

MINUTES – APRIL 28, 2008

The Caswell County Board of Commissioners met in special session at the Historic Courthouse in Yanceyville, North Carolina at 6:30 p.m. on Monday, April 28, 2008. The purpose of the meeting was to discuss the 2008-2009 budget process and other issues of concern. Members present: George W. Ward, Jr., Chairman, Jeremiah Jefferies, Vice-Chairman, William E. Carter, Nathaniel Hall, Larry G. Hamlett, Kenneth D. Travis, and C. Hester Vernon, III. Also present: Kevin B. Howard, County Manager, Gwen Y. Vaughn, Finance Officer, and Angela Evans representing The Caswell Messenger. Wanda P. Smith, Clerk to the Board, recorded the minutes.

MOMENT OF SILENT PRAYER

Chairman Ward opened the meeting with a Moment of Silent Prayer.

APPROVAL OF AGENDA

Commissioner Jefferies moved, seconded by Commissioner Travis to approve the agenda as presented. The motion carried unanimously.

DISCUSSION OF 2008-2009 BUDGET PROCESS

The County Manager and Finance Officer presented and discussed the following 2008-2009 Budget General Information and 2008-2009 Budget Requests Overview.

2008-2009 BUDGET GENERAL INFORMATION

| <u>Ad Valorem Tax</u> | <u>2007-2008</u> | <u>2008-2009</u> |
|--------------------------------------------------------------------------------------------|------------------|------------------|
| Tax Valuation | \$1,364,000,000 | \$1,299,000 |
| <i>(*04/23/08 Estimate from Tax Director - appeals process from revaluation not final)</i> | | |
| Tax Levy | 67.2 cents | 67.2 cents |
| Tax Collection rate | 95.33% | 95.44% |
| Projected tax levy collections | \$8,738,024 | \$8,331,225 |
| Value of one penny | \$ 130,030 | \$ 123,977 |

Revenues (YTD-March 2008)

Current year tax revenue \$8,053,649
Current year foreclosure revenue \$ 140,672

Fund Balance (General Fund)

\$3,675,579

(No fund balance appropriations as of 04/25/2008)

Debt Set-Off

| | <u>Tax</u> | <u>Other</u> |
|-------------------|-------------------|---------------------|
| # Debtors | 42 | 457 |
| Total Debt Amount | \$25,296 | \$167,573 |
| Total Collected | \$ 1,630 | \$ 6,084 |

Medicaid Relief (90%)

\$277,728

(Hold Harmless payment/expect balance by Aug 31, 2008)

Lottery/PSBCF

\$287,506 \$352,038

Lottery Distribution

*(3rd Qtr / **estimated distribution 2008-09)*

ADM Unallocated balance \$ 1,499,742

5-Year Public School Facility Needs \$13,739,921

Revaluation

2012 Revaluation estimated cost \$293,250 - \$325,000

NCACC Risk Management

| | | |
|-------------------------------------|-------------|-----------|
| Health Insurance (monthly-per emp.) | \$ 400.42 | TBD |
| Health Insurance Annual Cost | \$1,185,031 | TBD |
| Liability & Property | \$ 179,308 | \$167,911 |
| Worker's Compensation | \$ 218,249 | \$217,707 |
| Multi-Pool Discount (3) | \$ 9,648 | \$ 10,335 |

Debt Service

GO Bonds (Courthouse Renov & Schools) \$1,087,582 \$1,043,771

Installment Payments \$ 309,855 \$ 343,778

County Appropriations

(to be determined)

| | <u>2007-2008</u> | <u>2008-2009</u> |
|-------------------------------|------------------|------------------|
| Department of Social Services | \$2,749,496 | \$2,776,407 |
| Public Health | \$ 199,609 | \$ 626,640 |

(Request does not include projected Health Fund Balance-estimated \$200,000

up to 50% of this FB is expected to be restricted)

| | | |
|-------------------------------------|-------------|-------------|
| Board of Education/Current Expense | \$2,431,705 | \$2,683,237 |
| Board of Education/Capital Outlay | \$ 342,500 | \$ 554,950 |
| Board of Education/Teacher Supp. | \$ 205,000 | \$ 232,203 |
| Total | \$2,979,205 | \$3,470,390 |
| | | |
| Piedmont Comm. College/Current Exp. | \$ 208,328 | \$ 226,788 |
| Piedmont Comm. College/Capital Out. | \$ 4,000 | \$ 4,500 |
| Total | \$ 212,328 | \$ 231,288 |
| | | |
| Animal Protection Society | \$ 100,000 | |
| | | |
| Estimated COLA Projections | 2% | \$174,566 |
| (General Fund) | 3% | \$261,849 |
| | 4% | \$349,133 |

2008-2009 BUDGET REQUESTS OVERVIEW

Fleet Management

| | |
|----------------------|-------------------------------------|
| Environmental Health | 3 trucks |
| DSS | 1 van |
| Senior Center | 1 van |
| Planning | 1 truck |
| Animal Control | 2 trucks |
| Building Inspections | 1 truck |
| Sheriff | 1 van (Detention Center transports) |
| Soil & Water | Transfer truck from Animal Control |
| Parks & Recreation | Transfer truck from Animal Control |

Personnel

| | |
|------------------------------|------------------------------------|
| Code Enforcement Officer | |
| Economic Developer | |
| Contract for County Attorney | |
| Register of Deeds | Reclassification of personnel |
| Sheriff's Department | 2 positions |
| Animal Control | PT On-Call |
| Parks & Recreation | PT Clerical to FT Clerical |
| Cooperative Extension | Salary increase \$2000/ea clerical |
| Cooperative Extension | Salary increase \$3800/Director |
| Tax | Salary increases |

County Buildings

Relocate Maintenance Dept
HVAC for CDOT and EMS bldg
New facility for CDOT
New jail
Security systems
Guilford Mills roof

Ongoing projects with Court System, BOC,BOE

New Ventures

GovDeals
Debit/Credit Card Payments

Online surplus sales
Explore options to equip selected departments
to accept electronic payments

DISCUSSION OF CONSTRUCTION ISSUES REGARDING SENIOR CENTER

Mr. Kevin Howard, County Manager, reported that at the Board’s last meeting it discussed a requested change order from Dewberry & Davis for the installation of a shingle roof in lieu of a metal roof on the new Senior Center, and the Board expressed its desire to remain with the metal roof. Mr. Howard informed the Board that the contractor and architect have already cancelled the order for the metal roof and ordered shingles based upon a Job Progress Meeting held on February 21, 2008. Mr. Howard provided the Board with minutes of the February 21, 2008 Job Progress Meeting and also the minutes of the March 28, 2008 Job Progress Meeting in which he stated that the change of the roof must be approved by the Board of Commissioners. Mr. Howard stated that there must have been a misunderstanding because the metal roof order was cancelled and shingles were ordered, and with the increase in cost of metal and miscellaneous cost, it would now cost \$39,885 to order that same metal roof.

Mr. Allen Smith, with Quality Construction of Danville, Inc. stated that the cancellation of the metal roof and order of shingles was based on comments made at the February 21, 2008 Job Progress Meeting. Mr. Smith added that he did not know that the change was not approved by the Board of Commissioners.

It was noted that the Board decided prior to construction of the Senior Center that any change orders totaling \$5,000 or more were to come before the Board of Commissioners for approval.

Upon questioning from Commissioner Travis, Mr. Smith answered that the life of a metal roof is longer than a shingle roof, but noted that there is a 30 year guarantee on materials for both roofs and a one year guarantee on workmanship.

Mr. Howard presented a request from the last Job Progress Meeting to remove a partition in the kitchen of the Senior Center. The Board took no action.

The Board agreed to have the Architect from Dewberry & Davis present at its May 5, 2008 meeting to discuss the roof issue further.

ANNOUNCEMENTS

Mr. Kevin Howard, County Manager, announced that NORAG Technologies has extended an invitation to the Board of Commissioners to attend its Groundbreaking Ceremony at the Pelham Industrial Park on Sunday, May 4, 2008, at 3:00 p.m.

Chairman Ward reiterated that before the Board has another public hearing on Ordinance changes, variance requests, or any request by the Planning Board, the issue should come before them prior to the public hearing so that they can discuss it and set the public hearing date if needed.

CLOSED SESSION

Commissioner Hamlett moved, seconded by Commissioner Jefferies that the Board enter into closed session to consider the competence, terms of appointment, and performance of an individual public officer (NCGS 143-318.11(a)(6)). The motion carried unanimously.

REGULAR SESSION

Commissioner Hamlett moved, seconded by Commissioner Carter to resume regular session. The motion carried unanimously.

THE ADJOURNMENT

At 8:35 p.m. Commissioner Carter moved, seconded by Commissioner Jefferies to adjourn the meeting. The motion carried unanimously.

Wanda P. Smith
Clerk to the Board

George W. Ward, Jr.
Chairman
