

MINUTES – NOVEMBER 2, 2009

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, November 2, 2009. Members present: Jeremiah Jefferies, Chairman, George W. Ward, Jr., Vice-Chairman, Erik D. Battle, William E. Carter, Nathaniel Hall, Gordon G. Satterfield, and Kenneth D. Travis. Also present: Kevin B. Howard, County Manager, Michael R. Ferrell, County Attorney, and Angela Evans representing The Caswell Messenger. Wanda P. Smith, Clerk to the Board, recorded the minutes.

MOMENT OF SILENT PRAYER

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

APPROVAL OF AGENDA

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

APPROVAL OF CONSENT AGENDA

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

The following items were included on the Consent Agenda:

- 1) Approval of Minutes of August 3, 2009 Meeting
- 2) Financial Report – July 1, 2009 – September 30, 2009

PUBLIC COMMENTS

Chairman Jefferies opened the floor for public comments.

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

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

In December, 2008 Commissioner Satterfield along with the County Planner responded to a complaint concerning Hayes Iron and Metal’s lack of being compliant with the Caswell County Outdoor Storage Ordinance.

On August 24, 2009 the Board voted to move forward with the penalties regarding Hayes Iron and Metal’s violations of the Outdoor Storage Ordinance.

On or about September 15, 2009 the Caswell County Sheriff's Department served Hayes Iron and Metal with a COMPLAINT FOR CIVIL PENALTIES AND INJUNCTIVE RELIEF.

According to the County Manager, Hayes Iron and Metal was granted a 20 day extension on top of the already existing 30 day period before the calendaring process to establish a court date. Tomorrow, November 3, 2009 is the last day of that extension.

From last December until now there have been various excuses as to why this process has taken so long, some by Hayes and some by the County.

To date nothing has changed, Hayes Iron and Metal is still out of compliance with the Outdoor Storage Ordinance, the same non-compliance the County Planner has attested to and Hayes Iron and Metal has admitted to. The same non-compliance the Board voted to move forward on.

Mr. Chairman, some of the citizens of Caswell County would like to know first of all if this 20 day extension was sanctioned by the Board. Secondly, when will this case be calendared and finally since Hayes Iron and Metal hasn't seen fit to comply within the law, even with an extension, does this constitute criminal charges?"

Mr. Michael Ferrell, County Attorney, responded by stating that the complaint against Hayes Iron and Metal has been filed with the court and the court has granted an extension, of which he was not consulted. Mr. Ferrell added that the time to answer has not yet expired and he has not been served with an answer yet, and when he is he will then, upon what the answer is, determine how to respond and proceed from there. Mr. Ferrell noted that this is not a criminal matter.

HEALTH DEPARTMENT ACCREDITATION

Dr. Fred Moore, Health Director, came before the Board and introduced Mr. David Stone and Ms. Brittan Wood, with the Health Department Accreditation Program, Dr. Jack Turner, Board of Health Chairman, and Ms. Jennifer Eastwood, Caswell County Health Department Accreditation Coordinator.

Mr. Stone stated that he was present to offer his congratulations to the Caswell County Health Department upon completion of the State accreditation process. Mr. Stone reported that the Accreditation Program has two key aspects as far as what it sets out to do: 1) show the capacity of the local Health Departments to deliver the essential services of public health; and 2) encourage and promote performance improvement within the Health Departments. Mr. Stone informed the Board that they give the local Health Departments 90 days notice to get ready, but it takes much longer, usually as much as a year. Mr. Stone stated that there are a lot of benefits that come from being accredited. Mr. Stone added that through the Accreditation Program, they are trying to show how local Health Departments across the State are competent to deliver their every day services, as well as being prepared for anything that happens. Mr. Stone stated that in their report, the Site Visit Team noted the many positive aspects of the Caswell County Health Department, as well as areas in which they could improve. Mr. Stone added that once that report was delivered it was evident to the North Carolina Local Health Department

Accreditation Board that the Caswell County Health Department should be an accredited agency, therefore, on July 17, 2009, the Caswell County Health Department and its staff were awarded the status of accreditation. Mr. Stone presented a plaque from the North Carolina Local Health Department Accreditation Board to the Caswell County Health Department in honor of the Award of Accreditation to the Caswell County Health Department for the period of 2009 - 2013.

Ms. Brittan Wood presented and read a letter of congratulations from Dr. Jeff Engle, State Health Director, to the Caswell County Board of Health.

Dr. Jack Turner, Chairman, Caswell County Board of Health, stated that a four-year accreditation is very important for the Caswell County Health Department, and even though this is a small county, it is just as professional as any other agency in the State of North Carolina.

Dr. Turner stated that the Board of Health also recognizes that this accreditation would not have been possible without the support of the Caswell County Board of Commissioners. Dr. Turner added that the Board of Health would like to recognize Commissioner Nathaniel Hall for his commitment and dedication as a Board of Health member and read a Resolution which had been adopted by the Board of Health in recognition of Commissioner Hall's contributions, which was then presented to him.

A standing ovation was received by the Board of Health and Caswell County Health Department in honor of its outstanding achievement.

CASWELL COUNTY HEALTH DEPARTMENT

Dr. Fred Moore, Health Director, came before the Board to request that the Board release a Billing position and a Nurse position in the Health Department from the hiring freeze. Dr. Moore reported that a Billing position in the Home Health Agency has become vacant and he would like to fill the position and that it be reclassified from a 75% position to 100%, as it was a year and a half ago. Dr. Moore stated that he has found that it takes a full time position to accurately and effectively perform the tasks associated with this billing in a timely manner, and by increasing the position to full time, it should bring in enough revenue to cover the additional \$6,500 annual cost.

Dr. Moore reported that he currently has an 80% Nurse position in their clinic and he would like to increase it to 100% using State/Federal H1N1 funds for the remainder of the fiscal year. Dr. Moore stated that these funds are being provided to increase staffing to aid in the H1N1 flu pandemic.

After discussion, Commissioner Satterfield moved, seconded by Commissioner Carter to release the Billing Clerk and Nurse position in the Health Department from the hiring freeze, that the Billing Clerk position become a permanent full-time position, and that the Nurse position become a full-time position for the remainder of the fiscal year. The motion carried by a vote of six to one with Commissioner Travis voting no.

ECONOMIC DEVELOPMENT STUDY

Mr. Jason Jolley, Senior Research Director, University of North Carolina Center for Competitive Economies, Adjunct Assistant Professor, Kenan-Flagler Business School, and Mr. Will Lambe, UNC School of Government, Community-Campus Partnership Director, came before the Board to present an economic analysis of Caswell County.

Mr. Jolley reported that this summer he had the opportunity to supervise some interns working through the School of Government with the Town of Yanceyville and Caswell County. Mr. Jolley stated that as part of that process he began conversations with the County Manager and others in the County and they were asked to prepare a presentation using some of the economic data his Center looks at on the County's economy.

Mr. Jolley informed the Board that the Center for Competitive Economies is an economic development research center in UNC's Kenan Institute of Private Enterprise and Kenan-Flagler Business School and they work with communities all across the state to engage in economic development strategic planning, to conduct market analyses, and to look at industry clusters.

Mr. Jolley stated that his purpose tonight is to share "data driven" observations of Caswell County's local economy, including wage and income data, employment data, and integration with regional economy.

Mr. Jolley presented and discussed the following information:

Observations about Caswell County's Economy

- Part of two regional economies: Piedmont Triad and Danville, VA.
- Capitalize on economic growth and positive trends in both regions.
 - Institute for Advanced Learning and Research in Danville
 - Aerospace and other industry clusters in Triad
 - Caswell County jobs are characterized by low-wage structure.
 - Limited private sector employment growth over the past two decades.
- Average Annual Wage, 2008

Caswell County -	\$27,284
Alamance County -	\$33,512
Guilford County -	\$39,581
Orange County -	\$40,173
Person County -	\$33,571
Rockingham County -	\$32,832
Piedmont Triad Partnership -	\$37,260
- Low Wage Structure for Existing Industries
 - Average private industry salary in Caswell County is \$15,000 less than private industry salary in North Carolina.

- Private Sector Employment 1990 & 2008
 - Total Private Sector
 - 1990 – 1,678
 - 2008 – 1,722

- Low wage rates in County are deceptive as few residents actually work in the County.

- Residents must leave the County to find employment. (Second highest out-commute rate in State).

- Residents working in other counties earn considerably higher wages in many industries.

- Percent of Workers Commuting Outside County of Residence, 2000

Caswell County -	72.84%
Alamance County -	25.06%
Guilford County -	12.17%
Person County -	41.84%
Orange County -	42.40%
Rockingham County -	38.70%
Pittsylvania County, VA -	25.62%

- Mean Commute Time to Work in Minutes, 2000

Caswell County -	30.2
Alamance County -	21.8
Guilford County -	21.5
Person County -	28.9
Orange County -	21.6
Rockingham County -	24.4
Pittsylvania County, VA	26.2

- Where Caswell Residents Work, 2000

Caswell County -	2,693 (27%)
Alamance County -	2,388 (24%)
Danville, VA -	1,450 (15%)
Rockingham County -	844 (8%)
Guilford County -	800 (8%)
Other -	1,742 (18%)

- Caswell County Commuter Wage Differences in Manufacturing
 - \$24,037 Annual Salary (395 employment)
 - Alamance County - \$ 931 (1,170)
 - Durham County - \$16,736 (20)
 - Guilford County - \$24,869 (250)
 - Orange County - \$10,459 (50)
 - Person County - \$ 4,191 (250)

Pittsylvania/Danville, VA - \$38,644 (770)
Rockingham County - \$ 3,969 (450)

- Caswell County Commuter Wage Differences in Services
\$17,101 Annual Salary (490 employment)
 - Alamance County - \$ 3,870 (520)
 - Durham County - \$ 8,882 (110)
 - Guilford County - \$ 9,092 (155)
 - Person County - \$ 3,454 (40)
 - Pittsylvania/Danville, VA \$15,972 (405)
 - Rockingham County \$ 6,573 (140)
- Caswell County is a labor source for the surrounding regional economies.
- Yet, Caswell County is not well integrated and is receiving limited economic benefit from regional economic activity. Caswell is not well represented by business concentrations identified as regional economic development priorities.

Institute for Advanced Learning and Research

Research Center Focus Areas

- Polymers
- Performance engineering and motorsports
- High-value crops in horticulture and forestry
- Unmanned systems and robotics

Triad Economic Focus Areas

Piedmont Triad Partnership Industry Clusters

- Advanced Manufacturing
- Creative Enterprises and the Arts
- Health Care
- Logistics and Distribution

Transportation, Distribution, Logistics (TDL) Cluster

Company Population Distribution, 2006

- 9,676 companies in the Greensboro/Winston-Salem/High Point MSAs tracked by the UNC Center for Competitive Economies
- At least 319 different companies operate entirely or significantly within the TDL Cluster

How should Caswell address these regional economic issues?

- There are no economic “miracles,” but incremental improvements can be made to help the local economy through strategic planning efforts in economic development.
- Examine economic development delivery mechanism to carry out these steps.

Possible Steps

- Caswell is still in a good position to capitalize on growth in surrounding regions.
 - Improve downtown areas, improve/extend infrastructure to commercial/industrial areas.
 - Focus on quality of life elements, retail development, downtown improvements, activities such as broadband access.
- Identify competitive advantages and assets attractive to companies in regional industry clusters or economic focus areas in Piedmont Triad and Danville.
 - For example: link to creative enterprises
- Identify local industry clusters for targeted recruitment and entrepreneurship activities.
- Identify occupational skill set of County residents commuting to other counties to work. A source of labor for prospective companies.
- Higher income retirees
 - Clients for health/managed care cluster activities
 - Source of buying power to support local retailers
- With proper infrastructure – cost advantage for companies needing access to core regional cluster businesses, but can locate on the periphery of region.

Community’s Goals

- What are the community’s goals?
- What type of jobs would residents like to see?
- What should be preserved?

Mr. Will Lambe, Director of Community-Campus Partnership, UNC School of Government, came before the Board and stated that the Community-Campus Partnership (CCP) at the University of North Carolina at Chapel Hill (UNC) is a campus-wide initiative to form partnerships with economically distressed (Tier I) counties in North Carolina. Mr. Lambe added that Tier I counties face complex issues involving public health, education, economic development, leadership capacity, and the environment. Mr. Lambe stated that, in response, CCP brings together community-based organizations and teams of UNC-faculty, students, and staff to meet these challenges in a comprehensive way. Mr. Lambe added that approximately one million dollars have been raised to support the work of this program and partnering with communities like Caswell and helping community members play a supporting role with communities as they chart their future path forward. Mr. Lambe stated that they have been busy putting interns in Caswell County to work. Mr. Lambe asked for the Board’s support and their open communication to the extent that they are comfortable moving forward.

Chairman Jefferies thanked Mr. Jolley and Mr. Lambe for all that they have done for Caswell County.

RECESS

The Board held a brief recess.

PIEDMONT COMMUNITY COLLEGE

Ms. Doris Carver, Vice-President, Continuing Education, Piedmont Community College, came before the Board to present additional information on Piedmont Community College's request for funding to lease facility space for the Law Enforcement Continuing Education curriculum. Dr. Walter Bartlett, President, Piedmont Community College, was also present.

Ms. Carver reported that she has contacted the Danville Regional Foundation on an informal basis to determine if they would be willing to supplement the cost of leasing space. Ms. Carver stated that they did give preliminary approval pending the partnership and approval of the Board of Commissioners to submit a letter of inquiry. Ms. Carver added that facility space is needed for the Caswell Job Link Center which serves over 1,500 people annually; Public Safety Training for EMT, Paramedic, Basic Law Enforcement, Department of Correction, and Public Safety training which serves over 2,000 individuals annually; and Small Business Center/Business Development Entrepreneurship Center, which is a great resource for Caswell County that can assist with economic development. Ms. Carver stated that their future goal is to work at implementing a Cultural Arts Industry sector.

Ms. Carver presented the following options to the Board for funding rental property:

Request for Funding – Rental Property

Option 1: Five and One-half Year Plan. Total Cost: \$165,000

Cost Share – Caswell: \$90,000 for a 5 ½ year period (average \$16,363/yr)

Cost Share – Danville Regional Foundation: \$75,000 (average \$13,636/yr)

\$0 rent per month from January 2010 to June 2010 - \$0

\$500 rent per month from July 2010 to June 2011 - \$6,000

\$1000 rent per month from July 2011 to June 2012 - \$12,000

\$1500 rent per month from July 2012 to June 2013 - \$18,000

\$2000 rent per month from July 2013 to June 2014 - \$24,000

\$2500 rent per month from July 2014 to June 2015 - \$30,000

Danville Regional Foundation would be asked for \$75,000 in lease funding.

Option 2: Three and One-half Year Plan Total Cost: \$105,000

Cost Share – Caswell: \$54,000 for a 3 ½ year period (average \$15,429/yr)

Cost Share – Danville Regional Foundation: \$51,000 (average \$14,571/yr)

\$0 rent per month from January 2010 to June 2010 - \$0

\$1000 rent per month from July 2010 to June 2011 - \$12,000

\$1500 rent per month from July 2011 to June 2012 - \$18,000

\$2000 rent per month from July 2012 to June 2013 - \$24,000

Option 3: Three and One-half Year Plan for One Bay at Ford Building
Total Cost: \$67,000 (average \$19,200/yr). No cost-share with Danville Regional
Foundation

\$1,600 per month from January 2010 to June 2010 - \$9,600

\$1,600 per month from July 2010 to June 2011 - \$19,200

\$1,600 per month from July 2011 to June 2012 - \$19,200

\$1,600 per month from July 2012 to June 2013 - \$19,200

Estimated utilities are \$400 per month for a total cost of \$4,800 per year. The College will pay for utilities for the period of January 2010 to June 2010.

Ms. Carver informed the Board that PCC is looking at two different locations, one being the Ford Building located on NC Hwy 86 and the other is the Hester Vernon Building. Ms. Carver stated that the owner of the Ford Building is willing to bear the cost of all of the upfit of the building, and the owner of the Hester Vernon building is willing to bear some of the cost of the upfit, but they have not had the opportunity to walk through the building with the new owner to determine what upfits he is willing to pay for in the cost of the rent.

Ms. Carver stated that, if possible, they would like a decision from the Board of Commissioners by November 17th because the Danville Regional Foundation would like for them to submit a letter of inquiry by November 30th.

Commissioner Hall questioned Ms. Carver as to what would happen after the end of the five and one-half years and three and one-half years in Options One and Two. Ms. Carver answered that, hopefully, after the end of this period, PCC will have some additional facility space at the College due to some expansion projects, maybe hold a bond referendum, and they are also looking at space that they want to convert into County-owned property.

Ms. Carver noted that for the NC Department of Correction training, PCC has to be approved by the State and they have certain criteria that they require for classroom instruction. Commissioner Battle questioned whether there would be additional cost to the County for compliance requirements. Ms. Carver answered that depending on the renovation cost, the College could assume some of the costs for compliance requirements. Ms. Carver stated that they did not anticipate the County having to pay for any upfit costs in either of the two buildings.

Commissioner Carter stated that the training curriculum is a good program and benefits both Caswell County and the Town of Yanceyville in many ways.

Mr. Kevin Howard, County Manager, noted that there are no stimulus dollars available for this project. Mr. Howard added that Senator Foriest and Representative Faison have stated that they will be glad to assist in obtaining funding if the County can identify a source.

Commissioner Battle moved, seconded by Commissioner Ward to table the request by Piedmont Community College for funding to lease facility space for the Law Enforcement Continuing Education curriculum until the Board of Commissioners' November 16, 2009 meeting, in order for further review. The motion carried unanimously.

FARMER LAKE BOARD RECOMMENDATIONS

Mr. Buddy Garland, Farmer Lake Board Chairman, Mr. Russell Watlington, Farmer Lake Board Member, and Mr. Charlie King, Farmer Lake Manager came before the Board to discuss the Farmer Lake Board recommendations.

Mr. Charlie King reported that the Farmer Lake Board met on a couple of occasions and discussed in detail ways to market the lake. Mr. King stated that the Farmer Lake Board agreed on the following:

- Create a website that informs public of the history, purpose, and events offered at the Lake.
- Professionally printed pamphlets with information about the Lake to be handed out to visitors.
- Increasing news media coverage of special programs. Newspapers to be used would include The Caswell Messenger, as well as Danville and Burlington papers.
- Frequent articles in State Wildlife Magazine and North Carolina Sportsman Magazine.

Mr. King reported that the main objective of the marketing plan is to increase the use of the grounds, fishing, and duck hunting at the Lake.

Mr. King reviewed with the Board the following recommendations from the Farmer Lake Board:

RECOMMENDATIONS BY THE FARMER LAKE BOARD

Lake Closings:

- Close Lake – December and January
- Close Lake – on Monday and Tuesday, except on Holidays in 2010.

Lake Fees for 2010:

- \$45 for season permit
 - \$30 for season permit for canoes and kayaks
 - \$3 for bank fishing
 - \$1 for Senior bank fishing
 - \$10 for day boat fishing
 - \$5 for canoes and kayaks for day fishing
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- We should advertise the events and fishing on the lake.
 - We need to put up road signs to Farmer Lake.
 - There should be a web site for Farmer Lake.
 - We must educate the public about the uses of the lake.

Mr. King noted that a Duck Hunting Season will be scheduled at the Lake.

Mr. King reported that he uses the Farmer Lake vehicle to answer calls at night and to patrol the other end of the Lake. Mr. King added that use of the vehicle is very important because he keeps a lot of emergency aid equipment in the vehicle and the presence of the vehicle makes a difference at the Lake as far as deterring problems.

Mr. Kevin Howard, County Manager, reported that the only cost savings in closing the Lake a couple of months would come from part-time salaries and utilities, which would amount to approximately \$4,000.

Upon questioning from Commissioner Satterfield, Mr. King answered that approximately 170 annual permits were sold at the Lake for the year.

Commissioner Satterfield moved, seconded by Commissioner Travis to accept the original recommendations submitted by the Farmer Lake Board at the Board of Commissioners' October 5, 2009 meeting, along with the recommendations proposed tonight on a trial basis until the end of the current fiscal year.

It was noted that the original recommendations eliminated the Duck Hunting Season at the Lake.

After further discussion, Commissioners Satterfield and Travis withdrew their motion.

Commissioner Hall recommended that whatever is proposed by the Farmer Lake Board that they be very precise and clear with all details.

Commissioner Ward moved, seconded by Commissioner Satterfield to table this issue until the Board's next meeting. The motion carried unanimously.

EMERGENCY MEDICAL SERVICES

Mr. Jim Gusler, Emergency Services Director, came before the Board to request that it release a full-time EMT-Paramedic position from the hiring freeze. Mr. Gusler stated that this position is integral to the efficient daily operations of EMS and is a position that was approved by the Board in the 2009-2010 budget. Mr. Gusler noted that when a vacancy like this occurs it creates a significant strain on EMS part-time staff and occasionally requires additional use of overtime from full-time staff.

Commissioner Battle questioned how this coincides with the plan that Mr. Gusler presented to the Board. Mr. Gusler answered that this position was filled at that time and it is part of the staffing plan that was presented to the Board and part of the cost savings.

Commissioner Battle questioned how the filling of future positions would coincide with the Plan that was presented. Mr. Gusler answered that the filling of any future positions would be dependent upon an open position that was a part of that Plan. Mr. Gusler noted that there would be no positions that would be filled that was not a part of that Plan that was put in place in July, 2009.

Upon questioning from Commissioner Battle as to whether the approval of this position would remove the strain on current staffing, Mr. Gusler answered that it would alleviate the strain on staff.

After discussion, Commissioner Ward moved, seconded by Commissioner Carter to approve the release of a full-time EMT-Paramedic position from the hiring freeze. The motion carried unanimously.

Mr. Gusler reported that the North Carolina State Highway Patrol has grant funding to place an antenna in the Pelham area to better serve Caswell County with the Statewide VIPER radio project, which is a project not unlike the one that brought the antenna site to Yanceyville saving the county hundreds of thousands of dollars by not having to build its own communications tower. Mr. Gusler stated that as with the site in Yanceyville they will be able to co-locate any radio equipment that they wish to at this site. Mr. Gusler stated that this project will give much better EMS coverage in the Pelham area and allow them to be more interoperable with Rockingham County in the event of a disaster. Mr. Gusler reported that the NC State Highway Patrol is looking for an area of land that is approximately 75 ft by 75 ft. to erect a self-supporting tower and added that he has surveyed the area around the Pelham Welcome Center at the County's Industrial Park with Highway Patrol personnel and they feel that an area in the

Industrial Park would be an excellent addition to the system. Mr. Gusler stated that the addition of this tower would provide a backup for EMS communications and other agencies that utilize the VIPER radio network, noting that there will be no county dollars required for this project and the property will be a lease to the State, usually of ten years with two ten-year options. Mr. Gusler added that the County will also retain the ability to place future County communications needs on the tower without any lease charges, and the site will be completely maintained by the State and will have a backup generator on site.

Commissioner Satterfield suggested that Mr. Gusler obtain a copy of the lease with the State and have the County Attorney review it and questioned what would happen at the end of the 30-year lease as to who would bear the cost of removing the tower if the State decided to abandon the site. Mr. Gusler stated that he did not foresee this happening because this is a multi-million dollar system that will be used state-wide for at least the next 30 years.

Upon questioning from Commissioner Hall as to whether the Sheriff's Office is involved, Mr. Gusler answered that the Sheriff's Office is trying to get on the system.

Mr. Gusler stated that he wanted to make the Board aware of this information and in the future the North Carolina State Highway Patrol will come with him to move forward in pursuing this project further. Commissioner Satterfield stated that he would like to make sure that this does not have any detrimental effect on the Industrial Park. Mr. Gusler stated that this is something that the County identified the need for many years ago and the money is now available.

Chairman Jefferies instructed Mr. Gusler to review this information with the County Attorney.

Mr. Gusler stated that he wanted to make the Board aware of the need for an EMS unit replacement and added that this was delayed from last year. Mr. Gusler added that it is his responsibility to notify them of the potential costs and delays that will be associated with the replacement of two EMS units in the coming year. Mr. Gusler informed the Board that there will be significant modifications to the emissions standard in 2010, and he has been told by ambulance manufacturer representatives and the local Ford dealership that the longer he waits to purchase, the more cost that will be involved. Mr. Gusler stated that the new standard will require significant modifications to not only the chassis, but to the ambulance module, with estimates currently being forecast by the truck dealers as being a \$6,000 to \$10,000 increase in the cost of the chassis alone.

Mr. Gusler stated that they will also be required to use a separate, refillable catalyst to keep the emissions system operational, with the cost of this not yet being known because only two engine manufacturers have prototype engines that have passed emissions and are commonly used in ambulance manufacture. Mr. Gusler added that even if they decide to go with the new engines and emissions there will be a significant delay in chassis manufacture, because by then there will be a significant backlog of orders. Mr. Gusler stated that his concern is that by the time he is able to get the needed replacements for the two units coming due this year, the need to replace the remaining two units will not be far behind and will cause a significant burden on the County in the next five years. Mr. Gusler noted that his plan, as it has always been, is to work for a rotation of ambulances so that the burden of replacement of all units does not occur all at once.

Mr. Gusler added that another concern is that the replacement of cardiac monitors will also need to take place within the next three years at a cost that will probably exceed \$100,000.

CASWELL COUNTY PLANNING DEPARTMENT

Mr. Brian Collie, County Planner, came before the Board to clarify an issue with the Hyco Lake Zoning Ordinance. Mr. Collie informed the Board that the Hyco Lake Zoning Ordinance was adopted on October 13, 1966, and was developed to control the development of the surrounding area around Hyco Lake. Mr. Collie stated that the County also has a Subdivision Ordinance which was adopted on July 1, 1979, that regulates development for the entire County.

Mr. Collie informed the Board that recent development questions on Hyco Lake have been brought to his attention and he wanted to make certain that the correct requirements are used for this development. Mr. Collie noted that the Hyco Lake Zoning Ordinance and the Subdivision Ordinance differ in certain development standards.

Mr. Collie stated that if a developer had a five-acre lot on Hyco Lake and wanted to develop as many townhouses as he could, under the Hyco Lake Zoning Ordinance rules he could develop up to a total of eight townhomes. Mr. Collie added that under the Subdivision rules, given that they are using an off-site septic system, the same five-acre parcel could only accommodate four townhomes.

Mr. Collie requested clarification from the Board as to when he is dealing with land on Hyco Lake, does the Hyco Lake Zoning Ordinance supersede the Caswell County Subdivision Ordinance on all development regulations.

Mr. Collie stated in discussing this with the County Attorney, Mr. Ferrell felt that language needed to be added to the Ordinances to clarify which Ordinance supersedes the other in development regulations.

Mr. Michael Ferrell, County Attorney, informed the Board that they have two Ordinances that have conflicting language. Mr. Ferrell noted that the Hyco Lake Zoning Ordinance is more liberal than the Subdivision Ordinance. Mr. Ferrell stated that it is really a matter of the Board's intent and Mr. Collie needs direction from the Board as to their intent and whether they want to take the position of having the stricter language apply.

Commissioner Battle questioned Mr. Collie as to the feasibility of developing eight townhomes on a five-acre tract of land. Mr. Collie answered that it is feasible and would also depend on the topography of the land. Mr. Collie noted that setback requirements and Environmental Health regulations would have to be met.

Commissioner Battle stated that this is the perfect opportunity to start reviewing all of the County's Ordinances, revising them, and making them unified.

Commissioner Satterfield stated that the Board needs to keep in mind that the Hyco Lake Zoning Ordinance was developed by the Person-Caswell Lake Authority and the two Boards of

Commissioners in Caswell and Person Counties. Commissioner Satterfield added that the Ordinance affects not only Caswell County, but Person as well, and he did not think they would want something different in Caswell County than what is in Person County.

Commissioner Hall stated that things change, and in 1966 the Boards probably did not envision that one day someone would want to develop townhouses in Caswell County. Commissioner Hall added that the issue needs to be revisited, and noted that most of the development on the Lake has been on Person County's side, but now it is coming to Caswell County. Commissioner Hall stated that he was surprised to learn that when the Subdivision Ordinance was adopted that a statement was not included that it takes precedence over all other Ordinances. Commissioner Hall noted that this issue needs to go back to the Planning Board for further research and determination of the impact of townhouses on Hyco Lake.

After further discussion, this issue was tabled to the next Board meeting in order to obtain additional information.

DISCUSSION OF SELECTION PROCESS FOR ARCHITECT FOR DETENTION CENTER

Mr. Kevin Howard, County Manager, noted that at the Board's October 19, 2009 meeting, it voted to move forward with the Jail Project by hiring an architect. Mr. Howard stated that he would like direction from the Board as to whether they wish to continue on this project with Moseley Architects or proceed with a "Request For Proposal" process to select an architectural firm for the Detention Center.

Mr. Howard informed the Board that he discussed legal options with the County Attorney and learned that North Carolina General Statute 143-64.31 states that it is the policy of the State to "announce" the requirements for architectural services and to select firms based on qualifications to provide the services. Mr. Howard added that good faith efforts shall be used in selection of a firm to notify minority firms of the opportunity to submit qualifications. Mr. Howard informed the Board that North Carolina General Statute 143-64.32 allows the Board of Commissioners in its "sole discretion" to exempt a project from the Statute by adopting a Resolution stating the reasons and circumstances for the exemption. Mr. Howard noted that the exemption would also allow the Board to consider fee as a part of the selection process.

Mr. Michael Ferrell, County Attorney explained the two General Statutes in more detail.

Upon questioning from Commissioner Battle, Mr. Ferrell clarified that in accordance with North Carolina General Statute 143-64.32, all firms are awarded the opportunity to bid on the project.

After discussion, Commissioner Battle moved, seconded by Commissioner Satterfield that the Board proceed with the selection of an architectural firm through the "Request for Proposal" process in accordance with North Carolina General Statute 143-64.32 and to exempt the fee as part of the selection process because of the timeframe. The motion carried unanimously.

Upon questioning from Commissioner Hall as to where the money would come from to pay the architect, Mr. Howard answered that there is no cost until an architectural firm is selected and they provide their cost figure.

REVIEW AND SELECTION OF CONSTRUCTION CONTRACT FOR PHASE II OF
PELHAM INDUSTRIAL PARK WATER PROJECT

Mr. Kevin Howard, County Manager, reported that bids were opened on October 14, 2009, on the Pelham Industrial Park Project Phase II Waterline Extension. Mr. Howard added that the following bids were received:

Prillaman & Pace, Inc.	\$117,700.00
Sam W. Smith, Inc.	\$147,334.00
Warrco, Inc.	\$189,565.00

Mr. Howard recommended that the contract be awarded to the low bidder, Prillaman & Pace, Inc.

After discussion, Commissioner Carter moved, seconded by Commissioner Satterfield to award the Construction Contract for the Pelham Industrial Park Project Phase II Waterline Extension to the low bidder, Prillaman & Pace, Inc. at a cost of \$117,700.00. The motion carried unanimously.

BUDGET AMENDMENT NO. 7

Mr. Kevin Howard, County Manager, presented and reviewed Budget Amendment No. 7 for Fiscal Year 2009-2010.

Commissioner Battle questioned why the Register of Deeds Professional Services/System Updates is in this Budget Amendment since it appeared in the last Budget Amendment presented to the Board. Mr. Howard answered that there were not enough funds transferred in the last Budget Amendment to cover this.

Commissioner Hall questioned a position in Emergency Management that was reclassified from an Exempt position to Non-Exempt. Mr. Howard answered that this was done as a result of the Plan that was approved in July, 2009.

After discussion, Commissioner Ward moved, seconded by Chairman Jefferies to approve Budget Amendment No. 7 for Fiscal Year 2009-2010 as presented. The motion carried unanimously.

BUDGET TRANSFER NO. 2

Mr. Kevin Howard, County Manager, presented and reviewed Budget Transfer No. 2 for Fiscal Year 2009-2010. After discussion, Commissioner Ward moved, seconded by Chairman Jefferies

to approve Budget Transfer No. 2 for Fiscal Year 2009-2010 as presented. The motion carried unanimously.

COUNTY MANAGER'S REPORT

Mr. Kevin Howard, County Manager, reported that he has a copy of the Danville Regional Foundation Community Study if the Board would like to review it. Mr. Howard stated that the Danville Regional Foundation hired the Center for Survey Research from the University of Virginia to conduct a telephone survey of Pittsylvania County, Virginia, Danville, Virginia, and Caswell County citizens on a number of issues. A breakdown of the survey results were provided to the Board.

Mr. Howard reported that he obtained a quote from D&W Vaughan, Inc. to pave the gravel parking lot behind the Department of Social Services and noted that it would be slightly enlarging the parking lot. Mr. Howard provided the following options:

Option #1 - \$12,450.00

Grading and removing 6" soil and placement of 6" of ABC stone. Pave with 2" of asphalt topping and striping.

Option #2 - \$4,150.00

Grading and removing 6" soil, placement of 6" ABC stone.

It was noted that the Town of Yanceyville has closed the Municipal Building parking lot located across from the Courthouse at 139 East Church Street. Chairman Jefferies stated that he would meet with the Town of Yanceyville officials tomorrow concerning their parking lot across from the Courthouse.

Commissioner Hall requested clarification on who can use the parking lot beside the Yanceyville Town Hall building. Mr. Howard answered that anyone can utilize the parking lot beside the Yanceyville Town Hall because it is a public lot and open to anyone who would like to use it. Commissioner Hall stated that there needs to be signage indicating this. Upon questioning from Commissioner Hall, Mr. Howard answered that there is no agreement concerning the use of this parking lot.

Mr. Howard provided the Board with a Master List of Departmental Operating Procedures for County departments.

Mr. Howard reported that due to the recent amendments to NCGS 15-209 (Accommodations for Probation Offices), the NC Department of Correction has prepared a no-cost Lease for all of the space that Caswell County provides to the NC Department of Correction. Mr. Howard provided the Board with a copy of the Lease. Mr. Mike Ferrell, County Attorney, advised the Board not to sign the Lease because it would lock the County into providing that particular space. The Board was agreeable to this.

Mr. Howard provided the Board with a copy of a letter from Clerk of Superior Court, John I. Satterfield, requesting the reappointment of the Caswell County Criminal Justice Partnership Advisory Board, due to the expiration of terms.

Commissioner Ward moved, seconded by Chairman Jefferies to reappoint the following members to the Caswell County Criminal Justice Partnership Advisory Board. The motion carried unanimously.

Joel Brewer, District Attorney
Rosa Carrington, Section 8 Housing Director
Mark Galloway, Chief District Court Judge
Jeff Allen, Judicial District Manager
Kevin Howard, County Manager
Dianne Moorefield, Social Services Director
Gordon Satterfield, County Commissioner
John Satterfield, Clerk of Superior Court
W. Osmond Smith, III, Senior Resident Superior Court Judge
Michael Welch, Sheriff

Mr. Howard reported that the County's auditors are prepared to meet and asked whether they should meet with the Audit/Finance Committee or the entire Board. After discussion, Chairman Jefferies announced that a special meeting would be scheduled for the entire Board to meet with the County's auditors.

Mr. Howard reported that he would be attending a meeting with the NC Rural Center on November 5 and 6, 2009, which will include representatives from every organization or Foundation in North Carolina that provides funding for rural counties.

Commissioner Ward questioned the County Manager as to the status of the Water Rates and Policy. Mr. Howard answered that he would provide this information at the Board's November 16, 2009 meeting.

Commissioner Hall stated that he felt that it was time for the Board to receive a full report on the Golden Leaf Foundation Matkins Meat Processors Grant. Mr. Howard informed the Board that he would have Mr. Joey Knight come to the Board's next meeting and provide a full report.

ANNOUNCEMENTS

Commissioner Battle requested that the County provide a table to Ms. Angela Evans, representing The Caswell Messenger, to use during the Board's meetings.

Commissioner Battle stated that he would like for the Board to consider updating the County's website.

Commissioner Ward stated that he would like to have discussion on the issue of Liquor by the Drink on the Board's next agenda.

Commissioner Hall reported that the 2010 Census Complete Count Committee met on October 27, 2009. Commissioner Hall stated that representatives of the Census Partnership Office and the NC Department of Commerce were present and provided informational packets to the members, as well as answered questions concerning the process. Commissioner Hall informed the Board that the Committee's role is to educate the public and let everyone know how important it is to be counted. Commissioner Hall noted that there is a need for approximately 250 Caswell County citizens to assist in the census process, which will begin in April or May, 2010. Commissioner Hall stated that there was also discussion of establishing a Census Office in Caswell County to assist those who need help in completing their forms.

Chairman Jefferies requested that Board members turn in their performance evaluation forms on the County Manager and Tax Director to him at their next meeting.

Commissioner Hall announced that the Memorial Service for Mr. Travis Williamson will be held on Friday, November 20, 2009, at 3:00 p.m. – 5:00 p.m. at the Caswell County Senior Center.

THE ADJOURNMENT

At 9:20 p.m. Commissioner Ward moved, seconded by Commissioner Carter to adjourn the meeting. The motion carried unanimously.

Wanda P. Smith
Clerk to the Board

Jeremiah Jefferies
Chairman
