

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

FEBRUARY 6, 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, February 6, 2012 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 Commissioner Blalock, **seconded** by Commissioner Jeffers and **carried 5-0** to add a Closed Session to the agenda.

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

INFORMAL COMMENTS:

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

Ms. Mable Watkins of 303 Barnette Avenue, Roxboro, requested the State Investigator to assist her family with some pending issues related to her son and the Department of Social Services and to their family property. County Attorney, Ron Aycock offered for Ms. Watkins to leave a copy of her file with the Clerk and he would review.

Mr. Clyde Whitfield of 6738 Burlington Road, Hurdle Mills requested the Board to offer a longer period for informal comments at the end of their meetings.

APPROVAL OF MINUTES:

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Jeffers, and **carried 5-0** to approve the minutes of January 9, 2012.

TAX ADMINISTRATIVE REPORT:

A **motion** was made by Commissioner Blalock, **seconded** by Vice Chairman Puryear, and **carried 5-0** to approve the Tax Administrative Report noting the Releases for the month of December, 2011.

REVISION OF THE HOME & COMMUNITY CARE BLOCK GRANT FUNDING 2011-2012:

Aging Services Director for the Person County Senior Center, Kelly Foti requested on behalf of the Home & Community Care Block Grant Committee (HCCBG) approval from the Board of Commissioners for the increases of 2% to Generations, 9% to the Department of Social Services, and 88% to Person County Senior Center for an additional allocation of \$4,676. Ms. Foti confirmed there was no county match requested noting the receiving agencies would fund the match requirement. Ms. Foti noted the Senior Center increase will be used to serve 3 additional people from the Home Delivered Meals waiting list, further noting this population is one of the most vulnerable and this service is the most economical method of reaching homebound older adults.

Ms. Foti stated revisions were also made to the Senior Center IHA II budget with \$27,000 moved to the Consumer Directed Services (CDS) program line item noting this is a pilot program and the senior center was chosen to assist the state in testing a new method of serving in-home care clients. Ms. Foti stated the service will allow the consumer to hire an aide at the level of care in which they need and only for the service and time in which best meets their needs. CDS will not eliminate the in-home aide service which is currently provided, however, the hope is the CDS program will provide a more cost effective approach to providing care for those who may not need high levels of care. Ms. Foti told the Board the HCCBG Committee was in approval of piloting this program.

A **motion** was made by Vice Chairman Puryear, **seconded** by Commissioner Jeffers, and **carried 5-0** to approve the revisions of the Home & Community Care Block Grant Funding Allocation for 2011-2012.

REPORT OF UNPAID TAXES:

Tax Administrator, Russell Jones told the Board that General Statute 105-369(a) requires the Tax Collector report to the Board the amount of unpaid 2010 taxes that are a lien on real property as of February 6th. Mr. Jones stated this report is simply a check point for the Board as to the progress that the Tax Office is making on collections and a way to alert the Board if collections are down. As of January 27, 2012, the collection rate was 91.64% and the taxes due on 2011 real estate were \$1,736,675. Mr. Jones noted since that date approximately 265,000 has been collected. Mr. Jones further noted the remaining amount of taxes due on 2011 real estate was at \$1.4 million and he is confident the Tax Office will surpass the 96.5% budgeted collection rate. Mr. Jones stated no motion was needed.

ADVERTISEMENT OF UNPAID REAL ESTATE TAXES:

Tax Administrator, Russell Jones informed the Board that a motion is required to order the advertisement and set the advertisement date for delinquent 2011 real property taxes. Mr. Jones indicated the Tax Office would like for the date to be March 3, 2012. Mr. Jones noted the newspaper advertisement is required under General Statute 105-369(c) and can be placed anytime between March 1st and June 30th. Mr. Jones stated the newspaper advertisement is a great collection tool with the advertisement costs charged to the delinquent real estate bills. Mr. Jones noted for tax payers not to have their name in the advertisement, their tax bills will have to be paid prior to February 23, 2012.

A **motion** was made by Commissioner Blalock, **seconded** by Vice Chairman Puryear, and **carried 5-0** to order the advertisement of unpaid 2011 real estate taxes as well as set the advertisement date to be March 3, 2012 as recommended by the Tax Administrator.

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. Mr. Jones noted the meeting date will need to be set at least 10 days in advance so that the meeting will be advertised properly as required by General Statute 105-322(f). Mr. Jones proposed that the meeting be held on April 2, 2012 starting at 1:00 pm and adjourn on April 16, 2012 after the Board of County Commissioners' meeting has ended. Mr. Jones stated the Board of Equalization and Review 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 Kennington, **seconded** by Vice Chairman Puryear, and **carried 5-0** to schedule the Board of Equalization and Review to meet on April 2, 2012 at 1:00 pm and adjourn on April 16, 2012 following the Board of County Commissioners' meeting.

CONSIDERATION TO CHANGE THE LOCATION OF THE MARCH 12, 2012 REGULAR SCHEDULED BOARD MEETING TO ACCOMMODATE LOCAL GOVERNMENT DAY:

Clerk to the Board, Brenda Reaves requested the Board to consider changing the location of the March 12, 2012 regular scheduled meeting from the County Auditorium as adopted on its 2012 Schedule of Meetings to be held in the FEMA Room of the Human Services Building located at 355 S. Madison Blvd, Roxboro to accommodate Person County Schools' need to hold the lunch in the County Auditorium.

A **motion** was made by Commissioner Kennington, **seconded** by Vice Chairman Puryear, and **carried 5-0** to hold the Board of County Commissioners March 12, 2012 meeting in the FEMA Room of the Human Services Building located at 355 S. Madison Blvd., Roxboro.

RETREAT SUMMARY AND STRATEGIC BUDGETING:

County Manager, Heidi York told the Board she had included in their packets a Retreat Summary as follows:

Priorities from the Strategic Plan for implementation in Fiscal Year 2012-2013

The top three priorities as ranked by the Commissioners:

- Recreation & Senior Center
- Grant writer
- Economic Development Capital Fund

Items of Agreement:

- The County will no longer have a nonprofit funding process; consider funding of economic development partners & Senior Center
- Move forward with a feasibility study for the recreation and senior center in the current FY11-12
- Fire Services- include the cost of narrow banding radios as proposed for volunteer departments; keep funding levels the same.

Follow-up/Action Items:

- Review fuel costs from the last couple of years by dept.
- Provide a fleet inventory & explain the use of each vehicle
- Incorporate the Museum's capital needs into the CIP
- Include a ball field survey as part of the recreation center feasibility study
- Request the Old Post Office Building from PCC....possible site for welcome center
- Complete the transfer of the Old Helena School facility; investigate the best possible use; possibly partner with PCC & Durham County, consider conducting a feasibility study.
- Pursue negotiation of the fire contract with the City of Roxboro
- Develop and review a Vehicle Use Policy
- Follow-up with the Sheriff on his vehicle assignments and take home policy

Ms. York led Board discussion on aligning the Fiscal Year 2012-2013 Budget with the Board's Strategic Priorities as outlined in the following presentation:

Strategic Budgeting

Aligning the FY12-13 Budget
with
The Board's Strategic Priorities

FY12-13 Budget: What we Know

- ▶ Revenues will be down about 2.34% overall assuming no fund balance appropriation
- ▶ Assuming the same level of expenditures as FY11-12, without any fund balance appropriation for operating: \$440,615 short
- ▶ We know we have \$893,503 in new recurring expenses
- ▶ Looking at \$1.3M gap

Strategic Priorities

These are the Board's Top Three Priorities:

1. Recreation & Senior Center
2. Grant Writer
3. Economic Development Capital Fund

Budget Priorities

What direction does the Board have for next year's budget?

- ▶ Use of fund balance?
- ▶ Zero based budgeting?
- ▶ Flat requests?
- ▶ New positions?
- ▶ No tax increase?

Chairman Clayton and Commissioner Blalock voiced agreement to use a combination of all the priorities listed noting any new positions would have to be approved on a case-by-case. Commissioner Jeffers noted the Department of Social Services would be requesting new positions due to the increases in case loads.

Commissioner Kennington asked for a clarification related to use of fund balance. Chairman Clayton and Commissioner Jeffers stated use should be for non-recurring funds, however use for general fund expenses could be use based on Fund Balance growth to accomplish top priorities as noted by the community and doing so without a tax increase. Commissioner Kennington added his understanding from the accountant and the association representative that the Fund Balance was not inordinately high. Vice Chairman Puryear stated if the Fund Balance had excessive growth, he supported the offset to be returned to the residents. It was the consensus of the group to direct budget requests to remain flat with any such increases to be justified.

Putting it all Together

- ▶ Move forward with the feasibility study for the Recreation & Senior Center in FY11-12
- ▶ Pursue grant writer position and include funding in upcoming budget
- ▶ Utilize the economic development catalyst fund
- ▶ Direct staff, volunteer fire departments, and education partners regarding their budget requests

BUDGET AMENDMENT:

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

Upon a motion by Commissioner Jeffers, and a second by Vice Chairman Puryear 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 6th day of February 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	21,742
	Public Safety	51,309
	Environmental Protection	100
	Human Services	8,911
	Recreation, Arts & Parks	6,788
<u>REVENUES</u>	<u>General Fund</u>	
	Intergovernmental Revenues	42,314
	Charges for Services	696
	Other Revenue	32,026
	Fund Balance Appropriation	13,814

Explanation:

Received concession sales from the Morale Promotion efforts (\$106); proceeds from the Sale of Vehicles to go back into the Fleet Replacement Program (\$14,543); City of Roxboro's share of Election fees for City Election (\$7,093); appropriating fund balance (\$14,173) and additional grant funds from the Partnership for Children (\$4,000) for the Very Important Parent's (VIP) Program to assist in covering two 60% positions and operating costs for the remainder of the year; donations received in the Sheriff's Department (\$74); insurance proceeds for vehicle damage in the Sheriff's Department (\$609); appropriating fund balance to carry forward grant funds received from United Way for the Sheriff's Department in FY 2011 (\$1,130); received State Criminal Alien Assistance Program (SCAAP) funds in Sheriff's Department for additional training for correction officers (\$1,275); insurance proceeds for vehicle damage in EMS (\$960); fees associated with the new rabies vaccination program at the Animal Shelter (\$696); donations received in Animal Control (\$294); appropriating additional funds received from the SWC District Grant (\$100); distributing the second allotment of Rural Operating Assistance Program funds (\$7,352); insurance proceeds received for the gym floor replacement at Huck Sansbury Gym (\$5,726); donations and concessions received in the Recreation Department (\$498); appropriating donations and miscellaneous revenues in the Public Library (\$564); correcting fund balance appropriation (-\$1,489) in the Public Library with what should have been recorded as grant proceeds from the Gates Grant (\$1,489); recording additional federal seizure revenues (\$12,690) and unauthorized substance tax (15,408) in the Law Enforcement Restricted Fund; and various donation (\$850) and miscellaneous revenues (\$709) received in DSS.

CHAIRMAN'S REPORT:

Chairman Clayton had no report.

MANAGER'S REPORT:

County Manager, Heidi York had no report.

COMMISSIONER REPORT/COMMENTS:

Commissioner Kennington thanked the County Manager and staff for the retreat and noted his preference to have more than one retreat per year. Chairman Clayton added the facilitator (County Manager) did a wonderful job and thanked her for such.

Commissioner Blalock commented on the affects of land application of sludge from waste treatment plants noting her concern about the New Falls of the Neuse Storm Water Program having no oversight by the county to the application of sludge coming from Durham, Danville and Person County. Commissioner Blalock informed the Board that sludge is being spread over 1200 plus acres of land in Person County with the storm water run off from the land application possibly containing toxic chemicals, harmones, drug residues, heavy metals and pathogens as well a nitrogen and phosphorus that are the two main culprits in the overloading of the Falls of the Neuse. Commissioner Blalock stated the storm water plan Person County submitted only addressed development and redevelopment noting her support to review Person County's plan to include all sources of these two natural elements in which excessive amounts cause contamination in the water supply. Chairman Clayton added that the Board of Health many years ago issued an ordinance relating to sludge but was later repealed.

Commissioner Jeffers reported to the County Manager that he had gotten several calls about liter on roadways but did not know how to direct their calls. Commissioner Jeffers, on behalf of his church, New Mt. Zion, invited the Board to a Black History program on Feb. 26, 2012 at 2:00 p.m. Commissioner Jeffers noted the 4-H Advisory Board would be forthcoming with a request for the Board of Commissioner to adopt an Anti-Bullying Day as well as a Frog Day.

Vice Chairman Puryear commended staff for the great job on the recent Board Retreat. Vice Chairman Puryear told the Board he had recently researched House Bill 593 and had forwarded such to the County Manager and County Attorney to review if Person County's un-served areas for internet could benefit similarly as Nash County.

CLOSED SESSION:

A **motion** was made by Commissioner Blalock, **seconded** by Vice Chairman Puryear, and **carried 5-0** to enter Closed Session pursuant to General Statute 143-318.11(a)(6) to hear or investigate a charge or complaint by or against an individual public officer or employee with the County Manager, County Attorney, Clerk to the Board and Sheriff Dewey Jones permitted to attend.

A **motion** was made by Commissioner Jeffers, **seconded** by Vice Chairman Puryear, and **carried 5-0** to return to open session at 8:04 p.m.

ADJOURNMENT:

A **motion** was made by Commissioner Kennington, **seconded** by Commissioner Blalock, and **carried 5-0** to adjourn the meeting at 8:05 p.m.

Brenda B. Reaves
Clerk to the Board

Jimmy B. Clayton
Chairman