

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

OCTOBER 15, 2012
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, October 15, 2012 at 9:00 a.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 noted a correction in item #3 Tax Administrative Report that the Releases for the month of September 2013 should read September 2012.

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

PERSON COUNTY GOVERNMENT SAFETY AWARD:

County Manager, Heidi York told the group the Person County Safety Committee implemented a new safety recognition program whereby each quarter, a county department will be awarded a Certificate of Safety and Health Achievement for exemplifying dedication to the health and safety of employees at the work site.

Ms. York recognized Person Industries, the first recipient and county department to earn the Person County Government Safety Award noting that since 1985, Person Industries has had a Health & Safety Committee that meets bi-monthly including both the managers and consumers at their site. Ms. York stated all at Person Industries with the exception of one is trained in CPR and all in First Aid with one staff member who serves as a Production Assistant and an EMT. Ms. York recognized Veronica Wilkerson as the Coordinator for the Health & Safety Committee at Person Industries.

Ms. York presented a certificate and plaque with their department's name listed to Ms. Wilkerson and the Person Industries staff present. The plaque will be located in the hallway outside the Commissioners' Meeting Room. A newsletter article will be in the county newsletter and submitted to the local paper to highlight the outstanding measures of the county department.

October 15, 2012

Person County Government Quarterly Departmental Safety Award

Certificate of Safety & Health Achievement

presented to
Person Industries
on
October 15, 2012
for the Quarter of
July—September 2012

In recognition of the exemplary work and dedication to Person County Government, providing outstanding contributions to safety with an emphasis on providing your employees a safe and healthy work environment.



Heidi York
Heidi York, Person County Manager

Jimmy Clayton
Jimmy Clayton, Chairman of Person County Board of County Commissioners

SAFETY IS NO ACCIDENT

Wanda Rogers, Director of Person Industries introduced the Person Industries' Health & Safety Committee members, Veronica Wilkerson, Committee Coordinator, Merrill Jay, On-site EMT, Shawn Allen, Recycling Center, Rhonda Gentry, Recycling Center and Robin Cousin, On-site Supervisor at Eaton Corporation and congratulated all staff at Person Industries working as a team.

Ms. Wilkerson thanked the county for valuing safety as well as the Safety Officer, Rebecca Morrow.

October 15, 2012

INFORMAL COMMENTS:

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

Mr. Kenny Rickman of 3936 Allensville Road, Roxboro commended the leadership of the County Manager, Heidi York and the work of the Clerk to the Board, Brenda Reaves. Mr. Rickman requested the Board members and the County Attorney to review and address on the local level concerns related to the state law that does not currently recognize community home schools in the same capacity as public schools related to registered sex offender residing within 1,000 feet.

Ms. Faye Boyd of 69 Foxwood Drive, Timberlake addressed the Board related to recent considerations for recommendations from the Planning Board related to the zoning ordinance, the proposed Non-Smoking ordinance and the proposed Recycling ordinance.

APPROVAL OF MINUTES:

A **motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear, and **carried 5-0** to approve the minutes of September 25, 2012 and October 1, 2012.

TAX ADMINISTRATIVE REPORT:

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Blalock, and **carried 5-0** to approve the Tax Administrative Report noting the Releases for the month of September, 2012.

OLD BUSINESS:

DRAFT OF BROADBAND SURVEY:

Assistant County Manager, Sybil Tate stated she had spoken to Rockingham County representatives as directed by the Board in August related to their efforts to use the new granting authority and broadband opportunities. Ms. Tate noted Rockingham County has been in discussions with CenturyLink to provide matching funds to a Federal grant that CenturyLink received. If Rockingham County moves forward with this proposal, the Federal grant and the County grant could cover all of the capital costs for providing highspeed internet to unserved areas of Rockingham County.

Ms. Tate stated she has identified three providers that may be able to provide highspeed internet to unserved areas of Person County – CenturyLink, ESINC and Charter with discussion with each potential providers to ensure that there is interest in the RFP. Before the RFP is released, Ms. Tate told the group the state recommends that the county conduct a month-long, county-wide survey to gather greater details on unserved

areas of the county. Staff would like to take this opportunity to gather data on overall broadband service in Person County and has included questions for those who have internet service, those who feel that they have inadequate service and those who do not have service. Ms. Tate noted the Board has a copy of the survey which would be available online as well as hard copies for handing out in the unserved areas. Ms. Tate further noted the survey will be available for all county residents so that the county could gather data that may provide criteria for prioritization should there be limited funding.

Ms. Tate introduced David Mitchell with NC Broadband, a Division of the Department of Commerce who is available to assist Person County to increase the coverage of high speed accessibility. Mr. Mitchell advocated for the county to conduct the survey and its merit in illustrating the demand of the unserved areas which will increase the business plan for the providers to provide accessibility in those areas. Mr. Mitchell noted many counties will provide at low cost access to fixed wireless providers on county-owned water towers. Mr. Mitchell noted that once the data is generated and shared, he could assist in producing a map to show the demand areas which could look differently and resulting is a higher percentage of unserved areas in Person County.

Ms. Tate requested feedback from the Board on the survey and direction whether or not to engage the high speed internet committee in outreach efforts and move forward with the RFP process.

Ms. Tate presented the possible timeline for moving forward with the broadband RFP:

1. Release survey – Oct. 2012
2. Close survey – Nov 2012
3. Review draft of RFP – Dec/Jan 2012
4. Release RFP – Dec/Jan 2012
5. RFP due – Jan./Feb 2013
6. Select provider –Feb 2013
7. Approve funds in CIP - April 2013
8. Funds allocated - July 2013

Vice Chairman Puryear reminded the group that CenturyLink representatives updated the Board and expressed his gratitude and promise of cooperation with the county to privately review their map of coverage.

Commissioner Jeffers suggested partnering with the schools to help hand out the survey. Commissioner Blalock noted the Library is currently doing a survey for needs and suggested Ms. Tate check with the Library staff.

It was the consensus of the Board to move forward with the Broadband Survey. Ms. Tate noted she would be in contact with the High Speed Internet Committee.

PERSON COUNTY NON-SMOKING ORDINANCE:

Health Director, Janet Clayton and Recreation, Arts and Parks Director, John Hill presented the Board with a revised version of the Person County Non-Smoking Ordinance for review and feedback as directed by the Board at its September 17, 2012 meeting requesting additional information regarding designated smoking areas for recreational facilities.

Ms. Clayton stated the proposed Person County Non-Smoking Ordinance has been revised to allow the Recreation Advisory Board authority to designate areas with each of the recreation facilities including a 50-foot set back from all recreational, health and wellness amenities.

Ms. Clayton requested the Board to review the revised proposed Person County Non-Smoking Ordinance and to schedule a public hearing for community input if so desired.

Commissioner Blalock requested enforcement provisions be added to the ordinance. Mr. Hill stated rules awareness would be the responsibility of the recreation staff members however enforcement with a citation would be by law enforcement.

County Manager, Heidi York stated the parking lots are the designated smoking areas for all county building in the proposed ordinance.

Commissioner Kennington suggested adding to the proposed ordinance that the designated smoking area within the parking lot should not include the designated walk areas/side walks to an entrance of the building. Ms. Clayton noted the situation described by Commissioner Kennington is a complaint received since the Board of Health adopted its rule to make all government buildings smoke free.

Mr. Hill confirmed should the ordinance be adopted with designated smoking areas, there will be work to do defining set back distances away from buildings and/or amenities using signage and educating the public as well as removing ash trays and the cigarette stands away from buildings to the specific designated areas. Ms. Clayton added the Health Department has been awarded a grant to help fund the purchases of signs and cigarette stands.

Chairman Clayton noted his opposition to the prohibition of smoking but stated support to designating smoking areas so all people did not have to be subjected to smoke.

Commissioner Jeffers advocated for other designated smoking areas other than the parking lots for county employees.

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Kennington, and **carried 4-1** for the committee to once again review and make recommendations to the proposed Non-Smoking Ordinance related to designating smoking areas other than parking lots with a set back from walk ways/side walks leading to an entrance into the building. Vice Chairman Puryear cast the lone dissenting vote noting he was against the ordinance in its entirety.

ADOPTION OF SCHEDULE OF VALUES EXCLUDING THE PRESENT-USE VALUE SECTION:

Tax Administrator, Russell Jones stated the Schedule of Values was presented to the Board on September 17, 2012 with a public hearing held for the 2013 Schedule of Values on October 1, 2012. The Schedules were made available to the public by placing a copy in the Assessor's Office and by posting a copy on the Person County Website as well as advertised in the Courier Times as required by General Statutes.

Mr. Jones presented the Schedule of Values for adoption noting the Schedules will need to be adopted in two separate parts. Mr. Jones requested a motion for the adoption for the Schedule of Values, excluding the Present-Use Value section (pages 110-111) for the county provided portion.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Jeffers, and **carried 5-0** to adopt the Schedule of Values (county provided portion), excluding the Present-Use Value section (pages 110-111).

ADOPTION OF SCHEDULE OF VALUES-PRESENT USE VALUE SECTION:

Tax Administrator, Russell Jones requested a motion for the adoption for the Schedule of Values, Present-Use Value section (pages 110-111).

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Blalock, and **carried 5-0** to adopt the State Schedule of Values Present-Use Value section (pages 110-111).

NEW BUSINESS:

REQUEST FROM PERSON COUNTY MUSEUM OF HISTORY TO ADD A RESIDENTIAL PROPERTY TO THE CURRENT MUSEUM CAMPUS AND FOR ITS INCORPORATION INTO THE AGREEMENT WITH PERSON COUNTY GOVERNMENT:

County Manager, Heidi York requested Board input related to the Person County Museum of History Board's request for Person County to add a newly acquired residential property to the current Memorandum of Agreement between Person County and the Museum of History. Ms. York announced Ms. Angie Brown, Museum of History Board Chair, Ms. Claudia Berryhill, Museum Board member and Mr. Danny Talbert, Museum Board member were present in the audience for any questions.

Ms. York told the group the Person County Museum of History received a generous financial donation from Mrs. Sara S. Long for the purchase of the house located at 245 N. Main Street, Roxboro. Known as the Woody House, Ms. York stated it is one of the original homes in Roxboro built in 1921 by George W. Kane. The home has 14 rooms and 2/3 basement with approximately 4600 square feet of heated space. The terracotta roof is original and Mr. Woody has recently restored the interior. Mrs. Long is the wife of Curtis Eugene Long who was born and raised in Person County. Signage and a permanent exhibit will be displayed in the home in memory of her husband. The Museum acquired the home on August 28, 2012, and is recorded in the Person County Registry in Book 815, Page 236.

Ms. York noted the Memorandum of Agreement between the Museum and Person County Government that was signed in April 2012 that the County will be responsible for maintaining the exteriors, the structural integrity of all Museum buildings, for providing property and liability insurance, responsible for HVAC systems, sewer lines, and responsible for all utility costs. Ms. York estimated cost of utilities for the Woody House at \$2,000 annually noting insurance is less than \$1,000 and has already been assumed by the County. Ms. York noted the County has recently spent \$25,000 on HVAC repairs and painting for the museum.

Ms. York requested Board consideration noting no funds were currently budgeted to add the newly acquired property. Ms. York stated the total expense was unknown at this time and confirmed the Memorandum of Agreement does not include any provision for mowing.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Kennington, to add a residential property located at 245 N. Main Street, Roxboro and known as the Woody House to the current museum campus and for its incorporation into the Memorandum of Agreement between the Museum and Person County Government effective this date.

Ms. York clarified the newly acquired residential property is currently owned by the Museum of History and would need to be deeded to Person County. Commissioner Kennington asked the museum board members when the Museum would convey the property to the county. Ms. Berryhill stated the request includes deeding the property to the county, adding the property to the Memorandum of Agreement as well as seeking a conditional use permit from the City of Roxboro to operate the house as a museum facility.

An **amended motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Kennington, and **carried 5-0** to add a residential property located at 245 N. Main Street, Roxboro and known as the Woody House to the current museum campus and for its incorporation into the Memorandum of Agreement between the Museum and Person County Government effective upon the conveyance of the property to the county and for the county to apply with the City of Roxboro for a conditional use permit so that the tenant, Person County Museum of History may operate the house as a museum facility.

RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NC RURAL CENTER:

Economic Development Director, Stuart Gilbert sought approval from the Board to submit an Occupied Building grant to the North Carolina Rural Center (\$500,000.00) to support GKN Driveline CVJ's new facility expansion in Roxboro, NC and to create 131 new jobs within the next 18 months. According to NC Rural Center grant guidelines, a local government needs to be the applicant for the grant and a resolution is required. Mr. Gilbert stated GKN Driveline will be investing \$24.16 million into the project. Mr. Gilbert outlined the Resolution.

Mr. Gilbert explained to the Board the grant submittal process noting the county and the City of Roxboro are working cooperatively and he has written two grants this quarter. Mr. Gilbert told the group that Representative Winkie Wilkins was very helpful facilitating the grant process for GKN Driveline.

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Kennington, and **carried** to adopt a Resolution authorizing the submission of a grant application to the NC Rural Center.

Resolution
Authorizing the Submission of a Grant Application
to the NC Rural Center

WHEREAS, to stimulate/encourage economic development and job creation, Person County intends to apply to the North Carolina Rural Economic Development Center (hereinafter referred to as the "Center") for grant funds to support the construction of a new manufacturing building addition within Person County for use/occupancy by GKN Driveline CVJ. As proposed, GKN Driveline CVJ plans to create a minimum of one hundred and thirty one (131) full time jobs through this economic investment opportunity.

THEREFORE, BE IT RESOLVED that the Person County Board of Commissioners authorized the submission of an application to the North Carolina Rural Center (Building Reuse and Restoration Grants Program Director) up to \$500,000.00 for application to the Occupied Building Grant; and authorized the County Manager and County Chairman of the Board to execute all documents pertaining thereto, and

Person County Government will provide up to a \$25,000 match from the general fund upon award of the grant.

This resolution shall be effective upon adoption.

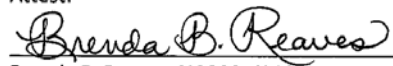
Adopted, this, the 15th day of October, 2012.



PERSON COUNTY
BOARD OF COMMISSIONERS


Jimmy Clayton, Chairman

Attest:


Brenda B. Reaves, NCCCC, CMC
Clerk to the Board of County Commissioners

October 15, 2012

APPOINT EMS EMPLOYEE AS DEPUTY TAX COLLECTOR:

Tax Administrator, Russell Jones told the Board General Statute 44-51.4 authorizes the county to collect past due EMS charges (must be at least 90 days past due) using the same garnishment remedies that are available for Property Taxes and General Statute 105-349(f) authorizes the appointment of Deputy Tax Collectors by the Board of County Commissioners.

Mr. Jones noted the appointment of an EMS employee to process garnishments for past due bills; it will resolve any issues with confidentiality pertaining to medical records with greater ease to reconcile the Accounts Receivable balances as the records with be kept with the EMS department.

Mr. Jones recommended the Board to appoint Bonnie Jeffrey as a Deputy Tax Collector and for Chairman Clayton to administer the Oath for Deputy Tax Collector.

County Manager, Heidi York confirmed that the appointment of Ms. Jeffrey will not result in any change in her compensation, supervision or location. Ms. York told the Board the Order to Collect as approved by the Board each year in July to the Tax Administrator will cover the Deputy Tax Collectors that assist in the Tax Administrator's efforts.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Kennington, and **carried 5-0** to appoint Bonnie Jeffrey as a Deputy Tax Collector.

Chairman Clayton administered the Oath for Deputy Tax Collector to Ms. Jeffrey.



PERSON COUNTY

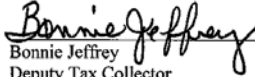
**OFFICE OF THE TAX
ADMINISTRATOR**

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

Person County

Oath for Deputy Tax Collector

I, Bonnie Jeffrey, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Deputy Tax Collector, and that I will not allow my actions as Deputy Tax Collector to be influenced by personal or political friendship or obligations, so help me God.



Bonnie Jeffrey
Deputy Tax Collector



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

Attest:



Brenda B. Reaves
Clerk to the Board



October 15, 2012

HELENA SCHOOL FACILITY ASSESSMENT:

County Manager, Heidi York and General Services Director, Ray Foushee presented the Board with a Facility Assessment, prepared by MHA Works, of the old Helena School building. The Facility Assessment reports findings which include:

- 1) Summary of Deficiencies
- 2) Deficiency Remediation Plan
- 3) Remediation Cost Estimate

Mr. Foushee summarized the report as follows:

- 1) The structural condition of the building is good, but with fair to poor finishes and thermal envelope (insulation value). The building has no ADA accessibility. The roof will need to be replaced within the next 2 years.
- 2) Building systems (HVAC, plumbing, electrical) appear to be in good condition and in sound working order, but in desperate need of upgrades to meet modern day standards and required codes.
 - Replace old coal fired hot water heating system/add air conditioning system
 - Upgrade toilet facilities to current requirements
 - Upgrade lighting to current code
 - Add emergency exit and egress lighting
 - Upgrade overhead electrical service

Mr. Foushee noted the Cafeteria Building was generally in better condition than the Classroom Building but still needing to be ADA accessible, etc. The estimated cost of these upgrades is \$2,598,548, which includes 30% for Overhead & Profit, and another 30% for contingency/allowances. Mr. Foushee confirmed the estimated cost of upgrades does not include the \$1,046,068 in the CIP roof plan to replace the shingle roof with a metal roof in FY 2013-2014. For a comparison, Mr. Foushee told the group to demo the existing old Helena School building, rebuild the same square footage and consideration of the New Falls Lake requirements, the engineers estimated a cost of \$6 million.

Mr. Foushee stated the engineering firm recommended that the County also have an exterminator assess the condition of the crawl space under the main building to which the county contracted with Stone's Exterminating to assess under the structure. The result was significant infestations of termites and wood beetles. Although any termite and beetle activity creates damage to the wood, it did not appear that the damage had compromised the structural integrity of the building. Mr. Foushee recommended treatment for termites and beetles which is estimated to cost \$10,000 for termites and \$5,000 for the beetles.

Commissioner Kennington supported grading as a priority so to stop water from getting into the cross space. Commissioner Kennington requested the grounds be improved by cutting back of shrubs, trees, etc. Mr. Foushee noted improving the grounds was in his plan for this fall.

Commissioner Jeffers asked the County Manager to review the criteria for the building to be included on the historical register which may then be eligible for grants.

Commissioner Kennington asked Dr. Walter Bartlett who was present in the audience to speak to any potential uses of the old Helena School facility. Dr. Bartlett gave the Board a broad array of potentials uses as considered by Piedmont Community College. Dr. Bartlett noted new programs, construction trades, horticulture, carpentry, training site for economic development and partnership with the schools all possibilities. Commissioner Kennington added a possible use for free incubator space for start up companies, fine arts and entrepreneur space.

Commissioner Jeffers spoke to a project in Catawba County for a reuse of a 1924 school into a SALT block which caters to science, arts, and literature and theater programs.

It was the consensus of the Board for the County Manager to bring a prioritized list of follow up items and the costs associated costs so that funds can be allocated from Fund Balance for Board action at one of their upcoming meetings.

EOC GENERATOR HAZARD MITIGATION GRANT:

Emergency Services Director, Wes Lail was not present at the Board meeting therefore, County Manager, Heidi York and Bob Clay, Interim EMS Operations Manager presented to the Board a Resolution for consideration to apply for a Hazard Mitigation Grant to fund a generator for the Emergency Operations Center (EOC) located at 216 W. Barden Street Roxboro.

Mr. Clay noted the current generator has been in service since 1986. Over time, the generator has developed some problems, especially intermittent start-up failures and is beginning to impact maintenance budgets significantly. The last repair bill amounted to approximately \$2600. As a result of the age and deteriorating condition of the generator and the need for a reliable 24/7 power supply for the County's EOC, a grant for replacement has been sought through the NC Division of Emergency Management (NCDEM). The Recovery Section/Hazard Mitigation Branch of NCDEM has advised Person County EMS that the Federal Emergency Management Agency (FEMA) may have a grant, and NCDEM will apply for the grant on behalf of Person County. FEMA's hazard mitigation grant is a 75% fund with a local 25% match to which NCDEM has agreed to fund the 25% match. The total grant award would be \$60,000.

A **motion** was made by Commissioner Jeffers, **seconded** by Commissioner Blalock, and **carried 5-0** to approve the Resolution and proceed to apply for a Hazard Mitigation Grant to fund a generator for the Emergency Operations Center.

RESOLUTION	
DESIGNATION OF APPLICANT'S AGENT	
North Carolina Division of Emergency Management	
Organization Name (hereafter named Organization): Person County	Disaster Number:
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate):	
Applicant's Fiscal Year (FY) Start	Month: Day: July 1
Applicant's Federal Employer's Identification Number: 56-6022210	
Applicant's Federal Information Processing Standards (FIPS) Number: 37145	
PRIMARY AGENT	SECONDARY AGENT
Agent's Name Wes Lail	Agent's Name Heidi York
Organization	Organization
Person County	Person County
Official Position Emergency Services Director	Official Position County Manager
Mailing Address 216 W. Barden Street	Mailing Address 304 S. Morgan Street, Room 212
City, State, Zip Roxboro, NC 27573	City, State, Zip Roxboro, NC 27573
Daytime Telephone 336-599-3136	Daytime Telephone 336-597-1720
Facsimile Number 336-599-1017	Facsimile Number 336-599-1609
Pager or Cellular Number 336-504-8550	Pager or Cellular Number 336-504-3544
<p>BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally.</p>	
PASSED AND APPROVED this 15th day of <u>October</u> , 2012	
GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title Jimmy B. Clayton, Chairman Board of County Commissioners	Name Brenda B. Reaves
Name and Title Kyle Puryear, Vice Chairman Board of County Commissioners	Official Position Clerk to the Board of County Commissioners
Name and Title B. Ray Jeffers, Commissioner	Daytime Telephone 336-597-1720
CERTIFICATION	
I, <u>Brenda B. Reaves</u> (Name) duly appointed and <u>Clerk to the Board</u> (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of <u>Person County</u> (Organization) on the <u>15th</u> day of <u>October</u> , 2012.	
Date: 19-Oct-12	Signature: <u>Brenda B. Reaves</u>

Rev. 03/04



October 15, 2012

BUDGET AMENDMENTS:

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

Upon a motion by Commissioner Jeffers, and a second by Commissioner Blalock and majority vote (5-0), the Board of Commissioners of Person County does hereby amend the Budget of the Fund(s) listed below on this, the 15th day of October 2012, as follows:

<u>Dept./Acct No.</u>	<u>Department Name</u>	<u>Amount</u> Incr / (Decr)
<u>EXPENDITURES</u>	<u>General Fund</u>	
	General Government	68,042
	Public Safety	11,863
	Environmental Protection	16,787
	Education	18,000
	Transportation	19,819
	Cultural & Recreational	23,921
	Human Services	102,290
<u>REVENUES</u>	<u>General Fund</u>	
	Intergovernmental Revenues	19,647
	Fund Balance Appropriated	241,075
<u>EXPENDITURES</u>	<u>Person Industries & MRF Fund</u>	13,741
<u>REVENUES</u>	<u>Person Industries & MRF Fund</u>	
	Fund Balance Appropriated	13,741

Explanation:

Carryforward of purchase orders and commitments outstanding as of June 30, 2012.

Carry Forward Commitments

2012-2013						
PO Number	Vendor	Account	Amount	Payments	Payment Dates	Balance
IT Dept.						
11021	Tiger Direct	10-4121-4200	21,383.50	14,242.56	8/17/2012	7,140.94
11021	Tiger Direct	10-4121-4291	805.94			805.94
11023	Dell	10-4121-4460	11,264.94			11,264.94
11025	Software House International	10-4121-4460	1,495.00			1,495.00
		TOTAL	34,949.38			20,706.82
Human Resources						
11096	Drake Maynard	10-4122-4300	4,551.00			4,551.00
11097	Developmental Assoc.	10-4122-4300	2,030.00			2,030.00
11072	Dell	10-4122-4460	1,252.00			1,252.00
		TOTAL	7,833.00			7,833.00
Finance						
11007	Software House International	10-4130-4200	119.03			119.03
General Services						
10891	Gregory Poole Equipment Co.	10-4260-4440	985.29	697.79	7/13/2012	287.50
10952	Gregory Poole Equipment Co.	10-4260-4352	2,353.46			2,353.46
10954	R & S Sporting Goods	10-4260-4291	7,084.00			7,084.00
10958	Joseph Kirby	10-4260-4351	17,250.00			17,250.00
10995	William H Moore	10-4260-4351	9,508.42			9,508.42
10996	Gregory Poole Equipment Co.	10-4260-4440	1,429.40			1,429.40
11000	Tiger Direct	10-4260-4200	670.00	429.59	8/17/2012	240.41
11001	Software House International	10-4260-4200	330.00			330.00
11102	Joseph Kirby	10-4260-4351	900.00			900.00
		TOTAL	40,510.57			39,363.19
Soil & Water Conservation						
N/A	State District Grant	10-4960-4499	12,910.00			12,910.00
VIP						
11210	AJ's Auto & Tires	10-4307-4200	613.19			613.19
Sheriff						
11039	Tiger Direct	10-4320-4460	2,146.62	1,288.77	8/17/2012	857.85
N/A	Highway safety grant	10-4310-4297	3,351.45			3,351.45
N/A	750-4999 highway safety	10-4310-4467	100.00			100.00
10978	National Imprint Corp.	10-4310-4290	682.46			682.46
		TOTAL	6,280.53			4,991.76
PATS						
10884	Granville Communications	10-4521-4460	19,819.00			19,819.00
Landfill Management						
10997	William H Moore	10-4710-4290	3,877.00			3,877.00
4H-YES						
11093	Dell	10-4305-4460	6,258.30			6,258.30
Schools						
M06-1529	Hudson Well Company	10-5911-4615	18,000.00			18,000.00
Parks & Rec.						
10739	Shore Creek	10-6120-4351	2,000.00	473.35	7/13/2012	1,526.65
10939	Sherwin Williams	10-6120-4351	2,000.00	17.14	7/13/2012	1,982.86
10941	Dell	10-6120-4460	1,251.66			1,251.66
10942	Dan Lawrence- Shore Creek	10-6120-4351	2,000.00			2,000.00
10944	Guitar Center	10-6122-4200	3,095.75			3,095.75
11008	All Pro Sports	10-6120-4200	4,000.00			4,000.00
11009	John Deere	10-6121-4352	1,800.00	910.51	7/31/2012	689.49
11010	Suntrust	10-6120-4351	2,000.00			2,000.00
11011	Suntrust	10-6121-4292	673.00			673.00
11012	D & W Vaughan	10-6121-4351	4,090.00			4,090.00
11015	Moving Screens	10-6120-4200	1,760.00	148.50	7/13/2012	1,611.50
11016	4 Korners Flooring	10-6120-4351	1,000.00			1,000.00
		TOTAL	28,420.41			23,920.91
Health						
N/A	Departmental Supplies	12-5110-4200	250.00			250.00
N/A	Departmental Supplies	12-5110-4200	2,735.00			2,735.00
N/A	Advertising	12-5110-4370	200.00			200.00
N/A	Contracted Services	12-5110-4300	10,849.00			10,849.00
N/A	Departmental Supplies	12-5110-4200	311.00			311.00
N/A	Advertising	12-5110-4370	1,200.00			1,200.00
N/A	Food & Provisions	12-5110-4220	525.00			525.00
N/A	Departmental Supplies	12-5110-4200	125.00			125.00

October 15, 2012

Carry Forward Commitments

		<u>2012-2013</u>				<u>16,195.00</u>
		<u>16,195.00</u>				
TOTAL						16,195.00
Social Services						
9865	A/S Advanced-Imaging	19-5310-4291	1,768.83			1,768.83
10903	A/S Advanced-Imaging	19-5310-4291	5,000.00			5,000.00
10905	Tiger Direct	19-5310-4200	37,764.54	28,933.95	8/17/2012	8,830.59
10906	Software House International	19-5310-4200	24,254.40			24,254.40
N/A	Disaster Expense	19-5310-4295	2,500.00			2,500.00
N/A	Special Children Adopt Fund	19-5380-5086	26,599.00			26,599.00
N/A	ENH-PGM-Integrity	19-5380-5180	16,973.00			16,973.00
N/A	Misc-General Assistance	19-5380-5260	17.00			17.00
N/A	Foster Care Donations	19-5380-5370	152.00			152.00
TOTAL			115,028.77			86,094.82
Person Industries						
10809	Mark Knuckles Assoc.	23-5280-4191	8,901.00			8,901.00
10811	Lowes	23-5280-4460	1,500.00			1,500.00
10807	Clayton Contractors	23-5281-4351	2,340.00			2,340.00
10811	Lowes	23-5281-4460	1,000.00			1,000.00
TOTAL			13,741.00			13,741.00

(After audit)						
Function:	Total Remaining	Total Commitments	Tot Rem - Tot Com	FBA	OTHER	
General Gov't	482,911	68,042.04	414,868.96	68,042.04	-	
Public Safety	323,392	11,863.25	311,528.75	8,411.25	3,452.00	
Human Services	1,585,839	102,289.82	1,483,549.18	86,094.82	16,195.00	
Education	37,567	18,000.00	19,567.00	18,000.00	-	
Environmental Prot	15,546	16,787.00	(1,241.00)	16,787.00	-	
Econ & Phys Dev	123,773	-	123,773.00	-	-	
Transportation	184,355	19,819.00	164,536.00	19,819.00	-	
Cultural & Rec	71,030	23,920.91	47,109.09	23,920.91	-	
Total GF	2,824,413	260,722.02	2,563,690.98	\$ 241,075.02	19,647.00	
				Commitments for GAFR & Notes		
PI Spec Rev Fd	49,631	13,741.00	35,890.00	\$ 13,741.00	-	
		274,463.02	2,599,580.98	\$ 254,816.02	19,647.00	<i>Balances!</i>

October 15, 2012

Upon a motion by Commissioner Jeffers and a second by Commissioner Kennington and majority vote (5-0), the Board of Commissioners of Person County does hereby amend the Budget of the Fund(s) listed below on this, the 15th day of October 2012, as follows:

<u>Dept./Acct No.</u>	<u>Department Name</u>	<u>Amount</u> Incr / (Decr)
<u>EXPENDITURES</u>	<i>General Fund</i>	
	Public Safety	1,000
	Environmental Protection	(49,000)
<u>REVENUES</u>	<i>General Fund</i>	
	Other Revenues	1,000
	Intergovernmental Revenues	(49,000)
<u>EXPENDITURES</u>	<i>Person Industries & MRF Fund</i>	(136,100)
<u>REVENUES</u>	<i>Person Industries & MRF Fund</i>	
	Intergovernmental Revenues	49,000
	Charge for Services	(185,100)

Explanation:

Appropriating donation revenue received in Animal Control for the Spay & Neuter Program (\$1,000); transferring budgeted revenue and expenditures associated with the Scrap Tire Disposal Program from the General Fund to the Person Industries Material Recycling Department who will now be responsible for the management of the disposal of scrap tires (\$49,000); reducing sales revenue in Person Industries due to the discontinuation of certain contracted services (-\$527,149) and the movement of wages to a temporary agency for the management of employees working over 1000 hours a year (\$342,049).

CHAIRMAN'S REPORT:

Chairman Clayton told the Board members that the Clerk would give them the County Manager Annual Performance Evaluation form to complete following the meeting. Chairman Clayton requested the forms be returned to the Clerk by October 31, 2012 noting the Board will plan to hold the County Manager Annual Performance Evaluation in Closed Session at the Board's November 19, 2012 meeting.

Chairman Clayton informed the group that the EMS Director, Wes Lail was trying to reorganize and reconvene the Local Emergency Planning Committee to implement a plan as guided by the State so Person County would be ready in the case of disaster.

MANAGER'S REPORT:

County Manager, Heidi York reminded the Board would recess today's meeting until 11:30 am at the Clarksville Station Restaurant to meet with the Person Future's Strategic Plan Executive Committee.

Ms. York noted that following the Person Future's Strategic Plan Executive Committee meeting, the Board will recess to Thursday, October 18, 2012 to meet jointly with the Economic Development Commission and Roxboro City Council in the S-100 room at Piedmont Community College at 8:00 am.

Ms. York announced the location for the Community Conversations Meeting scheduled for October 29, 2012 will be at Bethel Hill Charter School's Auditorium, located at 402 Bethel Hill School Road, Roxboro scheduled to begin at 6:30 pm on October 29, 2012. Ms. York requested Board members to offer input related to the suggested topics and format of the meeting.

Ms. York stated the Person Area Transportation System (PATs) Open House will be held from 10:00 am – 3:00 pm at their new location.

COMMISSIONER REPORT/COMMENTS:

Commissioner Kennington requested the County Manager to follow up on the following:

- Agricultural District update
- Clarify if the design fees related to the proposed Recreation/Senior Center was a percentage of the project total costs. County Manager, Heidi York replied affirmatively.
- An update on the old Post Office building

Commissioner Kennington told the group he felt Person County had a bright future highlighting the grant for GKN that will assist in creating 131 jobs, a potential partnership with Durham County with his appreciation to the Board members and county staff.

Commissioner Blalock noted her support to renovate the old Helena School structure for reuse by the community and spoke to the survey the Person County Library is currently requesting to be completed by citizens and county users.

Commissioner Jeffers commented on the following:

- Recreation Advisory Board kicked off the season at the Kirby through the Arts Council with its production of *Motown*.
- Attended a recent Fire Chiefs meeting noting the group's concerns related to the Fire channel.
- 4-H recently held its Achievement Night as well as congratulated Person County 4-H booth at the State Fair was awarded first place of the seven counties participating.
- Announced he was recently appointed to the NC Cooperative Extension Strategic Planning Council as one of the three elected officials on a twenty-five member board.

Vice Chairman Puryear bid congratulations to the following:

- The Chamber of Commerce's recent fundraiser, Shrimp Fest noting Congressman Howard Coble was in attendance.
- Kay Holler as the named Roxboro Distinguished Woman of the Year (formerly known as Roxboro Junior Miss) and her parents, Roy and Meg Holler.

RECESS:

A **motion** was made by Commissioner Blalock, **seconded** by Commissioner Jeffers, and **carried 5-0** to recess the meeting at 10:56 am until 11:30 am at Clarksville Station Steakhouse for a Person Future's Strategic Planning Executive Committee Meeting.

Chairman Clayton reconvened the meeting at 11:30 am. All Board members were present except Vice Chairman Puryear.

Attending the Person Future's Strategic Planning Executive Committee meeting were: Chairman of the Board of Commissioners, Jimmy Clayton, Commissioners Jeffers, Blalock and Kennington, County Manager, Heidi York, Assistant County Manager, Sybil Tate and committee members John Hill, Judi Akers, Bayard Crumpton, Derek Day, Gracie Napier and Dr. Walter Bartlett.

It was the consensus of the attending members of the Strategic Planning Executive Committee to revamp the members of the Executive Committee and to reconvene the committee meetings. The revamped Executive Committee will include one elected official each from the City of Roxboro and Person County, committee chairs represented by citizens and staff liaisons with scheduled quarterly meetings. It was the consensus of the Board of Commissioners that the duly nominated representative from the county would be Commissioner Frances Blalock. Ms. Tate would take the lead in monitoring progress of the Strategic Plan, reconvening the work groups as well as develop an executive summary for each group.

RECESS:

A **motion** was made by Chairman Clayton, **seconded** by Commissioner Kennington, and **carried 4-0** to recess the meeting at 12:30 pm until October 18, 2012 at 8:00 am at Piedmont Community College, Room S-100 for a joint session meeting with the Economic Development Commission/Person County Business Industrial Center and Roxboro City Council.

Brenda B. Reaves
Clerk to the Board

Jimmy B. Clayton
Chairman

October 15, 2012