

MINUTES – JULY 1, 2008

The Caswell County Board of Commissioners met in special session at the Historic Courthouse in Yanceyville, North Carolina at 6:00 p.m. on Tuesday, July 1, 2008. The purpose of the meeting was to discuss the 2008-2009 Budget for the Health Department, the Contract with the Town of Yanceyville for services provided by the Sheriff's Office, and selection of an engineering firm for improvements to the Pelham Industrial Park. 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 and Gwen Y. Vaughn, Finance Officer. 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.

DISCUSSION OF 2008-2009 BUDGET FOR THE HEALTH DEPARTMENT

Dr. Fred Moore, Health Director, came before the Board and stated that apparently there was some sort of confusion when it came to trying to figure out how to use the Health Department's Fund Balance in the 2008-2009 Budget. Dr. Moore added that he was asked to cut \$200,000 out of the Health Department's budget which he did, and after doing so he realized how much those cuts will impact the functioning of the Health Department. Dr. Moore stated that in discussions with the County Manager and Finance Officer, they have proposed a way in which the Health Department's Fund Balance can be used, to be included in the budget that was approved.

Dr. Moore presented and reviewed a summary of the cuts that were made and some of the impacts that these cuts will have on the functioning of the Health Department. Dr. Moore stated that one of the main programs that is going to be cut is the Adult Health Program and provided a list of services offered under this Program. Dr. Moore noted that \$192,000 of the cuts were in Personnel, which eliminated a Diabetes Education Program that they had hoped to start, based on the major problems that the County has with diabetes, eliminated additional staff for the Maternity Program which had increased, eliminated some merit increases, decreased pay for nurse practitioners back-up services, and eliminated an increased reimbursement rate for nursing on-call services. Dr. Moore noted that some of these were expansions to the Health Department compared to last fiscal year and some eliminated services already offered with one being a clerical position.

Dr. Moore stated that in light of the new understanding of how the Health Department's Fund Balance can be used, he would request of the Board that he be able to submit a budget amendment to them at its next meeting to reinstate the cuts that were made in the amount of \$200,000.

Commissioner Hall expressed concern of merit increases being appropriated from a department's Fund Balance and that are not available to all County employees.

Ms. Gwen Vaughn, Finance Officer, reported that the revenues approved for the Health Department for Fiscal Year 2008-2009 was \$2,270,863 and the expenditures approved were \$2,728,575. Ms. Vaughn added that this is after Dr. Moore made his \$200,000 cuts and leaves a difference of \$457,712. Ms. Vaughn stated that the Health Department Fund Balance appropriated by Dr. Moore is \$203,971 for Women and Children's Health and \$118,175 for Home Health, which totals \$322,146, of which the County's share is \$135,566. Ms. Vaughn explained that by deducting the \$322,146 from the Health Department's Fund Balance at the end of FY 2008-2009, the Health Department may receive more or less, and the difference would come from County funding. Ms. Vaughn noted that if the Board approves Dr. Moore's request to appropriate \$200,000 to the Health Department, then most of this amount will be County funding. Mr. Howard clarified that there has not been an appropriation from Fund Balance now, but it will be determined at the end of the year whether it is needed. There was considerable discussion as to the effect on the County's Fund Balance. Commissioner Hall expressed concern that the Health Department's revenues and expenditures do not balance.

After considerable discussion, Commissioner Carter moved to reinstate \$200,000 to the Health Department's budget. The motion died for lack of a second.

Mr. Howard recommended that the Board allow him to prepare additional information on this request and discuss it further at its July 21, 2008 meeting. The Board was agreeable to this.

DISCUSSION AND APPROVAL OF CONTRACT WITH TOWN OF YANCEYVILLE TO
HANDLE FINANCES FOR SERVICES PROVIDED BY THE CASWELL COUNTY
SHERIFF'S OFFICE

Mr. Kevin Howard, County Manager, presented and reviewed a proposed Contract between the County and the Town of Yanceyville to handle finances for services provided by the Caswell County Sheriff's Office to the Town of Yanceyville. Mr. Howard summarized that basically, the Contract stipulates that the County will receive funds in the amount of \$210,000 from the Town of Yanceyville to be appropriated to the Sheriff's Office for services provided by the Sheriff's Office to the Town of Yanceyville.

Upon questioning from Commissioner Carter, Mr. Howard answered that the contract is for a period of one year.

Upon questioning from Commissioner Hall, Mr. Howard answered that the contract was written by the County Manager and Town Attorney. Commissioner Hall expressed concern with the wording of the contract and stated that the Sheriff, even though elected, is not a separate entity of the County and that the County, rather than the Sheriff, owns the Sheriff's Office weapons, vehicles, equipment, etc. Commissioners Hall and Travis expressed concern with the liability incurred by the County with the officers designated for the Town.

Mr. David Parrish, Yanceyville Town Manager, informed the Board that the Yanceyville Town Council would be meeting tonight to discuss this contract with the County.

After considerable discussion, Commissioner Jefferies moved, seconded by Chairman Ward to table this issue until the Board can meet with the Sheriff and County Attorney for clarification of the contract. The motion carried unanimously.

DISCUSSION AND SELECTION OF AN ENGINEERING FIRM FOR IMPROVEMENTS TO PELHAM INDUSTRIAL PARK

Mr. Kevin Howard, County Manager, reported that the Building and Grounds Committee met and interviewed three engineering firms to consider for improvements to the Pelham Industrial Park and it was their consensus to appoint the engineering firm of Dewberry & Davis. After discussion, Commissioner Carter moved, seconded by Commissioner Jefferies to appoint the engineering firm of Dewberry & Davis for improvements to the Pelham Industrial Park. The motion carried unanimously.

DISCUSSION TO FILL VACANT POSITIONS IN BUILDING INSPECTIONS AND SOLID WASTE

Mr. Kevin Howard, County Manager, reported that the positions of Assistant Building Inspector and Solid Waste Operator have become vacant and requested that the Board consider releasing these two positions from the hiring freeze. After discussion, Commissioner Travis moved, seconded by Commissioner Vernon to approve the hiring of a Solid Waste Operator and to table the filling of the Assistant Building Inspector until the Board's July 21, 2008 meeting. The motion carried unanimously.

THE ADJOURNMENT

At 7:10 p.m. Chairman Ward moved, seconded by Commissioner Hamlett to adjourn the meeting. The motion carried unanimously.

Wanda P. Smith
Clerk to the Board

George W. Ward, Jr.
Chairman
