

**PERSON COUNTY BOARD OF COMMISSIONERS**  
**MEMBERS PRESENT**

**FEBRUARY 7, 2011**  
**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, February 7, 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:**

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Jeffers and **carried 5-0** to add the following items to the agenda: an update regarding the Person County Business Industrial Center contract, consideration to cancel the March 7, 2011 regular scheduled Board meeting as well as a Closed Session for the purpose of discussing economic development updates pursuant to General Statute 143-318.11(a)(4) .

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

Commissioner Kennington requested the Cooperative Extension Director, Derek Day to give an update on the Farmer's Market when he presented the Voluntary Agricultural Districts to the Board.

**PUBLIC HEARING:**

**REQUEST TO AMEND APPENDIX C, TABLE OF PERMITTED USES TO INCLUDE FITNESS CENTER (GYM) AS A USE BY RIGHT IN THE B1, B2 AND RC DISTRICTS:**

A **motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear, and **carried 5-0** to open the duly advertised public hearing to consider the request to amend Appendix C, Table of Permitted Uses to include Fitness Center (Gym) as a use by right in the B1, B2 and RC Districts.

Planning Director, Paula Murphy told the Board the request before them is a legislative zoning decision which affects the entire community where neither evidence nor findings of facts are required and the members are free to discuss issues outside of the hearing. Ms. Murphy stated the County has received a request from Mr. Roger Smith of R&R Enterprises to amend Appendix C, Table of Permitted Uses to include Fitness Center (gym) in the same category as health spa as a use by right in the B1, B2 and RC Districts. A fitness center would include a center with cardio and weight equipment as well as saunas, hot tubs, swimming pools and aerobic type classes.

Ms. Murphy noted a Fitness Center is not listed in the current Table of Permitted Uses, further noting, in the past, the county would have included this use in the private recreation for profit which requires a Special Use Permit. Ms. Murphy told the Board that staff feels that it is appropriate to have this type of use as a “use by right” rather than a Special Use Permit. A Fitness Center (gym) will be required to submit a site plan in accordance with Section 81 of the Person County Ordinance.

Ms. Murphy stated the Planning Board held a Public Hearing on January 13, 2011 and voted 5 to 0 to forward with a favorable recommendation.

Mr. Roger Smith of R&R Enterprises, the applicant, spoke in favor of the request to amend Appendix C, Table of Permitted Uses to include Fitness Center (Gym) as a use by right in the B1, B2 and RC Districts.

No one spoke in opposition of the request.

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Blalock and **carried 5-0** to close the public hearing for the request to amend Appendix C, Table of Permitted Uses to include Fitness Center (Gym) as a use by right in the B1, B2 and RC Districts.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Blalock and **carried 5-0** to approve the request to amend Appendix C, Table of Permitted Uses to include Fitness Center (Gym) as a use by right in the B1, B2 and RC Districts.

Chairman Clayton recognized a young boy scout in the audience. The boy scout stated he is a member of Troop 200 and currently working on his Citizenship in the Community badge.

**INFORMAL COMMENTS:**

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

Mr. Johnny Myrl Lunsford of 179 Carrington Lane, Roxboro thanked the Board for allowing him to serve on the COG and JCPC boards and urged the Board to be proactive in continuing progress in Person County noting the citizens voted and passed a Referendum in 2008 for a county recreational facility and senior center. Mr. Lunsford advocated for the Board's option to pass a quarter-cent sales tax to fund such services.

Ms. Ethel Tillman of 2767 Old Allensville Road, Roxboro requested the Board to make the proposed county recreational facility and senior center a reality by taking advantage of the low interest rates and low costs of building materials noting the need of expanding programs offered by the Parks and Recreation Department from preteen age and up to senior citizens.

Ms. Pamela Hayward of 2686 Leasburg Road, Roxboro stated support of keeping the health related fitness programs offered through Parks & Recreation and advocated for expansion of such programs.

Ms. Becky Legun of 102 Possum Trot Lane, Semora asked the Board to continue funding the Parks & Recreation programs noting the benefits of reducing chronic medical conditions by exercising. Ms. Legun requested Board support to fund the proposed county recreational facility and senior center.

Mr. Will Paul of 350 Wrenn Crumpton Road, Roxboro and current program instructor for Parks and Recreation, spoke to the Board about promoting a healthy lifestyle for citizens noting the need to expand the crowded programs currently offered by Parks and Recreation.

Commissioner Jeffers addressed the need of a county recreational facility and senior center noting the recession has affected its progress and he has continued to look for options stating other counties/municipalities have partnered with YMCA to share operating costs for such a facility. Commissioner Jeffers noted he has an upcoming meeting with key players with YMCA for further discussion.

**APPROVAL OF MINUTES:**

A **motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear, and **carried 5-0** to approve the minutes of January 18, 2011.

**ADMINISTRATIVE REPORTS:**

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

**OLD BUSINESS:**

**A RESOLUTION SUPPORTING THE TOURISM DEVELOPMENT AUTHORITY EFFORTS TO INCREASE THE OCCUPANCY TAX RATE FOR THE PURPOSE OF PROMOTING TOURISM IN PERSON COUNTY:**

County Manager, Heidi York stated the Board directed staff to present a Resolution supporting the Tourism Development Authority efforts to increase the occupancy tax rate by an additional 1% for the purpose of promoting tourism in Person County. Ms. York noted legislative approval is required for such action. Ms. York estimated the approximate amount the 1% increase would generate approximately \$27,000 noting this year's projected revenue from the current occupancy tax levy is approximately \$135,000.

Ms. York stated she notified Roxboro City Manager, Jon Barlow and he had questioned where the additional funding would be allocated if approved. Ms. York extended an invitation from Mr. Barlow to Board members to attend Roxboro City Council's meeting on February 8, 2011 at 7:00 pm for clarification.

Chairman Clayton and Commissioner Kennington spoke to the additional tax levy of 1% should be used by the Tourism Development Authority where needed, whether it be used to create a Welcome Center, fund the Museum as well as consideration of funding other nonprofits.

Ms. York stated anyone occupying a Person County hotel/motel room would be levied the room tax. Tourism Development Director, Margaret McMann added the cabins at Mayo Park as well as private homes around the lake, extended stay facilities noting 12 properties in Person County would be eligible for the occupancy tax.

Commissioner Puryear stated his opposition to increase the occupancy rate and did not want any reason to deter visitors to come to Person County.

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Blalock and **carried 4-1** to adopt and approve the Resolution supporting the Tourism Development Authority efforts to increase the occupancy tax rate by 1% for the purpose of promoting tourism in Person County. Vice Chairman Puryear cast the lone dissenting vote.

**A RESOLUTION SUPPORTING  
THE TOURISM DEVELOPMENT AUTHORITY EFFORTS TO  
INCREASE THE OCCUPANCY TAX RATE  
FOR THE PURPOSE OF PROMOTING TOURISM IN  
PERSON COUNTY**

**WHEREAS**, the Person County Tourism Development Authority (TDA) was empowered by ratification of HB 859 in the North Carolina General Assembly and by a Resolution adopted September 7, 1997 by the Person County Board of Commissioners to levy gross receipts 5% derived from the rental of any room, lodging or similar accommodation in Person County as well as create and establish TDA to promote tourism in Person County; and,

**WHEREAS**, the TDA Board of Directors is responsible for the fiscal sound expenditure of revenues generated through occupancy tax in Person County; and,

**WHEREAS**, tourism revenues have stayed strong and consistent in the past several years which has made a positive economic impact to Person County; and,

**WHEREAS**, TDA recognizes the growing need to creatively enhance these revenues in order to stay competitive in the tourism industry, not only locally but regionally and nationally.

**NOW THEREFORE BE IT RESOLVED** that the Person County Board of County Commissioners support the Person County Tourism Development Authority in their efforts to increase the occupancy tax rate from 5% to 6% through state legislation. The additional revenues obtained through this increase will be used for the continued promotion of Person County as a tourist destination and advancement of tourism as a driver for economic development.

Adopted and approved this the 7th day of February, 2011.



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

[SEAL]

Attest:  
*Brenda B. Reaves*  
\_\_\_\_\_  
Brenda B. Reaves  
Clerk to the Board

February 7, 2011

**A RESOLUTION SUPPORTING THE TOURISM DEVELOPMENT AUTHORITY MEMBERSHIP TO BE INCREASED:**

County Manger, Heidi York stated the Board directed staff to present a Resolution supporting the Tourism Development Authority (TDA) membership to be increased for consideration. Ms. York noted the Tourism Development Authority currently consists of 6 members, 3 each appointed (1 hotel/motel representative and 2 citizens) by the Board of County Commissioners and Roxboro City Council respectively. Ms. York highlighted the Resolution's request to increase the membership from the current six members to nine members basing appointments on the population of the City (1/3 representatives or 3 appointments), and the County (2/3 representatives or 6 appointments).

Ms. York noted Roxboro City Manager, Jon Barlow questioned the need for additional county representatives on the Tourism Development Authority and would like the opportunity to get additional information.

Tourism Development Director, Margaret McMann was asked to speak on behalf of the TDA Board. Ms. McMann noted financial concerns with increasing the TDA membership related to paying conference/seminar registrations as well as providing lunch at meetings. Ms. Mann reiterated six members as a good workable group and noted her previous recommendation to replace one of the two hotel/motel representatives with a citizen. Ms. McMann stated TDA members must actively promote travel and tourism. Ms. McMann confirmed that the TDA Chairperson currently only votes in the event of a tie.

Commissioner Kennington noted his support to involving more citizens on the TDA as well as the interested citizens willing to serve on TDA.

Vice Chairman Puryear stated opposition to increasing the TDA membership and warned the Board was setting precedent to increase slots when more qualified applicants than seats exist.

Commissioner Jeffers noted the Board recently set precedent by adding a seat to the Airport Commission and stated a membership of nine is not too many for TDA.

Commissioner Blalock stated citizens should be placed into positions to serve whereby they possess a passion.

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Jeffers and **carried 4-1** to adopt and approve the Resolution supporting the Tourism Development Authority (TDA) membership to be increased as presented. Vice Chairman Puryear cast the lone dissenting vote.

**A RESOLUTION SUPPORTING  
THE TOURISM DEVELOPMENT AUTHORITY  
MEMBERSHIP TO BE INCREASED**

**WHEREAS**, the Person County Tourism Development Authority (TDA) was empowered by ratification of HB 859 in the North Carolina General Assembly and by a Resolution adopted September 7, 1997 by the Person County Board of Commissioners to levy gross receipts 5% derived from the rental of any room, lodging or similar accommodation in Person County as well as create and establish TDA to promote tourism in Person County; and,

**WHEREAS**, the TDA currently consists of 6 members, 3 selected by the Person County Commissioners and 3 by the Roxboro City Council; and,

**WHEREAS**, the Board of County Commissioners would like the TDA membership be increased from 6 to 9 members and base representation of the TDA on city/county population which may equate to 3 city appointments and 6 county appointments; and,

**WHEREAS**, TDA is charged with promoting travel, tourism, festivals and conventions, and projects, in Person County in accordance with applicable statutes.

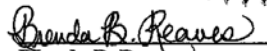
**NOW THEREFORE BE IT RESOLVED** that the Person County Board of County Commissioners support increasing the membership of the Person County Tourism Development Authority in their efforts to gain more input and activity from interested citizens in Person County.


Adopted and approved this the 7th day of February, 2011.



[SEAL]

Attest:

  
Brenda B. Reaves  
Clerk to the Board

  
Jimmy B. Clayton, Chairman  
Person County Board of Commissioners

February 7, 2011

Both Resolutions adopted and approved by the Board this date related to the Tourism Development Authority will be forwarded to Representative W.A. Wilkins to present for legislative consideration and action on behalf of Person County.

**NEW BUSINESS:**

**FARMER'S MARKET UPDATE:**

Cooperative Extension Director, Derek Day reported to the Board the contractor for the Farmer's Market project has been fired and Person County has ordered the building which is scheduled to be on-site March 4, 2011 whereby a local builder would construct with a projected opening date of April 30, 2011. Mr. Day noted a Grand Opening event would be planned during June. Mr. Day announced the Farmer's Market Board, at its meeting in December, 2010 voted to change the name of the Roxboro Farmer's Market to Person County Farmer's Market. Mr. Day described the certification requirements of the participating farmers noting all products will be locally grown within 75 miles from inspected kitchens which will bring a true integrity of each product sold.

**VOLUNTARY AGRICULTURAL DISTRICTS:**

Cooperative Extension Director, Derek Day presented to the Board for consideration a Person County Voluntary Agricultural District Ordinance entitled Voluntary Farmland Preservation Program Ordinance of Person County. Mr. Day noted the Ordinance before the Board represented two years of work by Voluntary Agricultural District Advisory Board members as well as meets one of objectives adopted in the Person Futures Strategic Plan.

Mr. Day stated the purpose of the Agricultural District Program is to encourage the preservation and protection of farmland from non-farm development. This is in recognition of the importance of agriculture to the economic and social well being of Person County. In Chapter 106, Article 61 of the North Carolina General Statutes, the North Carolina General Assembly authorized counties to undertake a series of programs to encourage the preservation of farmland. As a result, counties throughout the state of North Carolina have adopted Voluntary Agricultural District (VAD) Ordinances. The ordinance provides for the creation of an Agricultural Advisory Board to administer the program. The Agricultural Advisory Board reviews and approves applications for qualifying farmland as well as establishing the agricultural district.



Mr. Day explained the Agricultural District Ordinance shall provide for the establishment of an Agricultural Advisory Board, organized, and appointed as Person County deems appropriate. The county may confer upon this advisory board authority to:

- Review and make recommendations concerning the establishment and modification of agricultural districts.
- Review and make recommendations concerning any ordinance or amendment, Adopted or proposed for adoption.
- Hold public hearings on public projects likely to have an impact on agricultural operations, particularly if such projects involve condemnation of all or part of any qualifying farm.
- Advise the governing board of the county on projects, programs, or issues affecting the agricultural economy or way of life within the county.
- Perform other related tasks or duties assigned by the governing board of the county or city.

Mr. Day described the benefits for farmers in a Voluntary Agricultural District:

- **Recognition & public education about agriculture.** Members of the program will be given signs to post, identifying their farm as a member of a preservation district, indicating to any potential neighbors and passersby that your land is committed to the preservation of the agriculture way of life.
- **Increased protection from nuisance suits.** Notice on the property signaling Agricultural District membership and a notice in the computerized land record system making those within a ½ mile of an Agricultural District farm aware of the potential for noise, odor, dust, or slow moving farm vehicles associated with farming.
- **Waiver of water and sewer assessments.** Landowners within Agricultural Districts who are not connected to water or sewer systems operated by the county can have water and sewer assessments waived.
- **Public hearings required for proposed condemnation.** Public hearing(s) held by the Agricultural Advisory Board if the land in an Agricultural District is considered for a public project that may condemn land.
- **Eligibility for funding.** District members may be eligible for farmland reservation funds as local, state, or federal funds become available.
- **Official role in county government.** The Agricultural Advisory Board acts as advisor to the governing board of the county on projects, programs, or issues affecting the agricultural economy or way of life within the county.

Mr. Day listed the benefits for the public:

- **Preserving North Carolina's Number 1 Industry:** North Carolina agriculture is an over \$68 billion business annually. The success of the program will foster the growth, development, and sustainability of family farms as well as increase public awareness of agriculture in North Carolina.

- **County-wide Economic Benefit:** An American Farmland Trust study showed that for every dollar in taxes received from working land only 34 cents in services is paid by the government. However, services paid to residential development are an average of \$1.15 per dollar of taxes received. Therefore, it is a net gain of revenue for the tax base and thus an economic benefit for any county to preserve working lands.
- **Quality of Life:** When farms are kept in agriculture it maintains the quality of life that each North Carolinian enjoys everyday. Fields and woodlands are both a visual pleasure and contribute to clean air and water. Rural working landscapes are an integral part of our heritage that must be preserved for future generations. If we do not save our agricultural areas we will destroy the rustic landscape that attracts and retains people and industry to North Carolina.
- **Ability to buy locally grown products.** Maintaining the agriculture industry in North Carolina allows consumers to purchase and consume products from local agricultural producers.

Mr. Day requested the Board to adopt the Ordinance as well as recommended the Board of Commissioners charge the Voluntary Agricultural District Advisory Board to receive, review, and make recommendations to the commissioners about the permanent Voluntary Agricultural District Advisory Board members. Mr. Day stated he could have the advisory board in place within 30 days.

Mr. Day recognized the Voluntary Agricultural District Advisory Board members present: Mr. Cal Berryhill, Mr. Phillip Reams, Mr. Rob Satterfield, Mr. Pete Thomas, Mr. Bruce Whitfield and Ms. Joanne Howerton.

Commissioner Blalock suggested adding realtors in Person County as specific recipients of the Maps identifying approved Districts as outlined in Article XII, Section C of the Ordinance.

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Jeffers, and **carried 5-0** to approve and adopt the Person County Voluntary Agricultural District Ordinance entitled Voluntary Farmland Preservation Program Ordinance of Person County with the addition of adding licensed real estate agents with office locations in Person County as specific recipients of the Maps identifying approved Districts as outlined in Article XII, Section C of the Ordinance.

### **REPORT OF UNPAID TAXES:**

Tax Administrator, Russell Jones stated General Statute 105-369(a) requires that Tax Collector report to the Board on the first Monday in February the amount of unpaid 2010 taxes that are a lien on real property. This is simply a check point for the Board as to the progress that the Tax Office is making on collections and way to alert the Board if collections are down.

As of January 28, 2011, the collection rate was 91.95%. The tax due on 2010 real estate was at \$1.6 million. Since the January 28, 2011 report, Mr. Jones stated \$152,000 additional taxes have been collected making the total taxes due on 2010 real estate \$1,462,608 as of the time of this report. Mr. Jones noted the overall collection rate at the time of this report at 92.81%.

The Board accepted the report as presented by the Tax Administrator.

### **ADVERTISEMENT OF UNPAID REAL ESTATE TAXES:**

Tax Administrator, Russell Jones told the Board a motion is required to order the advertisement as well as set the advertisement date for delinquent 2010 real property taxes. Mr. Jones noted the newspaper advertisement is required under General Statute. 105-369(c) and can be placed anytime between March 1<sup>st</sup> and June 30<sup>th</sup>, further noting this is a great collection tool and the sooner the advertisement takes place, the better the tax collection rate would result. The cost of the advertisement is charged to the delinquent real estate bills. Mr. Jones recommended the advertisement date for delinquent 2010 real property taxes to be March 5, 2011.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Blalock, and **carried 5-0** to order the advertisement for delinquent 2010 real property taxes as well as set the advertisement date for such to be March 5, 2011.

**PROPOSAL TO DELAY REVALUATION FOR ONE ADDITIONAL YEAR TO 2013:**

Tax Administrator, Russell Jones stated the current real estate market is unstable and sales are still slow. Mr. Jones noted a delay in the revaluation should allow time for the market to adjust, and the county/taxpayer will not be locked in to a value that is incorrect (either too high or too low) until the next revaluation cycle. Values can only be adjusted for market reasons during a revaluation cycle.

Mr. Jones told the Board Person County's current assessment rate (2005 values) is 96%, based on a sales ratio randomized sampling. The sales ratio is the comparison of actual sales price and the tax values indicating Person County's 2005 values, on average, are 4% under-assessed. Mr. Jones noted if every qualified property sold was evaluated without a randomized sampling, the assessment rate is 101% which would indicate a 1% over-assessment. Mr. Jones reiterated a revaluation is not needed at this time, since values are so close to current market value.

Mr. Jones explained equalization occurs when Person County's sales ratio falls below 90% in either a 1<sup>st</sup>, 5<sup>th</sup>, or 7<sup>th</sup> year of the revaluation cycle and since this will be the 7<sup>th</sup> year of the revaluation cycle, equalization could be an issue. With a 97% sales ratio, Mr. Jones feels the need to reduce state appraised properties is minimal as this issue is one of the factors that Person County considered when changing to a shorter cycle back in the 80's. Mr. Jones noted Person County's sales ratio was audited by the North Carolina Department of Revenue last year and found to be accurate.

Mr. Jones stated by delaying revaluation would allow taxpayers to keep the 2005 tax values for another year thereby taking away some of the uncertainty concerning property tax bills. Mr. Jones informed the Board that this would be the final delay, since revaluation is required by state law at least every eight years. Mr. Jones recommended the Board delay the 2012 Revaluation by resolution for one additional year to 2013.

Commissioner Blalock asked when the revaluation process would begin. Mr. Jones stated the Tax Office has already completed some field work explaining the process takes about 2 ½ years to research the market, industrial and commercial properties and analyze all data. County Manager, Heidi York stated staff would budget for the start of the revaluation process in the upcoming fiscal year.

**A RESOLUTION DELAYING THE EFFECTIVE DATE OF A REAPPRAISAL OF PROPERTY IN PERSON COUNTY:**

Tax Administrator, Russell Jones presented a Resolution Delaying the Effective Date of a Reappraisal of Property in Person County for consideration.

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Kennington, and **carried 5-0** to adopt a Resolution Delaying the Effective Date of a Reappraisal of Property in Person County.

**A RESOLUTION DELAYING THE EFFECTIVE DATE OF A REAPPRAISAL OF  
PROPERTY IN PERSON COUNTY**

**WHEREAS**, General Statute 105-286 mandates a reappraisal of property at least every eight years; and,

**WHEREAS**, General Statute 105-286(a)(2) Authorizes a Board of County Commissioners to advance the period so that a reappraisal occurs more often than every 8 years; and,

**WHEREAS**, once an advanced reappraisal occurs, it has the effect of resetting the next required reappraisal for eight years after the advanced reappraisal; and,

**WHEREAS**, Person County has advanced its reappraisal period so that the last reappraisal occurred on January 01, 2005; and,

**WHEREAS**, Person County's next mandated eight year reappraisal is required for January 01, 2013; and,

**WHEREAS**, Person County had planned to have an advanced reappraisal effective for January 1, 2012; and,

**WHEREAS**, the Person County Board of Commissioners feel that a revaluation for January 1, 2012 should be delayed due to the unstable real estate market and that the 2005 tax assessments are fair and equitable; and,

**WHEREAS**, to implement the planned reappraisal scheduled for January 1, 2012 would add substantially to the financial stress and uncertainty of the citizens of Person County.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF PERSON COUNTY THAT:**

- 1- The scheduled reappraisal for an effective date of January 1, 2012 is hereby revoked and rescinded.
- 2- Pursuant to the authority granted in General Statute 105-286(a)(2), the next scheduled reappraisal for Person County is set for an effective date of January 1, 2013, and Person County will return to a four year revaluation cycle thereafter.
- 3- A copy of this resolution shall be provided to the Property Tax Division of the North Carolina Department of Revenue and to the City of Roxboro.

Adopted this the 7<sup>th</sup> day of February, 2011.

By: \_\_\_\_\_

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

Attest: \_\_\_\_\_

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



February 7, 2011

### **BOARD OF EQUALIZATION AND REVIEW DATE:**

Tax Administrator, Russell Jones requested the Board of County Commissioners to set the meeting date for the Board of Equalization and Review, which will need to meet in the month of April. The meeting date will need to be set at least 10 days in advance so that staff may duly advertise the meeting as required by General Statute 105-322(f). Mr. Jones proposed that the Board of Equalization and Review be held on April 4, 2011 starting at 1:00 p.m. and adjourn on April 18, 2011 after the county commissioners' regular scheduled meeting has ended. Mr. Jones noted the Board may also need to meet between these dates if the number of taxpayers appealing their value is higher than in the past.

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Kennington, and **carried 5-0** to set the meeting date for the Board of Equalization and Review to be held on April 4, 2011 starting at 1:00 p.m. and adjourn on April 18, 2011 after the county commissioners' regular scheduled meeting has ended.

### **ENERGY EFFICIENCY GRANT FOR COUNTY BUILDINGS:**

General Services Director, Ray Foushee stated in June 2010, Person County received an Energy Efficiency ARRA (stimulus) Grant for County Buildings from the North Carolina State Energy Office (SEO). Mr. Foushee noted the grant originally totaling \$117,546, was for the Person County Office Building, Courthouse, and Library. However, at a later date, it was determined that the Courthouse was not eligible for the grant because it was currently under renovation and the grant was revised to \$89,643. Mr. Foushee explained the project would consist of changing all lighting in these two buildings from T-12 to T-8 fixtures, replacing incandescent lamps with compact fluorescents, installing sensor controls on lighting to eliminate waste, installing programmable thermostats, and installing variable speed drives on the air handler motors. Mr. Foushee stated the total cost of the project is estimated to be \$174,385, of which \$89,643 is SEO grant funding, \$15,042 is Progress Energy rebates, and \$69,700 is the County's contribution, noting the County contribution of \$69,700 is for Engineering Fees and Ceiling repairs, which are not eligible for grant funding. The \$69,700 can be broken down into: 1) \$35,000 in Engineering Fees, 2) \$27,200 to replace the ceiling in the Library with a new drop ceiling and, 3) \$7,500 to repair any damage done to the PCOB ceilings. Mr. Foushee told the Board estimates were provided by the state-hired energy auditor placing the annual energy savings for the two buildings at \$37,896, compared to the County cost of \$69,700, resulting in a payback period of 1.8 years.

Mr. Foushee concluded that all the above quotes are estimates (some date back to January 2010) and the grant amount is also an estimate. Once firm quotes are secured, Mr. Foushee stated he would be able to identify exactly what the grant allocation would be as well as the exact total of the County contribution. Should the Board approve the county contribution to accept the grant, Mr. Foushee stated he would be meeting with a representative of the Commerce Department to outline the bidding process. Mr. Foushee intends for local contractors to have an opportunity to bid. Mr. Foushee told the Board Person County would lose the grant opportunity if the project was not completed by December 31, 2011 indicating time is of the essence.

County Manager, Heidi York stated the funding for the county contribution would be the savings realized on other capital improvement projects.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Jeffers, and **carried 5-0** to approve the county contribution as presented to proceed with acceptance of the Energy Efficiency ARRA (stimulus) Grant for County Buildings from the North Carolina State Energy Office.

#### **CONTRACT WITH PERSON COUNTY BUSINESS INDUSTRIAL CENTER (PCBIC):**

Commissioner Kennington requested clarification on the four changes recommended by PCBIC in the Person County contract with PCBIC.

County Manager, Heidi York explained the following changes for the Board:

- On page 2 under Section 5, the request was to take out the requirement for worker's compensation as it is not required. County Attorney, Ron Aycock confirmed to the group that there is a threshold of 3 employees for the Worker's Compensation Act.
- On page 4, Attachment 1 Scope of Services under #1 Major Responsibilities, item D, additional language clarifying support of the priorities under the Strategic Plan objective "Prosper by Developing the New Economy Locally".
- On page 4, Attachment 1 Scope of Services under #1 Major Responsibilities, item N, revised to note one visit or telephone call per business during the term of contract will be required.
- On page 6 Attachment 1 Scope of Services under #5 Funding, item C, 4<sup>th</sup> bullet, language to add oversight of the Chairman of the Economic Development Commissioner and County Manager or designee to accommodate reimbursements on a more frequent basis.

Ms. York noted her authority to sign the contract under the Budget Ordinance but wanted Board agreement on the contract.

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Jeffers, and **carried 5-0** to accept the contract as revised and presented.

Commissioner Kennington thanked the County Manager for seeking Board input and comments. Ms. York stated she would sign a final copy of the contract and forward to PCBIC. Commissioner Kennington asked the Economic Development Chairman, Mr. Jim Stovall to introduce the new PCBIC Economic Development Director. Mr. Stovall introduced Ms. Barbara Currier.

**CONSIDERATION TO CANCEL THE MARCH 7, 2011 REGULAR SCHEDULED BOARD MEETING:**

Chairman Clayton requested Board consideration to cancel the March 7, 2011 regular scheduled Board meeting. Commissioner Jeffers will be attending the NACo Legislative Conference in Washington March 5-9, 2011. Chairman Clayton suggested the Board would have opportunity to conduct business, if needed, on March 14, 2011 during the joint meeting with the Board of Education.

Ms. York confirmed the Board would be meeting jointly with the Board of Education on March 14, 2011 at 6:00 p.m.

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Kennington, and **carried 5-0** to cancel the March 7, 2011 regular scheduled Board meeting.

**CHAIRMAN'S REPORT:**

Chairman Clayton had no report or comments.

**COMMISSIONER REPORT/COMMENTS:**

Commissioner Kennington had no report or comments.

Commissioner Blalock thanked the County Manager for initiating the county-wide Suggestion Box as well as the two upcoming Community Conversation meetings. Commissioner Blalock commended the Courier-Times editor, Tim Chandler for reminding the Board of the need to have all Board sessions aired on the web. Commissioner Blalock credited Electronic Solutions and newspaper for the surveys to help citizens share their thoughts on the budget. Commissioner Blalock requested the newspaper and radio, through a cooperative effort, put together a monthly report that centers around county government, i.e., a "Know Your Government" feature focusing on one department each month covering the services, location, funding, and contact information.



Commissioner Jeffers stated the Week of the Young Child committee is currently planning the week long events. Commissioner Jeffers noted a need of representation from the Department of Social Services, further noting the next meeting is on February 9, 2011 at 12:30 p.m. at Earl Bradsher Preschool Conference Room.

Vice Chairman Puryear had no report or comments.

### **MANAGER'S REPORT:**

County Manager, Heidi York made sure the Board had on their calendars the March 14, 2011 joint meeting with the Board of Education starting at 6:00 p.m. in the Person County Office Building Auditorium.

Ms. York noted Local Government Day will be held on March 14, 2011 which is not a regular scheduled meeting date for the Board of County Commissioners. Ms. York further noted attempt was made to move the special joint meeting with the Board of Education to a day meeting to accommodate the students, however, the Board of Education already had a meeting that morning.

Ms. York reminded the Board of a request for a joint meeting from the NC Farm Bureau. Clerk to the Board, Brenda Reaves stated the Farm Bureau Board is inviting the Board of County Commissioners to meeting, including dinner, at their new facility in Person County. Commissioner Kennington suggested Monday, March 28, 2011 at 6:30 p.m. The group agreed to March 28, 2011 at 6:30 p.m. Ms. Reaves would contact the Farm Bureau Board members with the proposed date and time from the Board.

Ms. York asked if any Board members were interested in attending the Roxboro City Council meeting on February 8, 2011 at 7:00 p.m. to clarify information related to the Tourism Development Authority.

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Jeffers, and **carried 5-0** to for Chairman Clayton to attend the Roxboro City Council meeting on February 8, 2011 at 7:00 p.m.

**CLOSED SESSION:**

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Jeffers, 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 8:39 p.m.

A **amended 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 8:39 p.m. and to allow the Assistant County Manager, Gene Hodges, Chairman of the Economic Development Commission, Jim Stovall and PCBIC Economic Development Director, Barbara Currier to attend such.

Chairman Clayton announced a brief recess at 8:39 p.m.

Closed Session was called to order at 8:47 p.m.

Commissioner Jeffers left Closed Session at 9:39 p.m.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Kennington and **carried 5-0** to return to open session at 9:44 p.m.

**ADJOURNMENT:**

A **motion** was made by Commissioner Blalock, **seconded** by Vice Chairman Puryear, and **carried 4-0** to adjourn the meeting at 9:45 p.m.

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Brenda B. Reaves  
Clerk to the Board

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Jimmy B. Clayton  
Chairman

**February 7, 2011**