

*Scotland County Board of Commissioners regular meeting
7 p.m., October 4, 2004, Government Complex, 1405 West Boulevard, Laurinburg*

MINUTES

**Scotland County Board of Commissioners Regular Meeting, October 4, 2004
Scotland County Complex, 1405 West Boulevard, Laurinburg, NC**

At 7 p.m., Chairman David Burns reconvened the recessed meeting. Commissioners in attendance: Chairman David Burns, Vice Chair Nancy J. Shelley, Betty Blue Gholston, Charles "Scoofer" Jordan, Sam Snowdon, Clint Willis and J.D. Willis. Staff in attendance: County Attorney Ed Johnston, Finance Officer/Assistant County Manager Kevin Patterson and Clerk to the Board Ann W. Kurtzman. Commissioner J.D. Willis delivered the opening prayer. The Pledge of Allegiance was recited.

Public Forum

Mr. Charles Parker, Scotland County resident: Mr. Parker thanked the Board of Commissioners for moving forward with the tax consolidation effort. He said that in the future, citizens might benefit from the effort. Mr. Parker thanked the Commissioners for carrying the County forward despite public criticism and having to listen to angry citizens. He commended the governing body for its patience and thanked the four Commissioners who would not be serving in 2005. Mr. Parker said it is enlightening to see the school tax on the tax bills. He asked that the tax bill be further itemized so taxpayers could see exactly where their money is going.

Item 1. Public Hearing: 2005 CDBG Scattered Site Housing Funding Application

LRCOG Housing Coordinator Adrian Lowery said the State opened its 2005 fiscal funding schedule, which requires two public hearings to solicit citizen comment. He said no action is required, and this is the first of the two public hearings.

Chairman Burns asked if anyone wished to speak at the Public Hearing. No one came forward, and the Public Hearing was closed.

Mr. Lowery said he would meet October 11 with the State to obtain more information about application deadlines. He said he would provide an update along with the second Public Hearing at the governing body's November 1, 2004 regular meeting.

Item 2. Petition to Rename Springs Mill Road to Springfield Road

Chairman Burns said that Mr. Jimmy Morgan has withdrawn his petition to rename Springs Mill Road to Springfield Road. Chairman Burns said that Mr. Morgan withdrew his petition because he did not want to cause inconvenience to the Springs Mill Road residents.

Item 3. Consent Agenda:

- a) **Approve minutes of the Board of Commissioners, September 13, 2004 regular meeting; September 27, 2004 special meeting.**

b) Approve request by Rutherford County to support as a Legislative Goal “A Change in the Distribution of Cost for the Special Assistance to Adults.”

c) Budget Amendments:

- 1) **JCPC:** Approve reallocation of Juvenile Crime Prevention Council grants to actual amount received and authorize the Finance Officer to make necessary budget arrangements to receive and expend this money. No matching County dollars are required.
- 2) **Elections:** Approve reallocation of Help America Vote Act (HAVA) grant monies received in 2004 and authorize the Finance Officer to make necessary budget arrangements to receive and expend this money. No matching County dollars are required.
- 3) **Home and Community Care Block Grant:** Approve adjustment in budget for increase funding of grant and authorize the Finance Officer to make necessary budget arrangements to receive and expend this money. No matching County dollars are required.
- 4) **Health Department:** Approve receipt of \$16,500 Division of Public Health Grant and authorize the Finance Officer to make necessary budget arrangements to receive and expend this money. No matching County dollars are required.
- 5) **Health Department:** Approve receipt of \$9,283 for TANF Out of Wedlock Birth Prevention and \$2,246 for Family Planning from the Division of Public Health and authorize the Finance Officer to make necessary budget arrangements to receive and expend this money. No matching County dollars required.
- 6) **Parks and Recreation:** Approve increase of \$4,300 and authorize the Finance Officer to make necessary budget arrangements to receive and expend this money.
- 7) **Cooperative Extension:** Reduce Fund Balance appropriated for unrealized revenue of \$94 and reduce operating expenses accordingly.

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

Item 4. County Engineer’s Report

County Engineer Jim Blackwell provided the following report:

Solid Waste: We have completed the initial step for application of a permit for the county landfill. We will continue the extensive permitting process with the anticipated opening of the Construction and Demolition facility in July 2006. The multi phase project should be able to serve the customers of Scotland County for 25 years at the present rate of disposal.

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Solid Waste Report: Solid Waste and Zoning Enforcement has been extremely busy in the month of September with a total of 115 cases handled and with 55 notices of violation being issued. The increase in caseload is due to uninhabited/abandoned structure notices after adoption of the Solid Waste Ordinance revisions. We have received a number of mobile homes at the landfill and two old structures have been demolished and taken to the landfill. We are pleased with the results of the enforcement effort with a 50% case resolution without legal action.

Recreation Center: Work on the concession/bathhouse is going well with the walls constructed and the roof scheduled for completion this month. The weather continues to slow progress, but we are working when we can. The splash pad contractor is scheduled to start installing piping in two weeks with the slab placement in early November.

We have completed the construction of the sedimentation basins for the project with the removal of clearing debris and some grassing remaining before the bidding process starts on the softball fields.

I will be preparing bid documents and specifications during November with award by January.

Commissioner J.D. Willis asked if the Public Buildings staff would be able to handle the additional responsibility of the community recreation center playing fields and grounds.

Public Buildings Supervisor Hyder Massey said he was not sure how the new facility would affect staff workload. He commented that an agreement between the County Schools and Parks and Recreation has caused the workload of his staff to increase since the inception of the agreement. Mr. Massey said the agreement called for his staff to maintain the school fields in exchange for use of school gymnasium facilities for County-sponsored athletic events. He said the schools over the years have added playing fields, which his staff must maintain.

The Board of Commissioners discussed the possibility of terminating the agreement with the schools or developing a new one.

Commissioner J.D. Willis said the Parks and Recreation staff should compile a feasibility study on how the fields at the at the community recreation complex would be maintained.

Chairman Burns asked Mr. Massey to address concerns about the roof at Laurel Hill Community Center.

Mr. Massey said the roof at the Laurel Hill Community Center, which covers three RCC classrooms, a Sheriff's Department room and elections voting site is leaking. He said after a heavy rain, water stands on the roof, which has dropped slightly so there is no longer proper drainage. Mr. Massey received one quote for \$33,000 to repair the roof.

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Mr. Massey said there are not sufficient funds in his budget to pay for the roof, which would be a new, pitched roof placed over the existing roof. He said his budget contained \$15,000 for use on air conditioning maintenance, \$6,000 of which the Chairman approved for repairs to the Courthouse roof.

Commissioner Gholston suggested that someone look at the building to determine overall usage. She said perhaps the affected spaces could be located elsewhere in the Community Center.

Commissioner J.D. Willis suggested that perhaps RCC could help subsidize the cost of the roof repair.

Commissioner Sam Snowdon said the roof replacement must be done and should not be postponed.

Motion was made by Commissioner Snowdon and duly seconded by Vice Chair Shelley to approve using \$33,000 from Fund Balance to repair the roof at Laurel Hill Community Center. Vote: For: Chairman Burns, Vice Chair Shelley and Commissioners Jordan, Snowdon and Clint Willis. Vote: Against: Commissioners Gholston and J.D. Willis.

Chairman Burns asked Mr. Massey and County Engineer Jim Blackwell to look into any possibility that would allow the job to be done at a lower price.

Item 5. Monthly Update from the Finance Officer/Assistant County Manager

Finance Officer/Assistant County Manager Kevin Patterson distributed a list of Planning and Zoning expenses outside the Inspections budget that would be needed for transportation, legal advertisements and training.

Mr. Patterson asked the Board to consider increasing the Planning, Zoning and Inspections budget by \$10,775.

Motion was made by Commissioner Jordan and duly seconded by Commissioner Gholston to increase the Planning, Zoning and Inspections budget by \$10,775 to accommodate the additional expenditures. Vote: Motion unanimously approved.

Mr. Patterson said the lease agreement between the County and Mental Health for the building on West Covington Street has been prepared, and adjustments by the County Attorney have been made. Mr. Patterson summarized the content of the agreement.

Motion was made by Commissioner Gholston and duly seconded by Commissioner Snowdon to approve the lease agreement between the County of Scotland and Southeastern Regional Mental Health, Developmental Disabilities and Substance Abuse Services. Vote: Motion unanimously approved.

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Mr. Patterson said that the Travel Policy puts in writing the unwritten policy under which the County has operated. He summarized the content of the Travel Policy and explained that Commissioners who plan to travel would get written approval from the Chairman.

Motion was made by Commissioner Clint Willis and duly seconded by Vice Chair Shelley to approve the Travel Policy.

Discussion: *Vice Chair Shelley asked how the meal per diem would be established. Mr. Patterson said the County could base it on the IRS per diem rate, which currently is \$34 a day. He said the figure is adjusted annually.*

Vote: Travel Policy motion unanimously approved.

The Board of Commissioners by consensus agreed that any expense exceeding \$1,000 or anticipated to exceed \$1,000 must be approved by the County Manager and/or the Finance Officer.

Mr. Patterson asked the Board to consider authorizing the County Manager or Finance Officer to surplus property with a fair market value of less than \$500 without seeking Board approval.

Motion was made by Vice Chair Shelley and duly seconded by Commissioner Clint Willis to approve authorizing the County Manager and/or Finance Officer to surplus property with a fair market value of less than \$500. Vote: Motion unanimously approved.

Mr. Patterson discussed the Department of Labor findings with regard to the Sheriff's Department for the audit period August 24, 2002 to August 24, 2004. Mr. Patterson said an issue with dispatchers not properly paid for reported overtime was raised. Mr. Patterson said that was due to their change to a fluctuating workweek.

He added that the DOL also determined an average number of unreported work hours per FLSA cycle must be added to each cycle for the audit period. Mr. Patterson said total cost to the County in back wages, employer FICA, Medicare and retirement benefits is \$11,185. Mr. Patterson said that amount minus \$1,400 had been approved in the prior year.

Motion was made by Vice Chair Shelley and duly seconded by Commissioner Snowdon to approve the payment of \$11,185 in back wages and to authorize the Finance Officer/Assistant County Manager to reach an agreement with the Sheriff's Department on how the \$1,400 payment for the current year would be absorbed. Vote: Motion unanimously approved.

Mr. Patterson provided summary information by Department on expenditures and revenue for FY 2003-2004. Overall total expenditures were budgeted were \$39,755,000 of which \$36,708,000 was expended. Mr. Patterson said because income was

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significantly less in FY 2003-2004, \$1,190,000 in Fund Balance was used. He said the \$283,000 adjustment for school bonds leaves a total \$4.8 million in undesignated Fund Balance. Mr. Patterson said with \$2.7 million Fund Balance set aside, as required by the State and \$616,000 appropriated for the FY 2004-2005 fiscal year, that leaves \$1,459,000 in undesignated Fund Balance.

Chairman Burns said it was his understanding that there would be an increase in revenue from sales tax this year. He asked Mr. Patterson if he had a read on how much it would be. Mr. Patterson said he would know by December or January.

Other Information

Commissioner J.D. Willis asked Elections Director Judy Riggins to ascertain concrete confirmation that federal funding would be available for the purchase of electronic voting equipment at the local level.

Motion was made by Commissioner J.D. Willis and duly seconded by Commissioner Clint Willis to terminate Commissioner Clint Willis' appointment as Budget Officer effective November 30, 2004. Vote: Motion unanimously approved.

Motion was made by Vice Chair Shelley and duly seconded by Commissioner Jordan to Closed Session held in accordance with N.C. General Statute 143-318.11(a)(6) to consider qualifications, competence, performance, character, fitness, conditions of appointments, or conditions of initial employment of a present or prospective public officer or employee and Closed Session held 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

Motion was made by Vice Chair Shelley and duly seconded by Commissioner J.D. Willis to transfer \$10,000 from the Mosquito Program to Professional Services in the Health Department budget. Vote: Motion unanimously approved.

Motion was made by Commissioner Snowden and duly seconded by Vice Chair Shelley to adjourn. Vote: Motion unanimously approved. Meeting adjourned at 9:50 p.m.

Respectfully Submitted,

Ann W. Kurtzman
Clerk

David L. Burns
Chairman