MINUTES – JULY 2, 2018

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, July 2, 2018. Members present: Nathaniel Hall, Chairman, Rick McVey, Vice-Chairman, William E. Carter, Jeremiah Jefferies and David Owen. Absent: Sterling Carter and Kenneth D. Travis. 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 Hall welcomed everyone to the first Board of Commissioners meeting of the fiscal year.

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

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Chairman Hall asked to amend the agenda to add Appointments to Boards and Committees. Mr. Miller asked to remove Item #10 Approval of Solid Waste Contract.

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

APPROVAL OF CONSENT AGENDA

Commissioner Jefferies moved, seconded by Commissioner Owen to approve the Consent Agenda. The motion carried unanimously.

The following items were included on the Consent Agenda:

A. Approval of Minutes of June 18, 2018 Regular Meeting

B. Approval of FY 2017-2018 Budget Amendment #9

PUBLIC COMMENTS

Chairman Hall opened the floor to Public Comments.

Mr. John Claggett, 108 Jaye Lane, Providence, NC came before the Board and stated that he wanted to talk about agenda item 13 Discussion Regarding Assistant Manager to be Responsible for Solid Waste, Caswell County Area Transportation System (CATS) and Section 8 Housing. He asked how many employees this encompassed and why was this new position not a budget item during the budget work sessions. He added that in the proposed budget there was a Phase II of the salary study which included employees making less than $25,000 and those that have 25 years or more of service. Mr. Claggett stated that last year the county manager gave himself an $11,980.40 yearly raise that the Board did not approve and now he is requesting an assistant to be responsible for 12 employees. He added that the money was not there for the county employees but now it is available for a new position. Mr. Claggett stated that ‘CCATS is one of the better managed, better organized departments in the county so why would they even be considered?’ He added that there is a 12 member Transportation Advisory Board which included the Director of Senior Services, Director of Social Services, Adult Services Supervisor of Social Services, Director of CATS, County Manager and a County Commissioner. He asked if this suggested that this group was not responsible. Mr. Claggett stated that Section 8 Housing is funded and monitored by the Department of Housing and Urban Development and that the same question applies that this group was not responsible. He added that Solid Waste is an enterprise fund that reports directly to the county manager and has 3 employees. He asked the same question. Mr. Claggett then stated that the common thread between these departments is vehicle and equipment maintenance which was addressed and denied funding during the recent budget sessions specially the discussion about the maintenance department being responsible for vehicle maintenance because they would be more knowledgeable rather than a nurse, social worker or clerk. He added that Caswell County does not have the infrastructure such as public works, public utilities, water authority, etc. that would warrant an assistant county manager. He finished by saying that he would not suggest what this appears like to the taxpayer.

Mr. Ken Schneider, Ralph Daniel Road, Pelham stated that at the last meeting he addressed the Board but he would like to address something he said at that meeting. He said that he misspoke and said that law enforcement did not take the puppy mill investigation seriously and he extended an apology to Sheriff Durden and his department for this remark. What he meant to say was that Administration and Animal Control did not take the investigation seriously. He apologized again to Sheriff Durden and his department. Mr. Schneider then stated that he saw that Fee Schedules were back on the agenda for a vote and he asked why there was not a fee schedule for animal control fines. He felt that if a fee schedule were done for animal control the public would know what their actions or inactions would cost them and money could be brought into the general fund with a more detailed listing. Mr. Schneider stated that the fines in the current ordinance are the same as the old ordinance and they are hard to locate in the ordinance and these fines have not been increased since 1995. He added that there is nothing said about puppy mills or breeder regulations being added to the ordinance. Mr. Schneider stated that he would think that after so many people have spoken at meeting and letters to the newspaper that this would be put on an agenda. He stated that since the Board found it fit to form a committee on hunting and wildlife to keep the Board informed about the needs for those animals that the Board would form a committee for domestic animals care and welfare. This committee would keep the Board up to date at the state and federal level as well as with the neighboring counties. Mr. Schneider asked that since the grandfathered part of the new ordinance has passed has the county stopped animal control in the towns of Yanceyville and Milton since there is no interlocal agreements with either of them and since they are responsible for passing a resolution to form an interlocal agreement with the county. He added that there are 6 items or 5 now on the agenda being approved with a vote but only 3 have information to support them. He added that he thought the Board said that if it did not have supporting information ahead of time there would be no vote and then there are three items for the Board’s discussion without supporting information about what is to be discussed. He added that the one that stands out is the one that moves responsibilities to a non-hired person in a non-exiting position and then he asked if this position is to be added in the county and suggested that there is some old time, out of public sight talks going on.

Ms. Jo Page Sicz, 1453 County Home Road, Blanch stated that since she started attending the commissioners meeting this year the board’s common way to deal with certain issues is to postpone it and hope it goes away. She added that the Sheriff was contacted in June regarding the animal control issue and Sheriff Durden stated that he was against Animal Control being added to his department; in fact he had spoken to Sam Page as well as other local sheriffs to discuss how to implement this change. Mr. Sicz added that Sheriff Durden had not had any conversation about this with anyone. She added that the county manager is so overworked that he needs an assistant but refuses to delegate Animal Control to the Sheriff’s Department. Ms. Sicz went on record that she wants a monthly report of Animal Control log sheets since January and forthcoming and these can be emailed to her because she wants to know what Animal Control is doing or not doing. She added that it is past time for the Board and to stop stalling on putting Animal Control under the Sheriff’s Department and to get it done.

Mr. Paul Robinson and Ms. Alice Robinson, 5973 Highway 86 North, Yanceyville, NC. She stated that she lives on Highway 86 and that she has been hit there 4 times because there is no turning lane but she is before the Board for the County Outreach Ministry which is located in Yanceyville at 225 North Third Street. She added that they are a non-profit service agency serving those in need especially children in need of clothing, food and anything else needed. Ms. Robinson stated that she is present to make the Board aware that on August 25th there will be a Countywide Back to School Blast at the Parks and Recreation Center from 11:00 a.m. to 2:00 p.m. Ms. Robinson stated that they hope to be able to pass out at least 500 book bags filled with school supplies. She added that she is present this morning to solicit the Board’s assistance whether it is financially as a group or individually. Ms. Robinson stated that they are asking businesses, agencies or anyone who is able to help fulfill this vision that she has. She added that the County Outreach Ministry has done this for several years and last year they had to turn away children so she decided that something had to be done about this so they are requesting via the newspaper, radio and any other media to get as much cooperation and assistance to help fulfill the mission of getting at least 500 book bags filled with school supplies so that no child will be turned away this year. She added that they are also asking any business or agency that serves children to be present on August 25th to set up a booth so that these individuals will know what services are available for them. Mr. Robinson also stated that she would like for the commissioners to be visible that day.

Chairman Hall asked if anyone else would like to speak during Public Comments. With no further Public Comments Chairman Hall declared Public Comments closed.

BOARD OF EQUALIZATION AND REVIEW

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

Paul and Alice Robinson

Chairman Hall stated “The first order of business is Paul and Alice Robinson. Mr. Bernard.”

Mr. Bernard stated “Good morning Mr. Chairman and Commissioners.”

Chairman Hall stated “And Mr. Bernard I think and others as you come forward I think our general counsel would like for us to remind you that you have been sworn in.” Mr. Bernard responded “Yes sir.” Chairman Hall continued “Okay.”

Mr. Bernard stated “I have not received any additional information or appraisals on the Robinson’s request. I sent them a letter telling them this was the last date for the appeal and if any information you know any copies of any evidence to support their request for a value deduction that they needed to send it to us, bring it to our office and then have it here today.” Chairman Hall responded “Okay, thank you.”

Chairman Hall stated “Mr. & Mrs. Robinson.”

Mr. Ferrell asked “Mr. Bernard could you remind us what the tax parcel is and what the current valuation is of this property as we get started or restarted, excuse me?” Mr. Bernard responded “The Tax Parcel is 1004.00.01.0011.0000 and it is valued at $114,965.” Mr. Ferrell continued “Thank you.” Chairman Hall stated “Thank you.”

Mr. Paul Robinson stated “Good morning, I’m Paul Robinson and this is Alice Robinson again. Our property is at 225 North Third Street, Yanceyville. First of all I want to make it clear that we did not receive a letter, I am sorry to say that, no letter concerning what you are saying. I think you tried to get a message to me on the phone but I didn’t receive a letter, alright. Let me just say that we thought that the county was going to reevaluate this. We, the taxes that we have paid, we have no money to hire a reevaluator to come up, we did one 4 or 5 years ago and that cost and there is no way we can do that so we have decided that we will take another recourse, we’ll just drop the appeal but you will hear from us later. Thank you.” Chairman Hall responded “Thank you.”

Commissioner Owen asked “Mr. Chairman, can I ask our tax director a question?” Chairman Hall responded “Yes.” Commissioner Owen continued “If you have this information can you tell me what the value was prior to this last evaluation? Just out of curiosity.” Mr. Bernard responded “I do not have the value for the 2008 reval, I just have the 2016 revaluation figure but the grade came in at a D-10 which the grades are C which is the average and they go up or they go down C, C-5, C-10 then there is a D, D-5, D-10.” Commissioner Owen asked “Theirs is a

D-?” Mr. Bernard responded “D-10.” Commissioner Owen continued “10?” Mr. Bernard responded “yes sir.” Commissioner Owen continued “Okay.”

Chairman Hall stated “Thank you sir. On this case general counsel is there any final comments that we should know?” Mr. Ferrell responded “I understand that the taxpayers decided to withdraw the appeal and I would just suggest that the secretary to the Board of Equalization and Review write a letter to that affect just accepting the withdrawal of the appeal and that will conclude that case.” Chairman Hall continued “Okay, thank you.”

Chairman Hall asked “So Mr. Bernard you understood what general counsel said?” Mr. Bernard responded “Yes sir, I will send a letter to them saying you know that they withdrew their appeal.” Chairman Hall continued “Okay and please share that with this Board of Equalization and Review.” Mr. Bernard responded “Yes and I do have copies of the letter that I sent to them.” Chairman Hall stated “Okay.”

Commissioner Owen stated “And I will just say will you check with them and make sure the addresses are correct and maybe…just make sure.” Mr. Bernard responded “I will.” Commissioner Owen continued “Okay.”

Thomas Wright

Chairman Hall stated “The next case is Mr. Thomas Wright.”

Mr. Bernard stated “The information that I gave you at the last meeting that showed where the conference for Property Tax Commission that was held here we were discussing a mobile home. We took the mobile home off the real property and put it on the personal property and then in the conference there he said that he did not own the mobile home so we took that value off his personal property and billed it to the heirs of whomever he said it belonged to. That is the information that I provided to you at the last meeting.”

Chairman Hall asked “Okay, after that information you and Mr. Wright met for quite some time so what was the result of that meeting?” Mr. Bernard responded “We did not come to a conclusion sir.” Chairman Hall continued “You didn’t come to a conclusion?” Mr. Bernard responded “No sir. He was discussing some issues that happened in 2003 and that’s irrelevant for this case.” Chairman Hall stated “Okay.”

Chairman Hall asked “Mr. Wright, after our last meeting you and Mr. Bernard met for some time so I will ask you the same question, what was the conclusion of your meeting?” Mr. Wright responded “We didn’t never reach no conclusion in that meeting. It was about a letter that Mr. Bernard sent me that I had gave you and all I asked him to do was tell us who gave him that information and he never did come up with that.” Chairman Hall continued “He did what now?” Mr. Wright responded “The letter that he sent me that he said he had confirmation from the Internal Revenue Service in Raleigh that the value of my property was $132,568, I asked him who confirmed that with him and he couldn’t come up with nobody. A letter like that I see that letter could be a letter that could be fraud and he sent it to me through mail. It’s a fraud letter and it was sent through the mail so I’m looking at mail fraud.” Chairman Hall stated “So if I understand you correctly he sent you a letter confirming the value of the property and that was confirmed by, you think, someone else and you asked him who was he someone else.” Mr. Wright responded “He said it was confirmed by the North Carolina Department of Revenue.” Chairman Hall continued “Okay.” Mr. Wright responded “And I asked him who was the representative that gave him that information because this information is correct, incorrect.” Chairman Hall stated “Okay so you understand, I think I understand what he is saying Mr. Bernard. Do you now or did you then understand what he was trying to ask or what he was asking?” Mr. Bernard responded “The letter that I sent him was where he was talking to Scott Casey with the Department of Revenue and Scott Casey had informed me about what was going on so I had asked him if we take that mobile home off since that mobile home should not be taxed as real property but as personal since it has a tongue on it so we took that off and I said if we take that mobile home off that parcel is be $2,568 and I told him what the value of the mobile home was and he said well that will be right then if you take that value off and bill it as personal property then that should be good. That is what this letter was saying.”

Chairman Hall stated “So what I am understanding now Mr. Wright is after consultation I think it was more about the process than the amount because Mr. Bernard is talking with DOR about the process during the discussions he indicated that the amount would be $132,000 plus plus, you follow me? So that being the case if I’m correct it’s not necessarily that DOR placed the value, he placed the value, DOR confirmed the process from what I am hearing. Does that make sense to you?” Mr. Wright responded “No, no.” Chairman Hall continued “Okay.” Mr. Wright responded “What I’m asking is this letter that he sent me for it to be sent back to the Department of Revenue and get somebody to confirm that they gave him this information because this information is incorrect and I don’t think nobody talked to him and told him that they confirmed that letter. I think this is something or another that he made up to stop the re-appeal because I know this information is incorrect because nobody sent me no letter.” Chairman Hall asked “So your request then is that this letter be returned to DOR for confirmation?” Mr. Wright responded “Yes, I want this letter to be confirmed by somebody at the Department of Revenue. Whoever told him this I need to talk to him and Scott Casey is not the one that can confirm this because he don’t have the authority for to get this kind of information.” Chairman Hall stated “Okay I think I am clear. Commissioner do any of you have any questions?”

Mr. Ferrell stated “I just want to be clear, I mean the point of the Board of Equalization and Review in this context is to hear taxpayer appeals of the valuation of real property or personal property for that matter within the county. Do I understand that there is no dispute about the value?” Mr. Wright responded “Yes, yes it’s a dispute about the value that is what I said, it’s incorrect.” Mr. Ferrell continued “Okay, so the letter, again the way it works is the county tax assessor is responsible for assigning a tax value for each piece of real property in the county based on the Schedule of Values that the Board adopts and is presented to you. So the Department of Revenue, I think the Chairman hit it right, may have advised as to you know the process and heard from the taxpayer in the prior appeal about some concerns which generated your tax assessor coming up with a new value for the property but just to be clear the Department of Revenue doesn’t create the Schedule of Values for Caswell County and doesn’t appraise any property within Caswell County, that’s the assessor’s job. So while the Department of Revenue was in consultation with you, my understanding is directly with you and directly with the tax office in conjunction with the appeal of last year’s valuation I’m not sure what relevance that has at this point. What the taxpayer just said is that he’s got a current dispute about the current appraised value of his property which this would be the proper venue to hear that evidence and appeal and so if the taxpayer has evidence that the value of his property is incorrect now is the time to present that evidence for the Board of Equalization and Review.” Mr. Wright responded “I have it, I have it. I do.” Mr. Ferrell continued “Okay, so now is the time. While Mr. Wright is getting prepared I am just going to remind you that this appeal concerns approximately 69.64 acre of property having the address of 47 George Russell Road in Yanceyville and it is tax map and parcel 8626. The current valuation as was stated earlier by the tax assessor is $132,568.”

Mr. Wright stated “Okay I have papers here that I got from the tax office showing that Mr. Bernard charged me for two mobile homes from 1997 to 2003 where I caught the taxes up on that property. From 2003 to 2016 he transferred those taxes over to my personal property taxes, two mobile homes, which I wasn’t supposed to be charged for neither one because didn’t neither one of them belong to me and when we done the revaluation, the reappeal it was coming on down to he was going to have to show how he got to that charge and that is what this letter right here is about, he wants to stop that charge. It is nobody down there in the Department of Revenue even knew about this and he won’t acknowledge that he know about it. He is telling me it is water under the bridge and he is going to keep up with everything going and all. He is the director and he is responsible for whoever wrote these papers. It is proof in here somewhere who paid the money. Now he is talking about somebody else, he can’t keep up with everything down there. He needs to find him another job because I am spending too much time messing with him. Now I want Mr. Bernard to explain how come I am paying for two mobile homes and I won’t supposed to be paying for neither one and then he transferred over onto my personal property the one and the last time we talked to him about and he said he had to go down to the office and get his papers. Where is his papers at? He got to have the same thing I got. This ain’t no real complicated thing, anybody can go down there and track this back but what it all amounts to is this letter, this letter proving that the man is fraud. He’s a liar. You can’t get nobody down there in Raleigh for to confirm this, that they contacted him and told him that. I just want you to do what you think you should do but we know that nobody down there confirmed this. He done had a month or month and a half to do something about this, to get an answer and he can’t get nothing. He talking about somebody down there named Scott Casey, I done talked to Scott, Scott done told me he ain’t got the authority to done that, not in no reevaluation or appeal.”

Chairman Hall stated “I think we all understand that part Mr. Wright that they do not have the authority to do that. From what I heard or think I heard is that the two mobile homes that was on there, I think I heard one of them was transferred to the heirs of whoever it belonged to and the other you said was transferred to you.” Mr. Wright responded “No.” Chairman Hall continued “To your personal property?” Mr. Wright responded “No.” Chairman Hall stated “Well let me ask Mr. Bernard, Mr. Bernard what happened with those two mobile homes?” Mr. Bernard responded “What he is referring to Mr. Chairman is something that happened in 1997 and 2003 about some mobile homes. What we are discussing now is what happened in 2017 for a property tax issue.” Chairman Hall continued “Okay.”

Mr. Ferrell stated “And really what we are talking about is the 2018 values. Now there was and I will remind you, we went through it, I read in the record there was an appeal of Mr. Wright’s 2017 valuation of this same property which included one mobile home. You will recall that the resolution of that appeal was an agreement on the value as it stands at the $132,568 and the removal of a mobile home from Mr. Wright’s personal property tax bill because he said he didn’t own that.”

Chairman Hall asked “So at this point are you in agreement with what general counsel just said about the appeal and the result of the appeal for 2017?” Mr. Wright responded “No, not he results, that’s what I’m appealing, the results of it because…” Chairman Hall continued “We can only deal with 2017.” Mr. Wright responded “2017, the results of that appeal come from this letter. It wasn’t but one mobile home and he was charging for two and neither one of them was in my name so the mobile home wasn’t mine but he put it on my bill and he charged me from 2003 through 2016 but he only took one off but it was two on there. He got the paperwork down there and he told me at the last meeting we had he was going to go get the paperwork and now he said he don’t need it. Here it is right here. You didn’t take it off there come look at it.” Chairman Hall stated “I think I’m with you now. We’re dealing with 2017 that’s passed and now we are up to 2018 okay. Any other questions for Mr. Wright or Mr. Bernard. If there are no other questions for Mr. Wright or Mr. Bernard what is your pleasure gentlemen?”

Commissioner Owen moved, seconded by Commissioner W. Carter to accept the valuation of $132,568. The motion carried unanimously.

Chairman Hall stated “The motion carries, the valuation stands Mr. Wright. Thank you.”

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

RECOGNITIONS

Commissioner McVey stated that he had the opportunity to be in a situation this week where he saw members of this county do an outstanding job. He serves on a volunteer fire department. There was an emergency call that he went on and he could not praise the fire responders from the fire department, the EMS office and the Sheriff’s office for what they did in responding to this situation. Commissioner McVey stated that it was beyond his expectations at what these people could do and they never give up trying. He added that we only hear about the bad stuff but these folks went beyond the extra mile and gave 210% to get the situation taken care of. He stated that he appreciates what they do for the county.

Commissioner Owen stated he would like to commend the County Outreach Program and Mr. & Mrs. Robinson and the job that they do for the county. They try to take care of the citizens that are less fortunate. He added that he has had the opportunity to work with the program and hopes to do more and he thinks this Countywide Back to School Blast will be a wonderful day for the children to be able to come and get back packs, supplies and to be able to be fed and have activities to do as well so he commended them publically for what they have done over the many years and thank them as a friend for what they do for the children of Caswell County.

Commissioner W. Carter recognized the Sheriff’s Department for catching one of the most wanted on the FBI list.

APPROVAL OF TAX COLLECTION CONTRACT

Mr. George Daniel stated that in 2006 his firm was contacted to help with delinquent taxes. He added that he has a single staff person and single attorney that handles this work. Mr. Daniel stated that back in 2013 he explained to the Board that if his firm was going to continue with this service he wanted the protection of a 5 year contract because he is dedicating one staff member and one attorney just for this service.

Commissioner Owen asked what the major changes are in the 2013 contract and the new contract. Mr. John Thomas responded that there are additional fees for multiple parties.

Commissioner W. Carter moved, seconded by Commissioner McVey to approve the Tax Collection Contract with George B. Daniel, P.A. for 5 years. The motion carried unanimously.

RECESS

The Board took a brief recess.

APPROVAL OF CASWELL COUNTY PERSONNEL POLICY

Mr. Miller stated that at the last meeting the Board had a few questions and asked that the answers be brought back. He added that the first and largest concern the Board had was regarding the grievance policy and where it had been changed to where the county manager was the final step in the grievance process. The Board has why this was changed. Mr. Miller stated that he had been informed by legal counsel as well as the consultant that this was the best practice throughout the state. He added that 82% of towns and counties use this practice while 13% use another process such as an outside board or something else and 5% use the Board of Commissioners. Mr. Miller added that Rockingham, Alamance and Person Counties use the county manager as the final decision.

Chairman Hall asked the Board if it had any questions on the personnel policy.

Commissioner W. Carter moved, seconded by Commissioner Owen to approve the Personnel Policy as presented.

Commissioner Jefferies asked if an employee does not agree with the county manager’s decision what happens next. Mr. Ferrell responded that the authority would end with the county manager but passed that the employee would have to go to superior court.

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

Mr. Miller stated that it is his impression that the Board just approved the Personnel Policy but there are 3 other questions that the Board wanted answers on and he is happy to talk about those. Ms. Mindy Satterfield added that these questions were more informational. Mr. Miller stated that the second question was about Small Pox and the vaccine this is required by statute. The third question was about educational leave. The Board asked how long the employee would have to serve the county for educational leave. Mr. Miller stated that the department heads met about this and there was a lot of discussion. Ms. Satterfield stated that it was recommended to cap the educational amount of reimbursement to $2,000 annually and the employee would have to work 2 years to fulfill this education payment.

Chairman Hall asked what was included in the policy. Mr. Miller responded that the county will pay for educational leave, there is no dollar limit.

Commissioner Owen stated that he would bring the educational leave issue back up at another Board meeting to address it.

Chairman Hall stated that the Personnel Policy stands approved as presented and the Board will revisit the educational leave issue at a future date.

Mr. Miller stated that he wanted to inform the Board that all the elements of the Personnel Policy cannot be effective as of today’s date because there are certain elements that are required to give notice on so he asked the Board for an effective date of October 15th or September 15th. Ms. Satterfield asked if the county manager if he wanted to pay issues related to longevity matters effective January 1.

Mr. Ferrell stated that the Personnel Policy is effective today, July 2, 2018, and start to roll it out and the notice requirements become effective as soon as the notice period expires.

APPOINTMENTS TO BOARDS AND COMMITTEES

Senior Center Advisory Committee

Commissioner Owen stated that at the last meeting the Board approved appointments to Boards and Committees dealing with the Senior Center Advisory Committee, it was listed that there were 6 vacancies and 7 people applied so one individual was not appointed. He added that he received a couple of telephone calls about this issue. Commissioner Owen stated that he looked at their by-laws and the Senior Center Advisory Committee can have up to 13 members so they can still have one more person added to this committee and this was confirmed by the Senior Center director.

Commissioner Owen moved, seconded by Commissioner McVey to appoint Paulette Carter-Tate to the Senior Center Advisory Committee. The motion carried unanimously.

APPROVAL OF FEE SCHEDULES

Mr. Miller stated that in the Board’s agenda packet there is a list of fee schedules that he would like to ask the Board to adopt as part of the budget for FY 2018-2019.

Commissioner W. Carter asked what the percentage of increase was. Mr. Miller responded that it was not based on percentages but on what surrounding counties are charging. Commissioner W. Carter expressed his concerns about some of the fee increases especially in Building Inspections. Mr. Miller stated that he could have the Building Inspector to come and explain these fee schedules.

Commissioner Owen asked about the differences in the EMS fees.

Chairman Hall suggested that the Board go through the Fee Schedules individually.

Commissioner Owen asked if the Building Inspections was Commissioner W. Carter’s concern. Commissioner W. Carter responded that there are several concerns and he cannot vote for them because he does not feel comfortable voting with 2 Board members being absent. Chairman Hall stated that Board members have the option of being here or not but it can be put off to another meeting.

Commissioner McVey stated that the Building Inspector needs to come and explain his fees.

Chairman Hall stated that the Board should have reviewed the fees during the budget process. He asked the Board to get their concerns to the Clerk and she will get them to the departments or to the county manager and these can be discussed at the next meeting.

APPROVAL OF RESOLUTION DIRECTING CASWELL COUNTY BOARD OF ELECTIONS TO CONDUCT ADVISORY REFERENDUM REGARDING LEVY OF THE ONE-QUARTER CENT (1/4) COUNTY SALES AND USE TAX

Commissioner Owen moved, seconded by Commissioner McVey to approve the resolution. The motion carried by a vote of four to one with Commissioner Jefferies voting no.

**RESOLUTION DIRECTING CASWELL COUNTY BOARD OF ELECTIONS**

**TO CONDUCT ADVISORY REFERENDUM REGARDING LEVY OF THE**

**ONE-QUARTER CENT (1/4¢) COUNTY SALES AND USE TAX**

WHEREAS, the General Assembly has authorized county boards of commissioners to levy a one-quarter cent (1/4¢) county sales and use tax, contingent on an advisory referendum in which the majority of those casting ballots voted for the levy of the tax; and

 WHEREAS, pursuant to North Carolina General Statute §105-537 the Board may direct the county board of elections to conduct an advisory referendum on the question of whether to levy a local sales and use tax in the county; and

 WHEREAS, the Board of Commissioners desires, pursuant to North Carolina General Statute §105-537, to call a county-wide advisory referendum on whether to levy such a local sales and use tax.

 NOW, THEREFORE, BE IT RESOLVED THAT the Caswell County Board of Commissioners, pursuant to the provisions of North Carolina General Statute §163A-1592 and §105-537, calls on the Caswell County Board of Elections to conduct an advisory referendum on the 6th of November 2018, on the question of whether to levy the One-Quarter Cent (1/4¢) County Sales and Use Tax in Caswell County.

This the 2nd day of July, 2018.                                                                                   S/Nathaniel Hall \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

                                                                        Nathaniel Hall, Chairman

                                                                        Caswell County Board of Commissioners

Paula P. Seamster \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paula P. Seamster, Clerk to the Board

Caswell County Board of Commissioners

DISCUSSION REGARDING ASSISTANT MANAGER TO BE RESPONSIBLE FOR

SOLID WASTE, CATS AND SECTION 8 HOUSING

Chairman Hall stated that he wanted to make some opening comments some of them are relative to some of the comments in public comments. He stated that the county manager nor any other Board member was aware that this item was added to the agenda. Chairman Hall stated that he added it personally and after he added it he called the Vice Chair. He stated that he has observed several things over the last few months and he did not pick these departments by accident and he went through the reasons. Chairman Hall stated that for the size of the county the county manager has his plate full and there are certain things that need to be investigated with these departments. Chairman Hall stated that after a lot of consideration he decided to put this on the agenda to discuss it. He made it clear again that the county manager nor the Board were aware of this item being added to the agenda. Chairman Hall stated that the commissioners can request information but he does plan to bring this item up again for some type of action.

TAX COLLECTIONS – PLAN TO IDENTIFY BUSINESSES SUBJECT TO

THE COUNTY’S OCCUPANCY TAX

Chairman Hall stated that the Board has discussed this before. He added that the Board has talked to the tax director as well as others and what is being said is no one knows of anybody else that is subject to the occupancy tax in Caswell County. Chairman Hall stated that he knows of at least one other place and the county needs to be more aggressive with the occupancy tax. He asked the Board to support requesting the tax director and the county manager to develop a plan to identify businesses subject to the occupancy tax.

Mr. Miller stated that a plan can be developed.

Chairman Hall stated that the Board needs to set a date to see this plan. Mr. Miller suggested that this date be the next day meeting.

Commissioner Owen moved, seconded by Commissioner McVey to have the county manager to being back a plan or what has been done to identify businesses subject to the county’s occupancy tax the first meeting in August. The motion carried by a vote of four to one with Commissioner W. Carter voting no.

ANNUAL WORK PLANS – REQUIREMENT FOR ALL DEPARTMENTS TO SET AUTOMATION GOALS IN THEIR WORK PLANS

Chairman Hall stated that raising the expectations from this Board to all departments he would like to require that all departments have an automation goal in their work plan. He added that there should not be any ledgers or pencils and pads.

Commissioner Owen agreed with this and stated that the departments need to take steps to get where the county needs to be.

Chairman Hall stated that he did advise the county manager that he was going to put this out there. He added that the county manager stated that departments have been asking for things for automation but Chairman Hall is talking about minimal things that are not expensive.

Commissioner McVey moved, seconded by Commissioner Owen to require all departments to work towards automation goals in their work plans.

Commissioner Jefferies stated that all the departments report to the county manager so he thinks the county manager should be held accountable for this. Chairman Hall responded yes. Commissioner Jefferies stated that the county manager should ask the departments for this information and not the Board. Chairman Hall responded that it is a policy matter and that the Board is not satisfied with doing things the same way it has for the last 10 years.

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

TELEPHONE SYSTEM UPDATE/APPROVAL

Mr. Miller stated that the county went through the process of receiving quotes for the telephone system and received quotes from several vendors. He added that he thinks the best provider has been chosen to provide the VoIP telephone system. The county received a quote from MyTel and CNP to provide the county with the telephone system. The quote the county received represents about a $20,000 savings as to what is included in the budget that just passed. He added that any department will be able to transfer calls to other buildings or departments. Mr. Miller asked the Board for approval to move forward with the process with MyTel and CNP. He added that MyTel’s monthly charge is $3,427.12 and the CNP has an $8,500 block of service to cover installation, troubleshooting and training for county employees.

Chairman Hall asked if the county has the internet capabilities for this type of service. Mr. Miller responded that most departments do but Farmer Lake and maybe Solid Waste may not have the capabilities due to no wired connection. He added that this company gave a demonstration to most of the department heads and the department heads were able to ask questions about the system.

Commissioner Jefferies moved, seconded by Commissioner Owen to approve the telephone system contract with MyTel and CNP. The motion carried unanimously.

COUNTY MANAGER’S UPDATES

Animal Control Ordinance

Mr. Miller updated the Board on the Animal Control Ordinance. He stated that the Board asked him to work with the N.C. Wildlife Resources Commission at the end of the last meeting regarding the Animal Control Ordinance. Mr. Miller went to Raleigh and met with Ashton Godwin which is the legal counsel for the Wildlife Resources Commission as well as his team. He stated that Mr. Godwin did say that there were a few changes that he would recommend to make the ordinance stronger so he invited them to take a look at the ordinance and to send him a redline version with the changes and he is waiting on this version of the ordinance. Mr. Miller stated that when this revised ordinance is brought back to the Board he will also present a Kennel Ordinance at the same time.

ANNOUNCMENTS AND UPCOMING EVENTS

Commissioner Owen informed the Board that in early 2019 the North Carolina Association of County Commissioners will hold its Legislative Goals Conference and if the Board has any goals that it wants to present to the Association the Board needs to go ahead and start working on those. He suggested going to the Association’s website to review the goals that are presented every year. Commissioner Owen plans to have goals related to the wildlife lands and he informed the Board that he would be emailing his goals out to the Board for them to consider. H suggested that in August the Board decides on the goals that it wants to send in as a board.

Chairman Hall informed the Board that over the weekend he attended the North Carolina Association of County Commissioners Board of Directors meeting and several issues were discussed. One of the issues was the bond issue which has been taken off the ballot for next fall. Another matter was the legislature passed a statute providing for inspections in all the counties. He added that there will be a list of county inspectors and anytime a builder complains about delays they can go to this pool to have an inspector come out and review their work. Chairman Hall stated the biggest issue that was discussed was the transformation of DSS. The state is going to managed care which means that everyone will have private providers. He added that this will combine physical health and mental health and DSS will be responsible for all of the eligibility requirements for Medicare and Medicaid. Chairman Hall stated that the county needs to get the DSS people highly trained on the eligibility activities to keep them up to date. The state will contract with at least four private providers. One contractor will provide the enrollment information. He added that Secretary of DHHS Cohen was at the meeting and she attempted to answer about 50% of the questions. Chairman Hall stated that this will be a rough transformation. He added that there was a lot of discussion about the contract that the Board had to sign recently. Secretary Cohen said that they received about 20 contracts with letters attached and she basically said that was a waste of time because they only wanted the contract. Chairman Hall asked what is going to happen to the DSS Boards if the county is responsible for everything DSS does but Secretary Cohen would not respond to this question.

Commissioner W. Carter stated that some counties have put together DSS and the Health Department with one director.

CLOSED SESSION

Commissioner Owen moved, seconded by Commissioner McVey to go into Closed Session to preserve attorney/client privilege (NCGS 143-318.11(a)(3)). The motion carried unanimously.

Mr. Ferrell stated that one of the matters will be regarding the matter of Caswell County v. Lodging Investments.

REGULAR SESSION

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

Chairman Hall stated that there was one more thing that he did report and it is more of his interpretation than a fact. He continued by saying the county’s LME is Cardinal but Cardinal will not be involved in this transformation.

Mr. Ferrell stated that he would not be at the next Board meeting on July 16, 2018.

Mr. Miller stated that he had one more update regarding the Cardinal Innovation grant. He added that four entities applied for the grant: one religious group for around $50,000, Section 8 for around $30,000 or $40,000, Library applied for part of their renovation project and their work with the special needs children and then the school system applied for $9000. He stated that there was one recipient of the $3 or 4 million and that was the school system for $9000.

Chairman Hall stated that he had one request for the budget officer due to the settlement of the occupancy. Mr. Miller responded that the money will be given to the Tourism Authority and they will make the decisions. He added that it is time for the Tourism Authority to start meeting.

The clerk asked to have all agenda items ready by Monday, July 9th.

ADJOURNMENT

At 11:24 a.m. Commissioner Jefferies moved, seconded by Commissioner McVey to adjourn. The motion carried unanimously.

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Paula P. Seamster Nathaniel Hall

Clerk to the Board Chairman

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