

*Scotland County Board of Commissioners regular meeting
September 8, 2003*

MINUTES
Scotland County Board of Commissioners
Regular Meeting September 8, 2003
Scotland County Complex, 1405 West Boulevard, Laurinburg, NC

At 7:00 p.m., Chairman David L. Burns called the regular meeting to order. Commissioners in attendance: Chairman Burns, Vice Chair Nancy J. Shelley, Betty Blue Gholston, Charles “Scoofer” Jordan, Sam Snowdon and Clint Willis. Commissioners not in attendance: Commissioner J.D. Willis. Staff in attendance: County Manager Scott T. Sauer, County Attorney Ed Johnston and Clerk to the Board Ann W. Kurtzman.

Commissioner Jordan delivered the invocation. The Board of Commissioners led those in attendance in reciting the Pledge of Allegiance.

Chairman Burns presented Commissioner Clint Willis with a book of letters from local, regional and State officials recommending that Commissioner Clint Willis be named NCACC Outstanding County Commissioner of the Year. Chairman Burns said that although Commissioner Willis did not receive that NCACC recognition, the Board of Commissioners is well aware of the hard work Commissioner Willis does on behalf of all citizens and to many, he is an Outstanding Commissioner.

Chairman Burns presented a plaque to Inspections Director Tony McQuage honoring him for the work that he does and for the many hours, including evenings and weekends, that he invested in helping to make the Scotland Correctional Institution a reality. Chairman Burns said Mr. McQuage is knowledgeable and possesses a good attitude in all that he does.

Chairman Burns asked if anyone wished to speak at Public Forum.

Mr. Jim Blackwell, 12860 McColum Road, Gibson: Mr. Blackwell, who also is a County employee, said that many County employees on staff and the management team are natives who choose to live in and contribute to Scotland County. He reaffirmed his commitment as an employee of the County to provide citizens with the highest level of service at the lowest possible cost.

Chairman Burns asked if anyone else wished to speak at Public Forum. No one did.

Item 5. E-Commerce Report

Library Director Robert Busko was permitted to give his report early so he could set up his telescope for citizens to view Mars.

Mr. Busko discussed the content of the E-Community Plan report. He said Scotland County was not involved in early participation for funds when the most grant money existed to support local e-commerce projects. He suggested that a wait-and-see attitude now be taken to see if more State grant funds become available.

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He said the lack of access to Broadband Internet capability in the area is a vital issue. He said future grants for Scotland County might come via its participation in a four-county area, which includes Richmond, Anson and Union.

Item 1. Consent Agenda:

- a. **Approval of minutes of the Board of Commissioners, August 4, 2003 regular meeting.**
- b. **Approval of tax refunds in the amount of \$46,105.08: for real estate, \$33,565.60 and for motor vehicles \$12,539.48.**
- c. **Approval of Proclamation supporting October 5 to 13 as National 4-H Week in Scotland County**

WHEREAS: Scotland County's 4-H members and leaders are observing National 4-H Week, October 5 - 11, 2003; and

WHEREAS: The 4-H program is an educational program of the North Carolina Cooperative Extension Service, North Carolina State University, and North Carolina A&T State University and is supervised on the county level by the 4-H staff along with the help of local volunteer 4-H leaders who are outstanding men and women in their communities; and

WHEREAS: The purpose of the 4-H program is to give equal training to the Head, Heart, Hands, and Health of young people and to help prepare them to be better citizens and leaders who will fit into the society where their life's work may take them; and

WHEREAS: Four-H members working with educational learn-by-doing projects put into practice new skills and science as they strive "To Make the Best Better," the motto of 4-H club work; and

WHEREAS: The citizenship and leadership training which 4-H members receive in this program is a valuable asset to our democratic way of life; now

THEREFORE: We, the Board of Commissioners of Scotland County, do hereby proclaim October 5 - 11, 2003, as "NATIONAL 4-H WEEK" in Scotland County and urge all our people to encourage and support the work of the Scotland County 4-H Youth Development Program.

Adopted this the 8th day of September 2003

d. Budget Amendment(s)

- 1) **Revaluation Reserve Fund: Appropriate \$23,625 from the Revaluation Reserve Fund for the final payment to the Ferris Appraisal Company, which is the retainer amount per the contract.**

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- 2) **Solid Waste:** Amend the Solid Waste Department's budget for FY 2003-2004 in the amount of \$60,000 in revenues.
 - 3) **Health Department:**
 - a) Approve \$2,420 reduction in State funding for Wise Woman Program, increase in County funding.
 - b) Approve \$12,241 increase in State Bioterrorism funding, reduction in County funding.
 - c) Approve FY 2002-2003 Insurance, Charity and Indigent Write-offs in the amount of \$136,161.64.
 - d) Approve FY 2002-2003 Bad Debt write-Offs of Accounts Receivable F/Y01-02 by \$18,645.48.
 - e) Approve FY 2003-2004 Fee Schedule.
 - 4) **DSS:** Approve additional funding in the amount of \$150,077.49. No County dollars involved.
 - 5) **School Age Child Care:** Amend budget as \$16,151, which reflects a decrease of \$3,568.17 because of unrealized revenue.
 - 6) **Scotland Memorial Library:** Increase the FY 2003-2004 Library budget \$2,717 for grant carryover
- The following Budget Amendments (7-10) are FY 2002-2003 year end closeout budget adjustments.*
- 7) **PALS:** Transfer from the PALS Program to Scots for Youth \$2,300.
 - 8) **Scotland Memorial Library:** Increase Library budget \$10,741 due to additional State funding.
 - 9) **Humane Society:** Increase Humane Society budget \$1,598 due to additional State funding.
 - 10) **Chamber of Commerce:** Increase the Chamber of Commerce budget by \$25,600.
 - e. Approve reclassification of DSS Administrative Officer I as approved by the office of State Personnel.
 - f. Approve amendments to the Personnel Policy regarding Smallpox, HIPAA, Employee Assistance Program and Worker's Compensation.
 - g. Consider County Participation for 2003-2004 Legislative-Granted Bonuses for Scotland County Cooperative Extension employees.
 - h. Approve Scattered Site Housing Grant Contract and local agreement for administrative services with the Lumber River Council of Governments.

Chairman Burns pointed out an additional Consent Agenda item that was not included in the Agenda Package but was distributed to them just prior to the meeting. It reads as follows:

Budget Amendment: Economic Development: Accept \$40,000 as pass through funds previously approved for Embrex at the November 4, 2002 regular meeting of the Board of Commissioners. The Department of Commerce is beginning to disburse the funds, and the County will require a separate budget in order to provide for the disbursements.

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Commissioner Jordan said he would like clarification on g. *“Consider County Participation for 2003-2004 Legislative-Granted Bonuses for Scotland County Cooperative Extension employees.”*

Chairman Burns explained that in lieu of a cost of living raise by the State, its employees would receive a \$550 one-time bonus plus 80 hours of bonus leave. Cooperative Extension employees who are funded by a certain State/County percentage would receive the State percentage of the bonus and annual leave. Scotland County is being asked to participate in the County portion percentage-wise for local Cooperative Extension employees.

Chairman Burns said the governing body last fiscal year approved similar measure, which was for 80 hours of annual bonus leave. He said Cooperative Extension employees receive the County portion of the cost of living raise. He said County employees indicated last year approval of the measure created some inequity since County employees did not receive a cost of living raise or bonus leave in FY 2002-2003.

Commissioner Jordan asked if a figure was available on how much approval would cost the County. Finance Officer Charles Williams said that had not been calculated.

Cooperative Extension Director Cathy Graham said the deadline to respond to the State is September 10, so the request cannot be deferred until the October meeting.

Motion was made by Commissioner Clint Willis and duly seconded by Commissioner Jordan not to approve item g. County Participation for 2003-2004 Legislative-Granted Bonuses for Scotland County Cooperative Extension employees. Vote: Motion unanimously approved.

With item g. excluded and participation not approved ...

Motion was made by Commissioner Clint Willis and duly seconded by Vice Chair Shelley to approve the Consent Agenda. Vote: Motion unanimously approved.

Item 2.Planning and Zoning: Abandoned Building Project Update

Planning Director Marcus Norton and Zoning Inspector Barbie Rollins via Power Point showed various properties throughout that County where condemnation procedures of dilapidated buildings have begun. He explained the procedures and reviewed other properties that had been reported and would require condemnation procedures.

Mr. Norton said that condemnation activities have been successful thus far in that property owners who have been notified have been cooperative and expressed a need for assistance in determining the disposition of their properties.

He credited the program’s progress to an interdepartmental team effort whose members include the County Manager, County Attorney, Ms. Rollins, County Engineer Jim

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Blackwell, Inspections Director Tony McQuage and Public Works Supervisor Steve Edge.

Item 3A: Homeland Security Briefing and Grant Approvals for Budget Amendments

EMS Director Roylin Hammond reviewed Homeland Security grants that have been approved and received so far.

Mr. Hammond asked the Board to consider approval of the following budget amendments for FY 2003-2004:

Department of Justice Grant	\$ 5,559	Equipment
Department of Justice Grant	\$ 1,173	Exercise
2003 Supplemental Emergency Management Performance Grant (SEMPG)	\$ 14,199	Request funding be used to enhance Disaster and Terrorism response capability
Department of Homeland Security 2003 Grant Part II	\$110,803	Enhance communications countywide
Health Resources and Service Administration Grant	\$ 13,442	Request funding be used to enhance EMS capability to respond to act of terrorism and natural disaster
NC Emergency Management Planning Grant Part II	\$ 10,360	To update County Emergency Operation Plan

Chairman Burns asked if it was possible to use some of the grant money for the purchase of a new EMS vehicle. Mr. Hammond said he would look into that possibility, although some of the funds list specific allowable equipment.

Motion was made by Vice Chair Shelley and duly seconded by Commissioner Jordan to approve receipt of the above-mentioned budget amendments for Emergency Management. Vote: Motion unanimously approved.

Mr. Hammond asked that the fees for standby coverage EMS is providing the Corps of Engineers for a six-week period, an amount not to exceed \$14,400 for standby EMS ALS coverage and \$832 for hazmat training, be put back in the EMS line item for part-time employees.

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Motion was made by Commissioner Jordan and duly seconded by Commissioner Gholston to approve the fees being returned to the EMS line item for part-time employees. Vote: Motion unanimously approved.

Mr. Hammond asked the Board to increase the standby coverage from the present rate of \$40 an hour, established in 1992, to \$100 an hour.

Motion was made by Commissioner Jordan and duly seconded by Commissioner Gholston to approve increasing the fees for standby coverage from \$40 an hour to \$100 an hour. Vote: Motion unanimously approved.

Item 3B: Eastern Equine Encephalitis Update

Health Director Jane Murray and Environmental Health Specialist Teddy Locklear provided the Board with an update on Eastern Equine Encephalitis (EEE) and West Nile Virus (WNV) activity in the County, region and State.

Ms. Murray reviewed the steps the Health Department took in informing and educating the public on mosquito bite avoidance and prevention throughout the County via written notices and community forums.

Mr. Locklear discussed how the agency is handling complaints and what it is doing in the way of follow-up measures.

Commissioner Snowdon questioned whether the County could do more to combat the mosquito problem. He suggested that perhaps the governing body could appropriate some funds that could be contracted to Laurinburg or other nearby municipalities to spray County areas that may pose a problem.

Ms. Murray and Mr. Locklear agreed that spraying in complaint-driven, data-driven areas could be an option.

Motion was made by Commissioner Jordan and duly seconded by Commissioner Snowdon to allow the Health Department to contract for spraying services where necessary using money from Fund Balance not to exceed \$15,000.

Discussion: Vice Chair Shelley asked if this would be too little too late. Ms. Murray said appropriate follow-up measures would be pursued to determine if the effectiveness of spot spraying.

Vote: Motion unanimously approved.

Item 4. Scotland Correctional Institution Briefing and Staff Recruitment Update

Scotland Correctional Institution Administrator Don Wood provided a review of the number of people who attended the ribbon cutting ceremony and who attended the

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weekend open house tours at the prison. In all, nearly 3,000 people had opportunity to see the inside of the prison over a three-day period.

Mr. Wood provided an update on the number of people employed at the facility, including those who reside in Scotland County. He said the prison would begin receiving inmates the Week of September 22, 2003.

Mr. Wood said the prison is working with Richmond Community College to develop a job readiness class to people who might be interested in employment at the facility. It is designed to familiarize them with the realities of what it is like to work at a prison facility.

Mr. Wood said a resource council would like a Commissioner to serve as a liaison between the community and Scotland Correctional Institution. Commissioner Gholston said she would like to serve on the council.

Mr. Wood said an application form would have to be completed and reviewed. The Chairman directed the Clerk to secure the necessary paperwork for Commissioner Gholston.

Dr. Honeycutt said RCC also is offering vocational education courses to inmates, and instructors are in place to lead the classes.

Item 6. Youth Center Task Force Update

Ms. Becca Hughes, Youth Center Task Force, reported on receipt of the latest grant, \$500,000 from the Land and Water Conservation Fund. She thanked the Board for its \$250,000 matching fund commitment, which paved the way for \$750,000 in additional grants. Ms. Hughes added that the Scotland Tourism Development has committed \$100,000 to support the Community Recreation Complex. She asked the Board to approve an updated Project Ordinance, which reflects the addition of the new funding.

Motion was made by Commissioner Snowdon and duly seconded by Commissioner Jordan to approve the amended Youth Center Task Force Grant Project Ordinance. Vote: Motion unanimously approved.

Youth Center Task Force Grant Project Ordinance

Be it ordained by the Board of Commissioners of the County of Scotland that, pursuant to 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted.

Section 1: The project authorized is the Youth Center Task Force Grant Project Fund described in the work statement contained in the grant agreement between this unit and the US Department of Housing and Urban Development, the NC Parks and Recreation

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Trust Fund, Scotland Tourism Development Authority and Land and Water Conservation Fund. This project is more familiarly known as the Youth Center Task Force Project.

Section 2: The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the US Department of Housing and Urban Development, the NC Parks and Recreation Trust Fund and the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project:

<u>Housing and Urban Development Grant</u>	\$100,000
<u>Parks and Recreation Trust Fund Grant</u>	\$250,000
<u>Local Match-County Appropriation</u>	\$250,000
<u>Housing and Urban Development Grant</u>	\$312,952
<u>Tourism Development Authority</u>	\$100,000
<u>Land and Water Conservation Fund</u>	\$500,000
TOTAL REVENUES	\$1,512,952

Section 4: The following amounts are appropriated for the project:

<u>Architectural/Engineering Plan</u>	\$100,000
<u>Site Plan</u>	\$30,000
<u>Construction</u>	\$1,382,952
TOTAL EXPENDITURES	\$1,512,952

Section 5: The Finance Officer is hereby directed to maintain within this Youth Center Task Force Grant Project Fund sufficient detailed accounting record to provide the accounting to the grantor agency and required by the grant agreement(s) and federal regulations.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

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Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board. He may transfer amounts between objects of expenditure, without limitations and without a separate report.

Section 9: The Budget Officer, with the approval of the Finance Officer, may transfer funds between line items within the project amount approved to insure timely payment of expenses.

Section 10: Copies of this grant project ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out the project.

Adopted this 7th day of October 2002.

Revised this 2nd day of June 2003

Revised this 4th day of August 2003

Revised this 8th day of September 2003

Item 7. Tax Administrator's Report

Tax Administrator Kep Kepley said the information included in the Agenda package explains how his office handles garnishments, attachments and foreclosures.

He said as of the end of August 2003, collections are running a little behind the same time a year ago. He said this is due to staff shortage -- the person responsible for garnishments left for another job -- and the continued economic difficulties.

Both Mr. Kepley and County Attorney Ed Johnston said foreclosure notification letters don't always produce the intended or best results. Mr. Kepley said on occasion it is difficult to track down bank accounts and employers in foreclosure situations. He said in other cases, the property owners live out of town.

The Commissioners than discussed the possibility of communicating the seriousness of foreclosure as forcefully as possible and how that might be accomplished.

Commissioner Snowdon invited Mr. Kepley and key tax staff to attend the upcoming September 18 planning session for further discussion on tax collection.

Mr. Kepley asked the Board to consider the memorandum in the Agenda package on the Mr. Joe Manis property. Mr. Kepley said Mr. Manis said he would accept the current value placed on the property during revaluation pending a final decision by the Board of Commissioners.

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Motion was made by Commissioner Snowdon and duly seconded by Commissioner Clint Willis to approve the current value placed on the Manis property and to refund to Mr. Manis any amount that might be due. Vote: Motion unanimously approved.

Mr. Kepley discussed the need for a new computer and software in 2006 when HP will no longer service the HP 3000 mainframe. Mr. Kepley indicated he would like to stay with the current provider until the new software placed on the market is evaluated.

Chairman Burns encouraged Mr. Kepley to research the Wake County system, which might have some possibilities.

Item 8. County Engineer's Report

WATER DISTRICT II: All lines for the original contracts have passed chlorination tests and have been approved by the State. Taps are continuing to be installed with expectations of completion in October.

There will be over 1,000 customers in water District II plus the Town of Gibson when all is completed. There will be around 300 to 400 more Water District II customers than originally budgeted.

Design of new line extensions is nearing completion with state approval expected by the end of the year. Drawings for approval and bidding will be presented when completed.

HEALTH DEPARTMENT EXPANSION: All main exterior framing has been erected with interior stud walls being completed. The exterior brickwork and roofing system should be completed this month. The project is on schedule and within budget.

ACCELERATED ACADEMY SEWER: It is anticipated work will start this month and will progress within the scheduled time.

OTHER ITEMS: Last month Public Works Supervisor Steve Edge and County Engineer Jim Blackwell made a presentation at the NCACC annual meeting about the County's mobile home recycling program. The questions and responses received since by the County indicated that the presentation was well received.

Two letters of thanks from Mr. Paul Meyer, Assistant General Council of the Association, and Ms. Nancy Pritchett a Hanover County Commissioner are included in the Agenda package.

Item 9. Appointments to Boards and Committees

Motion was made by Vice Chair Shelley and duly seconded by Commissioner Gholston to appoint Mr. Tracy Lippard, 4860 Main Street, Gibson, to the Scotland County Planning and Zoning Board. Vote: Motion unanimously approved.

Motion was made by Vice Chair Shelley and duly seconded by Commissioner Jordan to appoint Mr. John L. Davis, South Main Street, Wagram, to the Wagram/Scotland County Zoning Board of Adjustment. Vote: Motion unanimously approved.

Vice Chair Shelley said Smart Start and Healthy Carolinians still need Commissioner representation on their Boards.

Item 10. County Manager's Report

The County Manager asked that the Board review the NCACC and NCLM material included in the agendas for possible discussion at the September 18, 2003 planning session, including Medicaid and Remote Sales Tax Streamlining.

He said other possible discussion points include reviewing effectiveness of security at the Court House and addressing loitering and smoking activity at the main entrance. Court House staff has also asked that the governing body help relieve overflow parking.

County Manager Sauer said he has included a tentative list of potential discussion points for the governing body at its planning session, which begins at 2 p.m. in the Annex.

Commissioner Jordan said he plans to discuss current expenditures and revenues.

Item. 11. Other Information

Commissioner Jordan said he and Commissioner Gholston would meet with LRCOG's Adrian Lowery September 10 to finalize selection of the first group of applicants to receive rehab work on their homes.

Chairman Burns discussed the progress on GOJO securing the Abbott facility. He said that MSD has received its certificate of occupancy.

Motion was made by Commissioner Clint Willis and duly seconded by Vice Chair Shelley to recess until 2 p.m. September 18 for planning session in the County Annex. Vote: Motion unanimously approved.

Respectfully Submitted,

Ann W. Kurtzman
Clerk

David L. Burns
Chairman