

Item 8. Appointments to Boards and Committees

Item 9. Update from the County Manager
Comments from the Chairman and Commissioners

Item 10. Discussion in preparation for the joint meeting with the Board of Education

Recess to joint meeting with Board of Education, 5 p.m. Monday, February 15, A.B. Gibson Center

Procedural Bulletin -- Public Forum Effective Date: February 18, 2000

It is the intent of the Scotland County Board of Commissioners to allow a Public Forum at each of its regular meetings for citizens to address the Board regarding issues or questions of benefit and/or interest to the general public in a positive fashion. It is the Board's further intent that matters shared during this forum not be harmful, discriminatory, or embarrassing to any citizen or employee of Scotland County, but that any concerns brought forward be expressed in general terms that provide the Board appropriate data to research the issue and respond to the speaker at a later time.

It is strongly suggested that personnel concerns go first through the Office of the County Manager (507 West Covington Street, Laurinburg NC 28352) or directly to County Commissioners, preferably in writing, in order for staff and/or Commissioners to attempt to address those concerns privately and with the necessary available resources.

To assure the Board of Commissioners' positive intent for the Public Forum is upheld, the following "ground rules" have been set by the Board of Commissioners:

- 1) Each speaker shall register his/her name and mailing address in order to assure accurate minutes and/or ability to respond.
- 2) There will be a time limit of no more than *three* minutes per speaker.
- 3) Only one speaker will be recognized at any given time. Others must wait their turn.
- 4) Any applause shall be held until the end of the Public Forum.
- 5) Discussion of County personnel issues is limited to only those issues where satisfactory resolution has been pursued, but not achieved, through the chain of command ending with the County Manager.
- 6) Derogatory references to specific County staff, by name, are prohibited.

It should be understood that the Board allows the Public Forum in the interest of sharing information, which serves the common good.

Scotland County Board of Commissioners

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 1

Information

Action Item

Consent Agenda

Meeting Date February 1, 2016

SUBJECT: Community Report: Scotland County Reentry Council

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: Council Chairman Robert Macy

PURPOSE: Provide update on the Council's efforts and extend an invitation to "Community Awareness Day" on March 18.

ATTACHMENTS: N/A

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Receive information.

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 2

Information

Action Item

Consent Agenda

Meeting Date February 1, 2016

SUBJECT: FY 2014-2015 Audit

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: Mr. Carl Head, Parker, Wagoner & Roche, PLLC

PURPOSE: Provide a summary and findings on revenues, expenditures and the state of the Scotland County budget for FY 2014-2015.

ATTACHMENTS: Audit presentation

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Receive audit

Scotland County
Audit Presentation
30-Jun-15

We provide reasonable not absolute assurance.

Our opinion is unmodified.

General Fund

Net change in fund balance 2014	\$ 2,972,464	Includes debt proceeds of \$1,161,713 and transfers of (\$75,000).
Revenues over expenditures 2014	\$ 1,885,751	
Net change in fund balance 2015	\$ 1,142,344	Includes transfers to Revaluation fund of (\$75,000)
Revenues over expenditures 2015	\$ 1,217,344	

Key Points: This is 4th year in a row of positive increases in fund balance.

	<u>Public Works</u>		<u>Water 1</u>		<u>Water 2</u>
Change in net position 2014	\$ (167,209)	\$	(17,078)	\$	(66,364)
Change in net position 2015	\$ (104,247)	\$	5,238	\$	(12,873)

Statement of Cash flows:

Operating cash (loss) gain 2014	\$ (26,811)	\$	188,348	\$	338,272
Operating cash (loss) gain 2015	\$ 11,840	\$	177,418	\$	350,784

Key Points:

Operations of the enterprise funds appear to be moving in the right direction.

Cash flows from operating activities are positive. Water 1 and 2 have a total positive increase in cash.

Public Works fund has negative total decrease in cash and it borrows funds from the GF to operate.

Financial Statement findings

Finding	1 significant Recommendation	Deficit in fund balance (Public Works fund and 911 Project) Look for new revenue streams and cost cutting measures. Make transfers on time from other funds.
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SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 3

Information

Action Item

Consent Agenda

Meeting Date February 1, 2016

SUBJECT: Scotland County Schools report

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: Mr. Roger Ammons

PURPOSE: Discuss the need for a chiller at the High School.

ATTACHMENTS: Scotland County Schools Governmental Funds Balance Sheet

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Consider capital expenditure request.

**SCOTLAND COUNTY BOARD OF EDUCATION
BALANCE SHEET
GOVERNMENTAL FUNDS
June 30, 2015**

Exhibit 3

	Major Funds				Non-major Fund	Total Governmental Funds
	General	State Public School	Federal Grants	Capital Outlay	Individual Schools	
Assets						
Cash and cash equivalents	\$ 3,182,814	\$ -	\$ -	\$ 96,154	\$ 291,586	\$ 3,570,554
Due from other governments	62,916	1,570,909	117,036	-	-	1,750,861
Accounts receivable	125,557	-	-	-	-	125,557
Due from other funds	84,633	-	-	-	-	84,633
Prepaid expenditures	39,700	-	-	-	-	39,700
Total assets	\$ 3,495,620	\$ 1,570,909	\$ 117,036	\$ 96,154	\$ 291,586	\$ 5,571,305
Liabilities and Fund balances						
Liabilities:						
Accounts payable and accrued liabilities	\$ 443,951	\$ -	\$ -	\$ 94,628	\$ -	\$ 538,579
Accrued salaries and wages payable	207,032	1,570,909	117,036	-	-	1,894,977
Total liabilities	650,983	1,570,909	117,036	94,628	-	2,433,556
Fund balances:						
Nonspendable:						
Prepaid expenditures	39,700	-	-	-	-	39,700
Restricted:						
Stabilization by State statute	273,106	-	-	-	-	273,106
School capital outlay	-	-	-	1,526	-	1,526
Instructional services	13,160	-	-	-	-	13,160
Individual schools	-	-	-	-	291,586	291,586
Assigned:						
Subsequent year's expenditures	511,000	-	-	-	-	511,000
Unassigned	2,007,671	-	-	-	-	2,007,671
Total fund balances	2,844,637	-	-	1,526	291,586	3,137,749
Total liabilities and fund balances	\$ 3,495,620	\$ 1,570,909	\$ 117,036	\$ 96,154	\$ 291,586	

Amounts reported for governmental activities in the statement of net position (Exhibit 1) are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	33,601,443
Deferred outflows of resources related to pensions	3,110,468
Some liabilities, including those for compensated absences and installment purchases, are not due and payable in the current period and therefore are not reported in the funds.	(3,347,974)
Net pension liability	(2,878,190)
Deferred inflows of resources related to pensions	(11,258,796)
Net position of governmental activities	\$ 22,364,700

The notes to the basic financial statements are an integral part of this statement.

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 4

 Information

 X Action Item

 Consent Agenda

Meeting Date February 1, 2016

SUBJECT: Tax liens and request to advertise

DEPARTMENT: Tax Department

PUBLIC HEARING: No

CONTACT PERSON: Tax Administrator Mary Helen Norton

PURPOSE: Report the total amount of unpaid taxes for the current fiscal year

ATTACHMENTS: Memorandum on tax liens

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Approve order to advertise the week of March 14, 2016



MARY HELEN NORTON
TAX ADMINISTRATOR
[910] 277-2566

County of Scotland

TAX DEPARTMENT

212 BIGGS STREET
POST OFFICE BOX 488
LAURINBURG, NORTH CAROLINA 28353



MARTY PATE
TAX COLLECTOR
[910] 277-2566

Memorandum

To: Scotland County Board of Commissioners

From: Mary Helen Norton, Tax Administrator

Re: Tax Liens & Advertising

Date: January 22, 2016

According to North Carolina General Statute 105-369(a), on the first Monday in February each county tax collector shall report to the governing body the total amount of unpaid taxes for the current fiscal year that are liens on real property. As of January 22, outstanding taxes that are liens on real property amount to \$2,773,401.91. This figure includes County, Fire, School, Town of Wagram, Town of East Laurinburg and Town of Gibson taxes. Additionally, the total includes Solid Waste Availability Fees in the amount of \$298,408.61. The statute further states upon receipt of this report, the governing board must order and set a date for advertising tax liens. We respectfully request the order to advertise the week of March 14, 2016.

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 5

 Information

 Action Item

 X Consent Agenda

Meeting Date February 1, 2016

SUBJECT: Consent Agenda

- a) Approve minutes of the January 4, 2016, Water Districts meeting and January 4, 2016, regular meeting.
- b) Approve Records Retention and Disposition Schedule for the Sheriff's Office.
- c) Approve Contract for Fire Protection Services. *(All contracts are the same, except for the name of the Fire Department. They are updated from the Fire contracts signed in 2010, which expired after five years).*
- d) Approve Tax Office request for November 2015 release of funds in the amount of \$88.30 and in the amount of \$7,842.10, refunds in the amount of \$1,227.31 and discoveries in the amount of \$12,601.92; and December 2015 release of funds in the amount of \$82.08 and \$6,152.07 and discoveries in the amount of \$34,574.31.
- e) Budget amendments
 - a) Health: Approve receipt of State funds in the amount of \$60,000 for Infant Mortality Reduction, and authorize the Finance Officer to make the necessary arrangements to receive and expend the money. No County dollars.
 - b) Health: Approve receipt of State funds in the amount of \$10,885 for Family Planning TANF (Temporary Assistance for Needy Families), and authorize the Finance Officer to make the necessary arrangements to receive and expend the money. No County dollars.
 - c) Health: Approve receipt of State funds in the amount of \$13,676 for Breastfeeding Peer Counselor Program, and authorize the Finance Officer to make the necessary arrangements to receive and expend the money. No County dollars.
 - d) Health: Approve request to decrease Federal funds for Family Planning HMHC (Healthy Mothers Healthy Children's Block Grant) in the amount of \$18,265.
 - e) Health: Approve request to increase funding for Healthy Communities (Health Promotions) in the amount of \$4,160, and authorize the Finance Officer to make the necessary arrangements to receive and expend the money. No County dollars.
 - f) Health: Approve request to receive FY 2012 Medicaid Cost Settlement in the amount of \$40,361, and authorize the Finance Officer to make the necessary arrangements to receive and expend the money. No County dollars.
 - g) Health: Approve request to decrease Federal funds in the amount of \$5,530 for Maternal Health Healthy Mothers/Healthy Children Block Grant.
- f) Approve Health Department request to use the Medicaid Cost Settlement Funds in the amount of \$100,953. *(The Board of Commissioners on November 2, 2015, approved receipt of Medicaid Cost Settlement for FY 2011 in the amount of \$60,592. The Board of Health on January 19, 2016, approved expenditure of the funds and the Health Department compiled a list on how the monies might be spent. It is attached).*

DEPARTMENT: Administration/Multiple

RECOMMENDATIONS: Receive recommendations and consider action

Water Districts Board, January 4, 2016
A.B. Gibson Center, 322 South Main Street, Laurinburg, NC

Commissioners in attendance: Chair Carol McCall, Vice Chair Whit Gibson and Commissioners John Alford, Bob Davis, Betty Blue Gholston and Guy McCook. Commissioners not in attendance: Commissioner Clarence McPhatter. Staff in attendance: County Manager Kevin Patterson, County Attorney Ed Johnston, Finance Officer Beth Hobbs and Clerk to the Board Ann Kurtzman

At 6:30 p.m. Chair McCall called the Water Districts Board meeting to order.

Financial summary through November 30, 2015

Ms. Hobbs gave a revenues report on both Districts, which is an estimated \$250,000 over expenditures. She also discussed the net position. Ms. Hobbs said with the water rate increases revenues are expected to remain slightly on positive the side. Ms. Hobbs presented a graph comparing last year to where we are as of November 30 showing the increase in revenue correlates with the rate increase.

Update on water tanks

Mr. Patterson said there are two options for painting the water towers — a three-coat system or a four-coat system with a zinc oxide primer base as the difference. The fourth coat would increase cost by 50 percent as well as increase the life expectancy of the paint from 12 to 18 years. Mr. Patterson asked that the Capital Committee meet 9 a.m. Wednesday, January 13, so the project engineer could review options and answer questions.

Public Forum

Mr. Walter Rogers asked if there are plans for growing the County water system. Mr. Rogers also asked the Commissioners if as a Water Districts Board it is giving the County a fair amount of consideration and planning with all the business it does as a Board of Commissioners.

Motion was made by Commissioner Alford and duly seconded by Commissioner Gholston to adjourn. Vote: Motion unanimously approved. Meeting adjourned at 6:45 p.m.

Ann W. Kurtzman
Clerk to the Board

Carol McCall
Chair

*Scotland County Board of Commissioners regular meeting
January 4, 2016, A.B. Gibson Center, 322 South Main Street, Laurinburg, NC*

**Scotland County Board of Commissioners regular meeting
January 4, 2016, A.B. Gibson Center, 322 South Main Street, Laurinburg, NC**

Commissioners in attendance: Chair Carol McCall, Vice Chair Whit Gibson and Commissioners John Alford, Bob Davis, Betty Blue Gholston and Guy McCook. Commissioners not in attendance: Commissioner Clarence McPhatter. Staff in attendance: County Manager Kevin Patterson, County Attorney Ed Johnston, Finance Officer Beth Hobbs and Clerk to the Board Ann Kurtzman.

At 7 p.m. Chair McCall called the meeting to order. Chair McCall delivered the invocation. The Pledge of Allegiance was recited.

Motion was made by Commissioner Alford and duly seconded by Commissioner McCook to approve the January 4, 2016, agenda as presented. Vote: Motion unanimously approved.

Public Forum

Mr. Walter Rogers asked the Commissioners to permit a \$30 reduction in availability fees for County residents who can provide a legitimate contract with a hauler so County residents would have opportunity to pay the same amount as people who live in municipalities.

Public Hearing: FY 2011 Community Development Block Grant Program

LRCOG Business Services Coordinator Adrian Lowery said CDBG/Scattered Site Housing concluded, and close out is part of process. Mr. Lowery said there are no longer monies to support the program, and funds were reallocated to infrastructure.

Mr. Lowery said all work for the 2011 CDBG program has been completed and is awaiting signatures from the State. The Public Hearing is part of the administrative process.

Chair McCall opened the Public Hearing and asked if anyone wished to make comment on the CDBG program.

Mr. James Patterson, 811 Cary Street, Laurinburg, said he received a new unit through the CDBG program, which he described as a good program. Mr. Patterson said he enjoys his home, and there is no way he could have done that on his own.

No one else spoke and the Public Hearing was closed.

Motion was made by Vice Chair Gibson and duly seconded by Commissioner Alford to approve the close out of the FY 2011 Community Development Block Grant Program. Vote: Motion unanimously approved.

Mr. Lowery said there is \$170,000 for the Single Family Rehabilitation (SFR), which is the only housing program administered by LRCOG. With SFR, units that are moderately deteriorated might be eligible for rehabilitation. Mr. Lowery said the \$170,000 will rehab three units in Scotland County. Mr. Lowery discussed the application process and how eligible units will be reviewed for final approval.

Policy Committee: Substance Abuse and Fund Balance policies

*Scotland County Board of Commissioners regular meeting
January 4, 2016, A.B. Gibson Center, 322 South Main Street, Laurinburg, NC*

County Attorney Johnston said there is some discussion about expanding the list of those in safety sensitive positions in the draft Substance Abuse policy. Mr. Johnston asked that the policy be postponed to the February retreat for further discussion.

Motion was made by Commissioner Davis and duly seconded by Vice Chair Gibson to postpone the draft Substance Abuse Policy to the February retreat for further discussion. Vote: Motion unanimously approved.

Vice Chair Gibson said the Policy Committee felt good about the wording of the draft Fund Balance policy but suggested percentages might need further discussion by the Board as a whole.

Motion was made by Vice Chair Gibson and duly seconded by Commissioner Alford to postpone the draft Fund Balance policy to the February retreat for further discussion. Vote: Motion unanimously approved.

Consent Agenda

- a) Approve minutes of the December 7, 2015, regular meeting.
- b) Approve Records Retention and Disposition Schedule for the Sheriff's Office.
- c) Approve DSS request to reclassify a Social Worker II position to Social Worker III.
- d) Approve request by Health Department to add Sickle Cell testing to Maternal and Child Health Programs.
- e) Budget amendments
 - 1) **Health:** Approve receipt of funds in the amount of \$20,000 for Child Health and Maternal Health Enhancement Programs, and authorize the Finance Officer to make the necessary arrangements to receive and expend the money. No County dollars.

Motion was made by Commissioner Davis and duly seconded by Commissioner Gholston to withdrawal item b. Records Retention and Disposition Schedule for the Sheriff's Office pending review by the District Attorney and approve the Consent Agenda. Vote: Motion unanimously approved.

Appointments to Boards and Committees

Commissioner Davis, who serves as Health Board Chairman, said he has contacted some physicians who might be interested in serving as the physician representative on the Health Board. Commissioner Davis asked that the appointment of a public citizen to temporarily fill the vacancy be delayed until there is physician response.

Update from the County Manager

The Commissioners scheduled the midyear retreat for 1 p.m. Wednesday, February 17, at the Emergency Operations Center meeting room.

Motion was made by Vice Chair Gibson and duly seconded by Commissioner Alford to adjourn. Vote: Motion unanimously approved. Meeting adjourned at 7:40 p.m.

Ann W. Kurtzman
Clerk to the Board

Carol McCall
Chair

County Sheriff's Office
Records Retention and Disposition Schedule

The records retention and disposition schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the *General Statutes of North Carolina*, it is agreed that the records do not and will not have further use or value for official business, research, or reference purposes after the respective retention periods specified herein and are authorized to be destroyed or otherwise disposed of by the agency or official having custody of them without further reference to or approval of either party to this agreement. The local government agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of destruction. Confidential records will be destroyed in such a manner that the records cannot be practicably read or reconstructed. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. ***Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.***

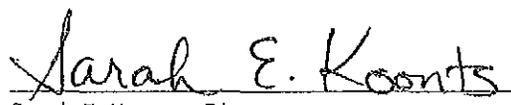
This local government agency and the Department of Natural and Cultural Resources agree that certain records series possess only brief administrative, fiscal, legal, research, and reference value. These records series have been designated by retention periods that allow these records to be destroyed when "reference value ends." The local government agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Natural and Cultural Resources has scheduled with the disposition instruction "destroy when reference value ends." If a local government agency does not establish internal policies and retention periods, the local government agency is not complying with the provisions of this retention schedule and is not authorized by the Department of Natural and Cultural Resources to destroy the records with the disposition instruction "destroy when reference value ends."

The local government agency and the Department of Natural and Cultural Resources concur that the long-term and/or permanent preservation of electronic records requires additional commitment and active management by the agency. The agency agrees to comply with all policies, standards, and best practices published by the Department of Natural and Cultural Resources regarding the creation and management of electronic records.

It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule is to remain in effect from the date of approval until it is reviewed and updated.

APPROVAL RECOMMENDED

County Sheriff



Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

Chairman, Bd. County Commissioners



Susan W. Kluttz, Secretary
Department of Natural and Cultural Resources

County: _____

NORTH CAROLINA

SCOTLAND COUNTY

Contract for Fire Protection Service

THIS CONTRACT made and entered into the, the ____ day of _____, 2015 by and between the County of Scotland, a body corporate and politic existing under the laws of the State of North Carolina, (the "County") and the _____ Volunteer Fire Department, Inc., a non-profit corporation organized pursuant to the laws of the State of North Carolina, (the "Department");

WITNESSETH:

THAT WHEREAS, N.C. Gen. Stat. 153A-13 provides that counties may enter into continuing contracts and pursuant to this authority the County may enter into a continuing contract with the Department; and

WHEREAS, N.C. Gen Stat. 153A-233 provides the county may provide financial assistance to incorporated volunteer fire department; may contract for services with one or more incorporated volunteer fire department; and may for those purposes appropriate funds not otherwise limited as to use by law; and

WHEREAS, it is desired that the Department shall make good use of the land, equipment or building that the County has made available to the Department; and

WHEREAS, in consideration of the mutual promises and agreements contained in this contract and pursuant to the general power and authority of the Department to furnish fire fighting and general power and authority of the County to provide fire protection service for its inhabitants and owners of property within Scotland County and provide that the Department shall at all times meet the standards of the fire departments in Scotland County as established by the Scotland County Board of County Commissioners and the North Carolina Department of Insurance, the County and Department agree as follows:

1.(a) The Department shall furnish and provide continuing fire protection services to all properties lying in Scotland County, North Carolina, by promptly dispatching, upon call of any resident, property owner, or other person, within Scotland County, the Department's fire fighting equipment and adequate personnel to operate the same, and thereafter making diligent efforts to control and extinguish all such fires or attend to other emergencies as the needs may present.

(b) The Department, in providing fire protection, shall use its own means and methods, which shall not be subject to control, direction or supervision by the County. All fire fighting equipment (Apparatus), listed in attachment A. of this document, purchased by the County shall remain the property of the County and the Department shall provide all personnel necessary and proper for the performance of this contract by the department at its sole cost and expense and all persons engaged in fighting fires pursuant to the provisions of this contract shall be subject to the exclusive control,

direction, and supervision of the Department and shall at no time be considered employees or representatives of the County but rather of the Department. The County shall not have any right or power with respect to the employment, control, direction, supervision, or discharge of any person who may engage in fire fighting activities in the performance of the obligation imposed by this contract upon the Department in furnishing fire fighting service and personnel to the residents of Scotland County.

(c) The Department shall be responsible for the training of all its personnel in accordance with the rules and regulations of the North Carolina Insurance Rating Bureau and other pertinent federal, state, and County laws and regulations or otherwise with commonly accepted professional standards, so as to qualify such personnel to perform the services required by this contract.

(d) The County, on those rare occasions when disaster circumstances impact the entire county for extended periods of time and the Chairman of the Scotland County Board of Commissioners declares a "State of Emergency" for Scotland County, may ask the Department to perform life safety and protective action duties beyond the normal scope of fire protection service. In those incidents, where the County establishes an Incident Command System extending beyond 12 hours, activates the Emergency Operation Center, and utilizes the Emergency Operations Plan to respond and recover from the event, the County will take action to compensate the Department for documented services rendered during the declared "State of Emergency".

2. The procedure for giving fire alarms and communicating the existence of fire emergencies to the Departments shall be established by the County and the Departments shall at all times keep its Department and its personnel apprised of such procedures and shall strictly adhere to and follow the procedures. The radio equipment and necessary FCC radio licenses used to notify and dispatch Departments of such fire emergencies shall be provided by the County. The radio equipment used by the Departments to receive the notification and dispatch of such emergencies, and to communicate the Departments prompt response to the fire emergency shall be provided by the Department.

3. Each fire department in Scotland County shall participate in a county wide mutual aid agreement. In 2007, the North Carolina Department of Insurance approved a 6-mile Fire Insurance District in Scotland County with the provision that automatic mutual aid be dispatched to all structural fires within Scotland County. All fire departments are in agreement with this provision and shall respond to all requests for automatic mutual aid within Scotland County. When mutual aid events occur, the Fire Chief or his designee within the Fire Service District of the fire occurrence shall be in charge of all fire fighting activities. All Departments shall conform to the NIMS Incident Command System (ICS) and will practice this method of incident management on all emergency response events.

4. As a method of providing for financial compensation for the operation of fire protection service rendered by the Departments as provided in this contract, the County established a single, countywide, fire service tax district, to exclude all property within municipal boundaries, and established the right to levy a fire tax on all said Scotland County property outside those municipal boundaries. This tax levy is established by the

Board of County Commissioners annually, and is currently \$.05 per \$100.00 of property value. The County will develop a Fire Service Budget annually, based on the projected revenue from the Fire Tax. A line item within that budget is dedicated to "Contracted Services". Each Department contracting with the County to provide fire protection service will receive a base amount, currently \$28,000 per year. The remainder of the funds in the "Contracted Services" line item will be distributed, on a percentage basis, to all the Departments providing Fire Protection to Scotland County, based on the property tax value of the respective property inside the respective 6-mile fire service district of each Department providing fire protection. This amount can vary annually, based on the property tax value of a particular fire service district in a particular year. The Fire Service Budget also includes a line item for "Insurance". The County agrees to reimburse each Department, on an annual basis, the cost of insurance to insure the two fire apparatus, typically a fire pumper and a fire tanker and listed in attachment A, for the "agreed replacement value" of the apparatus, established annually by the respective Department operating the said apparatus and the respective vehicle insurance carrier. Each Department will insure that the respective insurance provider provide that insurance cost information to the County's accounting department on an annual basis. The annual provision of funds and equipment provided the Department shall be determined solely by the County. All funds paid to the Department by the County shall be used exclusively by the Department to provide fire protection for the fire service districts the Department serves *through contract with Scotland County and through various mutual aid agreements.*

5. Each Department providing fire protection service to the County and receiving funding from the County shall submit an annual budget to the County accounting office, to include an annual audit performed by an independent accounting firm. Such information submitted by incorporated volunteer fire departments shall be signed by the Chairman for the Board of Directors of the Department and attested to by the Board's Secretary. Such information submitted by municipal fire departments shall be signed by the Mayor of the municipality and attested to by the City Clerk. No future funding of a Department will occur until an annual budget and previous year's audit are submitted to the County.

6. This contract shall exist for a term of five (5) years from the date first above written, but shall be subject to automatic renewal on an annual basis after the initial five years contract period expires, subject to there being no need to update the existing contract. This contract will be subject to termination at the time the County shall deem termination to be in the best interest of the citizens and residents of Scotland County. The Department retains the right to terminate this contract in the best interest of the department by giving 180 days written notice of its intent to so terminate to the County.

IN WITNESS WHEREOF, the County has caused this contract to be executed in its name by its Chairman of the Board, attested by its Clerk of the Board and the county seal hereunto affixed, all by authority of the Board of County Commissioners duly given,

and the Department, has caused this contract to be executed in its name by its proper officers and its corporate seal hereunto affixed, all by authority of its Board of Directors duly given, as of the day and year first above written.

ATTEST:

COUNTY OF SCOTLAND

Clerk to the Board

by: _____
Chairman, Board of Commissioners

(SEAL)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer

ATTEST:

_____ FIRE DEPARTMENT

Secretary

by: _____
Chairman, Board of Directors
_____ Fire Department

(SEAL)

ATTACHMENTS:

COUNTY OF SCOTLAND
Contract for Fire Protection Service

Attachment A:

The following fire fighting apparatus, property of Scotland County, has been provided to _____ Fire Department to provide fire protection service to their respective fire service district:

1996 PIERCE PUMPER, VIN # LGL12KU62HTT199866
1999 PIERCE TANKER, VIN # LEL22KU89JRJ 287882



County of Scotland

TAX DEPARTMENT

MARY HELEN NORTON
TAX ADMINISTRATOR
(910) 277-2566

212 BIGGS STREET
POST OFFICE BOX 488
LAURINBURG, NC 28353

MARTY PATE
TAX COLLECTOR
(910) 277-2566

December 1, 2015

Beth Hobbs 
Finance Officer Scotland County

Re: Release and Refund Request for November 2015

Dear Ms. Hobbs,

Please find attached releases, refunds and discoveries for the month of November 2015.

The grand totals are as follows:

1. Releases less than \$100 – Totaling: \$88.30;
2. Releases more than \$100 – Totaling: \$7,842.10;
3. Refunds less than \$100 – Totaling: \$ 0; All other refunds were due to overpayment;
4. Refunds more than \$100 – Totaling: \$1,227.31; All other refunds were due to overpayment; and,
5. Discoveries – Totaling: \$ 12,601.92.

With best regards,



Marty Pate
Scotland County Tax Collector

Enclosure

RELEASES LESS THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
Nathaniel Ellison	2013-2015	<u>\$88.30</u>	sold prior to 2013
	Total	<u>\$88.30</u>	

RELEASES MORE THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
Janet Bullock	2015-200567	\$ 373.74	was qualified for exclusion for 2015
Brenda Callahan	2015-2781	\$ 257.50	was qualified for exclusion for 2015
Gregory Dick	2006-2015	\$1,492.86	double listed/billed
Annie Weaver Hailey	2010-2015	\$ 286.84	double listed/billed
Rosa Rogers	2015-200695	\$ 231.34	was qualified for exclusion for 2015
Bobby Smith	2010-2015	\$2,379.67	double listed/billed
T-Mobile South LLC	2015-21840	<u>\$2,820.15</u>	should have been billed by state
	Total	<u>\$7,842.10</u>	

REFUNDS LESS THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
	Total	<u>all refunds due to overpayment</u>	

REFUNDS MORE THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
Annie Weaver Hailey	2010-8057	\$ 293.10	dlb listed /paid
Bobby Smith	2010-2015	<u>\$ 934.21</u>	dlb listed/paid
	Total	<u>\$1,227.31</u>	

DISCOVERIES

NAME	AMOUNT	REASON
Thomas Jefferson McLean	\$ 920.93	unlisted swmh
Lacy Monroe	\$ 420.00	no longer qualified for exclusion
Tabitha Natonya Brown	\$ 29.71	unlisted swmh
Marvin Miller	\$ 312.50	unqualified for exclusion for 2015
Addie McLaughlin (estate)	\$ 1,610.93	no longer qualified for exclusion
Mary Johnson (estate)	\$ 1,560.01	no longer qualified for exclusion
Carol Smith	\$ 401.54	unqualified for exclusion for 2015
Bonnie Gibson	\$ 1,172.26	no longer qualified for exclusion
Cecil Stewart	\$ 1,107.50	unqualified for exclusion for 12-15
Ralph Fields	\$ 574.38	unqualified for exclusion for 2015
James Johnson	\$ 729.96	unqualified for exclusion for 2015
Ethel Milligan	\$ 285.00	unqualified for exclusion for 2015
Loscoe Cummins	\$ 535.14	unqualified for exclusion for 2015
Michelle Giuliani	\$ 743.20	unqualified for exclusion for 2015
Rosa Rogers	\$ 231.34	unqualified for exclusion for 2015
Daniel Aaron Carlisle	\$ 62.11	unlisted swmh
Sarah Monroe	\$ 106.50	no longer qualified for exclusion
David Stacey	\$ 312.50	unqualified for exclusion for 2015
Berkley Quick (estate)	\$ 1,424.30	no longer qualified for exclusion
James E Pegues Jr.	\$ 62.11	unlisted swmh
Total	<u>\$12,601.92</u>	

RELEASES LESS THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
Jerry Jacobs	2015-9707	\$ 22.66	demolished in 2014
Winston McIntyre	2014-2015	\$ 59.42	dbl listed
		Total	<u>\$ 82.08</u>

RELEASES MORE THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
American Tower Corp	2015-200654	\$ 220.56	dbl billed
Hudson Paving Inc.	2015-9272	\$ 634.21	listed in Richmond County
James Bethea	2015-200725	\$ 312.50	was qualified for exclusion for 2015
Jeremy Jones	2009-2010	\$1,031.92	dbl wide gone prior to 2008
Wilco Hess LLC	2015-23030	\$1,553.01	dbl listed
Wilco Hess LLC	2015-23031	<u>\$2,399.87</u>	dbl listed
		Total	<u>\$6,152.07</u>

REFUNDS LESS THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
		Total	<u>all refunds due to overpayment</u>

REFUNDS MORE THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
		Total	<u>all refunds due to overpayment</u>

DISCOVERIES

NAME	AMOUNT	REASON
Carolina Crating Inc.	\$ 1,276.07	BPP listing increase in equipment
Chester Purnell	\$ 1,716.50	unqualified for exclusion for 13-15
Denise Knight	\$ 752.42	unqualified for exclusion for 13-15
Emma McLean	\$ 1,560.01	unqualified for exclusion for 10-15
Evester McIntyre	\$ 542.50	unqualified for exclusion for 14-15
Flora Pressley	\$ 117.40	unlisted swmh & swo fee
Frances Luther	\$ 1,287.50	unqual for excl for 13-15/inc Wagram
James Bethea	\$ 312.50	unqualified for exclusion for 2015
Joseph Ellison	\$ 1,849.66	unqualified for exclusion for 10-15
Laurinburg Housing	\$20,874.90	exempt by mistake
Lucille Pinckney	\$ 319.40	unqualified for exclusion for 2015
Lue Blackmon	\$ 3,126.29	unqual for excl for 10-15/inc Wagram
Stephen Morton	\$ 340.38	unqual for excl for 12-15/inc E. Lbg
William McGirt	<u>\$ 498.78</u>	not qualified for exclusion for 2015
Total	<u>\$34,574.31</u>	



Wayne Raynor, MPH
Health Director

SCOTLAND COUNTY HEALTH DEPARTMENT

1405 West Boulevard • Post Office Box 69
Laurinburg, North Carolina 28353-0069
Phone (910) 277-2440 Fax (910) 277-2450



January 20, 2016

To: Kevin Patterson
County Manager

From: Wayne Raynor, MPH
Health Director

Subject: Budget Request

On January 19, 2016 the Board of Health approved the following:

- A. Request to approve the receipt of State Funds for Infant Mortality Reduction-\$60,000
- B. Request to approve the receipt of State Funds for Family Planning TANF (Temporary Assistance for needy Families)- \$10,885
- C. Request to approve the receipt of State Funds for Breast Feeding Peer Counselor Program - \$13,676
- D. Request to approve the decrease of State Funds for Family Planning HMHC (Healthy Mothers/Healthy Children Block Grant) \$18,265
- E. Request to approve the increase in funding for Healthy Communities (Health Promotions) \$4160.00
- F. Request to approve the receipt of Medicaid Cost Settlement FY 2012-\$40,361
- G. Request to approve the decrease of Federal Funds for Maternal Health for Maternal Health-HMHC (Healthy Mothers/Healthy Children Block Grant)-\$5,530
- H. Request to approve the use of Medicaid Cost Settlement Funds-\$100,953

Thank you for your consideration.

AWR/bcm

CC: Ann Kurtzman, Clerk to the Board
Beth Hobbs, Business Officer
Tim Martin, Fiscal Management, Health Department

REQUESTED BUDGET FOR MEDICAID MONEY FY11 & FY12

	<u>Expenses</u>	<u>Revenues</u>
Medicaid Cost Settlement		100,953
Animal Control Vehicles (2)	64,000	2 Vehicles (159,000 miles and 94,000 miles)
ADA Compliant Exam Table	5,000	Access to exam tables for disabled patients
Handicap Entrance	5,000	Access to building for disabled clients
Health Ed. Room Updates	5,000	High back Chairs, Blinds, etc.
Refrigerator - Immunizations	2,000	Current Refrigerator has constant issues
Freezer - Immunizations	2,000	Current Freezer has constant issues
Otoscope and ophthalmoscope set (STD)	2,000	2 Wall mounted sets
Totals	85,000	100,953
Remaining funds	15,953	
Medicaid Cost Settlement FY14	254,455	To be received in next 3 months

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 6

Information

Action Item

Consent Agenda

Meeting Date February 1, 2016

SUBJECT: Liaison Committee report

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: Commissioners Bob Davis, Whit Gibson and Guy McCook

PURPOSE: Report on discussion at the January 19 Liaison Committee meeting

ATTACHMENTS: N/A

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Receive report

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 7

Information

Action Item

Consent Agenda

Meeting Date February 1, 2016

SUBJECT: Capital and Facilities Committee report

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: Commissioners Bob Davis, Betty Blue Gholston and Guy McCook

PURPOSE: Report on discussion at the January 13 Capital and Facilities Committee meeting

ATTACHMENTS: Draft minutes from January 13, 2016
Water tower request for proposal.

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Receive report

Facilities and Capital Committee

January 14, 2016, 507 West Covington Street, Laurinburg, NC

**Capital and Facilities Committee meeting
January 13, 2016, 507 West Covington Street, Laurinburg**

Committee members in attendance: Chairman Bob Davis and Commissioners Guy McCook and Betty Blue Gholston. Staff in attendance: County Manager Kevin Patterson, Public Buildings and Grounds Supervisor Mike McGirt, Clerk to the Board Ann Kurtzman, Parks and Recreation Director Shannon Newton, E911 Center Director Mike Edge, Finance Officer Beth Hobbs, EMS Director Roylin Hammond, Zoning Administrator Joy Nolan, Sheriff Ralph Kersey and Chief Lloyd Goins.

At 9 a.m., Chairman Davis called the meeting to order.

The November 9, 2015, minutes were approved as presented.

Water Tanks

AECOM Engineers Joe Langston and Nathan Ward discussed water tank options that included a proposed maintenance system and coating options, which would extend the life 15 to 20 years. Mr. Ward discussed cost options and indicated a maintenance contract, where the payment is made up front, would result in savings that in 12 years would be more than \$200,000 utilizing the engineered coating system. Mr. Ward discussed the timeline for taking the tanks offline.

The committee agreed that the fourth coat would be part of what the County would want as part of the project.

Mr. Patterson discussed the possibility of putting a radio repeater on the water towers, particularly in the north end of the County where air space could be utilized without compromising the water.

Sheriff Vehicles

Sheriff Kersey presented a vehicle plan for what the Department hopes to accomplish in the next four years. Sheriff Kersey said an optimal plan would be to have vehicles on the road with less than 120,000 miles. He said monthly repair bills would decrease by removing high mileage vehicles from the road.

Sheriff Kersey said by purchasing five new vehicles a year, having a fleet with high mileage would continue. He said he would request more than five vehicles next year to get into a system of a regular rotation that can work for the County.

Commissioner Gholston said she is concerned about the County's ability to fund other critical capital projects that might arise in the short-term if too much capital goes toward the purchase of Sheriff vehicles, even though there might be potential for savings in the long-term.

Sheriff Kersey requested consideration of purchasing 11 vehicles in year one, 11 vehicles in year two and five vehicles in year three to implement a rotation for low-mileage vehicles. He said

Facilities and Capital Committee

January 14, 2016, 507 West Covington Street, Laurinburg, NC

each vehicle costs \$30,000 to \$31,000 equipped. Commissioner McCook asked if the Sheriff had a source of revenue to contribute to the rotation plan. Sheriff Kersey discussed what the department is doing to save money and to look for grants that would generate additional savings.

LAUREL HILL COMMUNITY CENTER

Mr. Patterson discussed activities in the small building, which is used five days a week, as well as activities at the gym as a basketball location and in the auditorium. Mr. Patterson said the classrooms are not in use. One section of the building needs roof work that is in current budget. Mr. McGirt asked for guidance as to whether to invest in roof repair before a structural engineer makes an assessment. Ms. Newton said with one part-time employee assigned to Laurel Hill Community Center, staff support is limited. Ms. Newton said cost of utilities also need to be considered.

Commissioner McCook said the County would have to spend money to find out what it would cost to fix the facility or tear it down before the Commissioners can make an informed decision.

The Committee requested cost estimates to maintain or eliminate the classrooms and auditorium, what staff support would be needed if the auditorium and gym were maintained and what activities would be scheduled.

Presbyterian Park

Mr. Patterson said the Presbyterian Park lease expired and the church is looking to update the lease. The County Manager said use of the park will change. Some of the fields as well as some fencing will be removed.

Bypass Park

The Bypass Park lease terminates when the County ceases to use it for recreation. The County will notify the City of Laurinburg that Bypass Park is not being used and the property will be released back to the city.

John Blue Property

Mr. McGirt said there is a ditch at the John Blue property where the drain tile needs to be repaired. Cause of the flooding must be determined before it can be repaired.

Courthouse/Library

Mr. McGirt reported the courthouse chiller will be installed later this month. The library fascia is being completed. It was discovered during the fascia project that the fasteners for the library are rusted and might need to be phased in to a repair plan.

Morgan Center

Facilities and Capital Committee

January 14, 2016, 507 West Covington Street, Laurinburg, NC

Mr. McGirt said the Morgan Center architect selection is coming up, and the RFQ due date will be February 3. Three architects will attend the pre-bid conference.

Other Capital Projects

Mr. Patterson said the DSS storage building would need a design plan or Butler pre-engineered plan. Mr. Patterson said a plan might include an operational cost. Mr. Patterson said he would get estimates on the types of buildings that would fit the needs at DSS.

The Committee agreed it is time to move on with a DSS storage building or forget about it.

Mr. Patterson said parking lot work at the government complex would be in next year's budget as a capital goal. Commissioner McCook suggested using equipment mobilization for the Covington Street parking if work is ever done on the Morgan Center parking lot.

Mr. Edge discussed getting an engineer to conduct a visual inspection of the 35-year-old communications tower at a cost of about \$2,000. Mr. Edge said a structural study would cost more. Mr. Edge said a visual inspection would help determine how much life the tower might have left.

Mr. Edge asked the Committee to consider hardening the radio system with a concrete building that would be clean and climate-controlled. Mr. Edge said he would get a price estimate on the building and installation.

The Committee recommended the tower inspection be done as soon as possible so some issues might be addressed in next year's budget.

Chairman Davis said the concrete building should be considered a priority in the upcoming budget.

The meeting adjourned at 11:30 a.m.



County of Scotland

507 West Covington Street
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Fax: (910) 277-2411
www.scotlandcounty.org



Kevin Patterson
County Manager

Ann W. Kurtzman
Clerk to the Board

Board of Commissioners
Carol McCall, Chair
Whit Gibson, Vice Chair
John T. Alford
Bob Davis
Betty Blue Gholston
Guy McCook
Clarence McPhatter II

January 27, 2016

To: Board of County Commissioners

From: Kevin Patterson, County Manager

Re: Water Tower Request for Proposal

After a discussion with the Capital Committee I recommend we complete the work on the three water towers over multiple years.

Year One: McEachin Tank complete repaint with 4 coat system and
Add structure to Deer Croft tank for antennas.

Year Two: Dear Croft and Gum Swamp Tanks overcoat with 4 coat system.

Request approval to give engineer final direction to finalize and bid work.

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 8

 Information

 X Action Item

 Consent Agenda

Meeting Date February 1, 2016

SUBJECT: Appointments to Boards and Committees

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: Vice Chair Whit Gibson

PURPOSE: Fill vacancies on various boards and committees as necessary.

ATTACHMENTS: Monthly update
Health Board application

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Make appointments as necessary



County of Scotland

507 West Covington Street
Laurinburg, North Carolina 28352
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www.scotlandcounty.org



Kevin Patterson
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John T. Alford
Bob Davis
Betty Blue Gholston
Guy McCook
Clarence McPhatter II

TO: SCOTLAND COUNTY BOARD OF COMMISSIONERS
FROM: ANN W. KURTZMAN *AWK*
DATE: January 27, 2016
SUBJECT: VACANCIES ON BOARDS AND COMMITTEES

AGING ADVISORY COUNCIL

Ms. **Loretta Baranek** completed her first full three-year term. Ms. Baranek requests that she be reappointed to the Aging Advisory Council. No other applications have been received.

PARKS AND RECREATION ADVISORY BOARD

Ms. **Leigh Carter** completed her first three-year term. Ms. Carter currently serves as Chair of the Advisory Board and requests that she be reappointed to the Parks and Recreation Advisory Board. No other applications have been received.

SCOTLAND COUNTY BOARD OF HEALTH

There is an available seat for an unexpired term for a physician representative. An application has been received from **Dr. Ralph Carter**.

Below is a list of Boards and Committees where vacancies currently are or will become available through May 2016.

BOARD OF EQUALIZATION AND REVIEW

Ms. Elizabeth Cooley and Ms. Dee Hammond will complete their first terms in March 2016.

HISTORIC PROPERTIES COMMISSION

One vacancy for an unexpired term is available.

LAURINBURG/SCOTLAND COUNTY CRIME AND DRUG COMMITTEE

One vacancy exists as of January 2016 due to a resignation.

LAURINBURG/SCOTLAND COUNTY PLANNING & ZONING BOARD

One seat is available. Appointee must live in the ETJ.

LAURINBURG/SCOTLAND COUNTY ZONING BOARD OF ADJUSTMENT

Two seats will be available in May 2015. Appointees must live in the ETJ.

LRCOG SCOTLAND COUNTY ADULT CARE HOME COMMUNITY ADVISORY COMMITTEE

Two seats available.

LRCOG SCOTLAND COUNTY NURSING HOME COMMUNITY ADVISORY COMMITTEE

Five seats are available.

MAXTON/SCOTLAND COUNTY BOARD OF ADJUSTMENT AND APPEALS

One seat is open. Appointee must reside in the Maxton extraterritorial jurisdiction.

PARKS AND RECREATION ADVISORY BOARD

One seat becomes available in March 2016.

SCOTLAND COUNTY BOARD OF HEALTH

There will be an available seat for an unexpired term for a physician representative.

SCOTLAND COUNTY ZONING BOARD OF ADJUSTMENT

One seat and one alternate seat is available. Five more seats will become available in October.

SOUTHEASTERN ECONOMIC DEVELOPMENT COMMISSION

There is one vacancy for a private sector representative and one vacancy for an elected official who is a minority.

WAGRAM/SCOTLAND COUNTY ZONING BOARD OF ADJUSTMENT

Two seats are available. The appointee must reside in the extraterritorial jurisdiction of Wagram.

NOTE: The above Board and Committee vacancies are advertised on the Scotland County website and the application form also is available on the webs

Ann Kurtzman

From: notifications@scotlandcounty.org
Sent: Saturday, January 23, 2016 6:53 PM
To: Akurtzman@scotlandcounty.org
Subject: Form Submission Received: Online Application Form

From Url: <http://www.scotlandcounty.org/online-application-form.aspx>
From IP Address: 98.74.181.16

Name:
Ralph Carter

Mailing Address:
201 Sterling Lane

Physical Address (if different from mailing address):

Daytime Phone:
9102664717

Evening Phone:
9102776508

Email:
recbone@aol.com

I wish to be considered for appointment to the following Board(s)/Commission(s):
physician representative board of health

List any experience/qualifications you have relevant to the above Board/Commission:
I have been practicing orthopedics here since 1989 and have held multiple leadership positions at Scotland Health Care System. I am honored to be asked and willing to help. I am certified (with current re-certification in 2015) by the American Board of Orthopedic Surgery, licensed in NC, SC and GA.

List current service on other Board(s)/Commission(s):
I am currently Chairman of the Clinical Quality Committee at SHCS and on multiple other committees there, and also serve on a similar committee in OrthoCarolina, PA. I am also on the Executive Committee of the NC Republican Party.

List past service on other Board(s)/Commission(s):
Finance, pastor-parrish committees at First United Methodist Church, Laurinburg.

A form has been submitted, click the link below to view the submission:
<http://www.scotlandcounty.org/FormWizard/ViewSubmission.aspx?mid=170&pageid=146&rid=0c3a382d-a001-4bd4-af53-d2eeb8baa616>

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 9

Information

Action Item

Consent Agenda

Meeting Date February 1, 2016

SUBJECT: Update from the County Manager

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: County Manager Kevin Patterson

PURPOSE: Provide monthly update on County business and activities.

ATTACHMENTS: Monthly report
Community Services Block Grant Program
NCACC resolutions

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Take action as necessary



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910-291-3054 – Fax
www.scfsnc.org
“Helping People Help Themselves since 1964”

January 6, 2016

Mr. Kevin Patterson, County Manger
Scotland County
Post Office Box 489
Laurinburg, North Carolina 28353

Re: CSBG Refunding Application PY 2016-2017

Dear Mr. Patterson:

Enclosed please find two copies of our proposed CSBG refunding application for the program year 2016-2017. Also please find the form, “Documentation of Submission to County Commissioners” to be completed by the Clerk to the Board and returned in the stamped, self-addressed envelope provided for your convenience.

The objective of our program is to assure that families within our service area participate in activities designed to assist them in moving from dependence to stability and ultimately to self-sufficiency. The figures in the work program cover the seven counties served by the CSBG program: Bladen, Brunswick, Columbus, Hoke, Pender, Robeson, and Scotland.

It is important that we receive input from local governments regarding the programs we plan to operate in the coming year. Thus we are requesting that you submit any comments, questions, or suggestions from either you or your Board.

I look forward to your input.

Sincerely,

Ericka J. Whitaker
Chief Executive Officer

EJW/bds

Enclosures

**Community Services Block Grant Program
Fiscal Year 2016-17 Application for Funding
One-Year Work Program
OEO Form 212**

Section I: Project Identification							
1. Project Name:	Family Empowerment Self-Sufficiency (FESS)						
2. Poverty Cause Name:	Lack of skills to become self-sufficient						
3. Long-Range Goal:	To assist 100 families obtain self-sufficiency with income above the federal poverty guidelines by June 30, 2018						
4. Selected Strategy:	Collaboration with faith-based and other service agencies for intensive services.						
5. Project Period:	July 1, 2016	To	June 30, 2017	Plan Year	2	of	3
6. CSBG Funds Requested for this Project:	\$1,425,864						
7. Total Number Expected to Be Served:	325						
a. Expected Number of New Clients	235						
b. Expected Number of Carryover Clients	90						
8. Percentage of Long-Range Goal Expected to be Met this Year	33%						

Section II: One-Year CSBG Program Objective and Activities					
Activities	Position Title(s)	Implementation Schedule			
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Objective: Provide 325 low-income families comprehensive services designed to assist them in rising above poverty during the 2016-2017 year.	Program Director Case Management Filed Supervisors (CMFS) Case Manager	149 (59)	208 (59)	267 (59)	325 (59)
Information: Collect and share data on current sources with staff for use with clients. Provide regular training (individual and group).	Program Director CMFS	7/16- 6/17 9/16	7/16- 6/17 12/16	7/16- 6/17 3/17	7/16- 6/17 6/17
Outreach/Recruitment/Marketing: Distribute CSBG brochures to community partners and other service agencies, participate in community meetings, and conduct outreach to attract new customers	Program Director CMFS	7/16- 6/17 9/16	7/16- 6/17 12/16	7/16- 6/17 3/17	7/16- 6/17 6/17
Enrollment/Eligibility Determination: Complete SCFS Screening Tool for entry into the CSBG FESS program for solicited and walk-in potential customers.	CMFS Case Manager	7/16- 6/17 9/16	7/16- 6/17 12/16	7/16- 6/17 3/17	7/16- 6/17 6/17
Complete CSBG FESS application for customers who are determined eligible through the use of the screening tool and obtain 90-day look back period income documentation for 235 new customers.	CMFS Case Manager	59	118 (59)	177 (59)	235 (58)

**Community Services Block Grant Program
Fiscal Year 2016-17 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

Section II: One-Year CSBG Program Objective and Activities (continued)					
Activities	Position Title(s)	Implementation Schedule			
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Verify customer eligibility, income documentation, and officially enroll 235 new customers in the CSBG FESS Program	Program Director CFMS Case Manager	59	118 (59)	177 (59)	235 (58)
Implementation: Help devise a case management plan designed to identify strengths, classify needs, resolve problems, and explore techniques to support customers in managing their resources.	CMFS Case Manager	149 (59)	208 (59)	267 (59)	325 (58)
Assist 325 families in analyzing finance and prepare a budget using the Accountable Results for Community Action program (AR4CA) budget form. Provide quarterly training events to customers in the areas of finance.	CMFS Case Manager	149 (59)	208 (59)	267 (59)	325 (58)
Provide financial literacy workshops to support self-sufficiency. Training topics may include budgeting effectively managing financial resources, couponing, how to manage a checking and savings account, e c.	Case Manager Note: This number represents one workshop per county per quarter.	7	14 (7)	21 (7)	28 (7)
Assist 325 families in obtaining access to other available programs as needed by making the appropriate contacts and assisting with the application process.	CMFS Case Manager	149 (59)	208 (59)	267 (59)	325 (58)
Assist 60 families in securing employment or better employment through Workforce Development, local businesses and industries, on the job training, temporary services and military among others. Help secure limited job-related transportation as needed through SCFS and other resources	CMFS Case Manager	15	30 (15)	45 (15)	60 (15)
Provide direct employment support to 60 participants by assisting with tuition, books, childcare, transportation, uniforms, and supplies.	CMFS Case Manager	15	30 (15)	45 (15)	60 (15)
Provide direct educational support to 58 participants by assisting with tuition, books, childcare, transportation, uniforms, and supplies.	CMFS Case Manager	15	35 (20)	50 (15)	58 (8)
Assist 12 families in completing educational and/or vocational programs (Adult Basic Education, general education development, diploma, post-secondary, pre-school, literacy, special tutoring, etc.) through local community colleges and universities.	CMFS Case Manager	3	6 (3)	9 (3)	12 (3)

**Community Services Block Grant Program
Fiscal Year 2016-17 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

Section II: One-Year CSBG Program Objective and Activities (continued)					
Activities	Position Title(s)	Implementation Schedule			
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Assist 35 families in accessing standard, affordable housing through home ownership, home improvement, rental housing, retirement/nursing homes with the help of private lenders, Farmers Home Administration, Veteran Affairs, private sector owners and builders, Habitat for Humanity, faith-based organizations, tribal grants, Section 8, and others.	CMFS Case Manager	5	15 (10)	25 (10)	35 (10)
Assist 50 families in securing emergency assistance with limited FESS funds.	CMFS Case Manager	15	30 (15)	45 (15)	50 (5)
Provide direct financial assistance to 100 program participants to support ongoing family stability, employment and education achievement and/or sustainment.	CMFS Case Manager Finance Department	25	50 (25)	75 (25)	100 (25)
Assist eligible family members and/or their dependents in accessing benefits through programs such as Social Security, Veteran Administration, pensions, etc. as needed.	CMFS Case Manager	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17
Assist customers in accessing life skills classes such as conflict resolution, parenting and community relations through entities such as county cooperative extension offices and through in-house training.	CMFS Case Manager	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17
Assist customers in accessing nutrition program such as Women Infants and Children, Food stamps, United States Department of Agriculture Commodities, and school breakfast/lunch programs, and others.	CMFS Case Manager	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17
Negotiate and enter into Memorandum of Understanding with employers to outline expectations of employer, agency, and program participants for on-the-job training activity.	Project Director CMFS OJT Coordinator	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17
Provide job specific training to help participants qualify for positions through employers participating in the OJT activity.	CMFS OJT Coordinator Case Manager	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17
Assist 20 customers in obtaining full-time employment through on-the-job training (OJT) with payment for work being supplemented through limited CSBG FESS funds.	CMFS OJT Coordinator Case Managers	5	10 (5)	15 (5)	20 (5)

Community Services Block Grant Program
Fiscal Year 2016-17 Application for Funding
One-Year Work Program
OEO Form 212 (continued)

Section II: One-Year CSBG Program Objective and Activities (continued)						
Activities	Position Title(s)	Implementation Schedule				
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter	
Perform drug testing for all OJT participants.	CMFS OJT Coordinator Case Manager	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	
Perform criminal background check for all OJT participants.	CMFS OJT Coordinator Case Manager	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	
Purchase required supplies/materials OJT participants required to perform assigned job (steel-toe boots, safety goggles, uniforms, etc.)	CMFS OJT Coordinator Case Manager	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	
Follow-Ups: Maintain regular contacts with clients to assess progress; assist with case management plan, and budget revisions as needed. Use AR4CA to capture data.	CMFS Case Manager	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	
Compliance: Monitor staff performance to ensure compliance with contracted performance, efficiency, and outcome measures as well as viability of goals, objectives, and activities through onsite visits, review of AR4CA, and review papers maintained in the Center with the emphasis on documentation of outcomes.	CMFS	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	
Reporting: Submit monthly reports to CM Coordinator and CM Supervisor	Case Manager	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	
Compile monthly reports into quarterly and submit to Program Director	CMFS	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	
Screen and spot check enrollments in AR4CA and the paper files	CMFS	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	
Prepare and submit required reports and documents to the Chief Executive Officer, Board of Directors, and the Office of Economic Opportunity as well as other reports that are required, including the Annual Report and others.	Program Director	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	
Supervision and Evaluation: Evaluate carryover and new enrollment case files to ensure compliance in the use of all required forms and management each quarter	Program Director CMFS	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17	

Community Services Block Grant Program
 Fiscal Year 2016-17 Application for Funding
 One-Year Work Program
 OEO Form 212 (continued)

Section II: One-Year CSBG Program Objective and Activities (continued)					
Activities	Position Title(s)	Implementation Schedule			
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Evaluate participant activities and review documentation of all reported outcomes quarterly.	Program Director CMFS	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17
Monitor and evaluate case notes, contact time reports, and effective use of AR4CA database monthly with quarterly reports reflecting results.	Program Director Chief Financial Officer Chief Executive Officer	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17
Assist staff with quarterly budgeting workshop development and implementation.	Program Director CMFS	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17
Review and monitor expenditures, comparing services provided and funds expended to ensure effective use of all CBG funds monthly, submitting budget revision request as needed quarterly.	Program Director Chief Financial Officer Chief Executive Officer	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17
Perform employee performance evaluations annually and more frequently if monthly and quarterly reviews detect a trend for concern.	Program Director CMFS Chief Executive Officer	7/16-6/17 9/16	7/16-6/17 12/16	7/16-6/17 3/17	7/16-6/17 6/17

Ann Kurtzman

Subject: FW: [countyclerks] FW: NCACC Board of Directors adopts resolutions
Attachments: prevention partners resolution signed.doc; connect nc resolution signed.doc

The North Carolina Association of County Commissioners Board of Directors adopted resolutions supporting the Connect NC bond package and Healthy Together NC, a statewide wellness initiative, at its Jan. 13, 2016, meeting.

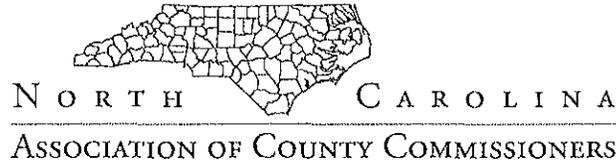
The Connect NC bond package will be on the ballot in November and includes funds for community colleges and water/sewer projects. The Board hopes your county will consider expressing its support for the bond by adopting a similar resolution.

Healthy Together NC is an initiative from Prevention Partners, a non-profit that builds healthier communities through a suite of products that guide schools, workplaces, hospitals and clinics to address the leading causes of preventable disease: tobacco use, poor nutrition, physical inactivity and obesity. The Healthy Together NC campaign hopes to reach at least 10 organizations in all 100 counties by 2025, including county governments.

We have attached copies of the resolutions (they can also be downloaded from our website at the links below) and hope that you will consider these resolutions.

[Resolution supporting Connect NC bond](#)

[Resolution supporting Healthy Together NC](#)



**RESOLUTION SUPPORTING PREVENTION PARTNERS
STATEWIDE WELLNESS INITIATIVE**

WHEREAS North Carolina counties strive to create a healthy workforce environment for county employees; and

WHEREAS North Carolina counties are responsible for providing public health services to citizens; and

WHEREAS Prevention Partners builds healthier communities through a suite of products that guide schools, workplaces, hospitals and clinics to address the leading causes of preventable disease, such as tobacco use, poor nutrition, physical inactivity and obesity; and

WHEREAS The Healthy Together NC campaign draws on a broad partnership crossing the public and private sectors to bring workplace health and wellness to hospitals, businesses, schools, government agencies, nonprofits, universities and more; and

WHEREAS Prevention Partners has set a goal to build healthy workplaces across sectors in at least 10 organizations in all 100 counties of North Carolina by the year 2025; and

WHEREAS improving the health of citizens will help counties by reducing costs for providing public health services; and

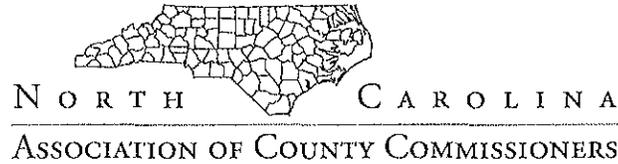
WHEREAS former NCACC President Kenneth Edge, of Cumberland County, initiated the Healthy Living Presidential Taskforce in an effort to bring greater awareness to healthy living and wellness activities; and

WHEREAS the NCACC has had a long history of promoting healthy living and wellness programs;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the North Carolina Association of County Commissioners that it does hereby express its support for the Healthy Together NC campaign; and

BE IT FURTHER RESOLVED that a copy of this resolution is sent to all 100 counties with encouragement for each county to become a healthy workplace.

ADOPTED, this 13th day of January, 2016 by the Board of Directors of the North Carolina Association of County Commissioners:



RESOLUTION SUPPORTING CONNECT NC BOND ACT

WHEREAS North Carolina and its counties have a mutual desire to improve and enhance the quality of life for all of our state's citizens; and

WHEREAS the North Carolina Community College System is in need of new and renovated facilities to educate and prepare students and workers for the 21st century for the purpose of enhancing the economic attractiveness of the State; and

WHEREAS Clean water and sewer systems are essential to attract new and strengthen existing industry and to provide for the needs of the State and its growing population; and

WHEREAS having parks and public facilities accessible to children and veterans with disabilities is essential to improving the quality of life for our most vulnerable citizens; and

WHEREAS financing these costs through a bond is the most economical and affordable way to address these infrastructure needs; and

WHEREAS the Connect NC Bond Act will provide funding for many critical needs facing North Carolina that will improve and enhance the quality of life in our counties;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the North Carolina Association of County Commissioners that it does hereby express its support for the Connect NC Bond Act; and

BE IT FURTHER RESOLVED that a copy of this resolution is sent to all 100 counties with encouragement for each county to adopt a similar resolution; and

BE IT FURTHER RESOLVED that copies of this resolution are transmitted to the members of the General Assembly and to Governor Pat McCrory to let them know of our support for this issue.

ADOPTED, this 13th day of January, 2016 by the Board of Directors of the North Carolina Association of County Commissioners:

Glen T. Webb II, President

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 10

Information

Action Item

Consent Agenda

Meeting Date February 1, 2016

SUBJECT: Discussion in preparation for the joint meeting with the Board of Education

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: N/A

PURPOSE: Hold an informal discussion on projected school capital needs

ATTACHMENTS: N/A

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: N/A