

MINUTES – NOVEMBER 19, 2012

The Caswell County Board of Commissioners met in regular session at the Caswell County Courthouse in Yanceyville, North Carolina at 6:30 p.m. on Monday, November 19, 2012. Members present: Nathaniel Hall, Chairman, Cathy W. Lucas, Vice-Chair, William E. Carter, Jeremiah Jefferies, Kenneth D. Travis and N. Kent Williamson. Absent: Gordon G. Satterfield. 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.

PLEDGE OF ALLEGIANCE

Chairman Hall asked the Board of Commissioners and the citizens present to stand for the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Hall stated “Before we approve the Agenda we need to move Item D in number 4 we need to take that out of the Consent Agenda. It needs to be done in Closed Session.”

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

APPROVAL OF CONSENT AGENDA

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

The following items were included on the Consent Agenda:

- A. Approval of Minutes of October 29, 2012 Special Meeting
- B. Approval of Minutes of October 30, 2012 Special Meeting
- C. Approval of Minutes of November 5, 2012 Regular Meeting

PUBLIC HEARING – 2013-2014 COMMUNITY TRANSPORTATION PROGRAM GRANT APPLICATION

Commissioner Travis moved, seconded by Commissioner Jefferies that the Board enter into a public hearing to receive comments on the transportation needs of Caswell County and the grant application. The motion carried unanimously.

Ms. Melissa Williamson, CATS Director, stated “We are here tonight because it is that time of the year again to complete the Community Transportation Program Grant Application for 2013-2014. The grant application is due to NCDOT by December 28th. We are required to hold a public hearing on the proposed project to allow members of the community the opportunity to comment on the transportation needs and the grant application. We did post the public hearing notice at the Department of Social Services, Piedmont Community College, Gunn Memorial Library, at the Senior Center and other places besides just putting it in the newspaper to make people aware of this grant that we are applying for like we do every year. This year we will be asking for administrative cost of \$111,079 and in Capital \$89,800 so the total project will be \$200,879 and we will have a local share match of \$25,642 which will come from our enterprise funds. That is what we will be asking for in the grant application.”

Chairman Hall asked “Any questions for Ms. Williamson? Any comments from the public or questions for Ms. Williamson? Ms. Williamson this is not a new grant, is that correct?” Ms. Williamson responded “That is correct. It is the same one we do every year.” Chairman Hall continued “Can you tell us some of the results from last year?” Ms. Williamson responded “We are just into that fiscal year now. That is what we are working on now, the grant we did last year in the fiscal year we are in now. As soon as we get the order forms from the State we will be ordering two new vans in this fiscal year and that is from the grant that we did last year. We have not received those forms yet from the State.”

Commissioner Lucas asked “Do you know what we have in the enterprise fund currently?” Ms. Williamson responded “I know there is still quite a bit there.” Chairman Hall stated “Give us your best guess. I am sure between the three of you there should be someone who has an idea of how much is in the fund.” Ms. Williamson responded “At least \$500,000.”

Chairman Hall asked “Do we have any comments from the public on the proposed grant application?”

Chairman Hall declared the Public Hearing on the 2013-2014 Community Transportation Program Grant application as closed.

Commissioner Travis moved, seconded by Commissioner Williamson to adopt the Community Transportation Program Resolution. The motion carried unanimously.

PUBLIC HEARING – CASWELL COUNTY COMMUNITY
DEVELOPMENT BLOCK GRANT

Commissioner Jefferies moved, seconded by Commissioner Williamson that the Board enter into a public hearing to receive comments on the concerning the submittal of a Community Development Block Talent Enhancement Capacity Building application to the N.C. Division of Community Investment. The motion carried unanimously.

Mr. Howard stated “The purpose for this hearing is to apply for a community development block grant called the Talent Enhancement Capacity Building. It is a \$50,000 grant and the purpose is to develop appropriate and competitive CDBG grants, administer CDBG grants, grant writing,

economic impact analyses, community survey research and design and feasibility study preparation. That is the purpose of the grant.”

Chairman Hall asked “Do we have any questions from the commissioners? Any questions or comments from the public?”

Commissioner Lucas asked “This is a one-time grant that is being offered, is that correct?” Chairman Hall responded “Yes.” Mr. Howard responded “This is the last time they will offer this type of grant. What this does is help you to apply for future CDBG grants and the possibility of actually being able to administer those in house.” Commissioner Lucas continued “So this person could possibly take the place of hiring the individuals or companies that we have been hiring previously?” Mr. Howard responded “Possibly. It increases our ability to do that.”

Chairman Hall asked “Are there any other questions or comments?”

Chairman Hall declared the Public Hearing as Closed.

PUBLIC COMMENTS

Chairman Hall opened the floor for public comments.

Mr. John Claggett made the following statement:

“Good evening my name is John Claggett and I reside at 108 Jaye Lane, Providence, NC.

I again thank the Board for the opportunity to comment publically.

Having received a portion of the EMS Run Logs and Driver Check Sheets requested weeks ago, there are some noticeable random mileage accountability issues so in the best interest of time I’ll use just one example.

Approximately two months ago a Drivers Check Sheet mileage recorded on an ambulance and the first dispatch (call #1209157A) run log mileage indicated a difference of approximately 25 miles. The ambulance was seen in Yanceyville two hours prior to the first run. So between the EMS building, Hardee’s and where ever this ambulance was based 25 miles cannot be accounted for.

The next run log (call #1209164A) on this day on this ambulance indicates the mileage at the time of the dispatch was approximately one half mile less than the mileage recorded at the end of the previous call. This lack of accuracy continues to be illustrated in the same manner during the follow on shift. How does this happen?

This is just one vehicle, an emergency vehicle, how many other instances of vehicles accountability are as lacking as this one? Our tax dollars should mean a whole lot more to the Caswell County Board of Commissioners than this example illustrates.

Another thing that hopefully the Board of Commissioners might find interesting is that some signatures on some of the Driver Check Sheets don't match...this is why the taxpayers requested to examine original copies.

One more thing, the taxpayers are concerned about is, with the way these logs have been handled there's more here than an accountability issue that lends itself to major fraud, waste and abuse but the potential of heavy fines imposed as a result of HIPAA violations.

I can assure you and I'm sure the EMS Director will agree that basic log keeping really isn't that difficult. Thank you."

Chairman Hall asked if there was anyone else that would like to speak during Public Comments. With no further comments Chairman Hall declared Public Comments as closed.

CASWELL COUNTY OVERVIEW OF THE AGING POPULATION & INDIVIDUALS WITH DISABILITIES

Ms. Alvera Lipscomb stated "Good evening Chairman Hall, County Manager Howard and other civic leaders and citizens of Caswell County. My name is Alvera Lipscomb and I am the Chairperson of the Caswell County Planning Committee for Services to the Elderly. As you know the voting members of the Planning Committee are appointed by you, the commissioners and I want to thank you for these appointments. The main purpose of the Planning Committee is to be the voice of people in Caswell County who are age 60 and over, their caregivers and individuals with disabilities. Our goal is to ensure our senior daily involvement. We have achieved this through patient planning, awareness and responsibility, allocation of federal and state dollars through block grants. I would also like to thank you, the commissioners, for what you have done for the Community Advisory Committee. The Community Advisory Committee ensures the rights of residents in long term care facilities. I would like to recognize the members of these two boards who are here tonight. Would you please stand if you are a member of one of these two boards." Members of the boards stood up. Ms. Lipscomb continued "Now would everyone else who is 60 years or older or is a baby boomer please stand to be recognized including the commissioners. Now Adrienne Calhoun, Assistant Director with the Piedmont Triad Regional Council Area Agency on Aging will provide more information on aging population and individuals with disabilities and their care givers in Caswell County. Thank you for your time and thank you for your support of the aging people in Caswell County."

Ms. Adrienne Calhoun, Assistant Director with the Piedmont Triad Regional Council Area Agency on Aging, came before the Board of Commissioners and gave a power point presentation on An Overview of the Aging Population and Individuals with Disabilities. She stated that she was a native of Caswell County and that she graduated from Bartlett Yancey High School. Ms. Calhoun introduced Kim Johnson, Ombudsman, with the Piedmont Triad Regional Council. The presentation showed detailed shifts in demographics of Caswell County and the raising concerns about how to fill the gap between limited resources and an increasing number of elderly and needy populations.

Chairman Hall stated "Thank you Ms. Calhoun for this timely and very informative report."

Commissioner Lucas asked “Do you have any explanation for the increase in population from 1990 to 2010? I am just curious as to why the surge.” Ms. Calhoun responded “That is looking at your older population. You are not having a lot of the younger population moving into the county.” Commissioner Lucas continued “I thought it meant overall population.” Ms. Calhoun responded “I am sorry the first page is your total population.” Commissioner Lucas stated “I was just curious as to what was the increase during that time.” Ms. Calhoun responded “I don’t have that data but I can research it and get back with you on it.” Commissioner Lucas continued “It would be interesting to know.”

DIABETES PRESENTATION

Ms. Penny Crumpton, RD LDN with the Caswell Family Medical Center, stated that 9.3% or 1 out of 10 adults in Caswell has type II diabetes and that the number one risk factor for the developing the condition is obesity. She also added that anywhere from 25% to 33% of local school children are at risk of developing the condition since they are classified as overweight. Ms. Crumpton has started local program to raise awareness of this condition by educating students about physical activity and eating properly. Ms. Crumpton spoke about a program called 9.5.2.1.0 that was started recently at North Elementary. It represents 9 hours of sleep, 5 fruits and vegetables, 2 hours of TV time per day, 1 hour of physical activity, 0 is for zero sodas per day.

Chairman Hall stated “Thank you Ms. Crumpton. This is scary, heartbreaking. It’s terrible. It seems as though we have an epidemic on our hands and I think my question to you and to the health care professionals would be what do we need to do and I know that can be an open ended question but I would hope that you all would get your heads together, the health care professionals, and come back to this Board in a month or so and say these are the things that you can do because we just don’t know. You said you need our help but I don’t know. Tell us what we need to do as a Board, as a community, what we need to do to support your efforts.” Ms. Crumpton responded “I appreciate that very much Mr. Hall and I will certainly do my best to gather a team and come forth with some ideas and some things that we can work collaboratively on to improve the awareness and treatment. We talked about and Adrienne did an excellent job talking about and the lady earlier with the transportation, being a dietitian some of my patients can’t come to me because of transportation, they can’t get there. They don’t have the money for their medicines and that is all inclusive of having these medical problems, they don’t have the money. We will certainly try to come up with some ideas on things we can do as governmental officials and agencies to try to work on this but these numbers are real and we can’t keep our heads tucked in the sand any longer.” Chairman Hall stated “I am especially concerned about the young folks. The 9.5.2.1.0 seems like a good start but zero sodas and one hour that seems to be not enough, especially the one hour of physical activity.” Ms. Crumpton responded “In terms of getting into the school systems and trying to get the kids not just participating in PE but physically moving in their PE. I know the schools are limited and are mandated to do their meals differently and things like that but from a professional’s point of view it all has to start at home. Mom and Dad have to be the role models. My parents and your parents were the role models of healthy eating from the garden and being physically active. Kids don’t know what activity is anymore. They stay in front of the TV. They play their video games. They eat junk

food. Their parents don't cook anymore. I can't tell you the number of parents that don't cook anymore. You know look at your own families, I don't know, I am just saying we wouldn't be putting up fast food places on every corner if we were not participating. It is really a nationwide problem but I want us to work on it here in Caswell County." Chairman Hall continued "That is why I would hope that you would come back. I understand that some things that we as a Board and you as a health care professionals, some problems you just can't attack because some things do start at home but we do need to be made aware of them and we can work on them one on one with our families and start these things."

Commissioner Carter stated "I wanted to say it was a very good program. I kind of agree with Mr. Hall. I was wondering if we need to increase the activities in the schools. I am type II diabetic myself. I think one of the major things that has been very beneficial to Caswell County is the Senior Center. I go there and walk on the treadmill for an hour or an hour and a half. I think that is one thing in Caswell County that is beneficial to people over 55 years of age. We have a marvelous exercise facility." Ms. Crumpton responded "I give a program over there once a month and that room is usually pretty full with people who are trying to stay active." Commissioner Carter continued "I picked up on where you also consult on diets." Ms. Crumpton responded "I do medical nutrition therapy. I do diabetes education. You know with a little bit of knowledge people can do remarkable things. You have to get them educated. You have to get them to understand easy and simple things that they can modify and change. I can lead a horse to water but I can't make them drink but it starts with education as you guys know. The more publicity we can do the more we can do mass programs I think we will hit all areas. Well thank you again and I appreciate your time and I will certainly get back with you once we gather some purposeful information for you to go forward with that. I put some information for you in your packets. I put my card there for you to give me a call."

PUBLIC COMMENTS

Chairman Hall stated "Before we move to the next agenda item we have a gentleman, Mr. Crawley, that wanted to speak in Public Comments but we were past that when he came in."

Mr. Crawley stated "First of all I would like to say good evening to everybody. This is the first time I have attended one of your meetings. My name is Vincent Crawley. I am originally from Baltimore, MD. I came down here to Yanceyville in 2002. My grandparents were Mr. Willie Graves and Ms. Florene Graves also Mr. Jeremiah Jefferies is my cousin. What I am here for tonight is I am having a slight dilemma. I coach basketball. I think I have already 18 championships under my belt with USSSA basketball. I get a good response out of the kids. I teach discipline which is something that I learned back in Baltimore from one of my football coaches when I was 9 through 11 years old. I try to teach structure as well. What I have been seeing is my son played at BY basketball and football. He is currently a junior at North Carolina Central right now. What I have seen in this community is a lack of effort as far as teaching the young kids. I like basketball and I like to teach basketball but I don't have any way of teaching. The problem that I am having right now is like with the Rec., Ashley has a lot of programs and I don't get a chance to practice. When the season starts, well before the season starts we might get to practice four times. Once the season starts we will play eight games, no championship, no tournaments, it is just pushed. When they get to the high school and you see

these kids playing, they are playing somebody from Cummings, Guilford or Reidsville, you see the talent level is totally different and to me part of the problem is they are not being brought up as far as the youth league. I am not here to criticize; I am just saying what I see. What I learned in Baltimore is the more repetitions you put into being an athlete the better you will be, like they say practice makes perfect. The dilemma I am having is I just want a gym to practice. If I could get a gym to practice in that would suit me just fine. Also, Intertape, that is where I work at, they sponsor me. I am in the process now of buying some uniforms between five and seven hundred dollars. I already have three sets of uniforms, I have the balls and I have all the equipment and I have a good sponsor I just don't have a gym to practice. Not only will these kids come to the gym they will also know that I am a no nonsense type of person. There are no cigarettes. There is no beer. The cell phones are left at the door. They are required to be there 5 – 10 minutes before practice time or game time. When it is time to practice, they get out there single file and start off with calisthenics, the jumping jacks, toe touches, and pushups. Not only do I try to encourage the kids but I also try to teach discipline. I hoping that I can jump start something here. Hopefully this will lead to something bigger than just basketball, maybe a Big Brothers Club or something like that. I want to give back from what I was taught when I was growing up as a child. I am a God fearing man and I am trying to teach the way. I always try to teach the kids too that winning is not everything but most of the time you say that because they have never won before but once you get a taste for winning you find out that you are just as good as the next person out there. I try to teach the kids they guy over there you are just as good as him but you have to apply yourself. Like I said my problem is I need a gym to practice maybe two or three times a week Monday through Friday. My tournament season usually lasts from March to August. I search the internet to see if I can pick up a tournament when it is something that I can afford. We may only play five or six tournaments but during that time I need to practice week by week by week by week. I will pretty much guarantee that when they get to BY they will be well coached and ready to play. Thank you.”

RECESS

The Board took a brief recess.

S&ME PROPOSAL FOR LANDFILL GAS MONITORING SERVICES

Mr. Howard stated “What you have before you is a proposal from S&ME which will monitor the methane gas at the landfill. This has actually been a required in our documents since it was closed in the 90s. The state is now enforcing that requirement. In the 2012 inspection they said they were going to start enforcing that requirement and that we needed to start monitoring the methane gas. What you have in your proposal is to install wells. The Methane Monitoring Plan is \$2421, the installation of the wells is \$5480 and the rest of the amount there is for annual monitoring which will be \$1063 per event for an estimated total of \$4252. The total will be \$13500 for the fiscal year. If we continue to use them the annual monitoring would be about \$4200 annually.”

Commissioner Travis asked “Has anybody checked out there to see if we have gas out there?” Mr. Howard responded “They know that there is gas out there because the trash itself creates methane gas. They just need to see how much is there. This is unfortunately not an option; the

state said that we needed to start monitoring it. This company already does ground water testing at the landfill so they are familiar with it.”

Commissioner Lucas asked “Tim may be better to answer this. When the landfill was closed over 20 years ago were there not vents put in place for methane gas?” Mr. Smith responded “There are six of them out there. All I have been required to do in the past was to turn the topsoil and keep in good working order. DENR, when they come down to do their inspections on an annual basis and sometimes twice a year they have not said anything to us in the past until now.” Commissioner Lucas continued “And what has changed?” Mr. Smith responded “Basically nothing.” Mr. Howard responded “The inspector.” Commissioner Lucas stated “It is my understanding and I educated myself a little on methane gas but as old as the landfill is it goes through a curve situation and it starts to decrease with age. My question would be, how do we monitor that without expending this amount of money. If we find out that we do have methane gas with the age of the landfill and I think DENR may have some people to come out to help you with it.” Mr. Howard responded “We have had discussions for the past six to nine months with DENR and this is where we are at.” Commissioner Lucas continued “And you are talking with their representative from Winston-Salem?” Mr. Howard responded “Well S&ME has been helping us with the process and we have been talking with some folks in Raleigh as well. Apparently we are not the only landfill that has this requirement.” Commissioner Lucas stated “I know. Person County did trenching and they have a microprobe or something to determine what their level was. My problem with it is why do we need to spend the money when we don’t even know if we have the gas or not?” Mr. Smith responded “We are going to have to spend the money. We were only going to install one or two wells off sight. It will not be in with the six we already have.” Commissioner Lucas asked “Do they think it has migrated or is there any evidence that it has migrated?” Mr. Howard responded “The concern with that is it builds up in the landfill. It is two-fold.” Commissioner Lucas continued “Are there any dead trees or anything around the landfill area that shows signs of methane gas?” Mr. Smith responded “That was another dispute that we kept having over the years as to whether we could allow these trees to continue to grow on the land. With the new guy on board he says nothing could be on it and I had them all taken off last year. None of those trees were showing any signs of disease or anything.” Mr. Thomas Hoskins stated “What they are concerned with is with the root system growing down it will let the gas escape.”

Commissioner Carter asked “Have you received a letter from DENR on a time frame on when this needs to be done?” Mr. Howard responded “No, they want us to do this immediately.”

Commissioner Williamson asked “The other wells that are on the site, have they been tested to see if there is any methane gas in those?” Mr. Howard responded “They are for groundwater monitoring. They are not really in the landfill itself they are kind of downstream of the landfill.” Commissioner Williamson continued “Did I read that these were not going down to the groundwater that they were going to be a surface type?” Mr. Howard responded “The whole part of those wells is to go just far enough inside the cell landfill to monitor the gas.”

Commissioner Lucas asked “The letter that you received was from Patrone, is that right?” Mr. Smith responded “Yes.” Commissioner Lucas continued “I would like to say that I called to speak to Mr. Patrone’s superior but he did not get back with me this afternoon but I did talk with

an Elizabeth Weaver. She sent me all the correspondence as to what has happened up to this point and she suggested that we might want to talk with Mr. Mark Poindexter before we proceeded any further.” Mr. Howard responded “If the Board would like for us to do that first...They have given us a timeline by the end of the month to be started on a plan.” Commissioner Lucas stated “I would agree with that if the age of the landfill was not what it is.” Mr. Howard continued “What I am asking is if you could approve us this process contingent on us talking with Mr. Poindexter. If he tells us to not move forward I will bring this back to the next commissioners meeting and let you know what we are doing.” Commissioner Lucas continued “We need to determine if we have a methane gas problem or not. We need to determine that first.” Mr. Howard responded “I guess what I am saying is let us continue with this process and if the State tells us Tuesday when we talk with them no you need to do what you were told to do we do not have to come back in two weeks to get this process approved.”

Commissioner Williamson asked “Have we looked at having any retail people to come in and test for us to see if they want to receive this type of project to withdraw methane gas?” Mr. Howard responded “No sir, we have not. If there is methane gas there that is a different process we can look at. We have talked to other folks about that and most have said that our landfill is too small or too old to really produce the methane to really be worthwhile.”

Commissioner Travis stated “From what I am gathering from what you said is the State wants it done regardless of whether we have it or not.” Commissioner Lucas responded “No, that is not what I understand.” Mr. Howard responded “The requirements are to put the monitoring wells in to monitor the gas. It could be that there is not a significant amount out there that we will not have to continue the monitoring annually. That is a possibility.” Commissioner Lucas stated “Again I think the age of the landfill is a determining factor.” Commissioner Travis continued “What gets me is why you have to put these wells in when you can do a test and if there is none there why do you have to put them in? That is what does not make sense to me.” Mr. Howard responded “I understand that completely.” Commissioner Travis stated “From what you said this is what the State wants.” Mr. Howard responded “Yes sir. This is a requirement. Any time a landfill closes it is supposed to be monitored. Apparently the State for whatever reason was not enforcing in.” Commissioner Lucas responded “That is another concern, why all of a sudden is it such a big issue?” Commissioner Travis asked “The last time it was checked was 2011, is that right?” Mr. Smith responded “Yes.” Commissioner Travis continued “Everything was fine then right?” Mr. Smith responded “That was the groundwater monitoring. That was not the methane gas.” Commissioner Travis asked “Has it ever been checked for it?” Mr. Smith responded “I don’t think it has ever been checked.” Commissioner Travis asked “How much would it cost to get someone to go out there and check it?” Mr. Hoskins responded “You will have to see who can remove that cap to see if you do have methane.” Commissioner Travis continued “They should have some way to go out there and check that without having to put in five or six wells out there.” Mr. Hoskins responded “They will have to put a probe in there.” Commissioner Travis stated “If they could check it for a few thousand dollars it would be better than spending a whole lot of money.” Mr. Howard responded “I don’t disagree with you.” Commissioner Lucas stated “It is ongoing. If it were not an ongoing process and you put the wells in it will continue to happen.” Mr. Howard responded “All I am saying is the last six months or so we have had the same argument. We were told that we needed to continue with this. The only change has been

the inspector.” Commissioner Lucas stated “I understand that he is on the war path. That was the exact words that were used.”

Chairman Hall asked “Have we talked with anyone else other than S&ME?” Mr. Howard responded “No sir. We chose to bring them to you because they know our landfill.” Chairman Hall continued “Did you and staff consider using a probe as it has been suggested?” Mr. Howard responded “No sir we did not. When we talked about alternatives that was not discussed.”

Commissioner Travis asked “If we check out there what do you think the State would say if we did not have any gas? Do you think they will say to go ahead and put them in?” Mr. Smith responded “I think Mr. Patrone will still require it.” Commissioner Travis continued “I think before we spend this money someone needs to check to see if we can have it checked for the gas before we spend the money to put them in.” Mr. Smith responded “Mr. Patrone told me the last time I talked with him that if something was not done during this last quarter that there would be letters sent out and I am assuming from his office to probably the Board of Commissioners.” Commissioner Travis stated “That is fine but I still think we need to contact him and ask him about having it checked before we put these wells in and see what he says before we jump and do all of this. He can only say ‘that will work’ or ‘no you have to do this.’” Mr. Howard stated “All we are asking for is after we do that to have permission to move forward with the proposal.” Commissioner Travis responded “I am only one vote and I just gave you my recommendation on what I would like to see done. It will not hurt to ask. If he sends us a letter that is fine.”

Mr. Ferrell stated “It could be a Notice of Violation.” Mr. Smith responded “I did not get a notice of violation but on the write up sheet that I have it is just suggestions of what I need to have taken care of before the next time he comes down here.” Mr. Ferrell continued “To the extent that there is a notice of violation the enforcement action from DENR is a potential of \$500 a day in penalties. It does not sound like a notice of violation has been issued yet but to the extent of if that is what is coming know that there will be penalties. When you say ‘letters are coming’ that could be a notice of violation which will be some enforcement action from DENR. I don’t know the status because I have not been involved in the process.”

Commissioner Lucas stated “The issue to me is if there is no methane gas present then why is he suggesting to do this. We need to determine if it is present.” Mr. Ferrell responded “There is going to be methane gas present. Looking at a landfill...” Commissioner Lucas stated “I disagree with you because...” Mr. Ferrell continued “There is a curve...” Commissioner Lucas continued “With the age of the landfill.” Mr. Ferrell stated “There is going to be some. It will not be zero. I guess they need to see how much.” Commissioner Lucas responded “Is the requirement 45 ltl or what is the requirement?” Mr. Ferrell responded “There will be some methane gas.”

Commissioner Lucas stated “Chairman Hall I think we might want to check with Person County to see exactly what they did do, they did trenching, now what was involved in that to address the migration of the gas. Did the trenching address that or did they just probe the landfill?”

Commissioner Carter stated “My suggestion would be and it has been my experience over the past that the inspectors can be expensive, I would talk with the division head or his boss. Is it

required that we do this?” Mr. Howard responded “It is required that we do this. The state just did not enforce it.” Mr. Ferrell asked “We agree to do this when the landfill was closed. My understanding is that we agreed to do it, we have not been doing it and now they are calling the county on the obligation to do it. There may be a way to sort through it.”

Chairman Hall asked “I guess my thoughts and my concerns are we looking at the most feasible, restrictive way to handle this problem, I guess is what I am trying to say? That is why I asked if you had talked with anyone else other than S&ME? Did we look at any options or alternatives? I will tell you guys what really concerns me is you mentioned that you have been talking with this inspector for five or six months and now you have to do something by the end of the quarter. This is the end of the quarter.” Mr. Smith responded “It was off and on for six months.” Chairman Hall continued “Yes but this Board has not heard this before and that really bothers me. This is our first time hearing it and I think we need to have time to sort these things out and we have to look at alternatives. We need to look at what our options are. You might be absolutely correct but we have not looked at the options. I would take the suggestions that everybody made tonight and look at what our options are and if you have to talk to another engineering firm, talk to them. When you come back to us come with a solid proposal that covers all of the bases.”

Commissioner Lucas stated “Originally it was Dewberry & Davis that handled the closing of the landfill.” Mr. Howard responded “We are talking with them to find the old documents and stuff.”

Chairman Hall asked “Do we have the documents where we closed the landfill or what we agreed to?” Mr. Smith responded “I don’t have them. I talked with Dewberry twice and they have not told me that they have them.” Chairman Hall continued “I think it would instructions from this Board that we see that and that our counsel sees it and what exactly we agreed to.” Mr. Smith responded “That would be on our closure. No one can seem to give me an answer.” Mr. Ferrell stated “The State should have a copy if you cannot find it in your files.”

Commissioner Jefferies stated “I think they should come back with a plan. We should have heard about this five or six months ago. Mr. County Manager you should have informed us of this. I can’t move on something when I am just finding out about it. That is just my opinion.”

DISCUSSION OF (2) PAYROLL CHECKS PER MONTH

Chairman Hall stated “At our last meeting the County Manager and Finance Officer were asked several questions about this proposal. We asked them to come back tonight to answer some of the questions that were raised and to be open for questions tonight.”

Ms. Gwen Vaughn stated “Good evening Chairman Hall and Board of Commissioners. First of all, in your board packet tonight you have the basic schedule for processing of the monthly payroll. Before we take a look at the timeline I wanted to let you know this is just a general typical month that does not include any holidays or special payroll. It does not include W-2s, open enrollment, longevity, the calendar year end, leave conversions, workers’ comp audits and financial audits. Also keep in mind that there are other instances that come into play like phone

calls, employee visits and inquiries, the transition with the new HR coordinator and it does not include personal time. You had asked about the number of employees for Caswell. We have 222 full time employees. There are 14 permanent part time employees and 133 temporary part time employees. That is 369 employees. There are 223 salaried employees and these are paid the same salaries every month and there are 146 hourly employees. On average we paid about 300 employees a month.”

Chairman Hall stated “Ms. Vaughn if you don’t mind, for the fellow commissioners if you have a question as she is going through this please stop her because we want to make sure that we get everything we need to get tonight at a time.”

Ms. Vaughn continued “I also checked on the multi-monthly payroll that Commissioner Travis asked about and found that for at least for the past 35 to 38 years Caswell has paid on a monthly basis. I did not find any other information otherwise. At this time we can go to the timeline, the Payroll Processing Schedule that you have. I wanted to give you a general guideline with dates. The first thing would be for the 1st of the month the ORBITS Retirement reporting and payment for the prior month which include reconciling the reports and paying the payroll, the payroll deductions are uploaded to NC State Treasurers website. Also I would like to add that the current employee statistic report is done at that time to the Department of Labor which gives them the employee demographics. They require us to do this. The next time is the 401K reporting and payment for the prior month. This is reconciling all the employee reports with the financial reports for Prudential which is the 401K. The employee contributions are uploaded to Prudential and the local law enforcement 5% county match. The next item would be to take a look at the time sheets that come in. They are due on the 5th of the month. They are organized by department. For the departments that do not turn them in, the payroll coordinator will call them to check on the status. There are three days to process employee changes.”

Commissioner Lucas asked “Why is that Gwen? Why do you need 3 days for changes to the time sheets?” Ms. Vaughn responded “I was getting ready to tell you.” Commissioner Lucas continued “Okay, I am sorry.”

Ms. Vaughn asked “Mr. Travis did you have a question?” Commissioner Travis asked “Why do you have to call the department heads to tell them to send the time sheets in? To be honest with you, you should not have to call nobody to turn in their time sheet. If it is not turned in don’t pay it. That is the department head’s responsibility.” Ms. Vaughn responded “Okay.”

Ms. Vaughn stated “To process these employee changes that includes setting up new employees, entering the prior payroll adjustments and deductions, terminating employees, calculating their vacation pay out, adjusting salary amounts, adjusting ADTs, withholding deductions, doing a time sheet audit for each employee, updating and adding garnishments for child support and the Department of Revenue garnishments. There are a lot of things that have to be done to process employee changes. Three days of just this past month which was unusual and not the norm but there were 12 new employees hired. We may not have 12 new employees but we have new hires and employees that leave so all of that has to be taken into consideration. We look at the time sheets and check the time sheets. Each department has a cover page. If there are 10 employees all 10 employees have to be listed on that cover page and should match the time sheets. We have

to verify the leave to make sure that there are no differences in the cover sheet and the time sheet, correct the time sheet if need be and then notify each individual if there leave time is off and things like that. About mid month the time sheets from EMS and CATS come in so they are reviewed and are started in the process.”

Chairman Hall asked “Hold up. Now you said about mid month EMS and CATS are coming in, why are they not coming in with the others?” Ms. Vaughn responded “Because they are on a different schedule and this has been done this way for many years prior to me coming here. Their time sheets are turned in on the 3rd Monday of the month.” Chairman Hall continued “And CATS also?” Ms. Vaughn responded “Yes. They get paid on the hours that they work. Those two groups get paid for the hours that they work. Other employees, mostly the salaried, get paid in advance. They are paid on the fourth Friday and we are paid through the last day of the month. If we are paid on the 25th then we are paid six days in advance. So far that has not posed a problem at all because they are paid with time sheets that are a month behind so the time is always adjusted. For instance if I work on the 25th and I take the next week off my leave will be adjusted with sick or vacation leave to compensate for the time that I was out.”

Commissioner Travis stated “So what you are saying is EMS and CATS are paid without their sheets being there.” Ms. Vaughn responded “No sir. They are paid for their particular time sheet. They are paid for their time that they actually work. Payroll is entered in about mid month and then it is checked for corrections and adjustments. Then they are double checked. It is then uploaded and we make sure that everyone is included. The coordinator reviews the payroll calculations and several reports are made that has to be done from our financial software on the payroll side. After all of those reports are done, calculated and reviewed and matched with the cover sheets and timesheets then I sign off on it. At that time invoices are processed and finalized by 5:00. The next time is to upload the payroll to the bank and run all the check stub information, print the check registers and payroll registers to verify the totals and sink it to upload to the bank. After that she schedules the Department of Revenue 941 payments and upload payroll to our ESS website which is our payroll deposits and check stubs. Pay on line federal, Medicare, social security withholding tax, state withholding tax. Pay online the NCDOR and pay online the state retirement contributions and print payroll reports. On pay day, scan and email the reports to the departments. This is an all day process because we can’t just take one report and send it to each department. It has to be separated and scanned. At the end of the month after payroll we pay invoices on line such as health insurance, dental insurance, AFLAC, and the ESS. All of those have to be reconciled to make sure that everything is on there that should be. We process quarterly reports and the employment security commission reports. Then we do payroll interface and file the timesheets. We organize those by alphabetical order and file all the changes and invoices and start all over again.”

Commissioner Travis asked “How many people work on this payroll every day?” Ms. Vaughn responded “One person.” Commissioner Travis continued “One person does all of this.” Ms. Vaughn responded “Yes sir. I have a six page check list that this one person does. We take payroll very seriously. We do not want to miss anybody’s pay. That is why we call the department heads to get all the time sheets; we don’t to miss anybody’s pay.” Commissioner Travis stated “I know it is important but I still think the department heads should be responsible

for getting you the time sheets. You should not have to take the time to call to get the time sheets.”

Commissioner Jefferies asked “You don’t have the software where each department can enter the payroll and you can pick it up from there?” Ms. Vaughn responded “We do not at this time. I have checked with ACS and our software package does not have that module so we would have to go to an outside source and get another time keeper schedule to bring in to get it compatible with our software that we have.” Chairman Hall asked “What will that take?” Commissioner Jefferies stated “At the end of the day everything could be put in the computer and transferred. If I work someone over I would have to go in and adjust that total. I thought they were on this system.” Chairman Hall asked “What would it take for the County to get on a system like that?” Ms. Vaughn responded “We would have to do a little research to find a compatible module that would fit our payroll software. With the school system they do exactly that. All the employees are responsible for keying in their information and uploading it. I asked the gentleman how much it would cost. He said it would cost around fifty to seventy-five thousand for the initial setup and then an annual maintenance fee.”

Commissioner Williamson asked “Do you know all that would be included?” Ms. Vaughn responded “It would include the capabilities for all employees to have access at a computer, it does not have to be at work, and they would enter their time. They would have to approve their time. Then it would go to the immediate supervisor for approval and then it would be uploaded to our payroll software. Then we would be able to upload and process it from there. Even though the school has that particular package but they still pay monthly.”

Commissioner Lucas asked “Can we investigate this program that the school is using?” Chairman Hall responded “Sure we can.” Commissioner Lucas continued “I would like to know what that would cost.” Ms. Vaughn responded “I can do that.”

Commissioner Carter stated “I just can’t understand why other towns and cities can pay twice a month and we can’t.” Ms. Vaughn responded “A lot of cities and towns have 20 to 50 people that they employ so it is not a lot to process. Other counties have more than one person who is processing payroll. They also have a software package that helps to interface the payroll.” Mr. Howard added “And some outsource their payroll. I would also say that most counties are paid once a month.”

Commissioner Travis asked “How many times when you all check those cover sheets do you find mistakes on payroll?” Ms. Vaughn responded “There are just a few departments that we check on, on a regular basis but there are not a lot.” Commissioner Travis continued “Just a few minutes ago you said you check everyone of them and now you say you check just a few of them.” Ms. Vaughn responded “I am saying there are a few that we have concerns with.” Commissioner Travis asked “Most of the time is probably the same departments right?” Ms. Vaughn responded “Yes sir.” Commissioner Travis continued “You need to talk to that department head about that too. These department heads are responsible for what they give you and they should check it if they want to job and get it like it should be before turning it in. They are signing off on it.” Ms. Vaughn responded “Yes sir, they do sign them off.” Commissioner Travis stated “I am not going to write a person a check for something that he has not done and

that is what the department heads should do. They should have to do it right. It is not your place to have to go back behind them and correct their mistakes.” Ms. Vaughn responded “I agree.”

Commissioner Williamson stated “I think we should look at automating the process. I think the employee should enter their information because they will make sure that the information is correct versus sending in a piece of paper and it will be fixed later. I think we should look at other alternatives and look at paying twice a month. There may be some possibilities where it could be paid twice a month.”

Commissioner Lucas stated “The possibility of outsourcing would be interesting to me as well. If you would look into that.” Ms. Vaughn responded “I have spoken with one county that outsources. What they do is they enter all the information and they outsource the checking writing.” Commissioner Lucas stated “That is not outsourcing.” Mr. Howard stated “From what I have seen at other places it is expensive to outsource. It is based on the number of employees.” Ms. Vaughn stated “That particular county that did that particular type of outsourcing did tell me that the cost of it was thirty-five to fifty thousand depending on what had to be done and it was the cost of another employee.”

Commissioner Carter asked “What are the other counties doing like Alamance, Person, Guilford and Rockingham?” Ms. Vaughn responded “I know Person pays monthly.” Commissioner Williamson added “Orange pays twice a month or every two weeks.” Ms. Vaughn stated “I know that those two counties, Person and Orange, have the same financial software packages. I think Person will be going to the Munis package.” Commissioner Carter stated “Maybe we need to look at updating the software package.” Commissioner Williamson asked “Munis is only a...” Ms. Vaughn responded “It is a complete financial software package.”

Ms. Vaughn asked “What is the time line to get this information to you? Did you want it as soon as possible, the next meeting or what?” Chairman Hall responded “I don’t know that you will get it all by the next meeting.” Commissioner Travis stated “By the second meeting in December. If you don’t have it all we just need an update on it.” Commissioner Carter stated “Check to see what kind of software you think will be helpful.” Ms. Vaughn responded “I will.”

DISCUSSION OF LEGISLATIVE MEETING AND REPRESENTATIVE TO ATTEND

Chairman Hall stated “This is really not a discussion I think I just mentioned it before and within some of the information that you have it will be January 24th and 25th of 2013. Also in our packet, Item 12, there is a copy of the Public Education Steering Committee’s report. There are four or five other committees and I think we will get that information early in January. Then on January 24th and 25th representative from the counties will get together and vote on the priorities for the North Carolina Association of County Commissioners to push for the priorities to the Legislature for the next year. That is the important part. You can already see what the Public Education Steering Committee has already done and know that the other reports will be coming and then this Board can decide what priorities that we would our representative to support when he or she gets to Raleigh.”

BOARDS AND COMMISSIONS
Gunn Memorial Library Advisory Board

Commissioner Carter moved, seconded by Commissioner Williamson to appoint Emmanuel H. Lea to the Gunn Memorial Library Advisory Board. The motion carried unanimously.

Planning Board

Commissioner Travis moved, seconded by Commissioner Jefferies to appoint Keith Blalock, W. Russell Johnston and H. Leon Richmond to the Planning Board. The motion carried unanimously.

CHAIRMAN COMMENTS

Chairman Hall stated "I want to make one comment. Over the course of the year I have probably received two to three letters per quarter from citizens on various issues and I try to respond in some way to those letters either by what we put on the agenda or what we discuss in the meeting. I got an inquiry or a comment from a citizen, it is not an agenda appropriate item, but I do want to bring it to the Board's attention. In effect the question was raised as to why we, as board members, do not participate in community functions. I have heard that before and I have not mentioned it. I think we all know why we are here and what we are supposed to do. This came specifically as a result of no board members attending the Veterans Day program. Since a citizen mentioned that to me and probably rightfully so it is my role to mention it to this Board. There were some others over the last year, comments that I have heard about other functions in the community that commissioners do not attend. I will just leave it at that."

Commissioner Lucas stated "I appreciate the fact that someone has raised the fact to the events that commissioners do not attend but someone needs to take note of all the events that commissioners do attend."

Commissioner Carter stated "I appreciate it too but I know a lot of functions that I attend with fire department functions or social functions here in the county. I know that we can't be everywhere all the time. I think a lot of us attend different functions in our communities."

Commissioner Travis stated "I received a call too about none of us being at the Veterans program."

Mr. Thomas Hoskins stated "I will make a comment. There are a lot of you that go to functions and people do not know who you are so how do they know whether you attend or not. I see you at functions here in the county and you don't have commissioner written on you. You are just out there having a good time like everybody else." Commissioner Williamson responded "Since he brought that up. I would like for us to have some type of identification that says who we are as the county commissioners. I think we need to invest in it and I think this is the appropriate time to do it now."

PROGRESSIVE CONTRACTING CO. CHANGE ORDER REQUESTS

Mr. Howard stated "We actually have four change orders for you; one of the change orders came in after the agenda went out. The first request was to estimate the cost to repaint the brown areas. There is no need to take action on that. This was to come in and repaint the brown strip around the courthouse and corn and tobacco leaves on the cornice. The cost is \$16,410. After I received this I actually talked with our maintenance staff and they may be able to do this."

Commissioner Lucas asked "Has the courthouse been washed? Did it do anything to the paint? Did it take it off?" Mr. Howard responded "Yes, No, the areas that it took the paint off are the areas that would be painted anyway."

Mr. Howard stated "The second change order, we could not see this from the ground and we were in shock when they told us this but apparently when they went to prime the soffits some of that stuff was metal. When that was done or why I am not sure. That was not included in the process when it was bid on. It will cost an additional \$1830. The third change order is additional plaster repair on the courthouse ceiling. These are areas that came up when they started stripping the paint off. Some areas are where the actually plaster is deteriorating and turning to powder. They had to clean those areas out. Some of them are major cracks. That cost is \$3,770. Then the fourth change order is for the clock tower, the cupola, in their contract they stated that once they got up there they would estimate. I have been up there and looked at the areas that need repair. There is rotten wood around the clock tower and that will cost \$5,475."

Chairman Hall asked "Are there any questions for the County Manager on these change orders?"

Mr. Howard stated "The problem with change order number three is the process they were hoping to use is not possible because of the plaster. The plaster is so old it is no working the way it should. This is not to fix the areas that they have done but do in and fix the areas that are rougher."

Commissioner Lucas asked "That is requiring additional time, is that what you are saying?" Mr. Howard responded "It will require additional time and material."

Chairman Hall stated "Let's start with Change Order #2."

Commissioner Carter moved, seconded by Commissioner Williamson to approve Change Order #2 as presented. The motion carried by a vote of four to two with Commissioners Lucas and Travis voting no.

Chairman Hall stated "Change Order #3."

Commissioner Lucas asked "What happens if we don't approve this change order?" Mr. Howard responded "They will paint it the way it is." Commissioner Lucas continued "But wasn't that part of their original agreement?" Mr. Howard responded "There were certain areas that they agreed to fix. They have done more on the walls and the stairwells than what was in their proposal. The whole courtroom is going to be painted and that was not in the bid." Chairman

Hall stated "Let's just deal with her question." Mr. Howard continued "This stuff you could not tell from the ground." Commissioner Lucas stated "So they are having to scrape off what was there." Mr. Howard responded "Scrape and the plaster under the paint was powdery, damaged or cracked. They need to get it to a more solid area so they will have to take a lot out."

Commissioner Lucas continued "I just feel like they probably should have anticipated that they were going to run into that with other projects. And the original price that they quoted was what \$78,000? I just don't see paying the additional cost to do that."

Commissioner Williamson asked "Did we have some contingency in that?" Mr. Howard responded "No sir."

Commissioner Lucas stated "I don't agree with spending the additional money but I don't agree to not doing the work. I want to be clear on that. The work needs to be done for what they quoted they would do the work for." Mr. Howard responded "What they quoted in their contract was specific areas that they were going to address and this is outside of those areas."

Commissioner Lucas continued "They ran into those areas from the other areas or?" Mr. Howard responded "Yes once they started scraping they came and got us and show us the additional areas that needed to be repaired."

Commissioner Carter moved to approve Change Order #3 as presented. The motion died due to a lack of a second.

Chairman Hall stated "Now County Manager tell us what is going to happen." Mr. Howard responded "They will paint over the cracks in the ceiling. These are areas that were not in the contract. Like I said these were above and beyond. Some of the other firms will fix all the cracks and repairs but they were \$20,000 more than this one. Even after the change order they are still well below the next low bid and this contractor is doing more, he is painting all the walls." Commissioner Lucas asked "SO the repairs have not been made?" Mr. Howard responded "Some have." Commissioner Lucas continued "So they have stopped the project?" Commissioner Travis stated "They will either do it or they will paint on top of it." Chairman Hall stated "Well what he said was there are cracks and there will be nothing to paint on top of. There will be a hole up there." Mr. Howard stated "Some of them are about that wide and they were under the sub plaster. This is a building that is 150 years old."

Commissioner Jefferies stated "This should have been seen when they bided." Chairman Hall responded "They could not see it until it was scraped down and the stuff fell out."

Mr. Howard stated "I would just like to reiterate this bid was \$20,000 less than the next lowest bid and \$40,000 less than the highest bid. This company included more plaster repair than the others. They are doing all the walls and painting the walls. If you add all of these change orders it will add about \$10,000 which would be \$88,000 and next lowest bid was \$109,000 so it is still \$20,000 less."

Commissioner Travis moved, seconded by Commissioner Carter approve Change Order #3 as presented.

Commissioner Lucas stated “I will just have to say the time that I have been back on the Board in this courtroom it has been very disheartening having to look at that ceiling so I will just have to vote in favor of it.

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

Chairman Hall stated “Change Order #4. This is not in the agenda so I will repeat this. To replace rotten wood around the clock tower \$5,475.” Mr. Howard added “It is actually replacing four sides, the octagon decorative trim work. Two additional sides they are having to replace some rotten woodwork. It cost so much because they had to have knives made to make that trim work.”

Commissioner Lucas asked “Who is having to have the knives made?” Mr. Howard responded “The company who is doing the millwork will have to have the knives made.” Commissioner Lucas continued “There is not a company that already has the knives made?” Mr. Howard responded “No ma’am, not these knives.”

Commissioner Lucas asked “Included in that was eight or nine hundred dollars worth of scaffolding.” Mr. Howard responded “That is the additional time they need to make the repairs.” Commissioner Travis stated “The scaffolding is already up there.” Mr. Howard responded “Right and I will try to negotiate that as it goes on.” Commissioner Lucas stated “I would certainly hope so.” Mr. Howard continued “They rented it for a certain amount of days and that is the additional days needed for the repairs.”

Commissioner Williamson moved, seconded by Commissioner Carter to approve Change Order #4 as presented.

Commissioner Lucas asked “Can we make that with consideration of taking out the scaffolding fee?” Chairman Hall responded “We will direct the County Manager if this motion passes to do whatever he can to reduce the fees on the consideration for the rent.” Mr. Howard stated “I will certainly look into getting the rates cut for the scaffolding.”

Upon a vote of the motion, the motion carried unanimously.

ANNOUNCEMENTS AND UPCOMING EVENTS

- A. County Employees’ Appreciation Luncheon – Tuesday, December 4, 2012 – 12:00 p.m. – 2:00 p.m. – Civic Center.
- B. Joint Meeting with the Town of Yanceyville and the Town of Milton – Thursday, January 10, 2013 at 6:00 p.m. at the Yanceyville Municipal Building.

Commissioner Carter stated “I just wanted to remind everyone that the Christmas will be the first Saturday in December.”

CLOSED SESSION

Commissioner Carter moved, seconded by Commissioner Jefferies to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange or lease (NCGS 143-318.11(a)(5)) and to consider the compensation, terms of appointment and performance of an individual public officer (NCGS 143-318.11(a)(6)).

Mr. Ferrell stated "Mr. Chairman I would like to make two points. I would like to add 'to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes' which goes along with your closed session minutes that you removed from your regular agenda and also if Commissioner Carter would add to his motion an invitation to Dr. Bartlett to the Closed Session procedures."

Upon a vote of the motion, the motion carried unanimously.

REGULAR SESSION

Commissioner Jefferies moved, seconded by Commissioner Williamson to resume regular session. The motion carried unanimously.

Mr. Ferrell stated "At the last meeting this Board had asked me to do a little research on potential economic development relationships with the Towns in Caswell County and Caswell County could take. You had a joint meeting with the Town of Yanceyville and the Town of Milton you discussed creating some type of entity to develop a Countywide Economic Development Board and you talked about different structures. I looked at the statutes related to economic development and has it turns out the state has created a statutory scheme for just such a venture as you were discussing in your meeting. I just wanted to let you know that to the extent that the towns and the County wants to move forward with this effort the legislature is authorized governing bodies to do this. NCGS 158-8 contains some enabling legislation where the legislature said if the municipalities and the county want to do such economic development effort they can join together by resolution to create a regional economic development commission. The statutes go on to talk about the make-up of such a commission, how it is formalized, what the powers of duties of the commission can be, how to raise funds, and there is lots of discretion left to the commission itself but I wanted the Board to know that there is an enabling legislation allowing you to do this if you want to do it and to that there are some general guidelines about how to do it. And the how you do it is stated on how the organization is done, how to adopt your rules and regulations for the commission, what the staff to the commission can look like, how to contract for services for this commission and how the duties of the commission are allowed to be by statute. What I want you to know is there is a good frame work for what you have contemplated in your joint meeting. It does not involve creating a non-profit entity. It does not involve a lot of attorney fees to come up with some new scheme to start an economic development commission. It is authorized in the statute and is outlined for you. So as you go back and continue your discussions with the towns I think it would be helpful for everyone to

have the same set of statutes on what the state has done. You are certainly authorized to move forward with this and that is what I wanted to report back to you.”

Chairman Hall asked “Have you shared that statute and stuff with us?” Mr. Ferrell responded “I have not but I certainly will and I can prepare a brief one page memo that Kevin can circulate to the towns if that is helpful otherwise I can give you statutes.” Commissioner Lucas stated “I think you can just give us the statutes.” Mr. Ferrell responded “Certainly, that is easy enough.”

ADJOURNMENT

At 10:15 p.m. Commissioner Travis moved, seconded by Commissioner Jefferies to adjourn. The motion carried unanimously.

Paula P. Seamster
Clerk to the Board

Nathaniel Hall
Chairman
