MINUTES – MAY 6, 2019

The Caswell County Board of Commissioners met in regular session at the Caswell County Historic Courthouse in Yanceyville, North Carolina at 9:00 a.m. on Monday, May 6, 2019. Members present: Rick McVey, Chairman, Jeremiah Jefferies, Vice Chairman, Sterling Carter, William E. Carter, Steve Oestreicher and David Owen. Absent: Nathaniel Hall. Also present: Bryan Miller, County Manager, and Brian Ferrell, County Attorney. Paula P. Seamster, Clerk to the Board, recorded the minutes.

MOMENT OF SILENT PRAYER

Chairman McVey opened the meeting with a moment of Silent Prayer.

Commissioner S. Carter stated “Mr. Chairman before we move into the Moment of Silent Prayer it pains me as it does everybody else I am sure that we have to recognize another school shooting and this one literally in our own state, a place that we are all familiar with, UNC-Charlotte so during the Moment of Silence if the public as well as this Board could join us in remembering the family members, the friends of those that were injured and those that lost their lives as well as with the faculty, staff and student body of UNC-Charlotte that we remember them today. Thank you.”

PLEDGE OF ALLEGIANCE

The Board of Commissioners and all the guests in the audience recited the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Owen asked to amend the agenda to add an item about the Board’s Budget Planning Sessions. Chairman McVey responded that this could be added before the County Manager’s Updates.

Commissioner S. Carter stated “Bear with me please, I would like to amend the agenda by including and Interlocal Agreement with Rockingham County and I was going to ask the manager where he would prefer to put that.” Mr. Miller responded that it could be put before the County Manager’s Updates. Commissioner S. Carter continued “And also and agenda item that will be Fee Waiver for Use of the Historic Courthouse and I will leave it to this Board’s discretion to place that where they see fit.” Chairman McVey responded it will be right before the County Manager’s Updates. Commissioner S. Carter continued “All of them, okay, thank you sir.”

Commissioner S. Carter moved, seconded by Commissioner Owen to approve the agenda as amended. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Commissioner S. Carter stated “Mr. Chairman I have one more amendment and then we will be done. I would like to amend the Minutes of the April 15, 2019 Regular Session Meeting and this is some minor changes the going in and out of closed session, open session, regarding who gave the motions, what time we adjourned and those corrections and I have given those to our clerk today so she has those.”

Commissioner Owen asked the county attorney if he had had an opportunity to look at all the agreement in the Consent Agenda. Mr. Ferrell responded that he had read the agreements and added that this marks a new way of providing health coverage through a self-insured group. He added that the Board has heard about this at a prior meeting and if the Board feels comfortable with moving forward with this he did not have any issues with the agreements. Mr. Ferrell stated that there is a one year commitment.

Commissioner Owen moved, seconded by Commissioner S. Carter to approve the Consent Agenda as amended. The motion carried unanimously.

The following items were included on the Consent Agenda:

A. Approval of Minutes of April 11, 2019 Special Meeting

B. Approval of Minutes of April 15, 2019 Special Meeting

C. Approval of Minutes of April 15, 2019 Regular Meeting

D. NCHIP Trust Agreement

E. ACH Direct Debit Credit

F. Client Authorization Logo

G. ADM NCHIP Designation of Trustee

H. NCHIP – PHI Authorization Form

I. Business Associate Agreement

J. NCHIP BB&T New Account

PUBLIC COMMENTS

Chairman McVey opened the floor to Public Comments.

Ms. Elin Claggett came before the Board and made the following comment:

“My name is Elin Claggett, residing at 108 Jaye Lane, Providence, NC and having been a school teacher I have a handout. I do want to thank Nate Hall for coming out to the American Legion Memorial Event on Saturday as well as Commissioners Oestreicher and Owen for their participation and donation to the Caswell County Veterans Memorial on Saturday, it was well appreciated. Today I just want to make a few comments about the budget process that is coming up and perhaps provide some background information. The county manager on January 30, 2019, presented a list of capital projects to be considered that included renovation of N.C. Cooperative Extension building for $2 million. $6 million is still owed for the Detention Center and we will have another additional $18.5 million price tag for Bartlett Yancey High School. Taxes for fire districts went into effect last year and another tax increase for the high school will be due within a year. These debts are paid by the 9,160 households in Caswell County.

Today there are 3 topics related to the budget that I’d like to interject information for your review. These include county employees’ salaries, Board of Education request and new county vehicles. The 2 supplementary pages have facts, figures and references for your review today or as you go through the budget process during the next 5 weeks. I’ll hit the highlights:

EMPLOYEE SALARIES:

Employee pay raises were discussed on 2/11/19, with focus on those earning under $25,000. The current system does not take into account years of service since there are no merit raises. New hires make the same as employees who have worked 10-20 years. The lowest paid are CCATS drivers, Maintenance I, Medical Asst. and Tax Clerks. No raises were given last year. EMS, Emergency Management and Sheriff’s Office have not received an increase for 2 years. In contrast, teachers have received N.C. state raises for each of the past 5 years, totaling 19% increase in their salaries. They have also received repeated local supplements, including $300,000 from the Board of Education fund balance last August. A 9.1% increase over the next 2 years is proposed in the current budget from the Governor’s Office.

BOARD OF EDUATION REQUEST:

According to minutes from last Commissioner’s meeting, the Board of Education is requesting an 18% increase or $555,000 in the Local Current Expense Fund Appropriation. Their 2018-2019 local fund appropriation was $3,634,790 (8/27/19). 18% of this is $654,262 – so not sure who is doing the math but this leaves a $100,000 discrepancy. This would increase county expenses from $3.6 to $4.3 million. If you increase this fund by 18%, you will pay well over half-million dollars on a recurrent schedule vs. one payment for a specific capital need project.

COUNTY VEHICLES:

The other high price ticket item was county vehicles. The wish list included 2-3 ambulances, 5 county vehicles and 12 Sheriff’s Office patrol cars. The total pr**ice tag for these vehicles, based on estimates provided by the County Manager on 1/30/19, was $1,155,000. Some costs may be deferred using Enterprise Fleet Management as discussed 2/22/19.** The County Manager provided a list of the county’s 129 vehicles. There are 229 full time Caswell County employees or an average of one car for every 1.8 FTE. Today, 63 vehicles are assigned to the Sheriff’s Office for use by their 53 total staff. 20 officers assigned to work in the Courthouse or the Detention Center and thus s**hould not need individual cars to drive during their shifts. However, a van, truck and trailer have been purchased since 2016 with an abundance of extra patrol cars sitting around. There are only 17 deputies in the Patrol Division divided across 5 shifts. There are also 5 deputies in Investigation/Narcotics Division that may leave the building routinely. Purchasing 12 more patrol cars will add up to 36 patrol cars less than 5 years old (or 57 patrol cars less than 10 years old). How can the 22 deputies in Patrol & Investigation Divisions plus one Sheriff drives 36 patrol cars, let alone the 21 additional older patrol cars? The proposed addition of 12 patrol cars in 2019-2020 will bring the total number of Sheriff’s vehicles up to 75, far exceeding the total number of staff. What about trade-in, sales or auction to decrease the inventory and recoup costs? How is this not wasteful spending?** Contrary to popular belief, just because a dozen donuts are on sale doesn’t mean you need to eat all 12, especially if you have 5 dozen sitting at home. **Why are the Sheriff vehicles already in the budget, like a done deal, but 2 ambulances are to be discussed? What about the other 5 departments requesting vehicles to do their jobs?** You have tough choices with the budget, or as the saying goes ‘You are free to choose but you are not free from the consequences of your choice’, do your best. Thank you for your time and consideration.”

Mr. Thomas Wright came before the Board and made the following statement:

“My name is Thomas Wright, 559 George Russell Road, Yanceyville. I came in to report to you that went to Wake County for Equalization. I done made 2 trips down there to Raleigh to explain to this Board of Equalization and after two trips the tax assessor finally decided to try to straighten it up last week. Now I am asking you for to have him to come in the meeting you have of each month to be here for him to explain to you and explain to him what their problem is. They can’t drive way down there to Wake County to get it explained. I have went down there twice and he has to get it straightened up and we still got this letter to deal with so that is all I have for you.”

Chairman McVey asked if anyone else would like to speak during Public Comments. With no other public comments Chairman McVey closed Public Comments.

RECOGNITIONS

Commissioner S. Carter stated “First I would like to recognize that this is National Nurses Week so we would like to, as a Board, recognize all the nurses and all the staff that assist in caring for our citizen’s health and well-being especially those at the Health Department. I would like to just make a brief comment that the Library Grand Opening was an awesome event enjoyed by many and we are excited for all the programs that the Library has upcoming and the things that it will now offer to our citizens. Then we had on Friday morning, the Garden Club of Virginia visited Milton. There was about, I would say 100 people in and out, sorry 300 Ms. Williamson corrected me, 300 individuals in and out visiting that town. It brought a lot of attention to the cultural heritage of our county especially of the Town of Milton and we were very excited to host them and encourage anyone to come and visit the County’s historical assets. And then finally I would just like to recognize that on Friday morning as well there was the Special Olympics at the high school and we would like to congratulate all of those that participated, those that won and also those volunteers that helped with that event as well, we would like to recognize them. Thank you so much.”

BOARD OF EQUALIZATION AND REVIEW

Commissioner Owen moved, seconded by Commissioner S. Carter to reconvene the Board of Equalization and Review. The motion carried unanimously.

Mr. Thomas Bernard stated “Good morning Mr. Chairman and Commissioners, we had Dr. Carlton Strange that came before the Board of E & R at the last Board of E & R meeting questioning his property. We went out and looked at it and also looked at the notes and all in the system and there were adjustments before the last reval, that was done in the previous reval for poor topography and for poor soils for building in other words it wouldn’t perk and when they did the reval in ’16 those adjustments were dropped so the value went from $41,184 down to $17,056 which we think is appropriate for that tract of land and the location and topography being it poor soils that won’t perk and that is what we are suggesting for that value and Dr. Strange is good with this. I have called and talked to him.”

Chairman McVey asked “So you are lowering it from 31 to…” Mr. Bernard responded “41.” Chairman McVey continued “41.” Mr. Bernard responded “Correct. They had road front lots on there and there is really no road footage because of the topography because they are 12 foot from the road to 35 foot from the road, a swag and a wet spot and it doesn’t perk and of course the topography.”

Commissioner S. Carter stated “You were mentioning the road fronts, in the previous evaluation it was included that it was a road front and we have adjusted to it not being one.” Mr. Bernard responded “It was road frontage but it had no adjustments for the topography.” Commissioner S. Carter continued “So when you have poor land it doesn’t count at a certain point basically?” Mr. Bernard responded “Right because the road frontage is along Old 29 going in there is like I said anywhere from I would say it starts off at 5 or 6 and goes down to 35 foot from the edge of the right of way down to the road so there is a tremendous drop.” Commissioner S. Carter stated “And it just makes me reflex to think how much more of that could exist in this county, just a thought.”

Chairman McVey asked “Anymore questions?”

Commissioner Owen moved, seconded by Commissioner S. Carter to approve the recommendation from the tax assessor. The motion carried unanimously.

Mr. Bernard stated “I do not have any more at this time.” Chairman McVey responded “Okay.”

Commissioner Owen moved to adjourn the Board of Equalization and Review.

Mr. Ferrell stated “Mr. Chairman, if I may, members of the public are permitted up until your adjournment date to come up and present an appeal so if you would before you adjourn just check to see if anybody has another appeal in the audience.”

Chairman McVey asked “Does anybody have any appeals in the audience?” Mr. Ferrell responded “Thank you.”

Commissioner Owen moved, seconded by Commissioner Jefferies to adjourn the Board of Equalization and Review. The motion carried unanimously.

APPROVAL OF CATS UPDATED SYSTEM SAFETY PLAN (SSP)

Ms. Melissa Williamson, CATS Director stated that CATS is updating its System Safety Plan to meet the new requirements of the state. She added that the plan is very similar to the one that the Board approved on June 5, 2017. Ms. Williamson stated the main change seems to be more focused on emergency preparedness. She added that the new plan covers emergency action, fire prevention, preventative maintenance, drug and alcohol, security and continuity of the operations plan. Ms. Williamson stated that she has had Donnie R. Tim, Compliance Manager for Public Transportation Division of the North Carolina Department of Transportation to review the policy and he has approved the SSP. She stated that the next step is to present the SSP to the Board of Commissioners so that the plan could be adopted.

Commissioner Jefferies moved, seconded by Commissioner Owen to approve the CATS Updated System Safety Plan (SSP). The motion carried unanimously.

RECOMMENDATION OF ARCHITECT/ENGINEER FOR IMPROVEMENTS AT BARTLETT YANCEY HIGH SCHOOL

Mr. Miller stated that the RFQ process has been completed and received 3 RFQ submissions. He added that during the process he and Dr. Carter went through and evaluated each RFQ. Mr. Miller provided the Board with a spreadsheet that showed the total of scores for each submission for each item that was identified in the RFQ and Dewberry received the highest marks so the recommendation for architect/engineer for this project is Dewberry.

Commissioner Jefferies stated that the county has used Dewberry several times and they have done an excellent job.

Commissioner Jefferies moved, seconded by Commissioner S. Carter to hire Dewberry as the Architect/Engineer for the Bartlett Yancey High School project.

Commissioner Oestreicher stated that he did not see any dollars associated with the analysis. Mr. Miller responded that RFQ submissions from architects and engineers are not associated with cost but with qualifications and that is why it is an RFQ instead of an RFP. He added that the Mini Brooks Act is what the process follows. Mr. Ferrell added that once the Board approves Dewberry the price can be negotiated and if an agreement cannot be met the Board can go to the next architect/engineer on the list. Commissioner Oestreicher stated that he thought this was a strange way to do business.

Upon a vote of the motion, the motion carried unanimously.

Davenport – Financial Services Agreement

Mr. Miller stated that next on the agenda is the Davenport Agreement which is for financial services on the project. He added that there is a not to exceed price because we don’t know the cost of the project yet.

Commissioner Owen moved, seconded by Commissioner S. Carter to approve the Davenport Financial Services Agreement. The motion carried unanimously.

Sands Anderson – Bond Counsel Agreement

Mr. Miller stated that next on the agenda is the Sands Anderson Bond Counsel Agreement. He stated that the county has used Sands Anderson several times and has done an outstanding job. Mr. Miller stated that there is also a not to exceed price for this agreement.

Commissioner S. Carter moved, seconded by Commissioner Jefferies to approve the Sands Anderson Bond Counsel Agreement. The motion carried unanimously.

Reimbursement Resolution

Mr. Miller stated that the Reimbursement Resolution allows the County to reimburse themselves with any funds that the County may receive at a later date.

Commissioner Jefferies moved, seconded by Commissioner Owen to approve the Reimbursement Resolution. The motion carried unanimously.

RESOLUTION OF BOARD OF COMMISSIONERS OF CASWELL COUNTY, NORTH CAROLINA DECLARING ITS INTENTION TO REIMBURSE ITSELF FROM THE PROCEEDS OF ONE OR MORE TAX-EXEMPT FINANCINGS FOR CERTAIN EXPENDITURES MADE AND/OR TO BE MADE IN CONNECTION WITH THE ACQUISITION, CONSTRUCTION, EXPANSION, RENOVATION AND EQUIPPING OF A CASWELL COUNTY CAPITAL SCHOOL PROJECT

WHEREAS, Caswell County, North Carolina (the “Issuer”) is a political subdivision organized and existing under the laws of the State of North Carolina; and

WHEREAS, the Issuer has paid beginning no earlier than 60 days prior to the date of adoption of this resolution, and will pay, on and after the date hereof, certain expenditures (“Expenditures”) for the design, acquisition, construction, improvement, expansion, renovation and equipping of a Caswell County capital school project, further described on Exhibit A attached hereto (the “Project”); and

WHEREAS, the Board of Commissioners of the Issuer (the “Board”) has determined that those moneys previously advanced no earlier than 60 days prior to the date of adoption of this resolution and to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Issuer for the Expenditures from the proceeds of one or more issues of tax-exempt financing (the “Financing”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. The Board hereby declares the Issuer’s intent to reimburse the Issuer with the proceeds of the Financing for the Expenditures with respect to the Project made on and after the date referenced above. The Issuer reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Financing.

Section 2. Each Expenditure was and will be either (a) of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of the Expenditures), (b) a cost of issuance with respect to the Financing, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Issuer so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Issuer.

Section 3. The maximum principal amount of the Financing expected to be issued for the Project is $18,500,000.

Section 4. The Issuer will make a reimbursement allocation, which is a written allocation by the Issuer that evidences the Issuer’s use of proceeds of the Financing to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Issuer recognizes that exceptions are available for certain “preliminary expenditures,” costs of issuance, certain de minimis amounts, expenditures by “small issuers” (based on the year of issuance and not the year of expenditure) and expenditures for construction projects of at least 5 years.

Section 5. This resolution shall take effect immediately upon its passage.

SENIOR CENTER MEALS ON WHEELS BID

Mr. Miller stated that the County put out an RFP for the Senior Center’s Meals on Wheels bid and received only one response which has been the case for the last couple of times. He added that Golden Corral was the only bid received. Mr. Miller stated that Golden Corral has been the recipient in the past and has not had a price increase in the last 4 or 5 years but there is a price increase this time. He stated that the price per meal will go from $3.82 to $4.20 but this will not impact the ability to provide the meals that are needed. Mr. Miller stated that the County did receive a Blue Cross Blue Shield grant for $9,900 that will compensate for the increase. He asked the Board to approve Golden Corral as the Meals on Wheel provider for the County.

Commissioner S. Carter asked “Just a quick question, can you give me a scope of who was contacted for this kind of service? I know Golden Corral is a huge, buffet, restaurant type company but I am just curious.” Mr. Miller responded that the RFP is put out. He asked the clerk if she was aware if this was put in the newspaper. The clerk responded that she did not know. Mr. Miller stated that it would be advertised just like any other RFP. He added that the County has a minority and small business clause so he would assume that the Senior Center would have put this on the minority and small business website.

Commissioner W. Carter asked the county manager how many meals the Senior Center serves per day. Mr. Miller responded anywhere between 25 and 80 per day for 247 days a year.

Commissioner Jefferies moved, seconded by Commissioner S. Carter to approve Golden Corral for the Meals on Wheels contract. The motion carried unanimously.

DISCUSSION ON TIMBERING OF PELHAM INDUSTRIAL PARK

Mr. Miller stated that he gave each Commissioner a map of the Pelham Industrial Park. He stated that moving forward with the project with PCC it was recommended that the land at the Pelham Industrial Park be cleared and he felt that the County should be the entity that benefits from the value of the timber. Mr. Miller stated that the adjacent land should be timbered as well for economic development. He stated there is timber value and chip value and that the timber value would bring about $1,000 an acre. Mr. Miller stated that there are about 78 acres of timber value so he would like to move forward with timbering both parcels to enhance the Piedmont Community College project and to make the other parcel more feasible for economic development. He added that there is a process that the county would have to go through in doing a project like this because essentially it is the sale of a county asset so the County would have to go through one of the disposal methods. Mr. Miller asked the Board for permission to move forward with the process if it is the will of the Board.

Chairman McVey asked the county manager if he was in discussions with the Forestry group about replanting any of this land. Mr. Miller responded that he has had discussions with the Forestry folks about replanting some of the land but he did not think replanting on the economic development side makes a lot of sense. He added that the terrain on the portion that PCC would be using would not be suited for anything else so a forestry plan would be beneficial and this has been discussed. Chairman McVey asked if the county manager had an estimated cost on this. Mr. Miller responded that he did not. He added that he did not know which areas Piedmont Community College will want. Chairman McVey asked if there have been discussions about spraying the areas that will not be planted back. Mr. Miller responded that he has discussed this with land management folks and he thinks it should be sprayed with a helicopter on a yearly basis which would cost about $60 an acre. He added that this would be cheaper than bush hogging and easier on the County’s equipment.

Commissioner Oestreicher asked if the timbering would impact the value of the land that would be transferred to PCC as far as the matching funds for the grant. Mr. Miller responded that when looking at this from a tax perspective there are allocations given as far as how much timber is on the property and this is something that the land folks would evaluate when going through this process so it is something the County will keep an eye on but he did not think it would bring the value down to the point that it would detrimental to the County giving the land to PCC. Commissioner Oestreicher stated that he was hoping it would still be above the $70,000 threshold. Mr. Miller responded that he believed it would be. He added that an environmental assessment is still needed which will also impact the overall value of the land so the County will not know until those pieces of information come back. Mr. Miller stated that he does not think this will really impact the value of the land.

Commissioner S. Carter moved, seconded by Commissioner Oestreicher to approve the county manager’s recommendation to timber the land at the Pelham Industrial Park. The motion carried unanimously.

RECESS

The Board took a brief recess.

DISCUSSION ON REQUEST FOR PORTRAIT TO BE DISPLAYED

IN MAIN COURTHOUSE

Commissioner S. Carter stated “Mr. Chairman and Fellow Commissioners we can discuss this again by all means but I just wanted to throw out a few thoughts on what could be done with Judge Blackwell’s portrait. We’ve got, you know, this building and we’ve got the new courthouse, he practiced, you know, did his public service in both and then you also have the Historical Museum across the road we could definitely loan this portrait to. They have a room upstairs for things like this, for this very specific type of donation so I was going to throw those two out there to see if anybody had any inclinations to either of those options but by all means we could, you know, wait for Mr. Hall’s input but that is up to the Board.” Commissioner Oestreicher responded that he was fine with waiting but he agreed with Commissioner Carter’s comments.

Chairman McVey suggested put this item on the next agenda when Commissioner Hall is present.

DISCUSSION ON SCHEDULE FOR BOARD OF COMMISSIONERS’ STAFF PERFORMANCE REVIEWS

Chairman McVey stated that he had requested that the Board do performance reviews because he could not remember doing performance reviews on the staff that reports to the Board. He added that he could not see how the Board can direct the staff on the direction that the Board wishes to do in if this is not done. Chairman McVey stated that he did not know if any department head reviews had been done in the last 2 ½ years. Commissioner Jefferies responded that Social Services had been done and is done every year. Mr. Miller responded that department head reviews are done periodically.

Commissioner Oestreicher asked the county manager to define periodically. Mr. Miller responded that these have been completed twice since he has been manager so it has been about every 2 years.

Commissioner S. Carter stated “I was tagging along with Mr. Oestreicher’ s comments on what periodically meant but I do agree and I agree that it has not been since you and I have both gave been on this Board Mr. Chairman. In the past, I was going to ask Mr. Jefferies, were they done once every year?” Commissioner Jefferies responded yes but the chairman bring it up. He added that each Board member evaluates each employee and then the Board meets as a group and discuss what needs to be done and then the chairman meets with each person and explains it.

Ms. Elin Claggett stated that the Board of Health does it’s annually.

Chairman McVey asked the county manager if the county has the proper forms. Mr. Miller responded yes. Chairman McVey suggested that the commissioners meet together one evening before long and do these evaluations and do it as a Board together.

Commissioner Oestreicher stated that performance reviews are terrific but he would also like to include objectives. He continued by saying once the objectives are set then the Board could review its staff with the objectives as if there were in place. Chairman McVey responded that he was suggesting that the Board meet as a group to do this. Commissioner Oestreicher stated that he agreed but would like to include objectives. Chairman McVey responded that this would be fine to include this.

Commissioner S. Carter asked “Just a clarification on objectives, is this more so policy objectives or job descriptive objectives?” Commissioner Oestreicher responded job objectives.

Commissioner Jefferies stated that he thinks each commissioner should do an individual evaluation and then come together as a Board and go through each item.

Chairman McVey asked the county manager to get the Board the proper information so the individual evaluations can be done and set a date to come back together as a Board one afternoon to over these evaluations. Commissioner Jefferies recommended doing it after a meeting.

Commissioner S. Carter stated “I have a suggestion on that, the first regular meeting after the budget is passed like Jeremiah just said we could meet then, once we filled out our forms individually and have that discussion after the budget.” Commissioner Jefferies asked why it couldn’t be after the next meeting. Commissioner S. Carter continued “Well we most definitely could but I just know that we are about to get pretty busy with budget work sessions but that is up to you.”

Commissioner W. Carter stated that the Board needed to do the Register of Deeds, Tax Director, that Manager…He asked what Commissioner S. Carter was shaking his head about with the Register of Deeds. Commissioner S. Carter responded “Does not report to this Board.” Commissioner Oestreicher added the Clerk. Commissioner S. Carter stated “County Attorney.” Commissioner Jefferies responded that the Board had never done the attorney. Chairman McVey stated that the Board does the manager, tax director, clerk and the attorney. Commissioner Jefferies said again that the Board has never done one for the attorney. Commissioner Oestreicher responded that he wanted to do one for the attorney. Commissioner W. Carter stated that he agreed with Chairman McVey that there needs to be a meeting just for this.

Commissioner Oestreicher asked if it would be too cumbersome to have those 4 employees to do a summary before this for the Board to look at from their perspective because it does not like for reviews to be one sided. Commissioner S. Carter responded “That’s fair.” Chairman McVey responded that this could be done. Commissioner Oestreicher asked the county manager if there were forms for a self-evaluation. Mr. Miller responded yes. Commissioner Oestreicher stated that he would like to see these go out immediately to the 4 people.

Commissioner W. Carter asked if the Board was going to set a date. Chairman McVey stated that he would like to have this meeting in the evening if possible. Commissioner Oestreicher recommended Tuesday, May 21st at 6:30 p.m. Commissioner S. Carter responded “Just a reminder, that is the day after our next regular meeting.” Commissioner W. Carter asked if the meeting would be in the Historic Courthouse or the 911 building.

Commissioner S. Carter asked “Question for our clerk Mr. Chairman, is this considered a special meeting at that point?” The clerk responded that it would be advertised as a special meeting and should be considered as a closed session meeting. Mr. Ferrell added that the Board will have a special meeting where the Board will open up and go into closed session and then come out of closed session and adjourn.

Chairman McVey asked about the location. Commissioner Oestreicher suggested the small conference room. Chairman McVey asked if a motion was needed. Mr. Ferrell responded no as long as the clerk has enough information to notice the meeting.

Commissioner S. Carter stated “And we will have the employees fill out their self-evaluation forms, we will have ours filled out before this meeting.” Chairman McVey responded that the employee evaluation forms should go out immediately or pretty quick as in the next day or so.

BUDGET MEETING DATES

Commissioner Owen stated that he thought it would be good to set some times to start on the budget plus it is a good time to direct staff as to what the Board needs for the budget meetings. He asked the Finance Director about the status of debt reduction so the Board will know how to proceed. Commissioner Owen stated that the main thing is to get sessions on the calendar. Commissioner Oestreicher added also a forecast or projection if possible.

Chairman McVey stated that the Board needed to pick some dates.

Commissioner Oestreicher asked if it could be defined as to what the Board will do at these meetings. He added that he would like to hear department by department as well as hear from the department managers. Commissioner Oestreicher also asked for an agenda as well as a breakdown of last years’ budget, this years’ budget, the difference, the and justifications.

Commissioner W. Carter suggested that one of the meetings to have the manager to go over the budget with the finance director present, then a meeting with all the department heads and the third meeting with a few more department heads and finish up.

Mr. Miller stated that looking at this from a time perspective to go through the budget from the way the Board is suggesting there probably needs to be meetings twice a week every week until the budget is passed. Commissioner Oestreicher challenged the county manager to reduce this to once a week if just the high points are hit and there are justifications. He added that there could be a time restraint on the Board to keep it in check.

Commissioner S. Carter stated “I was just going to say, it is our main job to pass this budget and we need to take as much time as we see fit to discuss whatever it is but I do agree with Commissioner Oestreicher and Commissioner Carter’s remarks I want to hear from department heads, all of them, regardless of their requests. Then we can have those short concise discussions on what has changed, they’re the best ones to answer those questions and I think they can respect our time constraints. They understand that this is a busy time for everybody but I would, you know, like to see this start by meeting once this week and start that process. I do think in regards to the manager talking about the budget first, correct me if I am wrong, your budget message basically did include the highlights of where we are and the major points?” Mr. Miller responded “It did.” Commissioner S. Carter continued “So I think that information was already presented to us and that’s a simple read and we can have that in front of us at any given time during any of these meetings but I do want to hear from those departments before we proceed to formulate an agenda on how we want to handle the requests and which ones to go through first, etc.”

Commissioner Jefferies stated that the Board needs to look at the budget and then come together with the county manager and finance director and if the Board has questions for a department then the department head can come and explain. He added that he has been on the Board for a while but this has never happened. Commissioner S. Carter responded “I would like to respond real briefly to that, I just think that it gives the departments an opportunity to update us where they are at and explain their requests and make it short and brief and then we can process it however we choose to but it gives them the opportunity to do that but it also shows our mutual respect for them by bringing them here and having them, you know, explain things to us. That’s my only rationale for that.”

Commissioner Owen stated that he did not have a problem with every department head coming in but he was not sure it was necessary but it needs to be done during the day. Commissioner S. Carter responded “Sure.”

Chairman McVey stated that he was going to suggest that some of the meetings need to be at night because the Board needs to work during the day as well. Commissioner Owen responded that he understands that but comp time did not need to be built up.

Commissioner W. Carter stated that he agreed with Commissioner Jefferies that all department heads needed to be talked to.

Chairman McVey suggested meeting as a Board and review the budget with the county manager and determine who and what needs to be brought into the budget meetings.

Commissioner S. Carter stated “My one point on that would be his budget message, I just don’t want us to repeat information at that meeting for example, you know, we have had that book for a couple of weeks. I mean, you know, I’ve started reading what the department’s requests are but it’s different when we can’t have a discussion with somebody, that is my only point with that. I just don’t want us to waste time going over information we already have in front of us and we can make those decisions.”

Commissioner W. Carter stated that he agreed with Chairman McVey that the Board needs to meet first and go over the revenue side before handle the other part of the budget.

Commissioner Oestreicher stated that what he has noted as missing in last year’s budget for example was the building inspector with a lot of overtime and barely keeping up with inspections, he felt that factors like this are important and this is the reason he thinks there needs to be meeting with the departments. He also stated that the status of the department workload, the critical issues which will be part of the justifications for the budget. Commissioner Oestreicher added that it would be required if there are any personnel additions and capital improvements. He stated that he is adamant that he would like to meet with each department to understand that is going on and if the Board prepares for these meetings ahead of time it would not take long to do this.

Commissioner Owen suggested getting a consensus on the first meeting date.

Chairman McVey took a consensus on meeting first as a Board. Commissioner S. Carter responded “Yes as long as it is brief.” The Board came to a consensus to have a budget meeting before meeting with department heads. Chairman McVey asked for a day and time.

The Board came to a consensus to meeting Wednesday, May 8th at 3:00 p.m. at the Historic Courthouse.

Commissioner Oestreicher asked if this was enough time to advertise the meeting. The clerk responded yes.

CASWELL HISTORY SPEAKS

Ms. Karen Williamson stated that she is the producer of Caswell History Speaks which is a feel-good one act vignette featuring four historical figures from Caswell County: Thomas Day, Henrietta Jeffries, Maud Gatewood and Nicholas Dillard. She stated that the production is scheduled to be performed at the Historic Courthouse on Saturday, August 10 at 3:00 p.m. and 7:00 p.m. Ms. Williamson stated that the performance will be offered free of charge to the public and she hopes to have a full house at each performance. She stated that this performance will be advertise through Facebook promotions, mix and mingle events, email flyers to the Chamber of Commerce, Caswell County Historical Association, Thomas Day House members, local government employees, Caswell Council for the Arts, WYNC radio, Caswell Senior Center, Gunn Memorial Public Library, Danville Public Library, Greensboro Public Library, local churches, Middle Border Forward Arts and Culture Coalition, Caswell Messenger, Danville Register & Bee, and word of mouth. Ms. Williamson stated that the descendants of Thomas Day, Henrietta Jeffries, and Nicholas Dillard will be invited to attend the performance and since Maud Gatewood did not have descendants people who knew her will be invited to attend. She added that this production was award a $500 sponsorship from Middle Border Forward and these funds will be used to pay for the actors and for the printing of the play bills which will deplete all of the funds. Ms. Williamson requested a waiver of fees for the use of the Historic Courthouse for this production.

Commissioner S. Carter stated “Just a suggestion on those means of advertising, I would suggest contacting these neighboring counties and towns’ historical associations and including them on it, I think you can draw a lot of people in that way and we appreciate the work you are putting into this. I think it will be great.” Ms. Williamson responded with thank you.

Commissioner Oestreicher stated that the Caswell Connection would be good as well.

Commissioner Owen stated that he was glad that the productions would be free but his worry was about having enough room for everyone since registration is not required. He asked that Ms. Williamson is mindful with the advertising and state that seating is limited and that there is a seating capacity.

Mr. Ferrell stated that instead of a waiver the Board can consider a grant to the organization so there is still an application filled out.

Commissioner Owen stated that this is a worthy cause. He thanked counsel for this information but he thought the Board could find a way to take care of these fees.

Commissioner W. Carter suggested using the civic center to have more seating. Commissioner S. Carter responded “It cost a lot more. There is a substantial difference in the cost of renting those two facilities.”

Commissioner Jefferies stated that this has been done before and he did not remember how the fee was handled before. Commissioner S. Carter responded “It was during the Heritage Festival.”

Chairman McVey asked how much the courthouse fee would be. The clerk responded that the courthouse fee is $50 an hour and $20 an hour for staff and that she would volunteer for the staff time so there would not be a charge for this. Chairman McVey and Commissioner Owen stated that the fees would be taken care of.

Chairman McVey asked how many hours were needed. Ms. Williamson responded approximately 6 hours.

Commissioner S. Carter asked “And is there any prop set up beforehand, before that 2:00?” Ms. Williamson responded no.

Commissioner Owen and Chairman McVey stated that the fees would be taken care of in house. Ms. Williamson thanked the Board.

INTERLOCAL AGREEMENT WITH ROCKINGHAM COUNTY

Mr. Miller stated that from time to time it is necessary to utilize building inspections from other counties and he asked to enter into an interlocal agreement with Rockingham County. He added that the County is asking Rockingham County to come in and provide the same services that the county building inspector would provide within the County’s legal jurisdiction. Mr. Miller stated that the county attorney has put together an interlocal agreement for this and Rockingham County’s attorney has looked at this interlocal agreement and is okay with it.

Commissioner Oestreicher moved, seconded by Commissioner S. Carter to enter into an interlocal agreement with Rockingham County for building inspection services.

Commissioner Owen asked the county manager to explain the expenses. Mr. Miller responded that Rockingham County would not be making money off the interlocal agreement; the County will be covering the operational expenses such as salary and benefits and those expenses needed for the employee to provide these inspections from Rockingham County.

Upon a vote of the motion, the motion carried unanimously.

COUNTY MANAGER’S UPDATES

Letter of Intent

Mr. Miller stated that the County received a non-binding letter of intent to make an offer of $200,000 to purchase the building that the post office is currently located in. He reminded the Board that Animal Control, Building Inspections, Environmental Health and Planning in those offices currently and receives $28,750 in rent a year and there is a 2 to 5 year renewal term left on the building. Mr. Miller stated that if the Board wishes to pursue this there is a process that would have to be followed for this. He did not think it was not prudent to sell the facility but he would follow the Board’s direction.

Commissioner Oestreicher stated that this building also houses the Board of Elections. Mr. Mille responded that this was correct.

Commissioner Owen stated that he was not in favor of this. He asked what the intent of use was. Mr. Miller responded that there was no intent; it was just a broker that purchased building that houses post offices.

Commissioner Oestreicher asked if there were other offices that these departments could use. Mr. Miller responded that the county did not have any additional office space for these departments.

Chairman McVey asked if the county manager needed a motion or direction. Mr. Miller responded that he just needed direction for the Board. The consensus of the Board was not to sell the building.

PCC Transportation Route

Mr. Miller stated that it would be his recommendation that after this current semester ends that the County discontinue providing route service for PCC to and from the Caswell campus and Person campus. He added that he has met with PCC staff several times since this project began and several adjustments have been made but the number of riders is not adequate to sustain this route. Mr. Miller stated that the current semester ends May 9th and his recommendation would be to discontinue these routes after May 9th.

Commissioner Jefferies moved, seconded by Commissioner Owen to accept the recommendation of the county manager to discontinue the PCC transportation routes. The motion carried unanimously.

Drug Store Project Bid Opening

Mr. Miller stated that the Board has a joint meeting with the Town of Yanceyville and the Town of Milton on May 9th and that happens to be the RFP bid opening for the project at the Drug Store so it is very likely that he would present a recommendation to the Board at this meeting for a contractor.

Commissioner S. Carter asked “For a vote?” Mr. Miller responded yes for a vote, for approval. Commissioner S. Carter continued “I was just going to let you know Mr. Chairman I will not be able to make it and I would not recommend voting on a contract when you’ve got members absent.” Commissioner W. Carter stated the he would not make that meeting either.

Chairman McVey stated that it looked like most of the Board would not be present at this meeting. Mr. Miller responded that it would be okay but the contract would have to be presented at one of the special meetings or the next regular meeting. He added that this is a time sensitive project.

Commissioner S. Carter asked “Can it be discussed on the 8th?” Mr. Miller responded sure. Chairman McVey asked if would be discussed on the 8th. Mr. Miller responded that it could be discussed on when it could be presented to the Board for a vote. Commissioner S. Carter continued “We will probably have another budget meeting soon after that anyway so.”

Library Project

Commissioner Oestreicher asked if the Library project came in on budget. He added that he heard from Ms. Griffin that it came in on or slightly below budget and wanted to know if this was correct. Mr. Miller responded that it came in slightly over budget, about $7,000 over budget. He informed the Board that this information will be presented to the Board once everything is finalized.

ANNOUNCEMENTS AND UPCOMING EVENTS

1. Joint Meeting w/Caswell County Board of Commissioners, Town of Yanceyville

and Town of Milton – Thursday, May 9, 2019 @ 6:00 p.m. at the E-911 Center.

CLOSED SESSION

Commissioner W. Carter moved, seconded by Commissioner Owen to go into Closed Session to establish, or to instruct the public body’s staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease (NCGS 143-318.11(a)(5)). The motion carried unanimously.

REGULAR SESSION

Commissioner Oestreicher moved, seconded by Commissioner S. Carter to resume the regular meeting. The motion carried unanimously.

CLOSED SESSION

Commissioner W. Carter moved, seconded by Commissioner S. Carter to go into Closed Session to consider the compensation, terms of appointment and performance of an individual public officer (NGS 143-318.11(a)(6)) and. The motion carried unanimously.

REGULAR SESSION

Commissioner Jefferies moved, seconded by Commissioner Owen to resume the regular meeting. The motion carried unanimously.

Chairman McVey asked that the self-evaluations be sent to the Board via regular mail.

ADJOURNMENT

At 11:10 a.m. Commissioner Owen moved, seconded by Commissioner Oestreicher to adjourn. The motion carried unanimously.

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Paula P. Seamster Rick McVey

Clerk to the Board Chairman

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