

PERSON COUNTY BOARD OF COMMISSIONERS

OCTOBER 5, 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, October 5, 2015 at 7:00pm 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 informed the Board that Kathy Adcock has requested to add an item to the agenda for an application for Transportation Operating Assistance FY2016 Rural Operating Assistance Program Funds.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to add an item to the agenda for an application for Transportation Operating Assistance FY2016 Rural Operating Assistance Program Funds and to approve the agenda as adjusted.

RECOGNITION:

PROCLAMATION NATIONAL 4-H WEEK IN PERSON COUNTY:

Chairman Puryear presented a Proclamation proclaiming October 4-10, 2015 as National 4-H Week in Person County to Matthew Chaney and Cheyenne Johnson, two youth present in the audience that are involved with Person County's 4-H program.

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Proclamation

National 4-H Week
Person County

October 4th - 10th, 2015

Whereas, the youth of any community are its greatest natural resource; and,

Whereas, 4-H is the largest youth organization in North Carolina, with nearly one in every 8 North Carolina youth involved in 4-H; and,

Whereas, 4-H in North Carolina claims more than 200,000 youth members and 27,000 adult volunteers, while Person County's 4-H program numbers 1,265 youth and 85 volunteers; and,

Whereas, 4-H addresses issues facing youth wherever they live—in inner cities, suburbs and rural communities and helps break barriers by focusing on learning-by-doing; and,

Whereas, 4-H has programs on food and nutrition, science and technology, natural resources, growing plants, caring for farm animals, career education, community pride, citizenship and leadership; and,

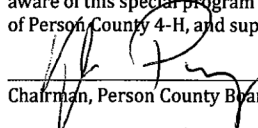
Whereas, exciting, fun and student-centered educational programs are available through county 4-H School Enrichment programs; and,

Whereas, 4-H as part of the North Carolina Cooperative Extension Service is a program where youth learn together in all kinds of projects, events and activities;

Now Therefore, the Person County Board of Commissioners, do hereby proclaim October 4th-10th, 2015

National 4-H Week in Person County

And urge the people of this county to take advantage of the opportunity to become more aware of this special program which gives youth the chance to learn together and to be a part of Person County 4-H, and support the work of the 4-H Youth Development Program.


Chairman, Person County Board of Commissioners

10-5-15
Date

INFORMAL COMMENTS:

There were no comments from the public.

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DISCUSSION/ADJUSTMENT/APPROVAL OF CONSENT AGENDA:

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

- A. Approval of Minutes of September 21, 2015,
- B. Budget Amendment #6,
- C. Budget Amendment #7, and
- D. Budget Amendment #8

UNFINISHED BUSINESS:

ORDINANCE REQUIRING CONNECTION TO WATER LINES:

County Attorney, Ron Aycock noted the Board, at its last meeting, reviewed and discussed the repeal of the County's Ordinance requiring Connection to Water Lines, at which time, the Board directed staff to bring back to the Board information related to any impacts of such action. Mr. Aycock further noted the Board was authorized to take action at its Second Reading for consideration by a simple majority vote.

Mr. Aycock addressed the Board's question related to existing legislation noting recent legislation was approved with an effective date of August 1, 2016 which would prohibit mandatory connection except in limited circumstances, i.e., a) possible contamination of a water well, b) construction pending within 24 months, and c) where the Local Government Commission has management of water systems.

Mr. Aycock stated the action to repeal the ordinance results in no mandatory connection as of the date of the repeal. Should the Board retain the ordinance in its current state, there would be a mandatory connection until August 1, 2016.

Health Director, Janet Clayton addressed the Board related to the effect of any such repeal would have on obligations under grant funding received by the state. Ms. Clayton said that Person County received three grants to extend water lines during 1999 – 2004. One of the grants was funded by the Underground Storage Tank Division in Raleigh due to petroleum contamination and Ms. Clayton stated her contact confirmed there was no requirement for mandatory connection however should an individual choose to drill a well when there is an existing public water access, the state would not use any resources to assist with filtration devices, etc., in any event that contamination occurs with the private well. Ms. Clayton noted the water lines were extended in areas where there was petroleum contamination or other water quality issues or severe quantity issues.

A **motion** was made by Commissioner Kendrick and **carried 5-0** to repeal Person County's Ordinance requiring Connection to Water Lines.

The Board directed staff to explain to individuals that have access to an existing public water supply and applies for a well permit for a private well the risk of the state to not participate in remedying any such contamination of the private well.

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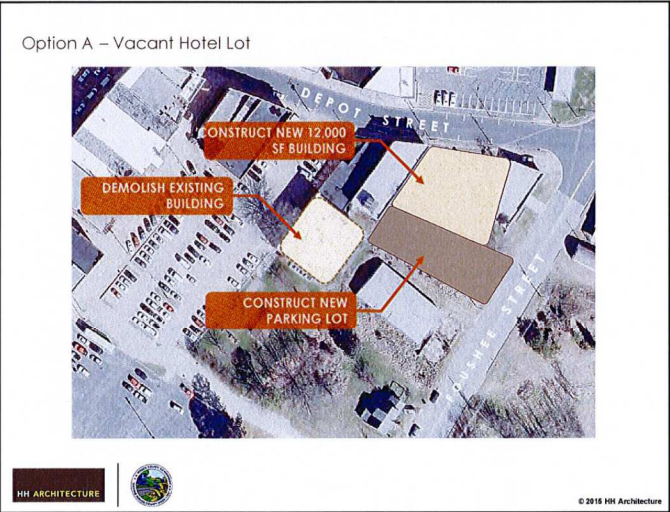
NEW BUSINESS:

STRUCTURAL ASSESSMENT OF FORMER SENIOR CENTER BUILDING:

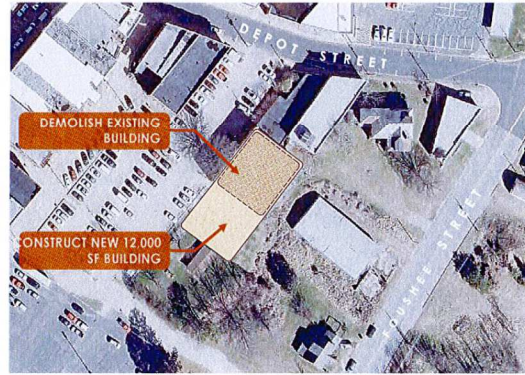
County Manager, Heidi York stated Person County retained HH Architecture for the future senior center project. Ms. York noted the first task in their scope of work was to conduct a structural assessment of the former senior center building to determine its condition for future use. The building was evaluated by Stroud Pence, Structural Engineers and their report was included in the Board packet. Ms. York stated that overall, their report confirmed what the County Building Inspector found previously; there are substantial structural and serviceability issues that require repair.

Ms. York further noted in addition to the structural assessment, environmental assessments for air quality, asbestos, mold and lead-based paint were also conducted. Ms. York introduced Ms. Kristen Hess, of HH Architecture to present the findings of the reports as well as cost-benefit analysis comparing the renovation of the former structure with demolition and new construction.

Ms. Hess shared the following presentation with the Board:



Option B – Existing Lot

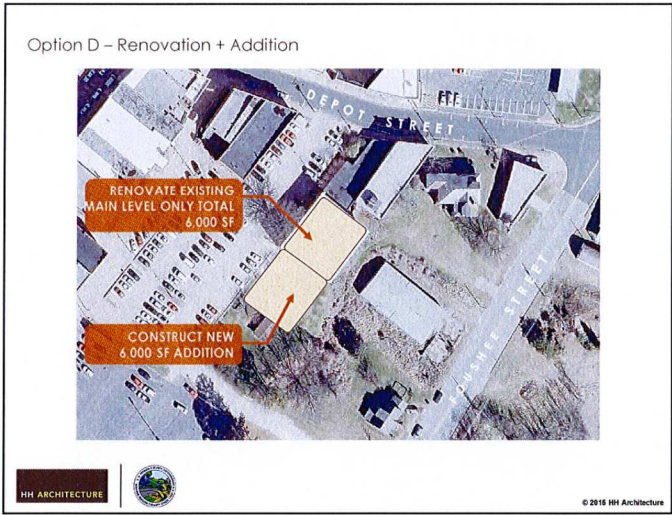


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Option C – Renovation Only



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Existing Conditions – Exterior



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Existing Conditions – Interior



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Existing Conditions – Structural Report



GIRDER COMPRESSION CRACK



DEFLECTED ROOF JOISTS & GIRDERS

- Severe roof structure deflection
- Roof girders and roof joists damaged beyond repair
- Entire roof structure to be replaced, all components



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Existing Conditions – Structural Report



FLOOR DEFLECTION



DAMAGED ATTIC FLOOR

- Severe floor deflection on main level, up to 5"
- Floor framing not adequate for intended use of space
- All floor framing needs replaced



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Existing Conditions – Indoor Air Quality

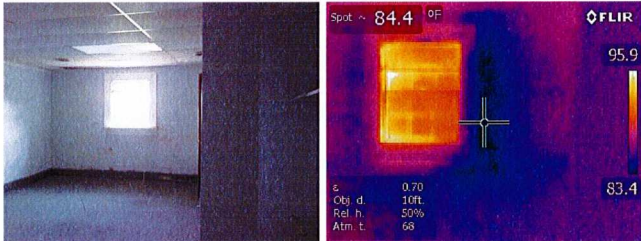


BASEMENT CEILING BASEMENT WALL

- Elevated mold levels
- Indicative of actively growing mold in occupied spaces
- Visible mold in basement level


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Existing Conditions – Indoor Air Quality





INFRARED PHOTOGRAPHS, DARK BLUE AREAS INDICATE MOISTURE IN WALLS AND SUBFLOOR

- All water affected building materials must be removed and disposed of, structural components must be cleaned



HH ARCHITECTURE  © 2015 HH Architecture

Existing Conditions – Indoor Air Quality



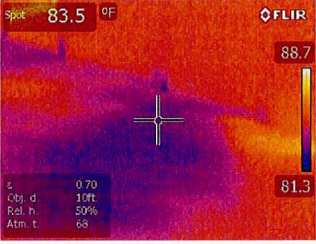

INFRARED PHOTOGRAPHS, DARK BLUE AREAS INDICATE MOISTURE IN WALLS AND SUBFLOOR

- All porous furnishings must be disposed of or cleaned by trained personnel




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Existing Conditions – Indoor Air Quality

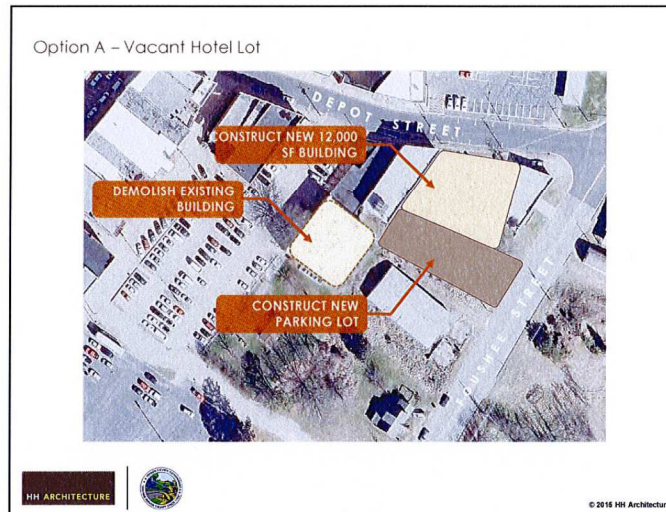


INFRARED PHOTOGRAPHS, DARK BLUE AREAS INDICATE MOISTURE IN WALLS AND SUBFLOOR

- Wood subfloor failure due to moisture



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Option A – Vacant Hotel Lot (Construct New 12,000 SF Building & Parking)

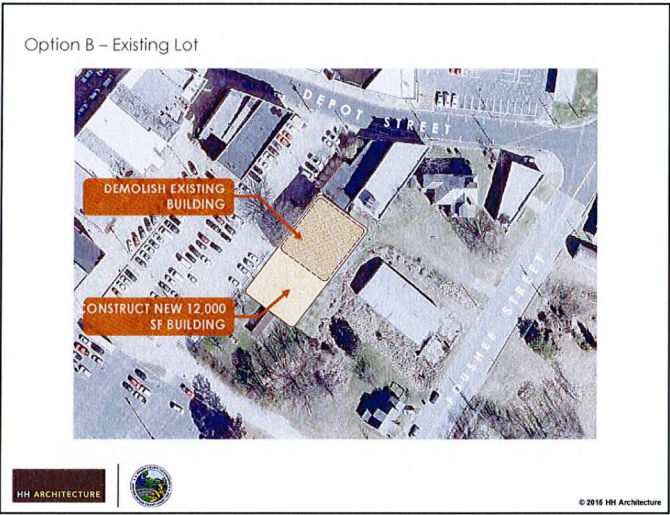
Subtotal Building:	\$183/Sq Foot	\$2,196,000
Subtotal Site:		\$319,000
Construction Contingency at 3%:		\$75,450
Subtotal Construction + Contingency:		\$2,590,450
Subtotal Soft Costs:		\$364,045
Total Estimated Project Budget	\$246/Sq Foot	\$2,954,495

HH ARCHITECTURE

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Ms. Hess confirmed Option A includes the cost of demolition of the existing building and the construction of a new parking lot.

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Option B – Existing Lot (Construct New 12,000 SF Building)

Subtotal Building:	\$183/Sq Foot	\$2,196,000
Subtotal Site:		\$215,000
Construction Contingency at 3%:		\$72,330
Subtotal Construction + Contingency:		\$2,483,330
Subtotal Soft Costs:		\$388,666
Total Estimated Project Budget	\$239/Sq Foot	\$2,871,996

HH ARCHITECTURE

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Ms. Hess confirmed Option B new construction would be one-story at the current parking lot level. Demolition costs are included in the projected budget. Option B does not include the additional new parking lot as illustrated in Option A.



Option C – Renovation Only (Existing Main & Attic Levels, Total 12,000 SF)

Subtotal Building:	\$223/Sq Foot	\$2,406,000
Subtotal Site:		\$70,000
Construction contingency at 5%:		\$123,800
Subtotal Construction + Contingency:		\$2,599,800
Subtotal Soft Costs:		\$470,668
Total Estimated Project Budget	\$256/Sq Foot	\$3,070,468

HH ARCHITECTURE

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Ms. Hess stated Option C had many unknowns and she did not recommend this scheme to the Board. The increased costs were due to the water proofing issues.

Option C – Renovation Only (Existing Main & Attic Levels, Total 12,000 SF)

Additional Concerns with this scheme:

- The basement has been deemed unusable per code due to ceiling height
- The main level and attic level would be renovated to gain the desired 12,000 square feet
- The existing low ceiling heights are not desirable for intended use
- Higher annual maintenance costs
- Large columns on both levels restrict activities in space
- There is concern for unforeseen conditions - neither structural engineers nor the hazardous materials consultant could evaluate concealed conditions





HH Architecture does not recommend this option due to the concerns noted



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Option D – Renovation + Addition



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Option D – Renovation (Main Level, Total 6,000 SF) + Addition (6,000 SF)		
Subtotal Building Renovation:	\$216/Sq Foot	\$1,296,000
Subtotal Building Addition:	\$187/Sq Foot	\$1,212,000
Subtotal Building:		\$2,508,000
Subtotal Site:		\$195,000
Construction contingency at 5%		\$135,150
Subtotal Construction + Contingency:		\$2,838,150
Subtotal Soft Costs:		\$463,887
Total Estimated Project Budget	\$275/Sq Foot	\$3,302,037
 		
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Option D – 6,000 SF Renovation + 6,000 SF Addition	
Additional Concerns with this scheme:	
<ul style="list-style-type: none"> • The basement has been deemed unusable per code due to ceiling height • The main level would be renovated, with the ceiling height raised • The addition would be built adjacent to the existing building, at the location of the current lower level entry • Higher annual maintenance costs for renovated building • Large columns restrict activities in space of renovated building • There is concern for unforeseen conditions - neither structural engineers nor the hazardous materials consultant could evaluate concealed conditions • The design team does not recommend this option due to the concerns noted above 	
 	
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Ms. Hess stated Option D would require expansion joints that would attach the new addition to the existing building. Ms. Hess did not recommend this scheme due to the noted concerns.

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Cost Scenario Summary				
	Option A 12,000 SF Vacant Lot	Option B 12,000 SF Existing Lot	Option C 12,000 SF Renovation	Option D 6,000 Reno. 6,000 Add.
Subtotal Building	\$2,196,000	\$2,196,000	\$2,406,000	\$2,508,000
Subtotal Building SF Cost	\$183	\$183	\$223	\$216/\$187
Subtotal Site	\$319,000	\$215,000	\$70,000	\$195,000
Construction Contingency	\$75,450	\$72,330	\$123,800	\$135,150
Subtotal		\$2,483,330		
Construction+Contingency	\$2,590,450		\$2,599,800	\$2,838,150
Subtotal Soft Costs	\$364,045	\$388,666	\$470,668	\$463,887
Total Estimated Project Budget	\$2,954,495	\$2,871,996	\$3,070,468	\$3,302,037
Total Project SF Cost	\$246	\$239	\$256	\$275

HH ARCHITECTURE



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Ms. Hess posed the following questions for the Board to consider: 1) would the City parking lot always be a City parking lot, and 2) will the County have an agreement with the City to always use the parking lot? Ms. Hess did not want the County to build a building and later regret not building a parking lot.

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Vice Chairman stated his preference to approach the project for future expansion to be as economically feasible. Commissioner Jeffers noted the Health Department's 2014 Community Health Assessment projects the number of citizens over the age of 65 to grow by 62% by 2030. Commissioner Jeffers stated his preference to have a combined senior center/recreational center which would have required acquisition of property to build both components on the uptown site. Commissioner Jeffers urged the Board to select the best option for expansion noting the increase of senior population within the next fifteen years.

Ms. York asked Ms. Hess to address the projected budget should the square footage be decreased to 10,000. Ms. Hess said both Options A and B could be decreased \$380,000 - \$390,000 should the square footage be changed to 10,000.

Commissioner Jeffers stated his preference for Option A for the senior center which would be one level for a total of 12,000 sq. ft.

Commissioner Kendrick stated Option B allowed for a one level center with future expansion on the vacant hotel lot and was the budget for the lowest project costs per square foot.

A **motion** was made by Vice Chairman Newell for Option B to demolish existing building and construct new 10,000 sq. ft. clear span building on the existing lot and develop a green space park on the vacant hotel lot with the remaining savings (from reducing from 12,000 sq. ft. to 10,000 sq. ft. and not constructing a parking lot as in Option A) to be used for land acquisition (Dixon property) for future expansion.

Commissioner Jeffers voiced opposition to decreasing the size of the facility to 10,000 sq. ft. with the projected senior population growth noting by the time the loan is paid off, an expansion will be needed.

Commissioner Clayton stated construction costs will be cheaper at construction versus in the future.

Chairman Puryear asked staff if the proposed demolition would require approval by the City of Roxboro. Ms. Hess and staff stated a permit for the demolition would be required by the City of Roxboro Planning Department. Staff and Board members confirmed a previous discussion that the existing building was not on the historical registry.

A **substitute motion** was made by Commissioner Jeffers and **failed 2-3** to approve Option A to demolish existing building and construct a new 12,000 sq. ft. building on the vacant hotel lot and a parking lot as presented. Commissioners Jeffers and Clayton voted in favor of the substitute motion. Chairman Puryear, Vice Chairman Newell and Commissioner Kendrick cast the dissenting votes.

The **original motion failed 1-4**. Vice Chairman Newell voted in support of his motion while the remaining Board members voted in opposition.

A **motion** was made by Commissioner Kendrick to approve Option B to demolish existing building and construct new 12,000 sq. ft. building on existing lot as presented.

A **substitute motion** was made by Vice Chairman Newell to approve Option B to demolish existing building and construct new 12,000 sq. ft. building on existing lot as presented and appropriate up to \$84,000 to develop a green space community park on the vacant hotel lot.

Commissioner Jeffers asked staff for the CIP project total for outside basketball courts. Commissioners Jeffers stated the CIP project total for outside basketball courts was \$60,000 for multiple sites (Olive Hill, Allensville, Hurdle Mills, Bushy Fork, Bethel Hill).

An **amended substitute motion** was made by Vice Chairman Newell and **carried 5-0** to approve Option B to demolish existing building and construct new 12,000 sq. ft. building on existing lot as presented and fund up to \$84,000 to develop a community park on the vacant hotel lot that includes outside basketball courts.

APPOINTMENT TO THE NURSING HOME ADVISORY COMMITTEE:

Clerk to the Board, Brenda Reaves presented to the Board an interested citizen application for consideration for appointment to the Nursing Home Advisory Committee. Ms. Reaves requested Board consideration to appoint Ms. Cathy Bailey to the Nursing Home Advisory Committee for a three year term.

A **motion** was made by Commissioner Clayton and **carried 5-0** to appoint Cathy Bailey to the Nursing Home Advisory Committee for a three year term.

**APPLICATION FOR TRANSPORTATION OPERATING ASSISTANCE FY2016
RURAL OPERATING ASSISTANCE PROGRAM FUNDS:**

Person Area Transportation System (PATS) Director, Kathy Adcock presented to the Board an application for Transportation Operating Assistance for Fiscal Year 2016 Rural Operating Assistance Program (ROAP) Funds for approval. Ms. Adcock stated Person County has been allocated \$132,664 in ROAP funding. Ms. Adcock noted the ROAP funding offers assistance in three program areas; Rural Operating Program (RGP), Employment (EMPL) and Elderly and Disabled Transportation Assistance Program (EDTAP). The required county match needed for the RGP will come from the fares collected.

Ms. Adcock presented a summary of the allocations as distributed to the following agencies:

	RGP	EDTAP	EMPL	Total
Person Area Transportation	\$64,561	\$27,063	\$8,000	\$99,624
Person County Senior Center		\$11,000		\$11,000
Person Industries		\$16,000	\$4,040	\$20,040
Person County Group Homes		\$2,000		\$2,000
Total	\$64,561	\$56,063	\$12,040	\$132,664

A **motion** was made by Chairman Puryear and **carried 5-0** to approve an application for Transportation Operating Assistance FY2016 Rural Operating Assistance Program Funds and the recommended funding distribution to the agencies as presented.

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CERTIFIED STATEMENT
FY2016
RURAL OPERATING ASSISTANCE PROGRAM
County of PERSON

WHEREAS, the state-funded, formula-based Rural Operating Assistance Program (ROAP) administered by the North Carolina Department of Transportation, Public Transportation Division provides funding for the operating cost of passenger trips for counties within the state;

WHEREAS, the county uses the most recent transportation plans (i.e. CTSP, CTIP, LCP) available and other public involvement strategies to learn about the transportation needs of agencies and individuals in the county before determining the sub-allocation of these ROAP funds;

WHEREAS, the county government or regional public transportation authorities created pursuant to Article 25 or Article 26 of Chapter 160A of the General Statutes (upon written agreement with the municipalities or counties served) are the only eligible recipients of Rural Operating Assistance Program funds which are allocated to the counties based on a formula as described in the Program Guidelines included in the ROAP State Management Plan. NCDOT will disburse the ROAP funds only to counties and eligible transportation authorities and not to any sub-recipients selected by the county;

WHEREAS, the county finance officer will be considered the county official accountable for the administration of the Rural Operating Assistance Program in the county, unless otherwise designated by the Board of County Commissioners;

WHEREAS, the passenger trips provided with ROAP funds must be accessible to individuals with disabilities and be provided without discrimination on the basis of national origin, creed, age, race or gender (FTA C 4702.1A, FTA C 4704.1, Americans with Disabilities Act 1990); and

WHEREAS, the period of performance for these funds will be July 1, 2015 to June 30, 2016 regardless of the date on which ROAP funds are disbursed to the county.

NOW, THEREFORE, by signing below, the duly authorized representatives of the County of PERSON North Carolina certify that the following statements are true and accurate:


- The county employed a documented methodology for sub-allocating ROAP funds that involved the participation of eligible agencies and citizens. Outreach efforts to include the participation of the elderly and individuals with disabilities, persons with limited English proficiency, minorities and low income persons in the county's sub-allocation decision have been documented.
- The county will advise any sub-recipients about the source of the ROAP funds, specific program requirements and restrictions, eligible program expenses and reporting requirements. The county will be responsible for invoicing any sub-recipients for unexpended ROAP funds as needed.
- The county will monitor ROAP funded services routinely to verify that ROAP funds are being spent on allowable activities and that the eligibility of service recipients is being properly documented. The county will maintain records of trips for at least five years that prove that an eligible citizen was provided an eligible transportation service on the billed date, by whatever conveyance at the specified cost.
- The county will be responsible for monitoring the safety, quality and cost of ROAP funded services and assures that any procurements by subrecipients for contracted services will follow state and federal guidelines.
- The county will conduct regular evaluations of ROAP funded passenger trips provided throughout the period of performance.


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- The county will only use the ROAP funds to provide trips when other funding sources is not available for the same purpose or the other funding sources for the same purpose have been completely exhausted.
- The county assures that the required matching funds for the FY2016 ROAP can be generated from fares and/or provided from local funds.
- The county will notify the Mobility Development Specialist assigned to the county if any ROAP funded services are discontinued before the end of the period of performance due to the lack of funding. No additional ROAP funds will be available.
- The county will provide an accounting of trips and expenditures in a semi-annual report and a final year-end report to NCDOT – Public Transportation Division or its designee.
- Any interest earned on the ROAP funds will be expended for eligible program uses as specified in the ROAP application. The County will include ROAP funds received and expended in its annual independent audit on the schedule of federal and state financial assistance. Funds passed through to other agencies will be identified as such.
- The county is applying for the following amounts of FY2016 Rural Operating Assistance Program funds:

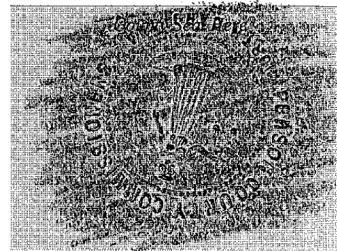
State-Funded Rural Operating Assistance Program	Allocated	Requested
Elderly & Disabled Transportation Assistance Program (EDTAP)	\$56,063	\$56,063
Employment Transportation Assistance Program (EMPL)	\$12,040	\$12,040
Rural General Public Program (RGP)	\$64,561	\$64,561
TOTAL	\$132,664	\$132,664

WITNESS my hand and county seal, this 5th day of Oct., 2015.


 Signature of County Manager/Administrator
Heidi York
 Printed Name of County Manager/Administrator


 Signature of County Finance Officer
Amy Wehrenberg
 Printed Name of County Finance Officer

State of North Carolina County of



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CHAIRMAN'S REPORT:

Chairman Puryear reported the following upcoming events:

- Hall's Agri-Business, LLC ground breaking event on Tuesday, October 6, 2015 at 11:00am for a new project in Uptown Roxboro for a makeover of Hall's Way at 24 Gordon Street, and
- Sandfoot Photography Ribbon Cutting Ceremony on Thursday, October 15, 2015 at 5:30pm. Business After Hours will follow immediately after the ceremony jointly hosted by Sandfoot Photography and Huff's Insurance, 5:30pm at 602 South Morgan Street.

MANAGER'S REPORT:

County Manager, Heidi York reported the following:

- The Board is invited to attend a Stormwater Monitoring Site Tour scheduled for October 20, 2015 at 1:30-4:30pm to view monitoring sites. Ms. York stated this tour was announced at the last homebuilders association meeting to which three reps have signed up to participate. Commissioners Clayton and Kendrick noted their availability to attend.
- Health Department Flu Shot Clinic for employees will be held on October 12 and 16, 2015 at the FEMA room from 8:30am – 4:00pm.

COMMISSIONER REPORT/COMMENTS:

Commissioner Jeffers reported he recently addressed student ambassadors at Northern Middle School related to the GEAR UP program. GEAR UP stands for "Gaining Early Awareness and Readiness for Undergraduate Programs" and is a national college access initiative funded by the U.S. Department of Education.

Commissioner Clayton urged Board members to attend the Stormwater Monitoring Site Tour.

Commissioner Kendrick reported the following two events:

- Town Hall meeting focusing on mental health issues will be held on October 6, 2015 at City Hall starting at 10:00am, and
- Person County Drug Treatment Court Graduation on Thursday, October 8, 2015 at 3:30pm in the Superior Courtroom of the Person County Courthouse.

Vice Chairman Newell had no report.

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ADJOURNMENT:

A **motion** was made by Commissioner Kendrick and **carried 5-0** to adjourn the meeting at 8:04pm.

Brenda B. Reaves
Clerk to the Board

Kyle W. Puryear
Chairman