

MINUTES – JUNE 19, 2013

The Caswell County Board of Commissioners reconvened in special session at the Historic Courthouse in Yanceyville, North Carolina at 4:30 p.m. on Wednesday, June 19, 2013. Members present: Cathy W. Lucas, Chair, Kenneth D. Travis, Vice-Chairman, William E. Carter, Nathaniel Hall, and Jeremiah Jefferies. Absent: Larry G. Hamlett and N. Kent Williamson. Also present: Kevin B. Howard, County Manager, Gwen Vaughn, Finance Director. Paula P. Seamster, Clerk to the Board, recorded the minutes.

BUDGET WORKSHOP

Chair Lucas opened the meeting with a Moment of Silent Prayer.

Chair Lucas stated “We will reconvene the budget work shop from June 11, 2013. I think Commissioner Hall will be coming pretty shortly. I know that Commissioner Hamlett and Williamson will not be present today. If we could briefly talk to Gwen about giving us an update on the departments that have had changes since we last met in their budgets. As far as meeting with the Sheriff and Jeff Sicz and EMS because of the storm last Thursday we had to cancel the meeting they are not available this week but I am hoping we can have them here on Monday, May 29th. While Gwen is looking I was looking at last year’s budget schedule, our first meeting for the budget last year was on May 29th and we actually had the public hearing on June 4th so we are a little bit off schedule from last year but we will get it done.”

Ms. Vaughn stated “The manager’s proposed budget was at \$22,150,405 and so far we have had a change in the tax levy from \$9,415,483 to \$10,336,000 and that changed at the last budget session. The changes we have made in the budget so far. Dr. Moore has presented changes totaling \$19,103 and the revenue side and then the changes to contingency increased quite drastically.” Chair Lucas asked “Revenues that is an increase in revenues?” Ms. Vaughn responded “It is and his changes were in the fund balance to offset the revenue side.” Chair Lucas continued “Let’s back up to the tax levy.” Ms. Vaughn responded “The tax levy increased by \$528,917.” Chair Lucas asked “Is the difference the \$589,598 that is on here Kevin? What you are calling contingency?” Mr. Howard responded “It is kind of that yes. The motor vehicles are listed separately so we are taking that back out of it so the difference in taxes is actually \$518,623.” Chair Lucas continued “On this proposal you gave us, on the contingency available is that what was left over in contingency? What makes up the difference between the \$518,000 and the \$589,000?” Mr. Howard responded “The \$518,000 is just that one revenue source. The \$589,000 is the difference in all revenues and expenditures put together.”

Ms. Vaughn stated “Basically what we have on the sheet there is no adjustments have been made to the proposed budget.” Chair Lucas asked “So this is the manager’s proposal?” Ms. Vaughn continued “The only change that was made was the tax levy change. The Health Department change has not been keyed in and that would be \$19,103. Would you like to go to Kevin’s proposal and look at that?” Chair Lucas responded “I kind of would like to wait for Commissioner Hall to get here to do that.” Ms. Vaughn stated “Well we can talk about the expenditure side. We would like to move the Governing Body rental fee of \$150 to the County Appreciation line because that is basically what it is used for. On Non-Departmental there will

be an increase in the insurance bond based on the numbers from workers' comp and property liability from \$275,000 to \$350,000 so we will be increasing that by about \$75,000." Chair Lucas asked "Did we talk about that?" Ms. Vaughn responded "Yes." Chair Lucas continued "Based on increased claims and more liability with the detention center." Ms. Vaughn continued "The change in the Health Department on the expenditure side is \$29,600. The request from the Drug Court for Judge Galloway for \$3,280 that was not included in the budget and that is an item that you might want to discuss. The Partnership's request increased by about \$500. The Historical Foundation Mr. Hall mentioned that there was no request but he requested \$2500 that was not in the budget. The transfer to the Library \$4715 was for that mini grant and he contingency changed by \$131. In the end the total change was \$537,726 and that is based on the manager's changes and the changes that were requested." Chair Lucas asked "So this is included is what you are saying the budget will increase by \$537,726?" Ms. Vaughn responded "Yes. As you review the capital request we can change any of these numbers and adjust the budget as needed."

Chair Lucas stated "Gwen refresh my memory on the Historical Foundation for \$2500, I don't recall discussing that." Ms. Vaughn responded "There wasn't any discussion." Mr. Howard responded "Mr. Hall mentioned it when we were discussing that section of the budget. He mentioned the Historical Association."

Chair Lucas asked "And we did not hear from Judge Galloway did we on this request for the Drug Court? I know he normally comes before the Board to make a request." Mr. Howard responded "He did initially because it was not a budgeted item last year." Ms. Vaughn responded "I received an email from him to request the same amount, the \$3,280 which was what was appropriated for the current year. He requested the same amount for next year." Chair Lucas asked "Were you able to pull up that capital report from last year?" Ms. Vaughn responded "I do have that." Chair Lucas continued "I had asked Gwen, how much did we put in capital last year \$715,000, and this is a report on how that money has been expended." Ms. Vaughn stated "The green bar shows the balance of \$184,025." Commissioner Carter asked "Has everything been done in the capital projects Kevin?" Mr. Howard responded "The only think that has not been done is the HVAC at the courthouse." Commissioner Carter continued "So we have \$184,025 going into the fund balance?" Mr. Howard responded "No this is a separate fund so it is sitting in that fund. There is no fund balance for capital improvements." Chair Lucas asked "You are saying as of today there is this amount in there, the \$194,025?" Mr. Howard responded "Yes ma'am."

Chair Lucas asked "Do you have anything to share with us Kevin as far as anything we need to be made aware of in changes or...?" Mr. Howard stated "In JCPC we do. Before we get to that I have talked with Thomas about his tax numbers. He is double checking those to make sure there is not an error because of such a large increase. We talked this afternoon but he was no finished but he felt very confident that it would be about the same as he gave us. We will probably know more tomorrow because he had not finished yet."

Ms. Vaughn stated "As Kevin mentioned the JCPC programs were funded to a different department, Parks and Rec. Formally there were with the Cooperative Extension program. The JCPC council goes through a process annually; it is required to do a RFP to advertise for at least

30 days. That is mandatory to request proposals for services for the county. We did one RFP that was from March 30th through April 8th and we received 3 RFPs and we went through the process of doing the interviews. After the interviews we realized that one of the RFPs was not technically entered in so it wasn't acceptable. The second one was received after the due date so we decided to re-advertise. We re-advertised from May 3rd to June 3rd, another 30 days and on June 4th the funding committee met and did the same process of interviewing the candidates and changed the funding from Cooperative Extension to Parks and Rec. The funding is from the state for \$97,534 and the funding was funded for Parks and Rec. at \$77,534 and Milestones, a parenting program for \$10,000."

Commissioner Travis asked "Why was this program moved from over here to down to there?" Ms. Vaughn responded "After going through the monitoring process there was a recommendation to change because of..." Commissioner Travis continued "Who made the recommendation?" Ms. Vaughn responded "The JCPC funding committee." Mr. Howard responded "Which was based on comments from the state consultant." Ms. Vaughn continued "There is a monitoring every year and in the past 3 years there has been changes requested." Commissioner Travis asked "Just because they requested it that does not answer my question. Why was it actually moved it. Just because they requested it does not mean it had to be done did it?" Mr. Howard responded "The state consultants had concerns about how the program was being operated." Commissioner Travis stated "Well I have a concern about it being moved and she will have more responsibility and she will want more money because of all of that." Mr. Howard responded "That is not going to happen." Ms. Vaughn stated "The program is going to be administered through the Parks and Rec. department but there will be a program coordinator who will do all the programs." Commissioner Travis asked "Who is going to pay for that?" Ms. Vaughn responded "The grant pays for all that." Chair Lucas stated "But we contribute \$10,000 to secure the grant. You have heard that song I had a bomb dropped on me. Yesterday I went to my mailbox and got out a manila folder and it had the two proposals in it and I am standing there stunned when I started reading it because I am thinking that there is being this move made and the Board of Commissioners is not even aware of it. I mean other commissioners may have been aware of it but I certainly was not aware of it." Mr. Howard responded "The intent was to go through all of this with you last Thursday but we cancelled that meeting." Chair Lucas continued "But even last Thursday it has been going on since April the discussion of the possibility of this happening to go to the Rec." Ms. Vaughn responded "Well the RFP went out in April but it was not moved until after the funding committee met. The monitoring took place and during the whole process there was discussion of having it moved." Commissioner Travis stated "From what you are saying if they move it down there and the committee does not like the way it is going on down there they will move it to somewhere else." Mr. Howard responded "The committee can actually not fund anything within the county." Commissioner Travis continued "It doesn't sound like to me that we have any control over it to start with." Mr. Howard responded "You have some control. It is a grant application process."

Chair Lucas asked "Kevin when did you learn about it?" Mr. Howard responded "The actual move was this month after the funding committee met. The way it works is if 5 applications came in and 3 were outside of the county departments and got the money then all we would have been would be a pass through. We would have taken the grant in and paid it out to someone else." Chair Lucas continued "What is appalling to me is we have sat and we went through the

Recreation budget, we went through the JCPC grants and there was never any mention made of this, the possibility that is was even being considered.” Mr. Howard responded “We did not know they were going to make that switch at that time.” Chair Lucas stated “It started in April and we started this in May.” Ms. Vaughn responded “The funding committee met, we met on June 3rd.” Chair Lucas continued “But the process actually started back in April and then you got your 3 proposals in and eliminated 1.” Ms. Vaughn responded “we had to eliminate 2 actually because one was not a proposal. It was a draft which was Cooperative Extension’s and the other one was...” Mr. Howard responded “It has to be entered into the State’s system to count as being meeting the deadline for the advertisement.” Ms. Vaughn added “And I did not meet the deadline so our consultant said that we could either fund one of them or we could re-advertise so we chose to re-advertise the second time.” Chair Lucas asked “How did the discussion come about that it would go to Recreation. I mean if that was an option. Was there discussion with you and Ashley about it, the possibility of taking on extra duties?” Mr. Howard responded “Well we knew the application had taken place.” Commissioner Travis stated “He just said she would not take on extra duties.” Chair Lucas responded “She is going to be responsible for the program ultimately.” Mr. Howard stated “The grant funds 2 full time positions.” Commissioner Travis asked “That is not going to interfere with anything that is going on down at the Rec.?” Mr. Howard responded “No sir.” Chair Lucas continued “And they are going to relocate is that correct?” Mr. Howard responded “That is something that has been discussed. They will have to be moved from over here to somewhere else to Guilford Mills or over here next to Inspections.”

Ms. Vaughn stated “Basically the county does a 10% required match to receive \$97,000, \$97,534. The grant will pay for 2 full time people actually 1 full time coordinator and that is what we have posted and we have posted 2 part time positions which can be 1 person or 2 part time people to run those programs. They will be administered through the Parks and Rec. but not all of it will happen at the Parks and Rec. One program is Community Service and Restitution and that is a court ordered program where youth who go through the court or are adjudicated and receive a sentence or where they have to do community services and so the coordinator would have to make sure that this is done. The second one is the Teen Court program and that is a diversionary program to keep kids out of court. If they have a first offense or a minor offense then it may happen at the schools then the coordinator is the go between person between the juvenile court counselor and the SROs or the school administrators and they have teen court and a court of their peers will sentence the child and they might have community service, they might have a parenting program, there are different programs that they do. Then the third one is a Youth Program, a life skills program that will work with the kids and we are trying to target all the youth that hang out down at the Parks and Rec. and even more, the ones that are at risk to keep them out of court. We are trying to get more kids by having it as a framework through Parks & Rec.” Chair Lucas asked “Is that allowable?” Ms. Vaughn asked “What?” Chair Lucas continued “To have at risk youth at Parks and Rec.” Ms. Vaughn responded “They are all at risk.” Chair Lucas asked “I understand that but if they have gone through the court process is that acceptable?” Ms. Vaughn responded “There are a lot of them that are already there that have gone through the process so we are hoping by having a life skills program and having them in activities that will help them make better decisions and...” Chair Lucas stated “I think to help me with this it would be good to see the numbers as far as how many... I know the proposals had that information in it but where they are sent from or by

percentage how many come from the court system and how many from the school system, private parents or how that happens. Where do you get that information?" Ms. Vaughn responded "The numbers are all referrals. The referrals can come from DSS..." Chair Lucas asked "Do you have that in report form?" Ms. Vaughn responded "We have that in monthly reports from the program coordinators. The numbers are really low and they have been low. What we are trying to do is get the numbers up to target more youth and we think through the Parks and Rec. that will definitely get the numbers up."

Chair Lucas asked "If you have a child at risk and he goes through one part of the program and say he is referred to teen court and through teen court they determine that he needs a mentoring program is that considered two separate people and two separate programs or is that considered the same person?" Ms. Vaughn responded "It would be considered the same person with Parks and Rec. We don't have a mentoring coordinator but we will have the mentoring program through the Youth Life Skills program. The mentoring programs needs to be revamped some so we are working on that as well as the other ones." Chair Lucas continued "So the way the program is set up right now there are two employees currently and the person that is directing the program. Those two employees will no longer be a part of the program or will they?" Ms. Vaughn responded "They have the opportunity to apply because there two part time positions posted on the board downstairs." Chair Lucas asked "So they will have to go through that process all over again?" Mr. Vaughn responded "Yes." Mr. Howard stated "When the program was first introduced to the county we had two full time and two part time people in the program and it has been downsized over the years to where it is just two full time people. We are trying to find a way to make it operate better." Chair Lucas asked "You were talking about locating to a new office space, where are you leaning towards?" Mr. Howard responded "Leaning towards Guilford Mills because there are some large offices over there and we have a conference room." Chair Lucas continued "But that is where they came from." Mr. Howard responded "That is right." Commissioner Travis stated "What you are actually saying is it will be down there but they will be at the Guilford Mills building." Mr. Howard responded "They will be under the Parks and Rec. but their offices will be in the Guilford Mills building." Commissioner Travis continued "To me it does not make sense to me. If they are going to be under her how is she going to look after them if they are in a separate building." Chair Lucas stated "That was the rationale for moving over here initially was so they would be supervised." Commissioner Travis stated "It sounds like a mess to me. We need to move on to something else." Chair Lucas responded "We need to get the information. We will have to address it again on Monday I guess." Ms. Vaughn asked "What would you like to address on Monday?" Commissioner Travis responded "I don't see where there is really anything to address because they have already done what they are going to do." Chair Lucas stated "I would like to see all the numbers and make sure that all the commissioners before a vote is cast that they have actually seen the proposals and know although you folks have made a decision I think it is ultimately up to us what happens." Mr. Howard responded "I don't know for sure one way or the other. This is a state program that has a committee set up that are appointed by the commissioners but also has state employees on it that are involved in the programs as well." Chair Lucas stated "This is information that we need." Ms. Vaughn stated "If you decide not to go with the proposal from the council then we would have to do another RFP for another 30 days to start all over again. That means no funding for anyone, programs will stop and we would be at a standstill." Chair Lucas stated "We will bring it back up on Monday. Any other surprises?"

Chair Lucas stated “Well we will talk about your proposal, Kevin, then starting with the additional expenditures in the budget as far as the Economic Developer position.”

Mr. Howard stated “That is not the salary that is the actually funded position including salary, benefits and operational money so that is not just the salary.”

Commissioner Jefferies asked “This is a full time salary for an economic developer right?” Mr. Howard responded “It is for a full time person. I am thinking the hiring range would be between \$40,000 and \$45,000 plus benefits and the remainder for operational costs.”

Chair Lucas asked “Let’s just do it this way, within the additional expenditures does anybody have any questions about those items listed?”

Commissioner Carter asked “This Kronos timekeeper program is that we definitely need?”

Commissioner Travis responded “You are on the wrong sheet.” Commissioner Carter continued “So this is not in the budget?” Ms. Vaughn responded “No.” Commissioner Carter asked “What are your thoughts on this rescue squad thing? I know we don’t have anything included in the budget for it. My thinking is I know we can’t give him what he was asking for but we can fund him enough to get the charter and to get up and running and have him come back before us next year and see how many levels they have done and see how much training they have had and give them a chance to see what they can do on their own. My thinking is to give them \$10,000 to get the charter and then let them come back before us next year. That is just my thinking.” Chair Lucas asked “The total amount that he asked for was what?” Commissioner Travis responded “\$99,000 or somewhere in that range.” Chair Lucas continued “But didn’t he have an initial amount that he was asking for?” Commissioner Travis responded “I think he initially asked the county for \$25,000 but he would take \$10,000 if you would let him have it from what I understood him to say. If we fund this thing there is going to have to be some type of insurance to fund the liability. The insurance from the fire department will not take care of those boys on water rescue.” Mr. Howard responded “I would assume as a non-profit that they would have insurance.”

(At 5:10 p.m. Commissioner Hall entered the meeting.)

Chair Lucas asked “What part does Emergency Management play in this?” Mr. Howard responded “Emergency Management is a coordinating agency and they would call him out to assist in a situation.” Chair Lucas continued “Don’t they have water rescue programs within the emergency management division?” Mr. Howard responded “Yes but instead of us having a county department doing it they are proposing for this group to do it.” Commissioner Hall asked “I guess the first thing is, is this something that the Board wants to do and the second part would be the funding. If this is something we want to do we could probably fund it out of our general fund right now without a lot of problems.” Commissioner Jefferies stated “I think this is something that we need.” Chair Lucas stated “I think if he could come back with more of a timeline as far as far he is in the process, how far he had gotten along in the process.” Commissioner Hall responded “From what I heard he had not gotten very far.” Chair Lucas

stated "I think with a little more information I would like to pursue it but I would like more information." Everyone agreed.

Chair Lucas stated "We were looking at under additional expenditures. We have marked off the two lawnmowers at \$10,000. That has already been taken care of. We were entertaining questions about other items listed there. The \$70,000 for Economic Development includes the salary, benefits and operating budget."

Commissioner Travis asked "This court security system for the Sheriff's Office?" Mr. Howard responded "It would be put in the Sheriff's Office budget but it would be to do the court security. The Sheriff's office is just requesting it. This is to go in the courthouse to put in all the electronic locks and the additional cameras they would need to have just one entrance." Chair Lucas asked "And court facilities would not take care of it?" Mr. Howard responded "No ma'am." Chair Lucas continued "Why?" Mr. Howard responded "There is some money left in their fund balance but with their revenues down we did not want to pull that money from there. Now there is \$10,000 in their budget to go towards courthouse security. We are thinking it would cost about \$35,000 to do it and \$10,000 of it would come from the court facilities fund." Chair Lucas asked "Do you have a breakdown on what it would include?" Mr. Howard responded "That is something that the Sheriff is going to bring when he comes to talk with you." Chair Lucas stated "Well then we will hold off on that one until we get all the information."

Commissioner Travis asked "What about the ramp at the Guilford Mills building?" Mr. Howard responded "On the backside there are several bays and what they are asking for is a ramp to get up into those bays so they can pull their vehicles or lawnmowers or whatever up in there so they can work on them." Chair Lucas asked "Are you talking about where the tractor trailers backed up in there to load, the loading dock?" Mr. Howard responded "Yes, there is no way to get to that area of the building." Chair Lucas asked "How did they come up with \$8500?" Mr. Howard responded "That was an estimate they received." Commissioner Travis asked "Will this be made out of cement if you do it?" Mr. Howard responded "I would have to look. I don't remember." Commissioner Travis asked "Is this going to be a ramp for each door?" Mr. Howard responded "It is just one ramp." Chair Lucas asked "How many openings is it?" Mr. Howard responded "Three or four." Chair Lucas continued "It is about 4 feet off the ground. Does Maintenance have access to the back of the building?" Mr. Howard responded "You cannot drive all the way around." Chair Lucas asked "Isn't there a ramp past the concession area?" Mr. Howard responded "That is a handicap ramp to get into that area of the building. There is not a ramp to get vehicles in the building in the area we are talking about." Chair Lucas continued "And there is not enough money in the Maintenance budget to cover this?" Mr. Howard responded "No ma'am. I would not want to use their money for this because we would use their money to do small air conditioning repairs if they came up." Commissioner Carter asked "Do you have enough money in this year's budget?" Mr. Howard responded "I would have to look." Ms. Vaughn responded "There is not enough in Maintenance's budget to cover this ramp. The only place that we might be able to handle it would be out of contingency and I just appropriated some to contingency." Mr. Howard stated "We just took the lawnmowers out of there." Commissioner Travis stated "If we have the space over there and we want to use it we will have to do something to be able to get into it. It is cheaper to put that ramp up than it is to

build a building.” Chair Lucas asked “What vehicles are they planning to work on?” Mr. Howard responded “Their vehicles. They do their own oil changes.”

Commissioner Travis asked “What about this road over there?” Mr. Howard responded “There is a road that goes back to the water tank. It has eroded over the years and it needs to be graded and more gravel put down. That is what that is for.” Chair Lucas asked “And there is not enough money left in that project to do it?” Mr. Howard responded “This is not a part of that project.” Chair Lucas asked “What is left to be done in phase 5?” Mr. Howard responded “The sewer lift station and there will be a road put in to go back to that. We have advertised for bids so we will know within the next 30 days.” Mr. Howard stated “The road really needs work on both sides.” Chair Lucas asked “The state can’t go in there and do that with the Welcome Center and…” Mr. Howard responded “That is not state maintained. It is used for us to access that lift station and the water tank. We maintain our section and they maintain their section.”

Commissioner Carter asked “How many computers is this?” Mr. Howard responded “I think it is 15 computers. It is all the ones in the computer lab and the staff computers. They have not been replaced since we have been in that building and that is going on 4 or 5 years. The ones in the computer lab were actually donated and hand me downs.” Commissioner Carter continued “Have you ever check on a lease program through Dell?” Mr. Howard responded “We have never done that with computers. We do that with copiers but not computers.” Chair Lucas asked “Have you already gotten prices on them?” Mr. Howard responded “That is based on what it usually cost to replace them.” Commissioner Carter stated “I can see the need especially for the staff. How many do they have in the lab?” Mr. Howard responded “There are 9 in the lab and they get used quite a bit.”

Chair Lucas asked “What is left to talk about here? The Extension kitchen. How did you come up with \$12000?” Mr. Howard responded “That is what Cooperative Extension gave us when they gave us their budget.” Commissioner Hall stated “I would have to wonder if they could do a good job with \$12000. I looked around my kitchen and they need commercial grade stoves, refrigerators, and freezers if they are going to teach these classes. They need canning equipment and all kinds of stuff that they do. I question if they can do it with \$12,000.” Commissioner Travis responded “If I remember right all they were talking about was the cabinets.” Mr. Howard stated “It was cabinets and counter tops. I think all the appliances are still fairly new.”

Chair Lucas stated “GPS software at the tax office.” Mr. Howard stated “That allows them to go out to the site and actually locate the house on the property. We have issues now where maps were put together and there are actual houses sitting in the lake or the address points are in the lake and we need to correct that. We have also had discussions about them taking over 911 addressing.”

Commissioner Hall asked “Are we going to do a flyover this year?” Mr. Howard responded “They requested money for that.” Chair Lucas asked “Is it in their budget?” Ms. Vaughn stated “I think it is \$35,000. That is what was in the budget as a total because they were doing it in collaboration with Person County so the two counties would be working together.” Chair Lucas asked “Where is it showing in their budget?” Mr. Howard responded “It is not in the budget. They requested it but I did not add it.” Ms. Vaughn stated “In my notes when we had our budget

session the Pictometry is a 360 degree view area and they would be working with Person County and the cost would be \$32,625 to pay over 3 years.” Chair Lucas asked “What exactly does this allow you to do? Is it a hand held device or something?” Mr. Howard responded “The GPS, yes.” Commissioner Hall asked “Well let me go back and ask this to make sure that I understand when we are talking about the GPS system, my thinking is the flyover would tie some of that into the GPS or at least in that contract.” Mr. Howard responded “The flyover will not do that.” Commissioner Hall continued “So when they do the flyover someone will have to get those pictures and apply those to the GPS?” Mr. Howard responded “Yes sir.” Commissioner Hall asked “Do we have anything on GPS now?” Mr. Howard responded “Yes sir. Everything has an address point the problem is some of them has been misplaced over the years.” Commissioner Hall continued “Is this something that the staff would do?” Mr. Howard responded “Yes. Some of them are being done in 911 addressing now.”

Chair Lucas asked “Can the 911 funds be used or not used?” Mr. Howard responded “They cannot be used.”

Commissioner Carter asked “On the vehicles you have it listed that we need to trucks?” Mr. Howard responded “We definitely need the F250 if we get a tractor this truck would tow the tractor wherever it needs to be. If we got two trucks the other truck would be for Maintenance to pull the lawnmower.” Commissioner Carter asked “Where is the tractor listed?” Mr. Howard responded “It is under Solid Waste.” Commissioner Jefferies asked “I thought we had a 4 wheel drive truck?” Mr. Howard responded “We do but it is not big enough to pull the tractor with. The current Maintenance truck will be transferred to Farmer Lake. He needs a vehicle over there.” Chair Lucas asked “Well when did we find that out?” Mr. Howard responded “I explained it when I gave this out that if we got these two we would transfer that truck over there.” Commissioner Carter stated “I remember you saying something about Farmer Lake.” Chair Lucas continued “So the 2006 Maintenance truck will go to Farmer Lake?” Mr. Howard responded “Yes.” Chair Lucas asked “Maintenance wants two brand new trucks, is that right?” Mr. Howard responded “They asked for 1 truck and Farmer Lake asked for 1 truck.” Commissioner Hall stated “Just say yes. We are a whole county government we should not hassle over two or three vehicles, buy three or four.”

Commissioner Carter asked “EMS wants a Subaru Outback?” Mr. Howard responded “That would be the director’s vehicle.” Chair Lucas stated “They will be here Monday so we can talk about those needs on Monday.” Mr. Howard stated “He has a reason for that particular vehicle.” Chair Lucas asked “Do you know what it is?” Mr. Howard responded “One is it is all wheel drive and secondly it has a towing capacity to tow the trailers they have and third it gets between 25 and 30 miles per gallon which is much better than a truck.” Commissioner Carter asked “Where is that white truck at now?” Mr. Howard responded “It is parked down there now.” Commissioner Carter continued “That is the one that needs the head, what we were talking about last week?” Mr. Howard responded “Yes sir.”

Chair Lucas stated “Moving along to the fleet of vehicles.”

Commissioner Jefferies stated “I think in this fleet we need to at the EMS try one of these small vans. We are having problems with these big boxes and they are expensive. Get one of these

small vans and see what we can save. We keep buying these big boxes and the motor does not last in these big boxes. We have blown three in the last couple of years.” Mr. Howard responded “The only concern is when you have a cardiac call and you have to have 3 attendants in the back of the van, there is not enough room for that. What I have asked is for the director to have one here for everybody to look at.” Commissioner Carter stated “I think it would be good to have one for covalence calls.”

Commissioner Carter asked “Is the Fords cheaper than the Chevrolets on the fleet?” Mr. Howard responded “These are on the state contract and they are the cheapest of those types of vehicles.” Commissioner Travis asked “All of these vehicles you are talking about are used vehicles right?” Mr. Howard responded “No sir, they are new.” Commissioner Travis stated “If Jeff needs something to ride around on he should be getting something like this versus a \$32,000 Outback. I know you told me what the reason was but he is not going to pull that trailer that many times and they have a truck sitting over there that they can pull it with. If he just wants something to ride around on we can buy three of these for what he wants in that Outback. As far as I am concerned he does not have to tell me about that, I can write that off today. That is more than what we are paying for the Sheriff’s Department cars.”

Chair Lucas asked “Can you explain to us in detail how you are planning on utilizing these?” Mr. Howard responded “The first 5 vehicles will be available for county employees to go out of town to conferences or meetings. The thought behind that is it would cost us less by not reimbursing them mileage. The four wheel drive truck will be available if needed. An example would be if the Planning Department needed it or let’s use Inspections for example most days they could come and get a Fiesta and drive it and if there is a day they need the four wheel drive truck they can use it.” Commissioner Travis stated “In other words paying mileage will stop if we do this.” Mr. Howard responded “Yes sir.” Commissioner Travis continued “For everybody.” Mr. Howard responded “Yes sir. Well not for everybody, this is not enough vehicles for say Home Health.” Commissioner Travis asked “What about the Inspections Department?” Mr. Howard responded “That can happen, yes sir.” Commissioner Travis stated “As far as I am concerned the Outback needs to be taken out.” Commissioner Carter stated “I thought we budgeted \$5000 to fix the motor in that white truck.” Mr. Howard responded “That is actually in the budget.” Chair Lucas asked “What happens to it once it is repaired?” Commissioner Travis responded “It will stay over there.” Chair Lucas continued “For what purpose?” Commissioner Travis responded “To the pull that boat and stuff with. The same thing they want with this Outback.” Mr. Howard stated “He actually said he would give it up if he could get 2 ambulances.” Commissioner Hall stated “This is not about what he wants. This is about what is best for the county and this department.” Mr. Howard responded “It think what he meant was it would be best for the department to replace the two ambulances.” Commissioner Carter asked “Didn’t we just buy a new ambulance last year?” Mr. Howard responded “Yes sir but they asked for 2 last year.” Chair Lucas stated “When he comes Monday can you have him again give us a list of the vehicles he has with the mileage, year, make and all of that.” Mr. Howard responded “I will and I will have him to have a sprinter ambulance here as well for you all to look at.” Chair Lucas stated “That would be great. So we are taking about the \$32,000 Outback?” Commissioner Travis responded “I say so.”

Chair Lucas asked “Does anybody else have any questions about the vehicles?”

Commissioner Travis asked "So in other words we are going to talk to the Sheriff, we are going to talk to EMS and everything else on here everybody is okay with it right?" Chair Lucas responded "I am not in agreement with the fleet and I am concerned about the two vehicles for Maintenance. There is a difference in philosophy here you are talking to someone who drove the same vehicles for 25 years so we are not going to..." Mr. Howard stated "Two of the vehicles with Maintenance are probably 30 years old." Chair Lucas asked "Which ones are you talking about?" Mr. Howard responded "The military truck is I think a 1987 and the town truck that we actually took out of the lot is in the mid 80's." Chair Lucas continued "The new truck is what they drive to Danville and to Lowe's and travel out of town on but around town they use those other vehicles right?" Mr. Howard responded "Yes." Commissioner Carter stated "They have an old van too."

Chair Lucas stated "Building Capital Outlay. Do we know anymore about the courthouse heating and air? It is what it is?" Mr. Howard responded "Yes. The system is almost 40 years old." Chair Lucas continued "How much did we pay the engineer?" Mr. Howard responded "The engineer's fee is right at \$40,000. That \$800,000 again was to do everything he talked about in the meeting. That is not just the HVAC. That is to replace the ceilings, ductwork and the lighting." Commissioner Travis asked "What are we doing, borrowing this money from the bank?" Mr. Howard responded "What I am proposing is you use the rest of the fund balance and appropriate some general fund balance and then borrow whatever you need after that. It may not be that much." Chair Lucas asked "If you had to prioritize these capital needs how would you go about doing that?" Mr. Howard responded "The two roofs would be first." Chair Lucas stated "So the Ag building roof and the Guilford Mills roof would be number 1." Mr. Howard continued "After talking with Dr. Bartlett that PCC HVAC is an original unit. They can't get parts for that anymore. They actually have to have parts made and they have to wait on them so it stays down. The carpet he actually said it was taped down with duct tape in several places. The paving could be put off if needed but the issue is we will start to lose parking lots if we don't get something done to some of them." Chair Lucas asked "Did you give us a breakdown on the paving?" Mr. Howard responded "I did not. I figured we would bring you those with a priority and pave until we ran out of money." Commissioner Travis stated "In other words the courthouse air conditioning would be the last thing on your list." Mr. Howard responded "Well we will have to have a design on it first." Commissioner Travis asked "Isn't that what you just said?" Mr. Howard responded "It needs to be done because it could go out at any time." Commissioner Hall stated "We are not saving money with these old units. If we were to look at what we are paying in utilities we could probably pay for the unit just with the savings we would have in the heating and cooling in the courthouse. Every year we look at stuff and say we can't afford it and we don't do it. It is time to do it. What is the utility bill over there to run that courthouse?" Mr. Howard responded "Around \$4,000 a month." Commissioner Hall continued "Now suppose we upgrade this building with a new HVAC, the windows, the ductwork, the whole nine yards and we can heat and cool it for \$2,000 a month."

Chair Lucas asked "Are we paying the parking lot rent out of court facility fees?" Ms. Vaughn responded "Yes." Chair Lucas continued "That would be a savings in itself." Commissioner Travis asked "What?" Chair Lucas responded "The parking lot fee that we are paying, that \$2500." Commissioner Travis asked "What do you want to quit renting it and go back to the

same problem we have been having?” Commissioner Carter stated “Let me say something about that, the Town just resurfaced that whole parking lot and stripped it and it was a whole lot more than \$2500.” Chair Lucas responded “Well that is the Town.”

Chair Lucas asked “What else is on here that we need to talk about?” Commissioner Carter responded “I will tell you what we need to do, we need to be coming up with some proposals next week is the last week.” Chair Lucas stated “Monday is the day.” Commissioner Travis asked “Are we going to pass it Monday?” Chair Lucas responded “Maybe.” Commissioner Carter stated “We are just harping on the same old stuff.”

Chair Lucas asked “Kevin did you want to bring up about APS, they have made a request, speaking of the Town of Yanceyville?” Mr. Howard responded “APS has asked if they could come and meet with the Board to discuss the issues that they have. Their biggest issue is they have to replace the waterline to the building and getting a new tap and everything.” Commissioner Travis asked “What did you say?” Chair Lucas responded “They are having a problem at the animal shelter with water pressure and they need \$12,000 for tap fees so that they can increase the pressure at the shelter.” Commissioner Carter stated “One thing they need to do is to check to see if they have a plastic line or a galvanized line. If they have an old galvanized line over a period of time that galvanized line will close up. That might be some of their problems with the pressure.” Chair Lucas stated “I thought they had some repair work to the line.” Mr. Howard responded “They had B & B to do some work I think. If you want them to come they can explain exactly what they had done.” Commissioner Carter asked “What size line do they have now?” Mr. Howard responded “3/4 I think.” Commissioner Carter stated “For one connection that should be adequate pressure.” Commissioner Hall stated “Let me make sure that I understand this. They need \$12,000 to put in a new line? From where to where?” Mr. Howard responded “The \$12,000 is for the tap fee and to upsize the line too.” Commissioner Hall continued “So the Town is going to charge \$12,000 to upgrade?” Chair Lucas responded “Yes.” Commissioner Hall stated “And they still have to pay for the water. Something is not right.” Commissioner Carter stated “They have to get a company out of Mebane to run the tap.” Chair Lucas responded “But we are providing them a service for the animals.” Commissioner Travis stated “Here is the thing Bill, if the thing was working right to start with it is either the Town’s responsibility or there is something wrong from where they hook on to the building.” Commissioner Carter responded “That is the customer’s responsibility.” Commissioner Travis continued “Right but the tap is not the responsibility of the owner.” Commissioner Carter responded “Yes it is. I just got one for him for the county tap and it was \$3500.” Commissioner Travis stated “But they already have a tap.” Commissioner Carter responded “There is nothing wrong with the tap. They want a bigger sized line so it will need a bigger size tap.” Commissioner Travis asked “Have you been there Bill? Do you know how the water pressure is?” Commissioner Carter responded “They have pressure at the highway patrol office and the ruritan building.” Chair Lucas stated “I went to the ruritan building and asked how their water pressure was and they said we are not here enough to be able to tell you.” Commissioner Carter responded “Well it is an 8” line going down the County Home Road and that is what it is tapped off of so they should have plenty of pressure.” Commissioner Hall stated “I am still missing something. The animal control building is tapped into the Town’s water and they have an X number sized line, they have a 3/4” line running from the Town’s water to their building and that 3/4” line does not have enough pressure for them to do what they want to do. So what they are

going to do is tell the Town we need a what size line? Why don't we go down to Lowe's and buy a pressure washer for two or three hundred dollars." Commissioner Travis responded "There is not enough pressure. It sounds like to me the first thing we need to do is to have somebody who knows what they are doing to go over there to see what they need."

Commissioner Hall stated "It seems to me that B & B has been over there they can tell you what the problem is. They are not going to tell you until you ask them because every time you call them they get to charge you \$125. Get a ditch witch and dig that line up and it would not cost that much. I understand there is a problem. What I don't understand is what the problem is and does it take \$12,000 to fix it." Commissioner Carter stated "All they have to do is ask the Town and they will check it. Tell them to call Mark Guthrie and he will check it." Chair Lucas responded "They had done all that." Chair Lucas asked "Kevin can you investigate further. Who did you speak with?" Commissioner Hall stated "Kevin can answer the question and they can't answer the question. Bill has suggested that it is probably a galvanized line in the ground. We being the county manager, maintenance or anybody can call B & B and find out what kind of line is in the ground. They can tell us that and they don't have to charge us to tell us that. That is the first thing. Now number two if we need to ask the Town to check the meter ask them when was the last time they checked the meter because all we will be doing is wasting time. \$12000 does not mean anything to these folks because they are just asking us to give it to them." Mr. Howard asked "But why are we the ones that need to do all of this? It is not our building. I understand where you are coming from." Commissioner Hall responded "Well do this pass it on to them and say it is not going to get funded because you need to do this, this and this and get these answer back to the Board." Commissioner Travis stated "Someone could have driven over the line. There could be anything wrong with it." Chair Lucas stated "Maybe since the Town benefits from the Shelter maybe the Town would share in the cost or whatever we have to do." Commissioner Travis stated "Laying everything aside, the Town benefits from the Shelter too. Our Animal Control does work for them and we foot the bill. They carry them to the shelter. I am like Cathy I think they ought to help with some of this."

Commissioner Hall asked "Have we talked to the DOT lately about that front parking area out there? I could not hardly get in my car day before yesterday because of the water." Mr. Howard responded "They are addressing it they say."

Mr. Howard stated "There is one item I would like to mention the HVAC for the gymnasium. We have a \$12000 grant to help get air conditioning in the gym. It is \$25,000 to put the HVAC in. The benefit of that is the gym is used a lot now for different exercise classes. They can't do them in the summer time or they have to move it to somewhere else because it is too hot in the gym."

Mr. Howard stated "I will give you this, at the last meeting you asked for Dr. Moore to give you a breakdown for the changes in his budget as far as merit increases." Commissioner Hall asked "Why would you even give us anything about merit increases? Has this Board talked about merit increases for everybody?" Commissioner Travis responded "No." Commissioner Hall continued "So I don't even need to read that." Ms. Vaughn responded "But it is already included in his budget." Commissioner Jefferies stated "We set a policy for that." Commissioner Hall stated "The way I see the budget is unless we gave some directions to do something you don't do it so when it comes time to approve the budget take it out."

The next budget work session will be Monday, June 24th at 5:00 p.m. with the Sheriff and EMS and a Public Hearing at 6:30 p.m. for the Casville Fire District increase.

RECESS

At 6:27 p.m. Commissioner Jefferies moved, seconded by Commissioner Travis to recess the budget work session until Monday, June 24, 2013 at 5:00 p.m. The motion carried unanimously.

Paula P. Seamster
Clerk to the Board

Cathy W. Lucas
Chair
