

MINUTES

**Scotland County Board of Commissioners
December 12, 2011 Strategic Planning Session
507 West Covington Street, Laurinburg, NC**

At 3 p.m. Chairman Bob Davis reconvened the meeting. Commissioners in attendance: Chairman Davis, Vice Chair Joyce McDow and Commissioners John Alford, Carol McCall and Guy McCook. Commissioners not in attendance: Commissioners John Cooley and Clarence McPhatter. Staff in attendance: County Manager Kevin Patterson, Finance Officer Charles Nichols and Clerk to the Board Ann W. Kurtzman. Commissioner McCook opened the meeting with a prayer.

2010-2011 Audit Report

Mr. Carl Head, Lundin & Associates, provided the County with an unqualified opinion on the FY 2010-2011 audit.

Mr. Head noted the General Fund fund balance decreased by 31.13 percent from \$7.4 million to \$5.1 million, primarily due to a decrease in sales tax revenues and excess of expenditures over revenues.

Mr. Head reported a negative net asset balance for the Public Works fund with depreciation, post closure costs and projected post employment benefits as significant factors in the net decrease.

Net assets for the Water Districts remain relatively flat over the last five years due to depreciation, interest, principal payments and bad debts.

Mr. Head listed two significant deficiencies and corrective actions along with one material deficiency and corrective action. The County should search for new revenue streams and cost cutting measures as corrective action for the negative net asset balance in Public Works.

Mr. Head said a close review of budget during the year to insure excess expenditures have not occurred would be a corrective action for various departments having excess expenditures over budgeted amounts.

The material deficiency, Mr. Head reported, was that the auditing firm prepared the financial statements and journal entries. Mr. Head said the corrective action would be for accounting personnel to obtain the necessary experience to prepare and accurately review the financial statements. Mr. Head noted that audit procedures have become much easier since the appointment of a full-time Finance Officer.

Discussion: Strategic Initiatives/Mission and Vision Statements

Facilitator Jim Perry asked the Commissioners to review the Mission and Vision statements and the strategic initiatives so that a responsible party could be assigned to each initiative and a team assembled to address the initiatives. He also asked the Commissioners to consider a time frame

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in which the Commissioners would like to see desired results. There were no changes to the Mission and Vision statements.

1. *Update the 1972 County Land Use Plan
This update would include sections on housing and water resources.*

Chairman Davis agreed to be the responsible party. Chairman Davis said he would rely on the zoning office staff to provide technical and interpretative support. County Manager Patterson will coordinate with the City for additional support.

2. *Centralized / Joint Purchasing and better sharing of resources between County Departments. This initiative also includes examining capital expenditure procedures.*

County Manager Kevin Patterson and Finance Officer Charles Nichols will coordinate the purchase of larger items with departments and develop a one-year capital budget for review by the Capital Committee. Mr. Patterson and Mr. Nichols also will provide a report on the strength and weaknesses of day-to-day purchasing.

3. *Development of a Capital Improvements Plan (CIP) that looks forward at least 5 years
This initiative includes an evaluation of current and future space needs.*

Commissioner Guy McCook said he would be the responsible party. He asked staff to provide him with a sample capital improvement plan for review.

4. *Strategies for Job Growth
This initiative includes an examination of the current method of economic development, an economic profile and 'vision' for economic development.*

Vice Chair Joyce McDow will be the responsible party with assistance from Economic Developer Greg Icard. Commissioners John Alford and Carol McCall will be part of the team to explore job growth strategies.

5. *Changing Demographics for Scotland County
This initiative includes demographic trends and the consequence of slow growth / no growth.*

Mr. Perry will explore the possibility of assigning a Scotland County demographic study to interested students at either St. Andrews University or UNC-Pembroke.

The Commissioners agreed to report back to the full Board during an upcoming budget retreat on their progress and team members assembled to provide assistance.

Commissioner McCall said she would add an initiative to strengthen the image of the County through a better method of communication and public information. Commissioner McCall said she would work on this initiative with Clerk to the Board Ann Kurtzman.

Vice Chair McDow asked for a follow-up report on the employee evaluation process.

Reminders from the County Manager

Water Board meets 6:30 p.m. Wednesday, January 4.

Joint session with City of Laurinburg is scheduled for 6 p.m. Thursday, January 12.

The Policy Committee will meet Thursday, January 19, in the Courthouse to receive input on concealed weapons in parks. Time is tentatively scheduled for 6 p.m.

Closed Session

Motion was made by Commissioner Alford and duly seconded by Vice Chair McDow 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

Motion was made by Commissioner McCook and duly seconded by Commissioner Alford to reduce the total amount of permit fees for the company by \$8,500. Vote: Motion unanimously approved.

Motion was made by Commissioner Alford and duly seconded by Commissioner McCall to adjourn. Vote: Motion unanimously approved. Meeting adjourned at 4:55 p.m.

Ann W. Kurtzman
Clerk to the Board

Bob Davis
Chairman