

MINUTES – SEPTEMBER 19, 2011

The Caswell County Board of Commissioners met in special session at the Historic Courthouse in Yanceyville, North Carolina at 5:30 p.m. on Monday, September 19, 2011. The purpose of the meeting was to discuss the Capital Needs for the county. Members present: Nathaniel Hall, Chairman, Kenneth D. Travis, Vice-Chairman, Erik D. Battle, William E. Carter, Jeremiah Jefferies, Cathy W. Lucas and Gordon G. Satterfield. Also present: Kevin B. Howard, County Manager, Sam Hamlett, Maintenance Director, 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.

CAPITAL NEEDS

Chairman Hall stated “Last month several of the commissioners got together and went around the county and looked at some of the problems. I asked staff to take pictures and to put them in this booklet so it would be easier for us to look at and to follow. What I am hoping to get accomplished this evening is to #1 prioritize the items that are in this booklet which will be based on two things: the safety and health and welfare of our citizens and staff and two the cost to the county. If anybody has an item they would like to add that would be good to do so. With that said the floor is now open.”

(At 5.32 p.m. Commissioner Travis entered the meeting.)

Mr. Howard stated “One thing I would like to take off this list is the EMS shower repair. We are using maintenance dollars to do that.” Commissioner Travis responded “I hope they are not going to use sheetrock back in there.” Mr. Howard stated “It is sheetrock, it will be the green board or the blue board which is supposed to go in the shower area.” Chairman Hall responded “I will agree with what Mr. Travis said. Don’t put anything in there that will soak up water.” Mr. Howard responded “It will be fixed right.”

Chairman Hall stated “Well let’s look at these items and start prioritizing.”

Commissioner Battle stated “I would like to put the Library as #1 and Guilford Mills as #2.” Chairman Hall asked “With the Library you are talking about the HVAC?” Commissioner Battle responded “That is correct.” Chairman Hall continued “And with Guilford Mills everything that is listed?” Commissioner Battle responded “Yes sir.”

Commissioner Lucas asked “Chairman Hall is that what you are looking for? For each of us to give you some guidance, because I need some clarification on several of these before we start prioritizing, such as the two ambulance remounts. That is something I have a question about. Where is the Historic Courthouse on here?” Mr. Howard responded “We were not able to obtain bids for the Historic Courthouse. That is why it is not on here. We have contacted 2 or 3

contractors to give us bids. They have come out and looked but they have not given us bids yet to do this building.” Commissioner Lucas asked “These are bids?” Mr. Howard responded “These are estimates we have obtained to do the work. We will actually have to bid these out once you have decided which projects you want to do. These are just estimates we have received to do the work.” Commissioner Lucas asked “You mean to tell me that no one was interested in giving you...who did you contact?” Mr. Howard responded “I cannot remember the gentleman’s name. It was someone that Mr. Satterfield and Mr. Travis put me in contact with. I think he did the painting at your church. He came and looked at the ceiling. He came back and we went outside and we went up stairs to take a look at the clock tower. He has not given me a quote back.” Commissioner Lucas asked “Is that the only person you contacted?” Mr. Howard responded “He was the only one I could find that was willing to take a look at it.” Mr. Hamlett added “I contacted the person who painted the Post Office. He looked at it and he said it was doable but they would need a crane to do the clock tower. It is going to be tough to get someone to address the clock tower. Renting a crane for a day is going to be expensive.”

(At 5.36 p.m. Commissioner Jefferies entered the meeting.)

Chairman Hall stated “We need to continue to work to find someone to give us a quote on the courthouse.”

Commissioner Lucas stated “The issue is you might want to go back and paint it, just scrape it down and leave it.” Chairman Hall responded “That may be the short term answer.” Mr. Howard stated “I would say a good portion of the cost would be scrapping it down. Getting it down just to the plaster.” Commissioner Lucas stated “I just find it hard to believe that nobody would want this work with the economy like it is.” Commissioner Travis responded “It is not going to be an easy job.” Commissioner Lucas stated “Exactly but there are professionals out there that do that kind of work.” Mr. Hamlett stated “The company I contacted said they would come in and do it. They gave me a ballpark estimate of around \$45,000 to \$60,000. That would include the stairwells because the stairwells are peeling off on both sides.” Commissioner Lucas asked “What is the thought on this right now? Nothing? Is that where we are with it? It is not even being considered in the priority list?” Mr. Howard responded “What we brought you was what we were able to get estimates on at this point in time.” Commissioner Lucas asked “Well how does the Board feel about that?” Chairman Hall responded “Well I think the Board’s thinking is we will continue trying to get somebody to give us a reasonable estimate. We will not stop but we were not going to hold off on this tonight.” Commissioner Lucas stated “We can’t prioritize because to me...” Chairman Hall responded “We can’t stop the prioritization.” Commissioner Lucas continued “Well considering that we have almost spent about two million dollars of the taxpayers’ dollars on this particular building and it is the most historic building we have in the county and we are going to let it crumple around us after spending that kind of money to restore it. It should be on this list.” Chairman Hall responded “We will put it on this list Cathy. It is going on the list.” Commissioner Lucas stated “It is not on there tonight to be prioritized. I understand what you are saying.” Chairman Hall stated “Consider it on the list. We don’t know what it will cost. We have less than an hour to get our list prioritized.”

Commissioner Travis stated “I think we need to do the things that pose more of a liability to the county, like the handicap ramps. We need to address the items with the biggest liability.”

Chairman Hall responded "I used the terms of health and welfare so that is kind of what I was thinking." Commissioner Travis stated "You can look at that ramp over there and you can see it is no good." Commissioner Lucas asked "Which ramp?" Commissioner Travis responded "At Section 8. We also need to address the steps at the courthouse."

Chairman Hall stated "We can get everyone's opinion and then vote on it." Commissioner Travis stated "Anything that is a liability to this county should be addressed first." Chairman Hall responded "I agree and I understand but there are seven of us here."

Commissioner Lucas stated "The courthouse ceiling would be #1 for me. Then the Section 8 steps. I mean are we going all the way through or just...I never understood. I did not get any information on the ambulance remounts." Mr. Howard responded "During the budget process it was discussed that EMS needs at least one ambulance this year. They had asked for two. At the end of the budget process it was decided to discuss it during the capital needs discussion and that is why we are discussing it here." Chairman Hall asked "Did we budget anything for the ambulances?" Mr. Howard responded "No sir. During the budget process it was discussed to bring it up when we discussed the other capital needs." Commissioner Lucas stated "I thought we did too." Mr. Howard responded "You budgeted for patrol cars for the Sheriff's Office but you did not budget the ambulances." Commissioner Lucas continued "Out of the intergovernmental loan, is that for an older ambulance?" Mr. Howard responded "Yes." Commissioner Lucas stated "Because it was for \$53,000 for an ambulance." Mr. Howard responded "That is for paying off another one."

Chairman Hall stated "Let's do the top three. Ms. Lucas would you choose one more and Mr. Travis if you will choose one more." Commissioner Lucas responded "The Library HVAC." Commissioner Travis responded "The Library HVAC."

Commissioner Jefferies stated "I will go with the Agriculture Building, Section 8 and if we are going to keep Guilford Mills then we need to put a top on it. Those are my three highest priorities."

Commissioner Satterfield stated "Section 8, Ag. Building and the Courthouse HVAC and the steps. Can I say something about the brick wall Mr. Chairman? That brick wall out there didn't the engineering firm suggest that we could possibly go in there with some flat iron and bolt it to the steel on the inside and pull that wall back?" Mr. Howard responded "I don't remember but we did discuss taking the brick out and not replacing it and to just come back with some vinyl stuff." Commissioner Satterfield continued "I have seen a lot of walls retained like that in the past instead of having to replace a brick wall." Mr. Hamlett stated "That brick is just a veneer. The beams themselves are between the brick. They are not behind it or in front of it. What he told me was we can take the brick down and the building will still stand, the structure will still stand. The water has gotten between the brick itself. With it getting hot and cold it has expanded so much they are eventually going to fall out." Commissioner Satterfield asked "So what you are telling me is there are bricks on the outside and bricks on the inside and the steel in between?" Mr. Hamlett responded "No, there are two sections of bricks. The second floor is where it is separated. That is the part that is getting water from the roof leak." Commissioner Satterfield asked "There are no steel girders on the inside walls?" Mr. Hamlett responded "It is

but they are between the brick. There is nothing to tie on to. You would have to put steel every two or three feet.” Commissioner Satterfield responded “Well that is what I thought he was talking about as far as putting the steel up on the outside. You may have to put it all the way from the bottom to the top.”

Commissioner Battle stated “My third would be the Section 8/Probation.”

Commissioner Lucas stated “Sam, in the engineer’s report I thought I recalled reading that he said the building was structurally sound.” Mr. Hamlett responded “It is.” Mr. Howard added “We can actually take all of the brick off and that building would still stand. The way it is built there are steel girders on the outside.” Commissioner Lucas stated “The main thing is getting the roof on.” Mr. Howard responded “Yes ma’am.”

Chairman Hall stated “I will say Section 8, Ag. Building and Courthouse ceiling. Everyone listed Section 8, so that will be the top priority. Four people stated the Ag Building. Three for the Library HVAC and two for the Guilford Mills and the Courthouse ceiling.”

(At 5.50 p.m. Commissioner Carter entered the meeting.)

Chairman Hall continued “Let’s start with the Ag Building. Looking at costs in the booklet, let’s talk about what we want to do. We can talk to the prison system. We can talk with our Maintenance Department and anyone else locally we think can handle this job.”

Commissioner Lucas asked “Chairman Hall what is the procedure? Are we going to get three bids on each project and bring it back to the Board or?” Mr. Howard responded “Yes ma’am we can do it that way.” Commissioner Lucas stated “I think that would be reasonable.”

Chairman Hall stated “We need to be clear with staff what we want them to do. Let’s go back to the Ag. Building. The Maintenance Department should be able to handle most of that work.” Commissioner Lucas asked “Could you not take those steps down?” Mr. Hamlett responded “We don’t have the equipment to handle some of it.” Commissioner Lucas asked “What would it take to take those down?” Mr. Hamlett responded “I will have to look at it again. I know that we will need something to cut it with. We may have to rent the equipment.” Commissioner Lucas continued “That was what I was thinking, rent it. Certainly you could rent one for a day.” Mr. Hamlett added “We will need a lift for safety.” Chairman Hall stated “Why don’t we do this. We will ask maintenance to take a look at what they can do and what type of equipment that would need.” Commissioner Satterfield added “If you are going to repair those existing steps it is going to take somebody with a welder, I imagine. Anybody with a welding machine with a cutting torch could cut those steps out in just a matter of minutes and then they can be carried off.” Commissioner Jefferies asked “Could the school do it if we buy the materials? That would be a good project for them to do.” Chairman Hall responded “That would be great. They have a welding shop. Mr. Manager, check with the school and the community college to see if they can do this type of work.”

Chairman Hall asked “Is there any further discussions about the Ag Building’s steps.”

Commissioner Battle stated “I would just like to get the Maintenance Director’s opinion. Do you

feel that you can safely remove those steps?" Mr. Hamlett responded "Yes, with the right equipment." Commissioner Battle continued "With the equipment you feel that you and your people are prepared to do that? I know it is one thing to look at something and say yes I can do it and then once you get into it you say I should not have done this." Mr. Hamlett responded "We just need to get something like a crane system to suspend those steps or something to go up under it to suspend it off the ground because once it is cut it is going to fall. Jarrett is talking about taking a section of the weld and going back across to make a barrier more or less." Chairman Hall stated "You have the option of putting up a temporary brace. If I were at home, I would brace it with a temporary brace, cut it and then remove the brace." Mr. Hamlett responded "The part that is going across is in the wall so we would need something to cut it out of the wall." Chairman Hall stated "I understand there will be some cutting." Mr. Hamlett stated "The hardest thing is to figure out what we will use to suspend it while we are cutting it off." Chairman Hall responded "You can put some temporary supports under there. Let's see what we can get done before we start looking at others."

Chairman Hall stated "The next one is Section 8. That porch has to be repaired and the handicap ramp needs to be replaced. Does anybody have any thoughts on this one?" Commissioner Jefferies responded "What about the inmates? They have some good carpenters there." Chairman Hall stated "Kevin, check with the work farm." Mr. Howard responded "We will have to get that contract approved." Chairman Hall stated "We need to check with them right away."

Commissioner Lucas asked "Chairman Hall on the handicap ramp at Probation/Parole, does it not need the handicap requirements, is that what you are saying?" Commissioner Travis responded "There are boards about to break out of it." Chairman Hall added "It is not stable."

Chairman Hall stated "Next are the Library and the Courthouse HVAC units. Let's talk about them together. I am thinking that we may be able to get a bid from the people who are bidding on the new HVAC unit for the detention center." Commissioner Satterfield responded "I agree with you. I think we definitely need to get a bid from whoever is doing the HVAC on the new facility. We might be able to get a cheaper bid out of them. I don't know who is doing that HVAC, I don't remember." Mr. Howard responded "I can check on the timing. With the Library we need the HVAC before next summer. It was very warm in there this summer." Chairman Hall responded "We need the HVAC before next summer." Mr. Howard responded "What I was saying is they may not be here during the same time doing the jail project as they would be doing the other ones." Commissioner Lucas asked "Are these local contractors? These aren't local contractors are they? Are they Gordon?" Commissioner Satterfield responded "The HVAC, I don't think they are." Mr. Howard added "We would get bids from several companies." Commissioner Travis stated "The people working on the detention center are not going to be local people." Commissioner Lucas responded "No."

Commissioner Satterfield asked "Chairman Hall on this cost on the heating and cooling system. I know this is an estimate here. Can't some of that cost be recouped back into our capital needs fund through the Court Facilities Fees on a per year." Mr. Howard responded "Yes sir and talking with the contractor who gave this bid, he said with changing out the heat and the hot water heater over there it would be an unreal amount of money we would save in electricity costs. He said the hot water heater itself is using a lot of electricity keeping the water warm. It

has been about two years ago when we had the energy efficiency grant and there was a payback that we were going to get an energy savings but I cannot remember that amount. That system is 30 or 35 years old.”

Commissioner Battle stated “Mr. Chairman I am opposed to that idea of doing them both. The reason being is the past inspections we have had on the courthouse. I think they have been decent the inspections we have been getting but it was also stated that we may have to make some improvement or we may have to do something different with the courthouse. That is my only reason of opposing to do them together. I would hate to put those units in and we get mandated to do something drastic to the courthouse. On the money we would have spent on those units, I am not sure if we would be able to save those or not.” Chairman Hall responded “I don’t follow.” Commissioner Battle continued “The past courthouse inspections we have had. There were some improvements we had to make. I remember some of the conversations we had that the judge has the ability to order you to build something new if he wants us to. I am not saying that is going to happen but I would hate to do that and then we can’t use those units again. I know on the Library, that is not going anywhere.” Chairman Hall responded “I think I follow you but I will have to disagree. If we keep the building, period, we will need to upgrade the HVAC. Like the county manager said we are spending too much on utilities down there. We can recoup the costs in a short while. If we are going to keep the building we will need to upgrade the building.” Commissioner Lucas asked “The contractor you talked to two years ago, who was that?” Mr. Howard responded “They were out of Danville. It was a larger firm. I can get that for you. I have the quote downstairs. This is an updated quote in here. It is not the same quote they gave two years ago.” Commissioner Lucas asked “This quote is from the same company you talked with 2 years ago?” Mr. Howard responded “Yes ma’am.” If I remember correctly, and I will get the memo between meetings, but I think the payback, the savings should payback within 6 or 7 years on replacing the units.”

Chairman Hall stated “The next one is Guilford Mills. Under Guilford Mills we have the roof; the wall, and moving the Health Department’s storage. What is this moving the Health Department’s storage?” Mr. Hamlett responded “The Health Department takes a lot of their stuff up there. They store their water and they store all of their supplies for disaster relief and all of that. We were hoping to move the Maintenance Department up to the mill so we could utilize that section where they are using it as storage. It would be better for us to have them somewhere else for them to put their storage.” Chairman Hall stated “What we are trying to tie down is our real capital needs. Some of this will not come out of our capital budget. We need to move forward with replacing the roof and the wall.”

Commissioner Lucas asked “Mr. Hamlett what type of roof would that be?” Mr. Hamlett responded “We would go back with something similar to what is there.” Commissioner Lucas continued “This bid here, what is that for?” Mr. Hamlett responded “It will be a hard gravel, flat roof.” Commissioner Lucas asked “Who did you talk with about that?” Mr. Hamlett responded “AS Pugh Roofing out of Danville.” Chairman Hall added “I am not for a flat roof. All the years I have been involved in this county every flat roof has caused a problem. We need to look at something with a pitch.” Commissioner Lucas responded “I agree but there are some new products out for flat roofs. I don’t know if you are familiar with those or not. They are a cover

type thing. It is not the tar and gravel type stuff. That is something fairly new on the market so it is worth looking into. I think it is what all the commercial contractors are going to right now.”

Commissioner Jefferies stated “If we are going to keep this building we need to put a top on it.”

Commissioner Battle asked “So as we replace roofs are we going to go to A tops or pitches opposed to flats? I know when we changed PCC’s it was flat and everyone was acceptable to that. It was a membrane and it had a 15 year warranty and everybody was happy with that. Now it sounds like we don’t want to do flat. We want to do with a pitch or what have you.”

Chairman Hall responded “That was my opinion and I was not considering the new stuff out there. I need to keep an open mind. There are materials out there that have 15 to 20 year warranties. I was just saying the same old same old is not cutting it.” Commissioner Lucas added “It would be good to get a cost comparison of the membrane opposed to a pitch.”

Commissioner Battle added “And also a cost for the units as well on top. For the ones that have it.” Chairman Hall stated “Say that again.” Commissioner Battle responded “The units that are on the flat roofs.” Commissioner Travis stated “It will cost more to move the units on the roof.” Commissioner Battle stated “That is the point I am making.” Mr. Hamlett responded “This price here includes everything to complete the roof. We are going to use that building for storage. There is not going to be any air in there.”

Commissioner Jefferies stated “This \$140,000 roof is guaranteed for 30 years.” Mr. Hamlett responded “Yes sir. This is something like a roll shingle that comes in 12 foot rolls. That is the type of roof they quoted. There is some pitch to the roof.” Chairman Hall stated “Okay let’s get some clarifications and an updated quote on that.”

Chairman Hall stated “On the HVAC for the library, we need to get estimates on that.”

Commissioner Jefferies stated “I thought we were going to get a bid for the Library and the Courthouse.” Chairman Hall responded “Right. It was my opinion to do both together. On the courthouse we need an up-to-date quote on the HVAC unit. This estimate we received for the courthouse, is this a geothermal unit?” Mr. Howard responded “No sir. The estimate for the courthouse came out of that study and what they were looking at was the most cost effective change.” Chairman Hall stated “I just want to make sure that we are spending our money wisely.” Mr. Howard stated “What we are trying to do is to reduce the years of payback.” Chairman Hall stated “What I am interested in is what we will save in the next 10 to 15 years with the new technology.”

Chairman Hall stated “I don’t think we can finish the priorities until we can get up-to-date estimates on these items.”

Commissioner Lucas asked “What about the courthouse?” Commissioner Travis asked “Kevin the guy you talked with. You need to give him a call to see if he is interested in doing it or not. I have talked to him and Gordon has talked to him. It has been going on a year. If he does not want the work that is fine we will move on and get someone else.”

Chairman Hall stated “We have three more items here. EMS, Health Department and Historic Courthouse. We need to get the best up-to-date estimates on the Health Department’s roof.

What do we want to do with the EMS driveway?" Commissioner Travis responded "They should have repaired the driveway when they poured that floor over there. Who is this bid from?" Mr. Howard responded "The same person who bided on the EMS building." Commissioner Travis stated "R & R. What are they going to do, just pour something over what is already there?" Mr. Hamlett responded "They will cut out sections one at a time." Mr. Howard added "This is the same cost that they would have done it for while they were there before."

Commissioner Jefferies stated "Mr. Chairman, we have \$698,829. I think we need to leave about \$200,000 for emergencies. I think we need to have that in mind." Chairman Hall responded "That is why I wanted to have our priorities so we would have something to work with."

Commissioner Satterfield stated "On the roof for Guilford Mills and even the Health Department. The Library HVAC system is pretty straight forward. There are two units down there one unit is working and the other is not working. When you go talking about the HVAC for the courthouse you are talking about a split system. I think it would really pay us to have on these roofs and this HVAC system somebody with some expertise, an engineer or something, to look at these things and tell us what we need to do so when we get ready to put out a bid we will have some specs for the roof and the HVAC system so that everybody is bidding on the same thing. He is talking about a 30 year warranty and I know how those 30 year warranties go. They are prorated and if they start leaking in 15 years it probably does not cover a leak. I just think if we are going to spend that kind of money we need to have someone with some expertise to look at it and to write up the specs." Chairman Hall responded "County Manager would you inquire about getting architectural specs for the Guilford Mills' roof and the HVAC system for the courthouse and a projected cost. We will continue to look for someone to do the work at the Historic Courthouse. We should have this ready by the next meeting." Mr. Howard responded "Yes sir."

ADJOURNMENT

At 5:22 p.m. Commissioner Jefferies moved, seconded by Commissioner Travis to adjourn. The motion carried unanimously.

Paula P. Seamster
Clerk to the Board

Nathaniel Hall
Chairman
