

MINUTES – AUGUST 20, 2007

The Caswell County Board of Commissioners met in regular session at the Historic Courthouse in Yanceyville, North Carolina at 6:30 p.m. on Monday, August 20, 2007. Members present: George W. Ward, Jr., Chairman, Jeremiah Jefferies, Vice-Chairman, Nathaniel Hall, Larry G. Hamlett, Kenneth D. Travis, and C. Hester Vernon, III. Absent: William E. Carter. Also present: Kevin B. Howard, County Manager and Shannon White 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 Hall requested that Report on NACo Annual Conference be added to the agenda after Item No. 12.

Commissioner Travis moved, seconded by Commissioner Hall to approve the agenda as presented with the addition of Report on NACo Annual Conference. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Commissioner Hall requested that Item No. C, *Approval of Lease Agreement Between Caswell County and NC Department of Correction for office space located at 251 Church Street, Yanceyville, NC* be removed from the Consent Agenda for discussion.

Commissioner Jefferies moved, seconded by Commissioner Travis to approve the Consent Agenda as presented with the removal of Item No. C, *Approval of Lease Agreement Between Caswell County and NC Department of Correction for office space located at 251 Church Street*. The motion carried unanimously.

The following items were included on the Consent Agenda:

- 1) Approval of Minutes of August 1 and 6, 2007 Meetings
- 2) Tax Director's Monthly Report for July, 2007

Total Amount of Taxes Collected for July, 2007	\$145,689.81
Tax Maps/Cards	\$ 53.75
County Maps	\$ 51.35
Beer License	\$ 170.00
NSF Charge	\$ 59.36

Wine License	\$ 205.00
2007 Prepayments	\$ 15,628.32

3) 2008 Ambulance Financing

Commissioner Hall questioned whether the rental rate of \$200 per month for office space for the NC Department of Correction until the year 2011 is a sufficient amount. The Board agreed to study the Lease Agreement further and place it on its next meeting agenda.

CONSIDERATION OF ADOPTION OF A RESOLUTION OF THE KERR-TAR  
REGIONAL COUNCIL OF GOVERNMENTS

Mr. Ben Foti, Human Services Planner, Kerr-Tar Regional Council of Governments, came before the Board and reviewed a Resolution requesting that the Board support the Workforce Development Board and Consortium's request for financial support and advocacy from state and local government agencies.

After discussion, Commissioner Hall moved, seconded by Commissioner Hamlett to adopt the following *Resolution of the Kerr-Tar Regional Council of Governments Supporting the Workforce Development Board & Consortium's Request for Financial Support and Advocacy from State and Local Government Agencies*. The motion carried unanimously.

**RESOLUTION OF THE KERR-TAR REGIONAL COUNCIL OF  
GOVERNMENTS SUPPORTING THE WORKFORCE DEVELOPMENT  
BOARD & CONSORTIUM'S REQUEST FOR FINANCIAL SUPPORT AND  
ADVOCACY FROM STATE AND LOCAL GOVERNMENT AGENCIES**

**WHEREAS**, the Kerr-Tar Regional Council of Governments supports the Workforce Development Board and Consortium's efforts in seeking ways to address the unacceptable drop out rate in our school systems; and

**WHEREAS**, the Kerr-Tar Workforce Development Board and Kerr-Tar Interlocal Consortium for Job Training have fiduciary responsibility for the Workforce Investment Act funds administered by the Kerr-Tar Regional Council of Governments; and has invited local governments to apply for such funding; and,

**WHEREAS**, the Kerr-Tar Workforce Development Board and Kerr-Tar Interlocal Consortium have established priorities to develop a workforce to satisfy the current labor needs, as well as the targeted industry clusters being recruited for the region for the Kerr-Tar Hub; and,

**WHEREAS**, the Kerr-Tar Regional Council of Governments along with the WIA Program, have funded a Labor Area Study from the UNC Center of Competitive

Economies, which shows a shortage of technically task focused skilled technicians to replace an aging workforce, as well as a substantial out-commuting pattern of skilled workers in the region; and

**WHEREAS**, the Kerr-Tar Workforce Development Board and Kerr-Tar Interlocal Consortium, resultant of its Strategic Planning Process, have convened a task force comprised of community college presidents, local industry representatives, county commissioners, school board chairs, economic developers, and school superintendents, to discuss current and future labor market needs;

**NOW, THEREFORE, BE IT RESOLVED**, by the Kerr-Tar Regional Council of Governments that financial support and advocacy is needed from state and local governments, economic development corporations, and educational institutions to aid in accomplishing the following work to aid in transforming the workforce in the Kerr-Tar Region, as well as aiding in the recruitment of businesses to the Kerr-Tar Hub:

- To encourage the State Board of Education to retain the college tech prep track, with modifications for meeting current and future needs, and the college university prep track for high school graduation. This will improve the current dismal graduation rate while at the same time increasing the rigor and relevance and diversity in programs necessary to prepare students for the workplace and secondary education.
- To support the expansion of Governor Easley's Learn and Earn Program. Substantial additional funding is recommended for the program in order that high school graduates may earn an associate degree from a community college with one additional year of study beyond high school. This cooperative program between community colleges and public schools will focus on technical education for the workforce that is needed for business and industry.
- To provide credit bearing program opportunities for middle and high school students to develop math, science, technology, biotechnology and entrepreneurship skills acquired through hands-on applications that are required by today's business and industry. Such learning may be accelerated by summer math and science camps supported by the Kerr-Tar Workforce Development Board and local industry.
- To develop marketing strategies to educate the public about investments and jobs that follows a knowledgeable and skilled workforce having creative thinking, problem solving, team work and communication skills.
- To develop a web-based marketing plan aimed at students, teachers, advisors and parents to create a greater awareness of well-paying career opportunities in the Kerr-Tar region. This approach would be supported by an annual program initiated by the region's school systems that would include industrial needs survey, industrial plant tours, internships, and student mentoring programs.

**ADOPTED this the 20th day of August 2007.**

Caswell County

S/George W. Ward, Jr.  
George W. Ward, Jr., Chairman

**ATTEST:**

S/Wanda Smith  
Wanda Smith, Clerk to the Board of Commissioners

EMERGENCY MEDICAL SERVICES

Mr. Jim Gusler, Director, Caswell County Emergency Services, came before the Board to address the need for salary adjustments for prospective experienced Paramedics. Mr. Gusler stated that over the last two years he has experienced extreme difficulty in recruiting qualified Paramedics to fill vacancies at Caswell Emergency Medical Services. Mr. Gusler informed the Board that he has not been at full staff since November of 2005 and over the last 12-18 months EMS has been operating with between a third and a half of the full-time Paramedics needed to cover daily operations. Mr. Gusler stated that EMS has continued to function through the use of part-time Paramedics and the use of overtime for full-time Paramedics; however, over the last few months he has found it increasingly difficult to maintain minimum coverage because the part-time pool is not able to keep up with staffing requirements. Mr. Gusler added that EMS currently maintains a pool of eleven part-time Paramedics to cover an average of 1100 hours of openings per month to maintain minimum coverage; yet this is becoming increasingly difficult because they all work full-time in surrounding county EMS systems. Mr. Gusler noted that the decreased ability of the part-time pool to cover these openings has increased the use of overtime for full-time Paramedics to cover open positions, supervisory staff covering positions, and the use of below minimum Paramedic staffing levels during some night time operations. Mr. Gusler stated that EMS has staff positions for nine Paramedics and currently only three of those positions are filled, with three of those positions being filled by EMS-Basics. Mr. Gusler informed the Board that he has been working with the Community College System to obtain applicants, but due to a high demand in the area for Paramedics, he has had no success in recruiting new graduates. Mr. Gusler stated that he is now coming to a position where EMS will not be able to continue normal operations with the current full time and part time staffing levels.

Mr. Gusler stated that after conferring with other EMS Directors from the area and looking at the Community College Paramedic Programs, the situation does not look like it will improve in the future. Mr. Gulser noted that Caswell County has an advantage over some of its counterparts in that the workplace demands and high call loads are less than in some other counties.

Mr. Gusler stated that he felt that Caswell County's problem is that EMS has not had a mechanism in place to compensate employees for their experience. Mr. Gusler reported that he has discussed this with the County Manager and met with the Personnel Committee concerning a plan to compensate employees for their experience. Mr. Gusler proposed a ten-year plan that calls for a starting (no experience/out of school) salary of \$32,300 for Paramedics and provides a 1.0% increase for each year of experience to year five, and experience would be considered credible if it is full time (four years of credible part time would equal one year full time) and at the same level of care as the proposed position. Mr. Gusler proposed that a 1.5% increase be provided for year five through ten. Mr. Gusler stated that he felt that this plan would be attractive for personnel with experience and would also give the County the ability to attract quality, experienced personnel of which the County needs desperately, and noted that the plan falls within the current County pay scale for Paramedics. Mr. Gusler added that the drawback to this plan is that EMS currently has experienced personnel which would potentially be lower than a new full time employee with the same level of experience. Mr. Gusler stated that there would need to be a fair adjustment made for existing personnel, and after consulting with the County Manager, felt that the plan could be implemented with \$10,000 in additional salary line monies.

Mr. Gusler requested that the Board look favorably on his proposal, not only for the betterment of Caswell EMS, but for the increased quality of service that this could potentially provide to the citizens of Caswell County.

Upon questioning from Commissioner Travis, Mr. Gusler answered that he still has ambulances based in Anderson and Providence. Commissioner Travis expressed his opposition to this practice and added that all ambulances need to be dispatched from the EMS base.

There was considerable discussion concerning current trends in emergency services and protocol.

After considerable discussion, Commissioner Vernon moved, seconded by Commissioner Hamlett to approve the request for salary adjustments and plan proposed by the Emergency Services Director to attract prospective experienced Paramedics.

Commissioner Hall requested that the Emergency Services Director quickly develop a Comprehensive Plan for emergency services. Commissioner Hall suggested that Emergency Services' protocol be reviewed very carefully and seriously based upon the County's mission. Commissioner Hall stated that in terms of long-term recruiting, it may

be good for the County to start funding scholarships for EMS personnel. Mr. Gusler noted that he has already investigated the award of EMS scholarships.

Chairman Ward suggested holding a workshop to discuss EMS protocol. Commissioner Vernon stated that dispatchers are also an important component of Emergency Services protocol.

Upon a vote of the motion, the motion carried by a vote of five to one with Commissioner Travis voting no.

NCDOT – PETITION FOR ADDITION – SEVENTH AVENUE

After discussion, Commissioner Jefferies moved, seconded by Commissioner Hamlett to adopt the following Resolution stating the Board's concurrence with the NC Department of Transportation in adding .11 mile of Seventh Avenue, to the State Maintenance System. The motion carried unanimously.

**RESOLUTION**

**WHEREAS,** the NC Department of Transportation has investigated Seventh Avenue, located in the Yanceyville Township; and

**WHEREAS,** the NC Department of Transportation recommends that .11 mile of Seventh Avenue be added to the State Maintenance System; and

**WHEREAS,** the NC Department of Transportation has submitted a petition requesting that .11 mile of Seventh Avenue, be added to the State Maintenance System.

**NOW, THEREFORE, BE IT RESOLVED** that the Caswell County Board of Commissioners is in concurrence with the NC Department of Transportation in adding .11 mile of Seventh Avenue, to the State Maintenance System.

**ADOPTED THIS THE 20<sup>th</sup> DAY OF AUGUST, 2007.**

S/George W. Ward, Jr.  
George W. Ward, Jr., Chairman  
Caswell County Board of Commissioners

ATTEST:

S/Wanda P. Smith  
Wanda P. Smith  
Clerk to the Board

## CONSIDERATION OF RECLASSIFICATION OF DAN RIVER

Mr. Kevin Howard, County Manager, reported that he met with representatives of the Town of Yanceyville, City of Roxboro, and Person County on August 8, 2007, to discuss the reclassification of the Dan River. Mr. Howard stated that the Division of Water Quality can reclassify the Dan River itself and require the County to enforce the Watershed Protection Ordinance there.

Commissioner Hall stated that it appears that the City of Roxboro, Town of Yanceyville, and Person County would like for Caswell County to join them on this project so as not to oppose the permit, because otherwise it probably will not happen. Commissioner Hall noted the importance of holding a joint meeting of all of the Boards.

After considerable discussion by the Board, it was agreed to have the County Manager schedule a joint meeting of the Caswell County Board of Commissioners, Person County Board of Commissioners, Roxboro City Council, and Yanceyville Town Council to discuss this further.

## REQUEST FOR NCDOT TO PLACE SPEED LIMIT SIGN ON DANIEL JEFFRESS ROAD

Mr. Kevin B. Howard, County Manager, reported that he received a request from Mr. Mike White that the North Carolina Department of Transportation erect a 35 MPH speed limit sign on the Daniel Jeffress Road.

After discussion, Commissioner Hall moved, seconded by Commissioner Travis to request that the North Carolina Department of Transportation conduct a study of the Daniel Jeffress Road to determine the speed limit. The motion carried unanimously.

## SALES TAX AND LAND TRANSFER TAX REFERENDUM

The Board discussed the possibility of holding a referendum on the two new revenue sources, sales tax and land transfer tax, which was approved by the North Carolina General Assembly.

Mr. Kevin B. Howard, County Manager, reported that North Carolina counties have the option to decide whether to hold a referendum in November or the primary in May on the .4% land transfer tax or ¼ cent point sales tax. Mr. Howard stated that the North Carolina Association of County Commissioners has estimated that the additional revenue for Caswell County from the .4% land transfer tax would be \$189,664 and the additional revenue from the ¼ cent point sales tax would be \$168,401. Mr. Howard informed the Board that a referendum could be held on both sources of revenue, but the Board could only adopt one of the sources. It was noted that the referendum in November would cost approximately \$10,000.

After considerable discussion, Commissioner Travis moved, seconded by Chairman Ward that the Board hold a referendum in the May primary to give citizens the option to vote on the land transfer tax and the ¼ cent point sales tax. The motion carried by a vote of five to two with Commissioners Hall and Jefferies voting no.

APPOINTMENT OF REVIEW OFFICER

Commissioner Travis moved, seconded by Commissioner Jefferies to adopt the following *Resolution Appointing Review Officer* which appoints County Planner, Brian Collie, as Review Officer. The motion carried unanimously.

**CASWELL COUNTY BOARD OF COMMISSIONERS  
RESOLUTION APPOINTING REVIEW OFFICER**

WHEREAS, S. L. 1997-309 (S875) makes a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law is to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to a Review Officer; and

WHEREAS, the new G.S. 47-30.2 requires the Board of County Commissioners in each County, by resolution, to appoint a person to serve as Review Officer to review each plat before it is recorded and certify that it meets the statutory requirements for recording; and

WHEREAS, it is the desire of the Caswell County Board of Commissioners to insure an expeditious review of all maps and plats as required by G.S. 47-30.2 before they are presented to the Register of Deeds for recording.

NOW, THEREFORE, BE IT RESOLVED, effective August 1, 2007, that Brian Collie in the Caswell County Planning Office, is hereby appointed to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statutes, and is further given the authority to delegate these duties to any other qualified employee as may be necessary to administer these duties in his absence.

BE IT FURTHER RESOLVED that a copy of this Resolution designating the Review Officer be recorded in the Caswell County Register of Deeds office and indexed in the name of the Review Officer.

ADOPTED THIS THE 20<sup>th</sup> DAY OF AUGUST, 2007.

S/George W. Ward, Jr.  
George W. Ward, Jr., Chairman  
Caswell County Board of Commissioners

ATTEST:

S/Wanda P. Smith  
Wanda P. Smith  
Clerk to the Board

### SEPTEMBER MEETING SCHEDULE

Commissioner Vernon moved, seconded by Commissioner Jefferies that the Board's first regular meeting in September be rescheduled to Tuesday, September 4, 2007, at 6:30 p.m. The motion carried unanimously.

### REPORT ON NACo ANNUAL CONFERENCE

Commissioner Hall provided the following report on the National Association of Counties' Annual Conference which was held in Richmond, Virginia on July 14-17, 2007.

Caswell County Board of Commissioners  
NACo Annual Conference  
July 14-17, 2007

- I. 2010 Census – It is now time to start planning for the 2010 Census. Representatives from the Census Bureau recommend that each county establish a Census Committee. The Census Bureau has established a Local Update of Census Address program (LUCA) designed to get local governments involvement in developing and assuring that local addresses are updated and correct.

The U.S. Census Bureau will send the LUCA liaison an address list from the master address file, with maps, to review. The file can be corrected and/or updated.

In addition to updating census information, if we participate in the LUCA program, we can use the maps received to update our legal boundaries.

\*Some of you may recall that our boundaries were surveyed and some changes made. I don't know where we stand with those changes!

The LUCA invitation letters are to be sent out late this summer addressed to the highest elected official.

I have some additional information I am providing to the County Manager. I suggest that Chairman Ward appoint a committee.

II. Property Taxes - Automation

I attended a session that emphasized the importance of automation in the proper valuation of property taxes.

I noted that if we have not automated building permits, we are losing tax dollars on reveals when citizens and businesses renovate properties. Best case scenario is that we will catch the additions during reveals every so often and worst case is that we will never catch the additions. Theoretically, this should be done as property is expanded or added to.

There is commercial software that will greatly increase our efficiency. However, I believe that automation without expensive commercial software would greatly enhance efficiency with little additional cost. Building permits should be automated and sent to the Tax Office monthly.

Tax dollars are lost and services to citizens are reduced because of delayed and/or incorrect property valuations.

Nate Hall  
08/06/2007

COUNTY MANAGER'S REPORT

Mr. Kevin B. Howard, County Manager, reported that the County's *Welcome to Caswell County* signs have arrived and will soon be erected.

Mr. Howard reported that a meeting of the Golden Leaf Foundation Advisory Committee will be held on September 10, 2007, 2:00 p.m.–4:00 p.m., at the Caswell County Civic Center.

ANNOUNCEMENTS

Commissioner Vernon announced that he would provide a report on the North Carolina Association of County Commissioners' Annual Conference he attended in Cumberland County on August 16-19, 2007, at the Board's next meeting.

Commissioner Hamlett questioned the status of the paving of Crooked Road and the County Manager answered that paving of this road has been delayed due to one property owner who will not sign the required documentation and one property owner that cannot be located.

Commissioner Jefferies reported that he received a call about ownership of the former Caswell Parish building.

CLOSED SESSION

Commissioner Hamlett moved, seconded by Commissioner Hall that the Board enter into closed session to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body (NCGS 143-318.11(a)(4)), and to prevent the disclosure of confidential information that is made privileged or confidential (NCGS 143-318.10(e)). The motion carried unanimously.

REGULAR SESSION

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

THE ADJOURNMENT

At 9:10 p.m. Commissioner Jefferies moved, seconded by Commissioner Hamlett to adjourn the meeting. The motion carried unanimously.

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Wanda P. Smith  
Clerk to the Board

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George W. Ward., Jr.  
Chairman

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