

MINUTES – FEBRUARY 20, 2012

The Caswell County Board of Commissioners met in regular session at the Historic Courthouse in Yanceyville, North Carolina at 6:30 p.m. on Monday, February 20, 2012. Members present: Nathaniel Hall, Chairman, Cathy W. Lucas, Vice-Chair, William E. Carter, Gordon G. Satterfield, Kenneth D. Travis and N. Kent Williamson. Absent: Jeremiah Jefferies. Also present: Kevin B. Howard, County Manager, Brian Ferrell, County Attorney, and Angela Evans representing The Caswell Messenger. Paula P. Seamster, Clerk to the Board, recorded the minutes.

MOMENT OF SILENT PRAYER

Chairman Hall opened the meeting with a Moment of Silent Prayer.

APPROVAL OF AGENDA

Chairman Hall stated “Fellow commissioners I would like to make one adjustment to the Agenda before it is approved. We need to add a presentation by our Register of Deeds, Ms. Tammy Riggs, and I would like to add that after Item 7 please.”

Commissioner Travis moved, seconded by Commissioner Williamson to approve the Agenda as amended. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Commissioner Satterfield stated “Mr. Chairman before we approve the Consent Agenda I would like to separate the two items because I have a couple of questions about the Budget Amendment that I would like to ask.”

Commissioner Travis moved, seconded by Commissioner Lucas to approve the Consent Agenda Item A. The motion carried unanimously.

Commissioner Satterfield stated “Mr. Manager I had a concern on the Public Safety. On the part-time salaries I see where we increased them by \$16,000.” Mr. Howard responded “Yes sir, the transition of the new system we put in did not have enough money in the budget to cover part time salaries so we will be using this money to cover some part time salaries for their budget in this fiscal year.” Commissioner Satterfield continued “Now we were about out of part time salary money at the end of December if I read my finance report right. Is the \$16,000 going to carry us for the rest of this year?” Mr. Howard responded “I am not sure.” Commissioner Satterfield stated “That amount did not carry us the first six months.” Mr. Howard responded “Probably not. We will try to make it with that but if not we will have to come back again later in the fiscal year.” Commissioner Satterfield continued “And we are reducing vehicle fuel and other fuel by \$7,000, are we going to be alright in those brackets?” Mr. Howard responded “Yes sir. When we figure fuel, we base it on a much higher price. It is always priced on a higher price per gallon than what we have paid in the last fiscal year.” Commissioner Satterfield stated

“I think you are going to see it go higher in the second part of this year.” Mr. Howard responded “Yes sir.” Commissioner Satterfield continued “I just want to make sure that you think those things will be covered there or if we need to make some other types of adjustments down there.” Mr. Howard responded “They are actually doing other things to cut back on fuel as well.”

Commissioner Lucas asked “Along the same line as what Commissioner Satterfield was talking about under Public Safety, what was the total amount appropriated for the part time budget?” Mr. Howard responded “The original amount was around \$55,000.” Commissioner Lucas continued “Well my concern was that we gave the department three new positions to cut back on part time salaries.” Mr. Howard responded “When the part time salaries were budgeted we did not take into account the transition period so we used more part time money early in the fiscal year. We did not take into account the transition of hiring those positions to full time so we had to use part time monies for that.” Commissioner Lucas asked “So are we still using part time?” Mr. Howard responded “We use part time for fill ins when we have people off or scheduled for training.” Commissioner Lucas continued “Are the three new positions filled in the department?” Mr. Howard responded “When we have positions open we have to use part time. When we had the paramedics position open we were using part time to cover the shifts when those positions are open.”

Commissioner Satterfield asked “That raises another question. You say during the transition period from part time to full time we did not account for that?” Mr. Howard responded “Right, as in...” Commissioner Satterfield continued “So my question is do we not have any excess money in the regular expenditure line for salaries? Shouldn’t it have been an accumulation of additional monies there?” Mr. Howard responded “There is some money there. That is the money we may have to look at later on in the fiscal year if we have to pull some more money out, yes sir.” Commissioner Satterfield asked “Do you know how much we have spent?” Mr. Howard responded “Not off the top of my head, no sir.”

Commissioner Carter moved, seconded Commissioner Travis to approve Consent Agenda B. Budget Amendment #7. The motion carried by a vote of five to one with Commissioner Lucas voting no.

The following items were included on the Consent Agenda:

- A) Approval of Minutes of February 6, 2012 Regular Meeting
- B) Budget Amendment #7

PUBLIC COMMENTS

Chairman Hall opened the floor for public comments.

Mr. John Claggett came before the Board and made the following statement:

“Good evening. My name is John Claggett and my residence is located at 108 Jaye Lane, Providence, NC.

My fellow taxpayers and I would like to once again thank the Board for the opportunity to participate in the public comments portion of your meeting.

In this evening's agenda package there's listed a Discussion of Emergency Water Connection with the Town of Yanceyville. My colleagues and I would like some clarification as well as some additional information regarding the "Project Justification" the town has provided.

First of all, when has the discussion as listed in the agenda turned into a project? The "Justification" speaks of the potential of a water shortage that could, not would, result in significant public health issues as well as economic losses to business and industry. Have there been any studies done to substantiate this? The "Project Justification" does mention an Engineering Report, prepared by Alley, Williams, Carmen & King, Inc. perhaps this organization did some sort of study, we don't know, the report wasn't provided to us by the town."

The "Project Justification" goes on to explain that this engineering report indicated that the Yanceyville Water Treatment Plant has experienced instances when the plant was inoperable for periods over 24 hours due to power failures or surges, in which the most recent was 5 years ago.

It seems that with the water plant issues the town experienced five years ago would have been motivation enough to incorporate a rationing strategy utilizing the 250,000 gallon elevated water tank and/or the 750,000 gallon clear well in case of an emergency. Maybe there is such a thing, we don't know, nothing of the sort has been provided to us by the town.

My colleagues and I firmly believe that humanitarian efforts and public health should be the only reasons for an 'Emergency Water Connection'. The opening statement of the town's document stated that this 'Emergency Water Connection with the Danville, VA water supply via Caswell County is a critical need that the town of Yanceyville should implement to improve the reliability of service to the customers of the Yanceyville Water System.' The term Yanceyville Water System customer sounds to us more economic for the town than humanitarian in nature.

A Caswell/Yanceyville Water Authority makes more sense from a taxpayer's perspective. Thank you."

With no further public comments Chairman Hall declared Public Comments closed.

RESOLUTION FOR APPROVAL OF INSURANCE DISTRICT BOUNDARIES

Mr. Vernon Massengill came before the Board and made the following statement:

"I am here before ya'll, I think you have in your packets a copy of two things, two fold. The first thing being a resolution from the County Commissioners approving insurance boundary districts. To make a long story short approximately 5 – 7 years ago the State of North Carolina adopted a policy that would allow rural fire departments to extend their already existing 5 mile insurance boundary to an extra mile outside of the 5 miles to make it a 6 mile district. It would still be broken down into two things. It would be broken down to a 9S and the extra mile will be a 9E.

However they will still be rated a Class 9 insurance district. Here before, those outside of the 5 mile radius of the certified fire department was Class 10. There is a substantial insurance increase if you are in an “unprotected” area which means a non-insured area. Several years ago I asked the state if they would help to provide me with some facts and figures and they did and to make a long story short they found approximately 80% of Caswell County at that time was in a 5 mile insurance district which left 20% of the people out in the county paying a higher insurance rate. They made a 3-fold proposal that we could do this. The first proposal would be first certifying the Yanceyville substation, in which we have done. We did that approximately 1 ½ - 2 years ago. The second part was certifying the Milton substation. We have not gotten that done yet. The third part would be to go to the 6 mile district. In the 6 mile district you guys have to sign the resolution and we also have to have an automatic aid resolution signed by and between all of the fire departments and their board of directors. I have such documentation signed by all the fire departments and their board of directors. The 6 mile districts now will take, along with the certification of the Yanceyville substation, will take us from 80% of the county in an insurance district to approximately 94% of the insurance district. If and when we can get the Milton substation certified it will take us up another 2%, to approximately 96% coverage. (Mr. Massengill showed the Board a map of the insurance districts). What this means is probably several hundred of dollars on the insurance boundaries when this is done. I will entertain questions that may be necessary.”

Commissioner Lucas asked “How long after the passage of the resolution will it go into effect?” Mr. Massengill responded “It has been pre-certified by the state, meaning Mr. Ward who is the gentleman who comes and inspects these departments, he has been working with me for over two years on this project. He has said that everything looks good to him. We get your thing. We get this mutual aid agreement and get it back to him he will send it straight to the State, to A.C. Daniel’s office. The state will approve it probably with maybe a few little tweaks but then unfortunately it goes somewhere into insurance “la la” land to the ISO organization, Insurance Services Organization. They actually have the final say so. When we did the Yanceyville substation it was actually approved in May with an effective date of September 1st. I can’t pin it down any closer than that. I will say if we get this in within the next month to ISO hopefully by mid-summer.” Commissioner Lucas continued “I was just wondering how soon we could see a difference in our rates?” Mr. Massengill responded “There are a lot of people now, these insurance companies, going GPSing and I get calls every day at the pharmacy saying ‘we show this is in Class 10 and you say it is in Class 9 I have been driving it.’ They don’t accept driving it now; they can have it down to 100 feet with the GPS. They have gotten picky.”

Commissioner Satterfield asked “What about Anderson’s substation?” Mr. Massengill responded “The Anderson substation has been certified for several years. Anderson has a substation, we have a substation and Milton has a substation. Milton is the only one that is not certified. To be a certified substation you have to have 30 men on your roster, which is tough to do with volunteer fire departments nowadays, plus you have to have a certified pumper and a certified tanker that carries at least 1500 gallons of water on any one call. Milton does not have the 30 right this second plus they do not have a certified pumper at that particular station. They have a brush truck and a tanker at that station.”

Chairman Hall asked "What type of percentage decrease could the average citizen expect with going from 10 to 9?" Mr. Massengill responded "I have seen it anywhere from 5% to 20%. It just depends on the different insurance companies. It will be enough that it will save them, a friend of mine that works next door his was one of the GPS' that I was talking to Commissioner Lucas about it went from a 9 to a 10 and it cost him \$476 extra dollars just because it went from a 9 to a 10." Chairman Hall continued "That is significant. How soon will we be going down to the next level?" Mr. Massengill responded "If you guys have the money we will keep on going. It is tough to go down much lower for rural departments because you have to move a lot of water. They come in and they take your fifth largest building and take the square footage and then make you move that much water per minute and it could be up to 3500 gallons of water per minute and that takes a lot of trucks." Chairman Hall stated "I recognize that but I asked that question because indirectly the citizens are already paying the high insurance rates so it is certainly something we may need to consider trying to do. We, being the Board and the community fire departments, looking at what it will take to reduce these rating numbers." Mr. Massengill responded "You put hydrants all over the county, you will have it made." Commissioner Satterfield added "Mr. Chairman up at Casville we put in several underground tanks, I think 10,000 gallon tanks, and we have put in dry hydrants in all the ponds we can get to and we are still a good ways away from going down to another class. We just can't get enough water to do it. It helps to respond quicker because it cuts down the times we have to go back to the fire station to get water. We don't have to do that anymore."

Commissioner Travis moved, seconded by Commissioner Lucas to approve the Resolution for the Approval of the Insurance District Boundaries. The motion carried unanimously.

MEMORANDUM OF UNDERSTANDING FOR LIBRARY

Ms. Rhonda Griffin, Librarian, stated "You will see in your packets our Memorandum of Understanding between the three libraries that made up the region. Several months ago we all signed the Plan of Dissolution. This plan just hammers out the final details of that dissolution. Mainly how we transfer the final assets including the jointly owned car, how we migrate to independent county library systems; automated systems, and the services they were going to provide between the three counties. Were there any questions about the memorandum?"

Commissioner Carter moved, seconded by Commissioner Williamson to approve the Memorandum of Understanding. The motion carried unanimously.

BYLAWS FOR GUNN MEMORIAL PUBLIC LIBRARY BOARD OF TRUSTEES

Ms. Griffin stated "Since we are now becoming an independent library, one of the requirements to receive state aid is an advisory board. The advisory board must have bylaws. The bylaws that the advisory board has approved and is submitting for your approval was presented to us by the State Library. They came to our first advisory board meeting and did a workshop for our new advisory board members. The bylaws you have in your packets were mainly set up by the State Library. The only thing our advisory board changed was the years, the three year terms and that no one can serve more than three consecutive terms. Are there any questions on the bylaws?"

Commissioner Travis moved, seconded by Commissioner Carter to approve the bylaws for the Gunn Memorial Library Board of Trustees. The motion carried unanimously.

REGISTER OF DEEDS REQUEST

Ms. Tammy Riggs, Register of Deeds, came before the Board and made the following statement:

“Good evening Commissioners. Thank you for adding me to your agenda tonight at the last minute. I am here tonight to request funds from my Automation and Preservation account in the amount of \$13,980. This request is for a large map printer, scanner. The one that I have is obsolete. It has been in the office since 1999 or 2000. I cannot provide a readable copy at this time to the customers that come in. The scanner will scan 18 x 24 and 24 x 36 mylar maps that surveyors bring into the office for public record. The funds received from the copies of these maps go back into the Automation fund every day as I do my daily deposits. There is a fee of \$25 per month which is an additional maintenance agreement on this equipment. I would appreciate you granting me this request. Thank you very much.”

Commissioner Satterfield asked “The maintenance agreement Ms. Riggs, how much was that?” Ms. Riggs responded “It will be an additional \$25 per month.”

Commissioner Lucas asked “Tammy did you get a price from different vendors or just this one?” Ms. Riggs responded “I did not. I called Southern Office Machines in Danville because we lease and buy equipment from them. That was the only company I got a price from.”

Commissioner Williamson asked “Have we checked into leasing it?” Ms. Riggs responded “I have checked into leasing it. I could have leased it for 5 years. I would have been, if you added up the totals, it would have been an additional \$4,000 to lease the machine versus purchasing it straight out.” Commissioner Williamson continued “If we lease it would we have to pay the additional maintenance fee?” Ms. Riggs responded “We do.”

Commissioner Satterfield moved, seconded by Commissioner Carter to approve the request from the Register of Deeds. The motion carried unanimously.

Chairman Hall stated “Ms Riggs I would request that you work with the county manager and do get other quotes as you all move forward with the purchase.” Ms. Riggs responded “Okay. Thank you.”

DISCUSSION OF EMERGENCY WATER CONNECTION WITH THE TOWN OF YANCEYVILLE

Chairman Hall stated “At this point I would like to welcome the Town Council, the Town Manager and their representative, Darrell Russell. They are on the agenda to discuss the emergency water connection with the Town of Yanceyville. I am not sure how their presentation will be but I would hope that they would allow us to stop them at any point if we have questions.”

Mr. Haynes Brigman, Town Manager, stated “Chairman, Commissioners, thank you guys for having us tonight and thank you for putting us on your agenda to discuss this issue with you. As you know at our last joint meeting we had together we discussed this topic of an emergency water connection to the city of Danville. This project has been an idea and work consideration from the Town’s perspective for several years. We actually started on this about four to five years ago. We have had Alley, Williams, Carmen & King engineering firm to look at this project for us. We have countlessly worked on efforts to find loan monies and grant monies that would afford us the ability to install this project because we do feel that it is a critical need. You should have been provided a basic summary of the project and should kind of have a feel for why we need this from our last discussion but I will kind of touch on those points again. Mr. Claggett mentioned earlier several times where the town has experienced power lose at our water plant causing our 750,000 gallon storage tank and our 250,000 gallon elevated tank to almost run dry. We were literally within hours of running out of water through the town. So those points were when we recognized and realized that this was a critical concern for the Town of Yanceyville. We have already reached out and established inter-local agreements with Caswell County and the City of Danville to purchase this water from them and to make this emergency line connection so the inter-local agreements have already been taken place and are already established. Right now we need to find the funds, the Town do, to install this project and the move forward with this. I have Darrell Russell here from Alley, Williams, Carmen & King to kind of explain the project overview and to answer any questions that you may have on it.”

Mr. Russell stated “Good evening Mr. Chairman, Commissioners and Council, it is good to be here this evening. The comments made during the public comment section were very appropriate and I will try to answer them as I go through my presentation. As Haynes said the Town has had a goal of an emergency water line connection for some time. I said a goal, over time I think that has become more of a critical need as the Town has grown, adding new connections, made extensions in their system and when you really think about the type of users that are on the system. There are many users that cannot be without water for a very long time. You have the county facilities and offices, jails, we have two prisons in Yanceyville, and you have a number of schools as well as businesses that would be hurt very hard financially if water was down for an extended period of time. It is normal in the water business for there to be some problems from time to time. Bill knows this. Most of the time those problems can be repaired within a day most of the time. The Town has had a couple of instances in the last 10 years where the problems were such that they were just that far from being without water so the critical problem of dealing without water was averted but just barely. I am talking about a need for an interconnection, to me it is where ever it is available, I think that is a need that all cities have water systems should be exploring. In Yanceyville’s case five or six years ago a water line was extended to Providence. That got the Town’s water system a little closer to where there was another water system. In addition to the problems with the lightning I think it has made this process take on a much more faster pace and with meaning. You might ask well what else can happen that could cause the Town to be totally without water for an extended period of time, Bill knows. We have been close. Lightning can run in and cause substantial damage. It has already happened. There have been a number of standby things that the Town has added to try to prevent lightning but you can’t prevent lightning from striking. A direct lightning strike can cause considerable damage and take several days to repair. We have also seen weather patterns of tornados. I hope we don’t have a tornado to strike anything here but they do happen. There

are other cities and other water plants that have been completely wiped clean when a tornado hit. So in that case you are not talking about one day or 24 hours without water, it is months. Think about how that would impact anywhere and not just Yanceyville. An emergency water connection is really insurance, in a way. You don't need it until you need it. That is the need we have been talking about and trying to obtain funding for. Right now the Providence area does have a water line. The county's line is a little over 2 miles away to the North Elementary School. We have looked at some options of how an emergency connection could be made and that point is the closest point for a connection. It is about a million dollars to make that connection due to the difference in elevation of the Danville water system and the Yanceyville system. It would take a pump station to pump the water back to this area so that the water could be sustained to the same pressures that it is now. Now the water goes both directions. I don't know if this gentleman is on water in Providence. (Mr. Claggett stated that he was not). But if you were then there could be a line break between the Town and Providence and Providence could be completely without water so if this line was in then they could provide water from that direction. There is just a number of benefits to having an emergency water connection and it is my role as an engineer to advise the Town on what I perceive to be public health, safety, and welfare needs. That is really the background for this proposal. Any questions?"

Mr. Brigman stated "That was a pretty good summary. I think you guys were provided with a map of where the line would go connecting our furthest line at 86 to the North Elementary School area. I know the county operates a water system with permits and maintenance on that line that comes from the state line to the North Elementary School. As part of this project the Town would like to propose that we assume responsibility and maintenance of that line from the county so that it remains uniform from our end to the final. In talking with Commissioner Carter I believe you guys have experienced some water quality issues from Danville and so this may be an opportunity for you to address that issue as well as have some cost savings on the county's end. The Town is here tonight not really to seek any decision from the commissioners. We just wanted to use this as a time to inform you of our project ideas and project goals. The Town has entertained the idea of moving forward with this project whether that be loan monies or grant monies we just recognize that critical needs. We are here to share that with you and to get your input on it, to get your response on it to see if this is something that the county shares in belief of it being a critical issue that we need to address. If there are any questions for myself or Darrell we will be glad to answer. I think you guys have gotten everything that we had sent over so if there are any questions I will be glad to help answer."

Commissioner Carter stated "I just had a couple comments Mr. Chairman. One thing that Darrell pointed out after 9/11 a lot of the water systems did an update on security. It has been a concern of if you have a water reservoir that may be contaminated the water plant would have to be shut down for a period of time this would be another advantage to an emergency water connection. The Division of Health Services recommends water connections with other counties. You have Reidsville that can get water from Reidsville. Greensboro now has the capacity to get water from Burlington, Reidsville, High Point and Winston-Salem. High Point and Winston-Salem has interconnections lines and I think Mebane is interconnected with Burlington. It is becoming more and more where cities are becoming interconnected. Also with this line with what Haynes is talking about it will provide water to 50 or more customers on that end." Mr. Brigman added "There is a potential to add 40 – 50 new customers. We will run those

lines by these residents whether they connect to them or not we are unable to determine that but it will be offered to them to connect to it if they have failing wells or anything like that. They would have an opportunity to get onto that line.” Commissioner Carter continued “The other savings that I wanted to bring to the County’s attention is where the state requires you to have two self operating systems in the county. One on 29 and one on 86 where you buy water from Danville. North Elementary School is the only customer you have on this line. Another advantage would be of running this line if Yanceyville was able to furnish water to the school then we could do away with that particular service where you have to run test for the state.”

Commissioner Satterfield asked “Mr. Manager this one million dollars, you said you had \$300,000 in grants that are available from the USDA or somewhere?” Mr. Brigman responded “We had the opportunity to go after a \$327,000 grant through the USDA. The Town has not decided whether they are going to move forward with that. It is really a cost concern for us more than anything. It is the reason the project has not moved forward. When you are talking about even grant monies at \$327,000 it leaves you with a loan of \$673,000 and that is quite a hit to take on for the annual debt service level for the Town. That would mean increasing our water rates and so forth. It has been our biggest hurdle we have had to clear to get this project up and running.” Commissioner Satterfield continued “Some type of joint venture, I think, between the county and the town and we talked about this a little bit at the last meeting to do some studies and the Health Department may have some of this available. We continue to have and we hear about it occasionally at the Health Board meetings, of failing wells or land that will not perk so they can’t put in a well because the land will not perk right. Of course a water line would eliminate some of that problem. I think we need to try to get some facts and figures together to where we stand from a county’s standpoint as well as the town’s standpoint. I am sure you all have some type if you are talking about within 2 hours of running out of water I am sure somewhere along the line you all have some type of plan, a rationing plan on board or something to take care of needs like that. I looks as though to me this is a venture that should be jointly looked at by the Town and the County to go after any grants that may be forthcoming, there may not be any out there now but I think they would be probably be looked upon more favorably if it is a grant involving the county and the town. You know back in the 80’s Mr. Mayor or late 90’s we talked about the possibility of a countywide water system even back then. We talked about a joint county/city water authority. I know you remember all of those discussions about it. It may be time to look at something like that again where we can do some joint projects like that. Mr. Manager I think it is a project we are looking at and moving forward with. I think it may take a little money from the town and a little money from the county to do some type of grant writing or to hire someone to look into how much problems are we having with contaminated wells in that area over there. I don’t know how much is in that area and there may not be any I am not sure. I think it is something that we need to look at because I think our future it is going to be down the road a countywide water system one of these day here in Caswell County. I think it would behoove us to go ahead to look into it and to get started on it to see where we are at and to see what we can get. Maybe some type of joint committee between the Town and the County would be the way to start, I don’t know. That is all I have Mr. Chairman.”

Commissioner Lucas stated “I just need some clarification. The justification for an emergency line and then I hear your customer base is there and your potential for North School, is it both or, I am concerned it is more the customer base.” Mr. Russell responded “It is not.” Mr. Brigman

added "We just mentioned that there is a possibility of 40 or 50 new customers." Commissioner Lucas continued "I heard North Elementary School and then I heard the water tank is in Pelham and we are going to run it down Shady Grove Road and we are going to connect there. If that is the case let's just talk about it and get it out in the open and say that is what the future plans are going to be. I think what Commissioner Satterfield said to form a joint venture or like Mr. Claggett said having a County/Town Water Authority. It is certainly time to look at it. My next concern is the Roxboro water project. What is the status of that as far as the need for funding for that project?" Mr. Brigman responded "Going back to answer your first question, it is certainly not revenue based from the Town's end. I don't see any reason how a million dollar project with so few potential new users could be revenue based." Commissioner Lucas stated "Maybe not initially but..." Mr. Brigman responded "The numbers just don't work out that way. I don't have an answer for you on the status of the Roxboro project." Commissioner Lucas asked "Does anybody know?" Mr. Russell responded "That is two different types of water." Commissioner Lucas stated "It was built as an emergency backup water supply at the time." Mr. Russell responded "It was an emergency raw water supply. It was not a treated water supply. That is two different processes." Commissioner Lucas asked "What is the status of that right now?" Mr. Russell responded "I am not sure." Commissioner Lucas continued "Another concern I have is for the infrastructure that is in town right now. Are there any plans to update what is currently in place that needs to be updated within the town limits?" Mr. Brigman responded "Annually, we look at those each year to try to upgrade our infrastructure to the best of our ability." Commissioner Lucas stated "I think we need to take care of what is here before we start going..." Mr. Brigman responded "We have had these discussions before about how the water business is not an industry you get into to make money. We certainly do not make any money off of it. All of our monies that we recoup goes back into upgrading the infrastructure and maintenance repairs and those types of things. Just a note on something that was mentioned earlier. This line could touch on adding up to 8 to 10 fire hydrants. That could be another added benefit to those residents." Mr. Russell added "The line would be a backup supply to the school." Commissioner Lucas asked "As we sit here tonight is there any intention or plan to shut those lines down as we know of today and furnish water to the Welcome Center and the school?" Mr. Brigman responded "No." Commissioner Lucas continued "That is not any future plan or has not been talked about or discussed. It is just an emergency water supply." Mr. Brigman responded "The County could see benefits from it like Commissioner Carter was mentioning earlier, your separate permits you have to supply water to North Elementary. You could eliminate those by sending it town water but it would not be something that this project would mandate." Commissioner Lucas asked "Who would own the line? If the county helped to fund it, who would own that line?" Mr. Brigman responded "The town would own and maintain the line." Commissioner Lucas continued "That is why I think it is important that we look at the authority, the equal ownership."

Commissioner Carter stated "With other towns when they interconnect the water system they go into an agreement with town. Like Greensboro buys water from different towns they still own the line." Commissioner Lucas responded "I understand that. Most municipalities do but I think we are at a different time and I know how important water will be in the future. The county has talked about it and I think it is something that we need to entertain." Mr. Brigman responded "If the county wants to jointly maintain those lines we would be happy to entertain that idea."

Commissioner Lucas continued “And jointly enjoy the revenues.” Mr. Brigman responded “I like your idea. It is a pretty good idea.”

Chairman Hall stated “I think it is obvious from the discussion that there are a lot of things to consider. I will go back to Mr. Massengill who spoke ahead of you here. Countywide there are a lot of benefits to a crew to have water in the right places and something else that is critical is the fire insurance coverage. I think we do need to talk about it and look at it. Indirectly our citizens are paying. If there is a 5% - 20% difference in our fire insurance just by dropping one level and we have 2000 homes in the county paying four or five hundred to eight hundred a month then it does not take much of a math genius to figure out the citizens are paying. We need to look at a way to impact the insurance, to get the water where we need it, have the emergency connection, all of the things that everybody has mentioned here and it has to be some way we can do that. We all know it is going to be costly but we do need to talk about it.” Mr. Brigman responded “I think that was the Town’s whole intention to come forward to make sure that the commissioners have an open mind in looking at this project. I guess I can work with Kevin on research and you guys on financials to find out what it cost for you to operate your line at North Elementary School and the quality of water you are getting, the revenues that could possibly interchange from each other. I definitely appreciate you guy’s openness to consider that with the Town. We did not anticipate any action tonight. We wanted to kind of share this information with you and to make sure that you have all of your questions answered so we can begin pursuing all options with this.”

Commissioner Lucas asked “Would the town be receptive to a joint water authority? I know that this is something that you could discuss. I think we really need to move in that direction.” Mr. Brigman responded “Yes, if the county wants to get into the water business we will welcome you.”

Chairman Hall stated “Well we have all of these comments out there. I think the appropriate thing to do is each board to separately discuss these issues and look at the pros and cons along with the options. As the manager said if we approach this with an open mind I am sure that somewhere in there we can come together to try to make it work.”

BOARD AND COMMISSIONS

Alamance/Caswell Community Operations Center/
Piedmont Behavioral Health Board of Directors

Commissioner Satterfield moved, seconded by Commissioner Travis to appoint Ms. Ethel Fuller to the Piedmont Behavioral Health Board of Directors. The motion carried unanimously.

APPOINTMENT TO THE TRANSPORTATION ADVISORY COMMITTEE

Commissioner Travis moved, seconded by Commissioner Lucas to appoint Commissioner Kent Williamson to the Transportation Advisory Committee. The motion carried unanimously.

RECESS

The Board held a brief recess.

COUNTYWIDE BUILDING USE POLICY

Chairman Hall stated "Commissioner Jefferies is sick tonight. That is why he is not here."

Chairman Hall stated "It was brought to my attention probably twice over the last five or six months that some building supervisors are making decisions on the use of buildings that are not necessarily consistent. They are certainly not consistent with the building use policy we have with this building. I asked the county manager about it and I think he told me that we do not have a building use policy countywide for all of the buildings. I think that is something that we need to look at. We need to be consistent. Our citizens need to know that if they request the use of a building for some purpose that #1 it is within the guidelines that this Board has approved and #2 that it is not subject to the decision of the building manager. That is why I have this on here. I thought I would throw that out for discussion and then depending on how this Board wants to proceed we can get somebody working on something."

Commissioner Travis stated "Every building in this county cannot have the same policy." Chairman Hall responded "I am not suggesting that they do. What the county manager has told me is other than this building we don't have a policy."

Mr. Howard stated "There is a policy for the Senior Center building that was adopted a while back. There is separate policy for the Recreation for the Gym and how they govern things and then a separate policy for this building. Those are the only buildings that are used and paid for by the public." Commissioner Satterfield responded "The one next door is used." Mr. Howard stated "It is used but the only things that are held in that building are tied to the agricultural programs." Chairman Hall added "I think that is a good point. It might be tied to the Ag program but it is still a county building and we should have a policy."

Commissioner Travis asked "What you are saying is we need to take each building and have a policy for each building?" Chairman Hall responded "No I am not saying that. You are saying that." Commissioner Travis continued "It will not work for every building." Chairman Hall asked "Why not?" Commissioner Travis responded "Some of these buildings we cannot use like we do for this courthouse." Chairman Hall asked "Why would you have a different policy? If you can't use it like this courthouse then the policy in general will suffice." Commissioner Travis stated "What I am saying is each building is not going to be the same. We have buildings in this county that we cannot let anyone use." Chairman Hall responded "Okay then that needs to be this Board's policy. My point is if this Board decides that there are buildings that the public should not be using for whatever reason than it should be in the policy of the Board. It should not be a policy of a department head." Commissioner Travis stated "What I am saying is we can't have one policy to fit every building we have in the county." Chairman Hall responded "And I keep asking why not. I understand that the uses are not the same. You probably have the same policy at your garage on how you change the oil in a car but not all the cars are the same. You and your staff know what to do." Commissioner Travis stated "Let me give you an

example, you can have the same policy for this building and the sheriff's department. The public cannot use the sheriff's department." Chairman Hall responded "Right, so it should be the policy of this Board that no outside organizations can use the sheriff's department for functions." Commissioner Travis stated "So we need to list each building individually." Chairman Hall responded "I follow what you are saying now. I can agree with that."

Commissioner Lucas stated "We need a list of the buildings and how they are currently being used other than their intended purpose." Chairman Hall responded "I agree. We might need more than that." Commissioner Lucas continued "What is their main function and if it is being used for extracurricular activities, like this building next door. It is basically used for Ag space and office space but they do have functions there. We need to know the organizations that host those." Chairman Hall responded "We should at least have some general guidelines."

Commissioner Travis stated "We need to get a list and go over them." Chairman Hall responded "The first thing we need to do is to decide if we want a countywide policy on our liability and then the two things that you all have raised I am sure we can think about them. I am sure there could be four or five more questions raised before we put that policy in place." Commissioner Travis stated "I think this Board needs a policy in place." Chairman Hall added "I think it is just as important as the buildings and also the grounds."

Commissioner Satterfield stated "Mr. Chairman why don't we let the county manager meet with the department heads and come back, I am sure there are some policies in place with these agencies. I know the Senior Center has some type of policy. I am sure Recreation has one. Let him compile these existing policies with the department heads and then bring it back to us for review and then we can go from there on whatever we need to do."

Chairman Hall stated "That is a good start and then the key for me is do we want a countywide policy that this Board approves, that is number one and I think the answer should be yes. Then number two we could look at what is going on. The complaints I have heard on some departments is the building supervisors are using them at their discretion and deciding who can and who cannot use the building and that could get us in trouble as a county and certainly it could get us in trouble with the citizens. It should not be that way. Policy-making is this Board's role. Then there are issues of liability we would want counsel to advise us on."

Mr. Ferrell stated "You touched on it Mr. Chair, discrimination comes up with building use policies that I have seen it in other counties and certainly other counties have facility use policies. I can get you some models to look at as well. This is not an uncommon item for other counties." Chairman Hall responded "For our purpose it would be good to do as Mr. Satterfield suggested and find out what we are currently doing. We may not be comfortable with what we are currently doing." Mr. Ferrell stated "I may not be legally comfortable either. Let's do see where we are." Chairman Hall continued "And then develop a policy."

Commissioner Travis stated "I think it is a good idea." Chairman Hall stated "Then we will ask the county manager to contact every building supervisor and compile us a list of every building so when we start developing a policy we will know. Even if the building is vacant we need to know where the building is and what is going on with the building." Commissioner Williamson

added “Or maybe what it could be used for.” Chairman Hall responded “Exactly, and also the grounds because we do have people who come onto county grounds to do certain things and we would want to cover that.”

POLICY & PROCEDURES AMENDMENTS FOR
2010 NCHFA SINGLE FAMILY REHABILITATION

Mr. Howard stated “This was actually brought to you back in October and I think the Board tabled this until we had finished the issues with the certifications. There is a pretty lengthy explanation in your packets but I will kind of give you a brief overview. Basically what it is the NC Housing Finance Agency has asked for two revisions to our current policy. The current policy was approved by them at one point in time. There are some emails in here verifying that. When they came back and looked at our program and how it was going they asked for two revisions to be made. Those revisions are 1) under the current program the Assistance Policy states that ‘This time period will be clearly stated in the public announcement and flyer distributed.’ The proposed change states “A deadline to apply will be clearly stated in the public announcement and flyers distributed.’ So instead of having a time period listed they actually want us to have a deadline date that will be set. We did that anyway. It was not actually listed in the policy but we did have a deadline of August 10th for this grant program. Revision 2 states in the current Assistance Policy states that ‘The applicants with the most points will receive the highest priority. The proposed changed add that ‘In the event that two or more applicants receive the same points, priority will be determined based on that order in which the applicants applied for assistance.’ This is basically when this application came in. If one came in the 15th of January and one came in the 16th of January then the one that came in on the 15th would have precedent over the one received on the 16th if the points were the same. Are there any questions about those changes?”

Commissioner Satterfield asked “This letter of response that you drafted to Smith-Overman, when did you do that?” Mr. Howard responded “This is set to go out if you all approve these changes tonight. We originally thought this was going to go on the March 5th agenda and we put it into this agenda.” Commissioner Satterfield continued “Pay attention to that date.” Mr. Howard responded “Yes sir we will change that date.” Commissioner Satterfield stated “I think we had one other one that was dated and we had a problem.” Mr. Howard responded “That is why it had the March 5th date we thought we would have it approved on that agenda but we put it on this one instead.”

Commissioner Satterfield asked “What was the county manager’s recommendation on this?” Mr. Howard responded “To approve the amendments.”

Commissioner Carter moved, seconded by Commissioner Williamson to approve the amendments to the Policy & Procedures for the 2010 NCHFA Single Family Rehabilitation.

Commissioner Satterfield asked “That was the changes in revisions 1 and 2, is that correct?” Mr. Howard responded “Yes sir.”

Upon a vote of the motion, the motion carried by a vote of five to one with Commissioner Lucas voting no.

CAPITAL PROJECTS UPDATE

Mr. Howard stated “You have a spreadsheet in your packets that breaks down the projects we have talked about and also it has a cost estimate for the repairs to the courthouse. To tell you what that is: stripping the ceiling down and going down the walls a certain extent where it is peeling and painting that. Painting the exterior trim on the courthouse along the roof line that is failing and the windows, those are peeling now. They are starting to break away from the windows themselves or the glass. And then repair any wood trim that would need replacing on the clock tower and painting the clock tower on top of the building. The cost estimate for that is around \$95,000. The reason that expense is as high as it is because of the scaffolding you would need to safely work on the clock tower. That has to be installed and you have to have lifts all around the building for the scaffolding to get to the top of the building. It is too high for a ladder.”

Commissioner Satterfield asked “Did they include this?” Mr. Howard responded “Yes it did include the ceiling, yes sir.” Commissioner Satterfield continued “Do you have more than one estimate for this work?” Mr. Howard responded “No, I have a cost estimate. I did not go out and get other estimates on this and this is probably high. What I would like to do with the trim is because it is hard to get an estimate on this because we don’t know what we will have to do until we get up there is I will get a linear foot cost to do that and we will know how much it will cost per linear foot to replace that.”

Commissioner Lucas asked “So the bid included repainting the ceiling or just scraping it down?” Mr. Howard responded “No ma’am, the bid actually included a chemical called Peel-away. You put it on there and it softens the paint. They will peel the paint off and then they will treat that which will remove the paint all the way down to the plaster and then they will prime it and then repaint it. They will take all the existing paint all the way down to the plaster.”

Commissioner Satterfield asked “The balance on this report is \$498,000?” Mr. Howard responded “Yes sir.” Commissioner Satterfield continued “Is that correct?” Mr. Howard responded “Yes sir.” Commissioner Satterfield asked “I thought we prioritized this list some kind of way.” Mr. Howard responded “We did but you did not us to do anything else until we got some type of cost estimate on this building. It has taken a couple of months unfortunately to get that done and to get everything together. Actually I would like to take some of these small things off this list such as the steps. We can do that out of the existing maintenance budget. We are far enough into this fiscal year that I think we can handle that.” Commissioner Satterfield asked “I guess my question to you Mr. Manager is this, are you actively seeking prices like on the HVAC, courthouse, and some of these other things? Are these prices firm here or are they just estimates? I know the HVAC is just an estimate you got from a couple of years ago.” Mr. Howard responded “Yes sir with some cost added to that so it is probably accurate for an estimate. What we really need to do is hire an engineer to design the system so that everybody is bidding on the same thing. I am working on that and I should have some idea on that at the next meeting. I know the HVAC is the top priority and after that I am not sure where the Board

wanted to go with that whether it was the Guilford Mills roof or this building here. There enough money there to do this building, the HVAC at the courthouse and the roof at Guilford Mills. Everything else has either been done or it can be picked up in our regular maintenance budget either this year or next year.” Commissioner Satterfield stated “There is no reason that a portion of the HVAC at the courthouse can’t come out of the court facility fees and maybe in its entirety. Nothing else it can be reimbursed to the county over a period of years.” Mr. Howard responded “Yes sir we can look at doing that.” Commissioner Satterfield continued “That is what the court facility fees are for right, to do maintenance for that building?” Mr. Howard responded “Yes sir.” Commissioner Lucas added “Very little has been expended.” Commissioner Satterfield responded “I don’t know how much has been expended.” Mr. Howard responded “There is around \$50,000 in the fund balance.” Commissioner Satterfield stated “It is increasing though I know with the new thing this year. It is increasing somewhat. My thinking is even if you don’t have it all figure out some kind of way to have it reimbursed over a period of several years.” Mr. Howard responded “When that system is changed there will be a decrease in the utilities cost for that building.” Commissioner Satterfield stated “Certainly it is. It will probably reduce that in half.”

Chairman Hall asked “I guess the question is, are we moving to get these done in this year?” Mr. Howard responded “I will have some quotes from an engineer by the next meeting. I hope to have estimates for the roof repair for Guilford Mills and I may or may not be able to have quotes for this building as well. I am working at that now.” Chairman Hall continued “On this column you have “Pending Approval” what does that mean?” Mr. Howard responded “Pending Approval is Board approval to move forward with the process.” Chairman Hall stated “So if we don’t have quotes on the roof so we actually do not have anything to approve. We really need to start moving on getting these quotes in.” Mr. Howard responded “I feel confident that we will have some quotes on everything within the next 30 days. The bigger problem will be first picking an engineer, getting him to put a system together so that everyone can bid on the same thing for the courthouse.”

Commissioner Travis asked “What kind of warranty did they give on this?” Mr. Howard responded “That will be dealt with in the formal bid process. I just got a rough estimate. I say a rough estimate, the scaffolding company came in and looked at the building and then the quotes came in but when we do a contract all of that will be addressed in the formal process.” Commissioner Travis continued “I would like to know the warranty before we do anything.” Mr. Howard responded “More than likely the paint manufacturer will be the one who will offer the warranty. They will look at the application process.” Commissioner Travis stated “You need to get a warranty from the guy who puts it up there so he will stand behind his work.” Mr. Howard responded “There is a standard for that and there is a standard for the paint itself.”

Commissioner Lucas stated “You might want to check with the Historical Preservation to see, I don’t know what kind of chemical they are talking about putting up there but we need to make sure it does not do any kind of damage.” Mr. Howard responded “I can do that as well. This chemical, I have used it myself, it is recommended for lead paint. It is used in historical applications. You put the chemical on and it can be deactivated by putting vinegar on there, it counteracts the chemical itself. It neutralizes it. We will have all of that for you before we move forward on that.”

COUNTY MANAGER'S REPORT
Pelham Water Tank

Mr. Howard stated "You have a picture in here of the water tank. The very top of the tank and the very bottom of the tank was not painted in the picture. As of Friday the tank was completely painted. The electricians will start work on installing the electrical components of the tank. We are looking at a finish date of late March or early April."

Commissioner Lucas asked "Can we get a print out on that whole project please as far as the amount of money that was received and how it was spent with the vendors?" Mr. Howard responded "Yes ma'am I will do that. I am still working on the one requested for the jail project. It is actually on four different forms and I am trying to get it on one spreadsheet so you will not have to look at four different sheets of paper. I will do the same thing for the water tank project." Commissioner Lucas asked "Were we given the option to put the wording on both sides or just on one side?" Mr. Howard responded "The bid included the seal and the wording on one side of the tank." Commissioner Lucas continued "I notice the Town's out here, you can see it going north and south. On 29 unless you are directly in front of it you don't see it." Mr. Howard responded "When we got out there we tried to get it where the most people could see it driving on 29 and that is kind of how it worked out. The thought behind that was when you pulled off the exit into the Visitor's Center and the Industrial Park the seal is what you would see. Basically that is the view right there from the Visitor's Center."

ANNOUNCEMENTS

Commissioner Lucas asked "Where are we with the budget process?" Mr. Howard responded "I am shooting to have the budgets in from the department heads by the middle of March. I will then work on my part. I always present the budget the first meeting in May."

Ms. Seamster stated that the Chamber of Commerce's banquet will be held at Caswell Pines on March 6, 2012. The social will begin at 6:15 p.m. and dinner will begin on 7:00 p.m.

Ms. Seamster also informed the Board that she would be at the School of Government from Tuesday, February 21st through Friday, February 24th.

ADJOURNMENT

At 7:56 p.m. Commissioner Travis moved, seconded by Commissioner Williamson to adjourn. The motion carried unanimously.

Paula P. Seamster
Clerk to the Board

Nathaniel Hall
Chairman
