

*Scotland County Board of Commissioners regular meeting
December 2, 2013, A.B. Gibson Center, 322 S. Main Street, Laurinburg, NC*

**MINUTES
Scotland County Board of Commissioners
December 2, 2013 Regular Meeting
A.B. Gibson Education Center, 322 South Main Street, Laurinburg NC**

At 7 p.m. County Attorney Edward Johnston called the regular meeting to order. Commissioners in attendance: Commissioners John Alford, John Cooley, Bob Davis, Whit Gibson, Carol McCall and Guy McCook. Commissioners not in attendance: Commissioner Clarence McPhatter. Staff in attendance: County Manager Kevin Patterson, County Attorney Edward Johnston and Clerk to the Board Ann W. Kurtzman. Commissioner Davis delivered the invocation. The Pledge of Allegiance was recited.

Mr. Johnston explained the reorganization process. Mr. Johnston asked for nominations for the office of Chairman of the Scotland County Board of Commissioners for the year 2014.

Commissioner Alford nominated Commissioner McCook. Commissioner Gibson seconded the nomination. There were no other nominations. Commissioner McCall moved and Commissioner Alford seconded to close nominations. Vote: Motion unanimously approved. Commissioner McCook was elected Chairman by acclamation.

Commissioner Davis nominated Commissioner McCall as Vice Chair. Commissioner Alford seconded the nomination. There were no other nominations. Nominations were closed and Commissioner McCall was elected Vice Chair by acclamation.

Motion was made by Commissioner Cooley and duly seconded by Commissioner Gibson to approve the December 2, 2013 agenda. Vote: Motion unanimously approved.

Public Forum

Chamber President Tonia Stephenson invited the Commissioners to participate in the annual Christmas Parade Saturday, December 7.

United Way Campaign Chair Margaret Dickerson discussed the current campaign, which distributes funds to 19 agencies that serve those who live in Scotland County. A United Way campaign video was shown. **United Way President Dee Hammond** said the campaign continues through December. A video created by Campbell's Soup was shown. The company has raised \$72,000 so far toward the campaign.

No one else came forward, and Public Forum was closed.

Public Hearing: Community Transportation Program application

EMS Director Roylin Hammond said a Public Hearing is required in order to apply for the road grant for the 2015 fiscal year. Mr. Hammond said in the past, the Public Hearing was held in January, but the deadline was moved forward, and the County missed the November 15 public hearing date.

Chairman McCook called the Public Hearing and asked if anyone wished to speak in favor of or against the Community Transportation Program application. No one came forward, and the Public Hearing was closed. Mr. Hammond said, previously, the County replaced three vehicles with the grant but, this year, it would replace two.

*Scotland County Board of Commissioners regular meeting
December 2, 2013, A.B. Gibson Center, 322 S. Main Street, Laurinburg, NC*

Motion was made by Vice Chair McCall and duly seconded by Commissioner Davis to approve the FY 2015 Community Transportation Program Resolution. Vote: Motion unanimously approved.

Richmond Community College update

RCC President Dale McInnis provided a recap of the 2012-2013 activities, which included a summary of enrollment, partnerships and plans for the future. Dr. McInnis said a student could save up to \$20,000 by attending RCC for two years before transferring to a four-year institution. He said although RCC had in the past experienced a large increase in growth, it has slowed to three percent because RCC is at near full capacity at the Scotland and Richmond counties campuses.

Report from Scotland County Schools

Mr. Larry Johnson showed before and after photos of the security walls constructed at I.E. Johnson, North Laurinburg, Shaw and Scotland High School. Mr. Johnson said the Scotland County School System is working to ensure the safety and welfare of students and staff.

NC Foreclosure Prevention Fund services

Mr. Everett Stiles and Ms. Barbie Hunt discussed the program that offers assistance to North Carolina homeowners who are struggling to make mortgage payments due to job loss or other temporary financial hardship. The program is offered through the NC Housing Finance Agency and funded through the U.S. Department of Treasury. Ms. Hunt said the program has assisted more than 14,000 families statewide and 15 families in Scotland County.

Item 5. Consent Agenda:

- a) Approve minutes of the Board of Commissioners November 5, 2013 regular meeting and November 21, 2013 reconvened meeting.**
- b) Approve fidelity bonds for various County officials and employees as per G.S. 58-72-10.**
- c) Approve Guaranteed Energy Performance Contracting Project Ordinance**

Guaranteed Energy Performance Contracting 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 Capital Project Ordinance is hereby adopted.

Section 1: The project authorized is the Guaranteed Energy Performance Contracting Project described in the work statement contained in the grant agreement between this unit and Johnson Controls, Inc. This project is more familiarly known as the Energy Savings Project.

Section 2: The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents and the budget contained herein.

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

BB&T Financing	\$1,161,713
Total Financing Available	\$1,161,713

*Scotland County Board of Commissioners regular meeting
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Section 4: The following amounts are appropriated for the project:

Replacement Fixtures and Equipment	\$1,161,713
Total Expenditures	\$1,161,713

Section 5: The Finance Officer is hereby directed to maintain within this Guaranteed Energy Performance Project Fund sufficient detailed accounting records to provide documentation to the grantor agency and required by the grant agreement 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.

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. The Budget Officer 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 2nd day of December 2013.

d) Approve Tax Administration Records Retention and Disposition Schedule

e) Approve Tax Department request for October 2013 release of funds in the amount of \$390.14 and \$16,413.14, discoveries in the amount of \$1,053.20 and motor vehicles and personal property write-off for years 2000-2003 in the amount of \$345,198.40.

f) Acknowledge receipt of November 2013 Monthly Performance Status Report for the Community Development Block Grant.

g) Budget Amendments:

1) Health: Approve receipt of \$7,641 for TANF (Temporary Assistance for Needy Families) out-of-wedlock birth prevention, and authorize the Finance Officer to make the necessary arrangements to receive and expend the money. No County dollars.

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

Appointments to Board and Committees

Motion was made by Commissioner Davis and duly seconded by Commissioner Alford to appoint Ms. Dee Hammond as Chair of the ABC Board for 2014. Vote: Motion unanimously approved.

*Scotland County Board of Commissioners regular meeting
December 2, 2013, A.B. Gibson Center, 322 S. Main Street, Laurinburg, NC*

Motion was made by Vice Chair McCall and duly seconded by Commissioner Gibson to appoint Ms. Lorraine Prince to a three-year term on the Aging Advisory Council. Vote: Motion unanimously approved.

Motion was made by Vice Chair McCall and duly seconded by Commissioner Alford to appoint Mr. Daniel Dockery to a three-year term on the Parks and Recreation Advisory Board. Vote: Motion unanimously approved.

Policy Committee report

Vice Chair McCall said the Policy Committee met November 26 to review several items. Vice Chair McCall reviewed the draft policy on the payment schedule for those who owe fees to the County. She said the delinquent payment plan was developed with input from the County Manager and staff.

Motion was made by Vice Chair McCall and duly seconded by Commissioner Gibson to approve the Installment Payment Plan for Delinquent Accounts. Vote: Motion unanimously approved.

Vice Chair McCall asked the Commissioners to review the Installment Plan for Past Due Real and Personal Property Taxes and the tax exemption application policy. The two policies would be presented again in January after review by the Board.

Vice Chair McCall discussed an end-of-the-year payment to employees based on 75 percent of longevity. Vice Chair McCall said the Policy Committee might not have been as clear as it wanted to be when it presented the original plan. Vice Chair McCall said the \$30,000 in the budget was budgeted for longevity and, additional lapsed salary monies could be added to that. Vice Chair McCall said the Policy Committee believes in the value of rewarding long-time employees.

Vice Chair McCall said the Policy Committee is bringing back the original proposal for consideration: to implement the longevity plan at 75 percent as was stated last month. Vice Chair McCall said only twice before in the collective memory of staff have employees received an end-of-year bonus, and the governing body should be careful in establishing a precedent on that. Vice Chair McCall said employees have received an extra three days at the holidays in lieu of the fact there were no COLAs.

Vice Chair McCall said the Policy Committee wanted to bring back the original plan and present an alternate plan for Commissioners who requested one. Vice Chair McCall said the alternate would keep longevity at 75 percent and give employees with five years or less, who were employed before June 30, would receive a \$75 bonus, which is 75 percent of the \$100 bonus awarded last year.

Commissioner Gibson said that during the spring budget talks the Commissioners did indicate they would like to reinstitute longevity for employees. Commissioner Gibson said using lapsed salary to supplement greater than the \$30,000 budgeted while still leaving a good amount of the lapsed salary on the table indicates the governing board's responsibility to the taxpayers, too.

Commissioner Gibson said he appreciates all the employees, but the ones who have been with the County the longest, who went through the economic downturn, the reduction in salary are the ones who stayed loyal to the County. Commissioner Gibson said newer employees hired a few years ago came in at a salary that was built back by 1.25 percent each year. Commissioner Gibson pointed out the significance of giving a newer employee \$75 while an employee who has worked for the County for just under 10 years would receive \$150. Commissioner Gibson said the original plan is not to tell the new employees they are not valuable but to indicate to the long-term employees how valuable they really are.

*Scotland County Board of Commissioners regular meeting
December 2, 2013, A.B. Gibson Center, 322 S. Main Street, Laurinburg, NC*

Motion was made by Commissioner Alford and duly seconded by Commissioner Gibson to approve the originally recommended plan to implement a longevity plan for employees with five years of service or more at 75 percent of longevity.

Discussion: Commissioner Cooley said longevity is important, but so is encouragement and that zero is pretty rough. Commissioner Cooley said he would favor the alternate. Commissioner Davis said the lapsed salaries should stay where they are and the \$30,000 that was budgeted should be used for longevity.

Vote: In Favor: Chairman McCook, Vice Chair McCall and Commissioners Alford and Gibson. Vote: Against: Commissioners Cooley and Davis. Vote: Motion approved.

Single Family Rehabilitation grant application and program update

LRCOG Housing Coordinator Adrian Lowery said Scotland County is eligible for the 2014 cycle Single Family Rehabilitation (SFR) program grant of \$170,000, \$10,000 of which would be matching funds. Mr. Lowery said the \$10,000 would represent \$5,000 for increasing the competitiveness of the grant application and \$5,000 for administration of the 2014 SFR. The funds would be applied toward the rehabilitation of three houses. Mr. Lowery reported that in the 2011 cycle, five homes were completed, three are under contract and three are reserved for rehabilitation for a total of \$542,874.

Motion was made by Commissioner Alford and duly seconded by Vice Chair McCall to approve \$10,000 in matching funds. Vote: Motion unanimously approved.

Motion was made by Commissioner Davis and duly seconded by Commissioner Alford to approve application for \$170,000 for the 2014 SFR program. Vote: Motion unanimously approved.

Update from the County Manager

The County Manager said there will be a listening session at the Moore County Extension Center in Carthage December 4 to update participants on progress and to engage in discussion about the organization's future. Feedback is being sought on budgetary restructuring and how that might change Cooperative Extensions in the future.

Mr. Patterson discussed the three requests received by the Tax Department. Two requests are for late application, while another request is for release of penalties and interest. Mr. Patterson said the requests have been on hold until the Board considered a policy on late application, which was introduced and will be considered for action at the January meeting. Mr. Patterson said the Board may choose to act or not act on any or all of these, and if the Board does not accept the applications they will be denied according to State law. Mr. Patterson added the two late applications could be received in January for the 2014 levy.

Chairman McCook said the Board could either choose to accept the applications late and make a change now or wait until next year.

After some discussion, the Board took no action and will discuss the policy in January.

Comments from the Chairman and Commissioners

*Scotland County Board of Commissioners regular meeting
December 2, 2013, A.B. Gibson Center, 322 S. Main Street, Laurinburg, NC*

Commissioner Alford said he is concerned about the elimination of funding for Workforce Development in favor of community colleges conducting training. Commissioner Alford praised the Workforce Development Board, of which he is a member, and explained that it trains and re-trains and serves the unemployed according to guidelines, of which the Board has no control. Commissioner Alford said as a result Workforce Development reaches its goals but cannot control the outcome. Commissioner Alford said instead of taking away the funding, Workforce Development should remain as it is but work with different guidelines that would be conducive to better results.

Chairman McCook said the Commissioners met November 21 to go into closed session to conduct an annual review of County Manager Patterson where the strengths and weaknesses of the County Manager and the organization as a whole were reviewed. Chairman McCook described the meeting as a productive as it provided the governing body of where it wants to go as a governing body.

Chairman McCook said the Commissioners are trying to establish the highest expectation of every department and every employee in the County, and will strive for excellence in everything they do that are data-driven and results-oriented including measuring outcomes on a regular basis using established metrics as a methodology.

Chairman McCook said the Board recognizes the challenges that come with managing a complex organization like a County government. The Board determined that the while County Manager is currently meeting expectations, the complexities create opportunity for improvement, The goal of the Board is to provide the County Manager with the support that will allow him to be the best County Manager that he can be for the citizens of the County. Chairman McCook said the Commissioners thank Mr. Patterson for his work, for his positive efforts on behalf of the Board and the citizens and encourage Mr. Patterson to continue growth as County Manager.

Closed Session

Motion was made by Commissioner Alford and duly seconded by Commissioner Davis to go into Closed Session in accordance with N.C. General Statute 143-318.11(a)(6) to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee. Vote: Motion unanimously approved.

OPEN SESSION RESUMED

Commissioner Gibson discussed customer service and how it would be evaluated. He suggested the employees develop the plan and how to measure it and how to improve it in what he described would be a bottom up effort. Chairman McCook said he would like to see a systemic effort in how employees deal with the public as well as fellow employees.

Motion was made by Commissioner Gibson and duly seconded by Commissioner Davis to recess to 5:15 p.m. Tuesday, December 10, at the Small Business Innovation Center, Heck Norton Road. Vote: Motion unanimously approved.

Ann W. Kurtzman
Clerk to the Board

Guy McCook
Chairman