

PERSON COUNTY BOARD OF COMMISSIONERS

JUNE 18, 2018

MEMBERS PRESENT

OTHERS PRESENT

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

Heidi York, County Manager
C. Ronald Aycock, County Attorney
Brenda B. Reaves, Clerk to the Board

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, June 18, 2018 at 9:00am in the Commissioners' meeting room in the Person County Office Building.

Chairman Kendrick called the meeting to order. Commissioner Clayton gave an invocation and Vice Chairman Powell led the group in the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

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

INFORMAL COMMENTS:

There were no comments from the public.

DISCUSSION/ADJUSTMENT/APPROVAL OF CONSENT AGENDA:

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

- A. Approval of Minutes of June 4, 2018,
- B. Approval of Minutes of June 6, 2018,
- C. Budget Amendment #18,
- D. Resolution Authorizing Person County to Engage in Electronic Payments as Defined by G.S. 159-28 including an Electronic Payments Policy and Procedure Manual,
- E. NC Office of State Budget and Management Grant Agreement for \$100,000,
- F. Home & Community Care Block Grant Funding 2018-2019, and
- G. 2018 Land and Water Conservation Trust Fund Grant Close-out Requirement: Deed Restriction for The Rock Athletics and Recreation Complex (Roxplex) Property

NEW BUSINESS:

FISCAL YEAR 2018-2019 BUDGET ORDINANCE:

County Manager, Heidi York presented the Fiscal Year 2018-2019 Budget Ordinance to the Board for adoption. She added the Budget Ordinance was prepared as directed by the Board on June 6, 2018 after having fulfilled all legal requirements including the conducting of a public hearing.

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A **motion** was made by Commissioner Jeffers and **carried 5-0** to adopt the Fiscal Year 2018-2019 Budget Ordinance as presented.

A copy of the adopted Fiscal Year 2018-2019 Budget Ordinance follows:



**PERSON COUNTY,
NORTH CAROLINA**

2018-2019

BUDGET ORDINANCE



BE IT ORDAINED by the Board of Commissioners of Person County, North Carolina (the "Board"):

Section 1. The following amounts are hereby appropriated in General Fund for the operation of the county government and its activities for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county and by function as listed below:

<u>EXPENDITURES</u>	<u>AMOUNT</u>	<u>PERCENT OF BUDGET</u>
General Government	\$ 7,539,541	12.4
Public Safety	13,398,861	22.0
Transportation	1,084,197	1.8
Human Services	14,106,067	23.2
Education	11,432,227	18.8
Environmental Protection	141,583	0.2
Economic and Physical Development	900,306	1.5
Culture and Recreation	1,806,864	3.0
Debt Service	2,120,307	3.5
Self-Funded Health Insurance	3,780,000	6.2
Transfers to Other Funds and Component Unit	3,567,356	5.9
Contingency	950,839	1.5
TOTAL GENERAL FUND APPROPRIATIONS	\$ 60,828,148	100.0

Section 2. The appropriations to the Board of Education for current expense, firstly, shall be made from any funds that are dedicated to the use of the schools and secondly, shall be made from general county revenues to the extent necessary and for capital expenditures shall be by project, as listed in the the categories in the budget of the Board of Education, to the extent of the amount available for capital appropriations. Capital outlay will be distributed on a requisition basis as expenditures are incurred. Documentation of expenditures must be submitted to the Person County Finance Office in such form as they prescribe prior to reimbursement.

The appropriation of state funds from the State Library of North Carolina shall be used exclusively for operating expenditures of the Person County Public Library.

The appropriations made and revenues estimated hereafter shall be for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

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Section 3. It is estimated that the following revenues will be available in the General Fund:

REVENUES	AMOUNT	PERCENT OF BUDGET
Ad Valorem Taxes	\$ 31,742,400	52.2
Local Option Sales Taxes	8,215,000	13.5
Other Taxes	347,000	0.6
Licenses and Permits	469,700	0.8
Intergovernmental Revenues	7,776,967	12.8
Investment Earnings	101,650	0.2
Charges for Services	8,343,629	13.7
Other Revenues	985,955	1.6
Transfers from Component Unit	251,800	0.4
Fund Balance Appropriated	2,594,047	4.2
TOTAL GENERAL FUND REVENUES	\$ 60,828,148	100.0

Section 4. The following amounts are hereby appropriated, and included in the General Fund, for Debt Service for the payment of principal and interest on the outstanding debt of the county, and the expenses relating thereto:

Principal – 2006 Installment Financing Contract – Reroof and Paving	\$ 400,000
Interest – 2006 Installment Financing Contract – Reroof and Paving	42,471
Prin - 2010 Installment Financing Contract–Cthouse Renov & Various Re-Roofing	300,000
Int - 2010 Installment Financing Contract–Cthouse Renov & Various Re-Roofing	27,540
Prin - 2012 Installment Financing Contract–Schools Re-Roofing	208,836
Int - 2012 Installment Financing Contract–Schools Re-Roofing	75,918
Principal – 2014 Installment Financing Contract – PCRC & Re-Roofing	100,000
Interest – 2014 Installment Financing Contract – PCRC & Re-Roofing	41,300
Principal – 2015 Capital Lease – Election Equipment	41,069
Interest – 2015 Capital Lease – Election Equipment	8,174
Principal – 2017 Installment Financing Contract – Senior Center	152,333
Interest – 2017 Installment Financing Contract – Senior Center	55,237
Principal – 2016 Installment Financing Contract – Roxplex & Reroofing	220,000
Interest – 2016 Installment Financing Contract – Roxplex & Reroofing	32,612
Principal – 2017 Installment Financing Contract – Tower and Broadband	100,000
Interest – 2017 Installment Financing Contract – Tower and Broadband	150,390
Principal – 2018 PEMC Ambulance Loan	155,218
Issuance Costs	9,209
Transfer to Fleet Fund	503,751
Total	\$ 2,624,058

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

Self-Funded Health Insurance Costs	<u>\$ 3,780,000</u>
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Section 6. It is estimated that the following revenues, including the receipt of premium payments from the County for its employees and from the employees for their dependents, will be available in the Self-Funded Health Insurance Fund:

Charges for Services	\$ 3,374,425
Investment Earnings	1,000
Transfer from General Fund	<u>404,575</u>
Total	<u>\$ 3,780,000</u>

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

Community Rehabilitation Program Services	\$ 3,004,578
Material Recovery Facility	<u>610,439</u>
Total	<u>\$ 3,615,017</u>

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

Intergovernmental Revenues	\$ 532,863
Charges for Services	2,651,020
Investment Earnings	3,100
Other Revenues	6,200
Transfer from General Fund	
Person Industries	197,695
Material Recovery Facility	<u>224,139</u>
Total	<u>\$ 3,615,017</u>

Section 9. The following amounts are hereby appropriated in the Fire Tax District Fund, which was established to provide for all operating and capital funding of the local volunteer fire and rescue departments:

Fire Tax District	<u>\$ 1,000,000</u>
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Section 10. It is estimated that the following revenues will be available in the Fire Tax District Fund:

Ad Valorem Taxes	\$ 370,334
Transfer from General Fund	<u>629,666</u>
Total	<u>\$ 1,000,000</u>

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

Emergency Telephone System	\$ <u>624,505</u>
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Section 12. It is estimated that the following revenues will be available in the Emergency Telephone System Fund:

E-911 State Surcharges	\$ 556,362
Fund Balance Appropriation	<u>68,143</u>
Total	\$ <u>624,505</u>

Section 13. The following amounts are hereby appropriated in the Revolving Loan Fund, which was established to provide loans to small businesses to promote economic development:

Reserved for Loans	\$ <u>5,695</u>
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Section 14. It is estimated that the following revenues will be available in the Revolving Loan Fund:

Other Revenues	\$ 5,455
Investment Earnings	<u>240</u>
Total	\$ <u>5,695</u>

Section 15. The following amounts are hereby appropriated in the Economic Catalyst Fund for future industrial incentives and expansion efforts of current industry facilities:

Industrial Recruitment Incentives	\$ <u>630,000</u>
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Section 16. It is estimated that the following revenues will be available in the Economic Catalyst Fund:

Fund Balance Appropriation	\$ <u>630,000</u>
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Section 17. The following amounts are hereby appropriated in the Water and Sewer Construction Reserve Fund for the future funding of water and sewer construction:

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

Shared Fees	\$ <u>30,000</u>
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Section 19. The following amounts are hereby appropriated in the Stormwater Fund for funding the Stormwater Management Utility's responsibilities for protection, restoration, and management of stormwater quality:

Reserve for Stormwater Utility Management \$ 250,000

Section 20. It is estimated that the following revenues will be available in the Stormwater Fund for funding the Stormwater Management Utility's responsibilities for protection, restoration, and management of stormwater quality:

Stormwater Fees \$ 250,000

Section 21. There is hereby levied a tax at the rate of seventy cents (\$0.70) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2018 for the purpose of raising revenues from property taxes included in "Ad Valorem Taxes" in the General Fund in Section 3 of this Ordinance.

This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$4,210,000,000 and an estimated collection rate of 97.50%. In addition to these revenues, the County is also including licensed motor vehicle tax revenues collected by the North Carolina License Plate Agencies, which is budgeted to generate \$2,492,000 in revenues.

Section 22. There is hereby levied a tax at the rate of one cent (\$0.01) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2018 for the purpose of raising revenues from fire service protection district taxes included in "Ad Valorem Taxes" in the Fire Tax District Fund in Section 10 of this Ordinance.

This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$3,565,000,000 and an estimated collection rate of 97.50%. In addition to these revenues, the County is also including licensed motor vehicle tax revenues collected by the North Carolina License Plate Agencies, which is budgeted to generate \$21,576 in revenues.

Section 23. Charges for services and fees by County departments, excluding those established by state statute, are levied in the amounts set forth in the attached Fee Schedule. (Attachment 1)

Section 24. The budget officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

a. She may transfer amounts between objects of expenditure within a department and between departments within the same functional area without limitation and without a report to the Board of Commissioners.

b. She may transfer amounts up to \$10,000 between functional areas of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners.

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c. She may not transfer any amount between funds or from the regular contingency appropriation within any fund, except that she may transfer any amount from the Information Technology Systems Fund for technology-related items and the Fleet Management Fund for the appropriation of vehicles, without a report to the Board of Commissioners.

Section 25. The County Manager, or her designee, is hereby authorized to execute contractual documents under the following conditions:

a. She may execute contracts for construction repair projects which do not require formal competitive bid procedures.

b. She may execute contracts for: (1) purchase of apparatus, supplies and materials, or equipment which is within budgeted department appropriations, (2) leases of personal property for a duration of one year or less and within budgeted department appropriations and (3) services which are within department appropriations.

c. She may execute grant agreements to or from public and nonprofit organizations that are within budgeted appropriations, unless grantor organization requires execution by the Board of Commissioners.

d. She may execute contracts, as the lessor/lessee of real property, which are of one-year duration or less, if funds are within budgeted appropriations.

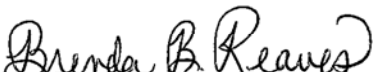
e. She may execute contracts for consultant services, which consultant fees are estimated to be less than \$10,000 and if funds are within budgeted appropriations.

Section 26. The Finance Director may make cash advances between funds during the fiscal year without reporting to the Board of Commissioners. Any advances outstanding at fiscal year-end must be reported to the board except those involving funds where grant revenues or unreimbursed debt proceeds arise from prior county expenditures.

Section 27. Copies of the Budget Ordinance shall be furnished to the Budget Officer, the Finance Director, and the Tax Administrator for direction in the carrying out of their duties.

Adopted this the 18th day of June 2018.


Tracey L. Kendrick, Chairman
Person County Board of Commissioners


Brenda B. Reaves, Clerk to the Board



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FY 2018-2019
Adopted Fee Schedule

Attachment 1

Department	Fee Type	FY 2017-2018 Adopted Fees	FY 2018-2019 Adopted Fees
Animal Control	Adoption Fees		
	Adoption Fee - includes age appropriate vaccinations	\$25	no change
	Deposit required for unaltered animal (Deposit will be refunded if completed before the deadline that is stated on adoption contract)	\$100	no change
	Reclaim Fees		
	1st Offense Reclaim	\$25	no change
	2nd Offense Reclaim (in one year period)	\$50	no change
	3rd Offense Reclaim (in one year period)	\$100	no change
	Regular holding per night	\$5	no change
	Quarantine holding per night	\$10	no change
	Animal Pick Up Fees		
	Pick up litter of puppies or kittens (if mother of litter is surrendered at time of pickup, there will be no charge)	\$25	no change
	Pick up injured or sick animals	\$25	no change
	Deposit fee for Humane Dog or Cat Trap	\$25	no change
	Vaccination Fees		
	Rabies Vaccine (if unvaccinated or no proof of vaccination)	\$10	no change
	5 way Vaccine	\$6	no change
	Citations		
	No current or displayed Rabies Tag	\$25	no change
	Permitting a dog to run at large	\$25	no change
	Allowing a female "in heat" to run at large	\$25	no change
	Cruelty to animals	\$100	no change
	Interfering with an Animal Services Officer	\$100	no change
	Nuisance	\$25	no change
	Leaving a dangerous dog unattended	\$100	no change
Recreation Arts and Parks			
Mayo Park	Cabins		
	Small (Per Night)	\$55	no change
	Large (Per Night)	\$65	no change
	Camp Sites		
	RV (1-4) and (9-18) (Per Night)	\$25	no change
	Waterfront Tent Sites (5-8) (Per Night)	\$20	no change
	Non-Waterfront Primitive Sites (19-30) (Per Night)	\$10	no change
	Non-Waterfront Group Site (Per Night)	\$75	no change
	Shelters (Numbered 1-6)		
	Four Hours or Less	\$25	no change
	Four Hours or More	\$50	no change
	Environmental Education and Community Center		
	Resident (Hourly)	\$40	no change
	Resident (Daily, 8 Hours)	\$200	no change
	Resident (Daily with Special Use Permit, 8 hours)	\$250	no change
	Resident Deposit	\$200	no change
	Non-Resident (Hourly)	\$58	no change
	Non-Resident (Daily, 8 Hours)	\$300	no change
	Non-Resident (Daily with Special Use Permit, 8 hours)	\$350	no change
	Non-Resident Deposit	\$200	no change
	Amphitheatre		
	Local Non-Profit Agencies (Rental)	\$150	no change
	Local Non-Profit Agencies Rehearsal (Per Hour)	\$25	no change
	Private Organizations (Rental)	\$300	no change
	Private Organizations Rehearsal (Per Hour)	\$50	no change
	Private Organizations or Individuals; Non-Performance (Rental)	\$250	no change
	Private Organizations or Individuals; Non-Performance Rehearsal (Per Hour)	\$20	no change
	Resident Security Deposit	\$200	no change
	Non-Resident Security Deposit	\$200	no change
	Staffing of Rangers and Officers for the rental or events (Requested)	\$25 per hour	no change
	Special Use Permit for Environmental Education Center/Amphitheater	\$50	no change
	Canoes, Kayaks and Paddle Boards		
	Four Hours or Less (Per Vessel)	\$10	no change
	Half Day (12 Hours) (Per Vessel)	\$15	no change
	Full Day (24 Hours) (Per Vessel)	\$20	no change
	Weekend (48 Hours) (Per Vessel)	\$40	no change
	Security Deposit	\$25	no change
	Horse Shoes	\$5	no change
	Corn Hole Set	\$5	no change
	Lake Maps		
	Purchased at Office (Each)	\$6	no change
	Purchased by Mail or (Internet)	\$7	no change
	Bundle of Fire Wood	\$5	no change
	RV Dump Station (Non-Camper) Per Use	\$25	no change
	CECC Equipment		
	Chairs and Tables		
	Resident Chairs (Indoor)	\$1	no change
	Resident Chairs (outdoor)	\$2	no change
	Resident Tables (Indoor)	\$2	no change
	Resident Tables (outdoor)	\$3	no change
	Non-Resident Chairs (Indoor)	\$2	no change

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Department	Fee Type	FY 2017-2018 Adopted Fees	FY 2018-2019 Adopted Fees
	Non-Resident Chairs (Outdoor)	\$2	no change
	Non-Resident Tables (Indoor)	\$3	no change
	Non-Resident Tables (Outdoor)	\$5	no change
	AV Equipment		
	Resident Hourly (Per Unit)	\$5	no change
	Resident Daily (Per Unit) (8 Hours)	\$25	no change
	Non-Resident Hourly (Per Unit)	\$8	no change
	Non-Resident Daily (Per Unit) (8 Hours)	\$40	no change
	Power Point Projector		
	Resident Hourly	\$10	no change
	Resident Daily (8 Hours)	\$50	no change
	Non-Resident Hourly	\$15	no change
	Non-Resident Daily (8 Hours)	\$75	no change
Kirby Auditorium and Second Floor Rental	Rental		
	Auditorium - Private for Profit Performance	\$300	no change
	Auditorium - Private Non-Profit Org Performance	\$200	no change
	Auditorium - School and Government Org	N/A	no change
	Auditorium - Private for Profit Rehearsal	\$25 per hour	no change
	Auditorium - Private Non-Profit Rehearsal	\$25 per hour	no change
	Second Floor - Private Non-Profit Studio Rental	\$10/hour, \$40/day	no change
	Second Floor - Private for Profit Studio Rental	\$20/hour, \$80/day	no change
	Second Floor - Private Non-Profit Hall Rental	\$20/hour, \$80/day	no change
	Second Floor - Private for Profit Hall Rental	\$30/hour, \$120/day	no change
	Second Floor - Private Non-Profit Entire Main Hall Rental	\$40/hour, \$160/day	no change
	Second Floor - Private for Profit Entire Main Hall Rental	\$60/hour, \$240/day	no change
	Second Floor - Private for Non-Profit Whole Floor Rental	\$75/hour, \$300/day	no change
	Second Floor - Private for Profit Whole Floor Rental	\$100/hour, \$400/day	no change
	Lighting Technician	\$17 per hour	no change
	Spotlight Technician	\$12 per hour	no change
	Spotlight Equipment (Categories I&II&III)	\$10 per hour	no change
	Sound Technician	\$17 per hour	no change
	Sound Equipment (Categories I&II&III rehearsal)	\$10 per hour	no change
	Sound Equipment (Non-profit performance)	\$10 per hour	no change
	Sound Equipment (Private Performance)	\$50 per performance	no change
	Piano Tuning Request or Move	\$150	no change
	All Security Deposits	\$200	no change
	Concession Stand Fee	\$25 per day	no change
	Staff Utilization Fee	\$10 per hour	no change
	Consignement Ticket Sales \$1.00-\$10.00	\$0.50 per ticket	no change
	Consignement Ticket Sales \$11.00-\$15.00	\$1 per ticket	no change
	Consignement Ticket Sales \$16.00-\$20.00	\$1.5 per ticket	no change
	Consignement Ticket Sales \$20.00-Up	\$2 per ticket	no change
	Consignement Ticket Sales Tax (NC State Privilege Tax)	0.0675%	no change
	Marquee advertising	\$50 set up + \$10/day	no change
	Consignement Sales (arts, products, etc.)	Negotiated by Director based on market and trends	
Recreation Program and Facilities	Athletic Programs	Registration fees are set to cover the expense of operating each program	
	Recreational Programs	Registration fees are set to cover the expense of operating each program	
	Recreation Program Late Fees	Based on program costs	
	Sports Plex Tournament Rental		
	Field Rental	NEW	\$175.00
	Field Lights Rental	NEW	\$25(per day/per field)
	Maintenance Employee for Tournament (full duration of event)	NEW	\$13.90 per hour
	Facility Holding Fee (non-refundable)	NEW	\$100.00 per tournament
	Field Drying Agent	NEW	\$10.00 each
	Facilities		
	Picnic Shelters (4 hours or less)	\$25	no change
	Picnic Shelters (4 hours or more)	\$50	no change
	Field Rentals(4 hours or less)	\$75	no change
	Field Rental (4 hours or more)	\$150	no change
	Field Rental (Full Weekend)	\$200	no change
	Field Light Rental (per hour)	\$25	no change
	Gym Rental (per hour, min of 2 hours)	\$35	no change
	Concession Stand Rent (Hot Foods, Per Season)	\$200	no change
	Concession Stand Rent (Pre-packed Food, Per Season)	\$100	no change
	Tennis Courts (One Court) 4 hours or less	\$15	no change
	Tennis Courts (One Court) 4 hours or more	\$25	no change
	Tennis Courts (weekend rental)	\$125	no change
	Bleacher Rental	\$100	no change
	All Security Deposits	\$200	no change
	Person County Office Building Auditorium Rental Fee	\$25 per hour	no change
	Person County Office Building Auditorium Security Depositi	\$200	no change
	Person County Office Building Auditorium Kitchen Fee	\$15	no change
	Timberlake Building rental fee	\$15 per hour	no change
	Timberlake Building Security Deposit	\$100	no change
	Returned Check	\$25	no change
	Credit Card convenience Fee (Over the counter)	Fee Percentage based on allowed	no change
Person Industries	Person Industries		
	Fluorescent bulbs	\$0.40	no change
	Pallet (per pallet)	\$1	no change
	More than 5 tires or no State certification	\$1 per tire	no change

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Department	Fee Type	FY 2017-2018 Adopted Fees	FY 2018-2019 Adopted Fees
Planning	Electronics Recycling Fee		
	Televisions	\$10 per TV unit	no change
	Monitors	\$5 per monitor	no change
	Recycling tip fees for private haulers		
	Roll off (40-21 cubic yards)	\$25 per load	no change
	Garbage truck (20-16 cubic yards)	\$20 per load	no change
	Box truck (15-9 cubic yards)	\$15 per load	no change
	Large trailer (8-4 cubic yards)	\$10 per load	no change
	Pick-up/trailer (3-0 cubic yards)	\$5 per load	no change
Zoning Permits	ZONING PERMITS		
	Residential: SFD, MH, Modular Home, or Duplex Construction, Additions, Alterations, and Accessory Structures (storage sheds, garages, pools, etc. Structures with an estimated value of less than \$200 (ie. patios, well houses)	\$50	no change
		Permit fee waived	no change
	Non-Residential - Commercial & Industrial (includes additions)	NEW	\$150 up to 2 acres of lot size + \$25 per acre over 1 acre of lot size
	Installation/Construction of Multi-Family	\$75	no change
	Location of Business in Existing Building	\$60	no change
	Accessory Structure for Business or Industry	\$75	no change
	All other construction/Uses not listed	\$75	no change
	Off premises sign zoning permit	\$200	no change
	All other sign zoning permits	\$40	no change
	Structures built without a permit	DOUBLE	no change
	Home occupations	\$75	no change
	Variance request	\$250	no change
	Appeals	\$250	no change
	Rezoning requests	\$250 + \$10 PER ACRE	no change
	Special use permit	\$250 + \$10 PER ACRE	no change
	Conditional use permit	\$250	no change
	Text amendment	\$250	no change
	Vested rights	\$250	no change
	Exempt plat	NEW	\$25
	Minor plats approval fee	\$25 + \$10 PER LOT	no change
	Major plats approval fee	\$200 + \$10 PER LOT	no change
	Final subdivision plat approval	\$200	no change
	Revisions to approved subdivision	\$100	no change
	Variation to subdivision ordinance	\$200	no change
	Bond review	\$30	no change
	Street renaming	\$200	no change
	Street Sign fee	\$125	no change
	Review fee exceeding density levels in watershed	\$100	no change
	Cellular tower re-certification	\$100	no change
	Cellular tower fee	\$5,000	no change
	Co-locate fee	\$2,000	\$500
	Consultant fee for towers	\$6,500	no change
Library			
	Overdue fines for books, audio, CDs, magazines (individual item cap \$5)	\$0.20 per day	no change
	Overdue fines for DVD's (individual item cap \$5)	\$1 per day	no change
	Photocopies/Computer Print-outs	\$0.20 per page	no change
	Replacement Cards for lost, stolen, missing cards	\$5	no change
	Out of County Fee for library card	\$25	no change
	Out of State Fee for library card	\$75	no change
	Sales	\$0.50 for book bags	no change
	Fines for children 0-15	NEW	no overdue fines
Emergency Services (EMS, 911)			
	Basic Life Support NE	\$326.85	no change
	Basic Life Support E	\$522.96	no change
	Advanced Life Support NE	\$392.22	no change
	Advanced Life Support E	\$621.02	no change
	Advanced Life Support 2	\$898.93	no change
	Specialty Care Transport	\$1,062.26	no change
	Loaded Mileage Charge	\$11.04 per mile	no change
	Treatment, No transport	\$200	no change
	Special Event Coverage (3 hour minimum)	\$100 per hour	no change
	R U OK - 1 call bi-weekly	\$5/month	no change
	R U OK - 1 call per week	\$7/month	no change
	R U OK - 2 calls per week	\$14/month	no change
	R U OK - 1 call Mon-Fri	\$45/month	no change
	R U OK - One time set up fee	\$30	no change
GIS			
	8.5 X 11 or 11 X 17	\$2	no change
	18 X 24	\$5	no change
	24 X 36	\$10	no change
	Wall Map (35 X 40)	\$20	no change
	CD/DVD	\$20	no change
	Person County Mapbook	\$40 (pages only)	no change
	Custom requests requiring extensive personnel time	\$40/hour	no change
	Large document scanning to e-mail	NEW	\$2 per sheet
	Large document scanning to CD/DVD	NEW	\$20 per disc
	Unmandated road sign	NEW	\$200

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Department	Fee Type	FY 2017-2018 Adopted Fees	FY 2018-2019 Adopted Fees
Civil Process	Service Fee (In State)	\$30	no change
	Service Fee (Out of State)	\$100	no change
Records Division	Fingerprints	\$15	no change
	Concealed Weapon Permits	\$90	no change
	Concealed Weapon Permits - Renewal	\$75	no change
	Concealed Weapon Permits - Duplicate	\$15	no change
	Pistol Permits	\$5	no change
	Report Copy	\$5	no change
Attorney's Request	Criminal History Check	\$10	no change
	Driver History Check	\$10	no change
	National History Check	\$10	no change
Firearm Storage Fee	1-5 Weapons	\$5 per month	no change
	6-10 Weapons	\$10 per month	no change
	11-15 Weapons	\$15 per month	no change
	16 or more Weapons	\$20 per month	no change
Public Health	Collection by Venipuncture	\$16	no change
	IUD Insertion	\$162	no change
	IUD Removal	\$206	no change
	Fetal Nonstress Test (Professional component)	\$75	no change
	Fetal Nonstress Test (Technical component)	\$25	no change
	Antepartum Care 4-6 visits	\$1,154	no change
	Antepartum Care 7+ visits	\$1,756	no change
	Ultrasound	\$150	no change
	Lipid Profile	\$40	no change
	Urinalysis	\$12	no change
	Pregnancy Test	\$25	no change
	Amines	\$12	no change
	Blood Ocult, Feces	\$14	no change
	Cholesterol	\$19	no change
	Glucose Screening	\$19	no change
	One Hour GTT	\$20	no change
	GTT 3hr	\$48	no change
	GTT 3hr added samples	\$19	no change
	A1C	\$35	\$44
	Diagnostic Panel	\$40	\$51
	Blood Lead	\$30	no change
	PSA	\$44	\$50
	Thyroid Profile w TSH	\$40	\$46
	Hemoglobin	\$13	no change
	Rabies Titer	\$70	\$99
	PPD	\$25	no change
	Varicella Titer	\$43	\$59
	GC Culture	\$28	no change
	Vag B Strep	\$60	no change
	Uricult	\$30	no change
	Wetmount	\$19	no change
	PAP	\$35	no change
	Imm Adm nasal/oral	\$25	no change
	Imm Adm nasal/oral each add'l	\$16	no change
	Imm Adm single	\$35	no change
	Imm Adm each add'l	\$18	no change
	Hep A (1-19)	\$78	no change
	Hep A (1-18)	\$40	no change
	Twintrix	\$115	no change
	Hib	\$40	no change
	Gardasil 9	\$235	no change
	Influenza (6-35 mo)	\$30	no change
	Influenza (3yr+)	\$30	no change
	Meningococcal B Bexsero (2 doses)	\$180	no change
	Meningococcal B Trumenba (3 doses)	\$135	\$145
	Flu Mist	\$30	no change
	Influenza High Dose	Current Medicare rate	no change
	Kinrix	\$65	no change
	Pentacel	\$100	\$105
	PCV - 13 Prevnar	\$180	\$192
	Rabies IM	\$285	no change
	Rotavirus	\$115	no change
	MMRV	\$76	\$81
	MMRV	\$200	\$215
	IPV	\$50	no change
	Td	\$35	\$45
	DTAP (Daptacel, Triptedia, Infarix)	\$48	\$45
	Tdap (Adacel, Boostrix)	\$53	\$58
	Varicella	\$131	\$135
	Pediarix	\$90	\$85
	Pneumonia	\$90	\$105
	Menactra	\$150	\$140
	Zoster Shingles	\$220	\$225
	Hep B (0-19)	\$40	no change
	Hep B (20+)	\$75	no change

June 18, 2018

Department	Fee Type	FY 2017-2018 Adopted Fees	FY 2018-2019 Adopted Fees
	Hearing Screen	\$25	no change
	Developmental Screen	\$35	no change
	Therapeutic Injection	\$35	no change
	Handing Fee	\$25	no change
	Vision Screen	\$20	no change
	New Problem Focused	\$88	no change
	New Exp Problem Focus	\$153	no change
	New Detailed	\$165	no change
	New Comprehensive	\$344	no change
	New Comp/High Severity	\$275	no change
	Minimal Nurse	\$60	no change
	Est Problem Focused	\$100	no change
	Est Exp Problem Focus	\$149	no change
	Est Detailed	\$224	no change
	Est Comprehensive	\$260	no change
	99381 New Physical Exam	\$259	no change
	99382 New Physical Exam	\$279	no change
	99383 New Physical Exam	\$277	no change
	99384 New Physical Exam	\$244	no change
	99385 New Physical Exam	\$244	no change
	99386 New Physical Exam	\$286	no change
	99391 Est Physical Exam	\$165	no change
	99392 Est Physical Exam	\$246	no change
	99393 Est Physical Exam	\$245	no change
	99394 Est Physical Exam	\$212	no change
	99395 Est Physical Exam	\$213	no change
	99396 Est Physical Exam	\$233	no change
	Autism Screen	\$21	no change
	PPHV	\$278	\$285
	NBHV	\$278	\$285
	Dental Screen	\$59	no change
	Dental Varnish	\$51	no change
	Influenza Adm	*	\$35
	Pneumonia Adm	*	\$35
	Depo Provera	\$85	no change
	Rhagam Injection	\$140	no change
	Alpha Hydroprogesterone	\$27	no change
	Parsgard IUD	\$600	\$600
	Mirena IUD	\$750	\$900
	OCP	\$3.42	\$5
	RN Services (TB/STD)	\$84	no change
	Returned Check	\$25	no change
	Medical Record Copy (per page)	\$0.50	no change
	Accounting of Disclosure	\$0.25	no change
	Hep B Surface Ab	\$40	\$50
	MMR Titer	\$76	\$72
	Smoking and tobacco cessation 3-10 mins	\$20	no change
	Smoking and tobacco cessation >10 mins	\$30	no change
	\$4050 Destruction of lesion(s), penis papilloma	\$300	no change
	\$4501 Destruction of lesion(s), vulva papilloma	\$300	no change
	Antibody Screen	\$25	no change
	ABO Grouping	\$7	no change
	Rh Typing	\$7	no change
	PMH High Risk Screening	\$50	no change
	PMH Postpartum Screening	\$150	no change
	AFP	\$90	no change
	Liletta	\$150	\$700
	Nexplanon	\$600	\$750
	Insertion, nonbiodegradable drug delivery implant	\$150	no change
	Removal, non-biodegradable drug delivery implant	\$167	no change
	Removal with reinsertion, non-biodegradable drug delivery implant	\$232	no change
	Postpartum Care	NEW	\$125
	Rotarix	NEW	\$142
	Rublok	NEW	\$60
	Pap IG, HPV-hr	NEW	\$72
	Influenza virus vaccine, IV4, split virus, preservative free, .5mL dosage for	NEW	\$30
	Influenza virus vaccine, IV4, split virus, .25 mL dosage for intramuscular	NEW	\$15
	Influenza virus vaccine, IV4, split virus, preservative free, .5mL dosage for	NEW	\$30
	Brief Emotional / behavioral assessment	NEW	\$7
	WBC/Hgb/Ht	NEW	\$35
	Antibody	NEW	\$15
	Urine Cult & Sensitivity	NEW	\$15
	ABO Group/RH	NEW	\$15
	Note: * USD Cost According to Current Medicare Rate		
Environmental Health	Improvement Permit (Site Evaluation) <600 gpd	\$200	no change
	Improvement Permit (Site Evaluation) >600 gpd	\$300	no change
	Construction Authorization (Type Iia and Iiig)	\$150	no change
	Construction Authorization (Type Iiib)	\$300	no change
	Construction Authorization (Type IV)	\$400	no change
	Construction Authorization (Type V and VI)	\$500	no change
	Construction Authorization (Repairs) Type Iia and Iiig	\$150	no change
	Construction Authorization (All others)	\$300	no change

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**FY 2018-2019
Adopted Fee Schedule**

Attachment 1

Department	Fee Type	FY 2017-2018 Adopted Fees	FY 2018-2019 Adopted Fees
	Engineered Option Permit Type II	\$105	no change
	Engineered Option Permit Type III	\$150	no change
	Engineered Option Permit Type IV	\$180	no change
	Engineered Option Permit Type V	\$210	no change
	Required Maintenance Inspections V(a)	\$125	no change
	Mobile Home Replacement	\$150	no change
	Building Addition (with site visit)	\$150	no change
	Permit Revision (no site visit)	\$75	no change
	Revisit Fee	\$30	no change
	Well Permit (new/replacement) (includes water analysis)	\$300/\$200	no change
	Well Repair Permit	\$75	no change
	Bacteriological Water Samples	\$50/\$25 (resample)	no change
	Chemical Water Sample	\$118	no change
	Nitrate Water Sample	\$75	no change
	Petroleum Water Sample	\$124	no change
	Pesticide Water Sample	\$124	no change
	Full Well Panel	\$124	no change
	Coal Ash Panel	\$118	no change
	Hexavalent Chromium	\$102	no change
	Well Closures	\$150	no change
	Restaurant Plan Review	\$100	no change
	Temporary Food Establishment Plan Review	\$75/event	no change
	Pool permits	\$150/yr	no change
	Tattoo Artist permits	\$200/yr	no change
Register of Deeds	INSTRUMENTS IN GENERAL:		
	1 st Page thru 15 pages	\$26	no change
	Page 16 and subsequent pages (each page)	\$4	no change
	Additional multi-instrument filing	\$10	no change
	Additional name fee	\$2/name over 20 names	no change
	DEEDS OF TRUST - MORTGAGES:		
	1st Page thru 15 pages	\$64	\$64
	Page 16 and subsequent pages (each page)	\$4	no change
	Additional multi-instrument filing	\$10	no change
	Additional name fee	\$2/name over 20 names	no change
	EXCISE TAX (DOCUMENTARY STAMPS):		
	PLATS:		
	Record	\$21	no change
	Highway Right-of-Way Plans	\$21	no change
	Additional Page (highway right-of-way maps only)	\$5	no change
	Certified copies	\$5	no change
	Additional name fee	\$2/name over 20 names	no change
	UNIFORM COMMERCIAL CODE (UCC FINANCING STATEMENTS) --		
	1 - 2 Pages (effective date 7-15-2003)	\$38	no change
	3 - 10 Pages	\$45	no change
	Over 10 Pages	(\$45.00 plus \$2.00 per page)	no change
	UCC copy request (mailed copies - per page)	\$1	no change
	UCC search request prior to 7-1-2001	\$30	no change
	Additional name fee	\$2/name over 20 names	no change
	NON-STANDARD DOCUMENT FEE: (Effective 7-1-2003)	\$25	no change
	MARRIAGE LICENSES:		
	Issuing License	\$60	no change
	Delayed Certificate with copy	\$20	no change
	Corrections	\$10	no change
	NOTARY QUALIFICATION/DATE:	\$10	no change
	NOTARY AUTHENTICATION:	\$5	no change
	NOTARIZATION OF SIGNATURES (per signature):	\$5	no change
	CERTIFIED COPIES OF OTHER DOCUMENTS:		
	1st Page	\$5	no change
	2nd and subsequent pages (each page)	\$2	no change
	Comparing copies for certification	\$5	no change
	VITAL RECORDS: (Birth/Death/Marriage)		
	Certified copy of birth/death/marriage	\$10	no change
	Delayed Birth Applications/Registration (for another county)	\$10	no change
	Delayed Birth Applications/Registration (received from another county)	\$10	no change
	Delayed Birth Applications/Registration (No change county)	\$20	no change
	Amendments (Preparation)	\$10	no change
	Legitimations	\$10	no change
	NC Vital Records Certified Copy	\$24	no change
	NC Vital Records Amendments & Legitimations	\$15.00 payable to NC Vital Records	no change
	COPY MACHINE OR LASER PRINTER (each page)	\$0.50	no change
	MAILED PHOTOCOPIES (each page) (up to 10 pages - \$.50 per page)	\$1	no change
	PLAT COPIES (Whole page 18 X 24)	\$4	no change
	(Half page 11 X 17)	\$1	no change
	FAX USAGE (send or receive; per document)	\$2	no change
Tax Administration			
	Color GIS Printout	\$2	no change
	Black/White Copies	\$0.20	no change
	Tax Card	\$0.25	no change
	Copy of Tax Database (Access)	\$40	no change

June 18, 2018

Department	Fee Type	FY 2017-2018 Adopted Fees	FY 2018-2019 Adopted Fees
Inspections			
New Homes	Up to 1200 sq ft*	\$515	no change
Fees reflect all trades	1201 to 2000 sq ft	\$658	no change
	2001 to 3000 sq ft*	\$812	no change
	3001 to 5000 sq ft*	\$966	no change
	5001 sq ft and up	\$966 plus \$0.22 per sq. ft over 5000	
	Homeowners Recovery Fee	\$10	no change
	Separate Inspection for Temp Serv. Pole	\$60	no change
Mobile Homes			
Fees reflect all trades	Single Wide	W/O AC & With AC	
	Double Wide*	\$213 / \$264	no change
	Triple Wide & tag units*	\$264 / \$315	no change
	Deck fees (2 trips)	\$281 / \$332	no change
Modular Homes	On-frame (including triple & tag units)*, **	\$120	no change
Fees reflect all trades	Off-frame (w/ no finishable attic)	\$460	no change
**No plan review for on-frame	Off-frame (w/ a finishable attic or 2nd story)*	\$460	no change
	Deck fees (2 trips)	\$511	no change
Multi-Family Dwellings	First Unit*	\$120	no change
Fees reflect all trades	Each Additional Unit	\$570	no change
Residential Additions/Remodel/Fire damage	Up to 400 sq. ft., plus trade fees	\$185	no change
	401 to 800 sq. ft., plus trade fees	\$120	no change
	801 to 1200 sq. ft., plus trade fees	\$145	no change
	Over 1200 sq. ft.	\$.20 per sq. ft.	no change
	Trade Fees:	use new home fees	no change
	Plumbing	\$60	no change
* Trade fee for electrical does not reflect change of service construction	Electrical*	\$60	no change
Trade fee for mechanical doesn't reflect installation or change out of HVAC units	Mechanical	\$60	no change
Non-Residential Fees			
	Job Cost:		
	\$0-\$700	\$60	no change
	\$701-\$1,500	\$120	no change
	\$1,501-\$2,500	\$195	no change
	\$2,501 - \$50,000	\$387	no change
	\$50,001 - \$100,000	\$580	no change
	\$100,001 - \$200,000	\$830	no change
	\$200,001 - \$350,000	\$1,359	no change
	\$350,001 - \$500,000	\$2,548	no change
	\$500,001 - \$750,000	\$3,940	no change
	\$750,001 - \$1,000,000	\$5,211	no change
	\$1,000,001+	\$6,370	no change
	1,000,001+ Jobs	add \$2.80 per \$1000 over	no change
	Miscellaneous Non-Residential		
	Foundation Permit (4trips)	\$200	no change
	Demolition Permit (2trips)	\$100	no change
	Modular Classrooms/office	\$282 w/out AC	no change
		\$350 w/AC	no change
	Temp. Work Trailer	\$228 w/out AC	no change
		\$278 w/AC	no change
Electrical Fees			
	Electrical:		
	New service/New Const.	Included in fee	
	Residential:		
	~up to 200 amp	\$60	no change
	~exceeding 200 amps	\$120	no change
	Farm Buildings/ Shops/ Agriculture		
	~up to 200 amp	\$60	no change
	~exceeding 200 amps	\$120	no change
	Temporary Power Permit (Residential)	\$100	no change
	Fine for occupying a residence before CO is issued	\$2,000	no change
	Non-residential Services:		
	Based on job cost		
	100 amp service	\$60 + Fee (based on job cost)	no change
	150 amp service	\$70 + Fee (based on job cost)	no change
	200 amp service	\$80 + Fee (based on job cost)	no change
	300 amp service	\$90 + Fee (based on job cost)	no change
	400 amp service	\$110 + Fee (based on job cost)	no change
	service increase per amp .40		
	480 volt system up to 400amp	\$300+ Fee (based on job cost)	no change
	480 volt system Over 400 use formula (.00050 per volt amp)		
	amps x voltage x .00050 = fee (added to the original \$300)		
	Alarm Systems	\$60 + Fee (based on job cost)	no change
	Temporary Power Permit (Commercial)	\$100	no change
	Fine for occupying a commercial building before CO is issued	\$2,000	no change
Mechanical Fees			
	Mechanical:		
	Non-Residential:		
	Hood-Commercial Cooking Equipment	\$60 + Fee (based on job cost)	no change
	Refrigeration	\$60 + Fee (based on job cost)	no change
	Residential:		
	Replacement/Changeout	\$60 Per trip	no change
Plumbing Fees			
	Plumbing:		
	Residential:	\$60 Per trip	no change
	Non-Residential:	Based on Job cost	no change

June 18, 2018

**FY 2018-2019
Adopted Fee Schedule**

Attachment 1

Department	Fee Type	FY 2017-2018 Adopted Fees	FY 2018-2019 Adopted Fees
Accessory Buildings	Unfinished walls	\$99	no change
	Finished/closed walls	\$132	no change
	Garage (unfinished) + trade fees	\$150	no change
	Garage (finished) + trade fees	\$200	no change
	Pre-fab placed on lot	\$60	no change
	Trade Fees	\$60 each	no change
	Farm Accessory Bldg. (Trade fees that apply)	\$60 each	no change
Signs	Base Fee	\$100	no change
	Wall-mount Base Fee	\$60	no change
	Trade Fee (Electrical)	\$60	no change
Swimming Pools	Base Fee	\$120	no change
	Trade Fees	\$60	no change
Miscellaneous	Permit Fee for Single Trade	\$60 Per trip	no change
	Gas piping Permit	\$60	no change
	Moved Homes plus trade fees	\$165	no change
	Building Compliance Inspect per trip	\$60	no change
	Issuance of Duplicate Placard per card	\$5	no change
	Searching & or duplication for past permit inspection records or Certificate Of Occupancy	\$1 per page	no change
	Restamp Plans (lost original sets)	\$25	no change
	Work begun w/out permits	Double Fees	no change
	Permit Renewal/Expired Permit (Permits expired for more than 18 months will not be re-issued. A new permit must be obtained.)	50% of original fee	no change
	Any Special Inspection	\$65	no change
	Re-inspection Fee	\$60 per trip	no change
	Not ready for inspection	\$60/trade	no change
	10 or more code violations	\$100	no change
	2nd Reinspection	\$100	no change
	3rd Reinspection	\$150	no change
	4th Reinspection	\$300	no change
	Minimum Fee (not covered in fee schedule)	\$60	no change
	Residential Decks (2 trips)	\$120	no change
	Change of Occupancy Permit (No Building permit required)	\$60	no change
	Administrative Fee for contractor change on residential permit	\$60	
	REFUND POLICY- A refund will be issued when requested in writing for any residential permit which has not expired and the construction has not been started.		
Fire Prevention Fees	ABC Inspection (all trades)	\$120	no change
	AES(Hood) Field Performance Test	\$75	no change
	Fire Alarm Performance Test	\$75	no change
	Carnivals & Fairs	\$150	no change
	Amusement Buildings	\$100	no change
	Tent Inspection	\$60	no change
	Blasting:		
	Blasting Permit & Inspection (30 days)	\$150	no change
	(90 days)	\$300	no change
	Fireworks Event	\$100	no change
	Plan Reviews (Fire code approval)		
	Building:		
	0-999 sq. ft.	\$25	no change
	1,000-2,499 sq. ft.	\$50	no change
	2,500-9,999 sq. ft.	\$100	no change
	10,000-49,999 sq. ft.	\$200	no change
	50,000+ sq. ft.	\$300	no change
	AES Plan Review	\$50	no change
	Fire Alarm Plan Review	\$75	no change
	Sprinkler(per riser)/Standpipe/Pump Plan Review	\$75	no change
	Tank Plan Review (per tank)	\$50	no change
	<u>Compliance/Required Routine Inspections:</u>		
	Residential Care/Group Homes	\$100	no change
	Institutional Facility/Nursing Home	\$100	no change
	Foster Care	\$60	no change
	Daycare	\$75	no change
	Home Daycare	\$50	no change
	Churches	\$50	no change
	Schools	\$50	no change
	Hazardous & Factory Industrial		
	0-3,000 sq. ft.	\$50	no change
	3,001-5,000 sq. ft.	\$100	no change
	5,001-10,000 sq. ft.	\$150	no change
	10,001-50,000 sq. ft.	\$200	no change
	50,001-100,000 sq. ft.	\$250	no change
	Over 100,000 sq. ft.	\$300	no change
	Business & Mercantile		
	0-3,000 sq. ft.	\$50	no change
	3,001-5,000 sq. ft.	\$100	no change
	5,001-10,000 sq. ft.	\$150	no change
	10,001-50,000 sq. ft.	\$200	no change
	50,001-100,000 sq. ft.	\$250	no change
	Over 100,000 sq. ft.	\$300	no change
	Misc. Compliance Inspections (Not listed)	\$50	no change
	Tank Inspection	\$100	no change

June 18, 2018

Department	Fee Type	FY 2017-2018 Adopted Fees	FY 2018-2019 Adopted Fees
	UGST/AGST (Install, Remove, Abandon, Alter)	\$100	no change
	Re-inspection Fees:		
	1st visit Violations corrected	No Charge	no change
	2nd visit	\$50	no change
	3rd visit	\$75	no change
	4th visit & subsequent visits	\$150	no change
	Fines:		
	Burning w/out Permit		
	Residential 1st Offense	\$50	no change
	Residential 2nd Offense	\$100	no change
*based on per pile/ or stack	Burning w/out Permit		
	Commercial 1st Offense*	\$500	no change
	Commercial 2nd Offense*	\$1,000	no change
	Locked Exit / Exit Obstructed		
	1st Offense	\$200	no change
	2nd Offense	\$500	no change
	Overcrowding		
	1st Offense	\$300	no change
	2nd Offense	\$600	no change
	Work begun w/out permits	Double Fees	no change
	Credit Card convenience fee	\$1.95 or 2.3% of permit fee	no change
Stormwater			
	Stormwater plan review deposit (non-single family residential only)	\$1,000	no change
	Residential stormwater construction inspection fee	\$50	no change
	Commercial and subdivision stormwater construction inspection fee	\$100	no change
	Stormwater permit fee (inside Falls Lake Watershed)	\$15	no change
	Annual stormwater inspection fee (single family residential and commercial properties with BMP's designed to treat one acre or less of impervious surface)	FREE	no change
	Outside of Falls Lake Watershed		
	Single Family Residential		
	< 2 acres	\$6 annual fee	no change
	2 to < 10 acres	\$8 annual fee	no change
	10 to < 100 acres	\$10 annual fee	no change
	100 acres or more	\$12 annual fee	no change
	Non-single Family Residential		
	<2 acres	\$4 annual fee + \$2 per 4,300 sq ft of impervious area	no change
	2 to < 10 acres	\$6 annual fee + \$2 per 4,300 sq ft of impervious area	no change
	10 to < 100 acres	\$8 annual fee + \$2 per 4,300 sq ft of impervious area	no change
	100 acres or more	\$10 annual fee + \$2 per 4,300 sq ft of impervious area	no change
	Inside of Falls Lake Watershed		
	Single Family Residential		
	< 2 acres	\$16 annual fee	no change
	2 to < 10 acres	\$22 annual fee	no change
	10 to < 100 acres	\$28 annual fee	no change
	100 acres or more	\$34 annual fee	no change
	Non-single Family Residential		
	< 2 acres	\$8 annual fee + \$8 per 4,300 sq ft of impervious area	no change
	2 to < 10 acres	\$14 annual fee + \$8 per 4,300 sq ft of impervious area	no change
	10 to < 100 acres	\$20 annual fee + \$8 per 4,300 sq ft of impervious area	no change
	100 acres or more	\$26 annual fee + \$8 per 4,300 sq ft of impervious area	no change

June 18, 2018

CONSIDERATION OF AN ECONOMIC DEVELOPMENT SEARCH CONSULTANT:

County Manager, Heidi York noted at the Economic Development Commission's last meeting, a recommendation was made to utilize the services of an executive recruiter and search consultant to assist in filling the County's vacant economic development director position. Ms. York stated Person County has not previously engaged outside assistance in filling any positions. She added that proposals were solicited from economic development consultants who specialize in filling these specific positions. Because the costs of the contracts exceed the Manager's contract authority, Ms. York presented a comparison of the three consultants' proposals received from 1) Hayes Group Consulting, 2) Jorgenson Consulting and 3) Creative Economic Development Consulting. Ms. York highlighted the proposed time frames ranging from six to 17 weeks dependent upon the scope, and the associated estimated costs ranging from \$12,300 plus to \$30,000 plus expenses and mileage dependent upon an all-encompassing turnkey process or a partial scope. Ms. York stated reference checks would be conducted should the Board decide to move forward with engaging a consultant.

Ms. York explained the most obvious reason for utilizing an outside consultant was to maximize the potential to solicit and attract a broader range of candidates in hopes of finding the best fit for Person County with the downside being a longer duration for the completion of a hiring process and the additional costs. Ms. York optioned that if the process was drawn out for several months, it may make sense to engage the services of an interim director to continue moving the County forward through this transitional period.

Ms. York requested the Board to provide feedback to the Manager on whether the Board was interested in contracting with a consultant for the executive recruitment of the County's Economic Development Director.

Following the Board's discussion, it was the consensus to utilize the County's hiring process and to not engage a consultant through a contract at this time. It was noted that if the candidate pool does not yield a good turnout, future consideration for the consultant's recruitment to fill this position could be reevaluated.

Commissioner Jeffers recommended Chairman Kendrick to serve on the final candidate panel. Vice Chairman Powell added a member or two from the Economic Development Commission also serve on the panel. Ms. York stated the panel represented a diverse interest of the community noting staff tried to keep the Board separate from the personnel process. She said she would give the Board periodic updates along the way related to the candidate pool.

PROPOSAL OF A RETENTION BONUS FOR CURRENT HOME HEALTH AND HOSPICE EMPLOYEES:

Health Director, Janet Clayton stated that on May 21, 2018, the Board voted to consider the sale of Home Health and Hospice of Person County with the direction to keep the programs open. Ms. Clayton noted that agencies statewide, who have navigated similar processes, have offered retention bonuses to employees to encourage continued employment with the agency through the process regardless of the end decision. Ms. Clayton presented the recommended one-time retention bonus to offer to the seven eligible positions of Home Health and Hospice of Person County was seven percent (7%) of the employee's base salary as of July 1, 2018 and would be payable thirty (30) days after finalization. Ms. Clayton said she had conferred with the County Manager, Human Resources, County Attorney as well as the consultant working with the County.

County Attorney, Ron Aycock confirmed the proposed retention bonus would be payable as presented by the Health Director regardless of the end decision.

County Manager, Heidi York said there was potential for placement within the county organization for employees should the Board vote to sell the agencies and those staff did not want to transition with the private provider.

Ms. Clayton noted that should the Board approve this concept, a budget amendment will be brought to the Board later in the new fiscal year. She added that eligible employees will be required to sign a contract agreeing to stay in their positions during this transition period.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to approve a one-time seven percent (7%) retention bonus for the seven eligible staff that sign a contract agreeing to stay in their position during the potential sale and transition of Home Health and Hospice of Person County to be payable thirty (30) days after finalization.

DESIGNATE NATIONAL ASSOCIATION OF COUNTIES VOTING DELEGATE FOR THE 2018 ANNUAL CONFERENCE:

Voting Credentials for the 2018 Annual Conference to be held July 13-16, 2018, in Nashville-Davidson, Tennessee, must be submitted by June 29, 2018 in order for Person County's delegate to participate in the association's annual election of officers and policy adoption.

Chairman Kendrick noted Commissioner Clayton has registered to attend the NACo Conference and asked the Board's consideration to designate Commissioner Clayton to serve as Person County's delegate.

A **motion** was made by Chairman Kendrick and **carried 5-0** to designate Commissioner Clayton to serve as Person County's voting delegate at the National Association of Counties' 2018 Annual Conference.

DESIGNATION OF VOTING DELEGATE FOR THE NC ASSOCIATION OF COUNTY COMMISSIONERS 2018 ANNUAL CONFERENCE:

Voting Credentials for the 2018 NCACC Annual Conference scheduled on August 23-25, 2018 in Catawba County must be submitted by August 17, 2018 in order for Person County's delegate to participate in the association's annual election of officers and policy adoption.

Chairman Kendrick asked the Board's consideration to designate a commissioner attending the NCACC Conference as Person County's delegate noting both Commissioners Clayton and Jeffers plan to attend the full conference.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to designate Commissioner Clayton to serve as Person County's voting delegate at the NC Association of County Commissioners 2018 Annual Conference.

APPOINTMENTS TO BOARDS AND COMMITTEES:

The Person County Board of Commissioners solicited volunteers to fill positions on the following boards, commissions, authorities, and committees through advertisement in the *Courier-Times* edition dated May 16, 2018 with notice to submit applications by the deadline of June 5, 2018. Clerk to the Board, Brenda Reaves presented the interested citizen applications and requested the Board to nominate and appoint as deemed appropriate.

ABC Board

3-Year Term: 1 position available

- 1) Dr. John R. Bradsher requested reappointment

A **motion** was made by Commissioner Clayton and **carried 5-0** to reappoint Dr. John R. Bradsher to the ABC Board for a 3-year term.

Adult Care Home Community Advisory Committee

1-Year Initial Term; 3-Year Reappointment: 3 positions available – no applications received.

Animal Services Advisory Committee

Unspecified Term; 1 at-large position available – no applications received.

Board of Adjustment

3-Year Term: 1 position available

- 1) Treco Lea-Jeffers requested appointment

Commissioner Jeffers disclosed there was not a conflict of interest with his vote as there would be no personal financial gain. He added that any appeal of the Board of Adjustment was with the Court system and not the Board of Commissioners.

Chairman Kendrick stated his concerns related to the Jeffers' having family land in the vicinity of the Sun Rock Quarry noting past conversations where folks and church representatives had contacted Commissioner Jeffers with complaints. He felt it was not a good precedence for the Board with the potential court case. Chairman Kendrick said he would be voting in opposition.

A **motion** was made by Commissioner Clayton and **carried 4-1** to appoint Treco Lea-Jeffers to the Board of Adjustment for a 3-year term. Chairman Kendrick casted the lone dissenting vote.

Board of Health

3-Year Term:

- 1 position for a veterinarian, 1) Barbara Harris requested appointment
- 1 position for a physician, 1) Dr. Kimberly Yarborough requested reappointment
- 1 position for a nurse, 1) Patsy Clayton requested reappointment
- 2 positions from the general public;
 - 1) Ben Tillett requested reappointment;
 - 2) Philip Edelblute requested appointment

A **motion** was made by Commissioner Puryear and **carried 5-0** to reappoint Dr. Kimberly Yarborough (physician rep), Patsy Clayton (nurse rep) and Ben Tillett (general public rep) as well as to appoint Barbara Harris (veterinarian) and Philip Edelblute (general public rep) to the Board of Health, each for a 3-year term.

Environmental Issues Advisory Committee

3-Year Term: 1 position each representing the following townships:

Bushy Fork, Holloway, Roxboro and Woodsdale – no applications received

Industrial Facilities and Pollution Control Financing Authority

6-Year Term: 4 positions available – no applications received

Juvenile Crime Prevention Council

1-Year Initial Term: 2-Year Reappointment

- 1 position for a substance abuse professional, 1) Caroline Carver requested appointment
- 1 position for a representative of United Way, 1) Kelly Foti requested reappointment
- 1 position for a person under the age of 18, and
- 1 position for a person under the age of 18 serving on the State Youth Council – no applications received

2-Year Term:

- 1 position for a Juvenile Defense Attorney – no applications received
- 1 position for a citizen-at-large 1) Margaret Bradsher requested reappointment

A **motion** was made by Commissioner Puryear and **carried 5-0** to appoint Carolina Carver (substance abuse rep) for an initial 1-year term, and to reappoint Kelly Foti (United Way rep) and Margaret Bradsher (citizen rep), each for a 2-year term on the Juvenile Crime Prevention Council.

Kerr Tar Regional Council of Government Board

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

- 1) Treco Lea-Jeffers requested appointment

A **motion** was made by Commissioner Jeffers and **carried 5-0** to appoint Treco Lea-Jeffers to represent Person County as an alternate with a minority affiliation on the Kerr Tar Regional Council of Government Board for an unspecified term.

Library Advisory Board

3-Year Term: 2 positions available

- 1) Charles Harvey requested reappointment
- 2) Riley Oakley, Jr. requested reappointment
- 3) Tabitha George requested appointment (application was received after the advertised deadline)

A **motion** was made by Commissioner Jeffers and **carried 5-0** to reappoint Charles Harvey and Riley Oakley, Jr., each for 3-year term on the Library Advisory Board.

Mental Health Community Oversight Advisory Board representing Person County

3-Year Term: 1 position available;

- 1) Amanda Blanks requested reappointment

A **motion** was made by Commissioner Clayton and **carried 5-0** to reappoint Amanda Blanks for a 3-year term on the Mental Health Community Oversight Advisory Board representing Person County.

Nursing Home Advisory Committee

1-Year Initial Term: 3-Year Reappointment; 4 positions available – no applications received

Person Area Transportation System Board

3-Year Term; 6 positions available for one citizen each to represent, or who are affiliated with:

- | | | |
|-----------------------|----|--|
| the senior center, | 1) | Maynell Harper requested reappointment |
| private industry, | 1) | no applications received |
| school system, | 1) | no applications received |
| one citizen-at-large, | 1) | Kim Morgan requested appointment |
| economic development, | 1) | no applications received |
| parks and recreation | 1) | no applications received |

A **motion** was made by Chairman Kendrick and **carried 5-0** to reappoint Maynell Harper (senior center rep) and to appoint Kim Morgan (citizen rep), each for a 3-year term to the Person Area Transportation System Board.

Person-Caswell Lake Authority

3-Year Term: 1 position available

- 1) Gil Stovall requested reappointment
- 2) Rebecca Morrow requested appointment

It was the consensus of the Board to conduct informal interviews with the applicants of the Person-Caswell Lake Authority at 6:30pm on August 6, 2018.

Piedmont Community College Board of Trustees

4-Year Term: 1 position available;

- 1) Charles Harvey requested appointment
- 2) Maggie Whitt requested reappointment

It was the consensus of the Board to conduct informal interviews with the applicants of the Piedmont Community College Board of Trustees at 6:30pm on August 6, 2018.

Planning Board

3-Year Term: 2 positions available

- 1) Michael Brandon requested reappointment
- 2) Sandra Majors requested reappointment

A **motion** was made by Commissioner Jeffers and **carried 5-0** to reappoint Michael Brandon and Sandra Majors on the Planning Board, each for a 3-year term.

Recreation Advisory Board

3-Year Term: 2 positions available and 1 position for an unexpired term to 6/30/19

- 1) Glen LaBar, Jr. requested appointment
- 2) Charles Reaves requested reappointment

A **motion** was made by Chairman Kendrick and **carried 5-0** to reappoint Charles Reaves as well as appoint Glen LaBar, Jr. to the Recreation Advisory Board, each for a 3-year term.

Research Triangle Regional Partnership

The Person County Board of Commissioners may select three individuals to participate and represent Person County on the Research Triangle Regional Partnership (RTRP) Board of Directors for Fiscal Year 2018-2019. Ms. Reaves asked the Board to designate the County's three representative to serve on the RTRP Board of Directors for Fiscal Year 2018-2019.

Vice Chairman Powell nominated Phillip Allen, stated his interest in continuing to be the commissioner representative and suggested leaving one position vacant until the economic development director was hired.

Chairman Kendrick suggested Sherry Wilborn, Economic Development Specialist to fill in on an interim basis until such time a director was hired.

Commissioner Clayton recommended the Board request a nomination from the City of Roxboro for a representative.

A **motion** was made by Commissioner Clayton to appoint Gordon Powell, commissioner representative, Sherry Wilborn, Economic Development Specialist, on an interim basis, and to ask the City of Roxboro for a nomination for the third seat by the Board's first meeting in August for the Research Triangle Regional Partnership Board of Directors for Fiscal Year 2018-2019.

A **substitute motion** was made by Commissioner Puryear and **carried 3-2** to appoint Gordon Powell, commissioner representative, Sherry Wilborn, Economic Development Specialist, on an interim basis, and Phillip Allen, Economic Development Commission member to the Research Triangle Regional Partnership Board of Directors for Fiscal Year 2018-2019. Commissioners Jeffers and Clayton voted in opposition to the motion.

Voluntary Agriculture District

3-Year Term

1 position for the Woodsdale Township; Paul Bailey requested reappointment

1 position for the Holloway Township – no applications received

1 position for the Cunningham Township – no applications received

A **motion** was made by Commissioner Jeffers and **carried 5-0** to reappoint Paul Bailey to the Voluntary Agriculture District as the Woodsdale Township representative for a 3-year term.

Workforce Development Board

1-Year Initial Term; 2-Year Reappointment

3 positions available for business representatives,

1) Charles Derrick Sims requested reappointment

1 position available for a representative of adult education,

1) Debra Harlow requested reappointment

1 position available for a member or an officer of organized labor

A **motion** was made by Commissioner Puryear and **carried 5-0** to reappoint Charles Derrick Sims (business rep) and Debra Harlow (adult education rep) to the Workforce Development Board, each for a 2-year term.

CHAIRMAN'S REPORT:

Chairman Kendrick thanked his fellow commissioners as well as staff for the work on getting the Fiscal Year 2018-2019 budget adopted. He reported that the only comments he heard were positive and many were pleased with the fire tax.

MANAGER'S REPORT:

County Manager, Heidi York also expressed her gratitude to the Board and staff for the budget being approved. She reported that the Volunteer Fire Departments and Rescue contracts would be distributed to the Chiefs for signatures within the next day or so.

COMMISSIONER REPORT/COMMENTS:

Vice Chairman Powell had no report.

Commissioner Puryear had no report.

Commissioner Clayton thanked his fellow commissioners for their support of Commissioner Jeffers' run for NACo vice president. Commissioner Clayton announced NC Dept. of Transportation regional meeting at its facility located on Stadium Drive in Durham on June 19, 2018 at 4:00pm.

Commissioner Jeffers offered congratulations to all county graduates. He reported he represented the county at a 30th pastorate anniversary for Rev. Alfred Faulkner of Elijah Grove Missionary Baptist Church.

June 18, 2018

ADJOURNMENT:

A **motion** was made by Commissioner Jeffers and **carried 5-0** to adjourn the meeting at 9:48am.

Brenda B. Reaves
Clerk to the Board

Tracey L. Kendrick
Chairman