

**PERSON COUNTY BOARD OF COMMISSIONERS**

**APRIL 18, 2016**

**MEMBERS PRESENT**

**OTHERS PRESENT**

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

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, April 18, 2016 at 9:00am in the Commissioners' meeting room in the Person County Office Building.

Chairman Newell called the meeting to order. Commissioner Clayton gave an invocation and Commissioner Jeffers led the group in the Pledge of Allegiance.

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

A **motion** was made by Vice Chairman Kendrick and **carried 5-0** to approve the agenda.

**INFORMAL COMMENTS:**

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

Ms. Vonda Frantz of 119 Potluck Farm Road, Rougemont spoke about her recent experience at the landfill where she encountered a big truck dumping which caused a huge cloud of very fine dust/ash. Ms. Frantz stated she and her friend were covered with the dust/ash and proceeded to pull a shirt out of a bag to hold up to the group to demonstrate the amount of dust/ash residue that was on her clothes. Ms. Frantz noted she contacted the landfill Manager, Chis Gustin, who told her that the landfill does not take coal ash but that Capitol Power, who burns wood and rubber products, dumps their ash into the landfill. Ms. Frantz further noted she could not find out the analysis of the Capitol Power ash. Ms. Frantz requested the Board to consider the health and well-being of the County residents as a priority consideration. Ms. Frantz invited the Board members to an informative meeting related to coal ash scheduled for May 10, 2016 at 6:00pm and held at the Senior Center. Ms. Frantz provided handouts to the Clerk to the Board, requesting copies be given to all members of the Board.

Ms. Rosemarie Sawdon of 100 Elderberry Lane, Rougemont asked the Board several questions; what is the fly ash tonnage going into the landfill? What are the implications on the health for the community? Is the landfill lined? Ms. Sawdon requested the Board to consider these questions as the Board renegotiates the contract. Ms. Sawdon gave the Clerk a handout related to the 14 sites where coal ash is stored in NC with most of them near waterways, requesting a copy be given to all members of the Board.

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Ms. Claudia Berryhill of 279 Knolls of Hyco, Roxboro advocated for historic preservation requesting the Board to revisit the façade of the new constructed Senior Center so that it will reflect and complement the existing look of the Uptown area and asked that the County work with the City to preserve the foundational history connected to the deteriorating walls, the parking lot and the old cemetery located on that property.

Ms. Betty Blalock of 144 Tirzah Ridge, Rougemont recalled proof of coal ash going into the groundwater back in 2007 when the state confirmed the groundwater was contaminated and 3 wells were closed. Ms. Blalock urged the Board to keep its promise from years ago to close the landfill and send our county's waste to Granville County. Ms. Blalock stated the City of Roxboro did not have an agreement in place to take its municipal waste to the landfill.

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

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

- A. Approval of Minutes of April 4, 2016,
- B. Tax Adjustments for the month of April 2016
  - a. Tax Releases, and
  - b. NC Vehicle Tax System pending refunds

## **NEW BUSINESS:**

### **CARDINAL INNOVATIONS HEALTHCARE OVERVIEW OF MENTAL HEALTH, SUBSTANCE USE DISORDER AND INTELLECTUAL/DEVELOPMENTAL DISABILITY SERVICES:**

County Manager, Heidi York introduced Ms. Debra C. Farrington, Director of the Orange Person Chatham (OPC) Community Office with Cardinal Innovations Healthcare to come before the Board to provide an overview of the mental health, substance use disorder and intellectual/developmental disability services offered to citizens of Person County. Person County allocated \$318,416 in Maintenance of Effort (MOE) funds to Cardinal Innovations Healthcare to help fill the gap with support to participants receiving mental health, substance use disorder and intellectual/developmental disability services. Approximately \$8,000 of the MOE funds are from the ABC Bottle Tax. In addition to MOE funds, Medicaid and state funds totaling \$5,709,881 covered services and supports for individuals residing in Person County.

Ms. Farrington stated that as of December 2015, 1,882 Personians received services via providers enrolled in the Cardinal Innovations network which represents a 3.5% increase from the previous year. Improvements in care have been noted with more individuals accessing 1915(b) (3) respite and fewer individuals accessing crisis services.

During budget planning for Fiscal Year 2017, Ms. Farrington stated the Community Oversight Board for Cardinal Innovations Healthcare-OPC area will receive spending recommendations that are informed by feedback from the Person County Manager and county staff. County stakeholders have initially identified the following priorities:

1. Emergency placement and emergency response support for children with mental health needs coming into the foster care system
2. Emergency placement options for adults with mental health needs
3. Increased services for adolescents and adults with substance use disorders
4. Ongoing evaluation of needs and supports for individuals within Person Industries

Ms. Farrington told the group of a recent program facilitated to Person County eligible residents the opportunity to receive free over the counter medical supplies to which over 500 residents attended and received eight items each.

Commissioner Clayton recognized Ms. Amanda Blanks, present in the audience, and a Person County resident and one of the Board's appointees on the OPC board. Ms. Blanks is currently serving as the Chair for the OPC board as well as the Chair for the Cardinal Innovations regional board that has representatives from 20 counties.

Commissioner Clayton commented on the educational program that is available to law enforcement officers as a resource to learn how to interact effectively with people with disabilities.

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## **COMMUNITY CHILD PROTECTION TEAM ANNUAL REPORT:**

Carlton B. Paylor Sr., Director of Person County's Department of Social Services (DSS) introduced Ms. Judi Akers, Services Program Manager at DSS and the Chair for Person County's Community Child Protection Team (CCPT). Mr. Paylor noted the CCPT was established as one means for the state and local communities to form a partnership to strengthen child protection. CCPT were established in response to Executive Order 142 in May 1991. The duties and responsibilities of the CCPT are contained in 10A NCAC 70A .0201. In North Carolina, each CCPT reviews active child welfare cases, fatalities, and other cases brought to the team for review. The purpose of the case reviews is to identify systemic deficiencies in child welfare services or resources. Once identified, teams develop strategies to address the gaps in the child welfare system within the county and report to the state areas of concern that warrant action by the state. Teams promote child well-being through collaboration. CCPT also promote child well-being through public awareness. State law mandates that each CCPT give an annual report to the Commissioners.

Ms. Akers presented the 2015 year-end report noting the mission of the CCPT is as follows: *Recognizing that child protection is the responsibility of everyone, and responding to child protection needs is more effective before a child is harmed; the CCPT, a team composed of agency representatives, child advocates, and citizens at large, will take action to identify and address gaps or deficiencies in services and resources through the annual report to the Board of County Commissioners, collaboration with community partners, promising public awareness, and advocating for action that addresses the child protection needs of each county.*

Ms. Akers stated Person County's CCPT met ten times in 2015. Presentations were made during four of the meetings covering Human Trafficking, a discussion with Cardinal Innovations to hear and address the team's concerns about mental health services in the county, Intensive In-Home Services, and Juvenile Gun Violence. In addition, the team reviewed seven cases presented by DSS and the Health Department. While there are multiple reasons that cases are presented to CCPT in the state, Person County's team primarily reviewed active cases in which there were multiple agencies involved or was a family that DSS had received (and continues to receive) multiple reports on or the assigned social worker described the case as "stuck" and needing suggestions to insure the child's safety and enhance the family's well-being. Often there were multiple issues in the case presentation. In all but one case, the team discussed available mental health treatment for the child and family including treatment for substance abuse, suicide attempts and domestic violence.

Ms. Akers noted the team also discussed the toll that substance abuse has taken on the foster care population in Person County. In 2013, there was a monthly average of 58 children in DSS custody. In 2014, the number averaged 59 children per month. In 2015, the average number of children in foster care jumped to almost 77 per month. Looking at DSS data collected in March 2016, almost 61% of the children in DSS custody had been affected in some way by substance abuse – their parent or caretaker's addiction and / or the

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child tested positive for a substance including alcohol, cocaine, methadone, prescription medicines and, in some cases, multiple substances.

Ms. Akers further noted while it is not surprising that, in case reviews, the team identified gaps and barriers in our community as the limitations in services available as well as limited transportation to the services and limited community education and prevention services. How to make a change is the big question not only for the small group appointed to the CCPT but also for the county. As an entity, Ms. Akers stated the County needs to acknowledge the problems of substance abuse and economic disparity in Person County. Although funding for prevention and education programs may be a start, change comes as citizens invest themselves – become a foster parent, be a mentor for “roots and wings,” volunteer as a Guardian ad Litem, participate in a school reading program, support the Person County Partnership for Children.

Ms. Akers stated there are numerous ways to invest the valuable human capital in Person County to get the return needed to insure the safety of our children and families as well as enhance their well-being.

#### **DSS FY2014-2015 ANNUAL REPORT PRESENTATION:**

Carlton B. Paylor Sr., Director of Person County’s Department of Social Services (DSS) gave Board members his Fiscal Year 2014-2015 Annual Report. The Fiscal Year Annual Report for Person County DSS was compiled of data used to inform the public of the work that is accomplished by the agency. The annual report shows detailed information in all areas of DSS state and federal mandated programs. Mr. Paylor highlighted the following programs with the group:

##### Protective Services for Children

515 reports received as suspected child abuse or neglect, 209 reports investigated, 21% substantiated, 138 cases accepted for assessment & supportive services instead of forensic investigation, 105 reports screened out–complaint inappropriate for investigation – other services offered or referred to law enforcement, 6 families facilitated in finding alternative safe placement for their child, 33 children placed in custody of DSS during the year, 63 cases offered other services, referred to law enforcement, or another county, and 63 assists to other counties in accessing CPS reports.

##### Foster Care

16 counties in which children were placed in FY 2014/2015, 2 states in which children in DSS custody lived, 118 children in agency custody in FY 2014/2015, 64 children supervised in licensed foster care, 13 children supervised in child-caring institutions, 35 children supervised in physical custody of relatives, 7 children hospitalized and in specialized placements, 4 children incarcerated, juvenile evaluation centers, prison, 8 children supervised in court-approved non-relative placement, 15 children supervised in adoptive homes, and 5 children provided Independent Living services after age 18.

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#### Foster Care Licensure

2 new homes licensed, 4 foster homes relicensed, 13 DSS licensed foster homes, 62 licensing home visits, and 13 prospective foster parents participated in a 30 hour preparatory training program. 8 participants completed the course.

#### Services to the Blind

21 legally blind individuals received independent living skills, training, general assistance, In-Home Services, and/or medical eye care.

#### Community Alternatives

44 citizens received services during the year, \$2,403 average monthly Medicaid cost per case, \$28,500 Medicaid revenues for services & screenings, \$1,371,191 annual Medicaid savings, \$96,143 revenues for Case Management Services, 620 skilled nursing visits and 44 contract nurse assessments, 44 program screenings during the year and \$124,643 total CAP revenues.

#### Adult Day Care

30 client supervisory/monitoring visits made and 6 clients served.

#### Guardianship

34 legal guardianships and 9 individuals assisted in non-agency guardianships.

#### Protective Services for Adults

106 reports received, 68 reports met legal standards for evaluation, 38 outreach visits made by social workers for reports that did not meet legal standards for evaluation, 25 cases where service needs were identified and 3 cases where adult had to be removed from living situation.

#### Medicaid for Adults

1,758 applications taken, 845 applications approved, 2,621 average number of recipients per month, and 197 recipients in nursing homes.

#### Child Support Services

511 non-custodial parents located, 224 support obligations established, 132 children for whom paternity was established, 1071 arrangements to have child support withheld by employers, 2,218 court actions initiated and \$3,744,665 total collections.

#### Child Care Services

489 children served, 73,852 days of care provided, \$1,352,944 spent to provide child care \$224,702 (16%) provided by Smart Start, and 109 children on waiting list. Child Care provided by 22 centers, 17 registered homes, and 11 schools.

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#### Medicaid Transportation

4,338 PATS trips, 3,954 gas vouchers used and 8,678 calls received on Medicaid Transportation request line.

#### Service Intake

4,078 individuals served, 682 Crisis Intervention Program authorizations, 90 Energy Neighbor authorizations, 586 emergency food General Assistance (GA) authorizations, 3 crisis General Assistance (GA) authorizations, 69 emergency prescription General Assistance (GA) authorizations, 2 Work First Emergency Assistance (EA) authorizations 18 housing information and referral services, 41 general referrals, 96 Helping Hands referrals for Piedmont Electric customers, 10 recommendations to Medicaid for eyeglass replacement, 29 Family Christmas Cheer applications evaluated and managed, 13 gas vouchers to federal disability determination examinations, 22 interventions to prevent utility cut-offs for eligible families, 4 utility and rent (GA) authorizations, 93 Duke Energy Low Income Grant authorizations and 1 cremation.

#### Food and Nutrition Services

2,656 applications taken, 2,163 applications approved, 3,280 determinations of continuing eligibility, 3,967 average monthly households served, \$232 average monthly food assistance per household and \$11,054,692 in food assistance authorized in FY 2014/2015. 1 in 4 households in Person County currently receive Food and Nutrition Services.

#### Low Income Energy Assistance Program (LIEAP)

917 applications taken in office, 799 applications approved, \$219,500 total benefits to county residents, 298 vendor payments made in the amount of \$200, 405 vendor payments made in the amount of \$300, and 96 vendor payments made in the amount of \$400.

#### Fraud Services

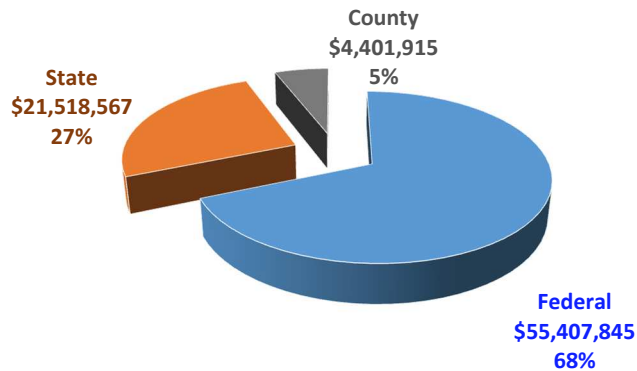
89 cases investigated, 77 cases substantiated and \$72,770 collected.

#### Administration / Fiscal

36,404 client visits registered, 60 work permits issued, 158 fishing license waivers issued, 13,218 bills processed for client assistance, 1,648 administrative bills verified for payment, 81 client Trust accounts supervised and monitored by agency, 83,112 miles traveled by staff in the service of clients in all programs, 3,397 voter preference forms processed, 108 voter registration applications taken, 34,674 client documents scanned and 3,532 contacts entered into NCFast.

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## Funding Sources



Commissioner Jeffers, the commissioner representative on the DSS Board asked Mr. Paylor to speak to the issues with the NC FAST program. Mr. Paylor told the group the NC FAST on-line state program was being implemented in all 100 counties in phases and the system would often operate slowly or freeze up due to many users across the state accessing at the same time noting, all the while, the demand for services was increasing causing staff to create hard copies for later entry into the NC FAST online program. Mr. Paylor stated the USDA has told DSS agencies that funding would be withheld until such time that all 100 counties have updated and entered data into the NC FAST program. Mr. Paylor noted that Person County, through the hard work of its staff has met the required deadlines. Commissioner Jeffers told the Board that when local budget cuts are proposed to programs at DSS, those budget decreases will have other implications on state and federal funding as well.

## **BROADBAND SOLUTION:**

Assistant County Manager, Sybil Tate stated in late 2013, Person County released a Request for Proposal (RFP) to provide broadband services to the unserved areas of the county to which there was only one respondent. The proposal received was a wireless solution that required vertical assets to be in place before the project could begin. Ms. Tate noted that at the same time, the public safety departments were experiencing issues with their communication system and requested an upgrade, which included constructing public safety towers. Implementation of the broadband project was put on hold until the public safety towers were completed.

Since 2013, Ms. Tate said technology and the marketplace for broadband providers have changed significantly which makes the broadband proposal received in 2014 outdated. Ms. Tate recommended the County releasing a new RFP, through the assistance of a consultant.

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Ms. Tate presented a contract with a consultant but sought input from the Board for the type of broadband solution preferred noting a Fiber To The Home (FTTH) solution and a wireless solution have previously been discussed. Ms. Tate noted a FTTH solution will have a positive impact on economic development, providing businesses a necessary tool for growth and serving as a recruitment tool for new businesses. However, a FTTH solution was expensive and a long-term solution, requiring years of investment and development. Ms. Tate further noted a wireless solution was much less expensive and faster to implement but does not provide the bandwidth necessary for meaningful economic growth. Ms. Tate recalled the grant request from the vendor in 2014 was \$100,000 with a one year timeframe noting the proposed grant funding was offered as an incentive to the vendor to provide the services to the unserved areas noting Century Link was unwilling to do so at that time.

Ms. Tate requested the Board to authorize the County Manager to sign the broadband consulting contract if appropriate.

Vice Chairman Kendrick asked Ms. Tate about confirmation from the residents in the unserved areas to sign on with the vendor for the service to which she stated over 400 people had responded to the survey on the county website noting the consultant would update the information and submit a new survey. Ms. Tate confirmed the concept was for the County to provide a grant incentive for the unserved area of the county to give those residents access to broadband services. Ms. Tate stated the public safety tower project would give the County the ability to lease space to vendors for enhanced services (wireless, cellular) to the community.

Commissioner Jeffers suggested the consultant or staff to request reference checks on the vendors that served the needs of Catawba and Avery counties.

It was the consensus of the Board to authorize the County Manager to sign the broadband consulting contract to release a RFP with bid specifications for both wireless broadband and fiber solutions for the unserved area of Person County.

NORTH CAROLINA

AGREEMENT FOR SERVICES

PERSON COUNTY

THIS AGREEMENT FOR SERVICES (this "Agreement"), made and entered into this 18th day of April 2016 by and between Person County, a body politic and corporate of the State of North Carolina, (hereinafter referred to as the "County"), and Mighty River, LLC (hereinafter referred to as "Contractor").

WHEREAS, Contractor, has agreed to provide services in a professional manner in accordance with the standards of Contractor's industry and as hereinafter set forth; and

WHEREAS, the County wishes to enter into an Agreement with Contractor to provide the services specified in Appendix 1, Scope of Work, attached hereto and incorporated herein by reference.

NOW THEREFORE, in consideration of the mutual agreements described below, the parties agree as follows:

1. Term of Agreement: The initial term of this Agreement shall commence on **May 1, 2016** and end on **October 31, 2016**.
2. Scope of Service: The Contractor shall provide to the County the Services (the "Services") set forth in the "Scope of Work" attached hereto as Appendix 1, which is incorporated herein and made an integral part of the Agreement.
3. Compensation: As compensation for the services to be provided by Contractor, the County shall pay the Contractor monthly amount of **\$ 4,000.00** payable within thirty (30) days from receipt of invoice, or as otherwise set forth in Appendix 1.
4. Insurance: Contractor shall maintain insurance policies at all times with minimum limits as follows:

Coverage

Worker's Compensation  
Statutory Limits

General/Professional Liability

\$100,000 bodily injury per person (BI)  
\$500,000 bodily injury per occurrence (BI)  
\$100,000 property damage (PD)

Automobile Liability

\$250,000 bodily injury per person (BI)  
\$100,000 property damage (PD) or

All insurance policies shall be issued by companies authorized to do business under the laws of the State of North Carolina and shall be rated not less than "A" by A.M. Best and Company. Contractor shall furnish Certificates of Insurance to the County, naming the County as an additional insured, prior to the commencement of operations. The certificates shall clearly indicate that Contractor has obtained insurance of the type, amount, and classification as required for strict compliance with this paragraph and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the County. Compliance with the foregoing requirements shall not relieve Contractor from any liability or obligations under this Agreement.

5. Confidentiality: All proprietary data and information, if any, furnished to Contractor by the County shall be regarded as confidential, shall remain the sole property of the County and shall be held in confidence and safekeeping by Contractor for the sole use of the County and Contractor under the terms of this Agreement. Contractor agrees that its officers, employees and agents will not disclose to any person, firm or entity other than the County or its designated legal counsel, accountants or practice management consultants any information

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about the County. Contractor agrees to carry out its obligations to the County in compliance with all privacy and security regulations required by law.

6. Status of Parties: Nothing contained in this Agreement shall be construed as establishing a partnership or joint venture relationship between Contractor and the County. Contractor and its employees and representatives are independent contractors, solely responsible for its or their performance under this Agreement and shall have no legal authority to bind the County.

7. Assignment and Subcontracting: Neither this Agreement nor any rights or obligations hereunder shall be subcontracted, assigned, or delegated by Contractor without prior written consent of the County, which consent may be withheld in the County's sole discretion.

8. Binding Effect: This Agreement shall be binding upon the parties hereto, their heirs, administrators, executors, successors and assigns, if such assignment has been approved by the County.

9. Notices: Any notice or other communication required or permitted under this Agreement shall be in writing and shall be deemed to have been given on the date delivered personally or deposited in the United States Postal Service, certified mail, return receipt requested, with adequate postage affixed, addressed as follows:

Person County  
Attn: Sybil Tate  
304 S. Morgan Street, Rm 211  
Roxboro, NC 27573

Mighty River, LLC  
Attn: April Freddoso  
137 S. White Street  
Wake Forest, NC 27587

Either party may change its address for notices under this Agreement by giving written notice of such change to the other party in accordance with the terms of this paragraph.

10. Governing Law: This Agreement and the rights and obligations to the parties hereunder shall be construed and governed by the laws of the State of North Carolina and venue for any proceedings arising hereunder shall be in the state court of appropriate jurisdiction located in Person County, North Carolina.

11. Modifications: This Agreement may be amended or modified by the mutual written consent of the parties. A modification is not enforceable against the County unless it is signed by the County Manager or other duly authorized official.

12. Entire Agreement: This Agreement contains the entire agreement between the parties pertaining to the subject matter of this Agreement. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in this Agreement.

13. Waiver: A waiver of any provision of this Agreement must be in writing, designated as such, and signed by the party against whom enforcement of the waiver is sought. The waiver of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent or other breach thereof.

14. Termination: This Agreement may be terminated as follows:

- (i) Cause: If the services provided by the Contractor under this Agreement are determined to be unsatisfactory or unacceptable, as determined by the County Manager, this Agreement may be terminated by the County for default. Grounds for termination for default shall include, but not be limited to:
  - (a) Failure to respond to all reasonable requests from the County to provide services covered by this Agreement.

- (b) Failure to maintain equipment in accordance with the requirements of the this Agreement and with all laws.
  - (c) Lack of proper insurance as required under this Agreement.
  - (d) Charging rates or fees in excess of those provided in this Agreement.
  - (e) Inefficient, or unsafe practices in providing services.
  - (f) Other actions which impact unfavorably on the faithful performance of this Agreement.
- (ii) Convenience: The County reserves the right to terminate this Agreement upon thirty (30) days written notice to Contractor for any reason deemed by the County to serve the public interest. This termination for convenience will not be made when termination is authorized under any other provisions of this Agreement. In the event of such termination the County shall pay the Contractor those costs directly attributable to services received by the County in compliance with the Agreement prior termination. Provided, however, that no costs will be paid to the Contractor which are recoverable in the Contractor's normal course of doing business. The County is not liable for loss of any profits anticipated to be made hereunder, nor for any special, consequential or similar damage.

15. Annual Appropriations and Funding. This Agreement is subject to the annual appropriation of funds by the Person County Commissioners. Notwithstanding any provision herein to the contrary, in the event that funds are not appropriated for this Agreement, the County shall be entitled to immediately terminate this Agreement, without penalty or liability, except the payment for all service satisfactorily provided under this Agreement up to and through the Contractor's receipt of notice of termination.

16. Hold Harmless: Contractor agrees to indemnify and hold harmless the County, its agents, servants and employees from any and all claims, actions, lawsuits, damages, judgments or liabilities of any kind whatsoever arising out of the provision of service under this Agreement.

17. County Policy: The County opposes discrimination on the basis of race and sex and requires all of its contractors to provide a fair opportunity for minorities and women to participate in their work force and as subcontractors and vendors under County contracts.

**IN WITNESS WHEREOF,** the parties have executed this Agreement in their official capacities with legal authority to do so.

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

  
Amy Wehrenberg, Finance Director

**Person County:**

By:   
Heidi York, County Manager

**Contractor**

By: \_\_\_\_\_  
April Freddoso  
Mighty River, LLC  
137 S. White Street  
Wake Forest, NC 27587  
919-802-4777 Fax: 919-556-5955  
[april.freddoso@gmail.com](mailto:april.freddoso@gmail.com)

#### APPENDIX 1

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## SCOPE OF WORK

PROJECT NAME/Location: Broadband RFP and technical support

### SCOPE OF SERVICE:

Person County is preparing to release an RFP for a broadband provider to serve the unserved areas of the County. The County intends to use the granting authority from SB 572 to attract a vendor. SB 572 does not allow the County to specify the technological solution (wireless, fiber, coax, DSL, etc.), for providing broadband, but may not prohibit the county from specifying bandwidth specifications for service; therefore, the services needed may change based on the type of vendor that is chosen.

Below is a list of potential services to be completed:

- 1) Meet with Person County staff to discuss needs and goals.
- 2) Develop and help to implement a demand aggregation strategy by which businesses and consumers are approached about potential participation in the RFP process. Work with Person County Economic Development and the local Chamber of Commerce to develop potential participants. Work with GIS and IT to update online survey data about potential residential consumers.  
The following populations should be included in the survey, recognizing that different survey tools may be necessary to gain information from different populations;
  - a. Residential customers
  - b. Business 1-50 employees
  - c. Business >50 employees
  - d. Government –General
  - e. Government – First Responders/Public Safety
  - f. Healthcare Entities (public and private health)
  - g. Libraries
- 3) Create survey report tools for each population
- 4) Work with Person County GIS to map the demand aggregation.
- 5) Develop a technical spec for the RFP based on the demand aggregation results
- 6) Work with County Attorney and County Procurement to finalize an RFP based on the parameters set forth in Senate Bill 572 that leverages the County's assets to increase broadband availability for unserved county facilities, consumers, and businesses in Person County.
- 7) Evaluate RFP responses with county staff.
- 8) Provide support during contract negotiations and contract development. Attend meetings, as needed, with RFP respondents and staff during contract development.
- 9) Provide third-party oversight of implementation of chosen solution, as requested by Person County.
- 10) Coalesce specific information on sources of funding (Federal, State, Private) that are available to Person County anchor institutions and service providers and sources of funding that have already been committed for institutions or facilities in Person County.
- 11) Based on these funding sources, create a broadband strategic opportunity roadmap for the County. The roadmap will include a timeline and estimated cost of providing a FTTH network to all Person County residents and businesses.

Other tasks:

Present information to BOC at board meetings, as needed.

### TOTAL COSTS:

Person County Services Agreement

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The agreement would cover the period May 1, 2016-October 31, 2016 (6 months) at a flat fee of \$4,000 per month (not to exceed \$24,000).

**Notes:**

- Mighty River, LLC assumes all risks for hours exceeding the planned amount.
- If scope of work increases beyond deliverables, Person County and Mighty River agree to discuss the impact of this on the monthly retainer.
- All costs of work, besides travel, are included in the fee.
- Travel at the request of Person County will be reimbursed based on actual receipts for airfare, lodging, mileage, ground transportation, per diem. At no time will the reimbursements for mileage and per diem exceed the GSA (Federal Government) rates.
- Person County will have the option of terminating this agreement with 30 days notice at any time prior to the October 31, 2016 end of term. In the event of cancellation, the county will only be obligated to pay a pro-rated portion of the monthly retainer.

COMPLETION DATE: October 31, 2016

**RECOMMENDED CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2017-2021:**

County Manager, Heidi York requested the Board to discuss and approve the Recommended 5-year Capital Improvement Plan (CIP) that was presented to the Board on April 4, 2016. Ms. York noted by adoption of the CIP will allocate funding for the projects in Fiscal Year 2016-2017 and set the priorities of the projects for the coming fiscal years. The total amount recommended for Fiscal Year 2017 was \$9.5M. Of this amount, \$7.1M will be financed and supported by debt proceeds allocated to the construction of the Senior Center and the Public Safety Communications Towers project. The remaining amount of \$2.4M will be funded through county funds for various projects as prioritized by the Board.

A **motion** was made by Commissioner Puryear and **carried 5-0** to approve the Capital Improvement Plan for Fiscal Years 2017-2021 and to allocate funding for the Fiscal Year 2016-2017 as presented on April 4, 2016.

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**Person County  
Capital Improvement Plan (CIP)  
2017-21  
Approved - Funding Schedule**

<b>Sources of Revenue:</b>	<b>Current Year 2015-16</b>	<b>Budget Year 2016-17</b>	<b>Planning Year 2017-18</b>	<b>Planning Year 2018-19</b>	<b>Planning Year 2019-20</b>	<b>Planning Year 2020-21</b>	<b>TOTAL REVENUE SOURCES</b>
<b>Revenues:</b>							
General Fund Contribution	19,671	2,338,942	2,320,466	2,124,634	2,115,947	1,853,736	10,773,396
CIP Project Fund Balance	300,000	75,000	-	-	-	400,000	775,000
Airport Construction Fund Balance	-	-	800,000	-	-	-	800,000
Debt Proceeds - Roxplex & Various Improvements Project	1,884,000	-	-	-	-	-	1,884,000
Debt Proceeds - Public Safety & Broadband Towers Project	-	3,973,600	-	-	-	-	3,973,600
Debt Proceeds - Person County Senior Center Project	-	3,188,324	-	-	-	-	3,188,324
Lottery proceeds - VFW roofing	69,781	-	-	-	-	-	69,781
<b>Total Sources of Revenue:</b>	<b>2,273,452</b>	<b>9,573,866</b>	<b>3,120,466</b>	<b>2,124,634</b>	<b>2,115,947</b>	<b>2,253,736</b>	<b>21,462,101</b>
<b>Project Costs for County:</b>	<b>Current Year 2015-16</b>	<b>Budget Year 2016-17</b>	<b>Planning Year 2017-18</b>	<b>Planning Year 2018-19</b>	<b>Planning Year 2019-20</b>	<b>Planning Year 2020-21</b>	<b>TOTAL PROJECT COSTS</b>
<b>Information Technology:</b>							
Telephone System	70,000	-	-	-	-	-	70,000
<b>General Services:</b>							
New roof - Huck Sansbury Complex	183,528	-	-	-	-	-	183,528
Issuance costs	70,000	-	-	-	-	-	70,000
Contingency funds	51,716	-	-	-	-	-	51,716
Chiller replacement - LEC	150,000	-	-	-	-	-	150,000
New Roof - General Services Maintenance Building	-	35,537	-	-	-	-	35,537
New Roof - Library	-	72,986	-	-	-	-	72,986
New Roof - Allensville, Helena, HM, Longhurst, Mayo parks	-	114,582	-	-	-	-	114,582
New Roof - Airport Terminal	-	40,770	-	-	-	-	40,770
New Roof - EMS	-	-	153,375	-	-	-	153,375
New Roof - Helena EMS base	-	-	152,901	-	-	-	152,901
New Roof - Bushy Fork, Mt. Tirzah	-	-	62,071	-	-	-	62,071
New Roof - Courthouse	-	-	-	120,741	-	-	120,741
New Roof - Helena Gym	-	-	-	-	202,876	-	202,876
New Roof - Inspections	-	-	-	-	-	117,614	117,614
New Roof - Elections/IT	-	-	-	-	-	104,538	104,538
New Roof - Animal Services complex	-	-	-	-	-	199,255	199,255
<b>Elections:</b>							
Voting Equipment	49,671	-	-	-	-	-	49,671
<b>Emergency Management Services:</b>							
Public Safety/Broadband							
Tower Construction	-	1,164,000	-	-	-	-	1,164,000
VIPER Radios	-	920,600	-	-	-	-	920,600
VHF Equipment	-	1,500,000	-	-	-	-	1,500,000
Planning and Consulting	-	179,000	-	-	-	-	179,000
Broadband Consulting & Grant Program	-	150,000	-	-	-	-	150,000
Issuance costs	-	60,000	-	-	-	-	60,000
Contingency funds	-	100,000	-	-	-	-	100,000
Northern Satellite EMS Base	-	-	-	-	335,000	-	335,000

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<b>Economic Development:</b>							
Construct new pad for industry near airport	-	-	-	50,000	-	-	50,000
Construct infrastructure for industrial park	-	-	150,000	150,000	150,000	-	450,000
<b>Public Library:</b>							
Southern Satellite Library - Helena	-	-	-	368,500	-	-	368,500
<b>Recreation, Arts &amp; Parks:</b>							
Roxplex purchase and renovations	569,624	-	-	-	-	-	569,624
Light Replacement - Bushy Fork	-	-	55,114	-	-	-	55,114
Olive Hill - construct outside restrooms	-	-	-	63,250	-	-	63,250
Kirby Auditorium - seating replacements	-	-	-	-	85,000	-	85,000
<b>Person Industries/Material Recycling Facility:</b>							
PCRC/PI Merger	-	-	758,560	-	-	-	758,560
<b>Airport Construction Projects:</b>							
Additional airport hangar construction	-	-	800,000	-	-	-	800,000
<b>Animal Services:</b>							
Resurface floors	-	62,800	-	-	-	-	62,800
Install A/C	-	82,500	-	-	-	-	82,500
<b>Tax Office:</b>							
Appraisals and Collections software	-	375,000	375,000	-	-	-	750,000
<b>Set-asides for future projects</b>	-	-	-	-	-	-	-
<b>Total County Projects:</b>	<b>1,144,539</b>	<b>4,857,775</b>	<b>2,507,021</b>	<b>752,491</b>	<b>772,876</b>	<b>421,407</b>	<b>10,456,109</b>
<b>Project Costs for PCC:</b>	<b>Current Year 2015-16</b>	<b>Budget Year 2016-17</b>	<b>Planning Year 2017-18</b>	<b>Planning Year 2018-19</b>	<b>Planning Year 2019-20</b>	<b>Planning Year 2020-21</b>	<b>TOTAL PROJECT COSTS</b>
<b>Piedmont Community College (PCC):</b>							
Master Facility Plan	50,000	-	-	-	-	-	50,000
Upgrade Campus HVAC systems	-	72,000	128,000	100,000	-	-	300,000
Emergency Communication System	-	117,000	-	-	-	-	117,000
Generator - Building S	-	-	55,000	-	-	-	55,000
New Roof - Building D and walkways	-	-	177,445	-	-	-	177,445
New Roof - Building L	-	-	-	108,700	-	-	108,700
Upgrades - Building A	-	-	-	75,000	500,000	-	575,000
New Roof - Covered walkways	-	-	-	-	50,000	-	50,000
2nd Entrance to Campus	-	-	-	-	-	1,000,000	1,000,000
<b>Set-asides for future projects</b>	-	-	-	400,000	-	-	400,000
<b>Total PCC Projects:</b>	<b>50,000</b>	<b>189,000</b>	<b>360,445</b>	<b>683,700</b>	<b>550,000</b>	<b>1,000,000</b>	<b>2,833,145</b>

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<b>Project Costs for Public Schools:</b>	<b>Current Year 2015-16</b>	<b>Budget Year 2016-17</b>	<b>Planning Year 2017-18</b>	<b>Planning Year 2018-19</b>	<b>Planning Year 2019-20</b>	<b>Planning Year 2020-21</b>	<b>TOTAL PROJECT COSTS</b>
<b>Public Schools:</b>							
New roof - VFW	69,781	-	-	-	-	-	69,781
New roof - South Elementary	172,713	-	-	-	-	-	172,713
New roof - Woodland Elementary	100,544	-	-	-	-	-	100,544
New roof - Oak Lane Elementary	134,129	-	-	-	-	-	134,129
Window replacements - North End Elementary	301,746	-	-	-	-	-	301,746
Chiller replacement - SMS	300,000	-	-	-	-	-	300,000
Repave Bus Lot - PHS	-	300,000	-	-	-	-	300,000
ADA Upgrades - Oak Lane Elementary	-	75,000	-	-	-	-	75,000
ADA Upgrades - North Elementary	-	150,000	-	-	-	-	150,000
Chiller Replacement - PHS	-	300,000	-	-	-	-	300,000
New roof - North Elementary	-	223,925	-	-	-	-	223,925
Fire Alarm Replacement - NMS	-	-	150,000	-	-	-	150,000
Media Upgrades - PHS	-	-	103,000	-	-	-	103,000
ADA Upgrades - Woodland Elementary	-	-	-	50,000	-	-	50,000
Bleacher Replacement - NMS	-	-	-	75,000	-	-	75,000
New roof - Early Intervention	-	-	-	166,443	-	-	166,443
Window replacements - Woodland Elementary	-	-	-	247,000	-	-	247,000
HVAC units - NMS	-	-	-	150,000	150,000	235,000	535,000
New roof - SMS/North End Elementary	-	-	-	-	60,016	-	60,016
New roof - School Bus Garage	-	-	-	-	264,535	-	264,535
Fire Alarm Replacement - SMS	-	-	-	-	-	160,000	160,000
New roof - School Maintenance	-	-	-	-	-	290,547	290,547
New roof - SMS	-	-	-	-	-	146,782	146,782
<b>Set-asides for future projects</b>	-	-	-	-	-	-	-
<b>Total Public Schools Projects:</b>	<b>1,078,913</b>	<b>1,048,925</b>	<b>253,000</b>	<b>688,443</b>	<b>474,551</b>	<b>832,329</b>	<b>4,376,161</b>
<b>Project Costs for Non-Profit Agencies:</b>	<b>Current Year 2015-16</b>	<b>Budget Year 2016-17</b>	<b>Planning Year 2017-18</b>	<b>Planning Year 2018-19</b>	<b>Planning Year 2019-20</b>	<b>Planning Year 2020-21</b>	<b>TOTAL PROJECT COSTS</b>
<b>Person County Museum of History:</b>							
New roof - Long House & Medical Office	-	41,842	-	-	-	-	41,842
New roof - Main/Parsonage/Van Hook/Old Store/Tobacco Barn	-	-	-	-	318,520	-	318,520
<b>Person County Senior Center Project:</b>							
Construction	-	2,717,924	-	-	-	-	2,717,924
A&E fees	-	408,400	-	-	-	-	408,400
Issuance costs	-	60,000	-	-	-	-	60,000
Contingency funds	-	250,000	-	-	-	-	250,000
<b>Set-asides for future projects</b>	-	-	-	-	-	-	-
<b>Total Non-Profit Agencies Projects:</b>	<b>-</b>	<b>3,478,166</b>	<b>-</b>	<b>-</b>	<b>318,520</b>	<b>-</b>	<b>3,796,686</b>
<b>Total Project Costs:</b>	<b>2,273,452</b>	<b>9,573,866</b>	<b>3,120,466</b>	<b>2,124,634</b>	<b>2,115,947</b>	<b>2,253,736</b>	<b>21,462,101</b>

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<b>Sources of Revenue for Operating Impact Costs:</b>	<b>Current Year 2015-16</b>	<b>Budget Year 2016-17</b>	<b>Planning Year 2017-18</b>	<b>Planning Year 2018-19</b>	<b>Planning Year 2019-20</b>	<b>Planning Year 2020-21</b>	<b>TOTAL REVENUE SOURCES</b>
General Fund Revenues	-	419,700	934,032	824,241	736,547	1,017,592	3,932,112
Recycling sales (due to efficiency)	-	-	-	11,168	11,168	11,168	33,504
Recycling program service fees	-	-	-	17,920	44,800	44,800	107,520
<b>Total Sources of Revenue for Operating Impact Costs:</b>	<b>-</b>	<b>419,700</b>	<b>934,032</b>	<b>853,329</b>	<b>792,515</b>	<b>1,073,560</b>	<b>4,073,136</b>

<b>Operating Impact Costs:</b>	<b>Current Year 2015-16</b>	<b>Budget Year 2016-17</b>	<b>Planning Year 2017-18</b>	<b>Planning Year 2018-19</b>	<b>Planning Year 2019-20</b>	<b>Planning Year 2020-21</b>	<b>TOTAL PROJECT COSTS</b>
<b><i>Roxplex &amp; Various Improvements Project</i></b>							
Debt Service payments	-	143,471	298,162	252,612	128,394	205,730	1,028,369
<b><i>Tax Office: Appraisals and Collections software</i></b>							
New maintenance contract	-	50,000	75,000	75,000	75,000	75,000	350,000
Existing maintenance contract	-	-	-	-	-	(35,000)	(35,000)
<b><i>PCRC/PI merger efficiencies</i></b>							
Personnel costs	-	-	(36,500)	(44,189)	(44,934)	(45,693)	(171,316)
Supplies and operating	-	-	-	(3,736)	(4,036)	(4,036)	(11,808)
Vehicles and equipment	-	-	-	(14,578)	(14,578)	(14,578)	(43,734)
<b><i>Animal Services - Install A/C</i></b>	-	-	4,000	4,000	4,000	4,000	16,000
<b><i>Public Safety &amp; Broadband Towers Project</i></b>							
Debt Service payments	-	-	370,487	363,182	355,877	348,571	1,438,117
<b><i>Northern Satellite EMS Base</i></b>							
Personnel costs	-	-	-	-	-	220,120	220,120
Supplies and operating	-	-	-	-	-	30,000	30,000
<b><i>Southern Satellite Library - Helena</i></b>							
Personnel costs	-	-	-	-	41,600	41,600	83,200
Supplies and operating	-	-	-	-	33,500	33,500	67,000
<b><i>Person County Senior Center Project</i></b>							
Debt Service payments	-	226,229	222,883	219,538	216,192	212,846	1,097,688
<b><i>Airport Hanger Construction</i></b>	-	-	-	1,500	1,500	1,500	4,500
<b>Total Operating Impact Costs:</b>	<b>-</b>	<b>419,700</b>	<b>934,032</b>	<b>853,329</b>	<b>792,515</b>	<b>1,073,560</b>	<b>4,073,136</b>

**Note: Items highlighted below are projects associated with proposed debt financings.**

**2015-16 Various Re-roofing and Equipment Upgrades; Roxplex Acquisition/Improvements**

The County entered into an installment purchase contract for \$1.884 million on February 11, 2016 with BB&T to finance a portion of the cost of acquisition and land improvements of the Roxplex property, re-roofing and window replacement construction for various county and school buildings, and an equipment upgrade to a chiller unit at Southern Middle School.

**2016-17 Person County Senior Center Project**

The Board of Commissioners approved a schematic design presented by the contracted architects for the Person County Senior Center on March 14, 2016. Until further determined, the CIP grid above assumes a General Obligation Bond Issue to finance approximately \$3.19 million which would cover property acquisition, construction, and issuance costs for the purposes of providing improved Senior Center facilities.

**2016-17 Public Safety & Broadband Towers Project**

This project will improve public safety communication among VFD's, Sheriff, City Fire and EMS and ensure communication coverage for the entire county. In 2015, a feasibility study was completed which resulted in the recommendation to construct four, 300 foot towers and the installment of a Simulcast public safety communication system. Since then, the State Highway Patrol has offered to construct two of the towers. Funding for this project includes the cost of constructing the two remaining towers, purchasing VHF equipment, purchasing hand-held and vehicular radios, and implementation of a broadband grant program. The total project cost is estimated to be approximately \$3.97 million. The project is scheduled to be completed by Nov 2017. It is anticipated that the loan closing for this project would be scheduled near the end of FY17. However, this is subject to change depending upon the timing of when construction bids are received.

April 18, 2016

**CHAIRMAN'S REPORT:**

Chairman Newell had no report.

**MANAGER'S REPORT:**

County Manager, Heidi York announced the following:

- Economic Development Commission will hold its next meeting on Thursday, April 21, 2016 at 8:00am in the Tax Office conference room.
- Person County Museum will be kicking off its Heritage Trail at the Courthouse on April 25, 2016 at 11:00am.
- NCDOT Statewide Transportation Planning Office released its transportation project scores. These are used to determine which projects receive funding. Ms. York reported that of all the Regional-tier projects in the state, one of Person County's (Madison Boulevard project) ranked #12 out of over 500 projects and of the 9 "highway" projects that meet the requirements for submittal, 6 of them are in the top 35 for priority funding. In addition, the County Airport runway extension was the highest scoring Region "C" Aviation project. Ms. York noted final funding decisions will be made in November 2016.

**COMMISSIONER REPORT/COMMENTS:**

Commissioner Jeffers reported he has accepted the position of Regional Director for the NC Association of Social Services. He also noted he would be taking a topic to the Recreation Advisory Board related to access to bathroom facilities at the parks when recreational events are not being held.

Commissioner Clayton had no report.

Commissioner Puryear stated he and Chairman Newell would be attending the last meeting for the Board of Equalization and Review on April 19, 2016 at 9:00am in the Tax Office conference room.

Vice Chairman Kendrick had no report.

**April 18, 2016**

**CLOSED SESSION #1:**

A **motion** was made by Vice Chairman Kendrick and **carried 5-0** to enter Closed Session per General Statute 143-318.11(a) (3) to consult with an attorney and General Statute 143-318.11(a) (5) at 10:19am to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract with the following individuals permitted to attend: County Manager, Heidi York, Clerk to the Board, Brenda Reaves, County Attorney, Ron Aycock, Assistant County Manager, Sybil Tate, and Mike Brinck of Smith&Gardner.

Chairman Newell called the Closed Session to order at 10:23am.

A **motion** was made by Vice Chairman Kendrick and **carried 5-0** to return to open session at 11:17am.

**ADJOURNMENT:**

A **motion** was made by Vice Chairman Kendrick and **carried** to adjourn the meeting at 11:17am.

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Brenda B. Reaves  
Clerk to the Board

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David Newell, Sr.  
Chairman

**April 18, 2016**

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