

MINUTES – JUNE 29, 2011

The Caswell County Board of Commissioners reconvened its meeting at the Historic Courthouse in Yanceyville, North Carolina at 5:30 p.m. on Wednesday, June 29, 2011. Members present: Nathaniel Hall, Chairman, Kenneth D. Travis, Vice-Chairman, Jeremiah Jefferies, Cathy W. Lucas and Gordon G. Satterfield. Absent: Erik D. Battle and William E. Carter. Also present: Kevin B. Howard, County Manager and Gwen Vaughn, Finance Director. 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.

PROPOSED BUDGET FOR 2011 – 2012

There was a lot of discussion about reducing the travel expenses in each department by 2%. End the end the commissioners decided to leave the travel budgets as they were originally proposed.

Ms. Vaughn presented the commissioners with the proposed changes from the last meeting on June 27, 2011.

<u>Revenues</u>	\$20,353,663
Soil Conservation	6,121
ABC Board Profit	3,000
EMS Medicaid Cost Settlement	<25,000>
DSS Administration Misc,	<1,080>
Public Health Medicare	<32,237>
Public Health Approp. Fund Balance	5,218
Franchise Fee/Privilege Tax	12,500
Court Facility Fee (Transfer)	10,000
CATS (Transfer)	100,000
Appropriated	<u>300,000</u>
Total Change	\$ 378,522
Balance	\$20,735,185
<u>Expenditures</u>	
Public Health	<23,445>
DSS	<26,040>
Insurance Bond	10,300
ACS Annual Agreement	2,420
DJJDP (Match)	1,818
Revaluation	<35,000>
Detention Center Payment	<207,092>
BOE Capital Outlay	<150,401>
Purchase of 4 Sheriff Vehicles	<u>110,800</u>
Transfer to Capital Funds	\$ 715,762
Change in Budget	\$ 378,522

Chairman Hall suggested breaking the new changes down and voting on each of them.

Commissioner Jefferies moved, seconded by Commissioner Satterfield to accept the Revenues as changed. The motion carried by a vote of four to one with Commissioner Lucas voting no.

Commissioner Jefferies moved, seconded by Commissioner Travis to accept the changes to Expenditures for Public Health and DSS. The motion carried unanimously.

Commissioner Travis moved, seconded by Commissioner Jefferies to accept the changes to the Insurance Bond. The motion carried unanimously.

Commissioner Travis moved, seconded by Commissioner Jefferies to accept the changes to the ACS annual agreement. The motion carried unanimously.

Commissioner Travis moved, seconded by Commissioner Jefferies to accept the changes to the DJJDP. The motion carried unanimously.

Commissioner Travis moved, seconded by Commissioner Satterfield to accept the changes to the Revaluation contribution. The motion carried unanimously.

Commissioner Jefferies moved, seconded by Commissioner Satterfield to accept the changes to the Detention Center payment. The motion carried by a vote of four to one with Commissioner Lucas voting no.

Commissioner Travis moved, seconded by Commissioner Lucas to reduce the Board of Education Capital Outlay by \$150,401.

Commissioner Satterfield stated "Mr. Chairman, the biggest concern I have with this one hundred and fifty thousand dollars is I feel like we are going to hit the schools hard. I understand they have a lot of dollars they can draw from. I feel like someone should talk with the Board of Education and let them know why. I understand that we have capital needs that we have been putting off. I still say they deserve an explanation from someone prior to this getting to the press. We have not done that to any other department. That bothers me just a little bit."

Upon a vote of the motion to reduce Board of Education Capital Outlay, the motion carried by a vote of three to two with Commissioners Jefferies and Satterfield voting no.

Commissioner Satterfield moved, seconded by Commissioner Lucas to purchase four (4) Sheriff Vehicles. The motion carried unanimously.

Commissioner Travis moved, seconded by Commissioner Jefferies to transfer \$715,762 to the capital fund.

Commissioner Satterfield stated that the Board needed to let the taxpayers know what this \$715,762 is going to be spent on. He stated that there had been several capital items that had been listed.

Commissioner Travis suggested that the Board and the Maintenance Director visit each of the buildings and to make a list of items that needed to be repaired. He suggested doing the greatest needs first.

Commissioner Lucas stated that there had been a lot of discussion about capital needs. "We have already hit the employees with an increase in their insurance costs. To me without a raise for the last three or four years, I understand that senior citizens have not had a cost of living raise either, nobody has had a raise but I feel like we are doing a huge disservice to the county employees if we do not try to give them a raise this year,"

Commissioner Jefferies agreed that the Board needed to have a workshop to visit the county buildings.

Commissioner Lucas moved to amend the motion to add her pay raise proposal. The amendment died due to a lack of a second.

Upon a vote on the motion to transfer \$715,762 to the capital fund, the motion carried by a vote of four to one with Commissioner Lucas voting no.

RECESS

The Board held a brief recess.

PROPOSED BUDGET FOR 2011 – 2012 (cont'd)

Mr. Howard stated "There is one thing I would like for the Board to consider the part time person in Recreation I would like for you to consider making that a full time position. Instead of bringing someone in for Summer Camp next year we would do that with the current staffing. It would allow better planning for more programs. They would also like to offer the possibility of doing some after school programs during the school year as well. That cost is about \$17,000."

Commissioner Satterfield asked to get a report monthly on transfers within departments.

Commissioner Jefferies moved, seconded by Commissioner Travis to approve the Budget Ordinance. The motion carried by a vote of five to one with Commissioner Lucas voting no.



**CASWELL COUNTY LOCAL GOVERNMENT
BUDGET ORDINANCE
FISCAL YEAR 2011-2012**

BE IT ORDAINED by the Caswell County Board of Commissioners:

Section I: General Fund

- A. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Ad Valorem Taxes	9,808,046
Other Taxes	31,600
Intergovernmental / Restricted	5,383,247
Intergovernmental / Unrestricted	1,922,648
Permits and Fees	442,150
Sales and Services	1,814,100
Other General Revenue	22,400
Transfers from Other Funds	724,200
Appropriated Fund Balance	586,794
Total General Fund Revenues	<u><u>\$20,735,185</u></u>

- B. The following amounts are hereby appropriated in the General Fund for the operation of County Government and its activities for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

General Government

Governing Body	56,560
Administration	201,671
Finance	206,073
Tax Department	491,201
Elections	97,025
Register of Deeds	164,497
Information Technology	58,854
Maintenance	417,200
Public Buildings	19,000
Non-Departmental	625,457
Subtotal - General Government	<u><u>\$2,337,538</u></u>

Public Safety

Sheriff Department	2,020,641
Sheriff/Policing	81,828

Detention Center	625,459
911 Telecommunications	432,615
Building Inspections	138,396
Animal Control	83,147
Coroner/Medical Examiner	6,200
Emergency Management	48,929
Emergency Medical Services	1,129,178
Subtotal - Public Safety	<u>\$4,566,393</u>

Economic & Physical Development

Economic Development	0
Ag Preservation	100
Planning Department	57,078
Cooperative Extension Services	157,240
Subtotal - Economic & Physical Development	<u>\$214,418</u>

Environmental Protection

Soil & Water Conservation	<u>86,314</u>
Subtotal - Environmental Protection	<u>\$86,314</u>

Human Services

Public Health	2,790,669
Department of Social Services	4,006,129
Senior Services	484,543
Subtotal - Human Services	<u>\$7,281,341</u>

Cultural & Recreational Services

Parks & Recreation	194,288
Farmer Lake	48,305
Arts Council	2,500
Subtotal - Cultural & Recreational Services	<u>\$245,093</u>

Regional Agencies

Alamance/Caswell/Rockingham LME	<u>122,061</u>
Subtotal - Regional Agencies	<u>\$122,061</u>

Special Appropriations

Caswell Parish	9,900
Caswell County Partnership for Children	2,500
Cooperative Forestry Services	77,851
Animal Protection Society (APS)	100,000
Subtotal - Special Appropriations	<u>\$190,251</u>

Public Education

Public Schools

Current Expense	2,490,085
Capital Outlay	300,000
Subtotal - Public Schools	<u>\$2,790,085</u>

Piedmont Community College

Current Expense	224,730
Capital Outlay	4,050
Subtotal - Community College	<u>\$228,780</u>

Reserve for Bond Payments

Article 40/Restricted	354,452
Article 42/Restricted	239,025
Article 42/Hold-Harmless	25,000
Subtotal - Reserve for Bond Payments	<u>\$618,477</u>

Debt Services / School Bond & Private Placement

Bonds/Principal	255,000
Bonds/Interest	59,200
Detention Center/Interest	145,642
Subtotal - School Bond & Private Placement	<u>\$459,842</u>

Debt Services / Installments

Courthouse Renovation	138,427
ACS Maintenance Agreement	87,420
SCISM Property	61,552
Subtotal - Installments	<u>\$287,399</u>

Intergovernmental Loan

Vehicles	47,604
Ambulance	53,044
Subtotal - Intergovernmental Loans	<u>\$100,648</u>

State & Federal Grants

DJJDP/Community Based Alternatives	107,534
ROAP/Transportation Grant	132,107
Subtotal - State & Federal Grants	<u>\$239,641</u>

Transfers to Other Funds

Revaluation Fund	35,000
Library Fund	130,000

Family Services/Crisis Intervention Fund	13,000
Fire Rescue Operations	31,500
School Intervention/Prevention (SRO)	16,642
Local Law Enforcement/Special Separation	25,000
Capital Fund	715,762
Subtotal - Contributions	<u>\$966,904</u>
Contingency	0
Subtotal - Contingency	<u>\$0</u>
Total General Fund Expenditures	<u><u>\$20,735,185</u></u>

Section II: Court Facilities Fund

- A. It is estimated that the following revenue will be available in the Court Facilities Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Court Facilities Fees	48,000
Earned Interest	1,000
Appropriated Fund Balance	18,000
Total	<u><u>\$67,000</u></u>

- B. The following amounts are hereby appropriated in the Court Facilities Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Court Facilities Expenses	57,000
Transfer to General Fund	10,000
Total	<u><u>\$67,000</u></u>

Section III: Register of Deeds Automation Enhancement and Preservation Fund

- A. It is estimated that the following revenue will be available in the Register of Deeds Automation Enhancement and Preservation Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Automation/Preservation Reserve	7,800
Interest on Investments	400
Appropriated Fund Balance	0
Total	<u><u>\$8,200</u></u>

- B. The following amounts are hereby appropriated in the Register of Deeds Automation Enhancement and Preservation Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Automation Enhancement Reserve	8,200
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Total	\$8,200
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Section IV: Library Fund

- A. It is estimated that the following revenue will be available in the Library Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

General Fund Contributions	130,000
State Grant	106,966
Fines & Fees	10,500
Gifts & Reimbursements	1,300
Interest on Investments	500
Appropriated Fund Balance	0
Total	\$249,266

- B. The following amounts are hereby appropriated in the Library Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Library / State	106,966
Library / Local	142,300
Total	\$249,266

Section V: Family Services/Crisis Intervention Fund

- A. It is estimated that the following revenue will be available in the Family Services/Crisis Intervention Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

State & Federal Grants	159,152
Contribution from other Fund	13,000
United Way	850
Fundraisers	7,000
Donations & Contributions	7,000
Total	\$187,002

- B. The following amounts are hereby appropriated in the Family Services/Crisis Intervention Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Administration	130,726
Operations	56,276
Total	\$187,002

Section VI: Section 8 Housing Authority Fund

- A. It is estimated that the following revenue will be available in the Section 8 Housing Authority Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Housing Authority	1,084,384
Shelter Plus Care Program	5,000
Interest on Investments	100
Miscellaneous	0
Appropriated Fund Balance	16,888
Total	<u>\$1,106,372</u>

- B. The following amounts are hereby appropriated in the Section 8 Housing Authority Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Housing Authority Payments	919,128
Administration	108,563
Operations	73,681
Shelter Plus Care Program	5,000
Total	<u>\$1,106,372</u>

Section VII: Special Fire District Fund

- A. It is estimated that the following revenue will be available in the Special Fire District Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Current / Prior Year Tax Collections	21,210
Sales Tax Distribution Revenue	4,020
Fire Tax Collections	300,000
Contribution from General Fund	31,500
Total	<u>\$356,730</u>

- B. The following amounts are hereby appropriated in the Special Fire District Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Casville VFD Operating Expense	25,230
Fire Tax Distributions	300,000
Rescue Operations	31,500
Total	<u>\$356,730</u>

Section VIII: Revaluation Fund

- A. It is estimated that the following revenue will be available in the Revaluation Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Interest on Investment	500
Contribution from General Fund	35,000
Total	<u>\$35,500</u>

- B. The following amounts are hereby appropriated in the Revaluation Fund for the

fiscal year beginning July 1, 2011 and ending June 30, 2012.

Revaluation Reserve	35,500
Total	<u>\$35,500</u>

Section IX: Emergency Telephone System Fund

- A. It is estimated that the following revenue will be available in the Emergency Telephone System Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

State Distributions	209,722
Interest on Investments	3,000
Appropriated Fund Balance	299,941
Total	<u>512,663</u>

- B. The following amounts are hereby appropriated in the Emergency Telephone System Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Administration	75,138
Operations	165,525
Capital Outlay	272,000
Total	<u>\$512,663</u>

Section X: Mini Grants Fund

- A. It is estimated that the following revenue will be available in the Mini Grant Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Mini Grants Revenue	0
Total	<u>\$0</u>

- B. The following amounts are hereby appropriated in the Mini Grant Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Mini Grants Appropriations	0
Total	<u>\$0</u>

Section XI: Community Development Block Grants Fund

- A. It is estimated that the following revenue will be available in the Community Development Block Grants Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Community Development Block Grant Revenue	0
Total	<u>\$0</u>

- B. The following amounts are hereby appropriated in the Community Development Block Grants Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Community Development Block Grant Appropriations	0
Total	<u>\$0</u>

Section XII: ARRA - American Recovery & Reinvestment Act of 2009

- A. It is estimated that the following revenue will be available in the American Recovery & Reinvestment Act Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Special Revenue	0
Total	<u>\$0</u>

- B. The following amounts are hereby appropriated in the American Recovery & Reinvestment Act Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Special Revenue Appropriations	0
Total	<u>\$0</u>

Section XIII: Special Revenue Fund

- A. It is estimated that the following revenue will be available in the Special Revenue Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Special Revenue	0
Total	<u>\$0</u>

- B. The following amounts are hereby appropriated in the Special Revenue Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Special Revenue Appropriations	0
Total	<u>\$0</u>

Section XIV: Capital Fund

- A. It is estimated that the following revenue will be available in the Capital Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Transfer from General Fund	715,762
Total	<u>\$715,762</u>

- B. The following amounts are hereby appropriated in the Capital Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Capital Fund	715,762
Total	<u>\$715,762</u>

Section XV: Water & Sewer Fund

- A. It is estimated that the following revenue will be available in the Water & Sewer Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Transfer from Special Projects Fund	29,220
Total	<u>\$29,220</u>

- B. The following amounts are hereby appropriated in the Water & Sewer Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Water Systems Operations	29,220
Total	<u>\$29,220</u>

Section XVI: School Capital Reserve Fund

- A. It is estimated that the following revenue will be available in the School Capital Reserve Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Sales Tax Distributions / Restricted	618,277
Interest on Investments	800
Appropriated Fund Balance	0
Total	<u>\$619,077</u>

- B. The following amounts are hereby appropriated in the School Capital Reserve Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Transfers to General Fund/GO Bond Debt Reserve	314,200
Total	<u>\$304,877</u>
	<u>\$619,077</u>

Section XVII: USDA Rural Development Fund

- A. It is estimated that the following revenue will be available in the USDA Rural Development Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Rural Development Fund	0
Total	<u>\$0</u>

- B. The following amounts are hereby appropriated in the USDA Rural Development Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Rural Development Fund	0
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Total	<u>\$0</u>
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Section XVIII: Senior Center Project Fund

- A. It is estimated that the following revenue will be available in the Senior Center Project Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Senior Center Project	<u>0</u>
Total	<u>\$0</u>

- B. The following amounts are hereby appropriated in the Senior Center Project Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Senior Center Project	<u>0</u>
Total	<u>\$0</u>

Section XIX: Detention Center Project Fund

- A. It is estimated that the following revenue will be available in the Detention Center Project Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Detention Center Project	<u>0</u>
Total	<u>\$0</u>

- B. The following amounts are hereby appropriated in the Detention Center Project Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Detention Center Project	<u>0</u>
Total	<u>\$0</u>

Section XX: Equipment Automation Fund

- A. It is estimated that the following revenue will be available in the Equipment Automation Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Interest on Investments	<u>200</u>
Total	<u>\$200</u>

- B. The following amounts are hereby appropriated in the Equipment Automation Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Reserve	<u>200</u>
Total	<u>\$200</u>

Section XXI: Special Projects Fund

- A. It is estimated that the following revenue will be available in the Special Projects

Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

School Intervention/Prevention	82,432
Transfer from General Fund	16,642
Appropriated Fund Balance/Infrastructure	29,220
Total	<u>\$128,294</u>

- B. The following amounts are hereby appropriated in the Special Projects Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

School Resource Officers Expenses	99,074
Transfer to Water & Sewer Fund	29,220
Total	<u>\$128,294</u>

Section XXII: Library Development Fund

- A. It is estimated that the following revenue will be available in the Library Development Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Interest on Investments	500
Total	<u>\$500</u>

- B. The following amounts are hereby appropriated in the Library Development Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Reserve	500
Total	<u>\$500</u>

Section XXIII: School Capital Projects Fund

- A. It is estimated that the following revenue will be available in the School Capital Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

School Capital Projects Fund Revenue	0
Total	<u>\$0</u>

- B. The following amounts are hereby appropriated in the School Capital Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

School Capital Project Expenses	0
Total	<u>\$0</u>

Section XXIV: Solid Waste Management Fund

- A. It is estimated that the following revenue will be available in the Solid Waste Management Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Availability Fees	688,500
Tipping Fees	60,000
Recycling	12,500
Interest and Investments	4,000
Intergovernmental Loan Proceeds	100,648
Appropriated Fund Balance	75,830
Total	\$941,478

- B. The following amounts are hereby appropriated in the Solid Waste Management Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Administration	116,447
Operation Expenses	716,631
Capital Outlay	108,400
Total	\$941,478

Section XXV: Caswell Division of Transportation Fund

- A. It is estimated that the following revenue will be available in the Caswell Division of Transportation Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

State / Administration Reimbursements	94,000
State / Capital Reimbursements	104,000
ROAP Grant	132,107
Departmental Transportation	23,500
Medicaid Transportation	116,000
Other Agency Transportation	18,400
Interest on Investments	6,000
Sale of Fixed Assets	6,000
Appropriated Fund Balance	412,805
Total	\$912,812

- B. The following amounts are hereby appropriated in the Caswell Division of Transportation Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Administration	139,906
Operation Expenses	266,906
Capital Outlay	406,000
Transfer to General Fund	100,000
Total	\$912,812

Section XXVI: Special Separation Trust Fund

A. It is estimated that the following revenue will be available in the Special Separation Trust Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Contribution from General Fund	25,000
Interest on Investments	100
Total	<u>\$25,100</u>

B. The following amounts are hereby appropriated in the Special Separation Trust Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Separation Trust Expense	25,100
Total	<u>\$25,100</u>

Section XXVII:

A. There is hereby levied a tax at the rate of sixty-five and nine tenths (\$.6590) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2012, for the purpose of raising the revenue included in "Ad Valorem" taxes in the General Fund revenues of this Ordinance. This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,450,500,000 and an estimated collection rate of 95.75%. This collection rate is based on the collection rate stated in the June 30, 2010 audited financial statements.

B. The rate of tax for the Special Fire Tax District is based on an estimated total valuation of \$101,000,000 at an estimated collection rate of 95.75%.

FUND	RATE	YIELD
General Fund	\$0.6590	\$9,152,546
Special Fire Tax District	\$0.0210	\$21,210

C. Household solid waste fees for the Solid Waste Management Fund are hereby levied at \$85 per household based on an estimated collection rate of 95.75%.

Section XXVIII:

The County Manager, as Budget Officer, is hereby authorized to reallocate appropriations as contained herein and to enforce policy under the following conditions:

- a. The Budget Officer may not transfer any amounts between funds without the approval of the Board of Commissioners.
- b. Federal and State grant funds may only be transferred between departments as allowed by regulations.

- c. The Budget Officer may approve capital outlay items appropriated in the current budget.
- d. The budget shall be approved and maintained by function.
- e. The Budget Officer must present salary adjustments and/or merit raise requests, with the exception of state reclassifications, to the Board of Commissioners for approval.
- f. The Budget Officer must present all budget amendments to the Board of Commissioners for approval.
- g. The Budget Officer must present all new outside consulting services or professional services to the Board of Commissioners for approval.

Section XXIX:

Copies of this Budget Ordinance shall be furnished to the County Manager, Finance Director, and Tax Administrator to be kept on file for the direction in the carrying out of their duties.

Adopted this ____ day of June 2011.

Nathaniel Hall , Chair
Caswell County Board of Commissioners

ATTEST:

Paula P. Seamster
Clerk to the Board

Chairman Hall stated "There are two things I would like to mention before we move forward. During our discussion a couple of things came up today. Number one there was a suggestion that the School Board be notified of the action being taken before this hits the newspaper. I think that is a good idea and from the Board's perspective should the Chairman do that or the County Manager?" Commissioner Satterfield recommended that the county manager call the School Board.

Chairman Hall continued "The second item that was mentioned bears a lot of thought and discussion is the capital projects line that we have established. I have heard on both sides of me the idea of a workshop, I was going to suggest that, so I do think that we need to schedule either a workshop or doing it at a regular meeting but during a regular meeting we will not be able to move around as much if you want to move around. We may have to do it in two sessions but one way or the other we need to have a work session on the capital projects, this new line we have established. We need to prioritize what needs to be done and we need to develop a schedule and some protocol for getting it done." Commissioner Satterfield responded "I kind of like Commissioner Travis' idea of having a special meeting and have it during the day. I think we need to have the county manager and maintenance director and visit every facility that we have. The county manager and the maintenance director should be able to get together and list any deficiencies that we have and be able to point them out to us."

Chairman Hall stated "The last thing that I heard is a report on transfers. I am sure that staff can do that and I will get with staff. It might be Mr. Satterfield that a quarterly report might suffice but we will certainly get this."

Chairman Hall stated "We will finalize the capital project workshop at the meeting in July." Commissioner Satterfield suggested the walk through later in July since there is only one meeting in July.

Mr. Howard stated "The Register of Deeds wants to increase her fee for maps from \$3.00 to \$5.00 because of the increase in supplies effective July 1, 2011." Chairman Hall responded "I saw that and the way the general statutes read is when we are charging we should not charge more than cost. I think that the Register of Deeds can work with you on doing a quick cost study on whatever is involved the ink, the paper, the employee time, all that is costs and then come up with a rate. Then bring it back to this Board."

ADJOURNMENT

At 7:35 p.m. Chairman Hall moved, seconded by Commissioner Travis to adjourn the meeting. The motion carried unanimously.

Paula P. Seamster
Clerk to the Board

Nathaniel Hall
Chairman
