

**CASWELL COUNTY BOARD OF COMMISSIONERS**  
**Work Session**  
**January 21, 2025**

**MEMBERS PRESENT**

**OTHERS PRESENT**

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Tim Yarbrough, Chair  
Frank Rose, Vice Chair  
Ethel Gwynn  
Greg Ingram  
Tony Smith  
David Wrenn  
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Renee Paschal, County Manager  
Melissa Williamson, Deputy County Mgr.  
Russell Johnston, County Attorney

The Board of Commissioners for the County of Caswell, North Carolina met in a Regular Session meeting scheduled on Tuesday, January 21, 2025 at 6:30 pm at the Gunn Memorial Public Library, 161 E. Main Street, Yanceyville NC.

**Welcome:**

Chairman Yarbrough called the meeting to order. All were invited to pause for a moment of Silent Prayer and to recite the Pledge of Allegiance.

There were no public comments.

**Recognitions:**

Commissioner Smith thanked Deputy County Manager Melissa Williamson for her commitment to the County.

Commissioner Wrenn recognized America and the new President.

Commissioner Gwynn recognized her fantastic district.

Vice Chair Rose thanked members of staff for addressing the issues with 911. He applauded their performance.

Chairman Yarbrough acknowledged the passing of the County's former Finance Officer. He recognized her service to the County for many years.

**Agenda:**

A motion was made by Commissioner Wrenn and seconded by Commissioner Ingram to approve the Regular Session agenda. The motion carried unanimously.

**Consent Agenda:**

6. Motion to approve December 16, 2024 Board of Commissioner minutes
7. Motion to approve January 6, 2025 Board of Commissioners minutes
8. Motion to approve Resolution to Add .34 Miles of Oak Tree Lane (f/k/a Oak Tree Drive) from Clubhouse Drive in the Caswell Pines Subdivision to Files Road to the state Secondary Road Maintenance System
9. Motion to approve signing the petition to abandon 0.02 miles of the Old Hatcher Rd (SR 1354)
10. Motion to approve Caswell County Purchasing Policy
11. Motion to approve Caswell County Purchasing Policy
12. Motion to set a college student membership fee for Co-Square for Caswell County residents of \$25/month
13. Motion to approve the MOU with Piedmont Community College for promotion of student Co-Square memberships.

Chairman Yarbrough stated that items all items except the minutes and 8 and 9 were discussed at the January 6, 2025 Work Session. He asked if there was a desire to pull any items for further discussion. Commissioner Wrenn requested to pull items 12 and 13 for discussion. He indicated that questions he raised at the Work Session had not been answered yet regarding costs to the County.

A motion was made by Vice Chair Rose and seconded by Commissioner Ingram to approve items 6-11 of the Consent Agenda. The motion carried unanimously.

Commissioner Wrenn expressed concern about the cost to taxpayers for the Co-Square facility. There was uncertainty about the number of students who would receive the reduced membership fee. He felt that spending additional tax money on the facility was not a good idea.

Manager Paschal indicated that she did not have answers due to working on the retreat agenda and that revenues for Co-Square had not been fully reconciled. She added that the action to approve a student fee would be revenue generating and not add cost to the County.

Commissioner Wrenn made a motion seconded by Commissioner Gwynn to table the items 12 and 13 until the information was received.

Manager Paschal will check to see the status of the revenue report for Co-Square.

Commissioner Smith stated that the County had a moral and financial obligation to keep the facility open.

A motion was made by Commissioner Wrenn and seconded by Commissioner Gwynn to table items 12 and 13. The motion failed.

A motion was made by Commissioner Smith and seconded by Commissioner Ingram to approve the items 12 and 13.

Commissioner Wrenn stated that he was concerned about membership and the lack of tenants at the facility.

Manager Paschal interjected that she would like to have a discussion regarding plans for increasing membership at Co-Square. She felt the facility was a valuable asset for the County.

Commissioner Ingram added that a motorcycle crash, COVID and a fire impeded progress at the facility. He commented that there was no opportunity to get the facility off the ground.

Commissioner Wrenn stated that he would like to see a 6-month trial added to the motion.

Commissioner Wrenn moved to amend the motion that there be a trial period for six months. Chairman Yarbrough seconded the motion. The motion carried 5-1. Commissioner Smith voted against the motion.

Vice Chair Rose questioned how long it would take to get the information out to colleges. Manager Paschal will discuss the matter with Co-Square and get a press release out.

The amended motion was approved (4-2). Commissioners Wrenn and Smith voted against the amended motion.

**Action Items:**

Motion to Accept Grant from NC Amateur Sports for \$20,000 and Approve Budget Amendment #16

Manager Paschal explained that the group provided funding to every county in North Carolina. The Parks and Recreation Director would like to purchase equipment for youth football. There would be no cost to the county.

Commissioner Wrenn questioned how long the funding would last. Manager Paschal responded that the County would be buying one-time equipment so there was no issue with the funding being cut.

Commissioner Gwynn asked if there had been any work done on the field? Manager Paschal responded that the track had been repaved.

A motion was made by Commissioner Smith and seconded by Vice Chair Rose to accept the NC Amateur Sports grant for \$20,000 and approve Budget Amendment #16. The motion carried unanimously.

Motion to Approve Budget Amendment #15 to Budget Donation Funds for Family Services

Chairman Yarbrough called for discussion or questions. There were no questions.

A motion was made by Chairman Yarborough and seconded by Vice Chair Rose. The motion carried unanimously.

Motion to Approve Budget Amendment #14 to Budget a Donation to EMS

A motion was made by Vice Chair Rose and seconded by Commissioner Ingram to approve budget amendment #14 to budget a furniture donation to EMS. The furniture will cost less than the donation amount. The motion carried unanimously.

Motion to Table Budget Amendment #17 to Repay NCDOT 50 Percent of Proceeds from Transit Vehicles Sold Since November 21

Manager Paschal explained that the County would have to pay back revenue on the sale of two CATS vans in the amount of \$18,520. The payment will come from the CATS fund and will not impact the general budget.

Chairman Yarbrough called for a motion to table the item until the next meeting because of Rule 27 of the board's rules of procedure.

Manager Paschal clarified that the ruling was from the Federal government as part of the Infrastructure Investment and Jobs Act. The Federal government conducted an audit on the State NCDOT that resulted in the county having to repay the state.

A motion was made by Vice Chair Rose and seconded by Commissioner Ingram to table the item until the next regular meeting, February 17, 2025. The motion carried unanimously.

Motion to Approve NC One Grant Extension for Riverside Furniture

The Board tabled the item at its December 16th meeting with several questions. The State and company have responded to the question regarding meeting the investment target. The investment target has been met. The employee requirement has not been met; however, the company is consolidating operations in February and should meet the job requirements at that time.

The match for the grant was approved previously in a project ordinance and has been budgeted. There is no impact in the current fiscal year for extending the grant. If the jobs target is met, an additional \$25,000 will be required to match the grant.

Commissioner Smith made a motion seconded by Commissioner Wrenn to approve the NC One Grant for Riverside Furniture. The motion carried unanimously.

#### Motion to Appoint a Commissioner as Alternate Delegate to Piedmont Triad Regional Council

A motion was made by Commissioner Gwynn and seconded by Commissioner Wrenn to appoint Commissioner Smith as the Alternate to the Piedmont Triad Regional Council. The motion carried unanimously.

#### County Manager Updates

Manager Paschal asked if the committee assignments for Commissioners Wrenn and Smith had been resolved. The Board of Health was the one in question. Commissioner Wrenn has agreed to serve on the Board of Health.

Commissioner Wrenn proposed to dissolve the cemetery committee at the next meeting. Commissioner Gwynn requested dates for committee meetings. The Manager will update the booklet for committee information once all the assignments have been completed.

Manager Paschal noted that Vice Chair Rose requested to have bollards placed in front of Co-Square She stated that the matter was on the radar and after conversations with the Department of Transportation, there may some alternatives to consider.

The water leak at the 911 center was likely caused by the icemaker on the refrigerator and is still being investigated.

The lighting outside the Sheriff's office was not working properly but has been corrected.

#### County Attorney Updates

Attorney Johnston reported on the Tax collections. He distributed a report to the Board. 113 files had been turned over to the Attorney for the 2023 tax year. 96 of the files have been paid. There are two sales scheduled for February 14.

#### Commissioner Comments

Commissioner Smith stated that he looked forward to the upcoming planning session.

Commissioner Wrenn expressed the hope to get many items discussed at the session.

The Chair announced that the Budget retreat would be held January 25, at 8:00 am at the Gunn Memorial Library. The agenda and attachments will be sent to the Board. The next Work Session will be February 3, 2025 at the library.

**Closed Session:**

Vice Chair Rose made a motion, seconded by Commissioner Smith, to adjourn to Closed Session pursuant to NCGS 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body. The motion carried unanimously.

The Board returned to Open session and no action was taken.

**Adjournment:**

Commissioner Wrenn moved, seconded by Commissioner Gwynn, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 7:17 pm.

Respectfully submitted,

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Renee Paschal  
Interim Clerk to the Board

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Tim Yarbrough  
Board Chair