

# **CASWELL COUNTY BOARD OF COMMISSIONERS**

## **Work Session**

**June 2, 2025**

### **MEMBERS PRESENT**

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Tim Yarbrough, Chair  
Frank Rose, Vice Chair  
John Claggett  
Greg Ingram  
Tony Smith  
Brian Totten

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### **OTHERS PRESENT**

Scott Whitaker, County Manager  
Melissa Williamson, Deputy County Mgr.  
Renee Paschal, Interim County Mgr.

The Board of Commissioners for the County of Caswell, North Carolina met in a Work Session meeting scheduled on Monday, June 2, 2025 at 5:00 pm at the Historic Courthouse, Courthouse Square, 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:**

There were no public comments.

#### **Recognitions:**

Vice Chair Rose asked everyone to be in prayer for the Johnston family. Attorney Johnston's father passed. Commissioner Smith thanked the Board of Education and staff for inviting the Board of Commissioners to come out to look at critical capital needs.

#### **Agenda:**

##### **A. Agenda**

Chairman Yarbrough announced that the FY25-26 recommended budget would be discussed as the last item on the agenda.

Chairman Yarbrough introduced the appointment of John Claggett to fill the vacancy of Rick McVey and invited him to come forward to receive the oath of office from the Clerk of Court.

##### **B. Open Session minutes for 5/19/2025**

A motion was made by Commissioner Smith and seconded by Vice Chair Rose to approve the Work Session agenda with the change. The motion carried unanimously.

Commissioner Smith felt it could get extreme with no controls.

Manager Whitaker discussed the issue of security. It meshes with the request and additional usage. There is a preferred vendor that will provide cameras for \$21,236.48. He asked the Board to consider delaying rentals until cameras were installed if they approved the policy and fee schedule. He noted that funds were available in the current budget. The camera purchase does not have the three-bid requirement.

A motion was made by Commissioner Totten to approve the policy and fee schedule along with the cameras and seconded by Chairman Yarbrough. The motion carried 4-1 (Claggett opposed).

**County Manager Updates:**

Manager Whitaker stated he is making changes that will work better for citizens to view presentations. He demonstrated how larger wall projection allows in-room attendees to see more presentation detail. Staff is continuing to fill some key vacancies, and the most pressing are the Human Resources Director and CFO.

**County Attorney Updates:**

Not present

**Commissioner Comments:**

Commissioner Smith stated that the largest hurdle is to reconcile the school budget. He recommended reaching out as possible to the school board to encourage them to communicate to determine upcoming needs.

Chairman Yarbrough welcomed Commissioner Claggett to the Board.

**FY 25-26 Recommended Budget:**

(Continuation of discussion from Budget Work Session)

The Board continued to discuss the school budget. They discussed teachers' supplements. After conferring with several board members, the Chair proposed allocating \$1000 for certified teachers and \$500 for classified staff. That would net a one cent tax increase in the amount of \$240,000.

Commissioner Totten concurred.

Commissioner Ingram suggested allocating half of the bonus at Christmas and the other half at the end of the year. Ms. Paschal stated that the allocation timing would be determined by the school board although the Board could make a recommendation.

Commissioner Smith suggested leaving the operating budget at \$2.8 million as approved last year plus an inflation percentage increase of 2.1 percent. The allocation would increase by \$58,363 for a total operating budget allocation of \$2,837,592.

There was consensus among the Board.

Ms. Paschal inquired about where the funds would come from. Chairman Yarbrough suggested adding  $\frac{1}{4}$  cent to the tax. He stated that in 2018, when the school bond referendum was approved by voters, it was stated that a tax increase may be necessary. The bonds were sold later and the project was completed in 2023. \$644,648 or 2.5 cents on the tax bill was used for the bond. 2.6 cents will be the total for schools.

Ms. Paschal stated that the Board sets the salaries for Manager, Sheriff and Register of Deeds. It is anticipated that the positions will receive the same 1.5 percent as other County employees. The Board concurred with her recommendation. She will prepare the Budget Ordinance for approval on June 16<sup>th</sup>.

#### **Adjournment:**

Commissioner Smith moved, seconded by Commissioner Ingram, to adjourn the meeting. The motion carried unanimously, and the meeting was adjourned at 6:10 pm.

Respectfully submitted,



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Scott Whitaker  
Clerk to the Board



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Tim Yarbrough  
Board Chair