

*Scotland County Board of Commissioners reconvened meeting/facilities tour  
February 26, 2013, starting at 507 West Covington Street, Laurinburg*

**MINUTES**  
**Scotland County Board of Commissioners**  
**February 26, 2013 Reconvened Meeting/Tour of County facilities**  
**507 West Covington Street, Laurinburg NC**

At 9 a.m. Chairman Guy McCook reconvened the meeting. Commissioners in attendance: Chairman McCook, Vice Chair Carol McCall and Commissioners John Alford, Bob Davis and Whit Gibson. Commissioners not in attendance: Commissioners John Cooley and Clarence McPhatter. Staff in attendance: County Manager Kevin Patterson, Finance Officer Charles Nichols, Public Buildings Supervisor Mike McGirt and Clerk to the Board Ann W. Kurtzman.

Due to inclement weather, the Commissioners agreed to postpone the landfill visit to a later date.

As a result of the facilities tour, the Commissioners made the following observations and suggestions:

- The administration building would be more user-friendly if there was signage pointing the way to various offices.
- A comprehensive file should be developed that lists where documents are stored and content of the documents.
- The Register of Deeds was asked to provide quotes on backing up older documents so they would be available online.
- If space is available, parts of 231 East Cronly Street might be used for long-term document storage.
- Investigate the possibility of entering into a long-term lease or sale of Laurel Hill Community Center. Portions of the building exterior require new paint.
- Review hours of operation at the convenience centers and the possibility of closing convenience centers that under-perform. Consider charging double the fee for out-of-County people who use the convenience centers.
- Investigate the possibility that County staff could clean up trash and refuse on private properties for a fee or attach it as a lien on the property owner. Perhaps the County could employ a method similar to one used by the City of Laurinburg.
- Investigate the possibility of leasing space on water towers for antennas.
- Check leaks on the ceiling at the Wagram Recreation Complex and see if it is still under warranty.

*(Commissioner Alford was excused at 12:50 p.m.)*

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- Ask Monarch if it would enter into a lease or purchase the Biggs Street property.
- The Tennis Center needs landscaping and pruning to improve its appearance.
- Get a cost estimate on an in-house method for scanning and storing documents.
- The interior walls of County facilities need to be repainted. Employees should devote a half day or one day on occasion to a spring cleaning of offices and de-cluttering of storage areas.
- Consider assigning one person in each building as a landlord to report on maintenance issues to the Public Buildings Supervisor.

The meeting was recessed to 8 a.m. Thursday, February 28, at 507 West Covington Street.

Ann W. Kurtzman  
Clerk to the Board

Guy McCook  
Chairman