

CASWELL COUNTY BOARD OF COMMISSIONERS
Regular Session
April 21, 2025

MEMBERS PRESENT

OTHERS PRESENT

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Tim Yarbrough, Chair
Frank Rose, Vice Chair
Greg Ingram
Rick McVey
Tony Smith
Brian Totten

Renee Paschal, County Manager
Melissa Williamson, Deputy County Mgr.
Russell Johnston, County Attorney

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The Board of Commissioners for the County of Caswell, North Carolina met in a Regular Session meeting scheduled on Monday, April 21, 2025 at 6:30 pm at the Caswell County Historic Courthouse, Yanceyville NC.

Welcome:

Chairman Yarbrough called the meeting to order. All were invited to pause for a moment of Silent Prayer and to recite the Pledge of Allegiance.

Public Comments:

Laura Pichardo addressed the Board. She stated that she supported the economic development projects being proposed and hoped that the businesses would use local contractors and businesses for the work.

John Roberts addressed the Board. He stated that he had applied for the county manager’s position, was the most qualified, and had not been given an interview.

Recognitions:

Vice Chair Rose and Commissioner Smith made recognitions.

Agenda:

A motion was made by Vice Chair Rose and seconded by Commissioner Ingram to approve the Regular Session agenda. The motion carried unanimously.

Consent Agenda:

5. Motion to approve March 17, 2025 Board of Commissioner Regular Meeting Minutes
6. Motion to approve March 20, 2025 Joint Commissioners/Town Meeting Minutes
7. Motion to approve March 24, 2025 Board of Commissioners Special Meeting Minutes
8. Motion to approve March 25, 2025 Board of Commissioners Special Meeting Minutes
9. Motion to approve April 4, 2025 Board of Commissioners Special Meeting Minutes
10. Motion to approve April 7, 2025 Work Session Minutes

A motion was made by Vice Chair Rose and seconded by Commissioner McVey to approve the Consent Agenda. The motion carried unanimously.

Board of Equalization and Review:

A motion was made by Commissioner Ingram and seconded by Commissioner McVey to recess as the Board of Commissioners and convene as the Board of Equalization & Review.

Manager Paschal administered the oath to the Board of Equalization & Review. Tax Administrator Thomas Bernard advised the Board that no tax appeals had been filed for consideration.

A motion was made by Commissioner Smith and seconded by Commissioner Totten to adjourn as the Board of Equalization & Review and reconvene as the Board of Commissioners.

Public Hearings:

Cherokee Tobacco

A motion was made by Vice Chair Rose and seconded by Commissioner Ingram for a public hearing on economic development incentives for Cherokee Tobacco. The motion carried unanimously.

There was no one present to speak.

A motion was made by Vice Chair Rose and seconded by Commissioner Ingran to close the public hearing. The motion carried unanimously.

Company B

A motion was made by Commissioner Smith and seconded by Commissioner Totten for a public hearing on economic development incentives for Company B.

There was no one present to speak.

A motion was made by Vice Chair Rose and seconded by Commissioner Ingram to close the public hearing. The motion carried unanimously.

Caswell County Section 8 Five-Year Public Housing Authority Plan Proposal

A motion was made by Commissioner Ingram and seconded by Commissioner McVey for a public hearing on Caswell County Section 8 Five-Year Public Housing Authority Plan Proposal for Fiscal Year 2025. The motion carried unanimously.

There was no one present to speak.

A motion was made by Vice Chair Rose and seconded by Commissioner Totten to close the public hearing. The motion carried unanimously.

Action Items:

Approval of Section 8 Five-Year Public Housing Authority Plan

Manager Paschal acknowledged that the public hearing had been properly noticed and advertised for the required period of time.

A motion was made by Commissioner Smith and seconded by Commissioner McVey to approve the Section 8 Five-Year Public Housing Authority Plan proposal for Fiscal Year 2025. The motion carried unanimously.

Approval of Resolution Granting the Town of Yanceyville Authority to Issue Fireworks Permits

Manager Paschal introduced the item. The Board approved a Resolution last year that granted Yanceyville the authority to issue permits. The Town of Yanceyville is planning a fireworks display.

A motion was made by Commissioner McVey and seconded by Commissioner Ingram to approve the resolution granting the Town of Yanceyville authority to issue Fireworks Permits. The motion carried unanimously.

Approval of Fee and Sponsorships for new Meals on Wheels Clients

Manager Paschal introduced the item. She recalled that the Board considered the item at the previous Work Session. The Board had questions at the Work Session about the impact on volunteers for Meals on Wheels. Manager Paschal spoke with the Senior Services Director and was assured that the routes would be covered by volunteers.

A motion was made by Commissioner Totten and seconded by Vice Chair Rose to approve the fee and sponsorships for new Meals on Wheels clients. The motion carried unanimously.

Approval of Resolution Amending Code of Ethics Policy to Include Language on Censures

Manager Paschal facilitated the discussion. At the March 17, 2025 meeting, the Board amended its Code of Ethics to include the following language:

"Board members shall not disclose discussions, information and any other confidential matters addressed during closed sessions. Any such disclosure is prohibited under the ethics policy."

At that meeting, the Board discussed adding language regarding censure of board members who released information from closed session meetings. The following language is proposed by the County Attorney to be added to the Resolution Amending the Code of Ethics Policy:

"For members of the Board of County Commissioners, the Board may adopt a resolution of censure, which shall be placed as a matter of record in the minutes of an official Board meeting.

No sanction or censure by the Board of County Commissioners provided for hereunder shall be invoked until an adequate investigation shall have been made and the person charged with the violation shall have been afforded all of the legal and constitutional rights due him or her."

A motion was made by Vice Chair Rose and seconded by Commissioner Smith to approve a resolution amending the Code of Ethics Policy to include language on censures. The motion carried 6 to 1, with Commissioner Holt voting "nay."

Appointment of Dr. Barbara Buchanan to the Piedmont Triad Workforce Development Board

Manager Paschal indicated that Dr. Buchanan was employed at Piedmont Community College and was interested in serving on the Piedmont Triad Workforce Development Board.

A motion was made by Commissioner Ingram and seconded by Commissioner McVey to appoint Dr. Barbara Buchanan to the Piedmont Triad Workforce Development Board. The motion carried unanimously.

County Manager Updates:

No updates

County Attorney Updates:

County Attorney Johnston updated the Board on pending tax cases.

Commissioner Comments:

Vice Chair Rose spoke about the upcoming Caswell Farmer's Market to be held at the Pavilion on April 24th from 4-6:30 and asked the public to come out and support the event. The Chamber of Commerce will hold its Membership meeting on April 28th.

Vice Chair Rose asked the County Manager the status of the FY 23 audit. Manager Paschal stated that the audit results will be presented to the Board at its May 5th Work Session.

Announcements and Upcoming Events:

Chairman Yarbrough announced that the Board will meet on May 5, 2025 for a Work Session at 5:00 pm in the Caswell County Historic Courthouse. The Board will meet in Regular Session on May 19, 2025 at 6:30 pm in the Caswell County Historic Courthouse.

Closed Session:

Vice Chair Rose made a motion, seconded by Commissioner Smith, to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body and to consider and give instructions to attorney concerning the handling of a claim, which privilege is hereby acknowledged NCGS 143-318.11 (a) (3); to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee allowed under NCGS 143-318.11 (a) (6); and to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, which privilege is hereby acknowledged in NCGS 143-318.11(a) (4). The motion carried unanimously.

Open Session

Vice Chair Rose moved, seconded by Commissioner Ingram, to return to open session. The motion carried unanimously.

Vice Chair Rose moved, seconded by Commissioner Smith, to approve the contract with Scott Whitaker and appoint him as county manager. Commissioner Holt requested to abstain from the vote. The motion carried 7 to 0.

Adjournment:

Commissioner Smith moved, seconded by Vice Chair Rose, to adjourn the meeting. The motion carried 7 to 0 and the meeting was adjourned at 7:39 pm.

Respectfully submitted,

Renee Paschal
Interim Clerk to the Board

Tim Yarbrough
Board Chair