

**PERSON COUNTY BOARD OF COMMISSIONERS**

**May 2, 2011**

**MEMBERS PRESENT**

**OTHERS PRESENT**

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

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

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, May 2, 2011 at 7:00 p.m. in the Commissioners' meeting room in the Person County Office Building.

Chairman Clayton called the meeting to order, led invocation and asked Commissioner Kennington to lead the Pledge of Allegiance.

**DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:**

Chairman Clayton stated a Closed Session was needed to discuss an economic development contract and consultation with the attorney.

A **motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear and **carried 5-0** to add a Closed Session to the agenda.

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

**INFORMAL COMMENTS:**

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

Mr. Clyde Whitfield of 6738 Burlington Road, Hurdle Mills spoke to the Board about health and safety concerns related to dogs not under their owner's control. Mr. Whitfield requested the Board to consider not allowing dogs into parks and enforcing such.

Mr. Namon Poole, Jr., President and Founder of People of Person, of 470 Enos Slaughter Road, Roxboro addressed the Board regarding the need for Person County to have an emergency shelter and a place for homeless individuals to stay temporarily. Mr. Poole requested to be placed on an upcoming Board meeting agenda so he can provide a proposal to partner with Person County to start a shelter.

### **APPROVAL OF MINUTES:**

A **motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear, and **carried 5-0** to approve the minutes of the special called meeting on April 12, 2011, regular scheduled meeting of April 18, 2011 and the April 18, 2011 meeting of the Board of Equalization and Review.

### **ADMINISTRATIVE REPORTS:**

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Blalock, and **carried 5-0** to approve the Administrative Report for Tax Administration & Collections.

### **BETHEL HILL CHARTER SCHOOL PRESENTATION:**

County Manager, Heidi York introduced Mr. John Betterton, Principal of Bethel Hill Charter School. Mr. Betterton appeared before the Board to provide a snapshot of Bethel Hill Charter School as well as extend an invitation to visit the school campus. Mr. Betterton stated since the school's creation in 2000 with 217 students, the campus has grown and student enrollment has increased to 375 with plans to expand to 400 by the 2011/2012 school year. Mr. Betterton stated Bethel Hill is a K-6 Core Knowledge school granted by the NC State Board of Education. Bethel Hill has oversight by a 9 member Board of Directors and is funded from state, county and federal appropriations, noting charter schools are not eligible to receive NC Education Lottery funds. Mr. Betterton noted students are admitted through an open, public lottery process and all but one classroom teacher is licensed in NC with all elementary school districts within Person County as well as a few from outside Person County represented at Bethel Hill.

Mr. Betterton included in the board handout a NC School Report Card for Bethel Hill Charter reflecting data for the 2009-2010 school year. Also included in the handout was a comparison chart of Key Distinctions in Charter School Bills and Current Law prepared by Ann McColl, State Board of Education Legislative Director related to Senate Bill 8.

Mr. Betterton described to the Board the overwhelming turnout of emergency personnel, parents of students and volunteers following the tornado at which all dedicated their time and efforts to ready the campus for the student's return after the spring break.

**CONSIDERATION OF AN AMENDMENT TO THE LEASE AND FIXED BASE OPERATOR AGREEMENT AT THE PERSON COUNTY AIRPORT:**

County Manager, Heidi York reminded the Board that Red Mountain Aviation is the contracted Fixed Base Operator for Person County Airport and has been serving in this role since March 1, 2009. Ms. York stated Red Mountain Aviation has requested financial assistance from the County in order to continue to serve as the Fixed Based Operator. Ms. York told the Board Red Mountain Aviation is a private business and not required to reveal financial documents yet over the last six months, County administration and Mr. Bill Tougas, President of Red Mountain Aviation, have analyzed financial documents including a complete audit. Mr. Tougas has requested the Board consider amending the current Lease and Fixed Base Operator Agreement in the following ways:

- Person County to assume the responsibility for all utilities (approximately \$18,000 annually)
- Person County to assume the Airport's general liability insurance (approximately \$6,000 annually)
- Restructure the fuel flowage fee to a flat 6 cents per gallon rather than the current tiered fee structure
- Person County to waive one month's rental payment (\$7,719)

Ms. York stated the estimated value of the requested contract amendments is approximately \$32,000.

Ms. York stated the Airport Commission considered the request from Red Mountain Aviation at their meeting on April 18<sup>th</sup> and unanimously recommend approval of the requested amendments with a reassessment of the aviation business climate at twelve months.

Ms. York requested the Board to consider the amendment to the Lease and Fixed Base Operator Agreement

Chairman Clayton requested the County Attorney to clarify a couple of amended points. County Attorney, Ron Aycock corrected the text to read the term of the lease amendment is for one year as well as noting the agreement involves three parties thereby requiring triplicate originals.

Ms. York explained to the Board the current fuel flowage tiered fee structure. Mr. Tougas stated the gas price per gallon at the Person County Airport is \$1.30 lower than the price sold at RDU Airport.

Commissioner Blalock stated the Airport lease revenue budgeted for the current fiscal year is \$99,684, with expenditures at \$63,140 noting the proposed \$32,000 revenue reduction would cause the county to realize \$4,544 to the good. Ms. Heidi countered by stating a contract for a fixed based operator saves county funds from bearing the full costs of staffing, salary, benefits as well as efforts to rent out the hangers.

Commissioner Kennington, a member of the Airport Commission, stated the airport is one of the county's greatest assets with the Economic Development Commission, Airport Commission, and Chamber of Commerce along with Mr. Tougas working to promote the increased use of the airport. Commissioner Kennington supported the idea of reviewing the amended lease after 12 months with the ability to amend the lease without having to re-bid. Commissioner Kennington noted that the county does pay utilities and general liability insurance for other county owned buildings and would not be out of line to do so at the airport.

Vice Chairman Puryear suggested Board consideration of a six-month reassessment versus the twelve-month as presented. Ms. York noted the concessions made in the amendment were based on a twelve-month costs analysis.

Commissioner Blalock inquired about increasing the rental rate of the hangars to increase revenue. Chairman Clayton stated through past experience, tenants would leave Person County and go to Burlington, Danville, and Granville emphasizing the need to stay competitive. Mr. Tougas stated all the hangars are now currently full.

Commissioner Jeffers stated support of the amended lease and commended the impressive level of service offered by the fixed based operator at the Person County Airport.

Chairman Clayton asked the Assistant County Manger to promote the airport to any new companies recruited in the Treyburn area.

Commissioner Blalock asked if support from the county had resulted in new customers. Mr. Tougas stated it had not. Commissioner Jeffers noted the economic development team may need to review ways to improve promoting the airport.

Vice Chairman Puryear inquired if the county should have the ability to see the financials to ensure the funds are used as intended and overall economic situation is improving. Ms. York stated that is what will take place at the twelve-month assessment.

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Jeffers, and **carried 5-0** to amend the lease and Fixed Base Operator Agreement as presented.

## **HYCONEECHEE REGIONAL LIBRARY SYSTEM PLAN OF DISSOLUTION:**

Library Director, Christy Bondy thanked Person County resident and Library Board of Director, Edwin Knott as well as staff, Vicki Solomon, Vickie Clayton and Sarah Moore, for their support and presence in the audience. Ms. Bondy informed the Board that the North Carolina Department of Cultural Resources State Library of North Carolina revised the North Carolina Administrative Code governing the establishment, operations, and dissolution of regional libraries on April 1, 2011. Since 1991 the regional contract has designated the Orange County Finance Director to serve in the capacity of fiscal agent for the region encumbering administrative costs. Under the proposed rules, and to be compliant to receive State Aid, the Hyconeechee Regional Library System would be required to hire or contract out the financial operations to an independent firm for monitoring or disbursing of State Aid funds. Upon reviewing the administrative code revisions and considering the State Library recommendations the directors of Person, Orange, and Caswell counties discussed funding changes, increased administrative costs, and how best to serve the future needs of the three distinct counties. The library directors of Person, Orange, and Caswell counties agree the best solution for each county is to transition from a regional system to three independent library systems. The State Librarian supports the plan of dissolution and the formation of three independent county library systems. On April 13<sup>th</sup>, the Hyconeechee Regional Library Board of Trustees voted approval of the dissolution plan. Ms. Bondy noted the Board packet included copies of the resolution from Hyconeechee Regional Library System in favor of the dissolution of the regional system, as well as a plan for dissolution that must be agreed to by all three county boards of commissioners noting the County Attorney has reviewed all these documents. Ms. Bondy noted the State aid Person County received last year was \$117,000 as a regional library. As a independent library system, the State aid would be \$101,000. Currently Person County pays \$18,000 professional services to the Orange County fiscal agent and audit. Ms. Bondy stated the savings of the \$18,000 not being paid to Orange County as a fiscal agent combined with the State aid would give Person County \$1,500 to the good.

Ms. Bondy recommended that the Board of County Commissioners vote approval on the Plan of Dissolution and direct the Chairman to sign the Plan of Dissolution to be sent to the North Carolina Department of Cultural Resources State Library by the Regional Library Director.

Ms. Bondy confirmed a Memorandum of Understanding would be developed between Orange, Caswell and Person for each county to honor library cards through 2018 with a possible 5 year period extension.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Blalock, and **carried 5-0** to approve the Plan of Dissolution.

**May 2, 2011**

**Hyconeechee Regional Library System  
Plan of Dissolution**

The purpose of this Plan of Dissolution ("Plan") for the Hyconeechee Regional Library System ("Regional Library") is to establish a comprehensive approach to the dissolution of the Regional Library System and the orderly transition of the services and assets of the regional system to Caswell, Orange and Person County.

- I. **Plan Term.** This Plan will cover the period from July 1, 2011 through June 30, 2013 and continue in effect so long as there are at least two Parties to the Plan.
- II. **Effective Date of Transfer.** Each County will assume all responsibility for their separate independent library systems on July 1, 2012. The Counties shall take the actions provided in this document, or which may otherwise be necessary or appropriate, to permit the County's assumption of responsibility for their library system on the effective date.
- III. **General Operation.** The transition of the Regional Library services to the three counties shall be conducted in a multi-year approach with each library assuming responsibility for library services as follows:
  - A. Fiscal Year 2011-12
    1. **Transition to Separate Systems.** Each County will work in accordance with the North Carolina General Statutes Chapter 153A, Article 14, and any corresponding implementing regulations, in obtaining status as a separate library system.
    2. **Regional Library System Board.** The Regional Library System Board will continue to meet until June 30, 2012.
  - B. Fiscal Year 2012-13
    1. **Provisional System.** Each County library shall operate as a separate provisional system within the Regional Library System under the Regional Library System's policies until they have migrated to their own Integrated Library System ("ILS").
    2. **Library Advisory Board.** By July 1<sup>st</sup>, 2012 each County will have their own library advisory board and operational budget in place for library services.
    3. **Courier Services.** Throughout the Plan Term, each County shall be responsible for assigning employees, on a weekly rotating basis, to perform the courier services between the three counties. The initial rotation shall be:

1. Orange County
2. Person County
3. Caswell County

Courier services shall rotate between the three Counties until the end of the Plan Term or until each County has migrated to their own ILS. Each County will use its own vehicle for transportation.

ii. Integrated Library System ("ILS") - Polaris System.

1. Orange County will host the Regional Library System's ILS Polaris server. The Orange County Library System's Administrator will be the administrator of the Polaris System at no charge to Person or Caswell Counties. This is an in-kind service to the Regional Library valued at \$11,601.
2. The maintenance fees for the software of the Polaris System and PC Reservation systems shall be divided between the three Counties' based on their actual use of the systems.
3. Each County shall begin and complete the migration process from the Regional Library System's shared ILS to an ILS of their choice. Once each County has migrated from the shared ILS, the transfer of materials from one library to another shall be accomplished through the Inter-Library Loan System.

iii. Memorandum of Understanding. The Counties will develop a Memorandum of Understanding to continue selected library services for the benefit for all residents.

C. Fiscal Year 2013. Each county library shall offer out-of-county library cards to the residents of the other counties at no charge for a period of five years, beginning July 1, 2013 through June 30, 2018. This period may be extended by an additional five years by written agreement of the Counties.

IV. **Liabilities and Assets.** The Orange County Financial Services Director, acting as the Regional Library's fiscal agent, shall provide a list of all assets and liabilities of the Regional Library to each County as of June 30 of each year during the Plan Term.

A. **Liabilities.** Each County will assume all liabilities of the Regional Library System, to the extent permitted by law including, but not limited to, all liabilities related to the ownership of existing Regional Library System

Assets which have accrued of which may accrue prior to the effective date of transfer.

- i. The Counties, however, shall retain their individual liability, if any, related to their respective use of the Library System both before and after the Effective Date of Transfer. The assumption of liabilities by each County does not include the assumption of liability for the other Counties indebtedness for library services or facilities.
  - ii. The Regional System shall pay any and all known remaining debts of the Regional Library System prior to June 30, 2013.
  - iii. The Regional Library shall not incur any additional liabilities that extend beyond the term of this Plan without the written consent of the County Board of Commissioners or their designee.
- B. Acquire System Assets. In 1991, each County acquired all rights, title and interest in all Regional Library System assets contained within their respective library facilities. The remaining assets of the Regional Library shall be distributed as follows:
- i. Technological Assets. The ILS server, which as of July 1, 2013 will have a value, following depreciation, of five thousand dollars (\$5,000).
    1. During the transition, to offset the value of the server, Orange County shall continue to provide IT support to the Polaris System for all three counties as well as provide a system administrator at no charge to Caswell and Person Counties. The in-kind cost of Information Technology support and administrative services are valued at \$11,601.
    2. At the end of the term of the Plan, the Polaris System shall become the property of Orange County.
  - ii. Vehicle. The Regional Library System purchased a Honda Civic Hybrid for \$21,815 in 2006. In December 2010, the vehicle sustained damages in an accident, which has reduced the value of the vehicle. As of the date of this Plan, the value of the vehicle has fully depreciated.
    1. During the transition period, the vehicle will remain in Orange County and be used to provide courier service. Orange County shall continue to pay all expenses



including, but not limited to, the cost of upkeep, maintenance, and insurance on the vehicle.

2. At the end of the term, the vehicle can be purchased at fair market value June 30, 2013 by any of the Counties. Person and Caswell Counties shall have first right of refusal to the vehicle. The County offering the most money for the vehicle may purchase the vehicle. If no County, wants to purchase the vehicle the vehicle may be sold and the proceeds distributed as provided below.

3. Any proceeds from the sale of the vehicle shall be divided among the Counties on an equal basis.

iii. The Regional Library shall not purchase any additional assets during the transition period.

V. **Policy.** During the term of this Plan the Regional Library shall have the ongoing authority and responsibility to operate and administer the Regional Library System in accordance with all federal and state laws, as well as the policies, rules and procedures of the Regional Library.

VI. **Compliance with Law.** The Counties agrees that the Counties and their officers, and employees shall be required to comply with all federal, state and local laws, regulations and policies that relate to the performance of Regional Library Services during the Plan Term.

VII. **Regional Library System Budget.** Each County shall continue to share cost allocation of the Regional Library during the transition period. The cost shall be allocated as contained in the budget, which is attached as Exhibit 1 and hereby incorporated by reference into this Plan.

VIII. **Amendments.** The Plan may be modified or amended only by written amendments that are approved and signed on behalf of all the Counties.

IX. **Notices.** All notice or other communications required or permitted by this Plan must be in writing, addressed as follows:

For Regional Library Services

Name Lucinda Munger  
Address 137 W Margaret Lane  
Hillsborough, NC 27278

For Caswell County

Name Rhonda Griffin  
Address 161 Main Street East  
Yanceyville, NC 27379

For Orange County

For Person County

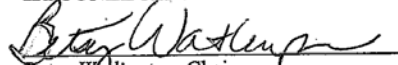
Name Lucinda Munger  
Address 137 W Margaret Lane  
Hillsborough, NC 27278

Name Christy Bondy  
Address 319 S. Main Street  
Roxboro, NC 27573

- X. **No Third Party Beneficiaries.** Nothing expressed or implied in this Plan shall give any person other than the Counties any rights to enforce the provision of this Plan. There are no intended third-party beneficiaries of this Plan.
- XI. **Severability.** If any provision of this Plan shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Plan.

IN WITNESS WHEREOF, the parties have hereunto signed this Contract in their official capacities on the day and year listed below.

**HYCONEECHEE REGIONAL LIBRARY SYSTEM**

  
Betsy Waplington, Chair  
Hyconeechee Regional Library System

4-20-2011  
Date

**CASWELL COUNTY**

\_\_\_\_\_  
Nathaniel Hall, Chair  
Caswell County Board of County Commissioners

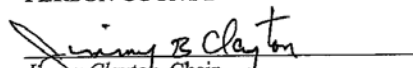
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Date

**ORANGE COUNTY**

\_\_\_\_\_  
Bernadette Pelissier, Chair  
Orange County Board of County Commissioners

\_\_\_\_\_  
Date

**PERSON COUNTY**

  
Jimmy Clayton, Chair  
Person County Board of County Commissioners

5-2-2011  
Date

**VOLUNTARY AGRICULTURAL DISTRICT BOARD APPOINTMENTS:**

Cooperative Extension Director, Derek Day stated the Voluntary Agricultural District Ordinance adopted February 7<sup>th</sup>, 2011 requires that the Person County Board of Commissioners establish an Agricultural Advisory Board to implement the provisions of the program. Mr. Day noted the advisory board shall consist of no less than eleven members appointed by the Board of Commissioners, with one member from each of the nine townships and one member chosen each from the local North Carolina Farm Bureau Board, and the local North Carolina Grange. Mr. Day further noted the initial Voluntary Advisory Board is to consist of three appointees for a one year term, three appointees for a two year term, and three appointees for a three year term representing the nine townships and NC Farm Bureau and NC Grange shall each have a three year term.

The Voluntary Agricultural District Advisory Board members recommend the following individuals:

<u>Name</u>	<u>Township</u>	<u>Length of Term</u>
Mickey Clayton	Bushy Fork	3 year term
Ronald Foushee	Flat River	3 year term
James L (Pete) Thomas	Mt. Tirzah	3 year term
Melvin Brent Adcock	Allensville	2 year term
Arch W (Chip) Stone III	Roxboro	2 year term
Bruce Whitfield	Olive Hill	2 year term
Paul Bailey	Woodsdale	1 year term
Cal Berryhill	Holloway	1 year term
Johnny Rogers	Cunningham	1 year term
Coleman Whitfield	Farm Bureau	3 year term
Curtis E (Gene) Moore	Grange	3 year term

Mr. Day requested Board approval of the appointments as presented to the Agricultural Advisory Board.

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Kennington, and **carried 5-0** to appoint the following individuals as presented by the Cooperative Extension Director:

<u>Name</u>	<u>Township</u>	<u>Length of Term</u>
Mickey Clayton	Bushy Fork	3 year term
Ronald Foushee	Flat River	3 year term
James L (Pete) Thomas	Mt. Tirzah	3 year term
Melvin Brent Adcock	Allensville	2 year term
Arch W (Chip) Stone III	Roxboro	2 year term
Bruce Whitfield	Olive Hill	2 year term
Paul Bailey	Woodsdale	1 year term
Cal Berryhill	Holloway	1 year term
Johnny Rogers	Cunningham	1 year term
Coleman Whitfield	Farm Bureau	3 year term
Curtis E (Gene) Moore	Grange	3 year term

Commissioner Kennington thanked and commended Mr. Day and the committee members for their work toward moving Person County agriculture forward.

Commissioner Blalock asked Mr. Day when the agricultural applications would be sent out. Mr. Day stated the applications would be sent out within the next couple of weeks.

**REQUEST FOR ADDITIONAL FUNDING IN THE SHERIFF'S OFFICE AND DETENTION CENTER'S FY10-11 BUDGETS:**

Sheriff Jones told the Board the Sheriff's Office operates 57 vehicles with eight vehicles per year being replaced through Fiscal Year 2008-2009 and beginning in Fiscal Year 2009-2010, the number of replacements was reduced to four vehicles annually. Sheriff Jones stated since the Fiscal Year 2009-2010 the Vehicle Maintenance budget has failed to cover the cost of maintaining the aging fleet and have had to delay maintenance on vehicles and park them until the next year's budget. Sheriff Jones noted due to budget constraints, the vehicle maintenance budget has been reduced by \$23,925, or 53% since Fiscal Year 2008-2009, causing severe strain in this line item. The Sheriff and the Manager have transferred funds from other line items in the Sheriff's budget to keep the line items in the black, but have run out of available resources. Currently, the vehicle maintenance expense line is in the red by \$5,000 with two months of costs remaining. Given that the approved fleet rotation is for only four units, Sheriff Jones anticipates the continuation of running older units which are out of warranty, resulting in larger repairs. Sheriff Jones requested additional funding for this budget year of \$15,000 for vehicle maintenance critical need to cover costs through the end of the current fiscal year.

Sheriff Jones stated maintenance to vehicles is performed at Auto Pros, AJ's and Brann's with warranty and major work completed by the manufacturer.

Commissioner Jeffers suggested the county seeking out a maintenance provider for all departments to lower costs.

Sheriff Jones told the Board if the additional funding was not granted, the critical needs may require to park cars which would delay answering calls as well as have a domino effect with staffing.

Commissioner Blalock pointed out the Sheriff's budget increased by 5.5%. Sheriff Jones attributed the budget increase to the MAPS study resulting in salary adjustments.

Chairman Clayton suggested the county considering renewing the fleet rotation program whereby vehicles purchased under State contract, used for 3 years and sold for a competitive price thereby keeping new vehicles in service without the costs of maintenance issues.

A **motion** was made by Commissioner Kennington, **seconded** by Vice Chairman Puryear, to approve up to \$15,000 be added for Vehicle Maintenance in the Sheriff's budget.

County Manager, Heidi York stated a budget amendment would be needed to allocate funds to the Sheriff's budget, and recommended allocating \$15,000 with any unused funds reverting back to the Fund Balance.

When asked about full-time staffing, Sheriff Jones told the Board he has 42 sworn officers that are included in the 110 total officers noting 82 are full-time and 18 part-time using the 57 vehicles. Sheriff Jones stated all 42 sworn officers have take-home vehicles which can be called back on duty at any time.

An **amended motion** was made by Commissioner Kennington, **seconded** by Vice Chairman Puryear, and **carried 5-0** to approve \$15,000 from the county fund balance for Vehicle Maintenance in the Sheriff's budget.

Commissioner Blalock requested Sheriff Jones consideration to not take the Safety Officers out of the schools. Sheriff Jones stated he did not want to lose any officers.

Sheriff Jones told the Board of an even larger cost impact to the Sheriff's budget has been the Professional Services line item for medical services to inmates in the Detention Center noting this is an uncontrollable line item of unknown medical emergencies. Sheriff Jones explained current health care coverage has a cap of \$30,000 per inmate which is not typical of an inmate's medical expense; the line item is currently \$88,681 in the red, primarily generated from two inmates. Sheriff Jones stated the two inmates will continue to be housed in Central Prison because of their serious health issues, causing this line item to be further strained. Sheriff Jones requested \$116,681 to cover the current overage of the Professional Services line item and anticipated billing commitments through June noting this additional request may not be enough to cover all costs through year end. Sheriff Jones explained General Statute dictates county responsibility to cover the medical costs.

Sheriff Jones spoke of legislation, if passed, would assist counties in reducing medical costs effective July 1, 2011. Commissioner Jeffers noted the program sponsored by the NC Association of County Commissioners would include Person Memorial Hospital as an in-network provider. Less than 1% of inmates have their own medical insurance according to Sheriff Jones.

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Jeffers, and **carried 5-0** to approve \$116,681 from the county fund balance for Professional Services in the Sheriff's budget to cover medical emergencies.

Commissioner Jeffers commented on Person County being fiscally responsible and conservative to have the available funds in the county fund balance to accommodate requests as presented by the Sheriff.

**CAPITAL PROJECT ORDINANCE:**

Finance Director, Amy Wehrenberg requested the Board to adopt the Capital Project Ordinance for the Person County Capital Improvement Project Fund. Ms. Wehrenberg explained to the Board that due to new reporting requirements established by the Governmental Accounting Standards Board for Fiscal Year 2010-2011, the County can not report expenditures in the Comprehensive Annual Financial Report (CAFR) related to the Capital Improvement Plan (CIP) in a Special Revenue Fund. Ms. Wehrenberg presented a Capital Project Ordinance to create a Capital Project Fund for purposes of recording and maintaining project revenues and expenses (CIP funds not spent in this current fiscal year as well as CIP funds allocated for next fiscal year) associated with the CIP.

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Blalock, and **carried 5-0** to approve the Capital Project Ordinance as presented.

**PERSON COUNTY CAPITAL IMPROVEMENT PROJECT FUND  
CAPITAL PROJECT ORDINANCE**

BE IT ORDAINED by the Board of Commissioners of Person County, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1 The projects authorized include costs associated with projects approved in the annual Capital Improvement Program (CIP). These costs are expensed using local, state, federal and any other revenues that may become available.

Section 2 The officers of this unit are hereby directed to proceed with the capital projects within the terms of the budget contained herein.

Section 3 The following amounts are appropriated for these CIP projects:

County - CIP Projects:	
EMS - Diesel Fuel Tank Replacement.....	\$ 16,500
Courthouse Renovation and Roofing Projects - Contingency....	100,000
PCOB & Library – Energy Project .....	174,385
Helena Gym – Restrooms Upgrade .....	53,000
Designated for Future Projects .....	931,438
Total County - CIP Projects.....	<u>1,275,323</u>
Piedmont Community College (PCC) - CIP Projects:	
Designated for Future Projects .....	466,850
Total PCC - CIP Projects.....	<u>466,850</u>
Schools - CIP Projects:	
Oak Lane – HVAC Control System Upgrade .....	71,000
Designated for Future Projects .....	747,220
Total Schools - CIP Projects .....	<u>818,220</u>
Total.....	<u>\$ 2,560,393</u>

Section 4 The following revenues are anticipated to be available to complete these CIP projects:

ARRA Grant – Energy Project .....	\$ 89,643
Progress Energy Contribution – Energy Project .....	15,042
Transfer from General Fund .....	438,547
Transfer from County Capital Reserve Fund.....	706,242
Transfer from School Capital Reserve Fund .....	1,310,919
Total.....	<u>\$ 2,560,393</u>

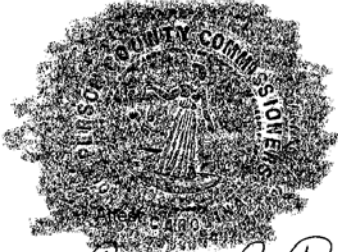
Section 5 The Finance Director is hereby directed to maintain within the Capital Improvement Project Fund sufficient detailed accounting records to satisfy the requirements of any and all applicable Federal and State grant regulations.

Section 6 The Finance Director is directed to report periodically on the financial status of each project element in Section 3 and on the total revenues received or claimed.

Section 7 The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on these capital projects periodically to the Board.

Section 8 Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Director for direction in carrying out these projects.

Adopted this 2<sup>nd</sup> day of May, 2011.



*Brenda B. Reaves*  
Brenda B. Reaves  
Clerk to the Board

*Jimmy B. Clayton*  
Jimmy B. Clayton, Chairman  
Person County Board of Commissioners



**BUDGET AMENDMENT:**

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

Upon a motion by Commissioner Jeffers, and a second by Commissioner Vice Chairman Puryear, and majority vote 5-0, the Board of Commissioners of Person County does hereby amend the Budget of the General Fund(s) on this, the 2nd day of May 2011, as follows:

<u>Dept./Acct No.</u>	<u>Department Name</u>	<u>Amount</u> Incr / (Decr)
<u>EXPENDITURES</u>	<u>General Fund</u>	
	General Services	(83,646)
	Transportation	1,008
	Education	(83,880)
	Culture & Recreation	(101,985)
	Human Services	89,376
	<u>County Capital Reserve Fund</u>	456,241
	<u>School Capital Reserve Fund</u>	1,227,039
<u>REVENUES</u>	<u>General Fund</u>	
	Intergovernmental Revenues	32,320
	Other Revenues	5,934
	Transfers from Other Funds	(217,381)
	<u>County Capital Reserve Fund</u>	
	Investment Earnings	1,483
	Fund Balance Appropriation	454,758
	<u>School Capital Reserve Fund</u>	
	Investment Earnings	2,125
	Fund Balance Appropriation	1,224,914

**Explanation:**

Appropriating insurance claims received for damage to vehicle in PATS (\$1,008) and Recreation Department facilities storm damage (\$4,015); various program adjustments in DSS (\$33,231); and revenue and expenditure budgets in the General Fund (-\$217,381) and Capital Reserve Funds (\$1,683,280) in preparation for transferring balances to the newly created capital project fund for the Capital Improvement Program.

May 2, 2011

Commissioner Kennington inquired about the Huck Sansbury gym roof recently damaged by wind on April 28. Ms. York noted the insurance adjuster was at the site assessing the damage this date. General Services Director, Ray Foushee stated he was awaiting an engineer assessment report but offered the opinion that 50% of the roof had been affected. Mr. Foushee stated the temporary repair was estimated at \$11,000.

**CHAIRMAN'S REPORT:**

Chairman Clayton commented on the following:

- A handout placed in the Board members' mailboxes for information on Wake County's Program called Human Capital noting the Kerr-Tar Regional Council of Government is reviewing for consideration of a similar regional program.
- Person County's Farmer's Market opened April 30 with various fresh food, quality items noting the market is open Wednesday afternoons and Saturday mornings.
- Vice Chairman Puryear would be attending the Chamber of Commerce's Safety Banquet scheduled for May 3 on behalf of the Board.
- Vice Chairman Puryear would be attending the Emergency Planning Committee meeting on May 18 on his behalf due to another committee meeting conflict.
- Person-Caswell Cookout on May 12 – let the Clerk know if Board members are planning to attend.
- County Assembly Day in Raleigh on May 25 – encourage Board members to participate (registration fee waived to May 18) as well as talk to legislators in other counties.

**MANAGER'S REPORT:**

County Manager, Heidi York commented on the following:

- Local Delegation Special Meeting opportunity to share concerns about proposed bills – let the County Manager know if interested.
- Occupancy Bill will be introduced on May 3 with a bleak outlook for success.
- Economic Development Commission meeting May 3 at 12:30 pm.
- Budget Briefing meeting with individual Board members are scheduled to review the proposed budget which will be presented on May 16.

## COMMISSIONER REPORT/COMMENTS:

Commissioner Kennington thanked all individuals involved with emergency preparedness and volunteers for their efforts after the recent tornado damage.

Commissioner Kennington thanked the County Manager for the Community Conversations meetings noting his preference to have one during budget and the other at another time for general purposes.

Commissioner Blalock stated she listened to a webinar related to veterans and was still gathering information. Commissioner Blalock stated the necessity to ask questions at Board meetings so that the public would hear and be informed.

Commissioner Jeffers commented on the following:

- urged the Board members to email representatives to vote to restore lottery funds
- enjoyed the Community Conversations meetings discussing the budget prior to the budget being presented
- Department of Social Services caseloads are increasing
- County Assembly Day
- Interested in Person County creating a Youth Council to serve in an advisory capacity to the Board

Vice Chairman Puryear stated the community was appreciative of the recently adopted High Speed Resolution and he was still talking with Representative Wilkins on this issue. Vice Chairman Puryear noted the CenturyLink map illustrating the areas within Person County (5% or less) should be available in June.

## CLOSED SESSION:

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Blalock, and **carried 5-0** to enter Closed Session pursuant to General Statute 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the county at 9:10 p.m. and to allow the County Manager, Heidi York, Assistant County Manager, Gene Hodges, County Attorney, Ron Aycock and Clerk to the Board, Brenda Reaves to attend.

Chairman Clayton announced a break prior to Closed Session.

Chairman Clayton called the Closed Session to order at 9:19 p.m.

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Blalock, and **carried 5-0** to return to open session at 9:54 p.m.

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Kennington, and **carried 5-0** to set a public hearing to be held on May 16, 2011 and advertise Notice of Public Hearing regarding proposed Lease Agreement and Economic Development Incentive Agreement with Eaton Corporation in the newspaper.

**ADJOURNMENT:**

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Kennington, and **carried 5-0** to adjourn the meeting at 9:55 p.m.

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Brenda B. Reaves  
Clerk to the Board

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Jimmy B. Clayton  
Chairman