

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



County of Scotland

507 West Covington Street
Laurinburg, North Carolina 28352
Telephone: (910) 277-2406
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

EMS Week Proclamation for Scotland County

WHEREAS, each year residents and visitors to Scotland County may require emergency medical care for traumatic injuries, burns, poisonings, spinal cord injuries, cardiac events, strokes, and other critical medical emergencies; and

WHEREAS, emergency care personnel, including Emergency Medical Dispatchers, First Responders, Rescue Technicians, Emergency Medical Technicians, Paramedics, Nurses, and Physicians, whether volunteers or paid personnel, give selflessly of themselves for the welfare of others; and

WHEREAS, citizens of Scotland County benefit from the knowledge, skills and dedication of emergency medical services specialists as they work together to ensure prompt and appropriate treatment at the scene, in route to the hospital, and in the emergency department; and

WHEREAS, North Carolina has a wide range of emergency medical providers, including local first responder units, first aid and rescue squads, ambulance services, mobile intensive care programs, an EMS/Hospital helicopter response program, specialty burn care, a poison information and education center, designated trauma centers, rapid cardiac care protocol, and other vital services that have the potential to save lives and reduce disabilities of the critically ill or injured in our community; and

WHEREAS, advances in emergency medical care have increased the number of lives saved every year in North Carolina and in Scotland County; and

WHEREAS, it is important for citizens to know about the Scotland County emergency medical services system, including what to do in a medical emergency and whom to call, and to benefit from reminders about ways to prevent emergencies from happening; and

WHEREAS, Scotland County desires to continue to improve upon its emergency medical services system in order to assure all citizens the highest standards of emergency medical care.

NOW, THEREFORE, I, Carol McCall, Chairman of the Board of Commissioner of Scotland County do hereby proclaim May 15 to 21, 2016 as

EMERGENCY MEDICAL SERVICES WEEK

In Scotland County, in recognition of all those engaged in emergency medical services activities and encourage the community to observe this week with appropriate programs, ceremonies and activities.

Carol McCall, Chairman Date
Scotland County Board of Commissioners



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OLDER AMERICANS AWARENESS MONTH PROCLAMATION

WHEREAS, Scotland County joins the nation in recognizing Older Americans Awareness Month in May 2016; and

WHEREAS, Scotland County includes a community of more than eight thousand older adults who deserve recognition for their contributions to our communities and nation; and

WHEREAS, Scotland County recognizes that older adults are trailblazers advocating for themselves, their peers, and their communities, and are paving the way for future generations; and

WHEREAS, Scotland County is committed to raising awareness about issues facing older Americans and helping all individuals to thrive in communities of their choice for as long as possible; and

WHEREAS, Scotland County appreciates the value of inclusion and support in helping older adults successfully contribute to and benefit from their communities; and

WHEREAS, Scotland County can provide opportunities to enrich the lives of individuals of all ages by, promoting and engaging in activity, wellness, and social involvement; emphasizing home and community based services that support independent living; and ensuring community members can benefit from the contributions and experience of older adults.

NOW, THEREFORE, I, Chair Carol McCall, on behalf of the Scotland County Board of Commissioners, do hereby proclaim Older Americans Awareness Month in May 2016 and encourage all citizens to join with us and take time this month to acknowledge older adults and the people who serve them as powerful and vital individuals who greatly contribute to our community.

Carol McCall, Chair Date
Scotland County Board of Commissioners

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 1

 Information

 X Action Item

 Consent Agenda

Meeting Date May 2, 2016

SUBJECT: U.S. Motto Action Committee

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: USMA Vice Chair Rick Lanier

PURPOSE: Propose placing the motto In God We Trust on the Scotland County Courthouse

ATTACHMENTS: Informational brochure
Image of In God We Trust on the Scotland County Courthouse

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Receive information and consider action



The U.S. Motto Action Committee actively encourages local elected officials across NC and our nation to display the National Motto. Our purpose is to promote America's Christian heritage with the hope that hearts would turn back to Him.
II Chronicles 7:14

We believe God gave birth to the *U.S. Motto Action Committee*.

A BRIEF HISTORY

August 2002

With a desire to promote patriotism, David White petitioned Commissioner Rick Lanier to place the national motto, *In God We Trust*, on the Davidson County Governmental Center.

November 26, 2002

Commissioner Lanier led the Davidson County Commissioners to approve the display of our National Motto.

December 29, 2002

The US Motto was publicly displayed on the Davidson County Governmental Center.

December 30, 2002

In an effort to promote America's Godly Heritage, David White, Rick Lanier, Todd Clark, and Fred McClure formed the US Motto Action Committee. Shortly thereafter, Pastor Ron Baity was added as Committee Chaplain.

June 24, 2003

Two ACLU-funded attorneys sued Davidson County citing the public display of the Motto violated the "separation of church and state."

August 12, 2003

Due to the proactive efforts of the USMAC, the Commissioners unanimously decided to fight the lawsuit

May 2004

U. S. District Court Judge William Osteen, Sr. dismissed the lawsuit, citing no church/state conflict

May 13, 2005

The U. S. Fourth Circuit Court of Appeals affirmed Judge Osteen's opinion.

November 14, 2005

The U. S. Supreme Court refused to hear the case. The decision of the Fourth Circuit Court of Appeals became case law.
Ref: *Lambeth and Lea vs. Davidson County, NC # 04-1753*



Approved on 2/10/2015

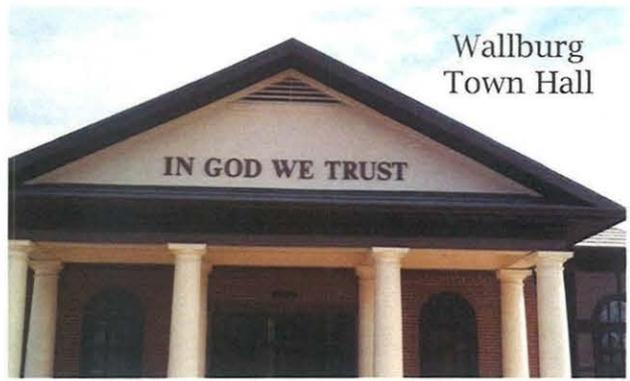


Approved on 3/02/2015

"If we ever forget that we are One Nation Under God, then we will be one nation gone under." Ronald Reagan



Approved on 3/02/2006



Approved on 12/09/2014

To join our effort to publicly display the U.S. Motto on your city or county building, contact us at (336) 798-7700 or usmotto02@gmail.com.



USMAC Mission

To defend, promote and assist in the awareness and furtherance of our U. S. Motto, "In God We Trust," on public buildings, structures, monuments, the printed page, and to encourage our Godly Heritage in various other aspects.

USMAC Board

David White, Chair (336) 239-0473
davidmwhite7@aol.com

Rick Lanier, Vice Chair (336) 798-7700
7thheaven@windstream.net

Pastor Mark Smith, Secretary (336) 306-6476
MSDKSmith@jcloud.com

Fred McClure, Treasurer (336) 249-9269
fred@fredmclure.com

Dr. Ron Baity, Chaplain (336) 785-0529
rbaity4520@aol.com

Dr. Richard Callahan (336) 259-9113
richardd.callahan@gmail.com



What you can do!

Pray

- * For municipalities to vote "Yes" to display our National Motto *In God We Trust*.
- * For pastors to catch our vision and motivate their members in our mission.
- * For patriotic individuals to get involved in their local community.

Promote

- * Contact your city or county commissioners to request the U.S. Motto be displayed.
- * Ask your pastor or civic organization to invite a member of the USMAC to share our mission.
- * Get involved! One active, energetic voice can make a tremendous difference.

Provide

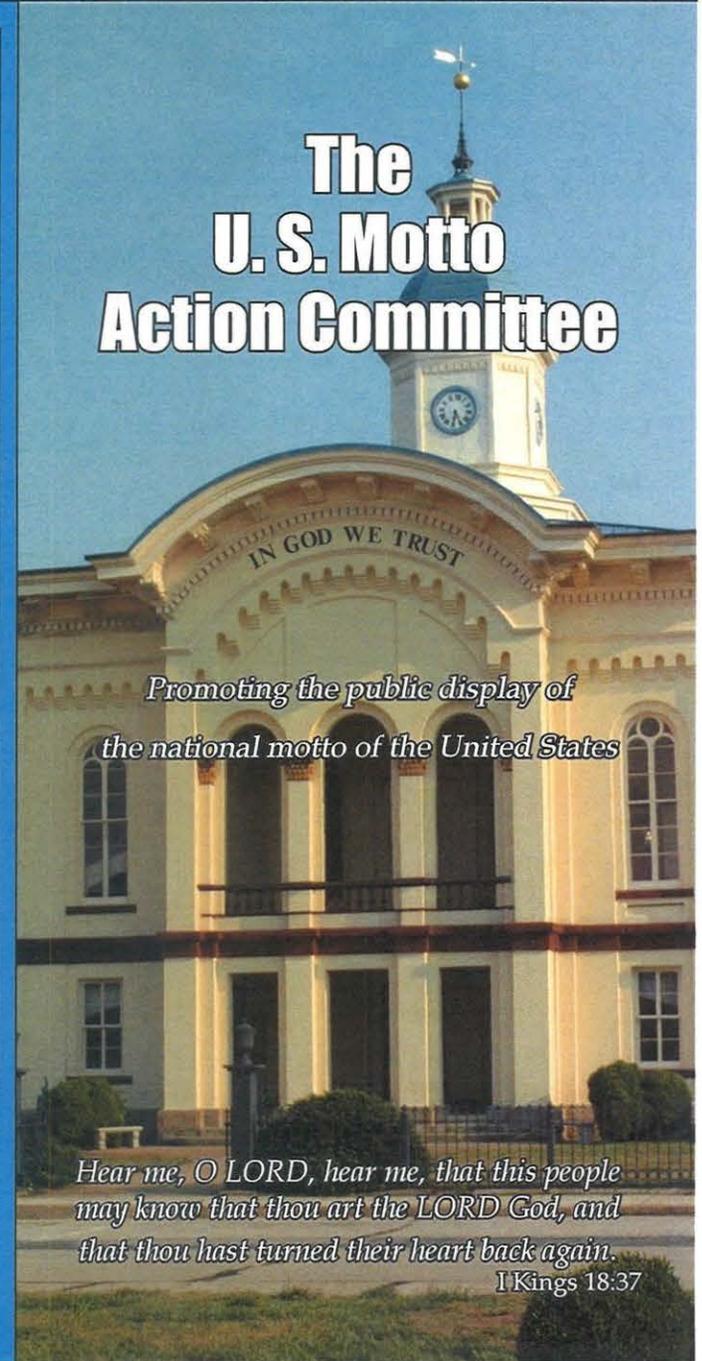
- * USMAC incurs ALL costs to display the U.S. Motto on government buildings.
- * We depend on churches and patriotic individuals to meet these needs.
- * Costs range up to \$2,500 per location
- * Become a *USMAC Partner* with a **One Time Gift** to promote a permanent and public reminder of America's Godly Heritage.

*If the foundations be destroyed,
what can the righteous do?*

Psalm 11:3

Donations may be mailed to:
USMAC
P.O. Box 1351
Lexington, NC 27293
(336) 798-7700 usmotto02@gmail.com

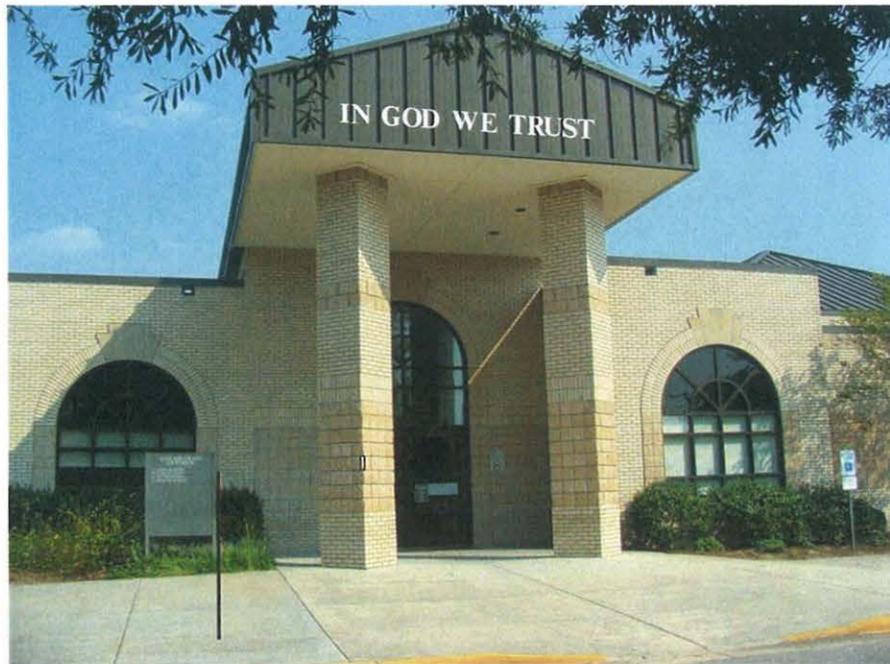
The U. S. Motto Action Committee



*Promoting the public display of
the national motto of the United States*

*Hear me, O LORD, hear me, that this people
may know that thou art the LORD God, and
that thou hast turned their heart back again.*

I Kings 18:37



SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 2
 X Information
 Action Item
 Consent Agenda

Meeting Date May 2, 2016

SUBJECT: Report from the Schools

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: Chief Financial Officer Jay Toland

PURPOSE: Provide report on capital projects

ATTACHMENTS: Capital outlay revenue and projects

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Receive information

Scotland County Schools Capital Outlay Revenue

REVENUE SOURCES:

Fines & Forfeitures
 County Allotment
 Education Lottery
 DPI Yellow Bus Replacement

TOTAL CAPITAL OUTLAY REVENUE

	15-16	Amendment #1
	\$ 175,000.00	\$ 175,000.00
	\$ 300,000.00	\$ 534,000.00
	\$ 400,000.00	\$ 400,000.00
	\$ 875,000.00	\$ 1,109,000.00

15-16 Projects

	<u>Original</u> 7.1.15	<u>Amend #1</u> 2.1.16	<u>Amend #2</u> 2.1.16	
Annual Painting	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
Asbestos	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
Carver Gym Ceiling	\$ 35,000.00	\$ -	\$ -	
IEJ Bleachers	\$ 15,000.00	\$ 15,000.00	\$ -	
Wagram Debt Re-Payr	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	
HVAC SHS	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	
SHS Common Stairs	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
Capital Allocations to S	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	
Storage Building SH	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
Storage Building Car	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
Perimeter Fencing - SF	\$ 10,000.00	\$ 45,000.00	\$ 30,000.00	
Perimeter Fencing - SL	\$ -	\$ -	\$ 30,000.00	
Equipment Reserve	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
VOIP Phone System - :	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
Chiller SHS		\$ 234,000.00	\$ 234,000.00	
Yellow Bus Replacement			\$ 84,068.00	
Total	\$ 875,000.00	\$ 1,109,000.00	\$ 1,193,068.00	\$ -

Amendment #2	
\$	175,000.00
\$	534,000.00
\$	400,000.00
\$	84,068.00
\$	1,193,068.00

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 3

Information

Action Item

Consent Agenda

Meeting Date May 2, 2016

SUBJECT: Update: Comprehensive Transportation Plan for Scotland County

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: NCDOT Planning Engineer Michael Abuya

PURPOSE: Discuss highlights of the Scotland County Transportation Plan for the next 25 to 30 years

ATTACHMENTS: N/A

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Receive report

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 4
 Information
 X Action Item
 Consent Agenda

Meeting Date May 2, 2016

SUBJECT: Policy Committee report

DEPARTMENT: Governing body

PUBLIC HEARING: No

CONTACT PERSON: Commissioners John Alford, Whit Gibson and Carol McCall

PURPOSE: Review Procedures for Disposing of Personal Property Valued at Less than \$5,000 and the Standard of Professionalism

ATTACHMENTS: April 11, 2016, draft minutes
Procedures for Disposing of Personal Property Valued at Less than \$5,000
April 25, 2016, draft minutes
Standard of Professionalism

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Review documents and consider action

**Scotland County Policy Committee meeting
April 11, 2016, 507 West Covington Street, Laurinburg NC**

Present were Chair Carol McCall and Commissioners John Alford. Not present was Commissioner Whit Gibson. Staff present were County Manager Kevin Patterson, Clerk to the Board Ann Kurtzman, Public Buildings and Grounds Supervisor Mike McGirt, Finance Officer Beth Hobbs, Register of Deeds Page Pratt and Human Resources Manager Susan Butler

At 9 a.m. Chair McCall called the meeting to order.

The February 29, 2016 minutes were approved as presented.

Procedures for Disposing of Personal Property Valued at Less than \$5,000

Mr. Patterson said there have been requests from private entities and employees who wish to purchase computers that are being replaced. The computers still function but they no longer meet the needs of the County. The draft policy excludes vehicles and heavy equipment but would include furniture, computers and printers.

Commissioner Alford moved and Chair McCall seconded that the Committee approve the document and present it to the full Board for consideration.

Budgeting for Targeted Positions

Mr. Patterson said he would recommend a small cost of living and salary adjustment for employees. Mr. Patterson said a long term goal would be for all employees to get a step every other year. The probation period would increase from six months to one year.

Mr. Patterson said a number of County positions are below that of the competition including social workers, law enforcement officers, maintenance crews and public works employees. Ms. Butler said the highest turnover is in those areas.

Mr. Patterson said the County would look to implement a re-class over three to five years to get the positions to where the market is. Commissioner Alford asked if a mid-step increase would be helpful. Ms. Butler said the goal would be to establish a countywide progression plan attached to the anniversary of hire.

The County Manager said an intent would be to get long term employees off step three or step four. Mr. Patterson said he would want to implement a cost of living adjustment in this year's budget that would not be significant, include a step for three years in position and two steps for seven years in position and look at targeted positions in the Sheriff's Office, public buildings, public works and social workers.

The Committee agreed to focus on the departments with the highest turnover rate and then take them in descending order.

Chair McCall said retention goes beyond salary, which should also be considered. Ms. Butler said there is a possibility of conducting anonymous exit interviews to track why people leave, and that might reveal issues other than salary.

Chair McCall suggested implementing a tracking program to determine why there is employee turnover in order to achieve a stable work force. Commissioner Alford recommended the County be aggressive in the implementation of reclassification and step increases in the hopes it could be sustained.

Chair McCall asked for information on the turnover rate in the groups being considered for re-class and how that would compare to the overall turnover rate in the County.

Mr. Patterson said Department Head salaries will also be reviewed.

The Policy Committee set a tentative meeting date for 9 a.m. Monday, April 25, to review the Standard of Professionalism.

The Policy Committee adjourned at 9:50 a.m.

SCOTLAND COUNTY PROCEDURES FOR DISPOSING OF PERSONAL PROPERTY VALUED AT LESS THAN \$5,000

Section 1. The County Manager is hereby authorized to declare surplus and dispose of any surplus personal property owned by Scotland County whenever he or she determines in his or her discretion, that:

- (a) the item or group of items has a fair market value of less than five thousand dollars (\$5,000.00);
and
- (b) the property is no longer necessary for the conduct of public business; and
- (c) sound property management principles and financial considerations indicate that the interests of Scotland County would be served by disposing of the property.

Section 2. The County Manager may dispose of any such surplus personal property by any means which he or she judges reasonably calculated to yield the highest attainable sale price in money or other consideration, including but not limited to the methods of sale provided in Article 12, of the N.C. General Statute Chapter 160A. Such sale may be public or private, and with or without notice and minimum waiting period.

Section 3. The surplus property shall be sold to the party who tenders the highest offer, or exchanged for any property or services useful to the County if greater value may be obtained in that manner, and the County Manager is hereby authorized to execute and deliver any applicable title documents. If no offers are received within a reasonable time, the County Manager may retain the property, obtain any reasonable available salvage value, or cause it to be disposed of as waste material. No surplus property may be donated to any individual or organization except by resolution of the Scotland County Board of Commissioners.

Section 4. The County Manager shall keep a record of all property sold under authority of this Policy and that record shall generally describe the property sold or exchanged, to whom it was sold, or with whom exchanged, and the amount of money or other consideration received for each sale or exchange.

Section 5. Under no circumstances may the Scotland County Board of Commissioners (or their immediate family, defined as spouse and children) bid on or receive surplus property from the Scotland County.

Section 6. County staff, volunteers, or private contractors (or their immediate family, as defined above) that are associated with the process to surplus property by determining what personal property is to be surplus, what the value is, or how the property should be surplus, may not bid on or receive surplus property.

Section 7. County staff or volunteers not associated with the provisions of Section 6 above may only bid on or receive surplus property through a public bid process.

Section 8. This procedure is enacted pursuant to the provisions of N.C. General Statute 160A-266(c).

Section 9. This procedure shall become effective upon adoption.

Policy Committee meeting
April 25, 2016 507 West Covington Street, Laurinburg, NC

Committee members present: Chair Carol McCall and Commissioners John Alford and Whit Gibson. Staff present: County Manager Kevin Patterson, Clerk to the Board Ann Kurtzman, Safety Coordinator Lori Parks and Human Resources Manager Susan Butler.

At 9 a.m. Chair McCall called the meeting to order.

The April 11, 2016 minutes were approved as presented.

Standard of Professionalism

Ms. Butler said the Standard of Professionalism would update a 1999 customer service standards, which was an administrative bulletin. Ms. Butler said the Standard of Professionalism incorporates ethics, professionalism and dress code in one document, which would supersede the 1999 administrative bulletin on customer service standards.

General discussion followed with Policy Committee members suggesting changes throughout the document that would simplify or clarify the proposed text.

The Policy Committee agreed to present the Standard of Professionalism with the recommended changes to the Board of Commissioners for approval at the May 2 meeting.

The meeting adjourned at 10 a.m.



Policy Title

**DRAFT
R1**

Standard of Professionalism

Number

004

Policy Date

01/06/2016

Revision Date

new

Purpose

To establish expected behaviors for professional conduct

Scope

Elected Officials; Governing Boards; Employees; paid and unpaid Interns; Volunteers (collectively referenced as "County Team Members")

General Statements

Scotland County is committed to a high standard of professionalism by all County Team Members in the performance of their positions.

County Team Members are expected to conduct themselves in a manner which exemplifies courtesy and respect to all.

If a situation arises where it is difficult to determine the proper course of action, contact your supervisor, Department Head, Human Resources Manager or other appropriate authority.

Standard of Professionalism: Ethics

Individual and team adherence to high ethical standards is critical for the continuance of public trust and confidence in our local government. County Team Members are expected to maintain a positive image in the workplace and in the community

County Team Members should exemplify personal integrity, honest and fair dealing, and observance of all applicable laws and regulations. We have this duty to Scotland County, its citizens, customers, and all members of the local government.

Appropriate Behaviors

- Promote decisions which benefit public interest.
- Promote public confidence in Scotland County government.
- Demonstrate fiscal responsibility by making decisions that provide the best service and protect all funds and County property.
- Perform the work of the County diligently, promptly and with excellence.
- Comply with all laws, policies, rules and regulations.
- Maintain confidentiality regarding all non-public records and interactions.

Inappropriate Behaviors

- Engage in outside interests not compatible with the impartial and objective performance of duties.
- Engage in business or professional activity which might require or induce disclosure of confidential information.



**DRAFT
R1**

Policy Title

Standard of Professionalism

Number

004

Policy Date

01/06/2016

Revision Date

new

- Improperly influence or attempt to influence others to secure privileges or exemptions in his/her own interest.
- Accept anything of value (compensation, gift, reward or gratuity) from any source except the County for any matter related to his/her service, unless otherwise provided by law.
- Use County resources for personal or private benefit.
- Engage in political activity prohibited under the Personnel Policy.

Standard of Professionalism: Customer Service

The Standard of Professionalism encourages County Team Members to achieve Customer Service Standards by understanding right, wrong and situational appropriateness. Individual and team adherence to such a standard is critical in the delivery of exceptional customer service.

Professionalism in Customer Service not only exhibits courtesy and respect to our Customers, but also demonstrates the pursuit of opportunities to elevate the level of our service to customers.

The positive approach to Customer Service:

- Make eye contact.
- Call people by name when possible and introduce yourself to those you do not know.
- Ask if you can help when someone appears confused.
- Communicate with others in a positive, considerate manner; avoid the spread of misinformation and negative phrases such as "It's not my job".
- Try to achieve mutual understanding when misunderstanding exists.
- Respond to requests as quickly as circumstances permit.
- Anticipate the needs of the customer; be proactive rather than reactive.
- Conclude interactions by asking if there is additional need for assistance and follow up with the customer as required.
- Find someone to provide the needed or required assistance if you are unable to assist.
- Always answer your telephone whenever possible.
- Check voicemail, email and texts regularly and respond within a minimum of 24 hours if possible. Utilize out of office features with alternate contact when away.
- Apply excellent telephone skills with courtesy, professionalism, helpfulness and understanding.
- Refer telephone calls to others only when appropriate or necessary.
- Maintain high standards of work daily.



Policy Title		Standard of Professionalism	
DRAFT R1	Number	Policy Date	Revision Date
	004	01/06/2016	new

- Maintain a respectful attitude toward citizens and other County Team Members.

Standard of Professionalism: Appearance

This policy establishes guidelines for the appearance of County Team Members in the performance of their duties and in conducting business for the County. It ensures all County Team Members project and maintain a positive public image. Regulations pertaining to acceptable attire and grooming are flexible due to the changing nature of fashion. However, there are certain expected norms of professional appearance, personal neatness, cleanliness, and good grooming which are applicable to all County Team Members.

County Team Members are expected to represent the County in an exemplary manner both in conduct and appearance. County Team Members should be well-groomed and dressed in a manner suitable for public service and in attire that allows the employee to work comfortably in the workplace.

While the County observes a business casual dress environment, there may be situations requiring more formal attire. If you are conducting or attending a meeting, seminar, conference, etc., where you come in contact with other business professionals or customers, you are expected to represent the County in a professional manner and dress appropriately. This also applies when such events occur on "Casual Fridays". Departments, units, or divisions of Scotland County may establish more specific guidelines consistent with this Professional Image Standard.

Minimum Guidelines

- All clothing should be neat, clean, pressed and in good condition in keeping with the nature of the duties performed.
- Any clothing with words, terms or pictures that may be offensive to other employees is unacceptable. Clothing that promotes alcoholic beverages, tobacco, controlled substances, violence, or is of a sexual or political nature is inappropriate.
- Clothing that is revealing that shows your back, chest, stomach, or underwear is not appropriate for a place of business.
- Dresses and skirts should be at a length where the wearer can sit comfortably in public without being revealing (no shorter than 3 inches above the knee).
- County Team Members in departments that require uniforms must adhere to the uniform code of dress appropriate for that department.
- Reasonable accommodations will be considered for County Team Members who, because of a sincerely held religious belief of a recognized religious organization, cultural heritage, or medical reason, request a waiver of a particular part of this policy for dress or appearance. The waiver request must be made in writing and signed by the County Team Member and approved by the County Manager based on the recommendation of the Department Head.



Policy Title

**DRAFT
R1**

Standard of Professionalism

Number	Policy Date	Revision Date
R004	01/06/2016	new

- Chewing of gum or eating while in contact with customers and clients is unacceptable.

Examples of Appropriate and Inappropriate Dress

Appropriate

- Dress slacks, trousers or crop/capri pants
- Casual dresses, skirts, or jumpers
- Casual (golf type/polo) or dress shirts
- Sweaters or turtlenecks
- Suit or sport jackets
- Athletic or walking shoes, loafers or deck-type shoes
- Clogs, boots, flats or sandals (open or closed toe)
- Dress shoes or heels (not to exceed 3 inches ; open or closed toe)

Inappropriate

- Denim blue jeans, unless approved for a specific event or job task, or Casual Fridays; must be without holes or fraying, with finished seams
- Sweatshirts/pants, athletic outfits, jogging suits, wind suits, exercise pants, unless approved for a specific event or job task, or Casual Fridays
- Shorts or skorts, unless approved for a specific event or job task (no shorter than 3 inches above the knee); short shorts and cutoffs
- Spandex or form-fitting pants
- Dresses, shirts, or tops with inappropriate cutouts, excessive armpit cutouts, or see-through elements
- Dresses, shirts, or tops that do not cover the back, waist and midriff
- T-shirts, tank, spaghetti, halter, tube tops or tops with bare shoulders, unless worn under another blouse, shirt, jacket, or dress

Examples of Appropriate and Inappropriate Grooming

Personal Hygiene

Personal hygiene is very important. Daily baths, shaving, use of deodorant, and daily mouth hygiene are essential to providing a professional image.

Makeup, Perfume, Cologne

Because some people are allergic to the chemicals in perfumes and make-up, these substances should be worn with restraint.



Policy Title		Standard of Professionalism	
Number	Policy Date	Revision Date	
HR004	01/06/2016	new	

**DRAFT
R1**

Hair, Hairstyles

Hair (including facial hair) must be neat and clean. Hairstyles that obstruct eye contact and/or extreme hairstyles or extreme hair colors, are inappropriate for the workplace.

Jewelry

Jewelry should not be worn in excessive amounts and must not interfere with the County Team Member’s ability to perform his/her job duties. Visible body piercing should be limited and the wearing of facial jewelry, such as nose rings, tongue rings, and lip and eyebrow rings are not allowed at work or at any County function.

Tattoos

Tattoos bearing offensive language or logos that are or could be seen by others as profane, racist, sexist or discriminatory in nature are to be covered.

Enforcement

(Enforcement is applicable to employees, interns and volunteers.)

Any violations of this policy will be subject to disciplinary action as described in the Scotland County Personnel Policy.

Additional Enforcement Requirement: Dress Code Violations

The department head and/or supervisor will discuss personal appearance with any employee who does not comply with this standard. Any employee deemed to be inappropriately dressed or groomed will be asked to return home in order to correct the infraction. Employees will not be compensated for the time they do not work unless vacation leave or compensation time is used. Repeated violations will be subject to disciplinary action as described in the Scotland County Personnel Policy.

Reference

Whistleblower Policy (HR001)

Personnel Policy, Article IV Conditions of Employment

- Section 2: Gifts and Favors
- Section 3: Political Activity Restricted
- Section 5: Outside Employment
- Section 8: Use of County Property

Personnel Policy, Article VIII Separation and Disciplinary Action

- Section 10: Disciplinary Action

Code of Ethics for the Board of County Commissioners of Scotland County, North Carolina

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 5

 Information

 Action Item

 X Consent Agenda

Meeting Date May 2, 2016

SUBJECT: Consent Agenda

- a) Approve minutes of the April 4, 2016, regular meeting.
- b) Approve Tax Office request for March 2016 release of funds in the amount of \$126.18 and in the amount of \$1,633.25, refunds in the amount of \$97.05 and in the amount of \$130.12 and discoveries in the amount of \$9,059.35.
- c) Approve Public Works request to surplus a 1995 Chevrolet one-ton truck VIN 1GBH34K9SE225583. Budget amendments.
- d) Budget Amendments:
 - 1. Home and Community Care Block Grant: Approve reallocation of \$2,000 in HCCBG funds in the amount of \$2,000, \$1,800 of which is HCCBG funds and \$200 as the local match, and authorize the Finance Officer to make the necessary arrangements to receive and expend the money.

DEPARTMENT: Administration/Multiple

RECOMMENDATIONS: Receive recommendations and consider action

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

**Scotland County Board of Commissioners
April 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, Finance Officer Beth Hobbs and Clerk to the Board Ann Kurtzman. County Attorney Ed Johnston was excused.

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

Public Forum

Chair McCall read a proclamation that recognizes April 10 to 16 as National Public Safety Telecommunicators Week.

WHEREAS, dedicated public safety telecommunicators daily serve the citizens of Scotland County by answering their requests for law enforcement, fire and emergency medical services and by dispatching the appropriate assistance as quickly as possible; and

WHEREAS, the professional public safety telecommunicator is that vital link between the citizen or victim and the public safety provider who may apprehend a criminal, save their possessions from fire, save their life or the life of a loved one; and

WHEREAS, the safety of our officers and firefighters is dependent upon the quality and accuracy of information obtained by the telecommunicator and the dispatcher's activities providing radio, telephone and computer services; and

WHEREAS, the critical functions performed by professional telecommunicators also include those related to highway safety, road maintenance, public utilities and other services that affect the health and safety of our citizens; and

WHEREAS, emergencies can strike at any time, we rely on the vigilance and preparedness of these individuals 24 hours a day, 365 days a year; and

WHEREAS, the Association of Public Safety Communications Officials (APCO), an organization of over 16,000 people in the United States and Canada, has set aside this week in April to recognize telecommunicators and their crucial role in the protection of life and property;

NOW, THEREFORE, on behalf of the Scotland County Board of Commissioners, I hereby proclaim the week of April 10-16, 2016, to be National Public Safety Telecommunicators Week in Scotland County, in honor of the men and women whose diligence and professionalism help keep our community and citizens safe.

Signed this 4th day of April, 2016

Chair McCall then read a Proclamation in Recognition of April as National County Government Month.

WHEREAS, the nation's 3,069 counties serve more than 300 million Americans to provide essential services that create healthy, safe, vibrant and economically resilient communities; and

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

WHEREAS, Scotland County and all counties take pride in their responsibility to protect and enhance the health, well-being and safety of residents in efficient and cost-effective ways; and

WHEREAS, through National Association of Counties (NACo) President Sallie Clark's "Safe and Secure Counties" initiative, NACo is encouraging counties to focus on strengthening the safety and security of their communities; and

WHEREAS, in order to remain healthy, vibrant, safe, and economically competitive, America's counties provide public health, justice, emergency management and economic services that play a key role in everything from the daily health of residents to disaster response; and

WHEREAS, each year since 1991 the National Association of Counties encouraged counties across the country to actively promote programs and services to the public they serve; and

NOW, THEREFORE, BE IT RESOLVED that I, Chair Carol McCall, do hereby proclaim April 2016 as National County Government Month and extend my appreciation on behalf of the Scotland County Commissioners to all County employees who work tirelessly to protect the health, safety and welfare of all citizens and strive to make Scotland County a safe and secure County.

Chair McCall asked County employees to stand and be recognized. Vice Chair Gibson asked the telecommunicators to introduce themselves.

No one else spoke. and Public Forum closed.

Liaison Committee report

Vice Chair Gibson said that with all that is going on with the schools regarding consolidation and the construction of a new school that future current expense talks will be put on hold until the schools have more definitive plans in place. Commissioner Davis said there was a consensus at the March 15 meeting that a current expense goal of \$9.7 million could be attainable. The Liaison Committee will meet again April 19.

Consent Agenda

- a) Approve minutes of the March 7, 2016, regular meeting and March 14, 2016 special meeting.
- b) Approve Tax Office request for February 2016 release of funds in the amount of \$196.85 and in the amount of \$45,851.63, refunds in the amount of \$567.72 and discoveries in the amount of \$1,397.18. *(incorporated by reference)*
- c) Approve City of Laurinburg request to hold Independence Day fireworks July 4, 2016, pursuant to NCGS 14-413.
- d) Approve Health Department request to reclassify one Nutritionist I position to a Nutritionist II effective in the 15/16 budget year.
- e) Approve Public Works request to surplus a 1995 Hyundai 200 LC Excavator VIN E3237M, a 1995 JCB 214 Back Hoe VIN 6556 and a 1985 International truck VIN 7830.

Motion was made by Commissioner Gholston and duly seconded by Commissioner Alford to approve the Consent Agenda. Vote: Motion unanimously approved.

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

Appointments to Boards and Committees

Motion was made by Vice Chair Gibson and duly seconded by Commissioner Alford to appoint Mr. Chris English to the Southeastern Economic Development Commission. Vote: Motion unanimously approved.

Motion was made by Commissioner Davis and duly seconded by Commissioner Gholston to appoint Mr. Kevin Garnett as Chairman of the Board of Equalization and Review for 2016. Vote: Motion unanimously approved.

Update from the County Manager

Mr. Patterson said he and staff members have been meeting with architects on accessibility issues at the Morgan Center to make sure the needs do not outstrip the funds available for the project.

Mr. Patterson said the U.S. Motto Action Committee, a private group that raises funds to put In God We Trust on governmental buildings, contacted the County about the possibility of putting In God We Trust on the courthouse. Mr. Patterson said a representative from the group is expected to make a presentation at a regular meeting in the near future.

The County Manager said Duke Energy will conduct maintenance this month on 139 miles of power lines in Scotland County. Mr. Patterson said the removal of large trees from private property will be the responsibility of property owner.

Motion was made by Commissioner McCook and duly seconded by Vice Chair Gibson to go into Closed Session in accordance with N.C. General Statute §143-318.11(a)(4) to discuss matters relating to the location or expansion of business in the area served by this body. Vote: Motion unanimously approved.

OPEN SESSION RESUMED

The Commissioners discussed the need for a method or policy to collect on aging accounts associated with the landfill.

Motion was made by Commissioner Alford and duly seconded by Vice Chair Gholston to adjourn. Vote: Motion unanimously approved. Meeting adjourned at 7:55 p.m.

Ann W. Kurtzman
Clerk to the Board

Carol McCall
Chairman



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

April 1, 2016

Beth Hobbs
Finance Officer Scotland County

Re: Release and Refund Request for March 2016

Dear Ms. Hobbs,

Please find attached releases, refunds and discoveries for the month of March 2016.

The grand totals are as follows:

1. Releases less than \$100 -- Totaling: \$126.18;
2. Releases more than \$100 -- Totaling: \$1,633.25;
3. Refunds less than \$100 -- Totaling: \$97.05; All other refunds were due to overpayment;
4. Refunds more than \$100 -- Totaling: \$130.12; All other refunds were due to overpayment; and,
5. Discoveries -- Totaling: \$9,059.35.

With best regards,

Marty Pate
Scotland County Tax Collector

Enclosure

RELEASES LESS THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
Calvin Bostic	2013	\$ 93.86	p/p billed in error
Daniel Woerner	2015	\$ 32.32	moved p/p prior to 2015
		Total	
			<u>\$ 126.18</u>

RELEASES MORE THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
Annie Waters	2006-2015	\$ 234.67	p/p billed in red
Calvin Bostic	2011-2012	\$ 131.38	p/p billed in error
Calvin Bostic	2014-2015	\$ 170.50	p/p billed in error
Wells Fargo Financial NC 1	2015	\$ 473.13	prop re-conveyed to Shep Jones in 2014
Wells Fargo Financial NC 1	2015	\$ 396.71	prop re-conveyed to Shep Jones in 2014
Wells Fargo Financial NC 1	2015	\$ 226.86	prop re-conveyed to Shep Jones in 2014
		Total	
			<u>\$1,633.25</u>

REFUNDS LESS THAN \$100

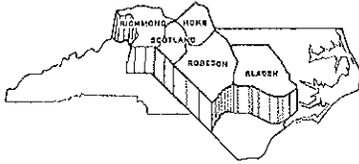
NAME	DESC/BILL #	AMOUNT	REASON
Calvin Bostic	2013	Total \$ 97.05	p/p billed in error
		Total	<u>all refunds due to overpayment</u>

REFUNDS MORE THAN \$100

NAME	DESC/BILL #	AMOUNT	REASON
Calvin Bostic	2011-2012	Total \$130.12	p/p billed in error
			All others due to overpayment

DISCOVERIES

NAME	AMOUNT	REASON
Jamal L Monroe	\$ 721.45	unlisted swmh
Johnston Brothers	\$ 177.24	prev unbilled parcel 2011-2015
Lisa Ann Shannon	\$ 394.76	unlisted swmh
Maggie Pankey	\$1,360.08	no longer qual for elderly exclusion
Mary McQueen et al	\$2,030.96	no longer qual for elderly exclusion
Mildred Stewart	\$ 319.99	no longer qual for elderly exclusion
Patrick Usher	\$2,973.17	roll back on puv
Shepard Jones & wife Sonya	\$ 391.71	prop re-conveyed to Jones in 2014
Shepard Jones & wife Sonya	\$ 221.86	prop re-conveyed to Jones in 2014
Shepard Jones & wife Sonya	<u>\$ 468.13</u>	prop re-conveyed to Jones in 2014
Total		
		<u>\$ 9,059.35</u>



Lumber River Council of Governments
 30 C.J Walker Road, COMtech Park
 Pembroke, North Carolina 28372-7340
 Tel. (910) 618-5533 • Fax (910) 521-7556
 E-mail: lrcog@lumberrivercog.org
 Website: www.lumberrivercog.org

LRCOG

Dedicated to Regional Excellence

Memorandum

To: Scotland County Board of Commissioners

From: David Richardson, JD/MBA, Area Agency on Aging Program Administrator
 Lumber River Council of Governments

Re: Home & Community Block Grant Funds

Date: April 25, 2016

Home and Community Care Block Grant (HCCBG)

The Scotland County Aging Advisory Block Grant Committee recommends the reallocation of \$2,000.00 in HCCBG Fiscal Year 2016 total funding (\$1,800.00 HCCBG and \$200.00 local match) from Scotland Place Health Promotions. The Scotland County Aging Advisory Block Grant Committee recommends that these funds be allocated in the following manner:

- Scotland County Area Transit System - \$578.00 (\$520.00 of HCCBG funds and \$58.00 local match) for general transportation services.
- Scotland County Department of Social Services - \$1422.00 (\$1280.00 of HCCBG funds and \$142.00 local match) for Adult Day Health.

We are therefore requesting the Scotland County Board of Commissioners approval for this allocation.

Member Governments

BLADEN COUNTY
 Bladenboro • Clarkton • Dublin
 East Arcadia • Elizabethtown
 Tar Heel • White Lake

HOKE COUNTY
 Raeford

RICHMOND COUNTY
 Dobbins Heights • Ellerbe • Hamlet
 Hoffman • Norman
 Rockingham

SCOTLAND COUNTY
 Gibson • Laurinburg • Wagram

ROBESON COUNTY
 Fairmont • Lumber Bridge • Lumberton
 Marietta • Maxton • McDonald
 Orrum • Parkton • Pembroke
 Proctorville • Red Springs • Rennert
 Rowland • St. Pauls

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 6

Information

Action Item

Consent Agenda

Meeting Date May 2, 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 the April 11, 2016, meeting

ATTACHMENTS: April 11, 2016, draft minutes

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Receive information

Capital and Facilities Committee meeting
April 11, 2016, 507 West Covington Street, Laurinburg NC

Commissioners present were Chairman Bob Davis and Commissioners Betty Blue Gholston and Guy McCook. Staff present were County Manager Kevin Patterson, Clerk to the Board Ann Kurtzman, Public Buildings and Grounds Supervisor Mike McGirt, Finance Officer Beth Hobbs, Public Works Supervisor Bryant Higgins, EMS Director Roylin Hammond, Health Department Financial Supervisor Tim Martin, Sheriff Ralph Kersey, Chief Lloyd Goins, IT Director Tenita Bullard, Library Director Leon Gyles and E911 Center Director Mike Edge

At 11 a.m. Chairman Davis called the meeting to order. Chairman Davis delivered an invocation.

Capital needs by department

Mr. Patterson said this is non-recurring capital requested by department so Commissioners will be aware of what will be in this budget or in future budgets since not all the needs can be funded at once. Mr. Patterson will provide a capital package with more detail as budget discussions approach.

E911 Center: \$110,000 for a communications shelter to replace the old one. \$17,500 for tower maintenance to tighten cables and plumb the structure. \$17,500 to paint the tower. \$35,000 would improve the radio system countywide, including \$6,000 for the Sheriff's antenna. \$145,000 is total request. If the repeater is included, the request would be \$180,000.

Sheriff: There is a wish list of equipment items that cost less than \$5,000. The items would replace equipment that is now or is becoming obsolete. The Department will attempt to get grants on some equipment items, but a match from the County would be expected. Seven new vehicles would cost \$175,000. Equipping them would cost \$24,500. New walk-through scanners at the Courthouse would cost \$10,000.

Mr. Patterson said the equipment request is routine equipment that was not routinely replaced. Chairman Davis said first aid kits in the vehicles should be required. Sheriff Kersey said transports to date cost \$70,000. He asked that two new officers be hired in an attempt to cut down on overtime. Commissioner McCook suggested using retired deputies to work on an hourly basis. Chief Goins said there is a 1,000-hour limit a year that would have to be considered and night transport might not work. Chairman Davis asked for a formula for the cost of two officers and what would be saved as a result.

EMS: Remount two diesel ambulances, which are not reliable, on new gasoline chassis at a cost of about \$80,000 each. Maximum request is \$180,000 to remount the two ambulances. Some computers will have to be replaced as well as radio equipment.

Commissioner McCook suggested implementing a rotation plan for ambulances so the County would be able to anticipate the expenditure.

Health Department: Three switches at \$10,000 each for the telephone system. Without them there is no connectivity or Internet. They would provide greater speed for pulling electronic records. Current switches are eight years old and not reliable. Replace eight laptops used for electronic medical records at about \$2,000 each. The current eight would be distributed to other departments. The department is looking at \$130,000 over four years for electronic records.

DSS: A records building is estimated at \$400,000. The agency is looking now at electronic records since that might be a better investment long term.

Transportation: Replacing a bus would be reimbursed at 90 percent.

Library: Resurface the two parking lots at about \$40,000. Resurfacing an access strip that belongs to the City would cost \$7,000, but that is not included in the \$40,000 resurfacing project.

The County Manager will talk with the City Manager to seek a resolution.

Public Buildings: Replace a 2001 truck at an estimated \$30,000 and purchase a 72-inch cut lawnmower at \$18,500.

Administration: A security system with a magnetic lock for the Covington Street building would cost \$16,800.

Courthouse: Controls at a cost of \$135,000 would replace the current ones, which are not working. The same issue exists at the Health Department where the controls are obsolete and cannot be controlled and repaired. That would cost \$105,000.

Mr. Patterson said paving the parking lots at the complex would cost just under \$500,000. They are at the point where it is impossible to make repairs. Covington Street and the back section of the Morgan Center also might be considered for paving.

The County leases a gravel parking lot across from the Sheriff's Department. Mr. Patterson will look at an option to purchase the property.

Landfill: A new pick up truck at \$32,000 would be used by the Solid Waste Enforcement Officer. The old truck would be used at the landfill. There is a need for a new roll off truck, which is a garbage truck that picks up the bins. Six recycling bins used at the recycle centers for MSW would be purchased over a two or three-year period. A mini excavator should now be phased out and replaced with another one that picks up heavy metal.

Mr. Patterson reminded the committee that this was an introduction of unique requests, not all of which would be in his budget recommendation.

Commissioner McCook asked for a ballpark figure for all requests so the County can start budgeting a certain amount a year for capital. He also asked that the long term capital plan be updated and shared with the Commissioners.

The meeting was adjourned at 1 p.m.

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 7

Information

Action Item

Consent Agenda

Meeting Date May 2, 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

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Make appointments as necessary



County of Scotland

507 West Covington Street
Laurinburg, North Carolina 28352
Telephone: (910) 277-2406
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

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

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

AGING ADVISORY COUNCIL

Two seats will be available in July 2016.

HISTORIC PROPERTIES COMMISSION

Three seats will be available in June 2016.

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

Two seats are available.

LRCOG TRANSPORTATION ADVISORY COMMITTEE

Two seats, one for a municipal elected official, the other for a County elected official, will expire in July 2016. City Council Member Mary Jo Adams and Commissioner Guy McCook are the elected officials currently serving on the Committee.

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 will become available in July 2016.

RICHMOND COMMUNITY COLLEGE BOARD OF TRUSTEES

One seat will be available in June 2016.

SCOTLAND COUNTY PLANNING AND ZONING BOARD

Three seats become available in August 2016.

SCOTLAND COUNTY ZONING BOARD OF ADJUSTMENT

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

SCOTLAND MEMORIAL LIBRARY ADVISORY BOARD

One seat becomes available in July 2016.

SOCIAL SERVICES BOARD

One seat will be available in June 2016.

SOUTHEASTERN COMMUNITY AND FAMILY SERVICES

Two seats will be available in June 2016.

TOURISM DEVELOPMENT AUTHORITY

Four seats will be available in June 2016, two of which must be filled by hotel/motel representatives.

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

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

ITEM NO. 8

Information

Action Item

Consent Agenda

Meeting Date May 2, 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
ABC Board letter

BACKGROUND: N/A

PRIOR BOARD ACTION: N/A

RECOMMENDATIONS: Take action as necessary



Kevin Patterson
County Manager

Ann W. Kurtzman
Clerk to the Board

County of Scotland

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Laurinburg, North Carolina 28352
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Board of Commissioners
Carol McCall, Chair
Whit Gibson, Vice Chair
John T. Alford
Bob Davis
Betty Blue Gholston
Guy McCook
Clarence McPhatter II

April 27, 2016

To: Board of County Commissioners

From: Kevin Patterson, County Manager

Re: Monthly Report

Budget Update - The budget retreat is scheduled for May 4th at 9:00 am in the EOC / 911 Center. Quick facts all good. Insurance increases are low. Property and Workman Comp increase is less than 1% \$2,200. Health insurance increase on average approximately 4%, the traditional PPO model was 5% and the HSA model was 2%. The national inflation rate was less than 1%. At the retreat on Wednesday we will set the date for further Budget meetings at the end of the month. I will also ask for committee meeting dates for the capital and policy committee in May. These meeting will be to discuss components of the budget.

Information only

Joint meeting – The School Board has requested a joint meeting to show the calculation of the savings generated by their school consolidation model. At this time we are trying to schedule this date for May 16th at 5:30.

Consider date for joint meeting

NCACC County Assembly Day – May 18th. We will leave at 6:45 and plan to return after 5:00. Our final schedule will be modified by the session times of the House and Senate.

SCOTLAND COUNTY ABC
224 Lauchwood Circle
Laurinburg, NC 28352

March 21, 2016

Ms. Moniqua S. McLean
Alcoholic Beverage Control Commission
400 East Tryon Road
Raleigh, NC 27610

Dear Ms. McLean:

It was a pleasure to have you at our ABC Board meeting on March 7, 2016 to present your performance audit report, findings, and recommendations.

The Scotland County ABC Board is pleased with the audit conducted by you; the Board thought the results were factual and very positive.

The Scotland County ABC Board Performance Audit Report was very helpful in learning how we might improve the Store. We appreciate the recommendations and they are being addressed. Mr. Bill Graves, the store manager, began implementing some of the recommendations once the remodeling of the interior of the store was completed in August 2015.

We are scheduling a landscaping project for the outside of the store as soon as possible. We plan to coordinate with our local Chamber of Commerce to have a Business After Hours to "show off" our remodeled store as soon as the landscaping is complete.

Our newest Board Member is in the process of fulfilling the Ethics Training as soon as possible. The Board Member's first meeting was in January 2016.

At this time, we have no plans to add a second ABC Store in Scotland County. We will continue to monitor the need for a second store.

Our Board and the employees of the ABC Store always strive to improve our store's appearance, operations, customer service and environment for our customers.

The Scotland County ABC Board appreciates the time and effort you took to prepare and present the performance audit.

Sincerely,

Dee Hammond
Chairperson, Scotland County ABC Board

SCOTLAND COUNTY BOARD OF COMMISSIONERS

ITEM ABSTRACT

Meeting Date: May 2, 2016

ITEM NO. 9

Closed Session

SUBJECT: Closed Session in accordance with N.C. General Statute §143-318.11(a)(4) to discuss matters relating to the location or expansion of business in the area served by this body.

RECOMMENDATIONS: Approve April 4, 2016, closed session minutes