

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

DECEMBER 6, 2016
OTHERS PRESENT

Tracey L. Kendrick
Gordon Powell
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 recessed session on Tuesday, December 6, 2016 at 9:00am in the Commissioners' meeting room in the Person County Office Building.

Chairman Kendrick called the recessed meeting to order.

GROUP EMPLOYEE BENEFIT PLAN REQUEST FOR PROPOSALS:

Commissioner Clayton stated he and former commissioner David Newell, Sr. represented the Board of Commissioners on a committee to evaluate along with staff the eleven proposals submitted to Person County for its Group Employee Benefit Plan for Fiscal Year 2017-2018 in which was narrowed to the top three finalists. The top three finalists were asked to present their proposal to the entire Board of Commissioners for consideration. Commissioner Clayton noted the top three finalists were selected based on their price for 425 individual enrollments, their local government experience, their experience managing self-insured plans and references. The top three finalists were unanimous among the committee.

County Manager, Heidi York said the selection committee consisted of former commissioner Newell, Commissioner Clayton, Finance Director, Amy Wehrenberg, Human Resources staff, Angie Warren and Sonya Carver and herself. Ms. York stated the committee looked for a comprehensive broker service providing a full array of services, more than the administration of the County's self-funded plan.

Ms. York noted when the County developed its Request for Proposals (RFP), staff reviewed seven other counties that issued a very similar RFP as staff wanted to stay consistent, competitive and withstanding of legal defenses.

Ms. York stated typically the County's broker will go to market on behalf of the county to get bids from insurance carriers however, that was not the intent of the RFP but to identify the county's point of contact, the insurance broker for Person County Government.

December 6, 2016

Ms. York presented to the Board a handout of suggested questions and rating sheets to help frame the conversation with each of the presenters as well as a copy of the RFP that was released. Each commissioner had a copy of each of the finalists' comprehensive proposal as submitted at their desks. By reference to each of finalists' proposal, a copy of Scott Benefits, Mark III and Pierce Group's proposal as submitted is incorporated into the minutes by reference and filed in the Office of the Clerk to the Board.

The matrix below highlights the services included in the annual fees for the three finalists that presented before the Board of Commissioners:

VENDOR	COST	ANNUAL COST	SERVICES INCLUDED IN FEES * info from question 20 in books
SCOTT INSURANCE	8.50 per person	43,350	3 YEAR AGREEMENT
			MAY RECEIVE CONTINGENT COMMISSION FROM INSURANCE COMPANIES INVOLVED WITH PLACEMENT OF COVERAGE.
			IF SELECTED TO MANAGE THE WORKSITE BENEFITS PROGRAM (CANCER, ACCIDENT, ETC) WE WILL REDUCE PROPOSED MEDICAL CONSULTING FEE
MARK III	25,000	25,000	MARK III WILL ACCEPT \$25,000 PER YEAR FOR HEALTHCARE CONSULTING. WE ACCEPT STANDARD COMMISSION IN ALL ANCILLARY AND VOLUNTARY PRODUCTS
PIERCE GROUP	33,150	33,150	BENEFIT COMMUNICATION/ADMINISTRATION
			ON SITE ANNUAL ENROLLMENT
			BENEFIT STATEMENTS, BOOKLETS, WEBSITE, VIDEO
			WELLNESS COMMUNICATION/NEWSLETTERS
			HEALTH FAIR ATTENDANCE
			COMPLIANCE UPDATES
			NEW HIRE ENROLLMENT/ORIENTATION
			MARKET RESEARCH
			CLIENT EDUCATION SERVICES
			COMPLIANCE ATTORNEY ASSISTANCE
			CLAIMS ANALYSIS
			MYWAVE PORTAL - HR RESOURCES
			PLUS SERVICES IDENTIFIED IN SCOPE OF SERVICES
			RETAINS THE VOLUNTARY /SUPPLEMENTAL CARRIER COMMISSIONS

Chairman Kendrick thanked the committee for their efforts and asked the Board to evaluate the price for the best job for the tax payers, the services provided for added benefits for county employees and to keep an open mind in the new process.

A. Scott Insurance

Mr. Bryan Bickley, Vice President, Scott Insurance and Mr. Phillip Allen of Thompson-Allen Insurance, Inc. and the current Person County brokers in charge of employee benefits noted the fiduciary responsibility of the Board as health benefits was one of the biggest expenses of the county. Mr. Bickley shared the following presentation with the Board:

Person County Government Employee Benefits Broker Services

December 6, 2016
*Bryan Bickley
Vice President
Scott Insurance*

150 YEARS
STRONG

SCOTT

Embrace Risk. Reward Performance. | scottins.com

150 YEARS
STRONG

SCOTT

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Scott Insurance

<ul style="list-style-type: none">Established in 1864Employee Owned since 1975320 Employee Owners9 Offices in 4 States: TN, NC, VA, SC41st Largest Privately Owned Broker2nd Largest Privately Owned Broker in the Southeast	<ul style="list-style-type: none">5000+ Clients in all 50 States & 31 CountriesBest Practices Agency 1995-2016 (since inception, Reagan Consulting)Captive Program Leader in Commercial Insurance and Employee BenefitsDedicated Risk Performance for Both P&C and Health Risk
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Scott Insurance can handle all of your Risk Management needs...

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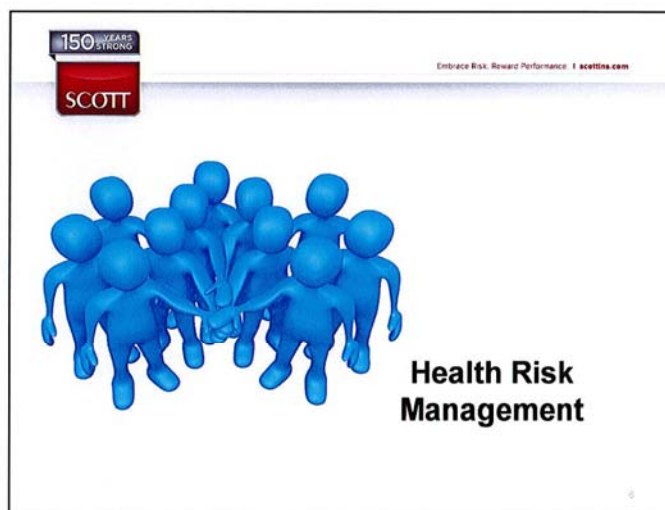


Embrace Risk. Reward Performance. | scottina.com

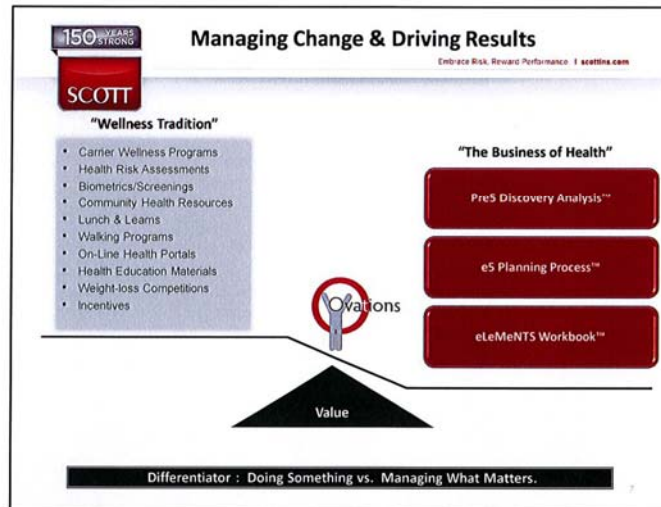
Our Strategic Intent

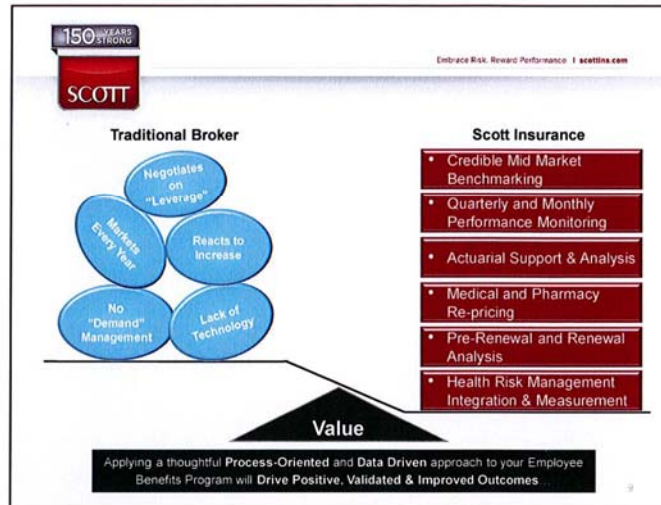
- We believe insurance is generally a poor way to finance risk
- We invest 12% of our revenue into improving our clients risk profile (2% industry average)
- We were frustrated at large consulting firms lack of ability to get Fortune 500 resources to middle market employers
- We are Self Funded, Middle Market Experts
- We take a Data-Driven, Strategic Approach
 - Supply Side (Financial Risk Management)
 - Demand Side (Health Risk Management)
- We each take personal accountability for your company's and employees' satisfaction with your benefits programs
- Unique Partnerships, Programs, and Resources That Drive Value

12/6/2016



December 6, 2016





150 YEARS STRONG
SCOTT

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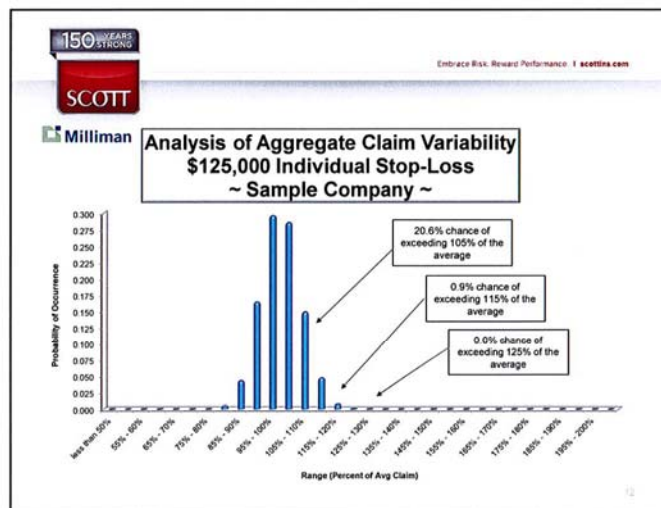
Milliman Actuarial Support

- Milliman is largest U.S. healthcare actuary
- Recognized as industry leader
 - Largest database of health and dental claims
 - All carriers in our area use Milliman to price their plans
- Scott Insurance has exclusive Milliman support in NC and VA
- Independent 3rd Party Validation
 - Supports decision making
 - Improves transparency
 - Work signed by certified actuary and peer reviewed
- Deliverables include
 - Quarterly reserve estimate
 - Pre-renewal projection and renewal analysis
 - Plan design impacts
 - Stop loss analysis
 - ACA impact analysis
 - Benchmarking

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Value Of Independent Actuarial Review...

- **Validate Renewal Based Upon Claims**
 - How do You Validate a Projection from Your Vendor?
 - How do you validate the value of plan design changes proposed?
 - Are the carriers projected claims valid based upon unique demographics?
- **Evaluate Risk of Population My Plan**
 - Are All the Healthy People in the "Rich" Plans?
 - Should My Contribution Scenarios be Adjusted to Offset Adverse Selection?
- **When should you market your plans?**
 - Limited markets available
 - Is a carrier "buying" your business?
- **Self Funded Analysis**
 - Is My Plan Funded Appropriately?
 - How do You Determine optimal Stop Loss Levels?
 - What Reserve Amount Should I Maintain?
 - How do Plan Design Changes Impact My Projected Liability?







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Long Term Vision

- Flexible TPA platform – with national network
- Carve-out pharmacy – control and manage fastest growing aspect of the plan
- Partner with providers
 - Value based contracts align goals
- More aggressively manage large claimants



Embrace Risk. Reward Performance | scotttx.com

Pharmacy Carve-Out

- We brought on a pharmacy consultant five years ago, Scott Vogel
- We created a transparent pharmacy contract, ScottRx
 - 100% of rebates are returned to our client
 - Dedicated account manager that includes PharmD
 - Modeling and clinical levers to reduce trend
 - Auditable contract – returns underperformance
- We estimate \$250,000 savings for Person County based on historical claims
- More clinical resources to control fastest growing segment of health plan

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SCOTT

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Rx Advantage Guaranteed Proposals

Proposed: OptumRx

	Guaranteed Pricing	
	Rate	Mail
Brand Discount	18.30%	25.00%
Generic Discount	80.00%	81.00%
Dispensing Fee	\$1.00	\$0.00
Administration Fee	\$0.00	\$0.00
Brand Rebate	\$109.00	\$254.16
Implementation Credit	\$2,750.00	

Proposed: OptumRx

Financial Costs	
Ingredient Cost	\$742,120
Dispensing Fees	\$10,531
Member Contribution	-\$128,361
Administration Fees	\$0
Rebates	-\$145,803
Net Plan Cost	\$478,487

Savings
\$296,193
38.2%

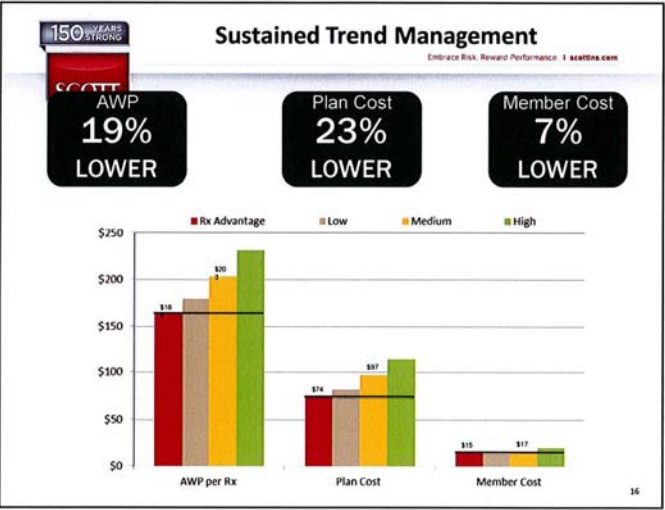
Proposed: Express Scripts



	Guaranteed Pricing	
	Rate	Mail
Brand Discount	17.25%	25.00%
Generic Discount	78.25%	82.00%
Dispensing Fee	\$0.85	\$0.00
Administration Fee	\$0.00	\$0.00
Brand Rebate	\$70.00	\$180.00
Implementation Credit	\$2,750.00	

Proposed: Express Scripts

Financial Costs	
Ingredient Cost	\$760,486
Dispensing Fees	\$9,028
Member Contribution	-\$128,361
Administration Fees	\$0
Rebates	-\$93,870
Net Plan Cost	\$547,283



Savings
\$227,397
29.4%



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Open Enrollment

- Significant investment in Munis system
- Use as “system of record”
 - HR enters employee information into one system
 - Payroll is updated
 - System feeds carriers updated eligibility information
- Discussions with HR to move to “self-serve”

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Worksite Products

- Lucrative for brokers
 - Many pay 60% - 100% commission
- Can increase county's cost by diluting consumerism aspect of medical plan design
- Most products are based on age when purchased
- Employer can “lose control”
 - Too many products
 - Chasing commission



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Our Fee

- Proposed Fee - \$42,125
 - Milliman \$16,600 pass through
- Our fee is aligned with Person County Government
 - Not contingent on selling insurance products
 - Focus on managing \$3,000,000 claims cost

Chairman Kendrick announced a brief recess at 10:08am. The meeting was reconvened at 10:15am.

December 6, 2016

B. Mark III Brokerage, Inc.


Mr. Bruce Raper of Mark III Employee Benefits shared the following presentation with the Board:

12/6/2016



WHO WE ARE

Since 1973



- ✓ Founded in 1973
- ✓ Family-owned and Operated
- ✓ 140+ Public Sector clients including school systems, states, county, & city governments.
- ✓ Full-range of employee benefit services
- ✓ Independent Broker
- ✓ Serving NC, TN, GA & VA

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December 6, 2016

OUR CLIENTS

Proudly serving 140+ public sector clients in NC, TN, VA, GA



ALEXANDER COUNTY SCHOOLS | ALAMANCE-BURLINGTON SCHOOLS | ASHEBORO CITY SCHOOLS | ASHEVILLE CITY SCHOOLS
 CABARRUS COUNTY | CABARRUS COUNTY SCHOOLS | CALDWELL COUNTY | CITY OF CHARLOTTE | CITY OF HIGH POINT | CITY OF MONROE
 CITY OF RALEIGH | CITY OF ROCKY MOUNT | CITY OF SANFORD | CITY OF SHELBY | CITY OF WASHINGTON | CITY OF WINSTON-SALEM
 CLEVELAND COUNTY | CLEVELAND COUNTY SCHOOLS | COLUMBUS COUNTY | CUMBERLAND COUNTY | CUMBERLAND COUNTY SCHOOLS
 DARE COUNTY | DAVIDSON COUNTY SCHOOLS | DUPLIN COUNTY | DURHAM PUBLIC SCHOOLS | EDGEcombe COUNTY | FORSYTH COUNTY
 FRANKLIN COUNTY SCHOOLS | GUILFORD COUNTY SCHOOLS | HALIFAX COUNTY | HENDERSON COUNTY | HERTFORD COUNTY | IREDELL
 COUNTY
 LEE COUNTY | LINCOLN COUNTY | MARTIN COUNTY | MOORE COUNTY | ONSLOW COUNTY | PITT COUNTY SCHOOLS | POLK COUNTY
 RANDOLPH COUNTY | RANDOLPH COUNTY SCHOOLS | RICHMOND COUNTY SCHOOLS | ROBESON COUNTY | ROWAN COUNTY
 ROWAN-SALISBURY SCHOOLS | SCOTLAND COUNTY | SURRY COUNTY SCHOOLS | TOWN OF BOONE | TOWN OF WAYNESVILLE | YANCEY
 COUNTY

OUR CLIENTS

Proudly serving 140+ public sector clients



Managing over
\$300,000,000 of dental
 & medical plan assets

CHOOSING MARK III FOR YOUR BENEFITS SOLUTIONS

✓ *Medical Consulting*

✓ *Guarantee Issue*

Products

✓ *Communications*

✓ *Enrollment*

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CHOOSING MARK III *for your benefit solutions.*

Medical Consulting



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MARK III WILL BE

a valued partner in medical consulting for Person County

- ◉ *We set truthful expectations and are creative with County needs*
- ◉ *We do what is in the best interest of the County and the employees*
- ◉ *Significant wellness experience, with custom solutions that match the client's goals*
- ◉ *Book of business leverage, including stop-loss and pharmacy benefit*

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MEDICAL SERVICES

Current Medical and Wellness Plan Consulting Offered

- ◉ *Tracks Claims Trends*
- ◉ *Makes Plan Recommendations*
- ◉ *Manages Request for Proposals*
- ◉ *Recommends Wellness Strategies*
- ◉ *Reviews Pooling and Administration costs*
- ◉ *Reviews Pharmacy services*
- ◉ *Considers Tiered Networks*
- ◉ *Has Implemented Direct Contracts*
- ◉ *Compares Provider Discounts*
- ◉ *Reviews Dependent Claims*
- ◉ *Coordinates Dependent Eligibility Audits*
- ◉ *State Health Plan Transition Experience*

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RENEWAL ANALYSIS

1. We track the claims to look for trends.
2. Mark III provides renewal estimates 9 months in advance.
3. Prior to the client receiving the renewal from the carrier/vendor, Mark III will evaluate the initial the experience and develop our renewal, separate of the carrier/vendor.
4. Once Mark III has completed our initial evaluation, we will meet with the client to discuss our initial assessment.
5. At the renewal meeting, we will compare our estimates against the carrier/vendor's using the following criteria:
 - ✓ Competitiveness of the carrier's reserving philosophy. This will be determined by comparing their assumptions to industry norms.
 - ✓ Competitiveness of the carrier's retention. This will be determined by comparing their costs to industry norms.
 - ✓ Changes in the demographic composition of the client and how that has changed over time. How these demographics (manual rate) impact the renewal.
 - ✓ How competitive/aggressive the carrier is when weighing the manual rate vs. the experience rate or visa versa.
 - ✓ Industry trending factors.

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CHOOSING MARK III

for your benefit solutions.

Voluntary Benefits



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TRUE BROKER

We represent you and not the insurance companies



Mark III
Employee Benefits





ONEAMERICA



MetLife



Allstate
You're in good hands.



FlexibleBenefit
ADMINISTRATORS



TEXASLIFE
INSURANCE COMPANY



AMERITAS GROUP
Write America. Alpha for people!



Aflac



Superior Vision
Our Members. Our Mission.



TheStandard
Healthy. Here.

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GUARANTEE ISSUE

All employees can obtain coverage regardless of health history

- Short-term Disability
- Whole Life
- Critical Illness
- Cancer
- Accident



All plans are portable

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SPECIALIZED PLANS

Accident

Aflac Individual vs. Aflac/Direct-Broker*

\$5.49 Savings for EE only

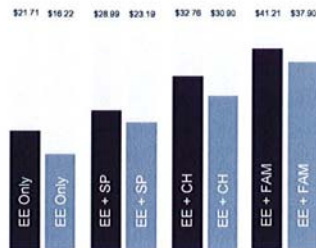
As a broker, we have access to take advantage of group/worksites pricing that captive agencies cannot access.



Aflac Individual



Aflac Group/CAIC



*Pricing example based on comparison of Aflac Accident Indemnity Advantage Plan 1, Class B and Aflac Group Accident Plan

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LEVERAGE

Our competitive advantages is our volume of business

\$70,000,000 of dental plan assets

- This allows us to negotiate the best in class products, guarantee issue, rates, and other important plan provisions



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THE MARK III DIFFERENCE

Plan Design	Designed by Mark III
Underwritten (Year 1)	NO
Underwritten (Year 2+)	NO
Claims Data	Available to Mark III
Compensation	Low/Adjustable
Compensation Pyramid	NO, Direct
Rates/Rate Renewals	Set by Carrier/Mark III

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COMMUNICATIONS

Employee Websites



Product Videos Policy Certificates Benefit Summaries/Rates
Claims/Admin Forms Vendor/Client Contact Info

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COMMUNICATIONS

Benefits Plan Booklets & Enrollment Posters



VANCE COUNTY
2016 Employee Benefits Enrollment
MANDATORY MEETINGS
June 14 - 16, 2016
ENROLLMENTS
June 21 - 23



ROBESON COUNTY
2016 Employee Benefits Enrollment
JUNE 6 - JUNE 12, 2016

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ENROLLMENT SERVICES

On-site, On-line, Year-round

- *Salaried Staff*
- *Educational Format*
- *Group Presentations*
- *One-on-one Counseling*
- *Internet-based WeCare Solutions Platform*
- *Self-enroll Option, 24/7 Access*



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ONLINE ENROLLMENT

Internet-based WeCare Solutions Platform



- Internet-based
- Secure System
- 24/7 Access
- User-friendly
- Benefit/Deduction Summary
- GI Products = Easy Admin
- New Hire Self-Enrollment




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PARTNERSHIP

How we will partner with you to make you a leader in employee benefits?

- Customer Service
- True Broker
- Offer GI voluntary benefits
- Customized/ Specialized Plans
- Enrollment/ On-site, on-line & year round
- Employee Communications
 - website
 - booklets
 - videos
- Bill reconciliation
- Provide 30 hour tracking and reporting solutions
- FSA/ Cobra Administration
- Provide Healthcare Reform Info

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Mr. Raper stated Mark III's healthcare consulting fee was \$25,000 annually.

December 6, 2016

C. Pierce Group Benefits

Mr. Glenn Pierce, Mr. Chris Pierce and Ms. Donna Nixon of Pierce Group Benefits shared the following presentation with the Board for consideration:

Person County Government



**Superior Benefits.
Personal Service.**

Pierce Group Benefits Service Area

Pierce Group Benefits is a comprehensive benefit consulting firm providing employee benefit solutions. Pierce Group currently provides benefits for over 145 public sector groups within North Carolina and serves over 150,000 employees throughout the state.



Pierce Group Services Utilized

- School System or County Client
- Community College or City/Town Government
- Charter School



December 6, 2016

Our Approach



Employer Challenges



December 6, 2016

Our Focus



1. Provide Comprehensive & Superior ***Benefits at the Lowest Costs***
2. To improve efficiencies by making ***Benefit Administration Easy*** for Staff
3. Institute ***Cost Saving Measures*** throughout the Benefit Program to manage future costs
4. ***Educate Employees*** on the value of the benefits offered



The Right Solutions



Cost Management

- ☐ Industry Knowledge and Market Strength
- ☐ Wellness Communications and Programs
- ☐ Tax Savings – Section 125, including free administration
- ☐ Eligible Dependent Reviews
- ☐ Superior Benefits to help manage costs and provide financial protection



Administrative Time Savings

- ☐ Enrollment Administration Systems
- ☐ Plan Administrator Toolkit
- ☐ Account Management Liaison
- ☐ HR compliance assistance and on-line portal
- ☐ Payroll Deduction Upload Capability
- ☐ Cobra Administration

PIERCE GROUP BENEFITS

The Right Solutions



Benefit Communication and Engagement

- ☐ Benefits Communication and education for full understanding and use of benefits
- ☐ 1-to-1 Benefits Counseling
- ☐ Benefit Statements
- ☐ Customized benefits Booklets, Website & Videos
- ☐ Reliable, accessible customer service



Employee Financial Protection

- ☐ Coverage to help fill gaps
- ☐ Financial Protection through voluntary benefits
- ☐ Fast and reliable claims service
- ☐ Employee choice of benefits to suit individual needs
- ☐ Simple product packaging options – One-Stop-Shop serving model

PIERCE GROUP BENEFITS

Money Saving Strategies



- Stop-Loss Options
- Pharmacy Benefits Management
- On-site Health Clinic
- Health Pricing Tools
- Wellness Initiatives
- RX Comparison Apps
- Increase FSA Participation
 - FICA Savings
 - Aggregate Loss Protection
- Utilize Gap Plans to lower health coverage costs
- Health Savings Accounts

Administrative Services



**Payroll
Deduction
Upload
Capability**

**On-site
Account
Management
Strategy
Sessions**



**On-site &
On-line
Enrollment
Solutions**

**EZ Bill –
No more
Reconciliation**



Compliance Resources

- Legislative Bulletins and Newsletters
- Step-by-step breakdowns and guidance of state and federal benefits laws
- Education on countless HR topics: COBRA, Employment Law, FMLA, DOL Audit Guidance, etc.
- Up-to-the-minute Affordable Care Act Information and Reporting Assistance



December 6, 2016

Employee Education, Engagement & Satisfaction



Custom Benefits Website



On-Site Assistance



Comprehensive Benefits Booklets



Personalized Benefits Videos



Service Center

Pierce Group Benefits Team

PGB Executive Team

Glenn Pierce Donald Pierce Chris Pierce

Chief Operations Officer

David Charland

Vice President, Group Benefits

Donna Nixon

Operational Teams

Group Benefits:

- Dana Bolick
- Sherry Cleveland
- Barbara St.Germain
- Amy Owens
- LaDonna Bethea

Information Technology:

- Sam Duckworth
- Derrick Cave
- Emily Kead
- Cori Rozentals
- Brian Miller
- Patrick Newman
- Jodi McKinnes-Rivera

Account Executives:

- Monica Nixon
- Etoria Hill
- Terry Kohne
- Nicki Little
- Bethany Trimmer
- Kate Parks
- Leigh Paquette
- Sue Wadkinson
- Cathy Maxfield

Marketing:

- Kerry Johnson
- Ben Johnson

Benefit Counselors:

- Team of 40

Service Center:

- Robin Craver
- Janice Wagstaff
- Becky McKee
- Valerie Favero
- Annette Overbee
- Pat Mills

Administration:

- Quincy Caspar
- Raquel Bootes
- Laura Shelton
- Kathy Sharpe
- Debbie Wrenn
- Kathie Kragnes
- Janean Kilgore

December 6, 2016

Why Transition to Pierce Group?



Insurance Benefits

- Market Strength
- FSA/HSA & Cobra Services
- Guaranteed Issue Benefits
- Compliance Expertise
- Competitive Pricing



Technology

- Online Enrollment
- Payroll Uploads
- Paperless Wellness Claims
- Claims Analysis



Service Model

- Full Service Call Center
- Account Management
- Wellness & Health Consumerism
- Benefit Counselors



Communication

- Benefit Booklets
- Websites & Videos
- Group Meetings
- On-Site Enrollments
- Benefit Statements



The annual fee for the Pierce Group Benefits was \$33,150.

December 6, 2016

A **motion** was made by Commissioner Puryear and to bring this item for Board action at the January 9, 2017 meeting.

A substitute **motion** was made by Commissioner Clayton and **carried 3-2** to designate Mark III as the broker in charge to represent Person County Government for Fiscal Year 2017-2018 group employee benefit plan. Chairman Kendrick and Commissioners Jeffers and Clayton voted in support of the motion. Vice Chairman Powell and Commissioner Puryear cast the dissenting votes.

County Manager, Heidi York informed the Board that she would be setting up a tour of the Total Fitness facility that will be the new home for the County's Senior Center. She indicated the Senior Center Director, Maynell Harper would lead the group to highlight the senior center programming that would be taking place in the facility. Ms. York said the Wesleys have requested the end of the calendar year to be out of the facility.

Chairman Kendrick suggested a three-month transition for the Wesleys fitness center and salon customers. Commissioner Jeffers inquired if the County would lease the space to the Wesleys for their transition of services when the County has legally acquired the property.

County Attorney, Ron Aycock told the Board that a lease contract with Wesleys would be in order following the County's acquisition of the property to spell out the compensation in rental fees as well as that Person County would not be responsible in any way for any liability incurred for such period. Ms. York noted the closing date was set for December 16, 2016 at this time. Mr. Aycock recommended the Board to authorize the Chairman to sign a lease agreement for a period from 15 days and up to 3 months at a monthly lease rate.

Finance Director, Amy Wehrenberg noted some county employees have a gym fitness deduction through payroll and asked for direction for future deductions. It was the consensus of the Board to payroll deduct for the fitness gym fee through December and communicate with the employees to contact the Wesleys for further direction.

Ms. Wehrenberg noted there was a 60-day period to time to include any incurred costs with the project financing for the reimbursement to the County from the financing. She said she would bring to the Board at its January meeting a reimbursement resolution that states the County intends to borrow money to reimburse the County for the costs associated with the acquisition of the property plus any renovations for a determined maximum amount. Ms. Wehrenberg stated the Board will have the authority to borrow up to that maximum amount.

Chairman Kendrick suggested the Board consider a flat fee rental or a \$10 per square foot rental rate. Ms. York stated the Wesley's financial statement indicates they are paying \$5,000 per month in rent.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to authorize the Chairman to sign a lease with the Wesleys (Total Fitness, Inc.) for an amount of \$5,000 per month (prorated for less than a month) at a term to be negotiated up to three months for a bundled space including the hair salon, photography studio and the fitness gym.

ADJOURNMENT:

A **motion** was made by Chairman Kendrick and **carried 5-0** to adjourn the meeting at 11:59am.

Brenda B. Reaves
Clerk to the Board

Tracey L. Kendrick
Chairman