

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

JUNE 20, 2016
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, June 20, 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 Vice Chairman Kendrick led the group in the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

Chairman Newell requested to add a Closed Session to discuss potential acquisition of property to the agenda as well as announced that the EMS Operational Medical Director Contract item should be removed from the agenda.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to add a Closed Session to discuss the acquisition of property to the agenda, to remove the item for the EMS Operational Medical Director Contract from the agenda and to approve the agenda as adjusted.

INFORMAL COMMENTS:

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

Mr. John Hill, Director of the Recreation, Arts and Parks Department of 425 Long Avenue, Roxboro announced that the Little League All Stars would have Person County representatives in the upcoming weeks. Mr. Hill stated the youth boys, ages 7-8, 9-10 and 11-12 would be traveling to Wilson, NC and youth girls will be traveling to Wilmington, NC for the Little League All Stars tournaments.

DISCUSSION/ADJUSTMENT/APPROVAL OF CONSENT AGENDA:

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

- A. Approval of Minutes of May 23, 2016,
- B. Approval of Minutes of June 6, 2016,
- C. Budget Amendment #20,
- D. Timberlake Firefighters' Relief Fund Board of Trustees Appointments,
- E. United Way Grant for FY2016-2017 Sherriff's G.R.E.A.T. Summer Camp,
- F. Renewal of Joint Use Agreements between Person County and the Board of Education,
- G. Tax Adjustments for the month of June 2016
 - a. Tax Releases, and
 - b. NC Vehicle Tax System pending refunds

NEW BUSINESS:

SENIOR CENTER DESIGN DEVELOPMENT UPDATE:

County Manager, Heidi York asked Ms. Kristen Hess, of HH Architecture, to give the Board an update on the progress of the design development for the Senior Center. Ms. Hess reported the results of the Geotechnical Exploration that had been completed for the site, provided updated drawings and a floor plan of the Senior Center and the Public Park, spoke to the second public input meeting that was conducted on May 11th as well as addressed the discussion held with the Roxboro City Council on May 10th.

Ms. Hess noted that after receiving results from the Geotechnical Exploration Reports, significant changes were required to the structural and civil engineering design to address the poor soil conditions located on the site. She said the natural soils under the location of the existing building are suitable for handling the loads of the new fill and new building. However, the soils in the area of the site that are currently open are comprised of unsuitable fill to handle new building loads. Additional work will need to be done in order for the ground to be able to handle the new loads and to prevent differential settlement between the two areas of the new building. Ms. Hess stated their structural engineer proposed the use of aggregate piers to stabilize the soil. This system consists of drilling holes in the unsuitable soil and filling them with stone using vibration to compact the stone. After the piers are in place, a typical foundation system can be used. After performing a cost analysis with the project structural engineer and civil engineer, Ms. Hess determined this was a more cost effective option than excavating the unsuitable soil and replacing with the proper fill. It is also more suitable to the conditions of the site since the building is close to the property lines, making excavation difficult. Ms. Hess noted these changes have had an impact on the cost of the facility, which was reflected in the estimate.

Ms. Hess reviewed the updated design development estimate which included any items that may be considered optional as alternates for the project.

HH ARCHITECTURE

Person County Senior Center

6/15/2016

DD Cost Estimate

HH Job # 15-056

	Base Bid Without Alternates	Base Bid With Alternates
Estimated Construction Costs- Base: Senior Center	\$2,410,796	\$2,410,796
Estimated Construction Costs- Base: Depot St. Park	\$117,828	\$117,828
Subtotal Estimated Construction Costs - Base	\$2,528,624	\$2,528,624
(See Attached Back-up Detail)		
General Conditions (10%)	\$252,862	\$252,862
GC Overhead & Profit (10%)	\$252,862	\$252,862
Estimated Construction Costs- Alternates (See Back-up Detail for Break Out of Alternates)	\$0	\$67,862
Estimated Construction Cost	\$3,034,348	\$3,102,210
Construction Contingency (10%)	\$303,435	\$310,221
Estimated Construction + Contingency	\$3,337,783	\$3,412,431
Owner's Soft Costs		
Basic Design Fee	\$278,600	\$278,600
Hazardous Materials Abatement Design Fee	\$4,500	\$4,500
Existing Site Conditions Survey Fee	\$11,400	\$11,400
Subsurface Utility Designation Fee	\$8,300	\$8,300
Hazardous Materials Survey Fee	\$5,200	\$5,200
Structural Assessment Fee	\$5,400	\$5,400
Construction Testing & Geotech Investigation	\$35,000	\$35,000
Furniture, Fixtures, and Equipment	\$60,000	\$60,000
Total Estimated Project Cost	\$3,746,183	\$3,820,831

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Chairman Newell expressed his concerns about increasing costs to the Senior Center project at the Depot Street site and inquired about the feasibility of alternative sites. Ms. Hess noted her willingness to assist in evaluating alternative sites for the design development should the County have sites to be evaluated.

Commissioner Jeffers asked Ms. Hess to recap her discussion with the Roxboro City Council. Ms. Hess stated the city officials had no issues with the design however stated preferences with three areas: a) the border wall located between the parking lot and the facility was to stay intact and may be improved upon at all the cost to the County; City officials expressed interest in having the historical wall commemorated with a plaque; b) the parking spaces that face the building that are proposed to be sloped to avoid having steps at the entrance of the facility may be altered with the understanding that all costs and future maintenance of said parking spaces will become the responsibility of the County; and, c) the City requested to review updated drawings on the effect of the proposed covered canopy concept; once the drawings are complete, Ms. Hess stated they will be submitted to the City officials.

A **motion** was made and amended by Vice Chairman Kendrick and **carried 5-0** to table moving forward with the Senior Center project until such time the Board can review options before an additional appropriation was made for the soil remediation, and to direct the County Manager to form an evaluation team to review other site options within a three month timeframe. Commissioner Jeffers volunteered to serve on the evaluation team noting that Chairman Newell and Senior Center representative, Maynell Harper should also be included.

PERSON COUNTY JUVENILE CRIME PREVENTION COUNCIL FUNDING RECOMMENDATIONS FOR FISCAL YEAR 2016-2017:

Juvenile Crime Prevention Council (JCPC) Chairman, John Hill told the Board that each year, funding was made available through the North Carolina Department of Public Safety/Division of Juvenile Justice to Person County and its JCPC to be utilized to address the needs of youth at-risk for delinquency as well as adjudicated undisciplined and delinquent youth in Person County. The funding comes in the form of a county allocation. All 100 counties in the State of North Carolina are allocated funds based on the population of youth in the county between the ages of 10 and 17. Person County will receive \$123,213 in its allocation from the North Carolina Department of Juvenile Justice and Delinquency Prevention in Fiscal Year 2017.

Annually, the JCPC Board conducts a planning process, which includes an array of legislated tasks: a review of the community risk factors and the risk levels of youth in the community; an assessment of the needs of the target populations; a review of the service resources available to address those needs; the identification of service gaps; and the strategic development of a plan to structure a seamless continuum of service programming to address the target population needs. As part of the development of the needed services

identified in the continuum, there is a Request for Proposal (RFP) process that is completed by the JCPC Board. Non-profits and government entities may apply for the opportunity to provide services per the guidelines of the RFP. The JCPC Board reviews all requests and awards are made to service providers to address service needs identified by the JCPC Board. The JCPC Board makes its recommendation of expenditures of the allocation and presents its written annual planning documents to the Person County Board of County Commissioners for its approval. The JCPC Board performs this function as an extension of the Board of County Commissioners in its fulfillment of the legislated duties imposed upon them through general statute.

Additionally, on an on-going basis, the JCPC evaluates the performance of its funded programs by annually monitoring each program through on-site visits and also monthly through program reporting at the local, monthly JCPC meetings. The JCPC is also charged with the tasks of increasing public awareness of the causes of delinquency, addressing strategies to intervene and appropriately responding to and treating the needs of juveniles while at the same time reducing juvenile recidivism. The JCPC stands ready to respond to the changing needs of youth and service delivery in the community.

Mr. Hill stated the Person County Juvenile Crime Prevention Council met on March 9, 2016 and voted to approve the DJJ allocation to be distributed in the following manner for the 2016-2017 fiscal year.

<u>Program</u>	<u>DJJ Funds</u>	<u>County Cash Requested</u>
4-H YES Community Service	\$45,417	\$16,510
Roots & Wings Interpersonal Skills	28,525	2,852
Roots & Wings Teen Court	20,500	2,050
Root & Wings Parenting Program	12,000	0
Person County Learning Academy	10,656	2,131
Administrative Fund	6,115	0
Unallocated to go to program	<u>0</u>	<u>0</u>
Total	\$123,213	\$23,543

A **motion** was made by Commissioner Puryear and **carried 5-0** to approve the Juvenile Crime Prevention Council funding recommendation for Fiscal Year 2016-2017 as presented.

FISCAL YEAR 2016-2017 BUDGET ORDINANCE:

County Manager, Heidi York and Finance Director, Amy Wehrenberg presented the Fiscal Year 2016-2017 Budget Ordinance for adoption by the Board. Ms. York stated 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 having fulfilled the legal requirements including the conducting of a public hearing. The Budget Ordinance outlined the total General Fund Appropriations of \$59,497,684.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to adopt the Fiscal Year 2016-2017 Budget Ordinance as presented.



**PERSON COUNTY,
NORTH CAROLINA**

2016-2017



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, 2016 and ending June 30, 2017, 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	\$ 6,470,537	10.9
Public Safety	12,868,507	21.6
Transportation	890,294	1.5
Human Services	15,862,836	26.3
Education	11,266,464	18.9
Environmental Protection	128,471	0.2
Economic and Physical Development	824,506	1.4
Culture and Recreation	1,695,552	2.9
Debt Service	2,207,790	3.7
Self-Funded Health Insurance	3,238,820	5.4
Transfers to Other Funds and Component Unit	3,730,146	6.3
Contingency	513,761	0.9
TOTAL GENERAL FUND APPROPRIATIONS	\$ 59,497,684	100.0

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, 2016 and ending June 30, 2017.

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	\$ 30,918,050	52.0
Local Option Sales Taxes	6,852,030	11.5
Other Taxes	327,600	0.6
Licenses and Permits	420,850	0.7
Intergovernmental Revenues	8,644,642	14.5
Investment Earnings	5,700	0.0
Charges for Services	8,462,687	14.2
Other Revenues	175,108	0.3
Transfers from Component Unit	220,000	0.4
Fund Balance Appropriated	3,471,017	5.8
TOTAL GENERAL FUND REVENUES	\$ 59,497,684	100.0

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	69,970
Prin - 2010 Installment Financing Contract–Cthouse Renov & Various Re-Roofing	800,000
Int - 2010 Installment Financing Contract–Cthouse Renov & Various Re-Roofing	67,320
Prin - 2012 Installment Financing Contract–Schools Re-Roofing	208,836
Int - 2012 Installment Financing Contract–Schools Re-Roofing	92,332
Principal – 2014 Installment Financing Contract – PCRC & Re-Roofing	160,000
Interest – 2014 Installment Financing Contract – PCRC & Re-Roofing	50,960
Principal – 2014 Capital Lease – Telephone System	72,081
Interest – 2014 Capital Lease – Telephone System	3,148
Principal – 2015 Capital Lease – Election Equipment	39,242
Interest – 2015 Capital Lease – Election Equipment	10,429
Principal – 2015 Installment Financing Contract – Senior Center	150,000
Interest – 2015 Installment Financing Contract – Senior Center	90,000
Principal – 2016 Installment Financing Contract – Roxplex & Reroofing	100,000
Interest – 2016 Installment Financing Contract – Roxplex & Reroofing	43,472
Total	\$ 2,207,790

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Section 5. The following amounts are hereby appropriated in an Internal Service Fund for the payment of employee claims and administration expenses associated with the County's Self-Funded Health Insurance Program:

Self-Funded Health Insurance Costs \$ 3,238,820

Section 6. It is estimated that the following revenues, including the receipt of premium payments from the County for its employees and from the employees for their dependents, will be available in the Self-Funded Health Insurance Fund:

Charges for Services	\$ 3,213,031
Investment Earnings	700
Transfer from General Fund	<u>25,089</u>
Total	<u>\$ 3,238,820</u>

Section 7. The following amounts are hereby appropriated in the Person Industries & PI Material Recovery Facility (MRF) Fund:

Community Rehabilitation Program Services	\$ 2,211,437
Material Recovery Facility	<u>490,220</u>
Total	<u>\$ 2,701,657</u>

Section 8. It is estimated that the following revenues will be available in the Person Industries & PI Material Recovery Facility (MRF) Fund:

Intergovernmental Revenues	\$ 523,583
Charges for Services	1,664,220
Other Revenues	6,250
Transfer from General Fund	
Person Industries	296,231
Material Recovery Facility	<u>211,373</u>
Total	<u>\$ 2,701,657</u>

Section 9. 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 \$ 90,625

Section 10. It is estimated that the following revenues will be available in the VFD & Rescue Capital Reserve Fund:

Transfer from Revolving Loan Fund \$ 90,625

Section 11. The following amounts are hereby appropriated in the Emergency Telephone System Fund:

Emergency Telephone System \$ 945,630

Section 12. It is estimated that the following revenues will be available in the Emergency Telephone System Fund:

E-911 State Surcharges	\$ 929,630
Fund Balance Appropriation	<u>16,000</u>
Total	<u>\$ 945,630</u>

Section 13. 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 14. The following amounts are hereby appropriated in the Revolving Loan Fund:

Fund Balance Appropriated	<u>\$ 90,625</u>
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Section 15. 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>\$ 1,383,600</u>
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Section 16. It is estimated that the following revenues will be available in the Economic Catalyst Fund:

Transfer from General Fund	\$ 683,600
Fund Balance Appropriation	<u>700,000</u>
Total	<u>\$ 1,383,600</u>

Section 17. 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	<u>\$ 30,000</u>
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Section 18. It is estimated that the following revenues will be available in the Water and Sewer Construction Reserve Fund:

Shared Fees	<u>\$ 30,000</u>
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Section 19. 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	<u>\$ 250,000</u>
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Section 20. 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	<u>\$ 250,000</u>
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Section 21. 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, 2016 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 \$4,120,000,000 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 \$2,280,000 in revenues.

Section 22. 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 23. 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 and the Fleet Management Fund for the appropriation of vehicles, without a report to the Board of Commissioners.

Section 24. 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.

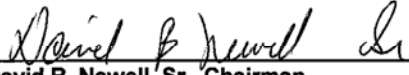
e. She may execute contracts for consultant services, which consultant fees are estimated to be less than \$10,000 and if funds are within budgeted appropriations.

Section 25. 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 26. 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.

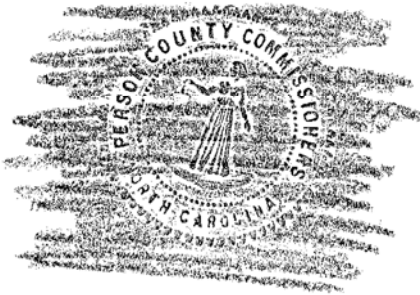
Adopted this the 20th day of June 2016.



David B. Newell, Sr., Chairman
Person County Board of Commissioners



Brenda B. Reaves, Clerk to the Board



June 20, 2016

MT. TIRZAH TOWER EXEMPTION:

Assistant County Manager, Sybil Tate stated the State of NC has agreed to construct a tower at Mt. Tirzah in order to improve public safety communication for the State and the County. Previously, the State required counties to exempt the State from local tower construction regulations and fees, and as a result, Person County included an exemption for the State in the Cell Tower Ordinance. However, since the last tower was constructed, the State has repealed their requirement for counties to exempt the State and the County has repealed its Cell Tower Ordinance.

Ms. Tate presented the State's request for an exemption from the Planning Department's \$5,000 cell tower construction fee noting the State would still comply with Planning and Zoning regulations and pay the \$50 permitting fee.

Commissioner Clayton suggested staff to review the Planning Department's fee of \$5,000 to ensure it was comparable to other counties and a reasonable fee for the services provided.

A **motion** was made by Commissioner Puryear and **carried 5-0** to exempt the State of NC from the Planning Department's cell tower construction fee.

DESIGNATE NACO VOTING DELEGATE FOR THE 2016 ANNUAL CONFERENCE:

Voting Credentials for the 2016 Annual Conference to be held July 22-25, 2016, in Los Angeles, CA, must be submitted by July 1, 2016 in order for Person County's delegate to participate in the association's annual election of officers and policy adoption.

Chairman Newell asked the Board to designate Commissioner Clayton or Commissioner Jeffers as Person County's delegate with the other designated as the alternate.

A **motion** was made by Commissioner Clayton and **carried 5-0** to designate Commissioner Jeffers as Person County's voting delegate for the 2016 NACo Annual Conference. By acclamation Commissioner Clayton will serve as the alternate.

APPOINTMENTS TO BOARDS AND COMMITTEES:

Clerk to the Board, Brenda Reaves requested Board nomination for appointment as deemed appropriate to the following boards and committees. 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 14, 2016 with notice to submit applications by the deadline on June 7, 2016. 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. Should the Board be interested in holding the informal interview process for some or all the competitive boards, please direct the Clerk to organize and inform the applicants of the informal interview date as set by the Board.

Ms. Reaves presented interested citizen applications for consideration for appointments. The Board of Commissioners are encouraged to recruit citizens to fill the current vacancies for those which no applications have been received.

Adult Care Home Community Advisory Committee

1-Year Initial Term; 3-Year Reappointment: 3 positions available

- 1) Cornelia Jay requested reappointment

Board of Adjustment

3-Year Term: 2 positions and 1 position for an alternate for an unspecified term

- 1) Felicia Swann requested reappointment

Board of Health

3-Year Term:

1 position for a dentist; 1) Dr. Jeffrey Noblett requested reappointment

1 position from the general public; 1) Dr. Stephen D. Saunders requested reappointment

Environmental Issues Advisory Committee

3-Year Term; 1 position available on each of the following County’s townships

Allensville Township: 1) Jason Torian requested reappointment

Bushy Fork: 1) no application(s)

Cunningham: 1) no application(s)

Flat River: 1) no application(s)

Home Health and Hospice Advisory Committee

3-Year Term: 1 position for a nurse

- 1) Janine Wall requested reappointment

Industrial Facilities and Pollution Control Financing Authority

6-Year Term: 2 positions available – no application(s)

Juvenile Crime Prevention Council

1-Year Initial Term: 2-Year Reappointment

- 1 position for a substance abuse professional: no application(s),
- 1 position for a person under the age of 21: no applications(s),
- 1 position for a representative of United Way: 1) Kelly Foti requested reappointment

2-Year Term:

- 1 position for a Juvenile Defense Attorney: no application(s),
- 1 position for a representative or person affiliated with Mental Health: no application(s),
- 1 position for a citizen-at-large: 1) Margaret Bradsher requested reappointment

Kerr Tar Regional Council of Government Board

2 positions as well as 2 alternates for citizens-at-large with an affiliation to represent the private sector business, minority or the retired community for an unspecified term.

- 1) Kenneth Perry requested appointment

Nursing Home Advisory Committee

1-Year Initial Term: 3-Year Reappointment; 2 positions available: no application(s)

Person Area Transportation System Board

3-Year Term:

- 1 position available for a representative of private industry: no application(s),
- 1 position available for a representative of economic development: no application(s), and
- 1 position available for a citizen at-large: no application(s)

Person-Caswell Lake Authority

3-Year Term: 1 position available

- 1) Lindsay “Tommy” Wagstaff, Jr., requested reappointment

Planning Board

3-Year Term: 2 positions available

- 1) Derrick Smith requested appointment
- 2) W. Barry Walker requested reappointment

Recreation Advisory Board

3-Year Term: 2 positions available

- 1) Donald Long requested reappointment
- 2) Arnold Ashley requested reappointment

Voluntary Agriculture District Board

3-Year Term: 1 position available on each of the following County’s townships

- Allensville Township: 1) Kenny Griffin requested reappointment
- Olive Hill Township: 1) Bruce Whitfield requested reappointment
- Roxboro Township: 1) Arch (Chip) Stone III requested reappointment

Workforce Development Board

1-Year Initial Term; 2-Year Reappointment

3 positions available representing business,

- 1) Nikki Ward requested reappointment
- 2) Derrick Sims requested reappointment
- 3) Eva McDougal requests reappointment

1 position available representing higher education

- 1) Dr. Walter Bartlett requested reappointment

1 position available representing adult education: no application(s),

1 position available for a representative of a registered apprenticeship program: no application(s), and

1 position available for a member or an officer of organized labor: no application(s)

A **motion** was made by Vice Chairman Kendrick and **carried 5-0** to reappoint Cornelia Jay to the Adult Care Home Community Advisory Committee for a 3-year term; to reappoint Felicia Swann to the Board of Adjustment for a 3-year term; to reappoint Dr. Jeffrey Noblett (dentist representative) and Dr. Stephen D. Saunders (general public representative) to the Board of Health, both for a 3-year term; to reappoint Jason Torian to the Environmental Issues Advisory Committee for a 3-year term; to reappoint Janine Wall (nurse representative) to the Home Health and Hospice Advisory Committee for a 3-year term; to reappoint Kelly Foti (United Way representative) and Margaret Bradsher (citizen representative) to the Juvenile Crime Prevention Council, each for a 2-year term; to appoint Kenneth Perry to the Kerr Tar Regional Council of Government Board; to reappoint Lindsay “Tommy” Wagstaff, Jr. to the Person-Caswell Lake Authority for a 3-year term; to appoint Derrick Smith and reappoint W. Barry Walker to the Planning Board, both for a 2-year term; to reappoint Donald Long and Arnold Ashley to the Recreation Advisory Board, both for a 3-year term; to reappoint Kenny Griffin (Allensville Township representative), Bruce Whitfield (Olive Hill Township representative) and Arch “Chip” Stone, III (Roxboro Township representative) to the Voluntary Agriculture District Board, each for a 3-year term; to reappoint business representatives Nicki Ward, Derrick Sims and Eva McDougal as well as higher education representative, Dr. Walter Bartlett to the Workforce Development Board.

Library Advisory Board

3-Year Term: 1 position available

- 1) Anne Gibson requested appointment
- 2) Ernest Avery requested appointment
- 3) Gean Gentry requested appointment

A **motion** was made by Commissioner Jeffers and **carried 5-0** to appoint Anne Gibson to the Library Advisory Board for a 3-year term.

June 20, 2016

It was the consensus of the Board to schedule and hold informal interviews with the applicants of the ABC Board, the Piedmont Community College Board of Trustees and the Social Services Board starting at 6:00pm on August 1, 2016 and directed the Clerk to the Board to inform all applicants listed below.

ABC Board

3-Year Term: 1 position available

- 1) Garland Graves, Jr. requested appointment
- 2) Michael Laws requested reappointment
- 3) Norman Carden requested appointment

Piedmont Community College Board of Trustees

4-Year Term: 1 position available

- 1) Bayard Crumpton requested reappointment
- 2) Jason Torian requested appointment

Social Services Board

3-Year Term: 1 position available

- 1) Treco Lea-Jeffers requested appointment
- 2) Elbert Franklin Dickens requested appointment

911 CAD PRODUCT PROCUREMENT PUBLIC NOTICE:

Emergency Services Director, Doug Young stated the Department of Emergency Services was looking into replacing its current 911 Computer Aided Dispatch (CAD) system. The current CAD system has been in place since 1996. With improvements to 911 technology over the years, additional feature functionalities are needed to better serve our residents. In order to receive better savings for the purchase of the system, Mr. Young requested Board consideration for a piggy back procurement method be allowed to acquire the 911 CAD system. Mr. Young noted the NC 911 Board has approved the 911 CAD system to be fully funded with State 911 funds.

County Attorney, Ron Aycock told the Board that NC law authorizes Counties to "piggyback" onto other public contracts including out of state contracts so long as that state's purchasing laws are substantially equivalent to the NC laws and the contract is no more than one year old. Mr. Aycock noted the Johnson County, Missouri contract with the vendor, SunGard, was entered into on July 23, 2015 and that the Missouri law was substantially equivalent to the NC law related to procurement rules. Mr. Aycock stated that Person County qualified under the state law to piggyback once a public announcement was authorized to advertise the 911 CAD piggyback procurement.

A **motion** was made by Commissioner Clayton and **carried 5-0** to authorize the advertisement of the 911 Computer Aided Dispatch System Piggyback Procurement Notice.

CALL FOR PUBLIC HEARING TO AMEND PERSON COUNTY'S AMBULANCE FRANCHISE ORDINANCE:

Emergency Services Director, Doug Young noted that the previously franchised ambulance provider, Wilson Ambulance Services, was no longer providing Ambulance Services in Person County. Mr. Young stated that before the County franchises another operator(s), it is desirable to update the statutory and technical references in the County's Ambulance Franchise Ordinance. Mr. Young said that the proposed amendment to the ordinance provided for franchising one or more operators to insure efficient and effective service as well as a modicum of competition.

The state law requires a notice of intent to adopt, amend or repeal of an ordinance be published in two successive weeks in a local newspaper and that a public hearing be held prior to such adoption. Mr. Young requested Board consideration to authorize the publication of the public hearing notice for a public hearing to be held on July 18, 2016 at 9:00am reflecting intent to amend Person County's Ambulance Franchise Ordinance.

A **motion** was made by Vice Chairman Kendrick and **carried 5-0** to call for a Public Hearing for a proposed amendment to Person County's Ambulance Franchise Ordinance at the Board's July 18, 2016 meeting at 9:00am and to authorize publication of the public hearing notice.

June 20, 2016

CHAIRMAN'S REPORT:

Chairman Newell directed the County Manager to expedite review process for the Senior Center alternate site options.

MANAGER'S REPORT:

County Manager, Heidi York offered the Board the opportunity to attend an Economic Development course on June 28, 2016 at the Vance-Granville Community College Civic Center.

COMMISSIONER REPORT/COMMENTS:

Commissioner Clayton reported that he and Vice Chairman Kendrick met with a group from the NC State Agency of Department Environment Quality (DEQ) and discussed topics related to storm water regulations and Falls Lake rules. Commissioner Clayton stated the requested change for the threshold from ½ acre to 1 acre of disturbed property to trigger storm water planning was supported by the DEQ however the decision will be made by the General Assembly. Commissioner Clayton noted he also attended an Upper Neuse River Basin Association meeting noting sampling was being continued. Commissioner Clayton further noted that he saw the Secretary of Commerce and discussed Person County assets for potential economic projects.

Vice Chairman Kendrick encouraged the group to contact Person County legislators related to the undue burden with restrictions created with the mandated rules.

Commissioner Puryear reported his attendance to the 100th year celebration of the business of the S.P. Gentry family as well as an event honoring Donald and Becky Wilson with a named scholarship and the honor of Mr. Wilson receiving the Long Leaf Pine award presented by Representative Larry Yarborough.

Commissioner Jeffers inquired about the effect of the proposed legislation prohibiting internet equipment on towers to which the Assistant County Manager, Sybil Tate, stated the legislation was not yet introduced noting staff were prepared with comments and edits.

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)(6) at 9:57am for the purpose to discuss personnel with the following individuals permitted to attend: County Manager, Heidi York and Clerk to the Board, Brenda Reaves.

CLOSED SESSION #2

A **motion** was made by Commissioner Puryear and **carried 5-0** to enter Closed Session per General Statute 143-318.11(a)(5) at 9:57am for the purpose to consider the acquisition or lease of real property with the following individuals permitted to attend: County Manager, Heidi York, Clerk to the Board, Brenda Reaves, County Attorney, Ron Aycock, Economic Development Director, Stuart Gilbert, and Summer Intern, Ellis Johnson.

Chairman Newell called the Closed Sessions to order at 10:00am.

A **motion** was made by Vice Chairman Kendrick and **carried 5-0** to return to open session at 10:22am.

A **motion** was made by Chairman Newell and **carried 5-0** to increase the County Manager's salary for a merit increase of 3% for her annual evaluation.

ADJOURNMENT:

A **motion** was made by Vice Chairman Kendrick and **carried 5-0** to adjourn the meeting at 10:22am.

Brenda B. Reaves
Clerk to the Board

David Newell, Sr.
Chairman