

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

JANUARY 9, 2012
OTHERS PRESENT

Jimmy B. Clayton
Kyle W. Puryear
B. Ray Jeffers
Samuel R. Kennington
Frances P. Blalock

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, January 9, 2012 at 7:00 p.m. in the Commissioners' meeting room in the Person County Office Building.

Chairman Clayton called the meeting to order and led invocation.

PLEDGE OF ALLEGIANCE:

Chairman Clayton asked the Girl Scouts in attendance to lead the group in the pledge of allegiance. Girl Scout Troops were led by Gail Hicks-Smith, Membership Director for Person County Girl Scouts. Representatives from each Troop introduced themselves. They were as follows:

Troop 172: Elissa Pruitt, Cassie Foltz and leaders, Christy Pruitt and Heidi Foltz

Troop 1073: Rachel Midkiff and leader, Jen Midkiff

Troop 1513: Liz Hodges, Anna Wheeler and leaders, Tracy Hodges and Frances Wheeler

Troop 1981: Melia Nelson and leader, Kim Bradsher

RESOLUTION IN RECOGNITION:

Chairman Clayton read and presented the Resolution in Recognition to Girl Scouts representing Troops 172, 1073, 1513, and 1981. Ms. Hicks-Smith received the Resolution in Recognition on behalf of Troops 206 and 642.

January 9, 2012

RESOLUTION in RECOGNITION

WHEREAS, throughout its history, the Girls Scouts of America has provided training to youth in leadership development, service to others, and civic responsibility; and

WHEREAS, numerous youth in Person County have participated in the Scouting program through the years becoming accomplished leaders both past and present; and

WHEREAS, Girl Scouts have performed a variety of valuable service projects throughout our county and in communities; and

WHEREAS, in honor of the 100th year of Girl Scouting in 2012, Person County Girl Scouts assisted the Person County Recreation, Arts, and Parks Department in the development of the Person County Green Space adjacent to the County Office Building. This green space will allow individuals a place for passive recreation in a peaceful setting. On October 29, 2011 and November 5, 2011, Person County Girl Scouts assisted with the landscaping of the green space and were represented by Troops 172, 206, 642, 1073, 1513, and 1981; and

WHEREAS, other volunteers, parents, siblings and representatives of Rolling Hills Garden Center came together with the Girl Scouts and Recreation, Arts, and Parks Department to assist the committed efforts to create the Green Space.

NOW, THEREFORE, BE IT RESOLVED that the Person County Board of County Commissioners does hereby recognize the many accomplishments and contributions of Person County Girl Scouts and volunteers as well as publicly acknowledge the county's grateful appreciation for all the time and dedication of the youth and the leaders for Person County. Person County is most fortunate to have persons of your capabilities and dedication.

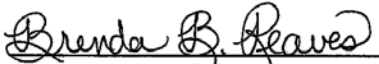
Adopted the 9th day of January, 2012.

Person County Board of Commissioners




Jimmy B. Clayton, Chairman

Attest:


Brenda B. Reaves, Clerk to the Board

January 9, 2012

RESOLUTION OF APPRECIATION:

Chairman Clayton read and presented a Resolution of Appreciation to Person County retiree, Ozell Barnett.

RESOLUTION OF APPRECIATION

WHEREAS, Ozell Barnett has served the people of Person County during her tenure as Rehabilitation Assistant at Person Industries; and

WHEREAS, Ozell Barnett has served the citizens of Person County with honor, integrity, sincerity and dedication, providing accurate, concise services for eighteen (18) years, September 1, 1993 – December 31, 2011; and

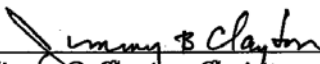
WHEREAS, Ozell Barnett has earned the respect and admiration of all who have known her and worked with her throughout her career; and

WHEREAS, the County of Person recognizes the many contributions Ozell Barnett has made to the County and offers her sincere best wishes for her retirement.

NOW, THEREFORE, I, Jimmy B. Clayton, Chairman of the Person County Board of Commissioners, do hereby extend this Resolution of Appreciation to Ozell Barnett for continually striving to make Roxboro and Person County a better place to live and work.

Adopted the 9th day of January, 2012.




Jimmy B. Clayton, Chairman
Person County Board of Commissioners

Attest:


Brenda B. Reaves
Clerk to the Board

January 9, 2012

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Jeffers and **carried 5-0** to add an item to the agenda following Old Business for a Resolution - Appointment Process for Authorities, Boards, Commissions, and Committees.

A **motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear and **carried 5-0** to approve the agenda as adjusted.

PUBLIC HEARING:**2012-2013 COMMUNITY TRANSPORTATION PROGRAM:**

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Blalock and **carried 5-0** to open the duly advertised Public Hearing designated for the 2012-2013 Community Transportation Program Application.

Person Area Transportation System Manager, Kathy Adcock requested Board approval of the 2012-2013 Community Transportation Program Application to be submitted to the NC Department of Transportation (NCDOT) no later than January 27, 2012. Ms. Adcock noted the Community Transportation Program provides assistance to coordinate existing transportation programs operating in Person County as well as provides transportation options and services for the communities within the service area. Ms. Adcock stated the services are currently provided using demand response, subscription and trip referrals and are rendered by utilizing lift vans and Light Transit Vehicles. Ms. Adcock presented the total amount requested for the period July 1, 2012 through June 30, 2013.

Project	Total Amount	Local Share	Local Match
Administrative	\$177,260	\$26,589	15%
Capital (Vehicles & Other)	\$ 86,200	\$ 8,620	10%
Operating (Small fixed-route, regional, and consolidated urban- rural systems only)	\$ 0	\$ 0	
Total Project	\$263,460	\$35,209	
	Total Funding Request	Total Local Share	

Ms. Aycock stated in comparison to the FY2011-2012 request, the Administrative was \$182,511 and the Capital request was \$ 64,500 making the county share \$33,827 noting computer updates are in the FY2012-2013 request due to 7 year old computer systems and NCDOT's specifications for computer systems are for 5 years.

Commissioner Jeffers asked Ms. Aycock which type of vehicle would be replaced. Ms. Aycock noted a Light Transit Vehicle would be replaced.

Commissioner Kennington asked the County Manager if the local share matching funds would be budgeted in the next fiscal year budget. County Manager, Heidi York confirmed the local share would be budgeted in the 2012-2013 fiscal year budget.

There were no individuals appearing before the Board to speak in favor or in opposition of the 2012-2013 Community Transportation Program Application.

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Blalock and **carried 5-0** to close the Public Hearing designated for the 2012-2013 Community Transportation Program Application.

COMMUNITY TRANSPORTATION PROGRAM FY 2013 RESOLUTION:

A **motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear and **carried 5-0** to approve the Community Transportation Program Resolution, Section 5311, FY2013 Resolution.

COMMUNITY TRANSPORTATION PROGRAM RESOLUTION

Section 5311 FY 2013 RESOLUTION

Applicant seeking permission to apply for Community Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by (Board Member's Name) Commissioner Ray Jeffers and seconded by (Board Member's Name or N/A, if not required) Vice Chairman Kyle Puryear for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural public transportation services consistent with the policy requirements for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, (Legal Name of Applicant) Person County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project, prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

NOW, THEREFORE, be it resolved that the (Authorized Official's Title)* County Manager of (Name of Applicant's Governing Body) Person County is hereby authorized to submit a grant application for federal and state funding, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural public transportation services.

I (Certifying Official's Name)* Brenda B. Reaves (Certifying Official's Title) Clerk to the Board of Commissioners do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the (Name of Applicant's Governing Board) Person County Board of Commissioners duly held on the 9th day of January, 2012.

Brenda B. Reaves
Signature of Certifying Official

*Note that the authorized official, certifying official, and notary public should be three separate individuals.

Seal Subscribed and sworn to me (date) 1/9/12

Gladys R. Leuchbach
Notary Public

Gladys R. Leuchbach
Printed Name and Address

304 S. Morgan St. Roxboro NC 27573

My commission expires (date) 8/9/14



January 9, 2012

INFORMAL COMMENTS:

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

Mr. Robert Acker of 240 Weldon Wrenn Road, Roxboro addressed the Board related to tax value issues with the Tax Office and Russell Jones for vehicles 35 years or older noting he owns a 1969 Chevrolet Truck that had a tax value of \$500 in 2010 and \$5,000 in 2011. Mr. Acker requested for the tax values to be consistent with all the taxpayers and not single out a few.

Mr. Jacob Hill of 916 Mann Oakley Road, Rougemont, and recent graduate of East Carolina University that currently resides in Person County seeking employment and furthering his education through on-line courses, addressed the Board of the lack of adequate internet access. Mr. Hill noted his home is in the reported covered area though CenturyLink however the service is not offered nor do they know when it will be. Mr. Hill suggested the county look at other options if Century Link is not interested in providing DSL coverage.

APPROVAL OF MINUTES:

A **motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear, and **carried 5-0** to approve the minutes of November 28, 2011 and December 5, 2011.

TAX ADMINISTRATIVE REPORT:

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Blalock, and **carried 5-0** to approve the Tax Administrative Report noting the Releases for the month of November, 2011.

OLD BUSINESS:

A RESOLUTION TO CLARIFY THE ETHICAL RESPONSIBILITIES OF CERTAIN BOARDS AND COMMISSIONS APPOINTED BY THE PERSON COUNTY BOARD OF COUNTY COMMISSIONERS:

County Attorney, Ron Aycock stated the Board directed at its last Board meeting for the County Attorney and County Manager to bring back to the Board a revised Resolution to Clarify the Ethical Responsibilities of Certain Boards and Commissions Appointed by the Person County Board of County Commissioners creating a new prohibition which can be a reason for applying sanctions short of the potentially more serious violation of (d). Mr. Aycock told the Board an addition was added to Section 3, item (e) with the following items re-designated:

- (e) In addition to the prohibitions contained in (d) above no advisory board member shall disclose confidential information gained in the course of or by reason of his official position regardless of the motivation for doing so.

Mr. Aycock stated the sanctions for violation of any of the noted sections would include reprimand and/or removal from the advisory board.

Commissioner Jeffers asked Mr. Aycock to explain the controlling authority related to the Person-Caswell Lake Authority and the Airport Commission. Mr. Aycock stated the controlling authority would be the governing document of that particular separate authority noting the Board would not have any authority to reprimand however a right to remove an appointed member from the Person-Caswell Lake Authority. Mr. Aycock explained the proposed sanctions would not apply in some cases, i.e., the Department of Social Services Board, whereby some members are appointed by both the State and county. Mr. Aycock commented the Board of Commissioners would have the authority to apply sanctions to the Airport Commission.

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Blalock, and **carried 5-0** to approve the Resolution to Clarify the Ethical Responsibilities of Certain Boards and Commissioners Appointed by the Person County Board of County Commissioners as presented.

**A RESOLUTION TO CLARIFY THE ETHICAL RESPONSIBILITIES
OF CERTAIN BOARDS AND COMMISSIONS APPOINTED BY
THE PERSON COUNTY BOARD OF COUNTY COMMISSIONERS**

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PERSON COUNTY NORTH CAROLINA THAT:

Section 1. Declaration of Policy. The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that governmental decisions and policies be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government.

In recognition of these goals, a code of ethics is hereby adopted. The purpose of this resolution is to establish absolute minimum guidelines for ethical standards of conduct for all officials covered by this resolution by setting forth those acts or actions that are incompatible with the best interests of the county.

Section 2. Definitions. As used in this article, the following terms shall have the meanings indicated:

Advisory board member means any member of any board or commission appointed by the Person County Board of County Commissioners. The term "advisory board" shall also include Boards, Commissions and Authorities and other similar organizations by whatever name known to which the Board of Commissioners has appointment authority.

Business entity means any business, proprietorship, firm, partnership, person in representative or fiduciary capacity, association, venture, trust or corporation which is organized for financial gain or for profit.

Interest means direct or indirect pecuniary or material benefit accruing to an advisory board member as a result of a contract or transaction which is or may be the subject of an official act or action by or with the county. For the purpose of this article, a county official shall be deemed to have an interest in the affairs of:

- (1) Any business entity in which the advisory board member is an officer, partner or director;
- (2) Any business entity in which in excess of ten (10) percent of the stock of, or legal or beneficial ownership of, is controlled or owned directly or indirectly by the county advisory board member;

- (3) **Interest of employer.** A county advisory board member who is an employee of an entity involved in a contract or undertaking with the County or which seeks the benefit of an official action of the County, may have a conflict of interest if the county advisory board member's participation or vote in the matter would provide the county advisory board member a direct or indirect pecuniary or material benefit which would otherwise not be received by the county advisory board member.

Section 3. Standards of conduct.

- (a) **Scope.** All advisory board members as defined in this article shall be subject to and abide by the following standards of conduct.
- (b) **Interest in contract or agreement.** No advisory board member, as herein defined, shall have or thereafter acquire an interest in any contract or agreement with the county when such contract has been a matter of consideration before that member's committee.
- (c) **Use of official position.** No advisory board member shall use his official position or the county's facilities for his private gain. The provisions of this paragraph (c) are not intended to prohibit his speaking before the board of County Commissioners, Roxboro City Council, neighborhood groups and other nonprofit organizations.
- (d) **Disclosure of information.** No advisory board member shall use or disclose confidential information gained in the course of or by reason of his official position for purposes of advancing:
 - (1) His financial or personal interest;
 - (2) A business entity of which he is an owner (in part or in whole), an officer or a director; or
 - (3) The financial or personal interest of a member of his immediate household or that of any other person.
- (e) In addition to the prohibitions contained in (d) above, no advisory board member shall disclose confidential information gained in the course of or by reason of his official position regardless of the motivation for doing so.
- (f) **Incompatible service.** No advisory board member shall engage in, or accept private employment or render service for private interest, when such employment or service is incompatible with the proper discharge of his official duties unless otherwise permitted by law.

- (g) Gifts. No advisory board member or member of his immediate household shall directly or indirectly solicit, accept or receive any gift having a value exceeding \$50.00 whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him or could reasonably be expected to influence him in the performance of his official duties, or was intended as a reward for an official action on his part. Legitimate political contributions shall not be considered as gifts under the provisions of this paragraph. This section is not intended to prohibit customary gifts or favors between advisory board members or the friends and relatives of their spouses, minor children, or members of their household where it is clear that it is that relationship rather than the business of the individual concerned which is the motivating factor for the gift or favor. This section does not prohibit meals consumed at a function which involves the responsibilities of the advisory board member. North Carolina General Statute § 133-32 provides additional guidance concerning gifts and favors.
- (h) Special treatment. No advisory board member shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

Section 4. Disclosure of interest. Any advisory board member who has an interest in any official act or action before his committee shall publicly disclose on the record of the respective body such interest, and shall withdraw from any consideration of the matter if excused by the body.

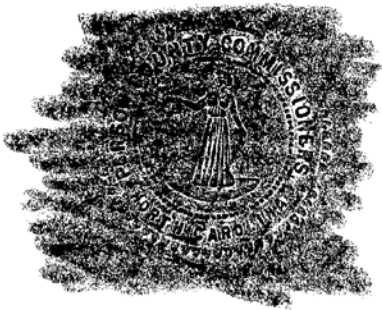
Section 5. Investigations.

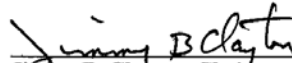
- (a) The Board of County Commissioners may direct the County Attorney to investigate any apparent violation of this article, as it applies to advisory board members and to report the findings of his investigation to the Board of County Commissioners.
- (b) Any person who believes that a violation of this article has occurred may file a complaint in writing with the Board of County Commissioners.

Section 6. Sanctions. If the Board of County Commissioners, after receipt of an investigation of the County Attorney, has cause to believe a violation has occurred, the Board of County Commissioners shall schedule a hearing on this matter. The advisory board member who is charged with the violation shall have the right to present evidence, cross-examine witnesses, including the complainant or complainants, and be represented by counsel at the hearing. If, upon the conclusion of the hearing, the Board of County Commissioners finds that a violation has occurred, the Board of County Commissioners may adopt a resolution of censure which shall be placed as a matter of record in the minutes of the official meeting. In addition, the board may rescind the appointment of the advisory board member and remove from membership on the advisory board. Any such vote shall be adopted by at least a 4/5 vote of the membership of the Board of County Commissioners.

Section 7. Advisory opinions. When any advisory board member has a doubt as to the applicability of any provision of this article to a particular situation, or as to the definition of terms used in this article, he may apply to the County Attorney for an advisory opinion. The advisory board member shall have the opportunity to present his interpretation of the facts at issue and of the applicability of provisions of this article before such advisory opinion is made.

Adopted this, the 9th day of January, 2012.




Jimmy B. Clayton, Chairman
Person County Board of Commissioners

Attest:


Brenda B. Reaves
Clerk to the Board

NEW BUSINESS:

RESOLUTION – APPOINTMENT PROCESS FOR AUTHORITIES, BOARDS, COMMISSIONS, AND COMMITTEES:

County Manager, Heidi York stated Commissioner Blalock had requested an amended Resolution related to the appointment process for authorities, boards, commissions, and committees to be drafted and presented for Board consideration. Ms. York highlighted the added language in Section 1, section A) Qualification: Any resident of Person County is eligible to serve where state statute and other applicable ordinances or conflicts of interest do not prohibit such appointment. In cases where a non-resident is appointed, such person shall service as an ex-officio non-voting member. The BOC will make appointments within guidelines of applicable state statute, ordinance, resolution, or policy that created said organizations.

Commissioner Jeffers inquired about non-residents employed with Person County appointed to represent the county's interest. Ms. York stated Commissioner Blalock wanted those to serve for informational purposes, sharing information but would not be a voting member. Commissioner Blalock stated a specialty appointment would be there for a resource.

Chairman Clayton conferred with the County Attorney that the Board has the authority to make an exception for non-residents to have voting authority on any board even if the proposed policy is adopted. County Attorney, Ron Aycock confirmed the Board indeed could make appointments with an exception to the proposed Resolution. Without any such exception, non-residents would be subject to the Resolution, if adopted.

Commissioner Jeffers voiced his opposition of the added clause noting he would support any citizen having a vote to represent the county interests on the boards or committees to which they were appointed to serve.

Commissioner Kennington stated an ex-officio member can add valuable information to any board.

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Kennington, and **carried 4-1** to approve adding the amended language and re-adoption of the Resolution - Appointment Process for Authorities, Boards, Commissions, and Committees. Commissioner Jeffers cast the lone dissenting vote noting his hopes the Board would not appoint anyone to any board, authority, commission or committee that does not have Person County's interest and by such, have a vote.

**RESOLUTION
APPOINTMENT PROCESS
FOR AUTHORITIES, BOARDS, COMMISSIONS, AND COMMITTEES**

WHEREAS, it is the statutory duty of the Person County Board of Commissioners (hereinafter called "BOC"), as the Governing Body of Person County to appoint qualified, knowledgeable, and dedicated people to serve on various authorities, boards, commissions, and committees (hereinafter called "Organizations") to assist in the operation of county government; and

WHEREAS, the BOC solicits the interest and opinion of the citizens of Person County in making said appoints; and

WHEREAS, the BOC believes written policies and procedures will increase public awareness and interest in the solicitation by the BOC of information and recommendations from the public to assist the BOC in these appointments.

NOW, THEREFORE, BE IT RESOLVED by the Person County BOC that:

SECTION I.

The policies and procedures governing appointments by the BOC to the various organizations follow:

- A) *Qualification*: Any resident of Person County is eligible to serve where state statute and other applicable ordinances or conflicts of interest do not prohibit such appointment. In cases where a non-resident is appointed, such person shall service as an ex-officio non-voting member. The BOC will make appointments within guidelines of applicable state statute, ordinance, resolution, or policy that created said organization;
- B) *Appointments*: The BOC will make all appointments according to the applicable statute, ordinance, resolution or policy that created the organization from timely submitted, completed applications. No citizen of Person County may serve in more than two appointed positions of Person County Government unless exempted by nature of the position they may hold in governmental service. The policy will not apply to Person County Commissioners;
- C) *Term Limits*: Unless otherwise provided by North Carolina law, the BOC sets no term or length of service, but encourages citizens to apply when vacancies occur. At the expiration of a member's term if they want to continue serving, they must thoroughly complete another application form.

January 9, 2012

- D) *Absenteeism*: If not addressed in the bylaws of an organization and a member in any 12-month period has unexcused absences that are more than 25 percent of the meetings they are required to attend pursuant to their appointment, they are obligated to resign. Absences caused by events beyond one's control are considered excused absences. Absenteeism violations must be reported to the BOC. If the individual refuses to resign, action of the BOC may dismiss them unless law prohibits dismissal by the BOC. A twelve-month period beginning on the date of appointment will constitute a year.
- E) *Binder Information*: The County Manager will keep a binder containing a list of all county appointments, with the follow data available for public inspection:
- Names of organization and brief summary of its function
 - Statute or cause creating organization
 - Names of members, terms, addresses, telephone numbers, and number of terms served
 - Regular meeting date, time and location
 - In the event a member's term expires and the organization holds a meeting before the BOC makes an appointment, the incumbent will continue to serve until the BOC takes action.

SECTION II.

Procedure for filling vacancies for appointed positions:

A. Notification of available appointments

- The County Manager will maintain a list of available positions stating terms of office, requirements and duties of the position. The Manager will set a deadline for receipt of applications and publish vacancies once in *The Courier Times* at least forty-five (45) days prior to the month appointments are due.
- If there are no applications thirty (30) days after the notice of general circulation, the Manager will notify the BOC. It will then be the BOC's responsibility to make contacts and encourage citizens to apply for the vacancy or vacancies with the deadline at 12:00 Noon on the Tuesday before the BOC's meeting as the deadline for receipt of applications.
- The County Manager will keep all applications from interested citizens for one year from the date of application. After the one-year period, a new application is required.
- A notice will be mailed to members sixty (60) days before the expiration of their term. If interested in reappointment, they must file a new application. If an individual is not eligible for reappointment, they will be notified of the reason they are ineligible.

- Application forms are available upon request from the County Manager's Office. Individuals who are interested in serving must thoroughly complete the application.
- Upon receiving an application, the County Manager will send a notification letter to the applicant acknowledging receipt of application.

B. Selection Process

- 1) Eligibility will be verified for each application to ensure applicant meets specific requirements established by statute, ordinance, or regulation.
- 2) The County Manager will send all applications along with a list of names applying including those ineligible and the reason(s) for ineligibility, to the BOC.
- 3) In the case of appointments to the Boards, Commissions, and Committees hereinafter referred to as "Person County Boards, Commissions and Committees" (see Attachment 1) subject to interview process, applicants may be required to appear before the Board of Commissioners to make a statement concerning the reason why he/she desires to serve on the board or commission including but not limited to, the contributions the applicants could make to the particular board or commission or if the applicant is seeking a reappointment what contributions have been made in the past. The applicant may also be questioned by the members of the Board of Commissioners.

C. Notification of appointment

The County Manager will prepare a letter of notification to the appointee with a copy to the appropriate department/agency head with a request that the appointee be notified of the date, time, and place of the next meeting. The County Manager, or his designee, will contact the newly appointed person(s) to discuss the duties of the position and if desired, arrange an orientation meeting.

SECTION III.

This resolution shall be considered general policy only and shall not prohibit the BOC from making appointments and/or reappointments to the various organizations that deviate from this policy if special conditions exist which justifies the deviation.

SECTION IV.

The foregoing sections of this resolution shall have no effect on appointments of sitting county commissioners to Boards, Commissions, and Committees. The appointment of such sitting Commissioners to such Boards, Commissions, and Committees shall be according to the following procedures:

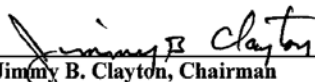
- A. All such appointments shall be made by the Chair.
- B. All appointments shall be in an official meeting.
- C. All appointments under this Section IV shall be and are designated as ex-officio appointments of the County Commissioners so appointed.

SECTION V.

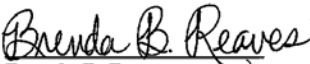
This resolution will have the force and effect of a county ordinance and will be considered an amendment to all ordinances establishing terms of office for county-appointed organizations, unless law would prohibit said amendment.

Adopted the 19th day of November, 2007. Amended and re-adopted, this, the 9th day of January, 2012.




Jimmy B. Clayton, Chairman
Person County Board of Commissioners

Attest:


Brenda B. Reaves
Clerk to the Board

January 9, 2012

Attachment 1

Person County Government
Boards, Commissions, and Committees

Subject to Interview Process and Appointed by the Person County Commissioners

1.	ABC Board
2.	Airport Commission
3.	Board of Adjustment
4.	Board of Health
5.	Economic Development Commission
6.	Orange-Person-Chatham Mental Health Board
7.	Person-Caswell Lake Authority
8.	Piedmont Community College Board of Trustees
9.	Planning Board
10.	Recreation Advisory Board
11.	Social Services Board
12.	Solid Waste Advisory Committee
13.	Thoroughfare Advisory Committee
14.	Tourism Development Authority Board

January 9, 2012

UPDATE FROM THE EXECUTIVE ROUNDTABLE:

Representative Wilkins recognized the Executive Roundtable members present: Rev. Rufus Johnson Sr., Margaret McMann, Stephen Steese, Heidi York and himself as the Chair. Other Executive Roundtable members, not present, are: Phillip Allen, Dr. Walter Bartlett, Chad Brown, Dr. Larry Cartner, Marcia O'Neil, Maggie Whitt, and Faye Fuller (clerk).

Representative Wilkins stated the Executive Roundtable; an innovative leadership group was created by the Person Board of County Commissioners and began officially meeting in March, 2011. On May 16, 2011, the Executive Roundtable produced its mission statement. The mission of the Person County Executive Roundtable is:

“To place executive decision makers from key governmental and non-governmental entities in Person County and Roxboro in a single forum that will gather and assimilate information pertinent to Person County and Person County’s future; and

“To promote the free flow of information and ideas within the forum, to identify and rank priorities and projects that will assist in moving the community forward and making it more attractive and competitive; and

“To seize and maximize upon the synergy developed by collaborative leadership in assisting established authorities with setting goals, priorities and directions for making them realities.”

Representative Wilkins stated the Executive Roundtable members wished to compliment the Board on recent action to firm up the county’s commitment to a full-time economic developer position noting the Board’s unanimous vote sends a strong message to the community that the focus remains on continued economic development emphasis, which is greatly important during a time when unemployment remains stubbornly high.

Representative Wilkins told the Board the Roundtable members encourage continued cooperation among Person County’s three elected bodies. Roundtable members see a growing trend toward cooperation among these elected bodies and encourage the Board of Commissioners, Roxboro City Council and the Person County Board of Education to stay on that track. Representative Wilkins noted the NC Department of Commerce will ask if everyone is on the same page.

Representative Wilkins stated the Roundtable believes that the entire county will be well-served through an emphasis on two basic programs: One is a “grant program” that would bring together grant identification/availability and grant writing. Roundtable members have discussed the possibility that county and city governments might cooperatively fund a grant writer position. The Roundtable sees a potential meshing of the “grant program” recommendation and the “Futures” program recommendation in that many of the principles coming out of the “Futures” plan will require money.

The second program is one that would keep the entire community acutely focused on the major emphases that came out of the “Futures” project. Roundtable members discussed the possibility of having commissioners designate a staff member to be tasked with keeping focus on the ideas contained in the “Futures” project.

Representative Wilkins noted the Roundtable members believe it is highly important that the idea of a Senior Center-Recreation Center be kept strongly in focus with an eye toward plan development. The community has signaled that a Senior Center-Rec Center is a priority and this is the third year of the seven-year window.

Representative Wilkins stated the Roundtable sees a need for a one-stop location for information pertaining to the permitting, inspections and zoning processes in Person County and the City of Roxboro for the ability to facilitate business creation and expansion in both county and city. Additionally, the Roundtable sees a need for a resource guide for start-up and operation of businesses in the county and the city.

Representative Wilkins expressed the Roundtable members discussing at length the need for this community to provide equal opportunity for minority businesses that seek to operate and conduct business in Person County. Roundtable members also see a need for an increase of participation of minority businesses within non-minority firms. Representative Wilkins stated the Roundtable does not yet have concrete recommendations but wanted to make the Board aware that this conversation has taken place during Roundtable sessions and will continue to be a point of discussion.

Representative Wilkins noted the Roundtable has also spent considerable time in discussions of “branding” for all of Person County noting no concrete recommendations.

Representative Wilkins opened the floor for any questions. Chairman Clayton thanked Representative Wilkins and the Roundtable members for their input and effort.

Chairman Clayton recognized City Councilmen Byrd Blackwell and Nick Davis, Mayor Marilyn Newell, City Manager, Stephen Steese, Board of Education members, Gordon Powell, Margaret Bradsher and Ronnie King all present in the audience. Chairman Clayton thanked everyone for attending.

Commissioner Kennington asked Representative Wilkins if he had 100% participation with the Roundtable members. Representative Wilkins noted participation has been tremendous.

Commissioner Blalock asked Representative Wilkins asked if the Roundtable is a core group of the approximate 150 members of the Future's Project. Representative Wilkins confirmed.

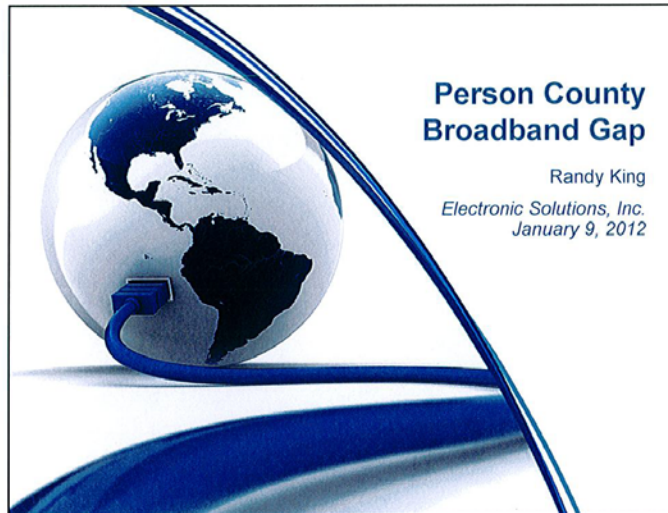
Commissioner Jeffers thanked Representative Wilkins for the briefing especially prior to the Board Retreat.

Vice Chairman Puryear stated his appreciation for the hard work noting the points about working together and the grant writing need for the county.

PROPOSAL TO EXTEND COVERAGE OF HIGH SPEED INTERNET IN PERSON COUNTY:

Vice Chairman Puryear stated neither he or the County Manager have been successful in getting CenturyLink to return calls and feels it is time for Person County to pursue other options to extend coverage of high speed internet to the un-served areas within the county. Vice Chairman Puryear stated his support for the proposal to be presented to the Board as a realistic solution. Vice Chairman asked Mr. Randy King to come before the Board with his presentation noting Representative Wilkins will follow to suggest some potential funding resources.

Mr. King, President of Electronic Solutions, Inc., a local internet and computer services company since 1998 and a member of the High Speed Internet Committee, gave the group the following presentation on extending coverage of high speed internet access for the portions of the county not serviced by CenturyLink.



Person County Broadband Gap

Randy King

Electronic Solutions, Inc.
January 9, 2012

Person County Does Not Have 100% Broadband Coverage – Jan. 9, 2012

- The major Telecommunication Carriers have completed expansion of broadband (high speed Internet) in Person County
- There are approximately 15 areas in the County that do not have affordable broadband available. (212 households and 530 people)
- Person County citizens are requesting broadband to be offered in the underserved areas.
- Funds may be available from The N.C. Rural Center, Golden Leaf Foundation or the Federal Government.
- *Electronic Solutions, Inc.* applied for a grant in 2009 to the National Telecommunications and Information Administration (NTIA) to install a broadband wireless system in Person County.

January 9, 2012

Current Map of Person County Broadband Coverage – Source, e-NC.org

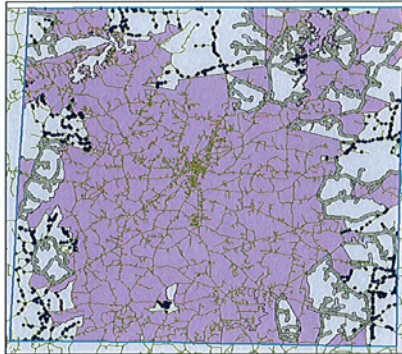
- The map below depicts current broadband coverage as supplied to e-NC by CenturyLink and Charter Communications 1/3/2012. White shaded are unserved areas. (212 households and 530 citizens)



Approximately 15 primary areas in the County will require infrastructure to provide broadband.

- We propose to install 45 "neighborhood" broadband base stations using wireless technology to deliver high speed Internet in these areas.
- Cost estimates are from \$1.1M to \$1.9M
- Speeds offered will be up to 100Mbps at each base station and typically 5-20Mbps to homes. The new minimum standard set by the FCC for meeting broadband definition is 4.0Mbps which is not currently available in some of the existing DSL covered areas.
- Typical monthly rates are projected to be \$29/month for home user.
- System would be privately installed and maintained.
- The County would be allowed free access to any private owned structure to locate data equipment.

Several areas that now have DSL do not meet the new FCC minimum speed of 4.0Mbps (Approx. 1925 citizens)



Future Steps to Close the Broadband Gap

- A public/private partnership is needed to obtain funding to support a project of 100% broadband coverage.
- *Electronic Solutions, Inc.* is available on a contract basis to assist in grant writing, project design, installation and operation of a broadband system.
- Elected officials on the State and Federal level should be consulted to determine available grant money. Some local public and private funds may be needed to fully fund the project.
- A detailed study utilizing specific grant guidelines will result in a cost estimate suitable for budgeting.

Mr. King clarified the 45 locations would be achieved by the use of 100-120 foot steel monopoles or an existing tower, i.e. water towers, cell towers noting an agreement or lease with any such landowner would be required. Mr. King stated the actual installation would be 8-10 weeks noting the regulatory provisions related to tower location would be lengthy taking the overall process from six to twelve months. Mr. King stated the majority of the cost is in the capital equipment noting the operating costs should be level. When asked about any county responsibility, Mr. King stated he did not foresee any monetary or subsidy from the county with the exception of a contract for any facility installed on a county-owned property.

County Manager, Heidi York asked Mr. King if the residents would have access to the service even if they were receiving a more expensive service. Mr. King confirmed. Ms. York asked if Person County could legally regulate the costs of such services. County Attorney, Ron Aycock noted General Assembly during its last session restricted cities and counties from being involved in internet service, only grandfathering existing cities. Mr. Aycock stated Person County would not have regulatory authority or directly provide internet service.

Representative Wilkins spoke to the group related to potential funding resources for the proposal to extend internet coverage. Representative Wilkins stated the NC Rural Center is currently checking for what may or may not be available as well as noted the e-NC Authority has disappeared with remaining funds shifted to Commerce. Representative Wilkins stated he would be meeting with Dan Gerlach with Golden Leaf and he will inquire for any potential funding there as well. Representative Wilkins stated he has spoken to CenturyLink and has asked for them to not oppose any such grant application and hopes to have an answer from CenturyLink within one week. Commissioner Jeffers stated he had a meeting in Raleigh the next day and would advocate such as well.

Vice Chairman Puryear reminded the Board that the Operations Manager with CenturyLink appeared before the Board in June stating CenturyLink had done as much as they are going to do here with no more proposals or plans for expansion as well as their willingness to work with Person County and Mr. King on future endeavors to provide the other 5% coverage. Vice Chairman Puryear asked the Board about moving forward with a proposal.

Commissioner Kennington noted his support to further explore and obtain more information yet he was not willing to make a monetary commitment.

Commissioner Kennington asked Representative Wilkins how many counties within NC were like Person County without 100% internet coverage. Representative Wilkins and Commissioner Jeffers stated there are 85 rural counties and most likely 79 of those are like Person County.

Commissioner Blalock noted her preference for additional information to be brought back to the Board.

Vice Chairman Puryear asked Representative Wilkins about the roadblock if CenturyLink does oppose Person County forming a public/private partnership for full coverage. Representative Wilkins noted it would be an impediment. Mr. King stated when he applied for a federal grant request in 2009, CenturyLink opposed during public comments based on competition and an overlay of service. Mr. King stated Person County should remind CenturyLink of their agreement in June to work together for coverage of the areas CenturyLink does not intend to cover.

Representative Wilkins stated the potential funding sources have asked and will ask where CenturyLink stands on the issue.

Commissioner Kennington asked Representative Wilkins why internet coverage is not a top priority in the legislature and lobbying the utilities commission and private companies to help the rural areas across NC. Representative Wilkins stated he did not know of a big picture noting no one has lobbied CenturyLink about Person County any harder than he has, further noting he has not seen anybody make it a huge priority.

Commissioner Jeffers stated his support for internet coverage at 100% as well as Mr. King representing private industry however; he could not commit any tax dollars or resources at this time.

Representative Wilkins stated further information needs to be gained before the Board can make further decisions.

Vice Chairman Puryear asked Representative Wilkins if it would be helpful to have a letter from the Board of County Commissioners to Century Link reminding them of the date Mr. Liles appeared before the Board and his comments/commitment noting Person County's appreciation for what they have done for Person County as well as look forward to their support on helping Person County solve the internet woes to underlying areas of Person County where people do not have service. Representative Wilkins confirmed such a statement by the Board would be helpful and suggested a resolution by the Board.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Blalock, and **carried 5-0** to draft a Resolution for Board approval thanking Century Link for their service expansion in Person County, reminding Century Link of their promise to work along side of the Board of Commissioners to get internet coverage to the non-served areas of the county.

Vice Chairman Puryear suggested the County Manager send the proposed Resolution to Board members as soon as possible and if there was any opposition, the Resolution will not be sent out.

2011 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) HOUSING REHABILITATION SELECTION COMMITTEE:

Community Development Planner, Karen Foster with the Kerr Tar Regional Council of Governments requested approval of the names recommended for the 2011 Housing Rehabilitation Selection Committee. Ms. Foster explained the housing selection committee is convened in accordance with program regulations pursuant to the Community Development Block Grant program. The responsibilities of the committee include: 1) recommend the approval of the Housing Distribution Plan; 2) recommend to the Board of Commissioners the type of rehabilitation financial assistance to be offered to recipients; 3) development of an Individual Recipient Rehabilitation Applicant Form; 4) the selection of the neediest applicants from all eligible individual applications submitted to the county for rehabilitation assistance; 5) choose final program recipients; 6) develop rehabilitation Assistance Policies; 6) recommend any needed programmatic changes to the Board of Commissioners and the Kerr Tar staff.

Ms. Foster stated the committee membership is comprised of designated positions which does not allow for open advertisement for community participation. However, former program recipients are eligible to participate on this committee.

Pursuant to programmatic requirements, Ms. Foster recommended the following persons for membership on the 2011 CDBG Housing Rehabilitation Selection Committee.

Julie Kelly, Planning & Development Director
City of Roxboro

Frank F. Bumpass, Deputy Director
Roxboro Housing Authority

Judi Akers, Program Manager
Person County Department of Social Services

Melissa Erdner, In-Home Aid Coordinator
Person County Senior Center

Debbie Wilkerson, Homeowner
Former Grant Recipient

Sam Hobgood, Inspections Director
Person County

A **motion** was made by Commissioner Blalock, **seconded** by Vice Chairman Puryear, and **carried 5-0** to approve the 2011 CDBG Housing Rehabilitation Selection Committee as presented.

January 9, 2012

REQUEST TO APPROVE A MAJOR SUBDIVISION CONCEPT PLAN FOR CHARLOTTE WEAVER ON FLAT RIVER CHURCH ROAD:

Planning Director, Paula Murphy stated on April 12, 2010, a Minor Subdivision Concept plan was approved for Charlotte Weaver for four lots on Flat River Church Road, Flat River Township. The four lots were created out of the parent tract as follows: 1) Kenneth Rockwell received 4 acres. 2) Daniel Riggan received 10.37 acres. 3) Travis Powell received 16.90 acres. 4) Pamela Long received 5 acres. As shown on the plat, two more lots are being created off of the original parent tract. Ms. Murphy noted the current request for two additional lots makes this a Major Subdivision since the lots were cut off of the same parent tract.

The Planning Board reviewed a request for a Major Subdivision Concept Plan for Charlotte Weaver for the two additional lots on Flat River Church Road. The property consists of 127.02 acres.

Tract One consists of 8.78 acres and Tract Two consists of 6.22 acres. There is remaining acreage in the parent tract of 112 acres. All parcels are located on Flat River Church Road. Any future subdivision of these lots will require Major Subdivision process. All lots to have individual well and septic systems. No new roads are proposed and will access will be off NC 1144, Flat River Church Road. The proposed lots are located in the Flat River Balance of Watershed, Class WSIII, Watershed Protection Overlay District: Lot areas meet recommended densities (one dwelling unit per .5 acre or 24 percent impervious surface for residential development within the watershed protection overlay district. There are one hundred year flood areas per Flood Insurance Rate Map 3710999300J, dated June 13, 2003. There are also streams located on both proposed Tracts. All water features will require a fifty foot buffer.

Ms. Murphy stated a public hearing is not required to grant or deny a major subdivision concept plan.

The Planning Board reviewed this item at their December 1, 2011 meeting and voted 6 to 0 to recommend approval with staff comments.

Staff comments include the following conditions:

1. Driveway entrances to be approved by NCDOT.
2. All water features to have a fifty foot buffer.
3. Any further subdivision will require major subdivision approval.
4. Any other requirements of the Person County Subdivision Ordinance.

Commissioner Kennington asked Ms. Murphy about the road access for the previously created lot containing 16.90 acres. Ms. Murphy as well as Mr. Jim Morrow, Professional Land Surveyor, confirmed the landowner owned adjoining property with road access.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Jeffers, and **carried 5-0** to approve a Major Subdivision Concept Plan for Charlotte Weaver on Flat River Church Road as presented.

REQUEST TO APPROVE A MAJOR SUBDIVISION CONCEPT PLAN FOR CHARLOTTE WEAVER ON TOM OAKLEY ROAD:

Planning Director, Paula Murphy stated on September 5, 2006, a Major Subdivision Concept plan was approved for Charlotte Weaver for 23 lots off Tom Oakley Road, Flat River Township as well as in July, 2007 three additional lots were approved out of the parent tract. The current request is for two additional lots located on Tom Oakley Road. The Planning Board reviewed the request for a Major Subdivision Concept Plan for Charlotte Weaver for two lots on Tom Oakley Road. The property consists of 79.48 acres and is located in the Flat River Balance of Watershed, Class WSIII, Watershed Protection Overlay District: Lot areas meet recommended densities (one dwelling unit per .5 acre or 24 percent impervious surface for residential development within the watershed protection overlay district. Ms. Murphy noted there are no one hundred year flood areas per Flood Insurance Rate Map 3720090200J, dated June 13, 2003. However, all water features will require a fifty foot buffer. Ms. Murphy stated all lots to have individual well and septic systems and no new roads are proposed.

Ms. Murphy told the Board Tract One consists of 30 acres and Tract Two consists of 27 acres. There is remaining acreage in the parent tract of 22.48 acres. Ms. Murphy noted that the remainder of the parent tract only has 100.66 feet of road frontage on Tom Oakley Road which could create problems in the future should the owner ever want to subdivide this property. Ms. Murphy further noted any future subdivision of these lots will require Major Subdivision process.

This parcel of property is directly adjacent to the Person County Airport and part of the property (a 255 foot strip) is within the Industrial Zoning District. Residential structures are not allowed in the Industrial District.

Ms. Murphy noted a public hearing is not required to grant or deny a major subdivision concept plan.

The Planning Board reviewed this item at their December 5, 2011 meeting and recommended 4 to 0 to forward this item with a favorable recommendation with staff comments.

Staff comments include the following conditions:

January 9, 2012

1. Driveway entrances to be approved by NCDOT.
2. All water features to have a fifty foot buffer.
3. No residential uses within the Industrial District.
4. Any further subdivision will require major subdivision approval.
5. Any other requirements of the Person County Subdivision Ordinance.

Commissioner Kennington asked Ms. Murphy if the tracts could be further subdivided. Ms. Murphy stated any future subdivision would require approval of the Board of Commissioners.

Commissioner Kennington requested the County Manager to work with the Planning Director for future communication to the Airport Commission for any such property that is adjacent to the Person County Airport to ensure the Commission members can be informed and can attend any such public hearings and/or Planning Board meetings.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Jeffers, and **carried 5-0** to approve a Major Subdivision Concept Plan for Charlotte Weaver on Tom Oakley Road as presented.

PARTNERSHIP FOR CHILDREN 2010-2011 ANNUAL REPORT:

Judy Batten, Executive Director and Ronnie Bugnar, Board President for Person County Partnership for Children (PCPFC) presented the group with the 2010-2011 Annual Report. Each year, PCPFC funds many projects in the community, providing education and support for preschool aged children with a particular emphasis on improving the quality and affordability of childcare, improving parenting skills, and improving preschool and family literacy. The PCPFC Board identified five focus areas during the Jan. 2008 Strategic Planning Retreat. The five areas include improved literacy, addressing childhood obesity, car seat safety, kindergarten readiness, and outreach to the Latino community. Ms. Batten and Mr. Bugnar stated key accomplishments as outlined in the report.

REQUEST FOR NEW DEPUTY POSITION (SPECIAL ASSIGNMENT) TO SERVE ON THE DEA TASK FORCE:

Sheriff Dewey Jones requested Board approval for funding a full time, new deputy position (Special Assignment) to serve on the DEA Task Force. Sheriff Jones stated the Person County Sheriff's Office has faced many obstacles since December 6, 2006; one of the hardest hitting was over \$190,000 cuts in our operating budget. Most of the cuts were to equipment maintenance and new equipment.

Another issue was the high priority goal to target the drugs and drug related crimes in Person County. With this in mind and the budget cuts placed on the Sheriff's Office, the Sheriff's Office set out to find innovative ways to continue funding drug related operations. The Sheriff's Office explored many options and an opportunity came in reference to having a position on the Drug Enforcement Task Force short term to evaluate the benefits for the Department. Sheriff Jones stated one of the deputies was reassigned for a trial period. The results of this trial were very positive in creating resources and funding. The down side was it created manpower shortages within normal operations at the Sheriff's Office.

From the contacts made with the leaders of the Drug Enforcement Task Force, information became available that another agency was pulling out of the task force because of the changes after the Sheriff's election which would leave a full time position within the DEA Task Force. The DEA did not want to lose the experienced Deputy that held that position so they contacted Person County to offer a full time position. The DEA came to us in support of this deputy, informing us of his accomplishments and how under Federal Law could fund a position not to exceed 12 months; the Sheriff and the County Manager agreed to support this position for one year with the funding coming from proceeds from Equitable Sharing from Justice Asset Forfeiture Program. The Sheriff's Office was already participating in the Equitable Sharing on a State level however they are much smaller amounts.

Sheriff Jones requested funding for a permanent position to be assigned to the DEA task Force and provide the following information related to assets received and the costs for the position.

Assets received

3/10 to 3/11	(1 Year)	\$65,488.60	
3/11 to 12/11	(9 months)	\$50,845.00	Total Received \$118,449
Pending processing		\$70,719	(Estimate for year \$120,000+)

Cost for Position

Cover the remaining Fiscal Year	Estimated	\$20,000
2012-2013 Budget	Estimated	\$59,827

January 9, 2012

Resources from DEA Task Force

- Quicker resource for DATA base
- Access to Federal wire taps
- Close working relationship with Federal DA's
- Access to DEA manpower
- Access to Federal funds for large Drug operations
- Training Opportunities

Sheriff Jones noted asset forfeiture money can be used in many ways that will benefit the Sheriff's Office with strict guidelines for items such weapons, training, equipment, overtime, etc., however, it cannot be used to fund a full time position nor to supplant any items in the budget.

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Jeffers, and **carried 5-0** to approve a Fund Balance appropriation in the amount of \$20,000 to fund the special assignment deputy serving on the DEA Task Force for the remainder of the Fiscal Year 2011-2012.

ADDITIONAL FUNDING FOR VERY IMPORTANT PARENTS PROGRAM:

Cooperative Extension Director, Derek Day requested the Board to consider appropriating funding to continue the Very Important Parents Program beyond March, 2012. Mr. Day provided the following information about the Very Important Parents Program as well as gave the Board a copy of a letter of support from a parent currently enrolled in the program.

The Very Important Parents (VIP) program provides 2 certified parents educators to work with parents by demonstrating developmentally appropriate activities for children birth to 5 years old to stimulate learning in all areas using the National Parents as Teacher program model. The VIP program is the only parenting program in Person County of its kind and the only one using nationally accredited, evidence-based curriculum.

The parent educators make monthly home visits, organize parent support meetings, make referrals to other agencies, and provide developmental, language, vision and hearing screenings for children. Services are available to any family with a child age 0-5, with at least 85% of children served exhibiting at least one risk factor. The VIP Program receives referrals from Social Services, Health Department, School System, doctors, and from individual families. Recently, the program has noticed an increase in referrals from our local high school because of the serious teen pregnancy issue in the community.

Person County citizens recognize the need to improve parenting skills. Weak parenting skills were identified in two separate local assessments as a priority need for programming in Person County. There is not one way to ensure that every youth will be blessed with a solid family structure, though it is possible to assist a family with an unstable home life to build a more secure foundation with programs such as the Very Important Parents program.

The mission of the Very Important Parents (VIP) program is to provide Person County families with children ages 0-5 years old a parenting program offered by trained, caring, qualified group facilitators in a safe nurturing environment in order to strengthen parenting skills within the family and build the children's life skills. The VIP program will reach out to youth and families from all different parts of the county. This program provides some much needed assistance to audiences such as single parents, teen parents, below poverty level homes, and foster parents who could benefit from a parenting program. The target population for the entire program will be for any parent of any youth ages 0-5 years old.

Measurable objectives that the VIP Program hopes to achieve are as follows:

- 90% of families will increase their confidence and competence in parenting skills
- 85% of parents will report reading to their children more often
- At least 80% of the kids will have homes that are developmentally appropriate
- 85% of teen parents will stay in school and finish their high school degree
- 75% of the teen parents will not have another child before graduation
- To provide at least 80% of families with referrals to community resources
- To reduce discipline referrals and child protective service reports by 20%
- 85% of parents participating will report improved parent-child communication as measured by pre and post test scores
- 85% of parents participating will report an increased use of nurturing parenting practices and skills learned as measured by evaluations.
- 85% of parents participating will report a decreased use of inappropriate and concerning parenting practices as measured by evaluations.

Meets Person County Strategic Plan 2010-2015

(1) Priority: Encouraging Learning for Life and Lifelong Learning

Goal #1: Develop systems and strategies to maximize the educational potential of Person County citizens.

Objective: 3. Strengthen our commitment to early childhood education with an indicator of increased parental knowledge of child and brain development

Objective: 9. Implement strategies and programs to increase the literacy rate of citizens in Person County.

(2) Priority: Foster a Sense of Community

Goal # 3: Create a safer community

Objective: 6. Revitalize community/mentoring programs for both youth and parents

(3) Priority: Re-Imagine Our County for a Better Future

Goal #2: Provide a safe environment that gives all citizens the opportunity to reach their potential

Objective: 2. Develop/expand programs that target At-Risk Youth

Mr. Day noted the Person County Partnership for Children has been funding the VIP Program with Smart Start Funds for over 14 years. Mr. Day explained that due to funding cuts from the state level this budget year, monies were available to fund the program only through March of 2012. Mr. Day stated efforts to supplement the program with other grant sources have not been successful to date. Mr. Day told the Board there are currently 60 families enrolled in the VIP Program noting if the current program is suspended, these families will be without service until the program resumes with new funding July 1.

Mr. Day stated to continue the VIP program for the current fiscal year, \$18,173 of additional funding would be required noting \$16,173.00 would be utilized for salaries for two parent educators and \$2000.00 will be used for supplies and fuel. Mr. Day noted the Partnership for Children Board may have funds to re-allocate and VIP Program has applied for consideration for an additional allocation of \$5,000. Ms. Judy Batten, Director of the Person County Partnership for Children stated their Board did have approximately \$43,000 of funds to re-allocate noting the VIP Program and others have submitted applications for consideration. The Partnership for Children Board will be meeting on January 26, 2012.

A **motion** was made by Commissioner Jeffers, **seconded** by Chairman Clayton, and **carried 5-0** to approve a Fund Balance appropriation on February 1, 2012 (to allow time for the Partnership for Children Board to make a decision about re-allocation), in the amount of \$18,173 to fund the Very Important Parents Program for the remainder of the Fiscal Year 2012-2013.

Mr. Day commented that if the Partnership for Children Board awards the VIP Program with a re-allocation then he would only need county funding of the difference noting a budget amendment could be done.

VOLUNTARY AGRICULTURAL DISTRICTS UPDATE:

Cooperative Extension Director, Derek Day updated the Board related the Voluntary Agricultural Districts. Mr. Day noted the Voluntary Agricultural Districts Committee elected Bruce Whitfield as Chairman and Paul Bailey as Vice Chairman. Mr. Day noted the committee has received the first round of applications (15) which are in process further noting approval should take place within 30-40 days. Mr. Day stated the committee will meet on the first Wednesday of the month each quarter at 1:00 p.m.

Mr. Day stated the committee has a unique design for signage which was costly. The committee has decided to work with the prison unit that has templates which will be cheaper. Mr. Day noted the costs and installation will be the responsibility of the landowners signing up for the program with some funding assistance donated by the Grange and Farm Bureau.

PERSON INDUSTRIES CODE OF ETHICS, POLICIES AND PROCEDURES:

Person Industries Director, Wanda Rogers requested the Board to adopt the Person Industries Code of Ethics, Policies and Procedures. Ms. Rogers noted there were no changes in the Code of Ethics and all new or revised policies were a result of changes in the CARF (national accreditation, MH/DD/SAS, Medicaid and Vocational Rehab requirements with the future transition to PBH. A copy of the Person Industries Code of Ethics, Policies and Procedures Manual has been made available for inspection in the Clerk's Office.

By reference, a copy of the Person Industries Code of Ethics, Policies and Procedures Manual are incorporated into the Minutes and are filed in the Office of the Clerk.

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Jeffers, and **carried 5-0** to approve the Person Industries Code of Ethics, Policies and Procedures as presented.

2012 BOARD OF COMMISSIONERS COMMITTEE ASSIGNMENTS:

Chairman Clayton recommended the following Board of Commissioners Committee Assignments which was adopted by motion.

A **motion** was made by Commissioner Kennington, **seconded** by Vice Chairman Puryear, and **carried 5-0** to approve the 2012 Person County Board of Commissioners Committee Assignments.

2012
Person County Board of Commissioners
COMMITTEE ASSIGNMENTS

Chairman Jimmy B. Clayton

*COG Board
Local Emergency Planning Committee
NCACC – Liaison
Neuse River Basin Association
Orange-Person-Chatham Mental Health Board
Person County Partnership for Children
Region K Workforce Development Board
Thoroughfare Advisory Committee*

Vice Chairman Kyle Puryear

*Animal Control Advisory Committee
E-911 Committee
Economic Development Commission (EDC) Ex-Officio
High Speed Internet Committee
Kerr Tar Rural Planning Organization (RPO)
Thoroughfare Advisory Committee
Transportation Development Plan Steering Committee (TDP)*

Commissioner B. Ray Jeffers

*Extension Advisory Committee
Fire Committee
Home Health & Hospice Advisory Committee
Home & Community Care Block Grant Adv. Committee
Recreation Advisory Committee
Social Services Board*

Commissioner Sam Kennington

*Airport Commission
Chamber of Commerce
Economic Development Commission (EDC)
Person Memorial Hospital Board of Trustees
Roxboro/Person County Development Board (Economic)
Roxboro Development Group
Solid Waste Advisory Committee*

Commissioner Frances Blalock

*Health Board
Hyconeechee Regional Library Board / Library Board
Juvenile Crime Prevention Council
Person Area Transportation System Board
(Sr. Center Non-Profit) or County Board (formerly Council on Aging)*

Adopted: January 9, 2012

January 9, 2012

BOARDS AND COMMITTEES APPOINTMENTS:

Clerk to the Board, Brenda Reaves presented the Board with committee applications for current vacancies and terms expiring December 31, 2011 for Board nomination. Board and Committee vacancies were advertised in *The Courier Times* on November 12, 2011 with a deadline to submit applications by December 13, 2011.

- Adult Care Home Community Advisory Committee
1-Year Initial Term; 3-Year Reappointment: 2 positions available
 - 1) Rev. Gloria Skinner-Pettiford requested reappointment
 - 2) Faye McGhee requested reappointment

A **motion** was made by Commissioner Blalock, **seconded** by Vice Chairman Puryear, and **carried 5-0** to reappoint Rev. Gloria Skinner-Pettiford and Faye McGhee to the Adult Care Home Community Advisory Committee each for a 3-year term.

- Animal Control Advisory Committee
Unspecified Term: 2 Citizen At Large Positions
 - 1) Vicki Soares requested appointment
 - 2) Kay Farrell requested appointment
 - 3) Request to designate Michael Fuqua as the Animal Cruelty Investigator on the committee replacing Kay Farrell

A **motion** was made by Commissioner Blalock, **seconded** by Vice Chairman Puryear, and **carried 5-0** to appoint Vicki Soares with voting authority as a non-resident and Kay Farrell to the citizen-at-large position as well as designate Michael Fuqua as the Animal Cruelty Investigator on the Animal Control Advisory Committee.

- Home & Community Care Block Grant Committee
Unspecified Term: 1 position representing a member of the faith community
No applications received.

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Jeffers, and **carried 5-0** to nominate and appoint Rev. Rufus Johnson, Sr. to serve on the Home & Community Care Block Grant Committee representing a member of the faith community.

- Home Health and Hospice Advisory Committee
3-Year Term: 1 position representing a physician
No applications received.

- Juvenile Crime Prevention Council
 1-Year Initial Term; 2-Year Reappointment
 1 position each representing:
 - Local School System – No application received.
 - Sheriff Dept. – Emily W. Tingen requested 2-year appointment
 - Chief Court Counselor –David R. Carter requested 2-year reappointment
 - Mental Health – Corlis Green requested 2-year reappointment
 - Substance Abuse Professional – Russell Knop requested 2-year reappointment
 - Member of the Faith Community – No application received
 - Juvenile Defense Attorney – Julie Willaford requested 2-year reappointment
 - Parks & Recreation – John Hill requested 2-year reappointment
 - Citizen-at- large seats: No applications received.
 - an unexpired term to December 31, 2012
 - 2-year term

A **motion** was made by Commissioner Kennington, **seconded** by Vice Chairman Puryear, and **carried 5-0** to nominate and appoint Dr. Larry Cartner or his designee, appoint Emily Tingen as the Sheriff’s Department representative and reappoint David Carter with voting authority as a non-resident as the Chief Court Counselor representative, Corlis Green as the Mental Health representative, Russell Knop with voting authority as a non-resident representing a Substance Abuse Professional, Julie Willaford, Juvenile Defense Attorney representative and John Hill, Parks and Recreation representative on the Juvenile Crime Prevention Council each for a 2-year term. Commissioner Kennington also requested Rev. Rufus Johnson, Sr. to assist Person County in finding a suitable candidate to represent the faith community on JCPC.

Ms. Reaves noted the Library Director, Christy Bondy was present to update the Board on the explanation received from the State Library that would require a 5-citizens (voting) and 1 Board of County Commissioner liaison (non voting) which would increase the citizens membership from 4 to 5.

- Library Advisory Board

1 to 3 -Year Term: 5 positions

- 1) S. Edwin Knott requested appointment
- 2) Brian McIntyre requested appointment
- 3) Sue Wilkins requested appointment
- 4) Eva Arcuni requested appointment
- 5) Margaret McMann requested appointment

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Jeffers, and **carried 5-0** to appoint S. Edwin Knott and Margaret McMann to the Library Advisory Board each for a 3-year term, appoint Brian McIntyre and Sue Wilkins to the Library Advisory Board each for a 2-year term, and appoint Eva Arcuni to the Library Advisory Board for a 1-year term. All terms are effective July 1, 2012 however an orientation Library Advisory Board meeting will be planned prior to the new fiscal year.

- Nursing Home Advisory Committee

1-Year Initial Term; 3-Year Reappointment; 2 positions available

- 1) Rev. Gloria Skinner-Pettiford requested reappointment
- 2) Faye McGhee requested reappointment

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Blalock, and **carried 5-0** to reappoint Rev. Gloria Skinner-Pettiford and Faye McGhee to the Nursing Home Advisory Committee, each for a 3-year term.

- Recreation Advisory Board

1 position to fill an unexpired term to 6/30/12 due to a resignation.

- 1) Connie Mundy requested appointment
- 2) Charles Reaves requested appointment

Ms. Reaves informed the Board that the Recreation Advisory Board is one of the competitive boards and the interview process would be applicable unless the Board waives. Ms. Reaves requested a date and time specific to be scheduled if the Board desires to hold the informal interviews. Ms. Reaves noted the unexpired term is for 6 months however the Board may consider making the appointment effective for a full term to 6/30/15.

A **motion** was made by Chairman Clayton, **seconded** by Commissioner Jeffers, and **carried 5-0** to appoint Charles Reaves to the Recreation Advisory Board for the full term until June 30, 2015.

- Roxboro/Person County Human Relations Commission
3-Year Term; 1 position available for a county resident
No applications received.

A **motion** was made by Commissioner Kennington, **seconded** by Vice Chairman Puryear, and **carried 5-0** to request Rev. Rufus Johnson, Sr. to assist Person County with filling the vacancy on the Roxboro/Person County Human Relations Commission.

- Solid Waste Advisory Committee
Ms. Reaves noted the applications for renewal for designated seats representing the following:

Representing PC Recycling Center – Becky Clayton replacing Wanda Rogers
Representing Republic Services – Gregory Duhon
Representing PC Schools – Jerry Ball

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Kennington, to appoint Becky Clayton representing Person County Recycling Center, Gregory Duhon representing Republic Services and Jerry Ball representing Person County School to the Solid Waste Advisory Committee

A **substitute motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear, to appoint Becky Clayton representing Person County Recycling Center, Gregory Duhon with voting authority for a non-resident, representing Republic Services and Jerry Ball representing Person County School to the Solid Waste Advisory Committee. The substitute motion **failed 2/3**. Chairman Clayton and Commissioners Blalock and Kennington voted against the substitute motion.

The **original motion passed 3/2** with Vice Chairman Puryear and Commissioner Jeffers casting the dissenting votes.

Commissioner Kennington requested the County Manager to include on the new county web site a link for boards and committees including member information, terms and dates of meetings.

BUDGET AMENDMENT:

Finance Director, Amy Wehrenberg presented and explained the following Budget Amendment.

Upon a motion by Vice Chairman Puryear, and a second by Commissioner Jeffers and majority vote (5-0), the Board of Commissioners of Person County does hereby amend the Budget of the Fund(s) listed below on this, the 9th day of January 2012, as follows:

<u>Dept./Acct No.</u>	<u>Department Name</u>	<u>Amount</u> Incr / (Decr)
<u>EXPENDITURES</u>	<u>General Fund</u>	
	General Government	12,001
	Public Safety	42,055
	Transportation	4,146
	Environmental Protection	1,506
	Cultural & Recreational	10,928
	Human Services	253,154
	Contingency	(55,440)
	Transfer to Other Funds	5,369
	Interfund Transfers	17,870
	<u>Person Industries Special Revenue Fund</u>	5,369
	<u>Emergency Telephone System Special Revenue Fund</u>	(227,587)
	<u>Public Library Trust Fund</u>	9,425
<u>REVENUES</u>	<u>General Fund</u>	
	Intergovernmental Revenues	235,133
	Other Revenues	31,093
	Interfund Transfers	17,870
	Fund Balance Appropriation	7,493
	<u>Person Industries Special Revenue Fund</u>	
	Transfer from General Fund	5,369
	<u>Emergency Telephone System Special Revenue Fund</u>	
	Fund Balance Appropriation	(227,587)
	<u>Public Library Trust Fund</u>	
	Other Revenues	8,100
	Interest Earnings	35
	Fund Balance Appropriation	1,290

January 9, 2012

Explanation:

Distribution of unemployment insurance costs to various departments (\$55,440); insurance reimbursement for damage to a vehicle in EMS (\$7,204); Veterans Grant received from NC Division of Veterans Affairs (\$1,452); insurance reimbursements for damage to vehicles in the Sheriff's Department (\$17,789); appropriating rent from Freedom House (\$2,215); donations received in Animal Control (\$85); donations received in Recreation, Arts and Parks (\$3800); appropriating fund balance in Health Department (\$7,493) to match a grant awarded (\$36,097) in FY 2011 for the purchase of two fuel efficient vehicles; additional State Aid received for the Public Library (\$6,820); increasing transfers associated with the Federal Drug Enforcement Officer position for the COLA adjustment (\$261); various program adjustments and fund allotments in DSS (\$190,503); appropriating fund balance in the Emergency Telephone System Fund for the purchase of a battery backup system (\$28,815); restating fund balance in the Emergency Telephone System Fund to reflect this transfer as a prior year transaction (-\$256,402); parceling out funds from the 2009 Vision Grant in the Airport Construction Fund in support of a prospective runway approach grant project (\$125,835); appropriating fund balance (\$1,290) and adjusting revenue lines (\$8,135) in the Library Development Fund for building and grounds maintenance costs, rental admin costs to the real estate agency for the Library house, and the purchase of replacement furniture at the Library.

Commissioner Kennington asked the Finance Director how much money would be coming from the Fund Balance on the amendment presented. Ms. Wehrenberg noted the \$7,493 plus \$1,290 as shown are actually coming from Fund Balance. The Emergency Telephone System Special Revenue Fund is a re-statement and actually reduces the Fund Balance appropriation in that fund.

CHAIRMAN'S REPORT:

Chairman Clayton had no report.

MANAGER'S REPORT:

County Manager, Heidi York announced the Board Retreat is scheduled for January 30, 2012 to be held at the W.H. "Bill" Barker Community Building located on Hyco Lake beginning at 9:00 a.m. with plans to end at 4:30 p.m. Ms. York noted the Person-Caswell Lake Authority has waived the fees for the rental of the building.

Ms. York stated the Airport Commission will be meeting on January 17, 2012 at 10:00 a.m. in the Board's meeting room.

Ms. York clarified the Veterans Officer vacant position is currently in the hiring process with hopes to have a new hire by February but temporarily a representative from the Durham Office will be assisting Person County.

COMMISSIONER REPORT/COMMENTS:

Commissioner Kennington commented the Airport Commission would be reviewing on January 17, 2012 a request to give a right-of-way through Airport property to property near the Airport noting this request would ultimately come before the Board of Commissioners. Commissioner Kennington asked the County Manager to share the same documents from Steve Bright with the Board of Commissioners that was shared with the Airport Commission

Commissioner Kennington made the Board aware of the spending items during the last two Board meetings that have been funded with Fund Balance allocating approximately 700,000 noting the recurring costs commitment into next fiscal year's budget

Commissioner Blalock requested the Board to discuss the County Ambassador Program briefly at the Retreat. Commissioner Blalock stated the goal of the NC Association of County Commissions is to improve the understanding of the public and media about county government through Board members logging speaking engagements.

Commissioner Jeffers stated he would have a meeting with the Rural Center with the New Generation Council noting another Person County resident, Leslie Cates, is also on the board. Commissioner Jeffers noted he has also accepted an appointment to a NACo Task Force for Cyber Security.

Vice Chairman Puryear had no report or comments.

RECESS:

A **motion** was made by Commissioner Kennington, **seconded** by Vice Chairman Puryear, and **carried 5-0** to recess the meeting at 9:55 p.m. until January 30, 2012 at 9:00 a.m. for the Board Retreat held at the Bill Barker Community Center on Hyco Lake.

Brenda B. Reaves
Clerk to the Board

Jimmy B. Clayton
Chairman