

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

January 5, 2009
OTHERS PRESENT

Johnny Myrl Lunsford
Jimmy B. Clayton
Kyle W. Puryear
B. Ray Jeffers
Samuel R. Kennington

ABSENT Heidi York, County Manager
C. Ronald Aycock, County Attorney
Faye T. Fuller, Clerk to the Board
Brenda B. Reaves, Deputy Clerk to the Board
Paul L. Bailey, Assistant County Manager

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, January 5, 2009 at 7:00 p.m. in the Commissioners' meeting room in the Person County Office Building.

Chairman Lunsford called the meeting to order and asked Commissioner Clayton to lead in prayer and Commissioner Kennington to lead the Pledge of Allegiance.

County Manager Heidi York is currently on maternity leave and Assistant County Manager Paul Bailey attended in Ms. York's absence.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

Commissioner Clayton stated that Item #3 on the agenda was slated to be presented at the January 20, 2009 board meeting and should be deleted from the January 5, 2009 agenda. A **motion** was made by Commission Puryear, **seconded** by Commissioner Clayton and **carried** to approve the agenda as adjusted.

INFORMAL COMMENTS:

There was no comments from the public

APPROVAL OF MINUTES:

A **motion** was made by Commissioner Clayton, **seconded** by Commissioner Jeffers, and **carried** to approve the minutes of December 1, 2008.

ADMINISTRATIVE REPORTS:

A **motion** was made by Commissioner Puryear, **seconded** by Commissioner Clayton, and **carried** to approve the Administrative Reports for the Airport, Detention Center, Inspections, Public Library, Tax Administration and Collections.

January 5, 2009

DISCUSSION OF NC HOUSE SELECT COMMITTEE ON HIGH SPEED INTERNET IN RURAL AREAS:

Ms. Marcia McNally of 752 Tom Bowes Road, Hurdle Mills requested Board consideration to write a letter of support to the North Carolina House Select Committee requesting recommendations to be submitted to the General Assembly in efforts to making matching funds available to the next round of counties that are critically underserved and obtain high speed internet for rural North Carolina residents by encouraging carriers in North Carolina to move into another carrier's territory to provide high-speed internet and telephone service and pass legislation as needed to require local telephone carriers to include high speed Internet as a basic utility service. The State has awarded \$2.4 million in funds during the past two years to meet the needs of 10 of the 20 counties that are critically underserved. State legislators are expected to consider in their opening session whether or not to award additional funds in the coming fiscal year. Person County is in line to be a recipient in this round of grants. Suggested recommendations to be submitted to the General Assembly are as follows:

- To bridge the gaps in rural high speed access, award \$1.2 million in matching funds to the next round of critically underserved counties as identified in the 2006 100 County Report,
- Introduce legislation that allows NC telephone cooperatives to move into rural areas where high speed access is needed whether or not a voice data company covers the area, and
- Introduce legislation that requires all voice data companies to provide affordable high speed Internet access to any customer who requests service.

A **motion** was made by Commissioner Puryear, **seconded** by Commissioner Kennington, and **carried** to approve a letter of support from the Board per the example, edited with any necessary changes to fit Person County's needs, as well as to appoint a three-member committee from the community to monitor the progress ensuring Person County remains on the list to receive possible funding. Commissioner Puryear would be the commissioner appointee to the committee.



PERSON COUNTY

BOARD OF COUNTY COMMISSIONERS

Person County Office Building, Room 212
304 South Morgan Street
Roxboro, North Carolina 27573-5245
(336) 597-1720
FAX (336) 599-1609

January 6, 2009

TO: Honorable Representative Bill Faison, Chairman
The North Carolina House Select Committee on High Speed in Rural Areas

FROM: Person County Board of County Commissioners

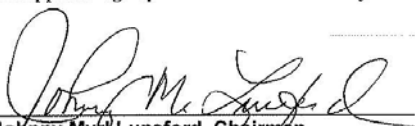
SUBJECT: Affordable High Speed Internet in Rural North Carolina

We write representing the 46% of the residents of Person County who lack access to affordable high speed Internet access. It is our belief that this is a basic public utility that should be made available to all North Carolina citizens as it is an essential component to economic competitiveness, academic excellence, and civic participation.

Our understanding is that the North Carolina House Select Committee on High Speed Internet in Rural Areas has concluded its investigation and discussion phase and will soon be drafting recommendations to the General Assembly to be heard in late January 2009. To that end we request the following be included in your recommendations.

- To bridge the gaps in rural high speed access, award \$1.2 million in matching funds to the next round of critically underserved counties as identified in the 2006 100 County Report.
- Introduce legislation that allows North Carolina telephone cooperatives to move into rural areas where high speed access where high speed is needed whether or not a voice data company covers the area.
- Introduce legislation that requires all voice data companies to provide affordable high speed Internet access to any customer who requests service.

The Person County Board of County Commissioners supports high speed Internet accessibility for all citizens of Person County.


Johnny Myrt Lunsford, Chairman
Person County Board of Commissioners

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REQUEST FOR CAPITAL OUTLAY FUNDS TO PURCHASE MODULAR CLASSROOM BUILDING FOR PERSON EARLY COLLEGE HIGH SCHOOL PROGRAM:

Person County Schools Superintendent Dr. Larry Cartner requested Board consideration of the request for capital outlay funds to purchase a pod classroom building to be located on Piedmont Community College's campus for development of Person Early College High School: A North Carolina "Learn and Earn" High School Program. Dr. Cartner presented an overview of the opportunity presented to our County noting the grant application submitted in April, 2008 was done jointly by Person County Schools and Piedmont Community College. The grant is valued at 1.5 million to be spread over 5 years and will be forfeited if a classroom building is not available on the college campus for this specific program. Grant approval is expected in March, 2009. The school would be open with ninth graders in August 2009 if Board approval is granted and the school has the appropriate classrooms available on Piedmont Community College's campus.

Person County Schools Assistant Superintendent Sandy Davis gave the Board a summary of the Early College Program. Ms. Davis noted that the NC "Learn and Earn" High School is designed to provide a learning environment built upon the establishment of supportive relationships where students and adults are focused on learning through well planned, relevant, and rigorous instruction. The Early College provides a unique high school environment for students in Person County who wish to earn a high school diploma and an associate's degree and/or up to two years of college transfer credits simultaneously. The program is designed for five years, but students have the opportunity to finish sooner. Approximately half of the courses the students take at the early college high school will be taught by Piedmont Community College staff. The program is intended to start with 50 ninth grade students in 2009-10 and add approximately that same number each year through 2012-13 reaching up to 250 students or even more potentially. The Board of Education suggests as many as 400 students could participate in this program by the end of five years. First generation college bound students will be the first targeted group. The Early College is required to be located on a community college or university campus. The partnering institution provides course offerings and instructors not available on the traditional high school campus. The collaboration between the public school system and the community college is able to offer the students a broader educational experience that emphasizes both academic and vocational pursuits. The deadline to present the grant according to Ms. Davis is January 22, 2009.

The "Learn and Earn" Program was established by Governor Mike Easley and 2003 & 2004 General Assembly action enacting General Statutes 116C-4 including 2.2 million in recurring and non recurring funds. The Gates Foundation provided \$11 million initial grants and will provide an additional \$9 million. Goals are to reform high schools, better prepare students for college and the work force, establish seamless curricula and provide work based experience. Measureable outcomes are to increase preparedness for work and college, graduation rates, economic opportunities, and teacher/students satisfaction and decrease drop out rates, suspensions, retention, achievement gaps and

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violence. NC education stats include for every 100 students in the 9th grade, only 19 of the original 100 graduate with associate/bachelor degrees within six years.

Commissioner Kennington raised questions to Ms. Davis regarding present programs currently offered to high school students through Piedmont Community College including:

- The Huskins Bill program of which over 300 students are already engaged
- The Concurrent or Dual Enrollment program for students to begin accessing college courses starting at age 16 of which approximately 200 students now engaged.
- Learn and Earn courses for on line only involve approximately 15 students.
- Under 16 year old gifted and mature program is no longer applicable.
- UNCG – School of Science and Math – long distance learning classroom – at this time offers elective courses only.

Commissioner Kennington confirmed with Ms. Davis that all the current programs defray debt, offer options to students to access high school and college courses as well as save money for parents. Ms. Davis stated that Early College is a step beyond the current program offerings. None of the current programs by themselves lead to a college degree unless students, on their own take additional courses during the 3 summers to earn an associate degree within the high school four year timeframe. Early College would provide the opportunity for 2 years college transfer or a degree with the age limit waived to 14 at 9th grade.

Commissioner Kennington asked how Early College would affect Ninth Grade Academy. Ms. Davis responded that the Rocket Academy is a transition program for ninth graders to high school and stated no funding would be impacted nor would instruction materials, staff development or teachers by the Early College proposed program. The only impact would be that 50 ninth grade students would be on Piedmont Community College's campus and not at the high school.

Commissioner Kennington inquired about the maturity of ninth grades to enter the Early College. Ms. Davis stated their research notes student did not feel they gave up but gained however this would be individual based. Some students may not have an opportunity to attend college or was not interested in clubs or sports to keep them at the high school, and feel the opportunity is greater than the high school experience.

Ms. Davis explained the timeline that was handed out to the group. In April of 2008 a letter of intent was developed to be one of the 12 to receive the possible grant. In July of 2008, the grant awarded was placed on hold by the NCDPI. In September 2008, Person County Schools was notified that the funds were released by the State for grant awards in which the planning team attending required meetings and training. Informal discussion with the County Manager regarding funding and potential inclusion in the spring 2009 bond package took place in October 2008. Site visits by the planning team

as well as informal discussion with the County Manager and presentation to the Board Chair and Vice Chair took place in November, 2008. The request to be placed on the Commissioner's agenda was made in December, 2008.

Ms. Davis stated the ADM funding for teachers, staff development and instructional materials would be shared with the students in the proposed program. The State would pay for the principal up until next year and the Board of Education would want to have 100 students in the program to continue to fund. Ms. Davis further noted that both Person County School and Piedmont Community College would be making in-kind donations, i.e. copier, fax, custodian services, telephones, wireless internet, resources, shared positions with an agreement to share those things. The only ongoing expense after the grant ended would be the required college liaison position.

Commissioner Kennington asked Dr. Owen of Piedmont Community College if the new building currently under construction would free up any space at the college. Dr. Owen stated it would free up space for their technical and health science programs, however, it would not create new space for this new proposed program.

Assistant Superintendent Dave Bennett came before the board to explain the four modular classroom proposals as presented.

Proposal 1: Purchase from Modular Technologies an eight-room modular school in Year 1. The building contains 7776 square feet, six classrooms, one media/research room, and one administrative/guidance office space. The unit will also include two restrooms. The modular unit purchase price is \$262,330. Required site-work, foundation costs, utility installations and furniture for three classrooms and the office will be \$160,000. Only three classrooms will be furnished in Year 1 at this cost. Total purchase price with set-up is \$422,330 in Year 1.

Proposal 2: Purchase from Modular Technologies the unit in proposal 1 above through a five-year lease-to-own agreement. Payments would be made equally over five years for the building alone. All set-up costs would still be required in Year 1. Annual lease-to-purchase cost is \$62,333.40. Required site-work, foundation costs, utility installations and furniture for three classrooms and the office will be \$160,000. Total cost of Year 1 is \$222,333.40 and annual costs for Years 2-5 is \$62,333.40.

Proposal 3A & 3B: Either purchase or lease-to-purchase from Modular Technologies a used, seven-room modular unit with two restrooms from Iredell County for \$156,000. The seven-room unit has 800 fewer square feet less usable space (one classroom). Unit built in 2003.

3A: Lease-to-purchase a used classroom pod from Iredell County. The annual lease rate is \$37,224 for five years. Cost of Year 1 is \$197,224 (with set-up). Cost of Years 2-5 would \$37,224.

3B: Purchase the used unit from Iredell County for \$156,000 (price may be slightly negotiable). Required site-work, foundation costs, utility installations and furniture for three classrooms and the office will be \$160,000. Total one-time purchase price is \$316,000.

Proposal 4: An exact unit as described in Proposal 1 engineered and priced by Mark Line Industries. Cost of unit is \$362,860. Required site-work, foundation costs, utility installations and furniture for three classrooms and the office will be \$160,000. Total costs \$522,860. Lease purchase would be approximately \$246,220 (with set-up) for Year 1. Cost of Years 2-5 would be \$86,220.

Mr. Bennett stated following conversations with BB&T Bank, lease options for a term of five years are available.

Commissioner Puryear explored the option of the recent 3% budget cuts from the Person County Schools budget (approximately \$280,000 per Finance Director Amy Wehrenberg) as a possible funding source to fund Proposal 3A.

Commissioner Jeffers asked Mr. Bennett regarding the personnel needed. Mr. Bennett stated for Year 1 the plan is for three teachers, one principal, one counselor and the liaison, all funded by the grant. Mr. Bennett stated no impact would be made on the local budget for this proposal program. Commissioners Jeffers and Kennington asked the Board of Education representatives if any of the School Fund Balance could be used for this proposal program. The answer was no.

A **motion** was made by Commissioner Puryear, **seconded** by Commissioner Kennington, to approve Proposal 3A as presented for a Lease- to- purchase a used classroom pod from Iredell County. The annual lease rate is \$37,224 for 5 years, cost of year 1 is \$197,224 with set up, funding by reallocating \$280,000 back into the Person County School budget. After discussion, a substitute **motion** was made by Commissioner Kennington, **seconded** by Commissioner Clayton to postpone action on this agenda item until the January 20, 2009 board meeting at which time additional options may be presented by the Board of Education. The **substitute motion carried by a 3/2 vote** with Commissioners Lunsford and Puryear casting the dissenting votes.

HEALTH DEPARTMENT REQUEST FOR PHYSICAL THERAPIST & PHYSICAL THERAPIST ASSISTANT POSITIONS:

Health Director Janet Clayton appeared before the Board on behalf of the Home Health & Hospice in-home physical therapy services. Historically Physical Therapist and Physical Therapist Assistant services have been provided through an independent contractor(s). After review and gathering information from our counties, Ms. Clayton requests Board approval that the Physical Therapist remain a contracted service and the Physical Therapist Assistant position be transferred from budgeted contracted services to

the appropriate salary and fringe line items. Ms. Clayton indicated a potential budget savings of approximately \$5,000 with this action.

A **motion** was made by Commissioner Clayton, **seconded** by Commissioner Lunsford, and **carried** to approve the Physical Therapist remain a contracted service and the Physical Therapist Assistant position be transferred from budgeted contracted services to the appropriate salary and fringe line items.

PERSON COUNTY HEALTH DEPARTMENT'S REVISED FEE SCHEDULE AND SETTING FEE POLICY:

Health Director Janet Clayton advised the Board of Commissioners that the Board of Health conducted the annual review of the Health Department's Fee Schedule and approved the changes on November 24, 2008 submitted for approval. There are five new fees approved to be added to the Fee Schedule. Additionally, the Health Department has implemented a "Setting Fees" policy which should also be reviewed and approved by the Board.

A **motion** was made by Commissioner Clayton, **seconded** by Commissioner Jeffers, and **carried** to approve the Health Department's Fee Schedule as well as the "Setting Fees" policy.

Person County Health Department Revised Fee Schedule 2008

Procedure Code	SERVICE	Service Count 2007-2008	Medicaid Rate 7/08	Current Person County Health Department	BOH 2008-2009 Approved Fee
36406	VENIPUNCTURE (<3YRS)		14.70	20.00	20.00
36415	VENIPUNCTURE		3.00	16.00	16.00
57170	Diaphragm Fitting/Inst.		65.53	96.00	96.00
58300	INSERTION OF IUD		69.35	150.00	150.00
58301	REMOVAL OF IUD		83.36	175.00	175.00
59025	FETAL NON-STRESS TEST		38.47	44.00	50.00
59425	ANTEPARTUM CARE 4-6 VISITS		365.28	648.00	1,154.00
59426	ANTEPARTUM CARE 7+ VISITS		653.12	972.00	1,706.00
76815	ULTRASOUND		78.81	85.00	100.00
80061QW	Lipid Panel		18.72		25.00
81003	URINALYSIS		3.14	12.00	10.00
81025	URINE PREGNANCY TEST		8.84	25.00	25.00
82120	Amines		5.25		7.00
82270	BLOOD OCCULT, FECES		4.54	14.00	14.00
82465	CHOLESTEROL		6.08	19.00	19.00

82947	GLUCOSE (RANDOM)		5.48	19.00	19.00
82950	GLUCOSE (1HR)		6.64	21.00	20.00
82951	GLUCOSE TOLERANCE TEST (GTT - 3HR)		17.99	48.00	48.00
82952	GTT (3HR) ADDED SAMPLES		5.48	19.00	19.00
83036QW	Glycated Hemoglobin Test		13.56		25.00
027623*	DIAGNOSTIC PANEL (outside lab)*			30.00	35.00
00620*	THYROID PROFILE w/ TSH		51.76		40.00
85018	HEMOGLOBIN		3.31	14.00	12.00
86580	TB SKIN TEST -PPD*		n/c	20.00	25.00
096206*	Varicella Zoster (IgG) (aka Varicella Titer)		18.00		43.00
87070	GC CULTURE		12.03	19.00	21.00
87081	GC CULTURE		8.06	19.00	21.00
87086	URICULT		11.28	38.00	30.00
87205	STAT GRAM STAIN SMEAR		5.96	21.00	20.00
87210	WET MOUNT		5.33	19.00	19.00
88142	PAP SMEAR (State Lab)		-	12.33	12.33
90376	RABIES IG (Rig-HT)		78.08	175.00	175.00
90465	Immunization Admin Fee under 8yrs		EP-17.25	28.00	28.00
90471	Immunization Admin Fee - single		17.25	28.00	28.00
90472	Immunization Admin (2 or more)			15.00	12.00
90632	Hepatitis A (Adult)		45.81	75.00	60.00
90636	Twinrix / Hepatitis A/B private		92.84	124.00	100.00
90649	Gardasil (HPV) - private		140.79	175.00	156.00
90657	INFLUENZA 6-35 MO.*		6.39	30.00	30.00
90658	INFLUENZA 3YRS.+*		13.22	30.00	30.00
90675	RABIES IM*		152.54	190.00	175.00
90716	VARICELLA private		72.74	86.00	125.00
90732	PNEUMONIA VACCINE*		27.03	45.00	45.00
90733	MENINGOCOCCAL Polysaccharide, SC/Jet		89.43	95.00	120.00
90746	HEP B - over 20 yrs.*		57.26	65.00	65.00
90772	THERAPEUTIC INJECTION		18.35	25.00	25.00
92551	AUDIOMETRY		8.58	29.00	25.00
96110	DENVER DEVELOPMENTAL TESTING		10.13	35.00	35.00
99001	HANDLING FEE		0.00	18.00	18.00
99173	VISION TEST		0.00	20.00	20.00
99201	OFFICE VISIT - NEW - BRIEF		62.10	75.00	75.00
99202	OFFICE VISIT - NEW - LIMITED		93.15	105.00	115.00

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99203	OFFICE VISIT - NEW - INTERMEDIATE		132.48	165.00	165.00
99204	OFFICE VISIT - NEW - EXTENDED		194.58	230.00	240.00
99205	OFFICE VISIT - NEW - COMPREHENSIVE		244.26	275.00	275.00
99211	OFFICE VISIT - ESTABLISHED-MINIMAL		34.16	50.00	50.00
99212	OFFICE VISIT - ESTABLISHED - BRIEF		56.93	70.00	75.00
99213	OFFICE VISIT - ESTABLISHED - INTERMEDIATE		78.66	90.00	100.00
99214	OFFICE VISIT - ESTABLISHED -EXTENDED		122.13	145.00	150.00
99215	OFFICE VISIT- ESTABLISHED - COMPREHENSIVE		182.16	200.00	205.00
99381	PREVENTIVE VISIT, NEW AGE 0-1		90.00	140.00	150.00
99382	PREVENTIVE VISIT, NEW AGE1-4		90.00	150.00	165.00
99383	PREVENTIVE VISIT, NEW AGE 5-11		90.00	165.00	190.00
99384	PREVENTIVE VISIT, NEW AGE 12-17 EP/FP		90/169	200.00	210.00
99385	PREVENTIVE VISIT, NEW AGE 18-39 EP/FP		90/167	200.00	210.00
99386	PREVENTIVE VISIT, NEW AGE 40-34		199.00	225.00	225.00
99387	PREVENTIVE VISIT, NEW 65+		215.00	235.00	240.00
99391	PREVENTIVE VISIT, EST AGE 0-1		90.00	130.00	120.00
99392	PREVENTIVE VISIT, EST AGE 1-4		90.00	140.00	135.00
99393	PREVENTIVE VISIT, EST AGE 5-11		90.00	155.00	145.00
99394	PREVENTIVE VISIT, EST AGE 12-17 EP/FP		90/146	195.00	195.00
99395	PREVENTIVE VISIT, EST AGE 18-39 EP/FP		90/142	195.00	195.00
99396	PREVENTIVE VISIT, EST AGE 40-64		158.00	215.00	215.00
99397	PREVENTIVE VISIT, EST AGE 65>		175.00	225.00	200.00
99501	HOME VISIT FOR POSTPARTUM		60.00	Medicaid Only	65.00
99502	HOME VISIT NEWBORN		60.00	Medicaid Only	65.00
BDCHK	RETURNED CHECK		0.00	25.00	25.00
D0145	ORAL SCREENING		38.07	Medicaid Only	43.00
D1206	TOPICAL FLUORIDE		15.44	Medicaid Only	26.00
DISCLOSURE	ACCOUNTING OF DISCLOSURE		0.00	0.25	0.25
G0008	FLU ADMIN FEE MEDICARE			8.00	current Medicare rate

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G0009	PNEU ADMIN FEE MEDICARE			8.00	current Medicare rate
J1055	DEPRO PROVERA		40.50	60.00	60.00
J2790	RHOGAM INJECTION		89.71	160.00	140.00
J7300	PARA GARD IUD		427.50	437.50	430.00
J7302	MIRENA IUD (effective 1/1/06)		527.30	487.00	535.00
MR COPY	COPY OF MEDICAL RECORD		0.00	0.50	0.50
RTITER	RABIES TITER / KANSAS STATE		0.00	25.00	64.00
S4993	Birth Control Pills		3.50	6.50	6.50
T1002	RN SERVICES		19.50	Medicaid Only	25.00
T1016	CHILD SERVICE COORDINATION		21.74	Medicaid Only	25.00
T1017	MATERNITY CARE COORDINATION		29.30	Medicaid Only	33.00

	New Procedures
	Fee Changes
*	Lab Corp Procedure Number

PERSON COUNTY HEALTH DEPARTMENT

Setting Fees

I. POLICY

In accordance with G.S. 130-A-39(g) Person County Health Department will implement fees for services rendered with the approval of the Person County Board of Health and the Person County Board of Commissioners.

II. PURPOSE

The purpose of this policy is to ensure that fees are based on service cost.

III. PROCEDURE

Program reviews and committee meetings comprised of all disciplines will meet, within the Health Department setting, as necessary to determine the cost of providing services and discuss the "setting of rates", for the services provided. The following procedures define the methods used for setting rates:

A. Personal Health

1. The "Medicaid Cost Analysis" provided by the Office of Medicaid Reimbursement will be utilized to compare how much it costs the Health Department to provide a service. The Medicaid Cost Study is performed annually in all Health Departments. The actual results are in this document and shared with each County. The cost of providing services is compared throughout the State, from one Health Department to another. This information gives a realistic figure to work with and compares cost to perform a service to all other counties within the State.
2. The "Office of Medicaid Reimbursement" issues their reimbursement rates, usually in January of each year. These rates will be used as a baseline when comparing to other third parties.
3. Medicare, surrounding community rates (ex: community physician rates, local labs, hospital rates, etc), plus a comparison of surrounding counties' Health Department fees are also contributing factors in determining rates.

B. Environmental Health

1. Environmental Fees are adjusted based on Service Costs as needed.
2. A comparison of surrounding counties' Environmental Health fees are also contributing factors in determining rates.

Once the above information has been reviewed and discussed with the Health Department staff, fees will be taken to the Board of Health and Board of County Commissioners for their discussion and final approval. Once approval has been received, the appropriate fees are set and will be maintained in the Department, noted as the approved "schedule of charges". Board approvals (Health and County Commissioners) will be reflected in the respective minutes.

DATE DEVELOPED: February 27, 2007

DATE REVIEWED: 4/3/08 ddc

DATE REVISED:

APPROVED BY: W. Jeffery Nollitt, ²⁰⁵ TITLE: Chairman, BOH DATE: 3/26/07

January 5, 2009

PERSON INDUSTRIES CODE OF ETHICS AND POLICIES AND PROCEDURES:

Person Industries Director Wanda Rogers requested Board approval of Person Industries Code of Ethics as well as new and revised policies and procedures. Ms. Rogers presented a summary of all policies and procedures that are new or revised since the Board of Commissioners previous approval in February 2006. Policy Manuals have been in the Clerk's office for review. All new or revised policies are a result of changes in CARF (national accreditation), MH/DD/SAS, Medicaid and Vocational Rehab requirements.

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Clayton, and **carried** to approve the Person Industries Code of Ethics as well as the new and revised policies and procedures as presented.

Person Industries Code of Ethics

- We are dedicated to excellence with an emphasis on quality, stakeholder satisfaction and continuous improvement.
- We will treat all employees/consumers with dignity and respect, regardless of race, color, religion, gender, disability, age, sexual orientation, or national origin.
- We promote inclusion, choice, community supports and best practice.
- We are committed to using all resources wisely and honestly.
- We will protect the privacy and confidentiality of all employees/consumers.
- We assure the basic human rights as well as the client rights of all persons served.
- We utilize internal and external professional reviews to ensure excellence in our program and business practices.
- We will market our business and consumer services in a fair, lawful, and ethical manner.
- We strive to be financially self-sufficient and competitive in our business contracts.
- We will conduct business and services with honesty, integrity and professionalism while adhering to federal and state laws and regulations, therefore protecting our good public image and reputation.

Revised 10/08
Adopted 07/07

January 5, 2009

PERSON INDUSTRIES
POLICIES AND PROCEDURES MANUAL

Person Industries Code of Ethics

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Corporate Compliance Program	1-6	For national accreditation (CARF), Revised August 2009, replaced Organizational Compliance policy.
Human Resources Development	1-8	For national accreditation (CARF), Medicaid, Division of MH/DD/SA & VR, Revised September 2008
Identity Theft Protection	1-10	New Policy July 2008
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Staff Orientation	1-24	PI operations, Revised July 2008
Stakeholder Input	1-25	For national accreditation (CARF), Revised August 2009, replaced Persons Served and Community Input
Subpoenas, Subpoena duces tecum, Summons and Search Warrants	1-28	For national accreditation (CARF), Revised September 2008

Revised October 2008 to add to last bullet: "adhering to federal and state laws..."

New or revised policies since last approval date of February 2006

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For national accreditation (CARF), Revised July 2008	1-1	
Required by the Division of MH/DD/SA, Revised July 2008	1-3	
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Deleted, Found in Person County Personnel Policies		
For national accreditation (CARF), Revised August 2009, replaced Organizational Compliance policy.	1-6	
For national accreditation (CARF), Medicaid, Division of MH/DD/SA & VR, Revised September 2008	1-8	
New Policy July 2008	1-10	
For national accreditation (CARF), Revised August 2009, replaced Program Evaluation Policy	1-11	
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PI operations, Revised March 2007	1-17	
Required by federal and state law, Revised August 2008	1-19	
PI operations, Revised July 2008	1-20	
For national accreditation (CARF), Revised August 2008	1-22	
PI operations, Revised July 2008	1-23	
PI operations, Revised July 2008	1-24	
For national accreditation (CARF), Revised August 2009, replaced Persons Served and Community Input	1-25	
For national accreditation (CARF), Revised September 2008	1-28	

Total Quality Improvement Plan	I-30	For national accreditation (CARF), Medicaid, Division of MH/DD/SA & VR Revised July 2008
Waitlist for ADVP and CAP-MR/DD Services	I-32	New Policy, PI operations. Effective November 2008
Whistleblower	I-33	New Policy, For national accreditation (CARF). Effective October 2008

SECTION II

CLIENT RIGHTS

Abuse and Neglect Reporting	2-1	Required by federal and state law. Revised March 2008
Client Rights	2-2	Required by federal and state law. Revised August 2008
Client Rights - Discharge, Suspension or Dismissal	2-6	Required by federal and state law. Revised March 2008
Client Rights - Guardianship	2-8	Required by federal and state law. No changes
Client Rights - Search & Seizure	2-10	Required by federal and state law. Revised May 2006
Client Rights Committee (Intervention Advisory Committee)	2-12	Required by federal and state law. No changes
File Complaints	2-14	Required by federal and state law. Replaced Grievance policy. Revised Oct 2008
Incident Reporting	2-17	Required by federal and state law. Revised Jan 2008
Incident Reporting - Death Reporting	2-18	Required by federal and state law. Revised March 2008
Positive Alternatives - Least Restrictive Interventions	2-19	Required by federal and state law. Revised May 2006
Research Review Board	2-21	PI Operation. New Policy Effective: May 2006
Restrictive Interventions	2-22	Required by federal and state law. Revised March 2008
Social Integration	2-27	PI Operation. Revised May 2006

SECTION III

HIPPA

Authorization to Access Protected Health Information	Page	Required by federal law. No Changes
Changes in Medical Record (Consumer Request)	3-1	Required by federal law. No Changes
Confidentiality of Records (Procedure for Maintaining)	3-2	Required by federal law. Revised Jan 2008
Consumer Access	3-3	Required by federal law. No Changes
Disclosure of Protected Information	3-5	Required by federal law. Revised Nov 2007
Emergency Coverage for Nights, Weekends & Holidays	3-6	Deleted
Privacy Policy	3-8	Required by federal law. Revised Jan 2008
Privacy Practices	3-14	Required by federal law. New Policy effective: Feb. 14, 2008
Privacy & Security Official Designation	3-16	Required by federal law. No Changes
Secured/Hot File	3-17	Required by federal law. No Changes

SECTION IV

HEALTH AND SAFETY

Accident Investigation
Accident Reporting

4-1	PI Operation. New Policy. Revised July 2008
4-4	Required by OSHA, CARF, Medicaid, Division of MH/DD/SA and VR Revised July 2008
4-5	Required by OSHA. Revised July 2008
4-14	Required by OSHA, national accreditation (CARF). Revised July 2008
4-16	Required by OSHA, national accreditation (CARF). Revised July 2008
4-17	Required by OSHA. Revised Dec 2008
4-18	Required by OSHA, CARF, Medicaid, Division of MH/DD/SA and VR Revised July 2008
4-23	PI Operation. Revised July 2008
4-29	Required by OSHA, CARF, Medicaid, Division of MH/DD/SA and VR Revised July 2008
4-31	Required by OSHA. New Policy Feb 2008, revised July 2008
4-32	Required by OSHA. New Policy Feb 2008, revised July 2008
4-33	Required by OSHA. Revised July 2008
4-36	Required by OSHA. Revised July 2008
4-38	Required by OSHA, CARF, Medicaid, Division of MH/DD/SA and VR Revised July 2008
4-39	Required CARF, Medicaid, Division of MH/DD/SA. Revised July 2008
4-42	Required by OSHA, national accreditation (CARF). Revised July 2008
4-43	Required by OSHA, national accreditation (CARF). Revised July 2008
4-44	Required by OSHA, national accreditation (CARF). Revised July 2008
4-45	Required by OSHA, national accreditation (CARF). Revised July 2008
4-46	Required CARF, Medicaid, Division of MH/DD/SA & VR. Revised July 2008
4-48	Required CARF, Medicaid, Division of MH/DD/SA & VR. Revised July 2008 New Policy effective July 2008

Blood Borne Pathogens Exposure Control Policy
Bomb Threat Calls (Instructions for Receiving)
Bomb Threat Drill
Building Evacuation
Communicable Disease Information Policy

Disaster Readiness Plan
Emergency Action Plan

Hazard Assessment Certification
Hazard Control & Personal Protective Equipment (PPE)
Hazardous Chemicals Communications Program
Lockout/Tagout
Medical Emergency Procedures

Medication Administration
Natural Disaster Plan
Natural Disaster Plan Drills
Power Failure
Safe Work Environment
Safety/Safety Education Policy
Workplace Violence

SECTION V

PROGRAMS

General

Admission Assessment
Attendance
Community Support Team (Composition)

5-2	Required by Division of MH/DD/SA. Revised March 2008
5-3	PI operations. No changes Deleted

Creating a Medical Record	5-4	Required by Division of MH/DD/SA, and Medicaid. Revised Feb 2008
Creating Volumes	5-5	Required by Division of MH/DD/SA. No changes
Evaluation Services	5-6	Required CARF, Medicaid, Division of MH/DD/SA & VR. No changes
First Responder		Deleted
Fee	5-7	PI operations. No changes
General Admissions Criteria	5-8	Required CARF, Medicaid, Division of MH/DD/SA & VR. No changes
Inactive Status Document Reporting	5-9	Required PI & Division of MH/DD/SA. No changes
Leaving Premises	5-10	PI operations. No changes
Medical Record Form Revision	5-11	Required by Division of MH/DD/SA. New Policy effective March 2007
Orientation (Consumer)	5-12	Required PI, CARF, Medicaid, Division of MH/DD/SA & VR. No changes
Recording and Correcting Entries in the Medical Record	5-14	Required by Division of MH/DD/SA. New Policy effective March 2007
Screening	5-15	Required CARF, Medicaid, Division of MH/DD/SA & VR. No changes
Substance Abuse	5-16	PI operations. No changes
Transfer Procedures (In-House)	5-17	Required CARF and PI. No changes
Transportation Policy	5-18	PI operations. No changes
Transportation Fee Policy	5-20	PI operations. No changes
Transportation Fee Policy (Community Employment)	5-21	PI operations. Revised Sept. 2006
Volunteering	5-22	PI operations. No changes
ADVP		
Admissions Criteria (ADVP Program)	5-24	Required CARF, Division of MH/DD/SA. Revised Jan 2008
Consent for Treatment	5-27	Required CARF, Medicaid, Division of MH/DD/SA & VR. Revised March 2008
Discharge Criteria	5-28	Required CARF, Medicaid, Division of MH/DD/SA & VR. No change
CAP-MR/DD		
Admissions Criteria (CAP-MR/DD Program)	5-31	Required CARF, Medicaid. Revised Jan 2008
CAP-MR/DD Provider	5-33	Required Medicaid & LME. Revised Jan 2008
Day Supports	5-34	Required CAP-MR/DD waiver. Revised Jan 2008
Discharge (CAP-MR/DD Program)	5-35	Required CARF, Medicaid. New Policy effective: Jan 2008
Personal Care	5-37	Required CAP-MR/DD waiver. New Policy effective: Jan 2008
Supported Employment (CAP-MR/DD Program)	5-38	Required CAP-MR/DD waiver. New Policy effective: Jan 2008

Supported Employment	
Admission Criteria (SE)	5-41 Required CARF, Division of MH/DD/SA & VR. No changes
Community Employment Services	5-43 PI operations. Revised March 2008
Long-Term Support Services	5-46 Required CARF, Division of MH/DD/SA & VR. Revised March 2008
Long-Term Support Services Release	5-47 PI operations. No changes
Readmission	5-48 PI operations. No changes
VR	
Admission Criteria	5-50 Required CARF & PI. Revised June 2008
Assistive Technology Resource List	5-52 Required CARF & PI. Revised June 2008
Comprehensive Vocational Evaluation Services	5-53 PI operations. Revised June 2008
Employee Development Services (Work Adjustment Program)	5-57 PI operations. Revised June 2008
VR Follow-up Policy for Persons Discharged	5-62 Required CARF & PI. Revised June 2008
SECTION VI	
BUSINESS AND FINANCE	
Applications for Employment	6-1 PI operations. New Policy effective: April 2006
Cellular Telephone Policy	6-2 PI operations. Revised Jan 2008
Computer Security Procedures	6-3 Required CARF and PI. Revised May 2007
Contract Revenue Collection	6-5 PI operations. Revised March 2007
Costing, Pricing and Bidding Procedures	6-7 PI operations. No changes
Direct Deposit Policy and Procedure	6-8 PI operations. Revised Jan 2008
Donations	6-9 PI operations. No changes
Employee Benefits Pay Policy	Deleted, in Employee Handbooks
Employee Definitions	6-10 PI operations. New Policy effective: March 2007
Employee Wage	6-12 Required by DOL. Revised Jan 2008
Family and Medical Leave Act Policy	Deleted, in Employee Handbooks
Family and Medical Leave Protocol	Deleted, in Employee Handbooks
Fee Splitting	6-13 PI operations. No changes
Financial Planning and Management	6-14 PI operations. No changes
I-9 Compliance Policy	6-15 Required by DOL. Revised Feb 2008
Non-Work Activities	6-17 PI operations. New Policy effective: December 12, 2008
Production Quality Assurance Program	6-18 PI operations. No changes
Strike Policy	6-19 Required by CARF. Revised Jan 2008

SECTION VII

FORMS APPENDIX

Abbreviations List	7-1	New
Assurance of Confidentiality	7-7	No change
Authorization for Disclosure of Protected Health Information (PHI)	7-8	New
Bomb Threat Checklist	7-10	No change
Cellular Phone Policy Acknowledgement Form	7-11	No change
Client Complaint Form	7-12	New
Consent for Treatment/Evaluation Emergency Care Authorization	7-14	New
Consumer Access To Record	7-15	New
Contract Bid Record Form	7-16	No change
Direct Deposit Sign-up Form	7-17	No change
Discharge Summary	7-18	New
Incident and Death Reporting (DHHS)	7-20	No change
Incident/Accident Form	7-27	No change
Information on Client Rights	7-29	New
Intention to Obtain Hepatitis B Vaccine	7-31	New
Long-Term Support release Form	7-32	No change
Medical Statement	7-33	No change
Notice of Privacy Practices	7-34	New
Orientation Checklist (Employee)	7-36	Revised Dec 2008
Orientation Checklist (Staff)	7-37	No change
PATC Data Security Agreement	7-39	New
Personal Protective Equipment Training Acknowledgement	7-40	New
Personnel Action Form (PAF)	7-41	New
Privileging	7-42	New
Referral/Screening	7-43	New
Restrictive Intervention (DHHS)	7-44	New
Risk Management Form (Person County Government)	7-49	No change
Safety Orientation (Employee)	7-50	No change
Substance Abuse Agreement Form	7-51	No change

**PRESENTATION OF PERSON COUNTY EXECUTIVE AIRPORT 2010-2014
TRANSPORTATION IMPROVEMENT PROGRAM:**

Assistant County Manager Paul Bailey presented the Person County Executive Airport 2010-2014 Transportation Improvement Program outlining the list of proposed projects as recommended by Talbert & Bright, Inc. (Person County's Consultant Engineer for airport issues). The Airport Commission met and approved the project listing on January 2, 2009 with a priority of #1 updating the Airport Master Plan and ALP Drawings. The North Carolina Division of Aviation requests annual Transportation Improvement Program plans to be updated with Board approval to serve as an official blueprint to proceed should funding be awarded. Mr. Bailey noted that funds awarded are usually on a 90/10 basis whereby Person County allocates the 10%.

A **motion** was made by Commissioner Clayton, **seconded** by Commissioner Lunsford, and **carried** to approve the Person County Executive Airport 2010-2014 Transportation Improvement Program plan as presented.

Person County Executive Airport (TDF) - Blue Group Airport TRANSPORTATION IMPROVEMENT PROGRAM (TIP) 2010-2014 PROJECT LISTING					December 09, 2008
PROJECT	DESCRIPTION	FISCAL YEAR	TOTAL EST. COST		
Division of Aviation Minimums:					
1. Airport Master Plan and ALP Drawings Update	AMP and ALP Update; Safety Area, Runway Extension, and Localizer Relocation Study	2010	\$ 160,000		
2. Taxiway Turnaround for Runway 24	Extend parallel taxiway approximately 300' to complete taxiway on Runway 24 end	2010	\$ 1,060,000		
3. Property Acquisition (Runway 24 RSA)	Property Acquisition for Extension of RSA for Runway 24	2011	\$ 365,000		
4. Runway Safety Area Extension	Extend RSA Runway 24. Relocate Localizer. Relocate SR-1131	2012	\$ 3,931,000		
5. Relocation of Runway 6 Threshold	Relocation of Runway 6 Threshold (6,000 ft Runway) Including Land Acquisition; Easement Acquisition; Relocation of SR 1129, Glide Slope, and PAPI; Clearing and Grading	2014	\$ 1,843,000		
6. Runway Safety Area Widening	Widen Runway Safety Area	2014	\$ 1,661,000		
	Total Cost to bring Airport up to Division of Aviation minimums:		\$ 9,020,000		
Division of Aviation Recommended:					
7. Update AWOS Installation	Replace outdated AWOS Equipment	2010	\$ 92,500		
8. Runway Lighting System	High Intensity Runway Lighting System	2011	\$ 334,000		
9. Taxiway Signs	Upgrade Taxiway Signage	2011	\$ 131,000		
10. Runway Extension to 6,500 ft	Extend Runway to 6,500 ft (Takeoff Length)	2013	\$ 1,969,000		
	Total Cost to bring Airport up to Division of Aviation recommended:		\$ 2,526,500		
Additional Airport Requested Projects:					
11. MALSR System Installation	Install MALSR System to Runway 6	2010	\$ 220,000		
12. Access Road and Parking Rehabilitation	Rehabilitate Terminal Access Road and Parking Lot	2010	\$ 222,000		
13. Terminal Expansion	Expand Terminal Building to ±3,300 ft² (1500 ft² Expansion)	2012	\$ 469,000		
14. Terminal Area Auto and Parking Expansion	Expand Terminal Auto Parking	2013	\$ 208,000		
15. Terminal Area Apron Expansion	Expand the Terminal Area Apron (±9,000 yd²)	2013	\$ 712,000		
16. T-Hangar, Executive Hangar & Taxiway	10 Unit T-Hangar, 5 Unit Executive Hangar with Hangar Taxiway	2013	\$ 1,871,000		
	Total Cost for Airport requested projects:		\$ 3,702,000		
				Total All Improvements	\$ 15,248,500

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2. Taxiway Turnaround for Runway 24 - FY 2010					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$47,000.00	1	\$47,000.00
2	Engineer's Field Office	LS	\$4,000.00	1	\$4,000.00
3	Temporary Construction Entrance	LS	\$1,500.00	1	\$1,500.00
4	Temporary Seeding and Mulching	Acre	\$2,000.00	4	\$8,000.00
5	Unclassified Excavation	CY	\$8.00	1,000	\$8,000.00
6	Borrow Embankment	CY	\$12.00	45,000	\$540,000.00
7	Undercut Excavation	CY	\$15.00	1,000	\$15,000.00
8	Silt Fence	LF	\$4.00	1,000	\$4,000.00
9	Inlet Protection	Each	\$800.00	2	\$1,600.00
10	Outlet Protection	Each	\$800.00	2	\$1,600.00
11	Drop Inlet	Each	\$3,000.00	2	\$6,000.00
12	RCP - 18"	LF	\$50.00	300	\$15,000.00
13	FES	Each	\$1,000.00	2	\$2,000.00
14	Crushed Aggregate Base Course	CY	\$50.00	1,200	\$60,000.00
15	Bituminous Surface Course	Ton	\$100.00	750	\$75,000.00
16	Bituminous Prime Coat	SY	\$3.00	3,500	\$10,500.00
17	Geotextile Fabric Waterproofing Interlayer	SY	\$2.50	3,500	\$8,750.00
18	Pavement Marking (First Application)	SF	\$2.00	500	\$1,000.00
19	Pavement Marking (Second Application)	SF	\$2.00	500	\$1,000.00
20	Lighted Taxiway / Runway Signs	Each	\$3,000.00	2	\$6,000.00
21	Medium Intensity Taxiway Lights	Each	\$600.00	20	\$12,000.00
22	Cable Trench	LF	\$1.20	3,000	\$3,600.00
23	Underground Cable, No.8 AWG, L-824, Type C, Installed	LF	\$1.30	3,000	\$3,900.00
24	Bare Copper Counterpoise, No.6 AWG, Including Ground Rods and Connectors	LF	\$1.50	3,000	\$4,500.00
25	Seeding	Acre	\$1,200.00	4	\$4,800.00
26	Mulching	Acre	\$800.00	4	\$3,200.00

Subtotal - Construction Cost	\$847,950.00
Engineering, Construction Admin, Testing, & RPR Services	\$212,050.00
Total Estimated Budget	\$1,060,000.00

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3. Property Acquisition (Runway 24 RSA) - FY 2011		
	Description	Estimated Cost
1	Administrative Expenses	\$5,000.00
2	Appraisals / Review Appraisals	\$15,000.00
3	Environmental Due Diligence Audit (Phase I)	\$10,000.00
4	Legal Fees / Title Opinion	\$10,000.00
5	Acquisition Assistance	\$10,000.00
6	Land Acquisition	\$315,000.00

Total Estimated Budget

\$365,000.00

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4. Extend RSA Runway 24, Relocate Localizer & SR 1131 - FY 2012					
Runway 24 RSA Extension & Localizer Relocation					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$142,000.00	1	\$142,000.00
2	Engineer's Field Office	LS	\$8,000.00	1	\$8,000.00
3	Temporary Construction Entrance	LS	\$1,000.00	1	\$1,000.00
4	Temporary Seeding & Mulching	Acre	\$2,000.00	11	\$22,000.00
5	Unclassified Excavation	CY	\$6.00	2,000	\$12,000.00
6	Borrow Embankment	CY	\$8.00	280,000	\$2,240,000.00
7	Undercut Excavation	CY	\$15.00	2,000	\$30,000.00
8	Silt Fence	LF	\$4.00	2,000	\$8,000.00
9	Pavement Removal	LS	\$35,000.00	1	\$35,000.00
10	Seeding	Acre	\$1,200.00	11	\$13,200.00
11	Mulching	Acre	\$800.00	11	\$8,800.00
12	Localizer Relocation	LS	\$150,000.00	1	\$150,000.00

Subtotal Construction Cost

\$2,670,000.00

SR 1131 Relocation					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$24,000.00	1	\$24,000.00
2	Engineer's Field Office	LS	\$8,000.00	1	\$8,000.00
3	Temporary Construction Entrance	LS	\$1,000.00	1	\$1,000.00
4	Temporary Seeding & Mulching	Acre	\$2,000.00	2	\$4,000.00
5	Unclassified Excavation	CY	\$6.00	2,000	\$12,000.00
6	Borrow Embankment	CY	\$10.00	10,000	\$100,000.00
7	Undercut Excavation	CY	\$15.00	1,000	\$15,000.00
8	Silt Fence	LF	\$4.00	750	\$3,000.00
9	Inlet Protection	Each	\$800.00	5	\$4,000.00
10	Outlet Protection	Each	\$800.00	5	\$4,000.00
11	RC Pipe	LF	\$80.00	250	\$20,000.00
12	FES	Each	\$1,000.00	5	\$5,000.00
13	Crushed Aggregate Base Course	CY	\$50.00	2,000	\$100,000.00
14	Bituminous Surface Course	Ton	\$100.00	1,000	\$100,000.00
15	Bituminous Prime Coat	SY	\$3.00	6,200	\$18,600.00
16	Pavement Marking	SF	\$2.00	1,000	\$2,000.00
17	Seeding	Acre	\$1,200.00	2	\$2,400.00
18	Mulching	Acre	\$800.00	2	\$1,600.00
19	Property Acquisition	Acre	\$10,000.00	5	\$50,000.00

Subtotal - Construction Cost

\$474,600.00

Total Estimated Construction Costs

\$3,144,600.00

Engineering, Construction Admin, Testing, & RPR Services

\$786,400.00

Total Estimated Budget

\$3,931,000.00

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5. Relocation of Runway 6 Threshold - FY 2014					
Relocation of Runway 6 Threshold, PAPI, and Glide Scope Antenna					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$33,000.00	1	\$33,000.00
2	Engineer's Field Office	LS	\$4,000.00	1	\$4,000.00
3	Temporary Construction Entrance	LS	\$1,500.00	1	\$1,500.00
4	Temporary Seeding & Mulching	Acre	\$2,000.00	30	\$60,000.00
5	Unclassified Excavation	CY	\$8.00	40,000	\$320,000.00
6	Borrow Embankment	CY	\$10.00	2,000	\$20,000.00
7	Undercut Excavation	CY	\$15.00	2,000	\$30,000.00
8	Clearing & Grubbing	Acre	\$8,000.00	14	\$112,000.00
9	Silt Fence	LF	\$4.00	2,000	\$8,000.00
10	Pavement Marking (First Application)	SF	\$2.00	1,000	\$2,000.00
11	Pavement Marking (Second Application)	SF	\$2.00	1,000	\$2,000.00
12	Seeding	Acre	\$1,200.00	30	\$36,000.00
13	Mulching	Acre	\$800.00	30	\$24,000.00
14	Property Acquisition (Easement for RPZ Protection)	Acre	\$5,000.00	10	\$50,000.00
15	Property Acquisition (Renegotiate Easement for RPZ Protection)	Acre	\$3,000.00	15	\$45,000.00
16	Glide Slope & PAPI Relocation	LS	\$150,000.00	1	\$150,000.00

Subtotal - Construction Cost **\$897,500.00**

Relocate Roadway 1129					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$29,000.00	1	\$29,000.00
2	Engineer's Field Office	LS	\$8,000.00	1	\$8,000.00
3	Temporary Construction Entrance	LS	\$1,500.00	1	\$1,500.00
4	Temporary Seeding & Mulching	Acre	\$2,000.00	5	\$10,000.00
5	Unclassified Excavation	CY	\$8.00	2,000	\$16,000.00
6	Borrow Embankment	CY	\$10.00	10,000	\$100,000.00
7	Undercut Excavation	CY	\$15.00	1,000	\$15,000.00
8	Silt Fence	LF	\$4.00	2,000	\$8,000.00
9	Inlet Protection	Each	\$800.00	5	\$4,000.00
10	Outlet Protection	Each	\$800.00	5	\$4,000.00
11	RC Pipe	LF	\$80.00	250	\$20,000.00
12	FES	Each	\$1,000.00	5	\$5,000.00
13	Crushed Aggregate Base Course	CY	\$50.00	2,500	\$125,000.00
14	Bituminous Surface Course	Ton	\$100.00	1,500	\$150,000.00
15	Bituminous Prime Coat	SY	\$3.00	6,200	\$18,600.00
16	Pavement Marking	SF	\$2.50	1,000	\$2,500.00
17	Seeding	Acre	\$1,200.00	5	\$6,000.00
18	Mulching	Acre	\$800.00	5	\$4,000.00
19	Property Acquisition	Acre	\$10,000.00	5	\$50,000.00

Subtotal - Construction Cost **\$576,600.00**

Total Estimated Construction Costs	\$1,474,100.00
Engineering, Construction Admin, Testing, & RPR Services	\$368,900.00
Total Estimated Budget	\$1,843,000.00

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6. Runway Safety Area Widening - FY 2014					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$85,000.00	1	\$85,000.00
2	Engineer's Field Office	LS	\$4,000.00	1	\$4,000.00
3	Temporary Construction Entrance	LS	\$1,500.00	1	\$1,500.00
4	Temporary Seeding and Mulching	Acre	\$2,000.00	30	\$60,000.00
5	Unclassified Excavation	CY	\$8.00	5,000	\$40,000.00
6	Borrow Embankment	CY	\$10.00	100,000	\$1,000,000.00
7	Undercut Excavation	CY	\$15.00	2,000	\$30,000.00
8	Silt Fencing	LF	\$4.00	12,000	\$48,000.00
9	Seeding	Acre	\$1,200.00	30	\$36,000.00
10	Mulching	Acre	\$800.00	30	\$24,000.00

Subtotal - Construction Cost	\$1,328,500.00
Engineering, Construction Admin, Testing, & RPR Services	\$332,500.00
Total Estimated Budget	\$1,661,000.00

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7. Update AWOS Installation - FY 2010		
	Description	Estimated Cost
1	Provide New Sensors, Processor, Transmitter, and Miscellaneous Equipment	\$76,000.00
2	Installation, Calibration, and Certification	\$5,000.00

Subtotal	\$81,000.00
Engineering and Construction Administration	\$11,500.00
Total Estimated Budget	\$92,500.00

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8. Install Runway Lighting System (HIRL) - FY 2011					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$15,000.00	1	\$15,000.00
2	Trench	LF	\$1.25	17000	\$21,250.00
3	2" PVC Conduit	LF	\$3.00	17000	\$51,000.00
4	#8 5 KV Cable	LF	\$1.30	19000	\$24,700.00
5	#6 Bare Cu Counterpoise	LF	\$1.50	17000	\$25,500.00
6	Base Mounted HIRL	Each	\$650.00	62	\$40,300.00
7	Base Mounted Threshold Light	Each	\$700.00	8	\$5,600.00
8	In Pavement Runway Lights	Each	\$2,000.00	4	\$8,000.00
9	Guidance Signs - Runway Hold	Each	\$4,000.00	6	\$24,000.00
10	Hand Holes	Each	\$500.00	14	\$7,000.00
11	Man Holes	Each	\$8,000.00	2	\$16,000.00
12	2" HDPE - Directionally Bored	LF	\$35.00	40	\$1,400.00
13	15 KW Regulator	Each	\$12,000.00	1	\$12,000.00
14	Vault Modifications	LS	\$10,000.00	1	\$10,000.00
15	Removal of Existing MITL	LS	\$5,000.00	1	\$5,000.00

Subtotal - Construction Cost	\$266,750.00
Engineering, Construction Admin, Testing, & RPR Services	\$67,250.00
Total Estimated Budget	\$334,000.00

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9. Upgrade Taxiway Signage - FY 2011					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$8,000.00	1	\$8,000.00
2	Cable Trench	LF	\$1.25	3,700	\$4,625.00
3	#8 5 KV Cable	LF	\$1.30	4,500	\$5,850.00
4	#6 AWG Counterpoise	LF	\$1.50	4,500	\$6,750.00
5	Guidance Sign, 1 Module, 1 Sided	Each	\$3,500.00	8	\$28,000.00
6	Guidance Sign, 2 Module, 2 Sided	Each	\$4,500.00	2	\$9,000.00
7	Guidance Sign, 3 Module, 2 Sided	Each	\$5,500.00	7	\$38,500.00
8	Removal of Sign	LS	\$3,000.00	1	\$3,000.00
9	Install Stop Sign	Each	\$400.00	2	\$800.00

Subtotal - Construction Cost	\$104,525.00
Engineering, Construction Admin, Testing, & RPR Services	\$26,475.00
Total Estimated Budget	\$131,000.00

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10. Extend Runway to 6,500 ft - FY 2013					
Runway 6 Extension - 200 ft					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$35,000.00	1	\$35,000.00
2	Engineer's Field Office	LS	\$4,000.00	1	\$4,000.00
3	Temporary Construction Entrance	LS	\$1,200.00	1	\$1,200.00
4	Temporary Seeding & Mulching	Acre	\$2,000.00	4	\$8,000.00
5	Temporary Relocate T-hold, Includes Marking & Lighting Modifications	LS	\$10,000.00	1	\$10,000.00
6	Unclassified Excavation	CY	\$8.00	1,000	\$8,000.00
7	Borrow Embankment	CY	\$10.00	20,000	\$200,000.00
8	Undercut Excavation	CY	\$15.00	1,000	\$15,000.00
9	Silt Fence	LF	\$4.00	1,300	\$5,200.00
10	Inlet Protection	Each	\$800.00	1	\$800.00
11	Outlet Protection	Each	\$800.00	1	\$800.00
12	Drop Inlet	Each	\$3,000.00	1	\$3,000.00
13	RC Pipe	LF	\$80.00	500	\$40,000.00
14	FES	Each	\$1,000.00	1	\$1,000.00
15	Installation of Stripdrains	LS	\$30,000.00	1	\$30,000.00
16	Crushed Aggregate Base Course	CY	\$50.00	1,600	\$80,000.00
17	Bituminous Surface Course	Ton	\$100.00	1,100	\$110,000.00
18	Bituminous Prime Coat	SY	\$3.00	4,700	\$14,100.00
19	Geotextile Fabric Waterproofing Interlayer	SY	\$2.50	4,700	\$11,750.00
20	Marking Removal	SF	\$2.00	100	\$200.00
21	Pavement Marking (First Application)	SF	\$0.60	82,000	\$49,200.00
22	Pavement Marking (Second Application)	SF	\$0.60	82,000	\$49,200.00
23	New Medium Intensity Runway Lights, Type L-861, Base Mounted	Each	\$600.00	2	\$1,200.00
24	New Medium Intensity Taxiway Lights, Type L-861T, Stake Mounted	Each	\$550.00	10	\$5,500.00
25	Relocate Existing T-Hold Lights	Each	\$150.00	8	\$1,200.00
26	Relocate Existing Base Mounted Runway Lights	Each	\$300.00	2	\$600.00
27	L-858 Guidance Sign, 1 Module, Single Sided, Size 2, Type 2, Installed	Each	\$2,400.00	1	\$2,400.00
28	L-858 Guidance Sign, 2 Module, Double Sided, Size 2, Type 2, Installed	Each	\$2,900.00	1	\$2,900.00
29	Cable Trench	LF	\$1.00	1,400	\$1,400.00
30	Underground Cable, No.8 AWG, 5KV, L-824, Type C, Installed	LF	\$1.00	2,000	\$2,000.00
31	Bare Copper Counterpoise, No.6 AWG, Including Ground Rods & Connectors	LF	\$1.00	1,400	\$1,400.00
32	2-Way 4" PVC (Sch 40) Concrete Encased Duct	LF	\$40.00	50	\$2,000.00
33	Seeding	Acre	\$1,200.00	4	\$4,800.00
34	Mulching	Acre	\$800.00	4	\$3,200.00
Subtotal - Construction Cost					\$705,050.00

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Runway 24 Extension - 300 ft					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$50,000.00	1	\$50,000.00
2	Engineer's Field Office	LS	\$4,000.00	1	\$4,000.00
3	Temporary Construction Entrance	LS	\$1,500.00	1	\$1,500.00
4	Temporary Seeding & Mulching	Acre	\$20,000.00	4	\$80,000.00
5	Temporary Relocate T-hold, Includes Marking & Lighting Modifications	LS	\$10,000.00	1	\$10,000.00
6	Unclassified Excavation	CY	\$8.00	1,000	\$8,000.00
7	Borrow Embankment	CY	\$10.00	30,000	\$300,000.00
8	Undercut Excavation	CY	\$15.00	1,000	\$15,000.00
9	Silt Fence	LF	\$4.00	1,500	\$6,000.00
10	Inlet Protection	Each	\$800.00	1	\$800.00
11	Outlet Protection	Each	\$800.00	1	\$800.00
12	Drop Inlet	Each	\$3,000.00	1	\$3,000.00
13	RC Pipe	LF	\$80.00	500	\$40,000.00
14	FES	Each	\$1,000.00	1	\$1,000.00
15	Installation of Strip Drains	LS	\$30,000.00	1	\$30,000.00
16	Crushed Aggregate Base Course	CY	\$50.00	2,000	\$100,000.00
17	Bituminous Surface Course	Ton	\$100.00	1,400	\$140,000.00
18	Bituminous Prime Coat	SY	\$3.00	6,000	\$18,000.00
19	Geotextile Fabric Waterproofing Interlayer	SY	\$2.00	6,000	\$12,000.00
20	Marking Removal	SY	\$5.00	1,600	\$8,000.00
21	Pavement Marking (First Application)	SF	\$2.00	1,000	\$2,000.00
22	Pavement Marking (Second Application)	SF	\$2.00	1,000	\$2,000.00
23	New Medium Intensity Runway Lights, Type L-861, Base Mounted	Each	\$600.00	2	\$1,200.00
24	New Medium Intensity Taxiway Lights, Type L-861T, Stake Mounted	Each	\$550.00	16	\$8,800.00
25	Relocate Existing T-Hold Lights	Each	\$200.00	8	\$1,600.00
26	Relocate Existing Base Mounted Runway Lights	Each	\$300.00	2	\$600.00
27	Relocate Existing REILs	Each	\$2,000.00	2	\$4,000.00
28	L-858 Guidance Sign, 1 Module, Single Sided, Size 2, Type 2, Installed	Each	\$2,500.00	1	\$2,500.00
29	L-858 Guidance Sign, 2 Module, Double Sided, Type 2, Installed	Each	\$3,000.00	1	\$3,000.00
30	Cable Trench	LF	\$1.00	2,000	\$2,000.00
31	Underground Cable, No.8 AWG, 5KV, L-824, Type C, Installed	LF	\$1.00	2,800	\$2,800.00
32	Bare Copper Counterpoise, No.6 AWG, Including Ground Rods & Connectors	LF	\$1.00	2,000	\$2,000.00
33	2-Way 4" PVC (Sch 40) Concrete Encased Duct	LF	\$40.00	50	\$2,000.00
34	Seeding	Acre	\$1,200.00	4	\$4,800.00
35	Mulching	Acre	\$800.00	4	\$3,200.00

Subtotal - Construction Cost **\$870,600.00**

Total Estimated Construction Costs **\$1,575,650.00**

Engineering, Construction Admin, Testing, & RPR Services **\$393,350.00**

Total Estimated Budget **\$1,969,000.00**

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11. MALSRS System Installation - FY 2010					
	Description	Unit	Unit Cost	Quantity	Ext. Total
Equipment (Not Purchased Under Reimbursable Agreement)					
1	Threshold In Pavement Lights	LS	\$ 40,500.00	1	\$ 40,500.00
2	5 Light Bar in Pavement	LS	\$ 7,500.00	1	\$ 7,500.00
3	Light Towers - MG-20	Each	\$ 4,500.00	7	\$ 31,500.00
4	Light Towers - MG-30	Each	\$ 6,000.00	3	\$ 18,000.00
5	5 Light Frangible Light Bar	Each	\$ 2,500.00	1	\$ 2,500.00
6	Equipment Shelter	Each	\$ 30,000.00	1	\$ 30,000.00
7	MALSRS Equipment and Site Spares - DME Corporation	LS	\$ 85,000.00	1	\$ 85,000.00

Subtotal Equipment **\$ 215,000.00**

Installation					
1	Providing power to new MALSRS (Materials and Installation)	LS	\$ 50,000.00	1	\$ 50,000.00
2	Installation of MALSRS System	LS	\$ 200,000.00	1	\$ 200,000.00
3	Unclassified Excavation for Roadway	CY	\$ 12.00	700	\$ 8,400.00
4	Aggregate Base Course for Roadway	CY	\$ 55.00	700	\$ 38,500.00
5	Fence Installation	LF	\$ 25.00	840	\$ 21,000.00
6	Fence Gates	Each	\$ 1,800.00	6	\$ 10,800.00

Subtotal Installation **\$ 328,700.00**

Reimbursable Agreement					
1	Program Management				\$ 1,200.00
2	Engineering				\$ 12,100.00
4	Construction (Direct Purchases)				\$ 33,384.00
5	Construction (Labor)				\$ 43,600.00
6	Construction (estimated recurring Power Costs)				\$ 5,400.00
7	Site Preparation, Installation, Test & Checkout				\$ 10,500.00
8	JAI/Commissioning/Closeout				\$ 21,000.00
9	Implementation Training				\$ 9,600.00
10	26.5% Standard Administrative Overhead				\$ 36,248.00

Subtotal Reimbursable Agreement **\$ 173,032.00**

Project Formulation, Design & Bidding, Topographic Survey, Electrical Design,		
Grant Administration	\$	77,290.00
Construction Administration	\$	15,000.00
404 Survey	\$	59,850.00
Total Project Cost	\$	868,872.00
Existing Grant Funds Available	\$	650,000.00
Additional Funds Required	\$	218,872.00
USE	\$	220,000.00

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12. Access Road and Parking Rehabilitation - FY 2010					
Access Road Rehabilitation					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$20,000.00	1	\$20,000.00
2	Erosion Control	LS	\$3,000.00	1	\$3,000.00
3	Pavement Removal (Repair)	SY	\$8.00	2,200	\$17,600.00
4	Subgrade Preparation	SY	\$2.50	2,200	\$5,500.00
5	Shoulder Grading	CY	\$20.00	100	\$2,000.00
6	Bituminous Surface Course (Repair)	Ton	\$150.00	250	\$37,500.00
7	Bituminous Surface Course	Ton	\$100.00	500	\$50,000.00
8	Pavement Marking	LS	\$1,000.00	1	\$1,000.00
9	Double Bituminous Surface Treatment	SY	\$4.00	4,000	\$16,000.00
10	Seeding	Acre	\$1,500.00	0.5	\$750.00
11	Mulching	Acre	\$800.00	0.5	\$400.00
Subtotal - Construction Cost					\$153,750.00

Parking Lot Rehabilitation					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$5,000.00	1	\$5,000.00
2	Crack Cleaning and Sealing	LF	\$2.00	1,000	\$2,000.00
3	Bituminous Surface Course	Ton	\$100.00	150	\$15,000.00
4	Bituminous Tack Course	Gal	\$3.00	250	\$750.00
5	Marking	LS	\$500.00	1	\$500.00
Subtotal - Construction Cost					\$23,250.00

Total Estimated Construction Cost	\$177,000.00
Engineering, Construction Admin, Testing, & RPR Services	\$45,000.00
Total Estimated Budget	\$222,000.00

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13. Terminal Expansion - FY 2012					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Terminal Expansion	SF	\$250.00	1,500	\$375,000.00

Subtotal - Construction Cost	\$375,000.00
Engineering, Construction Admin, Testing, & RPR Services	\$94,000.00
Total Estimated Budget	\$469,000.00

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14. Expand Terminal Auto Parking - FY 2013					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$15,000.00	1	\$15,000.00
2	Unclassified Excavation	CY	\$8.00	8,000	\$64,000.00
3	Undercut Excavation	CY	\$15.00	500	\$7,500.00
4	Sedimentation and Erosion Control	LS	\$10,000.00	1	\$10,000.00
5	Aggregate Base Course	CY	\$50.00	400	\$20,000.00
6	Bituminous Surface Course	Ton	\$100.00	150	\$15,000.00
7	Marking	LS	\$2,000.00	1	\$2,000.00
8	Lighting	LS	\$20,000.00	1	\$20,000.00
9	Sidewalk	LF	\$20.00	150	\$3,000.00
10	Landscaping	LS	\$10,000.00	1	\$10,000.00

Subtotal - Construction Cost	\$166,500.00
Engineering, Construction Admin, Testing, & RPR Services	\$41,500.00
Total Estimated Budget	\$208,000.00

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15. Terminal Area Apron Expansion - FY 2013					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$50,000.00	1	\$50,000.00
2	Unclassified Excavation	CY	\$8.00	11,000	\$88,000.00
3	Undercut Excavation	CY	\$15.00	1,000	\$15,000.00
4	Silt Fence	LF	\$4.00	1,000	\$4,000.00
5	Temporary Seeding & Mulching	Acre	\$2,000.00	1	\$2,000.00
6	Rock Silt / Sediment Traps	Each	\$1,000.00	5	\$5,000.00
7	Aggregate Base Course	CY	\$50.00	3,100	\$155,000.00
8	Bituminous Surface Course (4")	Ton	\$100.00	2,200	\$220,000.00
9	Pavement Marking	LS	\$2,000.00	1	\$2,000.00
10	Edge Drain	LF	\$16.00	850	\$13,600.00
11	Drain Outfull	LF	\$12.00	100	\$1,200.00
12	Tie Downs	Each	\$150.00	36	\$5,400.00
13	Outfall Headwall	Each	\$3,000.00	2	\$6,000.00
14	Seeding & Mulching	Acre	\$2,200.00	1	\$2,200.00
Subtotal - Construction Cost					\$569,400.00
Engineering, Construction Admin, Testing, & RPR Services					\$142,600.00
Total Estimated Budget					<u>\$712,000.00</u>

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16. T-Hangar, Executive Hangar, & Taxiway - FY 2013					
10 Unit T-Hangar					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$55,000.00	1	\$55,000.00
2	Engineer's Field Office	LS	\$5,000.00	1	\$5,000.00
3	Unclassified Excavation	CY	\$12.00	700	\$8,400.00
4	Undercut Excavation	CY	\$25.00	200	\$5,000.00
5	Temporary Seeding & Mulching	Acre	\$2,000.00	1	\$2,000.00
6	Temporary Block and Gravel Inlet Protection	Each	\$500.00	1	\$500.00
7	Crushed Aggregate Base Course	CY	\$50.00	100	\$5,000.00
8	Bituminous Surface Course	Ton	\$150.00	30	\$4,500.00
9	Bituminous Prime Coat	Gal	\$3.00	30	\$90.00
10	Coal Tar Pitch Emulsion Seal Coat	SY	\$3.00	250	\$750.00
11	10 Unit T-Hangar with Bi-Fold Doors	LS	\$350,000.00	1	\$350,000.00
12	Slab Foundation for 10 Unit T-Hangar	LS	\$130,000.00	1	\$130,000.00
13	Electrical Service Installation T-Hangars	LS	\$20,000.00	1	\$20,000.00
14	T-Hangar Electrical Installation - 10 Unit T-Hangar	LS	\$45,000.00	1	\$45,000.00

Subtotal - Construction Cost

\$631,240.00

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5 Unit Executive Hangar and Hangar Taxiway					
	Description	Unit	Unit Cost	Quantity	Ext. Total
1	Mobilization	LS	\$75,000.00	1	\$75,000.00
2	Engineer's Field Office	LS	\$10,000.00	1	\$10,000.00
3	Unclassified Excavation	CY	\$12.00	200	\$2,400.00
4	Borrow Embankment	CY	\$10.00	10,000	\$100,000.00
5	Undercut Excavation	CY	\$15.00	200	\$3,000.00
6	Temporary Rock Silt Check Dam	Each	\$1,000.00	2	\$2,000.00
7	Temporary Seeding and Mulching	Acre	\$2,000.00	1	\$2,000.00
8	Temporary Silt Fence	LF	\$4.00	1,000	\$4,000.00
9	Crushed Aggregate Base Course	CY	\$50.00	550	\$27,500.00
10	Bituminous Surface Course	Ton	\$100.00	200	\$20,000.00
11	Bituminous Prime Coat	Gal	\$3.00	160	\$480.00
12	Taxiway Marking	SF	\$2.00	200	\$400.00
13	Parking Lot Marking	SF	\$1.00	200	\$200.00
14	Coal Tar Pitch Emulsion Seal Coat	SY	\$3.00	1,200	\$3,600.00
15	Seeding	Acre	\$1,200.00	1	\$1,200.00
16	Mulching	Acre	\$800.00	1	\$800.00
17	2" PVC Waterline, Including Fittings	LF	\$25.00	75	\$1,875.00
18	1-1/2" PVC Waterline, Including Fittings	LF	\$20.00	300	\$6,000.00
19	Watervalue with Valve Box	Each	\$800.00	2	\$1,600.00
20	6" Steel Casing Pipe	LF	\$30.00	40	\$1,200.00
21	Box Type Yard Hydrant	Each	\$250.00	3	\$750.00
22	5 Unit Hangar with Bifold Doors	LS	\$400,000.00	1	\$400,000.00
23	Slab Foundation for 5 Unit Hangar	LS	\$150,000.00	1	\$150,000.00
24	Electrical Service Installation Hangars	LS	\$20,000.00	1	\$20,000.00
25	Hangar Electrical Installation - 5 Unit Hangar	LS	\$25,000.00	1	\$25,000.00
26	Land Acquisition	Acre	\$25,000.00	0.25	\$6,250.00

Subtotal - Construction Cost \$865,255.00

Total - Construction Cost \$1,496,495.00

Engineering, Construction Admin, Testing, & RPR Services \$374,505.00

Total Estimated Budget \$1,871,000.00

BOARD AND COMMITTEES APPOINTMENTS:

Deputy Clerk Brenda Reaves presented the applications received from interested citizens for appointment to fill current vacancies on county boards and committees as advertised in *The Courier Times* on November 15, 2008.

Juvenile Crime Prevention Council

Judge Mark Galloway requesting re-appointment representing the Chief District Court Judge slot for a 2 year term.

A **motion** was made by Commissioner Lunsford, **seconded** by Commissioner Clayton, and **carried** to reappointment Judge Mark Galloway to the Juvenile Crime Prevention Council.

Deborah Tinnin requesting re-appointment as the Health Department designee for a 2 year term.

A **motion** was made by Commissioner Lunsford, **seconded** by Commissioner Jeffers, and **carried** to reappoint Deborah Tinnin to the Juvenile Crime Prevention Council.

Connee White, Ronnie Bugnar, Catherine Waugh, and Froncello Bumpass requesting re-appointment as well as Latisha Linzsey and Keri Jeffrey Davis requesting initial appointments, each for a 2 year term representing Citizens At Large

A **motion** was made by Commissioner Lunsford, **seconded** by Commissioner Jeffers, and **carried** to approve the six named individuals for appointment to the Juvenile Crime Prevention Council to fill the six citizen at large vacancies.

Orange Person Chatham Area Mental Health Board

Amanda T. Blanks requesting re-appointment for a 4-year term. The informal interview process was waived due to only one application being received and the fact it was for reappointment.

A **motion** was made by Commissioner Clayton, **seconded** by Commissioner Lunsford, and **carried** to reappoint Amanda Blanks to the Orange Person Chatham Area Mental Health Board.

Person Area Transportation System Board Of Directors

Craig Thomas requests appointment to fill an unexpired term 8/6/2010.

A **motion** was made by Commissioner Lunsford, **seconded** by Commissioner Clayton, and **carried** to appoint Craig Thomas to the Person Area Transportation System Board of Directors.

No applications were received for the following boards and committees. These will be re-advertised.

Home Health and Hospice Advisory Committee

3-Year Term: 1 position available for a Hospital representative

Industrial Facilities and Pollution Control Financing Authority

1 position to fill an unexpired term 6/30/2013

Juvenile Crime Prevention Council

- ❖ A person under the age of 21 for initial one year term or 2 year re-appointment -
- ❖ A member of the business community for initial one year term or 2 year re-appointment

Nursing Home Advisory Committee

1-Year Initial Term; 3-Year Reappointment; 1 position available

Region K Aging Advisory

3-Year Term: 1 position available

Roxboro/Person County Human Relations Commission

3-Year Term; 1 position available

Work Force Development Board

1-Year Initial Term; 2-Year Reappointment
1 position available representing private industry.

The Airport Commission received no applications, however, membership of 5 voting slots are fulfilled requiring no Board action for this commission.

The Board received and approved a letter of resignation from Commissioner Kennington for his seat on the Planning Board. This unexpired term slot will also be advertised with the other current vacancies.

APPOINTMENT OF NCACC LEGISLATIVE LIASON:

Assistant County Manager Paul Bailey requested the board to appoint a Legislative Liaison to the NC Association of County Commissioners for the 2009-10 legislative biennium.

A **motion** was made by Commissioner Puryear, **seconded** by Commissioner Kennington, and **carried** to approve Jimmy B. Clayton as Person County Legislative Liaison to the NC Association of County Commissioners for the 2009-10 legislative biennium.

BUDGET AMENDMENT:

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

BUDGET AMENDMENT

Upon a motion by Commissioner Clayton, and a second by Commissioner Jeffers and majority vote, the Board of Commissioners of Person County does hereby amend the Budget of the General Fund(s) on this, the 5th day of January 2009, 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	108,200
	Public Buildings & Grounds	1,430
	Public Safety	(237,999)
	Human Services	15,093
	Environmental Protection	(89,391)
	Culture and Recreation	655,293
	Contingency	(16,430)
	Transfers	339,848
	<u>Schools Capital Reserve Fund</u>	
	Capital Reserve for Schools	182,233
	<u>Person Industries Fund-Special Revenue Fund</u>	5,115
	<u>Airport Construction Capital Project Fund</u>	166,667
	<u>Bldg Construction, Roof Replmt & Paving Capital Project Fund</u>	283,000

January 5, 2009

<u>REVENUES</u>	<u>General Fund</u>	
	Intergovernmental Revenues	327,500
	Other Revenues	23,777
	Fund Balance Appropriated	424,767
	 <u>Schools Capital Reserve Fund</u>	
	Transfer from General Fund	182,233
	 <u>Person Industries Fund-Special Revenue Fund</u>	
	Transfer from General Fund	5,115
	 <u>Airport Construction Capital Project Fund</u>	
	Vision 100 Grant 47.8.1-Federal	150,000
	Vision 100 Grant 47.8.1-Local	16,667
	 <u>Bldg Construction, Roof Replmt & Paving Capital Project Fund</u>	
	Fund Balance Appropriated	283,000

Explanation:

Appropriate: available funds from Recycling (capital outlay-fleet) \$90,000 and carrying forward remaining funds from FY 2007-08 (FBA) for Courthouse A&E fees \$18,000; insurance claim for damaged furniture at Register of Deeds \$200; insurance claim for Sheriff's vehicle (total loss) \$23,577; remaining funds in Bldg Construction, Roof Replmt & Paving Capital Project Fund to be spent on vehicle capital from the General Fund (-)\$283,000; unemployment insurance for various depts \$42,534; PARTF grant for the Mayo Educational Center building \$655,000; property & liability insurance payment for the Maxway Building \$1,430; to correct additional funds that were approved for the Bus Garage Project in May 2007 but never transferred to the project from the General Fund \$200,000; additional restricted sales tax for schools accrued in FY 2007 \$182,233; and federal and local airport funds for the Vision 100 Grant \$166,667.

CHAIRMAN'S REPORT:

Commissioner Lunsford stated he had spoken to each commissioner regarding the 2009 Person County Board of Commissioners Committee Assignments. Commissioner Lunsford gave his list to Deputy Clerk Brenda Reaves to type and distribute.

2009
Person County Board of Commissioners
COMMITTEE ASSIGNMENTS

Vice-Chairman Jimmy B. Clayton

COG Board
Local Emergency Planning Committee
NCACC – Liaison
Neuse River Basin Association
Orange-Person-Chatham Mental Health Board
Region K Workforce Development Board

Commissioner B. Ray Jeffers

Animal Control Advisory Committee
Council on Aging
Extension Advisory Committee
Fire Committee
Social Services Board
Tar-Pamlico River Basin

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

Chairman Johnny Myrl Lunsford

Airport Commission
COG Board
Health Board
Juvenile Crime Prevention Council
Recreation Advisory Committee
Smart Start

Commissioner Kyle Puryear

E-911 Committee
Economic Development Commission (EDC) Ex-Officio
Home Health & Hospice Advisory Committee
Kerr Tar Rural Planning Organization (RPO)
Regional Library Board
Transportation Development Plan Steering Committee (TDP)

1/7/2009

January 5, 2009

MANAGER'S REPORT:

Assistant County Manager Paul Bailey had nothing to report.

COMMISSIONER REPORT/COMMENTS:

Commissioner Clayton reminded the board that the Legislative Goals Conference would be held in Raleigh on January 15-16, 2009. At this time Commissioners Clayton and Jeffers are registered to attend.

Commissioner Jeffers apologized for giving any citizens false hope of the possible reappointment of the seats on the Recreation Advisory Board representing the booster clubs. These appointments were for an initial year and after evaluation were not reappointed.

Commissioner Puryear had nothing to report.

Commissioner Kennington commented on the lack of a long range plan for Person County with hope of making this a priority at the board retreat in March, 2009. Commissioner Kennington asked the Assistant County Manager to get an update on the bridge repair on Rolling Hills Road. Commissioner Kennington asked the group about disposing of old lead paint, old batteries, and old tires. Mr. Bailey stated the batteries and tires could be taken to the landfill and that Cooperative Extension has a hazardous material disposal program at least once a year.

ADJOURNMENT:

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Clayton, and **carried** to adjourn the meeting at 9:18 p.m.

Brenda B. Reaves
Deputy Clerk to the Board

Johnny Myrl Lunsford
Chairman

January 5, 2009