

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

AUGUST 6, 2018
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 special-called session on Monday, August 6, 2018 at 6:30pm in the Commissioners' meeting room in the Person County Office Building. The purpose of the special-called meeting was for the Board to conduct informal interviews with applicants of the Person-Caswell Lake Authority and the Piedmont Community College Board of Trustees.

Chairman Kendrick called the meeting to order.

APPOINTMENT TO PERSON-CASWELL LAKE AUTHORITY:

The two applicants for the one vacant seat on the Person-Caswell Lake Authority were 1) Gil Stovall and 2) Rebecca Morrow. Mr. Stovall was unable to attend the informal interviews. The Board proceeded to interview Ms. Morrow informally.

Chairman Kendrick opened the floor for nominations.

A **motion** was made by Commissioner Clayton and **carried 5-0** to appoint Rebecca Morrow to the Person-Caswell Lake Authority for a 3-year term.

APPOINTMENT TO PIEDMONT COMMUNITY COLLEGE BOARD OF TRUSTEES:

The two applicants for the one vacant seat on the Piedmont Community College Board of Trustees were 1) Charles Harvey and 2) Maggie Whitt. The Board spoke informally with both applicants.

Chairman Kendrick opened the floor for nominations.

A **motion** was made by Commissioner Puryear and **carried 5-0** to reappoint Maggie Whitt to the Piedmont Community College Board of Trustees for a 4-year term.

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Commissioner Jeffers inquired with Mr. Harvey if he would be interested in serving as the Alternate on the Board of Adjustment to which he responded affirmatively.

A **motion** was made by Commissioner Jeffers and **carried 3-2** to remove Ms. Felicia Swann as the Alternate and to appoint Mr. Charles Harvey as the Alternate. Chairman Kendrick and Commissioners Jeffers and Clayton voted in support of the motion. Vice Chairman Powell and Commissioner Puryear voted in opposition to the motion.

Chairman Kendrick announced a brief recess at 6:57pm until 7:00pm for the Board's regular scheduled meeting.

Chairman Kendrick called the regular scheduled 7:00pm meeting to order. Vice Chairman Powell gave an invocation and Commissioner Puryear led the group in the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

A **motion** was made by Commissioner Jeffers and **carried 5-0** to approve the agenda.

INFORMAL COMMENTS:

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

Ms. Betty Blalock of 144 Tirzah Ridge Rd., Rougemont made the Board aware of the many deaths and cancer diagnosis of those living in the community of the landfill.

Dr. Kay Allen of 79 N. Old Lantern Rd., Timberlake and Chair of the Board of Education spoke on the proposed lease of the old Helena facility noting Person County Schools just received its facilities audit report with the old Helena facility being an option as a swing or shift site should students need to be relocated due to construction and renovations or use as an addition for the current Helena site. Dr. Allen said a committee comprised of school and county representatives to review the options as outlined in the facilities audit was being established. She added that House Bill 90, if passed, would require class size mandates as early as 2021. Also, there is a new subdivision approved in the Helena attendance zone that may impact classroom sizes. Additionally she noted the daily traffic at the current Helena has been identified as a safety issue in the audit. Dr. Allen stated the access road may have to be widened and build an emergency access point. She also said Person County Schools was providing the needed vocational training.

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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 July 2, 2018,
- B. Budget Amendments #2,
- C. Approval of Revisions to the Uniform Guidance Procurement Policy,
- D. Application for FY2019 funding from the State Aid to Public Libraries,
- E. DSS Attorney Contracts for legal services for FY2019,
- F. Approval of Change Order Request for Airport Project using existing grant funds estimated to be \$192,826, and
- G. Tax Adjustments for August 2018
 - a. Tax Releases
 - b. NC Vehicle Tax System pending refunds

NEW BUSINESS:

LEASE AGREEMENT OF OLD HELENA SCHOOL TO PIEDMONT CAREER ACADEMY PUBLIC CHARTER SCHOOL LEASE:

Chairman Kendrick introduced Dr. Robert E. Daniel, Jr. Chairman of the Piedmont Career Academy (PCA) Board of Directors to share a presentation related to PCA proposal for a new vocationally-oriented charter school seeking a state charter to open in August 2020 to serve approximately 350 students in grades 6-12.

Dr. Daniel noted the establishment of a vocational charter school in Person County, to serve students in Person and surrounding counties, has been endorsed by the Roxboro Area Chamber of Commerce and the Person County Economic Development Commission, among others.

The PCA Board of Directors requested reconsideration by the Board of Commissioners to move forward with constructing a lease agreement for the old Helena School property once a charter was granted by the state.

Piedmont Career Academy Board of Directors:

Dr. Robert E. Daniel, Jr., Chairman
Mr. Derrick Sims, Vice-Chair
Ms. Nan Jeffers, Secretary-Treasurer
Mr. Winston Forsyth
Mr. Mel Dorey
Ms. Lynda Clayton

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The presentation follows:

8/6/2018



PIEDMONT
Career Academy

Mission

Piedmont Career Academy, in collaboration with community partners, seeks to produce independent, self-reliant, career-focused, highly employable high school graduates who are prepared to attend college or begin successful careers right after high school.

1

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Why it's important:

- The financial return from a bachelor's degree is softening... and the average debt into which it plunges students — keeps going up.
- high-paid jobs requiring shorter and less expensive training are going unfilled.
- good jobs in the skilled trades are going begging because students are being almost universally steered to bachelor's degrees.
- career guidance — including choices that require less than four years in college — [should] start as early as the seventh grade.



["High-Paying Trade Jobs Sit Empty, While High School Grads Line Up For University"](#)

An Appropriate Choice:

2016-17

State Graduation Rate: 86.5%

Person County Graduation Rate: 79%

Person County has:

- higher percentages of residents with high school diplomas, some college, and two-year associate's degrees.
- significantly lower percentage of residents with bachelor's degrees (12.2% vs. 19.9% and 19.9%, respectively) or with post-graduate degrees (3.1% vs. 10.1% and 11.4% respectively).



Person County's job growth, job prospects, and job requirements run toward a high percentage of workers who will not require formal higher education to be employed or to maintain employment over the next decade.

What We Will Create:



AdvancED™

- CULTURE MATTERS
- THE "PCA WAY"
 - "...ethics, academics, careers..."
- Focus on RAISE/Leadership Curriculum
- Respect, Accountability, Integrity, Service, Excellence
- Teacher Training in PBL, SLCs, and BPL
- School Spirit & Pride
- Preparation for employability and community stewardship

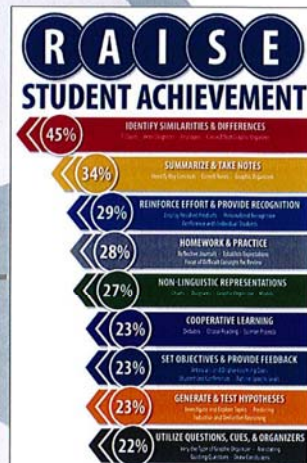
RAISE VALUES



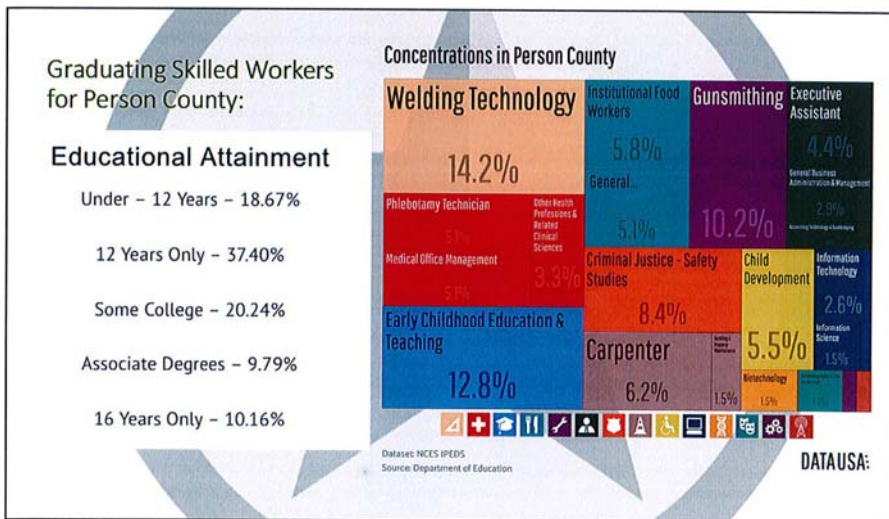
ENGAGEMENT STRATEGIES



STUDENT ACHIEVEMENT



Career Prep: BPL Career Prep Support	<u>2 credits required</u>	
	<u>Courses Offered</u>	<u>Credit</u>
	Freshman Career Seminar	½
	Sophomore Career Seminar	½
	Junior Career Seminar	½
	Senior Career Seminar	½
Career Prep: Occupational	<u>4 credits required</u>	
	<u>Courses Offered *1 Credit each</u>	
	Agriculture, Forestry, Wildlife	Law Enforcement, Military
	Manufacturing	Arts, Entertainment, Recreation
	Business, Gov't, Office, Admin S.	Mechanical / Industrial Maintenance
	Personal Health, Beauty	Commercial Foods
	Retail, Marketing, Sales	Construction Trades
	Transportation	Healthcare & Social Assistance
	Utilities Services	Insurance, Real Estate
	Animal Care Services	
	* These represent some of the introductory Occupational courses which may be offered upon demand	



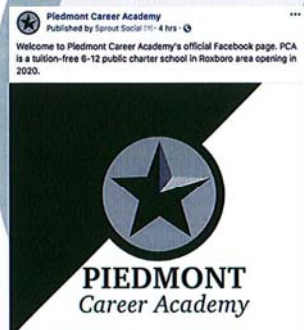
Enrollment Forecast

ENROLLMENT ASSUMPTIONS

- FACILITY CAPACITY ~500 STUDENTS
- FULL ENROLLMENT IN YEAR 3
- BALANCED ENROLLMENT ACROSS ALL GRADES – SHORTFALLS IN ANY GRADE WILL BE COMPENSATED IN GRADES WITH HIGHER DEMAND

2020 - 2021			
	Avg Class Size	Classes	# Students
6	25	2	50
7	25	2	50
8	25	2	50
9	25	2	50
10	25	2	50
11			
12			
Total			250

Outreach to families in Person, Durham, and Caswell Counties:
Facebook, Website, Information Events



Dr. Daniel stated PCA has access to the needed financing noting in 2012 the projected costs were \$2.1M to renovate and bring the facility up to code and ADA compliance; he felt those costs have increased to \$3M or more at this time. Chairman Kendrick noted the old Helena facility was headed to a state of disrepair and that this was an opportunity for someone to utilize the facility, fix up the facility without any taxpayer funding. While there was not a proposed lease before the Board, Chairman Kendrick said he would require that the lease had language for the property to revert back to the county, should the charter school not receive its charter or failed.

Commissioner Clayton noted the old Helena Elementary School has sat empty since 1998-1999, which was the time the new Helena facility was opened for use. He added a roof was put on the old Helena facility about that same time and would shortly be due for another roof.

Commissioner Puryear stated concerns on the traffic impacts noting 600 students currently attending Helena Elementary along with 250 or more students at the proposed charter school.

Commissioner Jeffers noted he was not against the non-traditional public school (proposed charter school), however, he opposed the County giving up its property on the southern end of the county where the county has seen growth and anticipated more growth. He added his preference for the County to renovate and lease for fair market value.

Vice Chairman Powell countered that the 79% 2016-17 graduation rate as presented by Dr. Daniel was more than a year old noting the 2017-18 graduation for the high school was 86.6%. He said the Career and Technical Education (CTE) 2017 program with 146 graduates, 142 graduated with 64.8% enrolled in post-secondary or advance training. Additionally, 76.8% were working full or part time and 3.4% were active military. Vice Chairman Powell noted the graduation rate for the upcoming year was 90%. Vice Chairman Powell further noted the CTE graduate rate was well above 90%, at 98% with students mastering over 3,000 credentialed tasks and certifications measured by national standards. He said Piedmont Community College offers nine programs for advanced training with coordination with Person County School CTE programs as well as two other schools in Virginia as an economic development effort. Vice Chairman Powell said he saw a duplication of programming and he advocated support for Person County Schools.

Chairman Kendrick asked the Board if there was interest in pursuing a lease agreement, hearing none, discussion ended.

RESOLUTION AMENDING THE PERSON COUNTY ECONOMIC DEVELOPMENT COMMISSION FOR A CHANGE IN MEMBERSHIP:

Vice Chairman Powell, on behalf of the Economic Development Commission, presented a Resolution Amending the Person County Economic Development Commission for a change in members. Vice Chairman Powell said the resolution before the Board reflected the amendment to add an ex-officio seat for the Superintendent of Person County Schools. This ex-officio seat for the Superintendent of Person County Schools shall be permitted to participate fully in the activities of the board as non-board members but shall have no right to vote on any matter.

A **motion** was made by Commissioner Jeffers to adopt a Resolution Amending the Person County Economic Development Commission for a Change in Membership to add an ex-officio seat for the Superintendent of Person County Schools.

The Board discussed allowing the Superintendent to designate a representative of Person County Schools (i.e. an employee of Person County Schools) if he so desired.

For clarity, County Attorney, Ron Aycock summarized the intent was for the Superintendent, or his designee who must be an employee of the Schools, which would rule out board members.

An **amended motion** was made by Commissioner Jeffers and **carried 5-0** to adopt a Resolution Amending the Person County Economic Development Commission for a Change in Membership to add an ex-officio seat for a Representative of Person County Schools, as designated by the Superintendent for himself, a member of the Board of Education, or an employee of Person County Schools.

**A RESOLUTION AMENDING THE
PERSON COUNTY ECONOMIC DEVELOPMENT COMMISSION
FOR A CHANGE IN MEMBERSHIP**

Whereas NC GS Chapter 58 authorizes counties to create county economic development commissions and to periodically make changes to such commissions; and

Whereas the Person County Board of Commissioners created the Person County Economic Development Commission at its meeting on February 16, 1981; and

Whereas that 1981 Resolution authorized the Board of County Commissioners to change the membership on the Economic Development Commission for any reason; and

Whereas the Board of County Commissioners changed the membership by action at its meeting on August 20, 2012; and

Whereas the Board of County Commissioners at its meeting on May 19, 2014 took action to further amend the resolution to change the membership and responsibilities of the board; and

Whereas the Board of County Commissioners at its meeting on June 2, 2014 took action to formalize and ratify the action at its May 19, 2014 meeting; and

Whereas the Board of Commissioners at its meeting on May 18, 2015 took action to establish an ex-officio seat for a Farmland Preservation Plan stakeholder non-voting representative; and

Whereas, the Board of County Commissioners at its meeting on January 4, 2016 took action to amend the resolution to change the composition of the title as it relates to an ex-officio, non-voting representative of Piedmont Community College; and

Whereas, the Board of County Commissioners at its meeting on January 23, 2017 amended the resolution to change the appointee of the Board of Commissioners to authorize an alternate to the Chair of the Board of County Commissioners; and

Whereas, the Board of County Commissioners at its meeting on May 15, 2017 desired to further amend the resolution to change the appointees of the Board of Commissioners in Section 2. A below with a July 1, 2017 effective date; and

Whereas, the Board of Commissioners at its meeting on July 10, 2017 further amended the resolution to add an ex-officio for a City of Roxboro representative as well as an ex-officio representative for Piedmont Community College; and

Whereas, the Board of Commissioners at its meeting on September 11, 2017 desired to amend its resolution to remove the amendment requiring the Secretary/Treasurer to report to the Director of the Commission; and

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Whereas, the Board of County Commissioners at its meeting on February 26, 2018 desired to further amend the resolution to change the appointees of the Board of Commissioners in Section 2. B below to grant voting privileges to the Mayor of Roxboro, or alternate elected official of the City of Roxboro, thereby increasing the membership; and

Whereas, the Board of Commissioners at its meeting on August 6, 2018 desired to amend its resolution to add an ex-officio for a Representative of Person County Schools, as designated by the Superintendent for himself, a member of the Board of Education, or an employee of Person County Schools.

Now therefore be it resolved that:

- 1- The 1981 resolution creating the Person County Economic Development Commission as amended is further amended as follows:

- (a) Existing Section 2 is repealed and the following section 2 is inserted therefore:

Section 2, MEMBERSHIP, TERMS OF OFFICE, ETC.

"The commission shall consist of nine (9) members. The members shall be appointed for (5) year terms except for those members appointed by virtue of their respective offices, which such members shall serve for the period which they occupy those offices. The membership of the Board shall be as follows with the members serving the terms indicated by the number indicated after their names:

- A. Elected Chair or alternate of the Person County Board of Commissioners serving ex-officio with full right to vote (term of office), provided however, if not present, the county manager is authorized to vote.
- B. Elected Mayor or alternate elected official of the Roxboro City Council serving ex-officio with full right to vote (term of office), and
- C. (7) Members at Large appointed by the Board of County Commissioners, each for a concurrent five (5) year term.

Any member of the Economic Development Commission may be removed at any time with or without cause by a majority vote of the appointment authority.

The following persons shall be permitted to participate fully in the activities of the board as non-board members but shall have no right to vote on any matter except as authorized in Section 2A above as to the County Manager:

- 1- Person County Manager serving ex-officio
- 2- Roxboro City Manager serving ex-officio
- 3- Representative of Agricultural/Farm Community serving a (5) year ex-officio term
- 4- Representative of Piedmont Community College
- 5- Representative of Person County Schools, as designated by the Superintendent for himself, a member of the Board of Education, or an employee of Person County Schools

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Adopted, this, the 6th day of August 2018.

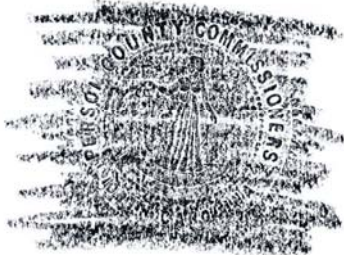


Tracey L. Kendrick, Chairman
Person County Board of Commissioners

Attest:



Brenda B. Reaves, NCCCC, MMC
Clerk of Board



TAX COLLECTOR SETTLEMENT:

Tax Administrator, Russell Jones presented the following 2017 Tax Collector Settlement for taxes for the current fiscal year and all previous years.

8/6/2018

2017 Tax Collector Settlement

Introduction:

Per N.C. General Statute 105-373
the Tax Collector must make a
report of settlement for the fiscal
Year 2017-2018 and prior years.

8/6/2018

2017 County Levy			
Real/Personal Property			
Total Billed	Actual Collections	Uncollected	% Collected
\$23,230,925.52	\$22,851,998.54	\$378,926.98	98.37%
Public Service			
Total Billed	Actual Collections	Uncollected	% Collected
\$6,230,161.00	\$6,230,161.00	\$0.00	100.00%
Motor Vehicles			
Total Billed	Actual Collections	Uncollected	% Collected
\$2,554,717.04	\$2,552,282.37	\$2,434.67	99.99%

Total 2017 County Levy			
Combined Collections			
Total Billed	Actual Collections	Uncollected	% Collected
\$32,015,803.56	\$31,634,441.91	\$381,361.65	98.81%

5 Year Comparison By Category				
Real/Personal Property				
6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014
98.37%	98.39%	98.50%	98.25%	98.07%
Public Service				
6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014
100.00%	100.00%	100.00%	100.00%	100.00%
Motor Vehicles				
6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014
99.99%	99.98%	99.98%	99.99%	94.98%

5 Year Comparison Overall Collection Rate				
6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014
98.81%	98.74%	98.90%	98.58%	98.31%

Collections Tools Used

Delinquent Notices	Mailed out in January and May each year
Advertising	Listed in newspaper early March
Garnishments	Instructs employer to withhold/submit 10% of gross wages
Attachment	Instructs bank to withdraw available funds to pay taxes
Escheats	Also known as NCCash
Debt Setoff	For debts over \$50/submitted against NC Tax Refunds
Payment Arrangements	Many taxpayers, especially those with fixed income, make payments even before bills are mailed
Foreclosure	Results in the sale of property at public action

Other Collections

Pre-Payment	Collection Fees	Stormwater
\$163,867.32	\$40,924.72	\$273,890.95
Prior Year Taxes	Animal Taxes	Stormwater Interest
\$340,827.35	\$15,573.01	\$1,753.81
County Interest	Gross Receipts	Copy Fees
\$121,572.61	\$12,820.99	\$342.25
Late Listing	Beer License	City
\$13,208.49	\$2,795.00	\$5,055,712.97
Grand total for all taxes and fees-		<u>\$37,677,731.38</u>

11th Year Insolvents-2007

2007 County Taxes	Original Levy	Balance	%
Real Estate/Other	\$24,726,343.10	\$3,976.95	99.98%
Vehicle	\$2,130,607.77	\$7,707.66	99.64%
Final Collection Rate Overall	\$26,856,950.87	\$11,684.61	99.96%

Other Tax Office Items

Random Sampling	Re-measured/appraised 158 properties to verify accuracy
Important Tax Dates	Mailed new notices to help citizens understand tax requirements, deadlines, and assistance programs
Gap Billing	New requirement, some new revenue to begin September 1, affecting approximately 150 vehicles per month
New software	Replacement of the original tax software that was purchased in 1987
Fire Tax	Mailed 19,733 notices, held public hearing, updated situs to add new tax in both tax and NCDMV

Mr. Jones credited the Assistant County Manager for preparing the tax bill insert. Commissioner Jeffers requested that the funding total for each percentage be added to the next update. Vice Chairman Powell asked for the Article 42 and 43 funding also be included on the next update.

A **motion** was made by Commissioner Puryear and **carried 5-0** to accept the Tax Collector Settlement as presented.

ORDER TO COLLECT TAXES:

Tax Administrator, Russell Jones noted as required by General Statute 105-321, the governing board of the taxing unit must issue an order of collection to tax collectors. This gives the tax collector legal authority to collect taxes.

A **motion** was made by Commissioner Jeffers and **carried 5-0** to direct Tax Collector to collect taxes for 2018 and all delinquent taxes from prior years.



PERSON COUNTY

**OFFICE OF THE TAX
ADMINISTRATOR**

Person County Tax Office
P.O. Box 1116
13 Abbitt St
Roxboro, North Carolina 27573-1116
(336) 597-1721 Fax No. (336) 322-8619

ATTACHMENT II

County of Person

To the Tax Collector of the County of Person:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of Person County Tax Office and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Person, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Witness my hand and official seal, this 6th day of August, 2018.



Tracey L. Kendrick, Chairman
Board of Commissioners of Person County

Brenda B. Reaves, Clerk to the Board

August 6, 2018

APPOINTMENTS TO BOARDS AND COMMITTEES:

Clerk to the Board, Brenda Reaves presented to the Board for nomination and appointment interested citizen applications for current vacancies on the following:

Environmental Issues Advisory Committee

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

Bushy Fork- no applications,

Holloway – no applications,

Roxboro – Cheryl Allen requested appointment,

Woodsdale – no applications

A **motion** was made by Commissioner Jeffers and **carried 5-0** to appoint Cheryl Allen to the Environmental Issues Advisory Committee representing the Roxboro Township for a 3-year term.

Kerr Tar Regional Council of Government Board

The Board, at its June 18, 2018 meeting, appointed 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. On June 22, 2018, Ms. Connee White submitted her resignation from this board, thus leaving a vacancy for the alternate member to become a voting member. Commissioner Clayton recommended that Treco Lea-Jeffers be moved from the alternate to voting board member. After a number of times of advertising there have been no applications submitted by citizens to serve as an alternate with an affiliation to represent the private sector business or the retired community for an unspecified term.

A **motion** was made by Commissioner Clayton and **carried 5-0** to appoint Treco Lea-Jeffers to represent Person County on the Kerr Tar Regional Council of Government Board for an unspecified term. This action moves Treco Lea-Jeffers from the alternate to board member status.

Person Area Transportation System Board

3-Year Term; 1 position each for a citizen to represent, or who is affiliated with:

private industry: no applications

economic development: Charles Derrick Sims, a member of the EDC, requested appointment

parks and recreation: no applications

A **motion** was made by Commissioner Puryear and **carried 5-0** to appoint Charles Derrick Sims as the economic development representative on the Person Area Transportation Board for a 3-year term.

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Workforce Development Board

1-Year Initial Term; 2-Year Reappointment

2 positions available for business representatives

1) Tonya R. Wilson requested appointment

2) Stacy D. Hill requested appointment

1 position available for a member or an officer of organized labor- no applications

A **motion** was made by Commissioner Puryear and **carried 5-0** to reappoint Tonya Wilson for a 2-year term, and to appoint Stacy D. Hill for a 1-year term on the Workforce Development Board.

SUBMISSION OF LEGISLATIVE GOALS FOR NC ASSOCIATION OF COUNTY COMMISSIONERS:

County Manager, Heidi York requested Board discussion related to any legislative goals the Board would like to consider submitting to the NC Association of County Commissioners (NCACC). Before each biennial session of the NC General Assembly, the NCACC invites counties to submit proposals for legislative goals. Proposed goals for the 2019-2020 legislative session must be received by the Association on or before September 21, 2018 through a resolution approved by the Board of Commissioners or through a letter from the Chairman of the Board on behalf of the entire board. The proposals are then sent through steering committees, a legislative goals committee and onto the NCACC Board of Directors before being adopted in January at the Legislative Goals Conference.

Ms. York stated the Board has previously discussed the desire to include a legislative goal allowing counties more flexibility and authority with the provision of broadband and fiber services to which the Board confirmed. Commissioner Jeffers added the NCACC already deemed this goal as a top priority for counties. Ms. York asked the Board to let her know of any other legislative goals and she would keep the group updated with other suggestions.

CHAIRMAN'S REPORT:

Chairman Kendrick commended the Tax Office for its excellent collection rate of almost 99% as well as the Assistant County Manager, Sybil Tate for the work on the tax bill insert related to how County tax dollars are spent.

Chairman Kendrick recognized the County's Finance Department for receiving the Government Finance Officers Association Certificate of Achievement for Excellence in Finance Reporting for its comprehensive annual financial report for fiscal year ended 2017.

MANAGER'S REPORT:

County Manager, Heidi York had no report.

COMMISSIONER REPORT/COMMENTS:

Commissioner Jeffers reported the Environmental Issues Advisory Committee was working hard on an anti-litter campaign with assistance from the Sheriff's Office and Roxboro Police Department. He also noted the Recreation Advisory Board has changed its meeting schedule for a trial period to be held on the first Tuesday of the month at 6:30pm. Commissioner Jeffers congratulated Carole Thomas on her retirement after many years working at the Dept. of Social Services.

Commissioner Clayton encouraged citizens to volunteer and get involved with County's boards and committees noting there are remaining vacancies to be filled.

Commissioner Puryear commended Person Industries on efforts for a recent fundraiser.

Vice Chairman Powell reiterated the importance of the County's boards and committees noting he had been recruiting to fill some of the positions.

CLOSED SESSION #1

A **motion** was made by Commissioner Puryear and **carried 5-0** to enter into Closed Session per General Statute 143-318.11(a)(3) at 8:22pm for the purpose to consult with the county attorney in order to preserve the attorney-client privilege with the following individuals permitted to attend: County Manager, Heidi York, Clerk to the Board, Brenda Reaves, County Attorney, Ron Aycock and Assistant County Manager, Sybil Tate.

A **motion** was made by Vice Chairman Powell and **carried 5-0** to return to open session at 8:38pm.

ADJOURNMENT:

A **motion** was made by Commissioner Puryear and **carried 5-0** to adjourn the meeting at 8:39pm.

Brenda B. Reaves
Clerk to the Board

Tracey L. Kendrick
Chairman