the parties.
- 4. The operations cost will be divided between Person County and the City of Roxboro using the same formula that Sales Tax is distributed to the City. Operating funds will be distributed to the County on a quarterly basis by the City of Roxboro.
  - 5. This agreement may be terminated early through mutual consent of both parties as evidenced by appropriate resolutions adopted by both parties, and providing one (1) year notice. The agreement may also be terminated through an adopted resolution from either party providing two (2) years notice through proper service of such resolution to the other party.
  - 6. The term of this agreement shall be for a period of ten (10) years from the effective date of this agreement. Nothing in this paragraph prevents any party from proposing a modification to this agreement, which modification shall become effective only upon mutual consent of both parties as evidenced by appropriate resolutions adopted by both parties. In the absence of any duly adopted resolution and notice, this agreement will automatically renew at the end of this agreement for an additional ten (10) year period.
  - 7. This agreement may only be amended, modified, or revised by consent of both the City and County as evidenced by resolution of both the City Council and the Board of Commissioners.
  - 8. This instrument contains the entire agreement between the parties; and no statement, oral or written, made by either party or agent of either party that is not contained in his written agreement shall be valid or binding. This agreement may not be enlarged, modified, or altered except in writing by the parties and endorsed hereon.

IN WITNESS WHEREOF the parties hereto have caused this instrument to be executed by their properly designated officials by authority validly and duly given and their respective seals to be hereunto affixed on the day and year first above written. This instrument is executed in duplicate originals.

ATTESTED TO BY:

*Maria Adams, CMC/NCCM*  
City Clerk



CITY OF ROXBORO

*Mulder P. Mulder*  
Mayor

June 15, 2015

ATTESTED TO BY:

PERSON COUNTY

  
Brenda B. Reaves  
County Clerk

[Signature]  
Chairman

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

[Signature]  
City Finance Director

[Signature]  
County Finance Officer

**PROPOSED PERSON COUNTY BOARD OF HEALTH RULE:  
“RULES PROHIBITING THE USE OF TOBACCO PRODUCTS, INCLUDING E-  
CIGARETTES, IN COUNTY/MUNICIPAL BUILDINGS AND ON HEALTH  
DEPARTMENT AND SOCIAL SERVICES GROUNDS”**

Person County Health Director, Janet Clayton stated the Board of Health is charged with protecting public health. Ms. Clayton noted lung cancer is the leading type of cancer in Person County and the number of individuals with chronic lower respiratory diseases have increased. The Health Department has received calls of concerns related to members of the public and employees utilizing tobacco products, including e-cigarettes in government buildings. Ms. Clayton noted the use of various tobacco products, including e-cigarettes (electronic nicotine delivery systems) non regulated aerosolized nicotine has increased the last few years.

Due to health risks of tobacco use and exposure to e-cigarette aerosol, Ms. Clayton stated the Person County Board Health wishes to minimize the harmful effects of tobacco use among county and municipal employees and those individuals who enter government facilities. Ms. Clayton told the Board that on May 18, 2015, the Person County Board of Health, in consultation with Ron Aycock, County Attorney, developed a Rule which will prohibit the use of tobacco products including e-cigarettes in all County and Municipal buildings and within 35 linear feet of a building which houses the health department and social services (similar to the 2008 Board of Health Rule adopted in 2008 to prohibit smoking in those locations). Ms. Clayton defined smoking as a lighted product and e-cigarettes are not lighted but contain a heating element that causes aerosolization of the nicotine and other products.

Ms. Clayton informed the Board that the Board of Health desired the draft Rule be presented to both governing bodies for Person County and the City of Roxboro prior to adoption. Ms. Clayton stated the funds to cover the costs of signage and community education are available in the Healthy Personians’ budget. Ms. Clayton, on behalf of the Board of Health, requested the Board’s support of the proposed Board of Health Rule which will prohibit the use of tobacco products including e-cigarettes in both County and Municipal buildings and within 35 linear feet of a building which houses the health department and social services.

Ms. Clayton clarified the proposed Board of Health Rule only covers the locations as presented and the authority to limit use on the County grounds would be with the Board of Commissioners. Ms. Clayton encouraged the Board to review Person County Non-Smoking Ordinance banning smoking in county recreational facilities and grounds except in designated areas.

A **motion** was made by Vice Chairman Newell to include e-cigarettes in the original ordinance.

Commissioner Kendrick said the Board adopted a self-insured health insurance plan that will be directly impacted by use of individuals smoking e-cigarettes and smokeless tobacco and suggested working toward a healthier workforce.

County Attorney, Ron Aycock explained to the group that the Board of Health Rule(s) are applicable county-wide and in the city as well. The proposed Rule is under the general authority of the Health Department to regulate matters that threaten public health.

Mr. Aycock noted that any such county ordinance is valid only in the county unless the city specifically authorizing such county ordinance to apply. Person County has authorized a non-smoking ordinance under specific authority subject to statutory limitations.

Mr. Aycock recommended the Board to 1) support the proposed Board of Health Rule, and 2) consider review and possible amendment to the local county non-smoking ordinance.

Vice Chairman Newell **rescinded his motion on the floor.**

Commissioner Jeffers asked Ms. Clayton if e-cigarettes were allowed on school property. Ms. Clayton stated school property is considered tobacco free and e-cigarettes should not be allowed. Commissioner Kendrick noted general statute dictates prohibition for a lighted tobacco products and e-cigarettes are not a lighted product. Ms. Clayton added that state law dictates authority over restaurants as well.

A **motion** was made by Vice Chairman Newell to instruct the County Attorney to bring back to the Board the proper language for consideration.

Mr. Aycock stated the request from the Board of Health before the Board is for support or input to advise the Health Director and the Board of Health to proceed with adopting the Rule. Mr. Aycock stated Board endorsement of the Rule would be the first step and following such Rule implementation county-wide, the Board could review its ordinance for amendment.

Vice Chairman Newell **rescinded his motion on the floor.**

A **motion** was made by Commissioner Kendrick and **carried 5-0** to support the proposed Person County Board of Health Rule which will prohibit the use of tobacco products including e-cigarettes in both County and Municipal buildings and with 35 linear feet of a building which houses the health department and social services as well as direct the County Attorney to propose language to integrate such prohibitions into Person County's Non-Smoking Ordinance.

The proposed Board of Health Rule as presented:

Person County Board of Health

**RULES PROHIBITING THE USE OF TOBACCO PRODUCTS, INCLUDING E-CIGARETTES, IN COUNTY/MUNICIPAL BUILDINGS AND ON HEALTH DEPARTMENT AND SOCIAL SERVICES GROUNDS**

WHEREAS, in 2009, the United States Food and Drug Administration (FDA) announced that an analysis of e-cigarette samples indicated that the e-cigarettes contained not only nicotine but also detectable levels of known carcinogens and toxic chemicals, including tobacco-specific nitrosamines and diethylene glycol, a toxic chemical used in antifreeze;<sup>1</sup> and

WHEREAS, in 2015, the Centers for Disease Control and Prevention (CDC) stated that emitted e-cigarette aerosol is not just water vapor, but contains nicotine and can contain additional toxins, making it less safe than clean air and e-cigarette use has the potential to involuntarily expose children and adolescents, pregnant women, and non-users to aerosolized nicotine and, if the products are altered, to other psychoactive substances. Therefore, clean air—free of both smoke and e-cigarette aerosol—remains the standard to protect health;<sup>2</sup> and

WHEREAS, because some e-cigarettes are designed to mimic smoking, allowing e-cigarette use in places where smoking is prohibited could complicate enforcement of smoke free policies and renormalize tobacco use;<sup>3</sup> and

WHEREAS, tobacco use is a recognized carcinogen in humans, and health risks associated with the use of tobacco products include myocardial infarction, stroke, and adverse reproductive outcomes;

WHEREAS, the Centers for Disease Control and Prevention reports that smokeless tobacco use is associated with many health problems including: nicotine addiction, cancer of the mouth, esophagus and pancreas, diseases of the mouth, risks for early delivery and stillbirth when used during pregnancy and increased risk for death from heart disease and stroke.

WHEREAS, the Person County Board of Health wishes to minimize the harmful effects of tobacco use among county and municipal employees.

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<sup>1</sup> Memorandum from B.J. Westenberg, Deputy Director, CDER/OPS/OTR, Division of Pharmaceutical Analysis to Michael Levy, Supervisor Regulatory Counsel, CDER, Office of Compliance Division of New Drugs and Labeling Compliance (May 4, 2009), available at <http://www.fda.gov/downloads/Drugs/ScienceResearch/UCM173250.pdf>; see also Press Release, United States Food and Drug Administration, FDA & Public Health Experts Warn About Electronic Cigarettes (July 22, 2009), available at

<http://www.fda.gov/NewsEvents/Newsroom/PressAnnouncements/ucm173222.htm>

<sup>2</sup> Letter of Scientific Evidence Regarding Electronic Nicotine Delivery Systems (ENDS; including e-cigarettes) from Tim McAfee, MD, MPH, Senior Medical Officer, Office on Smoking and Health, U.S. Centers for Disease Control and Prevention (April, 2015).

<sup>3</sup> *Ibid.*



WHEREAS, the Person County Board of Health provides support to employees and residents who want to quit the use of tobacco products. Employees and residents are also encouraged to talk to their health care provider about quitting, ask about appropriate pharmacotherapy available through their health insurance plan or employee's insurer, and to use the free quitting support services of the North Carolina Tobacco Use Quitline at 1-800-QUIT-NOW (1-800-784-8669); and

WHEREAS, the Board of Health of Person County recognizes the health risks of tobacco use and exposure to e-cigarette aerosol and determines that the purpose of this rule regulating use of tobacco products is to minimize the harmful effects of tobacco use among staff and the public and eliminate secondhand aerosol exposure for staff and the public in those buildings controlled by Person County and the City of Roxboro as well as the grounds surrounding the Public Health and Social Services Departments;

Now, therefore the Person County Board of Public Health enacts:

Section 1. Definitions For the purposes of this Rule the following definitions shall apply:

"County / Municipal building". –A building owned, leased as lessor, or the area leased as lessee and occupied by Person County or the City of Roxboro.

"Grounds" – The area located within 35 linear feet of a building wherein a local health department or a local department of social services is housed

"E-cigarette" – Any electronic oral device, such as one composed of a heating element, battery, and/or electronic circuit, which provides a vapor of nicotine or any other substances, and the use or inhalation of which simulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah or under any other product name or descriptor. An e-cigarette does not include any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose

"Tobacco Product" - Any product containing, made, or derived from tobacco that is intended for human consumption, including but not limited to snuff, chewing tobacco, snus, e-cigarettes and other kinds and forms of tobacco. A tobacco product excludes any product that has been approved by the U.S. FDA for sale as a tobacco cessation product, such as nicotine replacement therapies (i.e. nicotine gum, patch, lozenge or inhaler) or a lighted cigarette, lighted cigar, lighted pipe or any other lighted tobacco product which is regulated in the Person County Board of Health Rule adopted on February 25, 2008.

Section 2. Use of Tobacco Products, Including E-cigarettes, Prohibited in County/Municipal Buildings

Use of Tobacco Products, including e-cigarettes, is prohibited in all of the following:

- (a) Buildings that are owned by the County of Person or City of Roxboro.
- (b) Buildings that are leased by the County of Person or City of Roxboro as lessor.

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- (c) Buildings or areas of buildings that are leased by the County of Person or City of Roxboro as lessee and occupied by the County or City
- (d) The grounds of any building housing one or more components of Person County Health Department or the Person County Department of Social Services.

Section 3. Signage

- (a) Persons in charge of buildings identified in Section 2 shall post signs at all entrances and exits explaining the prohibition of the use of tobacco products, including e-cigarettes. Signs may be posted in other areas of the buildings as well. For example, signs may be posted in other areas in the building where tobacco use is likely, such as bathrooms and dining areas.
- (b) The signs required by subsection (a) of this Section must use clear and unambiguous language to convey the prohibition. The signs may include language such as "TOBACCO FREE BUILDINGS," "ALL TOBACCO USE, INCLUDING E-CIGARETTES, NOT PERMITTED IN THIS BUILDING. If a sign includes the international "No Use of Tobacco Products" symbol (which consists of a pictorial representation of a burning cigarette, smokeless tobacco can, and e-cigarette enclosed in a red circle with a red bar across it), it must also include written text explaining the prohibition.
- (c) Persons in charge of buildings identified in Section 2 must determine whether signs should be posted in languages other than English.

Section 4. Enforcement and Penalties

The person in charge of a building identified in Section 2 or his or her designee who sees a person who is using any tobacco product, including e-cigarettes in violation of this rule must ask the person to stop. If, after having been asked to stop using the tobacco product, the person continues, he or she shall be given a formal warning. Future violations shall constitute an infraction, punishable by a fine not to exceed \$50.00 per violation.

Section 5. Effective Date

This rule shall be effective on \_\_\_\_\_.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

By the Person County Board of Health.

\_\_\_\_\_  
Steven Bailey, Chair

**June 15, 2015**

## APPOINTMENTS TO BOARDS AND COMMITTEES

Clerk to the Board, Brenda Reaves stated the Person County Board of Commissioners solicited volunteers to fill positions on the following boards, commissions, authorities, and committees through advertisement in the *Courier-Times* edition dated May 13, 2015 with notice to submit applications by the deadline of June 2, 2015. The highlighted boards denote a competitive board and are eligible for the informal interview process should the Board desire this process to aid them in making appointments. Ms. Reaves asked the Board to direct the Clerk to organize and inform the applicants of the informal interview date as set by the Board should the Board be interested in holding the informal interview process for some or all of the competitive boards. Should the Board consider waiving the process, Ms. Reaves respectively requested that the Board nominate and appoint as deemed appropriate. Ms. Reaves presented the interested citizen applications for consideration for appointment.

A **motion** was made by Chairman Puryear and **carried 5-0** to appoint or reappoint the individuals to the following boards, commissions, authorities and committees that had no competing applications for the position:

- **ABC Board**  
3-Year Term: 1 position available  
1) John R. Bradsher requested reappointment
- Animal Services Advisory Committee  
Unspecified Term: 1 citizen-at-large position available  
1) Kathryn A. Snider requested appointment
- **Board of Adjustment**  
1 position to a 3-Year Term:  
1) Lindsay T. Wagstaff, Jr. requested reappointment,  
  
1 position to fill an unexpired term to 6/30/16 - no application received.  
1 position for an unspecified term for an alternate - no application received.
- **Board of Health**  
3-Year Term: 1 position each representing  
a veterinarian: 1) Dr. Claudia Berryhill requested reappointment  
a physician: 1) Dr. Kimberly Yarborough requested reappointment  
a nurse: 1) Patsy Clayton requested appointment  
2 public positions: 1) Jack Hester requested reappointment  
2) Benjamin Tillett, Jr. requested reappointment
- Home and Community Care Block Grant Committee  
Unspecified Term: Kelly Foti requested appointment in her capacity as the United Way Executive Director replacing Jayne Bremer who is retiring.

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- Home Health and Hospice Advisory Committee  
3-Year Term: 1 position for a physician  
1) Dr. Taineisha Bolden requested reappointment
- Industrial Facilities and Pollution Control Financing Authority  
6-Year Term; 2 positions available – no application received.
- Juvenile Crime Prevention Council  
1-Year Initial Term; 2-Year Reappointment  
1 position available for a member of the business community - no application received.  
  
1 position available for a substance abuse professional - no application received.  
  
1 position available for a representative of United Way.  
1) Kelly Foti requested appointment  
  
2-Year Term:  
3 citizens-at-large positions;  
1) Kay Farrell requested appointment  
2) Shiron Terrell requested appointment  
  
1 position for the Chief of Police or his designee - no application received.  
1 position for the District Attorney or his designee - no application received.  
1 position for a representative from the Department of Social Services - no application received.
- Nursing Home Advisory Committee  
1-Year Initial Term; 3-Year Reappointment; 3 positions available- no applications received.
- OPC Community Operations Center Advisory Board representing Person County  
3-Year Term: 1 position available  
1) Amanda T. Blanks requested reappointment
- Person Area Transportation System Board  
3-Year Term; 3 positions available, seeking citizens that can represent or are affiliated with:  
  
the senior center: 1) Maynell J. Harper requested appointment  
parks and recreation: 1) John Hill requested reappointment  
the school system: 1) Treco Lea-Jeffers requested reappointment

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- Recreation Advisory Board  
3-Year Term: 2 positions available
  - 1) Charles Reaves requested reappointment
  - 2) Kirk Redman requested reappointment
  
- Region K Aging Advisory  
1 position available for an unexpired term to 12/31/2016
  - 1) Angela Jones requested reappointment
  
- Research Triangle Regional Partnership (RTRP)  
3 positions for FY 2015-2016 representatives  
  
 Stuart Gilbert, Person County Economic Development Director,  
 Randy Reynolds, Chairman of the Person County Economic Development  
 Commission, and  
 Lauren Wrenn, Uptown Development Director.
  
- Voluntary Agriculture District  
3-Year Term; 1 position each representing
 

Cunningham Township:	1)	Johnny R. Rogers requested reappointment
Holloway Township:	1)	Cal Berryhill requested reappointment
Woodsdale Township:	1)	Paul Bailey requested reappointment
  
- Workforce Development Board  
1-Year Initial Term; 2-Year Reappointment  
2 positions available representing private industry;
  - 1) Nikki Ward requested appointment
  - 2) Philippe R. Forton requested appointment

1 position available for a member or an officer of organized labor; No application

During the application period, Kerr Tar Council of Government Workforce Development Director Vincent Gilreath advised there were new composition requirements for the Workforce Development Board effective July 1, 2015. For the new appointments, the recommendation from Vincent Gilreath to the Board of Commissioners was for consideration to appoint Nikki Ward (HR Manager for private industry) and to hold Mr. Forton's application for a future vacancy.

Application secured by Mr. Gilreath to fulfill new board composition requirements:

- 1) Ms. Debra B. Harlow requested appointment to represent Adult Education

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A **motion** was made by Commissioner Jeffers and **carried 5-0** to hold the informal interview process for the following boards, commissions, authorities, and committees on August 3, 2015 at 6:00pm.

- Jury Commission  
2-Year Term; 1 position available
  - 1) Bayard R. Crumpton requested reappointment
  - 2) Carmen Lou Giggey requested appointment
- Library Advisory Board  
3-Year Term: 2 positions available
  - 1) Riley J. Oakley, Jr. requested appointment
  - 2) Charles Harvey requested appointment
  - 3) Margaret McMann requested reappointment
  - 4) Robert A. Bridges requested appointment
- Person-Caswell Lake Authority  
3-Year Term: 1 position available
  - 1) Gil Stovall requested reappointment
  - 2) Michael Boucher requested appointment
- Piedmont Community College Board of Trustees  
4-Year Term; 1 position available
  - 1) James J. Woody requested appointment
  - 2) Merilyn P. Newell requested appointment
  - 3) Charles Harvey requested appointment
  - 4) Tommy Humphries requested appointment
  - 5) Alan R. Whitlow requested appointment
- Planning Board  
3-Year Term: 2 positions available
  - 1) Sandra Majors requested reappointment
  - 2) Michael Riley requested appointment
  - 3) Michael Brandon requested reappointment



## **FISCAL YEAR 2015-2016 ANNUAL BUDGET ORDINANCE & FEE SCHEDULE:**

Heidi York, County Manager and Amy Wehrenberg, Finance Director presented to the Board the Fiscal Year 2015-2016 Annual Budget Ordinance and Fee Schedule for adoption. Ms. York stated the Fiscal Year 2015-2016 General Fund stands at \$54,966,390 which represents \$1,314,589 or a 2.45% increase over Fiscal Year 2014-2015 budget.

Ms. York stated that General Statute 159-13(a) directs that the annual budget must be adopted by July 1. The budget ordinance may be adopted at any regular or special meeting at which a quorum is present, by a majority of those present and voting noting the Board had fulfilled the legal requirement of conducting a public hearing.

Commissioner Clayton requested Board consideration to add two positions vital to economic growth, the Environmental Health Specialist and an Inspector, back to Fiscal Year 2015-2016 budget and asked the County Manager and the Finance Director to offset the costs within the budget.

Ms. York stated \$172,941 would be needed to reinstate the two noted positions which included salary, vehicles, training and cell phone for a full year.

Commissioner Jeffers suggested the Board to use the Contingency Fund (\$98,000 for driver education) and/or the funds allocated for the senior center construction (debt service payment funds) to cover the costs associated with the two noted positions. Ms. Wehrenberg told the Board \$255,000 was allocated for a debt service payment in Fiscal Year 2015-2016 and that given the timing of the construction process could be pushed to Fiscal Year 2016-2017.

Commissioner Kendrick stated support to add the two positions back into the budget for multiple years if consideration to remove the acquisition costs for the Rox Sportsplex. Commissioner Kendrick stated opposition to growing government.

A **motion** was made by Vice Chairman Newell to accept the Budget Ordinance as presented. Commissioner Jeffers stated he could not support an increase of \$1.3M over the current year budget. Commissioner Clayton voiced opposition to the budget without the two positions (Environmental Health Specialist and an Inspector). Commissioner Jeffers added data was not available to support permanently cutting the two noted positions.

A **substitute motion** was made by Commissioner Jeffers and **failed 2-3** to direct staff to prepare a Budget Ordinance reflecting reinstatement of the two positions (Environmental Health Specialist and an Inspector) at \$172,941 using funds from the debt service allocated for the senior center construction and decrease the overall budget with the remainder of the debt service funds (\$82,059 allocated to Fund Balance).

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Ms. York stated staff planned one debt service payment in Fiscal Year 2015-2016 on the borrowing of the senior center construction at \$255,000. Ms. York noted the first debt service payment could be pushed to Fiscal Year 2016-2017.

Vice Chairman Newell voiced his support for the county to be run more efficient suggesting that Inspections prioritize scheduling versus scheduling on a first come, first serve basis.

Ms. York reminded the Board that at its last work session the Board directed staff to bring back a contingency proposal for both positions in two months with data in terms of the impacts seen with the two vacancies along with a plan to address the efficiency using the current employees.

Chairman Puryear asked the County Manager what would be the costs based on three-fourths of the year for the two positions discussed. Ms. York stated the approximate costs are estimated at \$129,705 for three-fourths of the year.

A **substitute motion** was made by Chairman Puryear and **carried 3-2** to adopt the Budget Ordinance with \$129,000 allocated from the debt service funds in the event after a 90-day review of the data to reinstate the two positions back into the budget. Chairman Puryear, Vice Chairman Newell and Commissioner Kendrick voted in support of the substitute motion. Commissioners Clayton and Jeffers voted in opposition to the substitute motion.

Ms. Wehrenberg advised the Board that the \$129,000 as noted for the funding required for three-fourths of the year was only an estimate and she wanted the Board to know the amount could look different, i.e. \$145,000 once staff analyzed the salaries along with vehicle, training and cell phones. Ms. Wehrenberg suggested the Board, at any such time, the positions are reinstated, the amount that it is determined to be is to be funded from the debt service payment allocation. It was the consensus of the Board to accept Ms. Wehrenberg's suggestion.





**PERSON COUNTY,  
NORTH CAROLINA**

**2015-2016**



**BUDGET ORDINANCE**

**BE IT ORDAINED** by the Board of Commissioners of Person County, North Carolina (the "Board"):

**Section 1.** The following amounts are hereby appropriated in General Fund for the operation of the county government and its activities for the fiscal year beginning July 1, 2015 and ending June 30, 2016, in accordance with the chart of accounts heretofore established for this county and by function as listed below:

<u>EXPENDITURES</u>	<u>AMOUNT</u>	<u>PERCENT OF BUDGET</u>
General Government	\$ 6,229,476	11.4
Public Safety	12,934,643	23.5
Transportation	1,126,909	2.1
Human Services	15,468,770	28.1
Education	11,507,839	20.9
Environmental Protection	133,212	0.2
Economic and Physical Development	798,511	1.5
Culture and Recreation	1,671,813	3.0
Debt Service	2,430,246	4.4
Transfers to Other Funds and Component Unit	2,021,085	3.7
Contingency	643,886	1.2
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>	<b>\$ 54,966,390</b>	<b>100.0</b>

**Section 2.** The appropriations to the Board of Education for current expense, firstly, shall be made from any funds that are dedicated to the use of the schools and secondly, shall be made from general county revenues to the extent necessary and for capital expenditures shall be by project, as listed in the the categories in the budget of the Board of Education, to the extent of the amount available for capital appropriations. Capital outlay will be distributed on a requisition basis as expenditures are incurred. Documentation of expenditures must be submitted to the Person County Finance Office in such form as they prescribe prior to reimbursement.

The appropriation of state funds from the State Library of North Carolina shall be used exclusively for operating expenditures of the Person County Public Library.

The appropriations made and revenues estimated hereafter shall be for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

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**Section 3.** It is estimated that the following revenues will be available in the General Fund:

<u>REVENUES</u>	<u>AMOUNT</u>	<u>PERCENT OF BUDGET</u>
Ad Valorem Taxes	\$ 30,362,950	55.2
Local Option Sales Taxes	6,623,770	12.1
Other Taxes	306,500	0.6
Licenses and Permits	403,000	0.7
Intergovernmental Revenues	8,851,514	16.1
Investment Earnings	500	0.0
Charges for Services	5,364,620	9.8
Other Revenues	155,578	0.3
Transfers from Component Unit	176,700	0.3
Fund Balance Appropriated	2,721,258	4.9
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 54,966,390</b>	<b>100.0</b>

**Section 4.** The following amounts are hereby appropriated, and included in the General Fund, for Debt Service for the payment of principal and interest on the outstanding debt of the county, and the expenses relating thereto:

Principal – 2006 Installment Financing Contract – Reroof and Paving	\$ 250,000
Interest – 2006 Installment Financing Contract – Reroof and Paving	79,831
Prin - 2010 Installment Financing Contract–Cthouse Renov & Various Re-Roofing	800,000
Int - 2010 Installment Financing Contract–Cthouse Renov & Various Re-Roofing	99,960
Prin - 2012 Installment Financing Contract–Schools Re-Roofing	208,836
Int - 2012 Installment Financing Contract–Schools Re-Roofing	100,539
Principal – 2014 Installment Financing Contract – PCRC & Re-Roofing	400,000
Interest – 2014 Installment Financing Contract – PCRC & Re-Roofing	60,480
Principal – 2015 Installment Financing Contract – Senior Center	150,000
Interest – 2015 Installment Financing Contract – Senior Center	105,000
Principal – 2015 Installment Financing Contract – Roxplex & Reroofing	100,000
Interest – 2015 Installment Financing Contract – Roxplex & Reroofing	75,600
<b>Total</b>	<b>\$ 2,430,246</b>

**Section 5.** The following amounts are hereby appropriated in the Person Industries & PI Material Recovery Facility (MRF) Fund:

Community Rehabilitation Program Services	\$ 2,396,141
Material Recovery Facility	539,027
<b>Total</b>	<b>\$ 2,935,168</b>

**Section 6.** It is estimated that the following revenues will be available in the Person Industries & PI Material Recovery Facility (MRF) Fund:

Intergovernmental Revenues	\$ 631,120
Charges for Services	1,584,284
Other Revenues	8,350
Transfer from General Fund	
Person Industries	564,457
Material Recovery Facility	<u>145,957</u>
<b>Total</b>	<b><u>\$ 2,935,168</u></b>

**Section 7.** The following amounts are hereby appropriated in the VFD & Rescue Capital Reserve Fund to assist local volunteer fire and rescue departments to complete purchase or repairs of equipment used in the performance of the department's fire-fighting and rescue duties:

VFD & Rescue Capital Reserve	<u>\$ 90,625</u>
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**Section 8.** It is estimated that the following revenues will be available in the VFD & Rescue Capital Reserve Fund:

Transfer from Revolving Loan Fund	<u>\$ 90,625</u>
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**Section 9.** The following amounts are hereby appropriated in the Emergency Telephone System Fund:

Emergency Telephone System	<u>\$ 538,768</u>
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**Section 10.** It is estimated that the following revenues will be available in the Emergency Telephone System Fund:

E-911 State Surcharges	<u>\$ 538,768</u>
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**Section 11.** The following amounts are hereby appropriated in the Revolving Loan Fund which was established to provide loans to small businesses to promote economic development:

Transfer to VFD & Rescue Capital Reserve Fund	<u>\$ 90,625</u>
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**Section 12.** The following amounts are hereby appropriated in the Revolving Loan Fund:

Fund Balance Appropriated	<u>\$ 90,625</u>
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**Section 13.** The following amounts are hereby appropriated in the Economic Catalyst Fund for future industrial incentives and expansion efforts of current industry facilities:

Industrial Recruitment Incentives	<u>\$ 800,000</u>
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**Section 14.** It is estimated that the following revenues will be available in the Economic Catalyst Fund:

Transfer from General Fund	<u>\$ 800,000</u>
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**Section 15.** The following amounts are hereby appropriated in the Water and Sewer Construction Reserve Fund for the future funding of water and sewer construction:

Reserve for Water and Sewer Construction \$ 30,000

**Section 16.** It is estimated that the following revenues will be available in the Water and Sewer Construction Reserve Fund:

Shared Fees \$ 30,000

**Section 17.** The following amounts are hereby appropriated in the Stormwater Fund for funding the Stormwater Management Utility's responsibilities for protection, restoration, and management of stormwater quality:

Reserve for Stormwater Utility Management \$ 239,215

**Section 18.** It is estimated that the following revenues will be available in the Stormwater Fund for funding the Stormwater Management Utility's responsibilities for protection, restoration, and management of stormwater quality:

Stormwater Fees \$ 239,215

**Section 19.** There is hereby levied a tax at the rate of seventy cents (\$0.70) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2015 for the purpose of raising revenues from property taxes included in "Ad Valorem Taxes" in the General Fund in Section 3 of this Ordinance.

This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$4,040,000,000 and an estimated collection rate of 97.25%. In addition to these revenues, the County is also including licensed motor vehicle tax revenues collected by the North Carolina License Plate Agencies, which is budgeted to generate \$2,100,000 in revenues.

**Section 20.** Charges for services and fees by County departments, excluding those established by state statute, are levied in the amounts set forth in the attached Fee Schedule. (Attachment 1)

**Section 21.** The budget officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

a. She may transfer amounts between objects of expenditure within a department and between departments within the same functional area without limitation and without a report to the Board of Commissioners.

b. She may transfer amounts up to \$10,000 between functional areas of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners.

c. She may not transfer any amount between funds or from the regular contingency appropriation within any fund, except that she may transfer any amount from the Information Technology Systems Fund for technology-related items, without a report to the Board of Commissioners.

**June 15, 2015**

**Section 22.** The County Manager, or her designee, is hereby authorized to execute contractual documents under the following conditions:

a. She may execute contracts for construction repair projects which do not require formal competitive bid procedures.

b. She may execute contracts for: (1) purchase of apparatus, supplies and materials, or equipment which is within budgeted department appropriations, (2) leases of personal property for a duration of one year or less and within budgeted department appropriations and (3) services which are within department appropriations.

c. She may execute grant agreements to or from public and nonprofit organizations that are within budgeted appropriations, unless grantor organization requires execution by the Board of Commissioners.

d. She may execute contracts, as the lessor/lessee of real property, which are of one-year duration or less, if funds are within budgeted appropriations.


e. She may execute contracts for consultant services, which consultant fees are estimated to be less than \$10,000 and if funds are within budgeted appropriations.

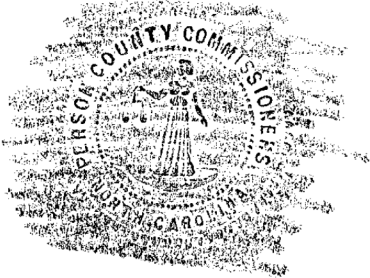
**Section 23.** The Finance Director may make cash advances between funds during the fiscal year without reporting to the Board of Commissioners. Any advances outstanding at fiscal year-end must be reported to the board except those involving funds where grant revenues or unreimbursed debt proceeds arise from prior county expenditures.

**Section 24.** Copies of the Budget Ordinance shall be furnished to the Budget Officer, the Finance Director, and the Tax Administrator for direction in the carrying out of their duties.

Adopted this the 15<sup>th</sup> day of June 2015.

  
\_\_\_\_\_  
Kyle W. Puryear, Chairman  
Person County Board of Commissioners

  
\_\_\_\_\_  
Brenda B. Reaves, Clerk to the Board



June 15, 2015

FY 2015-2016  
Adopted Fee Schedule

Attachment 1

Department	Fee Type	FY 2014-2015 Adopted Fees	FY 2015-2016 Adopted Fees
<b>Animal Control</b>			
	<b>Adoption Fees</b>		
	Adoption Fee - Includes age appropriate vaccinations	\$25	No change
	Deposit required for unaltered animal (Deposit will be refunded if completed before the deadline that is stated on adoption contract)	\$75	No change
	<b>Reclaim Fees</b>		
	1st Offense Reclaim	\$25	No change
	2nd Offense Reclaim (in one year period)	\$50	No change
	3+ Offense Reclaim (in one year period)	\$100	No change
	Regular holding per night	\$5	No change
	Quarantine holding per night	\$10	No change
	<b>Animal Pick Up Fees</b>		
	Pick up litter of puppies or kittens (if mother of litter is surrendered at time of pickup, there will be no charge)	\$25	No change
	Pick up injured or sick animals	\$25	No change
	Deposit fee for Humane Dog or Cat Trap	\$25	No change
	<b>Vaccination Fees</b>		
	Rabies Vaccine (if unvaccinated or no proof of vaccination)	\$8	No change
	5 way Vaccine	\$6	No change
	<b>Citations</b>		
	No current or displayed Rabies Tag	NEW	\$25
	Permitting a dog to run at large	NEW	\$25
	Allowing a female "in heat" to run at large	NEW	\$25
	Cruelty to animals	NEW	\$100
	Interfering with an Animal Services Officer	NEW	\$100
	Nuisance	NEW	\$25
	Leaving a dangerous dog unattended	NEW	\$100
<b>Recreation Arts and Parks</b>			
<b>Mayo Park</b>	<b>Cabins</b>		
	Small (Per Night)	\$60	\$58
	Large (Per Night)	\$65	No change
	<b>Camp Sites</b>		
	RV (1-4) and (9-18) (Per Night)	\$23	\$25
	Waterfront Tent Sites (5-8) (Per Night)	\$18	\$20
	Non-Waterfront Primitive Sites (19-30) (Per Night)	\$10	No change
	Non-Waterfront Group Site (Per Night)	\$75	No change
	<b>Shelters (Numbered 1-8)</b>		
	Four Hours or Less	\$25	No change
	Four Hours or More	\$50	No change
	<b>Environmental Education and Community Center</b>		
	Resident (Hourly)	\$35	\$40
	Resident (Daily, 8 Hours)	\$200	No change
	Resident (Daily with Special Use Permit, 8 hours)	NEW	\$250
	Resident Deposit	\$200	No change
	Non-Resident (Hourly)	\$53	\$58
	Non-Resident (Daily, 8 Hours)	\$300	No change
	Non-Resident (Daily with Special Use Permit, 8 hours)	NEW	\$350
	Non-Resident Deposit	\$200	No change
	<b>Amphitheatre</b>		
	Local Non-Profit Agencies (Rental)	\$150	No change
	Local Non-Profit Agencies Rehearsal (Per Hour)	\$25	No change
	Private Organizations (Rental)	\$300	No change
	Private Organizations Rehearsal (Per Hour)	\$50	No change
	Private Organizations or Individuals; Non-Performance (Rental)	\$250	No change
	(Hour)	\$20	No change
	Resident Security Deposit	\$200	No change
	Non-Resident Security Deposit	\$200	No change
	Staffing of Rangers and Officers for the rental or events (Requested)	\$15 per hour	\$25 per hour
	Special Use Permit for Environmental Education Center/Amphitheatre	NEW	\$50
	<b>Canoes, Kayaks and Paddle Boards</b>		
	Four Hours or Less (Per Vessel)	\$10	No change
	Half Day (12 Hours) (Per Vessel)	\$15	No change
	Full Day (24 Hours) (Per Vessel)	\$20	No change
	Weekend (48 Hours) (Per Vessel)	\$40	No change
	Security Deposit	\$25	No change
	Horse Shoes	\$5	No change
	Corn Hole Set	\$5	No change
	<b>Lake Maps</b>		
	Purchased at Office (Each)	\$6	No change
	Purchased by Mail or (Internet)	\$7	No change
	Bundle of Fire Wood	\$5	No change
	RV Dump Station (Non-Camper) Per Use	\$20	No change
	<b>EECC Equipment</b>		
	<b>Chairs and Tables</b>		
	Resident Chairs (Indoor)	\$1	No change
	Resident Chairs (outdoor)	\$2	No change
	Resident Tables (Indoor)	\$2	No change
	Resident Tables (outdoor)	\$3	No change
	Non-Resident Chairs (Indoor)	\$2	No change
	Non-Resident Chairs (Outdoor)	\$2	No change

June 15, 2015

FY 2015-2016  
Adopted Fee Schedule

Attachment 1

Department	Fee Type	FY 2014-2015 Adopted Fees	FY 2015-2016 Adopted Fees
	Non-Resident Tables (Indoor)	\$3	No change
	Non-Resident Tables (Outdoor)	\$5	No change
	<b>AV Equipment</b>		
	Resident Hourly (Per Unit)	\$5	No change
	Resident Daily (Per Unit) (8 Hours)	\$25	No change
	Non-Resident Hourly (Per Unit)	\$8	No change
	Non-Resident Daily (Per Unit) (8 Hours)	\$40	No change
	<b>Power Point Projector</b>		
	Resident Hourly	\$10	No change
	Resident Daily (8 Hours)	\$50	No change
	Non-Resident Hourly	\$15	No change
	Non-Resident Daily (8 Hours)	\$75	No change
<b>Kirby Auditorium and Second Floor Rental</b>	<b>Rental</b>		
	Auditorium -Private for Profit Performance	\$300	No change
	Auditorium -Private Non-Profit Org Performance	\$200	No change
	Auditorium -School and Government Org	N/A	No change
	Auditorium -Private for Profit Rehearsal	\$25 per hour	No change
	Auditorium -Private Non-Profit Rehearsal	\$25 per hour	No change
	Second Floor - Private Non-Profit Studio Rental	NEW	\$10/hour, \$40/day
	Second Floor - Private for Profit Studio Rental	NEW	\$20/hour, \$80/day
	Second Floor - Private Non-Profit Hall Rental	NEW	\$20/hour, \$80/day
	Second Floor - Private for Profit Hall Rental	NEW	\$30/hour, \$120/day
	Second Floor - Private for Non-Profit Whole Floor Rental	NEW	\$75/hour, \$300/day
	Second Floor - Private for Profit Whole Floor Rental	NEW	\$100/hour, \$400/day
	Lighting Technician	\$17 per hour	No change
	Spotlight Technician	\$12 per hour	No change
	Spotlight Equipment (Categories II&III)	\$10 per hour	No change
	Sound Technician	\$17 per hour	No change
	Sound Equipment (Categories II&III rehearsal)	\$10 per hour	No change
	Sound Equipment (Non-profit performance)	\$10 per hour	No change
	Sound Equipment (Private Performance)	\$50 per performance	No change
	Piano Tuning Request or Move	\$150	No change
	All Security Deposits	\$200	No change
	Concession Stand Fee	\$25 per day	No change
	Staff Utilization Fee	\$10 per hour	No change
	Consignment Ticket Sales \$1.00-\$10.00	\$0.50 per ticket	No change
	consignment Ticket Sales \$11.00-\$15.00	\$1 per ticket	No change
	consignment Ticket Sales \$16.00-\$20.00	\$1.5 per ticket	No change
	Consignment Tickets Sales \$20.00-Up	\$2 per ticket	No change
	Consignment Ticket Sales Tax (NC State Privilege Tax)	0.0675%	No change
	Marquee advertising	NEW	\$50 set up + \$10/day
	Consignment Sales (arts, products, etc.)	Negotiated by Director based on market and trends	
<b>Recreation Program and Facilities</b>	<b>Athletic Programs</b>	Registration fees are set to cover the expense of operating each program	
	<b>Recreational Programs</b>	Registration fees are set to cover the expense of operating each program	
	<b>Recreation Program Late Fees</b>	Based on program costs	
	<b>Facilities</b>		
	Picnic Shelters (4 hours or less)	\$25	No change
	Picnic Shelters (4 hours or more)	\$50	No change
	Field Rentals (4 hours or less)	\$75	No change
	Field Rental (4 hours or more)	\$150	No change
	Field Rental (Full Weekend)	\$200	No change
	Field Light Rental (per hour)	\$25	No change
	Gym Rental (per hour, min of 2 hours)	\$35	No change
	Concession Stand Rent (Hot Foods, Per Season)	\$200	No change
	Concession Stand Rent (Pre-packed Food, Per Season)	\$100	No change
	Tennis Courts (One Court) 4 hours or less	\$15	No change
	Tennis Courts (One Court) 4 hours or more	\$25	No change
	Tennis Courts (weekend rental)	\$125	No change
	Bleacher Rental	\$100	No change
	All Security Deposits	\$200	No change
	Person County Office Building Auditorium Rental Fee	\$25 per hour	No change
	Person County Office Building Auditorium Security Deposit	\$200	No change
	Person County Office Building Auditorium Kitchen Fee	\$15	No change
	Returned Check	\$25	No change
	Credit Card convenience Fee (Over the counter)	NEW	Fee Percentage based on allowed
<b>Planning</b>	<b>ZONING PERMITS</b>		
	Residential: SFD, MH, Modular Home, or Duplex Construction, Additions, Alterations, and Accessory Structures (storage sheds, garages, pools, etc.)	\$50	No change
	Structures with an estimated value of less than \$200 (ie. patios, well houses)	Permit fee waived	No change
	Installation/Construction of Multi-Family	\$75	No change
	Location of Business in Existing Building	\$60	No change
	Accessory Structure for Business or Industry	\$75	No change
	All other construction/Uses not listed	\$75	No change
	Off premises sign zoning permit	\$200	No change
	All other sign zoning permits	\$40	No change
	Structures built without a permit	DOUBLE	No change
	Home occupations	\$50	No change

June 15, 2015

FY 2015-2016  
Adopted Fee Schedule

Attachment 1

Department	Fee Type	FY 2014-2015 Adopted Fees	FY 2015-2016 Adopted Fees
	Variance request	\$250	No change
	Appeals	\$250	No change
	Rezoning requests	\$250 + \$10 PER ACRE	No change
	Special use permit	\$250 + \$10 PER ACRE	No change
	Conditional use permit	\$250	No change
	Text amendment	\$250	No change
	Vested rights	\$250	No change
	Minor plats approval fee	\$25 + \$10 PER LOT	No change
	Major plats approval fee	\$200 + \$10 PER LOT	No change
	Final subdivision plat approval	\$200	No change
	Revisions to approved subdivision	\$100	No change
	Variation to subdivision ordinance	\$200	No change
	Bond review	\$30	No change
	Street renaming	\$200	No change
	Street Sign fee	\$125	No change
	Review fee exceeding density levels in watershed	\$100	No change
	Cellular tower re-certification	\$100	No change
	Cellular tower fee	\$5,000	No change
	Co-Locate fee	\$2,000	No change
	Consultant fee for towers	\$6,500	No change
<b>Library</b>			
	Overdue fines for books, audios, CDs, magazines (individual item cap \$5)	\$0.20 per day	No change
	Overdue fines for DVD's (individual item cap \$5)	\$1 per day	No change
	Photocopies/Computer Print-outs	\$0.20 per page	No change
	Replacement Cards for lost, stolen, missing cards	\$5	No change
	Out of County Fee for library card	\$25	No change
	Out of State Fee for library card	\$75	No change
	Sales	\$0.50 for book bags	No change
<b>Emergency Medical Services (EMS)</b>			
	Basic Life Support	\$425	No change
	Advanced Life Support 1	\$475	No change
	Advanced Life Support 2	\$685	No change
	Specialty Care Transport	\$750	No change
	Loaded Mileage Charge	\$9.75 per mile	No change
	Treatment, No transport	\$150	No change
	Special Event Coverage (3 hour minimum)	\$100 per hour	No change
	R U OK - 1 call bi-weekly	NEW	\$5/month
	R U OK - 1 call per week	NEW	\$7/month
	R U OK - 2 calls per week	NEW	\$14/month
	R U OK - 1 call Mon-Fri	NEW	\$45/month
	R U OK - One time set up fee	NEW	\$30
<b>GIS</b>			
	8.5 X 11 or 11 X 17	\$2	No change
	18 X 24	\$5	No change
	24 X 36	\$10	No change
	Wall Map (35 X 40)	\$20	No change
	CD/DVD	\$20	No change
	Person County Mapbook	\$40 (pages only)	No change
	500' Buffer Map & Property owner list	\$5 (8.5 X 11), \$10 (18 X 24)	No change
	Custom requests requiring extensive personnel time	\$40/hour	No change
<b>Sheriff</b>			
<b>Civil Process</b>			
	Service Fee (In State)	\$15	\$30
	Service Fee (Out of State)	\$100	No change
<b>Records Division</b>			
	Fingerprints	\$15	No change
	Concealed Weapon Permits	\$90	No change
	Concealed Weapon Permits - Renewal	\$75	No change
	Concealed Weapon Permits - Duplicate	\$15	No change
	Pistol Permits	\$5	No change
	Report Copy	\$3	No change
<b>Attorney's Request</b>			
	Criminal History Check	\$10	No change
	Driver History Check	\$10	No change
	National History Check	\$10	No change
<b>Firearm Storage Fee</b>			
	1-5 Weapons	\$5 per month	No change
	6-10 Weapons	\$10 per month	No change
	11-15 Weapons	\$15 per month	No change
	16 or more Weapons	\$20 per month	No change
<b>Public Health</b>			
	Collection by Venipuncture	\$16	No change
	IUD Insertion	\$162	No change
	IUD Removal	\$206	No change
	Fetal Nonstress Test	\$99	No change
	Antepartum Care 4-6 visits	\$1,154	No change
	Antepartum Care 7+ visits	\$1,756	No change
	Ultrasound	\$100	\$150
	Lipid Profile	\$25	\$40
	Urinalysis	\$10	No change
	Pregnancy Test	\$25	No change
	Amines	\$12	No change
	Blood Ocult, Feces	\$14	No change
	Cholesterol	\$19	No change

June 15, 2015



**FY 2015-2016  
Adopted Fee Schedule**

**Attachment 1**

Department	Fee Type	FY 2014-2015 Adopted Fees	FY 2015-2016 Adopted Fees
	Glucose Screening	\$19	No change
	One Hour GTT	\$20	No change
	GTT 3hr	\$48	No change
	GTT 3hr added samples	\$19	No change
	A1C	\$35	No change
	Diagnostic Panel	\$40	No change
	Blood Lead	\$30	No change
	PSA	\$30	\$44
	Thyroid Profile w TSH	\$40	No change
	Hemoglobin	\$12	No change
	Rabies Titer	\$45	\$65
	PPD	\$25	No change
	Varicella Titer	\$43	No change
	GC Culture	\$28	No change
	Vag B Strep	\$21	\$60
	Uricult	\$30	No change
	Wetmount	\$19	No change
	PAP	\$20	\$35
	Imm Adm nasal/oral	\$18	\$25
	Imm Adm nasal/oral each add'l	\$16	No change
	Imm Adm single	\$35	No change
	Imm Adm each add'l	\$18	No change
	Hep A (>=19)	\$73	No change
	Hep A (1-18)	\$35	No change
	Twixrix	\$105	\$115
	Hib	\$30	\$40
	Gardasil	\$157	\$165
	Influenza (6-35 mo)	\$25	No change
	Influenza ( 3yrs)	\$25	No change
	Flu Mist	\$25	No change
	Influenza High Dose	*	No change
	Kinrix	\$55	No change
	Pentacel	\$89	\$93
	PCV - 13 Prevnar	\$150	\$168
	Rabies IM	\$230	\$285
	Rotavirus	\$83	\$90
	MMR	\$62	\$76
	MMRV	\$174	\$186
	IPV	\$31	\$45
	Td	\$25	\$35
	DTAP (Daptacel, Tripedia, Infarix)	\$29	\$30
	Tdap (Adacel, Boostrix)	\$46	\$53
	Varicella	\$104	\$131
	Pediarix	\$78	\$86
	Pneumonia	\$76	\$80
	Menomune	\$108	No change
	Menactra	\$130	No change
	Zoster Shingles	\$183	\$192
	Hep B (0-19)	\$25	\$35
	Hep B (20+)	\$60	\$75
	Hearing Screen	\$25	No change
	Developmental Screen	\$35	No change
	Therapeutic Injection	\$35	No change
	Handling Fee	\$25	No change
	Vision Screen	\$20	No change
	New Problem Focused	\$88	No change
	New Exp Problem Focus	\$153	No change
	New Detailed	\$165	No change
	New Comprehensive	\$344	No change
	New Comp/High Severity	\$275	No change
	Minimal Nurse	\$50	No change
	Est Problem Focused	\$100	No change
	Est Exp Problem Focus	\$149	No change
	Est Detailed	\$224	No change
	Est Comprehensive	\$205	No change
	99381 New Physical Exam	\$259	No change
	99382 New Physical Exam	\$279	No change
	99383 New Physical Exam	\$277	No change
	99384 New Physical Exam	\$244	No change
	99385 New Physical Exam	\$244	No change
	99386 New Physical Exam	\$286	No change
	99391 Est Physical Exam	\$160	\$165
	99392 Est Physical Exam	\$246	No change
	99393 Est Physical Exam	\$245	No change
	99394 Est Physical Exam	\$212	No change
	99395 Est Physical Exam	\$213	No change
	99396 Est Physical Exam	\$233	No change
	Autism Screen	\$21	No change
	PPHV	\$278	No change
	NBHV	\$278	No change

**June 15, 2015**

FY 2015-2016  
Adopted Fee Schedule

Attachment 1

Department	Fee Type	FY 2014-2015 Adopted Fees	FY 2015-2016 Adopted Fees
	Dental Screen	\$59	No change
	Dental Varnish	\$51	No change
	Influenza Adm	*	No change
	Pneumonia Adm	*	No change
	Depo Provera	\$85	No change
	Rhogam Injection	\$140	No change
	Alpha Hydroprogesterone	\$27	No change
	Paragard IUD	\$506	\$600
	Mirena IUD	\$750	No change
	OCP	\$6.50	No change
	RN Services (TB/STD)	\$84	No change
	Returned Check	\$25	No change
	Medical Record Copy (per page)	\$0.50	No change
	Accounting of Disclosure	\$0.25	No change
	Hep B Surface Ab	\$40	No change
	MMR Titer	\$76	No change
	Smoking and tobacco cessation 3-10 mins	\$15	No change
	Smoking and tobacco cessation >10 mins	\$25	No change
	54050 Destruction of lesion(s), penis papilloma	\$105	No change
	56501 Destruction of lesion(s), vulva papilloma	\$110	No change
	Antibody Screen	\$10	\$25
	ABO Grouping	\$5	\$7
	Rh Typing	\$5	\$7
	PMH High Risk Screening	NEW	\$50
	PMH Postpartum Screening	NEW	\$150
	Gardasil 9	NEW	\$175
	AFP	NEW	\$90
	Note: * LHD Cost According to Current Medicare Rate		No change
Environmental Health	Improvement Permit (Site Evaluation) <600 gpd	\$200	No change
	Improvement Permit (Site Evaluation) >600 gpd	\$300	No change
	Construction Authorization (Type Ila and IIlg)	\$150	No change
	Construction Authorization (Type IIlb)	\$300	No change
	Construction Authorization (Type IV)	\$400	No change
	Construction Authorization (Type V and VI)	\$500	No change
	Construction Authorization (Repairs) Type Ila and IIlg	\$150	No change
	Construction Authorization (All others)	\$300	No change
	Required Maintenance Inspections V(a)	\$125	No change
	Mobile Home Replacement	\$150	No change
	Building Addition (with site visit)	\$150	No change
	Permit Revision (no site visit)	\$75	No change
	Revisit Fee	\$30	No change
	Well Permit (new/replacement) (includes water analysis)	\$300/\$200	No change
	Well Repair Permit	\$75	No change
	Bacteriological Water Samples	\$50/\$25 (resample)	No change
	Chemical Water Sample	\$40	\$100
	Nitrate Water Sample	\$40	\$55
	Petroleum Water Sample	\$55	\$110
	Pesticide Water Sample	\$50	\$110
	Full Well Panel	\$110	No change
	Well Camera	\$150	No change
	Restaurant Plan Review	\$100	No change
	Temporary Food Establishment Plan Review	\$75/event	No change
	Pool permits	\$150/yr	No change
	Tattoo Artist permits	\$200/yr	No change
Register of Deeds	INSTRUMENTS IN GENERAL:		
	1 <sup>st</sup> Page thru 15 pages	\$26	No change
	Page 16 and subsequent pages (each page)	\$4	No change
	Additional multi-instrument filing	\$10	No change
	DEEDS OF TRUST - MORTGAGES:		
	1st Page thru 15 pages	\$56	No change
	Page 16 and subsequent pages (each page)	\$4	No change
	Additional multi-instrument filing	\$10	No change
	EXCISE TAX (DOCUMENTARY STAMPS):		\$1,000.00
	PLATS:		
	Record	\$21	No change
	Highway Right-of-Way Plans	\$21	No change
	Additional Page (Highway right-of-way maps only)	\$5	No change
	Certified copies	\$5	No change
	9)-(Real Property related ONLY - fixture, timber or as-extracted		
	1 - 2 Pages (effective date 7-15-2003)	\$38	No change
	3 - 10 Pages	\$45	No change
	Over 10 Pages	(\$45.00 plus \$2.00 per page)	No change
	UCC copy request (mailed copies - per page)	\$1	No change
	UCC search request prior to 7-1-2001	\$30	No change
	NON-STANDARD DOCUMENT FEE: (Effective 7-1-2002)		\$25
	MARRIAGE LICENSES:		
	Issuing License	\$60	No change
	Delayed Certificate with copy	\$20	No change
	Corrections	\$10	No change

June 15, 2015

FY 2015-2016  
Adopted Fee Schedule

Attachment 1

Department	Fee Type	FY 2014-2015 Adopted Fees	FY 2015-2016 Adopted Fees
	<b>NOTARY QUALIFICATION/OATH:</b>	\$10	No change
	<b>NOTARY AUTHENTICATION:</b>	\$5	No change
	<b>NOTARIZATION OF SIGNATURES (per signature):</b>	\$5	No change
	<b>CERTIFIED COPIES OF OTHER DOCUMENTS:</b>		
	1st Page	\$5	No change
	2nd and subsequent pages (each page)	\$2	No change
	Comparing copies for certification	\$5	No change
	<b>VITAL RECORDS: (Birth/Death/Marriage)</b>		
	Certified copy of birth/death/marriage	\$10	No change
	Delayed Birth Applications/Registration (for another county)	\$10	No change
	Delayed Birth Applications/Registration (received from another county)	\$10	No change
	Delayed Birth Applications/Registration (No change county)	\$20	No change
	Amendments (Preparation)	\$10	No change
	Legitimations	\$10	No change
	NC Vital Records Certified Copy	\$24	No change
	NC Vital Records Amendments & Legitimations	\$15.00 payable to NC Vital Records	No change
	<b>COPY MACHINE OR LASER PRINTER (each page)</b>	\$0.50	No change
	thereafter	\$1	No change
	<b>PLAT COPIES (Whole page 18 X 24)</b>	\$2	No change
	(Half page 11 X 17)	\$1	No change
	<b>FAX USAGE (send or receive; per document)</b>	\$2	No change
<b>Tax Administration</b>			
	Color GIS Printout	\$2	No change
	Black/White Copies	\$0.10	No change
	Tax Card	\$0.25	No change
	Copy of Tax Database (Access)	\$40	No change
<b>Inspections</b>			
<b>New Homes</b>	Up to 1200 sq ft*	\$495	\$505
*Fees reflect all trades	1201 to 2000 sq ft*	\$615	\$627
	2001 to 3000 sq ft*	\$780	\$796
	3001 to 5000 sq ft*	\$875	\$893
	5001 sq ft and up	\$875 plus \$0.20 per sq ft + 500 sq ft	\$893 plus \$0.20 per sq. ft over 5000 sq. ft.
	Homeowners Recovery Fee	\$10	No change
	Separate Inspection for Temp Serv. Pole	\$55	\$60
<b>Mobile Homes</b>			
		<b>W/O AC &amp; With AC</b>	
*Fees reflect all trades	Single Wide*	\$209.00 / \$259.00	\$213 / \$264
	Double Wide*	\$259.00 / \$309.00	\$264 / \$315
	Triple Wide & tag units*	\$275.00 / \$325.00	\$281 / \$332
	Deck fees (2 trips)	\$100	\$120
<b>Modular Homes</b>	On-frame (including triple & tag units)*, **	\$451	\$460
*Fees reflect all trades	Off-frame (w/o finishable attic)*	\$451	\$460
**No plan review for on-frame	Off-frame (w/ a finishable attic or 2nd story)*	\$501	\$511
	Deck fees (2 trips)	\$100	\$120
<b>Multi-Family Dwellings</b>	First Unit*	\$550	No change
*Fees reflect all trades	Each Additional Unit*	\$165	No change
<b>Residential Additions/Remodel/Fire damage</b>	Up to 400 sq. ft., plus trade fees	\$93	\$120
	401 to 800 sq. ft., plus trade fees	\$142	\$145
	801 to 1200 sq. ft., plus trade fees	\$20 per sq. ft	No change
	Over 1200 sq. ft	use new home fees	No change
	<b>Trade Fees:</b>		
	Plumbing	\$50	\$60
* Trade fee for electrical does not reflect change of service construction	Electrical*	\$50	\$60
** Trade fee for mechanical doesn't reflect installation or change out of HVAC units	Mechanical**	\$50	\$60
<b>Non-Residential Fees</b>	<b>Job Cost:</b>		
	\$0 - \$2500.00.....	\$250	\$280
	\$2501 - \$25,000.....	\$375	No change
	\$25,001 - \$50,000.....	\$500	No change
	\$50,001 - \$100,000.....	\$750	No change
	\$100,000 - \$200,000.....	\$1,318	No change
	\$200,000 - \$350,000.....	\$2,572	No change
	\$350,000 - \$750,000.....	\$3,825	No change
	\$750,001 - \$750,000.....	\$5,060	No change
	\$750,000 - \$1,000,000.....	\$6,185	No change
	1,000,001+ Jobs..... Add \$2.75 per \$1000 over		No change
	<b>Miscellaneous Non-Residential:</b>		
	Foundation Permit (4trips)	\$200	No change
	Demolition Permit (2trips)	\$100	No change
	Modular Classrooms/office	\$282 w/out AC	No change
		\$350 w/AC	No change
	Temp. Work Trailer	\$228 w/out AC	No change
		\$278 w/AC	No change
<b>Electrical Fees</b>	<b>Electrical:</b>		
	New service/New Const.	included in fee	No change
	<b>Residential:</b>		
	~up to 200 amp	\$50	\$60
	~exceeding 200 amps	\$96	No change

June 15, 2015

FY 2015-2016  
Adopted Fee Schedule

Attachment 1

Department	Fee Type	FY 2014-2015 Adopted Fees	FY 2015-2016 Adopted Fees
	Farm Buildings/ Shops/ Agriculture		
	~up to 200 amp	\$50	\$60
	~exceeding 200 amps	\$96	No change
	Temporary Power Permit (Residential)	\$100	No change
	Fine for occupying a residence before CO is issued	\$2,000	No change
	Non-residential Services:		
	100 amp service	\$60 + Fee (based on job cost)	No change
	150 amp service	\$70 + Fee (based on job cost)	No change
	200 amp service	\$80 + Fee (based on job cost)	No change
	300 amp service	\$90 + Fee (based on job cost)	No change
	400 amp service	\$110 + Fee (based on job cost)	No change
	service increase per amp .40		
	480 volt system up to 400amp	\$300+ Fee (based on job cost)	No change
	480 volt system Over 400 use formula (.00050 per volt amp)		
	amps x voltage x .00050 = fee (added to the original \$300)		No change
	Alarm Systems	\$50 + Fee (based on job cost)	\$60 + Fee (based on job cost)
	Temporary Power Permit (Commercial)	\$100	No change
	Fine for occupying a commercial building before CO is issued	\$2,000	No change
Mechanical Fees	Mechanical:		
	Non-Residential:		
	Hood-Commercial Cooking Equipment	\$50 + Fee (based on job cost)	\$60 + Fee (based on job cost)
	Refrigeration	\$50 + Fee (based on job cost)	\$60 + Fee (based on job cost)
	Residential:		
	Replacement/Changeout	\$50 per trip	\$60 Per trip
Plumbing Fees	Plumbing:		
	Residential:	\$50 per trip	\$60 Per trip
	Non-Residential:	Based on Job cost	No change
Accessory Buildings	Unfinished walls	\$99	No change
	Finished/closed walls	\$132	No change
	Garage (unfinished) + trade fees	\$150	No change
	Garage (finished) + trade fees	\$200	No change
	Pre-fab placed on lot	\$50	\$60
	Trade Fees	\$50 each	\$60 each
	Farm Accessory Bldg. (Trade fees that apply)	\$50 each	\$60 each
Signs	Base Fee	\$100	No change
	Wall-mount Base Fee	\$50	\$60
	Trade Fee (Electrical)	\$50	\$60
Swimming Pools	Base Fee	\$99	No change
	Trade Fees	\$50	\$60
Miscellaneous	Permit Fee for Single Trade	\$50 (per trip)	\$60 Per trip
	Gas piping Permit	\$50	\$60
	Moved Homes plus trade fees	\$162	\$165
	Building Compliance Inspect per trip	\$60	No change
	Issuance of Duplicate Placard per card	\$5	No change
	Searching & or duplication for past permit inspection records or Certificate Of Occupancy	\$1 per page	No change
	Restamp Plans (lost original sets)	\$25	No change
	Work begun w/out permits	Double Fees	No change
	Permit Renewal/Expired Permit (Permits expired for more than 18 months will not be re-issued. A new permit must be obtained.)	50% of original fee	No change
	Any Special Inspection	\$65	No change
	Re-inspection Fee	\$60 per trip	No change
	Not ready for inspection	\$60/trade	No change
	10 or more code violations	\$100	No change
	2nd Reinspection	\$100	No change
	3rd Reinspection	\$150	No change
	4th Reinspection	\$300	No change
	Minimum Fee (not covered in fee schedule)	\$50	\$60
	Residential Decks (2 trips)	\$100	\$120
	Change of Occupancy Permit (No Building permit required)	\$60	No change
	Administrative Fee for contractor change on residential permit	\$60	No change
	REFUND POLICY- A refund will be issued when requested in writing for any residential permit which has not expired and the construction has not been started.		
Fire Prevention Fees	ABC Inspection (all trades)	\$100	No change
	AES(Hood) Field Performance Test	\$75	No change
	Fire Alarm Performance Test	\$75	No change
	Carnivals & Fairs	\$150	No change
	Amusement Buildings	\$100	No change
	Tent Inspection	\$60	No change
	Blasting:		
	Blasting Permit & Inspection (30 days)	\$150	No change
	(90 days)	\$300	No change
	Fireworks Event	\$100	No change
	Plan Reviews: (Fire code approval)		
	Building :		
	0-999 sq. ft.	\$25	No change
	1,000-2,499 sq.ft.	\$50	No change
	2,500-9,999 sq.ft.	\$100	No change
	10,000-49,999 sq.ft.	\$200	No change

June 15, 2015

**FY 2015-2016  
Adopted Fee Schedule**

**Attachment 1**

Department	Fee Type	FY 2014-2015 Adopted Fees	FY 2015-2016 Adopted Fees
	50,000+ sq.ft	\$300	No change
	AES Plan Review	\$50	No change
	Fire Alarm Plan Review	\$75	No change
	Sprinkler(per riser)/Standpipe/Pump Plan Review	\$75	No change
	Tank Plan Review (per tank)	\$50	No change
	<u>Compliance/Required Routine Inspections:</u>		
	Residential Care/Group Homes	\$100	No change
	Institutional Facility/Nursing Home	\$100	No change
	Foster Care	\$60	No change
	Daycare	\$75	No change
	Home Daycare	\$50	No change
	Churches	\$50	No change
	Schools	\$50	No change
	Hazardous & Factory Industrial		
	0-3,000 sq. ft.	\$50	No change
	3,001-5,000 sq. ft.	\$100	No change
	5,001-10,000 sq. ft.	\$150	No change
	10,001-50,000 sq. ft.	\$200	No change
	50,001-100,000 sq. ft.	\$250	No change
	Over 100,000 sq. ft.	\$300	No change
	Business & Mercantile		
	0-3,000 sq. ft.	\$50	No change
	3,001-5,000 sq. ft.	\$100	No change
	5,001-10,000 sq. ft.	\$150	No change
	10,001-50,000 sq. ft.	\$200	No change
	50,001-100,000 sq. ft.	\$250	No change
	Over 100,000 sq. ft.	\$300	No change
	Misc. Compliance Inspections (Not listed)	\$50	No change
	Tank Inspection	\$100	No change
	UGST/AGST (Install, Remove, Abandon, Alter)	\$100	No change
	<u>Re-Inspection Fees:</u>		
	1st visit Violations corrected	No Charge	No change
	2nd visit	\$50	No change
	3rd visit	\$75	No change
	4th visit & subsequent visits	\$150	No change
	<u>Fines:</u>		
	Burning w/out Permit		
	Residential 1st Offense	\$50	No change
	Residential 2nd Offense	\$100	No change
*based on per pile/ or stack	Burning w/out Permit		
	Commercial 1st Offense*	\$500	No change
	Commercial 2nd Offense*	\$1,000	No change
	Locked Exit / Exit Obstructed		
	1st Offense	\$200	No change
	2nd Offense	\$500	No change
	Overcrowding		
	1st Offense	\$300	No change
	2nd Offense	\$600	No change
	Work begun w/out permits	Double Fees	No change
	Credit Card convenience fee	\$1.95 or 2.5% of permit fee	No change
<b>Stormwater</b>			
	Stormwater plan review deposit (non-single family residential only)	\$1,000	No change
	Residential stormwater construction inspection fee	\$50	No change
	Commercial and subdivision stormwater construction inspection fee	\$100	No change
	Stormwater permit fee (inside Falls Lake Watershed)	\$15	No change
	Annual stormwater inspection fee (single family residential and commercial properties with BMP's designed to treat one acre or less of impervious surface)	FREE	No change
	<u>Outside of Falls Lake Watershed</u>		
	Single Family Residential		
	< 2 acres	\$6 annual fee	No change
	2 to < 10 acres	\$8 annual fee	No change
	10 to < 100 acres	\$10 annual fee	No change
	100 acres or more	\$12 annual fee	No change
	Non-single Family Residential		
	<2 acres	\$4 annual fee + \$2 per 4,300 sq ft of impervious area	No change
	2 to < 10 acres	\$6 annual fee + \$2 per 4,300 sq ft of impervious area	No change
	10 to < 100 acres	\$8 annual fee + \$2 per 4,300 sq ft of impervious area	No change
	100 acres or more	\$10 annual fee + \$2 per 4,300 sq ft of impervious area	No change
	<u>Inside of Falls Lake Watershed</u>		
	Single Family Residential		
	< 2 acres	\$16 annual fee	No change
	2 to < 10 acres	\$22 annual fee	No change
	10 to < 100 acres	\$28 annual fee	No change
	100 acres or more	\$34 annual fee	No change

**June 15, 2015**

**FY 2015-2016  
Adopted Fee Schedule**

**Attachment 1**

Department	Fee Type	FY 2014-2015 Adopted Fees	FY 2015-2016 Adopted Fees
	Non-single Family Residential		
	< 2 acres	\$8 annual fee + \$8 per 4,300 sq ft of impervious area	No change
	2 to < 10 acres	\$14 annual fee + \$8 per 4,300 sq ft of impervious area	No change
	10 to < 100 acres	\$20 annual fee + \$8 per 4,300 sq ft of impervious area	No change
	100 acres or more	\$26 annual fee + \$8 per 4,300 sq ft of impervious area	No change

**CHAIRMAN'S REPORT:**

Chairman Puryear reported two recent ribbon cuttings for Farm Credit and Studio You.

**MANAGER'S REPORT:**

County Manager, Heidi York reported an Economic Development Commission meeting scheduled for June 18, 2015 at 8:00am in the Tax Office Conference Room. Ms. York stated she would follow up with each board member related to the continuation of the hiring freeze.

**COMMISSIONER REPORT/COMMENTS:**

Commissioner Jeffers stated a complaint from an Uptown business owner regarding vehicles parked adjacent to the Courthouse that are designated for customers.

Commissioner Clayton passed out a copy of the Person County Board of County Commissioners Code of Ethics to each commissioner. Commissioner Clayton stated his lack of comment on Chairman Puryear's drawn out legal situation has led some to believe that he supports Chairman Puryear's actions. Commissioner Clayton said what he knew about it was what he saw on TV, read in the newspaper, and heard at Board meetings. As Chairman Puryear was not found guilty in a court of law, Commissioner Clayton said to his knowledge, there is no action warranted by the Board of Commissioners and he told Chairman Puryear that it was up to him to do the right thing. Just because Chairman Puryear was declared not guilty does not always make it easy for him to do the right thing. Commissioner Clayton stated people have asked him to make a statement and in his opinion, it was a legal situation that Chairman Puryear had to work out on his own. Commissioner Clayton noted the Board has a Code of Ethics and elected officials are held to a higher standard.

Commissioner Kendrick commented that statements are sometimes misquoted or left unsaid. Commissioner Kendrick noted he remains available to speak with individuals. Commissioner Kendrick further noted the people in November understood Chairman Puryear's position and he was elected as the second highest number of votes in Person County. Commissioner Kendrick said when a person goes into a court of law and is found not guilty, the court of public opinion can continue, but the law has spoken. Commissioner Kendrick stated he would not ask Chairman Puryear to step down noting his work on the Board has not been hindered by his legal situation.

Vice Chairman Newell had no report.

**June 15, 2015**

**ADJOURNMENT:**

A **motion** was made by Commissioner Kendrick and **carried 5-0** to adjourn the meeting at 10:38am.

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Brenda B. Reaves  
Clerk to the Board

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Kyle W. Puryear  
Chairman