

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

JUNE 7, 2017
OTHERS PRESENT

Tracey L. Kendrick
Gordon Powell
Jimmy B. Clayton
Kyle W. Puryear
B. Ray Jeffers

Heidi York, County Manager
Brenda B. Reaves, Clerk to the Board

The Board of Commissioners for the County of Person, North Carolina, met in recessed session on Wednesday, June 7, 2017 at 9:00am in the Commissioners' meeting room in the Person County Office Building for the purpose of a budget work session.

Chairman Kendrick called the meeting to order.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

It was the consensus of the Board to approve the agenda, as presented.

ITEMS FOR DISCUSSION:

ADJUSTMENTS FROM RECOMMENDED BUDGET:

County Manager, Heidi York asked the Assistant Finance Director and Budget Manager, Laura Jensen to update the Board on the following technical budget adjustments. Ms. Jensen presented the following noted revenues and expenditures which offset for a surplus of \$21,540.

Running Total	\$21,540.00		
Revenues	Amount	Expenditures	Amount
United Way/GREAT grant	\$8,000.00	SOG dues increase	\$20.00
Electronics recycling fee	\$6,000.00	Chamber dues reduction	-\$750.00
DSS: Revenue adjustments	\$492.00	Admin-intern reduction	-\$6,802.00
E911 Consolidated Fees	\$53.00	VIP salary & benefits reduction	-\$3,125.00
		VIP supplies increase	\$3,125.00
		GREAT grant increase	\$8,000.00
		P&Z position increase	\$4,412.00
		Health position reduction	-\$45,733.00
		DSS audit fees increase	\$3,500.00
		DSS rent reduction	-\$2,240.00
		E911 PSAP increase	\$53.00
		Senior Center HCCBG match	\$32,545.00
TOTAL	\$14,545.00	TOTAL	-\$6,995.00

As the group discussed electronics recycling fees for the upcoming fiscal year (\$10 fee for disposal of televisions and \$5 fee for monitor disposal), Commissioner Jeffers asked Ms. York about implementing a residential false fire alarm fee. Ms. York stated staff would have to bring an ordinance to the Board for approval to assess a faulty or false fire alarm fee. Chairman Kendrick asked if a nuisance false alarm that are responded by the Sheriff's Office should also be included. Ms. York stated she would review and bring back to the Board.

EDUCATION BUDGETS OVERVIEW AND Q&A:

PIEDMONT COMMUNITY COLLEGE:

Piedmont Community College President, Dr. Walter Bartlett presented the following FY 2017-2018 budget request to the Board:



Person County Budget Request FY 2017 – 2018

Changes from last fiscal year:

1. 2% Cost of Living Adjustment for Custodial and Maintenance Staff
 2. State Mandated increases for Retirement and Major Medical
 3. Relocation Expense for New President
 4. Increase in Utilities \$5,000
 5. Increase in Supplies – inflation \$16,000
 6. ITV software/hardware maintenance contract \$2,000
Three ITV classrooms have been installed on campus to afford students the opportunity to take courses not offered on the PCC campus. These courses are live, interactive with another NC Community College. \$16,000
 7. Capital Outlay
 - a. Water Jetter to clear roots and debris from the storm drain lines and the sewer lines \$6,600
 - b. Push Box for the tractor for grounds maintenance \$2,700
 - c. Push Snow Blower for clearing sidewalks on campus \$1,250
 - d. 4 Security Cameras to provide security in most of the remaining blind spots \$2,000
 - e. Replacing worn and broken power tools \$800
 - f. Resealing the parking surfaces and to prevent further damage \$48,750
 8. Technology Capital Outlay
 - a. Improve fiber connectivity, servers, switches and wiring \$131,000
 - b. Replace old PCs that are cannot be used with current software; white boards and projectors \$130,000
 - c. Wi-Fi improvements including software, wiring and installation \$182,000
Current Wi-Fi is inadequate to support educational needs and secure connections for taking exams and for the coursework
- BDEC – Small Business Incubator
No change in the request from prior 5 years \$10,000

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June 7, 2017

Piedmont Community College
Proposed FY 18 Budget
Person County

	PROPOSED Budget			Notes
	Budget 2015 - 2016	Budget 2016 - 2017	Budget 2017 - 2018	
Presidents Office				
Personnel	\$24,513	\$27,498	\$29,686	2% Cost of Living; state retirement and medical increases
Other Contracts	\$1,200	\$5,000	\$5,000	
Other Current Expense	\$15,539	\$13,819	\$13,819	
Relocation Expense	\$0	\$0	\$5,000	Relocation expense for new President
	\$41,252	\$46,317	\$53,505	
Plant Operations				
Personnel	\$229,192	\$223,228	\$229,758	2% Cost of Living; state retirement and medical increases
Waste Removal	\$15,000	\$15,000	\$15,000	
Supplies	\$26,275	\$32,075	\$32,075	
Fuel	\$6,300	\$5,000	\$5,000	
Utilities	\$288,000	\$287,839	\$284,000	Inflation and increased usage
Vehicle Repairs	\$1,500	\$1,500	\$1,500	
Contracts	\$5,000	\$5,000	\$5,000	
Other Current Expense	\$9,689	\$8,500	\$8,500	
Insurance and Bonding	\$47,000	\$47,000	\$47,000	
	\$607,956	\$605,142	\$627,833	
Maintenance				
Personnel	\$256,584	\$242,998	\$253,666	2% Cost of Living; state retirement and medical increases
Supplies	\$20,200	\$17,284	\$19,500	Inflation
Fuel	\$500	\$700	\$700	
Bldg Equipment Repairs	\$25,000	\$30,000	\$30,000	
Facilities Repairs	\$10,680	\$10,000	\$10,000	
Vehicle Repairs	\$200	\$1,750	\$2,000	tires
Contracts	\$16,320	\$24,000	\$24,000	
Other Current Expense	\$3,000	\$3,000	\$3,000	
Equipment	\$25,000	\$1,513	\$1,513	
	\$357,484	\$331,245	\$344,379	
General Administration				
Personnel	\$64,228	\$54,605	\$63,702	2% Cost of Living; state retirement and medical increases
Legal Services	\$4,153	\$7,000	\$7,000	
Supplies	\$150	\$250	\$250	
Telephone	\$40,000	\$45,000	\$45,000	
Other Current Expense	\$250	\$2,390	\$2,390	
State Motor Fleet	\$7,847	\$8,487	\$8,487	
Work Study	\$1,400	\$1,400	\$1,400	
ITV Classroom Maintenance Contract	\$0	\$0	\$16,000	Software License & Hardware Maint Contract
	\$118,728	\$119,132	\$140,229	

June 7, 2017

Piedmont Community College
Proposed FY 18 Budget
Person County

	PROPOSED Budget			Notes
	2015 - 2016	2016 - 2017	2017 - 2018	
Capital Outlay				
Water Jetter			\$6,600	Clearing roots and debris from sewer & storm drain lines
Pusher Box for Tractor			\$2,700	Grounds maintenance
Push Snow Blower for sidewalks			\$1,250	Clearing sidewalks
Security Cameras - 4 - additional areas not covered			\$2,000	Covering areas for security purposes
Replace broken and worn power tools			\$800	normal wear and tear
Reseal Parking Lots - cracks and prevent further damage			\$48,750	Pavement cracking, increased deterioration from cracks
			\$62,100	

TECHNOLOGY CAPITAL OUTLAY

Improve IT infrastructure - fiber connectivity, servers, switches, wiring			\$131,000	Additional fiber between buildings; servers, switches
Replace PCs for campus, Smart Boards, Projectors, and Printers			\$130,000	replacing old ineffective classroom computers
Wi-Fi Improvements including software, wiring and installation			\$182,000	Strengthen Wi-Fi for classroom and
			\$443,000	

\$1,125,420	\$1,101,836	\$1,612,946
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PERSON COUNTY SCHOOLS:

Person County Schools Superintendent, Dr. Rodney Peterson shared the following presentation for the FY 2017-2018 budget request to the Board:



Person County Schools Local Budget Request 2017-18

"Preparing students for success in a changing world."



Current Expense Budget

- Local Board of Education initially requested \$10,946,478.
- County Manager Recommendation \$9,359,614.
 - Hold the line funding over last 3 years
- From the recommended funds, \$1.8 million is transferred to charter schools.

June 7, 2017

Current Expense Budget



- To meet the County Manager's Recommended Budget the following reductions and transfers to other funds include:
 - District-wide Software Licenses
 - Operational Technology Funding
 - Proposed 7 Local Positions stemming from HB 13 has been removed due to legislative action. As of now, must meet HB 13 mandate next year, resulting in the need of 15-17 additional locally paid K-3 positions.
- State budget recommendation of mandated salary and benefit increases are approximately \$150,000 for FY 17-18
 - In the past two years we have absorbed approximately \$100,000 - \$125,000 in the local budget each year.

Capital Budget



- Local Board of Education initially requested \$809,225
- County Manager Recommendation \$525,996.
- We will be able to meet the most pressing capital needs in conjunction with lottery funds.

June 7, 2017

Technology Budget



- Local Board of Education initially requested \$652,966.
- County Manager Recommendation \$474,004.
- We will be able to use these funds to create an 1:1 initiative in grades 3-5.

BOE Requested Funding Over Recommendation.



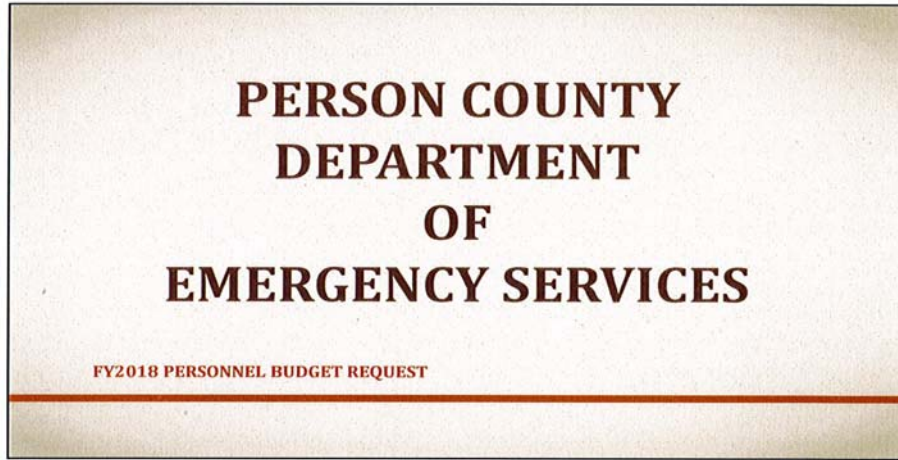
- We are planning for a State budget mandated salary and benefit increases of approximately \$150,000 for FY 17-18.
- Person County School's Revised Request is \$9,509,614
 - County Manager's Recommendation is \$9,359,614

EMERGENCY SERVICES BUDGETS- EMS & 911:

Director of Emergency Services, Douglas Young told the Board the personnel status of County’s Emergency Medical Services (EMS) was critical and requested the Board consideration in the upcoming budget to assure the citizens of required services. Mr. Young noted his staff would present the FY 2017-2018 budget requests.

911 Communications Manager, Brett Wrenn provided an overview of the following:

Jun-17



EMERGENCY COMMUNICATION

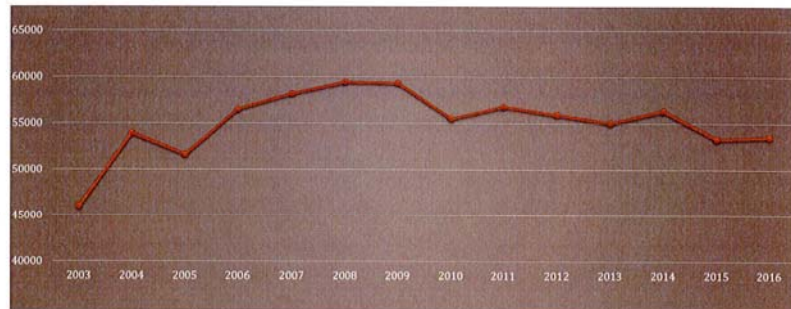
PERSONNEL HISTORY

- Established in the early 1990's
- Around 1998 staffing was increased to two Telecommunicators per shift.
- Two "peak shift" positions were hired in 2004/2005, followed by the reassignment of these two position to the Sheriff Office in 2008/2009.
- Two Shift Supervisors were hired in 2013 to supervise a one day shift and one night each.

PERSONNEL CURRENT

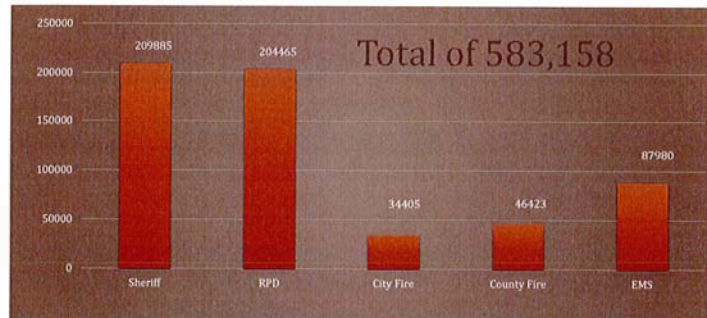
- Center is currently staffed 24/7 by two Telecommunicators
- Supervisor works noon to midnight
- While call volume has increased slightly, call times have increased to ensure all standards are met for call processing.

STATISTIC COMPARISON



CAD Call Comparison

STATISTIC COMPARISON



Radio Interactions for 2016

CHALLENGES FACED

- 911 staff are unsupervised for six hours of their shift
- During this time if challenges between employees or with an emergency scene arise, 911 QA/Training Supervisor is contacted
- In times of unanticipated high call volume, the 911 Center becomes quickly overwhelming for two employees; Results in delayed or unanswered calls for service

CURRENT REQUEST

- Two Shift Supervisors
- Positions will supplement staffing in 911 Center to bring daily shift strength to three
- Provide supervision at all times to employees

QUESTIONS????

EMS Operations Director, Greg White provided an overview of the following:

Jun-17

EMERGENCY MEDICAL SERVICES

PERSONNEL HISTORY

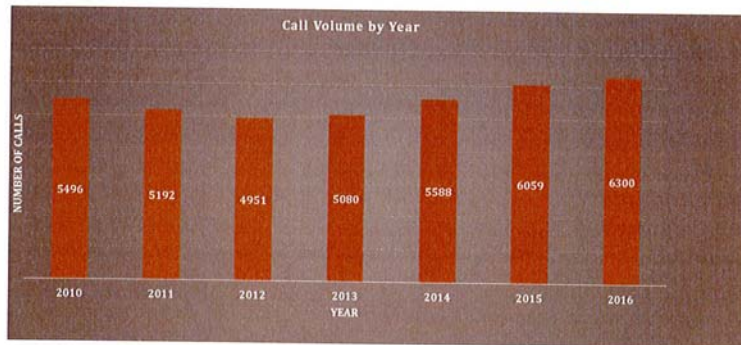
- July 1, 2017 will mark 40 years of service
- Operated with two ambulances until 1995 and then added the shift supervisor
- In or around 2001 added third ambulance
- Call volume has increased each year except for 2012

6

PERSONNEL CURRENT

- Answer 911 calls only
- Currently we operate three 24 hour ambulances and one supervisor QRV
- In 2015 we added a 12 hour “peak-time” unit in a pilot program staffed with part-time personnel which is still operational today
- Initial data (July to December) showed a decrease of 18% in response time (10:12 to 8:27)

STATISTIC COMPARISON



CHALLENGES FACED

- Call volume continues to increase each year
- Our population is getting older
- We average between 30 and 40 % of transports each month going out of county
- Average **nearly one time** a day of no ambulances available to answer calls and have to rely on mutual aid from surrounding counties (90 of 120 days (January - April)).

CHALLENGES FACED

- Part-timers are unreliable creating a scheduling nightmare
- PMH has gone on diversion 11 times in the last two months
- **Since mid-April have requested mutual aid for standby or response a total of 20 times. This increases response times and is also lost revenue**

CURRENT REQUEST

- Person County Emergency Services - EMS Division clearly demonstrates the need for an additional ambulance
- Industry "Best Practices" state that there should be one ambulance available for each 10,000 populous or for each 1250 to 1500 calls per unit
- Our original request for FY 17/18 was for eight personnel to staff a forth ambulance for 24 hours. Upon the County Managers request and current budget restraints we have agreed to accepting four personnel this year and operating our peak time unit with full-time personnel with the possibility of adding four personnel next fiscal year to make this a 24 hour ambulance.

OVERALL GOALS

- Provide the highest quality of care
- Decrease average response times
- Decrease risk to the community
- Decrease liability to the county

PERSONNEL POSITIONS:

County Manager, Heidi York presented to the Board the following chart illustrating the 18 requested positions noting she recommended 9 positions that were all related to public safety.

Personnel

Department	FTE	Recommended Positions	Salary/Benefits
Sheriff	1	Deputy Technology Specialist	\$72,211
911	2	Telecom 1- Supervisors (begins 9.1.17)	\$89,768
EMS	4	EMT Paramedics (begins 9.1.17)	\$182,580
DSS	1	Social Worker-child protective svcs	\$65,951
DSS	1	Social Worker Supervisor- child protective svcs	\$75,026
TOTAL	9	TOTAL	\$ 485,536

Department	FTE	Not Recommended Positions	Salary/Benefits
EH	1	Env. Health Specialist	\$63,208
IT	1	User Support Specialist	\$57,823
Ag	1	Ag Economic Development Officer	?
EMS	4	EMT Paramedics	\$218,150
DSS	1	IM Supervisor II- Intake	\$58,111
DSS	1	Processing Assistant	\$42,038
TOTAL	9	TOTAL	\$439,330

Vice Chairman Powell spoke favorably for the Ag Economic Development Officer suggesting consideration on a part-time status. Ms. York noted she had not included a salary/benefits with the Ag Economic Development Officer position as she was not recommending due to the Economic Development Commission's restructure.

Commissioner Clayton advocated for the Environmental Health position that was not recommended by the Manager. Ms. York stated she did not include in the budget as they were implementing advanced technology. Ms. York noted the turnaround time was three to four weeks for well and septic system evaluations.

VOLUNTEER FIRE DEPARTMENT FUNDING:

County Manager, Heidi York provided the following chart for the Volunteer Fire and Rescue agencies that included a 2% increase. Commissioner Jeffers added that this group had agreed to the 2% increase along with a one-year contract with the condition to work with the Board for a new plan for the next fiscal year.

VFD funding

	FY18 Rec. Operating	FY18 Rec. Capital	TOTAL
Rescue Squad	\$45,888	\$7,250	\$53,138
Allensville VFD	\$45,291	\$7,250	\$52,541
Coffo VFD	\$90,563	\$14,500	\$105,063
Hurdle Mills VFD	\$90,590	\$14,500	\$105,090
Moriah VFD	\$90,469	\$14,500	\$104,969
Semora VFD	\$16,052	\$3,625	\$19,677
Timberlake VFD	\$62,229	\$7,250	\$69,479
Triple Springs VFD	\$48,880	\$7,250	\$56,130
Woodsdale VFD	\$89,298	\$14,500	\$103,798
TOTAL	\$579,260	\$90,625	\$669,885

+ \$31,000 for additional radios

SENIOR CENTER BUDGET:

County Manager, Heidi York presented the following chart to the Board related to the Manager’s Recommended Budget for the Senior Center:

Senior Center Funding

	FY17	FY18	Pg #'s
Operating	\$92,800	\$0	Pg 106
Debt Service		\$203,460	Pg 135
Maintenance (mowing, mulching, leaf removal, pruning, fertilizer, and snow removal)		\$10,000	Pg 55
Gym Equipment Maintenance		\$2,320	n/a
Insurance		\$1,008	n/a
TOTAL	\$92,800	\$216,788	

Ms. York stated Ms. Diane Cox of the Kerr Tar Council of Government was not available to attend the Board's work session but had submitted a written request of local funding of \$100,000 for required local matches and to supplement operational costs. Ms. York stated by action of the Board of June 5, 2017, the Board approved an additional \$32,545 in funding to cover the required match for the Home & Community Care Block Grant.

Ms. York presented the following chart of other considerations related to the Senior Center:

Other considerations

- Needed to balance budget= \$88,471
- Awarded \$32,545 in HCCBG grant match
- Min. needed for other grant matches= \$9,335
 - General Purpose:\$3,799
 - Transportation: \$5,536
- Remaining needed to balance the budget after match requirements met=\$46,571
- City provided \$7,200 in FY17; no request submitted for FY18

Ms. York noted, per the City Manager, they had not received a request from the Senior Center non-profit; when asked to participate through mowing and snow removal by the County, the City declined.

County Manager, Heidi York presented the following slide that illustrated the additional requests made to Person County following her recommended budget presentation:

Additional Requests

- City Fireworks=\$4,125
- Personality Festival= \$2,500
- 225th Anniversary (Director's Roundtable)= \$1,500

Commissioner Jeffers stated support to commit to the Person County Schools salary/benefits request of \$150,000 and offered to place the committed amount in the Contingency Fund for the final amount from the state.

Commissioner Clayton advocated for the full funding request for the Senior Center.

Chairman Kendrick shared his preference to fund the emergency services and VFDs illustrating a mandated services over non-mandated.

As an option, Commissioner Jeffers proposed a one-cent tax increase that could cover the requested funding for the Senior Center, emergency services, Person County Schools, Piedmont Community College, Fireworks, Personality and the 225th Anniversary requests.

Commissioner Puryear stated opposition to a tax increase. Chairman Kendrick added that he felt there were non-mandated areas within the budget that could be cut to fund the priority services.

The Board made no formal motions for adjustments to the Recommended Budget and it was the consensus to take more time for review and come back for another budget work session.

RECESS:

A **motion** was made by Vice Chairman Powell and **carried 5-0** to recess the meeting at 10:20am until June 15, 2017 at 11:00am for the Board to conduct its second budget work session.

Brenda B. Reaves
Clerk to the Board

Tracey L. Kendrick
Chairman

June 7, 2017