

The Hoke County Board of Commissioners convened for a regular meeting at 7:00 pm on Monday, June 4, 2018, in the Commissioners Room in the Pratt Building.

MEMBERS PRESENT:

James Leach, Chairman
 Tony Hunt
 Robert Wright
 Allen Thomas, Jr.

OTHERS PRESENT:

Letitia Edens, County Manager
 Grady Hunt, County Attorney
 Gwen McGougan, Clerk to the Board


NOT PRESENT:

Harry Southerland, Vice Chairman

Chairman Leach called the meeting to order with a quorum present and welcomed everyone.

Commissioner Wright led the Pledge of Allegiance and Commissioner Thomas gave the invocation.

ITEM 1. Adoption of Agenda

<p>Hoke County Board of Commissioners</p> <p>227 N. Main Street Raeford, North Carolina 28370</p>		<p>June 4, 2018 7:00 P.M.</p> <p>Commissioner's Room Pratt Building</p>
<hr/> <p>A G E N D A</p> <hr/>		
<p><u>INVOCATION & PLEDGE:</u> Vice Chairman Southerland</p>		
<p><u>ITEMS</u></p>		
<p>1. Adoption of Agenda</p>		
<p>2. Public Comment</p>		
<p>3. Consent Agenda</p>		
<p>a. Minutes from the May 14, 2018 special meeting</p>		
<p>b. Minutes from the May 21, 2018 regular meeting</p>		
<p>c. Minutes from the April 16, 2018 Board of Equalization & Review meeting</p>		
<p>d. Minutes from the May 7, 2018 Board of Equalization & Review meeting</p>		
<p>e. NC Vehicle Tax Pending Refunds - \$1,802.23</p>		
<p>f. Request for temporary full-time clerk position for Register of Deeds</p>		
<p>g. Finance</p>		
<p>1. Budget Amendments</p>		
<p>2. Disposal of Surplus Property</p>		
<p>4. Reappointment of Ms. Ophelia Ray as Hoke County's representative on the Lumber River Workforce Development Board</p>		
<p>5. Reappointment of Mr. Terrance Francois to Sandhill Regional Library Board of Trustees</p>		
<p>6. Presentation by Mr. Robert White from NC Forestry Service regarding Stewardship Plan for the Hoke Community Forest</p>		
<p>7. Discussion of Design-Build firms</p>		
<p>8. Manager's Report</p>		
<p>9. Closed Session</p>		
<p>10. Adjourn</p>		

Chairman Leach asked if there were any changes to the Agenda.

Motion: Commissioner Hunt made a motion to table Item 7, Discussion of Design-Build firms, until the full Board is present, seconded by Commissioner Wright.

North Carolina Vehicle Tax System

NCVTS Pending Refund Report

Agency	Vehicle ID	Vehicle Type	Vehicle Class	Vehicle Make	Vehicle Model	Vehicle Year	Vehicle Color	Vehicle Weight	Vehicle Value	Vehicle Tax	Vehicle License	Vehicle Title	Vehicle Registration	Vehicle Insurance	Vehicle Other Fees	Vehicle Total	Vehicle Status
...

f. Request for temporary full-time clerk position for Register of Deeds

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE
2017/2018
Amendment

Section 4 of the Hoke County Budget Ordinance, pertaining to the General Fund accounts of the County, shall be amended as follows:

Increase/Decrease/Adjustments	
Non-Dept Two-MI	(3,500)
Register of Deeds	2,500
Total	\$

This amendment:

- Appropriates funds from Non-Departmental to Register of Deeds to cover salary and benefits for the month of June.

Funding Source: Salary accrual in Non-Departmental

Submitted: 6-4-2018

Respectfully Submitted by: _____ Approved by: _____
Assistant Finance Officer County Manager

May 30, 2018

Mrs. Leiko J. Edens
County Manager
227 N. Main Street
Raleigh, NC 27676

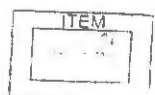
RE: Clerk position for Register of Deeds Office

Dear Mrs. Edens:

I would like to request a temporary, full-time clerk for the Register of Deeds Office. The candidate hired for this position would make \$12.12 per hour. I would like for this position to be filled as soon as possible and the position would remain until June 30, 2018.

Sincerely,

Carrie Hunt
Hoke County Register of Deeds



g. Finance:
1. Budget Amendments

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE
2017/2018 Amendment
Section 4 of the Hoke County Budget Ordinance, pertaining to the Fire District Fund operations of the County, shall be amended as follows:
Increase/Decrease Appropriations
Name: Hokefire 40,000
Name: Sewer 4,000
Name: Crime 40,000
Name: Highway 10,000
Name: Sewer 40,000
Total 119,000
Section 5 of the Hoke County Budget Ordinance, pertaining to the Fire District Fund operations of the County, shall be amended as follows:
Increase/Decrease Revenues
Name: Permits 20,000
Name: Sewer 4,000
Name: Crime 40,000
Name: Highway 10,000
Name: Sewer 40,000
Total 119,000
This amendment
Appropriates funds to reallocate Juvenile Justice budget.
Funding Source: No change in funds just a reallocation.
Appropriates funds to transfer funds to new emergency management, electricity line item.
Funding Source: No change in funds just a reallocation.
Submitted: 6-4-2018
Respectfully Submitted by: Assistant Finance Officer
Approved by: County Manager

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE
2017/2018 Amendment
Section 1 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:
Increase/Decrease Appropriations
Name: Juvenile Justice 45,000
Name: Juvenile Justice (45,000)
Name: Public Buildings 3,612
Name: Public Buildings (3,612)
Total 0
This amendment:
Appropriates funds to reallocate Juvenile Justice budget.
Funding Source: No change in funds just a reallocation.
Appropriates funds to transfer funds to new emergency management, electricity line item.
Funding Source: No change in funds just a reallocation.
Submitted: 6-4-2018
Respectfully Submitted by: Assistant Finance Officer
Approved by: County Manager

2. Disposal of Surplus Property

James Leach, Chairman
Harry Southland, Vice Chairman
Tom Hunt, Commissioner
Allen Thomas, Jr., Commissioner



Robert Wright, Commissioner
Gandy Hunt, County Manager
Terrell Fellers, County Manager
Gwendolyn McGowan, Clerk of the Board

RESOLUTION OF THE HOKE COUNTY BOARD OF COMMISSIONERS DECLARING CERTAIN PROPERTY TO BE SURPLUS

WHEREAS, the Board of Commissioners of the County of Hoke, North Carolina desires to dispose of certain surplus property from the Juvenile Crime Prevention Council listed below that has been determined as no longer needed by the County;

HP Laptop, Serial #5CD0257DPM
Mac Laptop, Serial #CO2JK2WBR5C, and
Mac Laptop, Serial #CO2GTREUD7L

NOW, THEREFORE, BE IT RESOLVED by the Hoke County Board of Commissioners that the listed properties are hereby declared to be surplus to the needs of the County of Hoke.

ADOPTED this 4th day of June, 2018.

James A. Leach, Chairman
Gwendolyn McGowan, Clerk of the Board

Motion: Commissioner Wright made a motion to approve Consent Agenda items a-g, seconded by Commissioner Thomas.

Action: The motion passed 3-0.

ITEM 4. Lumber River Workforce Development Board reappointment

Ms. Ann Bullard from the Council of Governments attended the meeting in the place of Patricia Hammonds to request the reappointment of Ms. Ophelia Ray to another term on the Workforce Development Board to expire June 30, 2021.

Motion: Commissioner Wright made a motion to reappoint Ms. Ophelia Ray to another three-year term on the Workforce Development Board, seconded by Commissioner Thomas.

Action: The motion passed 3-0.

ITEM 5. Sandhills Regional Library System Board reappointment

Mrs. Sheila Brown Evans, Director of the Hoke County Public Library, requested that the Board approve the reappointment of Mr. Terraine Francois to a six-year term on the Sandhills Regional Library System Board of Trustees.

Motion: Commissioner Wright made a motion to approve the reappointment of Mr. Terraine Francois to a six-year term on the Sandhills Regional Library System Board of Trustees, seconded by Commissioner Thomas.

Action: The motion passed 3-0.

ITEM 6. NC Forestry Service Stewardship Plan for the Hoke Community Forest

Mr. Robert White, Hoke County Forest Ranger, distributed resource material to each Commissioner. This material gave an overview of the importance of a Stewardship Plan as well as information about prescribed burns, thinning the forest and hiring a Forestry Consultant.

Mr. White introduced Mr. Jesse Wimberly from Sandhills Area Land Trust. Mr. Wimberly gave an overview of the Hoke Community Forest. The Hoke Community Forest is the only community forest in the Southeast. Encompassing 514 acres, the forest is home to several wildlife species, native plants and the longleaf pine. The forest provides opportunities for recreational activities, such as hiking trails, and environmental education.

Considered a working forest, the Hoke Community Forest is underperforming. There is a significant need for thinning. Thinning reduces the risk of loss from disease and fire. It also allows for additional sunlight which will stimulate the growth of grass,

shrubs and other plants that may be beneficial to wildlife. The trees removed can be sold for lumber and may be a source of income.

Mr. White and Mr. Wimberly encouraged the Board to consider hiring a forest management consultant. This consultant would assist the County in planning, development and implementation of programs to improve the land, timber, water and wildlife resources within the forest. Fees are generally based upon the activity, size of the property or at an hourly rate. For a timber sale, the consultant will usually be paid a percentage of the timber sale income for conducting the sale. It is quite possible that the sale of timber as part of the thinning process would pay for a consultant.

Commissioner Wright asked Mr. White and Mr. Wimberly to bring the Board recommendations with regard to hiring a consultant. The Board would like to receive this information soon in order to budget the amount needed to get started.

ITEM 8. Manager's Report

County Manager Letitia Edens advised the Board that the Manager's Proposed Budget is complete and available for public inspection at the office of the Clerk to the Board and at the Hoke County Public Library. Copies have also been provided to each Commissioner and the County Attorney. Workshops are planned for June 12, 13 and 14 and the Public Hearing will be held on Monday, June 18, 2018 prior to the regular Commissioners' meeting.

Commissioner Thomas said that he has been approached by citizens who are concerned about the grass not being mowed on the side of Hwy 401 and other State Roads within the County. County Attorney Grady Hunt said that DOT is trying to coordinate roadside trash pickup with the mowing.

ITEM 9. Closed Session

No Closed Session was held.

ITEM 10. Recess

At 7:45 pm, with there being no further business, Commissioner Wright made a motion to recess the June 4, 2018 regular meeting of the Hoke County Board of Commissioners until Tuesday, June 12, 2018 at 1:00 pm in the Commissioners Room. The motion was seconded by Commissioner Thomas and passed by a vote of 3-0.

APPROVED

AUG 6 2018 

Hoke Co. Governing Body

Resumption of recessed Monday, June 4, 2018 meeting of the Hoke County Board of Commissioners until Tuesday, June 12, 2018 at 1:00 pm in the Commissioners Room in the Pratt Building

PRESENT:

Chairman James Leach
Vice Chairman Harry Southerland
Commissioner Tony Hunt
Commissioner Robert Wright
Commissioner Allen Thomas, Jr.,

ALSO PRESENT:

Letitia Edens, County Manager
Grady Hunt, County Attorney
Gwen McGougan, Clerk to the Board

Chairman Leach called the meeting to order at 1:00 pm with a quorum present. Vice Chairman Southerland gave the invocation.

Department of Social Services

DSS Attorney Jonathan Charleston informed the Board of Commissioners that the DSS Board has selected Mr. Terry Stanton, currently a Program Director in the department, as the new DSS Director effective June 13, 2018. Interim Director Becky Morrow will assist Mr. Stanton as a consultant beginning August 1, 2018. Attorney Charleston asked the Board to allow the County Manager amend Ms. Morrow's contract reflecting this change.

Motion: Upon motion made by Commissioner Thomas, and seconded by Vice Chairman Southerland, the Board voted unanimously to give County Manager Letitia Edens the authority to amend Ms. Morrow's contract.

Commissioner Hunt asked Mr. Terry Stanton to tell the Board about himself. Some background information on Mr. Stanton's experience with DSS can help the Board decide if a consultant is needed.

Mr. Stanton addressed the Board. He has been employed by the Hoke County DSS for 10 years. Mr. Stanton began as an Investigator and moved to a supervisory role about 6 years ago. Mr. Stanton has been a Program Manager for 1 year. Before coming to Hoke County DSS he worked as an Investigator at the Scotland County DSS. His tenure at Scotland County was approximately 11 years.

Commissioner Hunt asked him if he has a total of 21 years in Social Services work. Mr. Stanton replied that, although he has worked for different departments, he does have a total of 21 years' experience.

Vice Chairman Southerland asked Mr. Stanton what department he is in charge of now. Mr. Stanton said that he is over Child Protective Services.

Vice Chairman Southerland asked about the status of CPS. Mr. Stanton replied that his department is doing what they need to do to prepare for upcoming changes. These changes will take CPS in different directions. These changes, including NCFAST implementation, will require "intensive work" from staff.

Vice Chairman Southerland asked Mr. Stanton if he worked in the Medicaid division. Mr. Stanton said that he has not worked with Medicaid; his expertise is in Child Protective Services. He has not worked in all the programs yet.

Commissioner Hunt asked Mr. Stanton if he believes unfunded mandates are forthcoming from the Federal government. Mr. Stanton replied that he believes mandates are a possibility.

Chairman Leach commented that he supports hiring a consultant since Mr. Stanton hasn't worked in the other DSS departments. Vice Chairman Southerland added that a change to the General Statutes requires a Memorandum of Understanding be executed between the County and the ND Department of Health and Human Services. This document makes the County liable for the actions of the County DSS. He feels that a consultant is definitely needed. He would also like to see the DSS Director present a periodic report on the status of the department to the Board of Commissioners.

DSS Board Chairman Carl Pevia added that it is difficult to find someone from another county to assist Mr. Stanton. At the present time DSS departments in several NC counties are operating with Interim Directors or Directors with little experience. The DSS Board believes that having Ms. Morrow available as a consultant will be an asset to Hoke County DSS. Attorney Charleston agreed, adding that he knew of at least one NC county that hired a recruiter to find a qualified Director. The Hoke DSS Board has done their due diligence with regard to hiring a Director. Human Services is a critical part of local government.

Chairman Leach commented that if the Board of Commissioners is going to be held liable for DSS programs, the Board of Commissioners should have a voice and be kept abreast of the operations of the department. The DSS Director should give a report of the department's operations directly to the Board. This should be a part of the terms of any contract or agreement.

Commissioner Thomas said that, although the terms of the contract should be carefully considered, this meeting is for preparation of the 2018-2019 budget. The County Manager said that the consultant contract is already included in the Manager's Budget. The new terms can be added to the contract.

Commissioner Hunt suggested that the initial term of the DSS Consultant contract run for 3 months instead of 6. After the 3-month term, the Board can evaluate whether a consultant is still needed. He is concerned about paying a Director's salary and paying a consultant. Attorney Charleston replied that the DSS Board's goal is to have a "best in class" agency and give the new Director the tools he needs to succeed. It is common to have an agreement with a consultant during the transition. There will also be an issue with the position that the new Director vacated. It would be difficult for the new Director to cover that position as well as learn his new role as DSS Director.

Chairman Leach asked Attorney Charleston to get the amended contract to the County Manager and County Attorney as soon as possible.

County Attorney Grady Hunt advised the Board that by statute they need to approve the new Director's salary.

Motion: Upon motion made by Commissioner Thomas, and seconded by Commissioner Wright, the Board voted unanimously to approve the Director's salary at a Grade 81, Step 1, \$73,816.00.

Interim Director Becky Morrow told the Board that the Memorandum of Agreement makes the County liable for the Child Welfare program, the Child Support program, Food and Nutrition and WorkFirst, but does not include Medicaid. A third party contractor will review the Medicaid program. The State will give the Counties FY 2019 to clean up any issues. In 2020 Counties will be held accountable. If requirements are not met, the State can impose a corrective action plan.

Ms. Morrow continued by explaining that DSS is operated with Federal, State and County funds. Some programs are paid for entirely with Federal funds. For other programs, the County is reimbursed based upon the type of program. For example, Child Welfare is 80%-90% reimbursable. Medicaid is 75% reimbursable. Administration costs are shared by the programs. The Child Welfare program is currently under corrective action. There's a lot of work to be done in Child Welfare to bring the program into compliance. There's also several policy changes in the works. Supervisors must meet with their staff twice a month. Home visits have been expanded to include any outbuildings on the property.

Ms. Morrow's budget request includes additional positions in Child Welfare. At present, case workers in Foster Care have 18-19 children per worker. The State mandates a limit of 15 children per worker. Investigators are limited to 10 cases per worker; in Hoke County, Investigators are working 18-20 cases per worker. Ms. Morrow is requesting an additional Supervisor, Investigator, Case Manager and Foster Care worker in the Child Welfare program. The entire state is seeing an increase in referrals, largely due to drug abuse.

Vice Chairman Southerland asked Ms. Morrow if these 4 positions will help return Hoke County to compliance. Ms. Morrow said that they will. Vice Chairman Southerland then asked Ms. Morrow how much the County will be reimbursed for these positions. Ms. Morrow replied that the State will reimburse the County 85%-90%.

Ms. Morrow's budget request also includes reclassifying 3 time-limited positions to permanent positions. Ms. Morrow said she'd like to contract with the IT department to place a technician in DSS. This position would be reimbursable. Ms. Morrow is also asking for 2 part-time Housekeeping positions within DSS. These positions are also reimbursable.

The Medicaid program is improving. Representatives from the State Department of Health & Human Services came to Hoke County and retrained the Medicaid staff.

Several job descriptions have not been updated since 2005. Ms. Morrow sent these job descriptions to the State for a non-binding review. The State has responded and makes the several recommendations, including creating a fiscal department within DSS. Responsibilities will include tracking reimbursements and ensuring that receivables and payables are correct. Another responsibility will be to make sure that children are in the correct placements. Ms. Morrow is asking for reclassifications for 3 positions that will work with the fiscal department.

Commissioner Hunt asked Ms. Morrow to elaborate on the 3 reclassified positions for the fiscal department. Ms. Morrow said that there's a need to align these positions with the correct job description and correct salary for that position.

Vice Chairman Southerland asked Ms. Morrow to estimate the amount that the County has failed to be reimbursed. Ms. Morrow said she didn't know, but since she's been with Hoke County she's seen several things that should have been done that weren't. DSS Board Chairman Carl Pevia said that he has been asking similar questions. For example, the DSS Board did not know that an IT position or a custodian position would be a reimbursable expense.

Ms. Morrow added that vehicles are 100% reimbursable if purchased through State Contract. Commissioner Hunt asked how many she included in her budget and Ms. Morrow replied that she included four. The County Manager confirmed that she included those four vehicles for DSS in her recommended budget.

DSS Administrative Assistant Barbara Mena-Pena said that the DSS employees in the time-limited positions have been asking if they will be able to stay at DSS after June 30, 2018, which is the date the time-limited positions will expire. Commissioner Hunt referred the question to the Manager, who said that those positions were made permanent in the recommended budget.

Attorney Jonathan Charleston told the Board that Ms. Morrow asked him to speak about the department's outside legal counsel. He said that Ms. Morrow has been working very hard to maximize the County's reimbursements. Mr. Charleston said that when he began work as DSS's legal counsel there were questions about whether operations in the department were being done correctly. Early on, Chief District Court Judge pointed out that things were not being done in compliance with NC General Statutes. A significant amount of cleanup has brought Hoke County DSS into compliance. Ms. Morrow is emphasizing accountability.

Mr. Charleston continued by saying that reimbursement of legal fees should be studied to get a true cost of what the legal fees cost the County. For example, Child Support legal fees are 66% reimbursable; Child Protective Services legal fees are 50%-60% reimbursable. It is important for the agency to properly classify the expenses and submit this information to the County to facilitate reimbursement.

Mr. Charleston has requested the following allocations for FY 2018-2019 legal fees:

\$230,000	Child Protective Services/Child Welfare	minimum 50% reimbursable
52,000	Child Support	66% reimbursable
<u>20,000</u>	Appeals/Miscellaneous	
\$302,000	Total Request	

Ms. Morrow added that it is very important to keep the programs separate and classify the expenses accurately because of the differences in reimbursements. The State also makes available incentive funds to agencies that meet their goals. The incentive funds are 100% reimbursable. These funds could be used to hire a deputy that would be responsible for serving child support paperwork. They can also be used to purchase a vehicle, uniforms, weapons and other items that would be required.

Library

Director Sheila Evans began by advising the Board that the Library budget is based upon a Strategic Plan which was recently developed by a consultant, Dr. Anthony Chou. The Strategic Plan calls for increasing funding per capita to a level more in line with the State average of \$12.73. This can be accomplished by increasing funding by .43 per year. The funds would help pay for technology, traditional books, e-books and the Bookmobile. E-books are very expensive, often priced at three times the cost of a traditional hardcover book.

Revenues have increased at the library. Recently, there's been a high demand for print and fax services. The library has two staff members that are notaries. Notary fees are contributing to the library's revenue. Ms. Evans is meeting with staff from Sandhills Community College to make the County library available to Sandhills Community College students.

Commissioner Hunt commented that he notices when he is in the library that the computers available for public use are often all in use. He asked if the library's technology funds will be used to purchase additional computers. Ms. Evans replied that the library would like to increase the number of Chromebooks that can be checked out by citizens. The Chromebook would remain in the library and enable the user to use the library's internet, but it would free the user to move around the library and not be restricted to seating in one area.

The Sandhills Regional Library System has received a grant to pay for wi-fi backpacks, which contain a Chromebook and a wi-fi hotspot. These will be available for the public to check out for a term of two weeks.

Senior Services

Director Mary Hollingsworth began by asking the Board to restore the Level 1 Aide position to a full-time position.

Senior Services contracts a Social Worker to maintain the Level 1 In-Home Aide client files. Currently this person is paid \$16.20 per hour with no benefits. Mrs. Hollingsworth asked the Board to consider moving funds from her Health Promotions line item, which funds the Pharmacist, to the Level 1 program and increase the salary by \$1.00 per hour to \$17.20 per hour.

Mrs. Hollingsworth would like to increase the salary of the two Raeford site managers from \$8.77 per hour to \$9.27 per hour. These funds would be moved from Health Promotions.

Presently there are nine clients with Level II In-Home Aide services that are actually assessed for Level III. Home and Community Care Block Grant standards require that clients are receiving services at the appropriate level. Hoke County Senior Services has received an additional \$17,708 in Home and Community Care Block Grant funds. Of that, \$2,962 will be used for the Home Delivery program. Mrs. Hollingsworth would like to use the remaining \$14,746 for a Level III program. She would then like to use \$55,500 from this year's HCCBG funds, which would require a local match of \$6,167. The Level II program would be reduced to \$40,036 HCCBG funds, with the local match of \$4,448 and \$5,302 County funds for a total of \$49,786.

Commissioner Thomas asked Mrs. Hollingsworth if these requests are included in the County Manager's budget. Mrs. Hollingsworth explained that she isn't asking the County for more funds; she would just like to move money within her proposed budget. Commissioner Thomas asked the Manager if she agrees this is needed. Mrs. Edens said that it is needed. The County does need Level III services.

Commissioner Hunt asked Mrs. Hollingsworth how she decided on the \$.50 raise for the site managers. The Manager said that the original request was for \$1.00 and she cut it to \$.50.

Commissioner Wright asked Mrs. Hollingsworth if there's currently a waiting list for the Congregate or Home Delivery meals. Mrs. Hollingsworth replied that there are currently 25 people on the wait list for Home Delivery meals. There is no wait list for Congregate meals. There are 47 people on the In-Home Aide waiting list.

Mrs. Hollingsworth said that she is seeing an increase in people needing In-Home care. If a client is currently on the Level 1 program and needs to be moved to Level II, that person is discharged from Level 1 and placed on the wait list for Level II.

Vice Chairman Southerland asked Mrs. Hollingsworth how much funding is needed to clear the waiting list for home-delivered meals. Mrs. Hollingsworth replied that there are 248 feeding days in a year at \$4.08 per meal. With 25 clients that would amount to a \$25,296 increase. Other costs to consider are the costs to assess clients and the cost of transporting the meals to the clients. To help with the increase in administrative duties, Mrs. Hollingsworth would like to add a Nutrition Program Assistant at \$10.00 per hour. This would bring the cost of clearing the wait list to \$37,192, which also includes a \$500 increase in fuel costs.

Vice Chairman Southerland said that he would like to add funds to clear the Home-Delivery wait list to the Senior Services budget. Chairman Leach said he could offer a motion to that effect.

Commissioner Hunt said that it was his understanding that the workshops were held to hear and discuss budget requests, but the voting would be held at the end of the process.

Motion: Upon motion made by Chairman Leach and seconded by Vice Chairman Southerland the Board voted 4-1 to add funds to clear the Home-Delivery wait list, with Commissioner Hunt casting the dissenting vote.

Commissioner Hunt asked Mrs. Hollingsworth if, once the wait list was cleared, would names not be continually added to grow the list once again. Mrs. Hollingsworth agreed, saying the list grows daily. Commissioner Hunt said that his point is that there will always be a list.

Mrs. Hollingsworth reiterated that her biggest concern is discharging clients from one level of the In-Home Aide program and placing them on a waiting list for the next level.

Health Department

Director Helene Edwards began by requesting the Board approve two new positions:

- Administrative Assistant to assist with administrative duties, HIPAA compliance and accreditation activities, and
- Two part-time Environmental Health Specialists to help with the inspections of food service establishments, pools, daycares and group homes.

Ms. Edwards is also requesting two reclassifications:

- Promote Public Health Nurse I to Public Health Nurse II with primary duties being Immunization Program Coordinator and conduct Post-partum and newborn home visit assessments, and
- Reclassify Public Health Nurse II to Social Worker II, which is more in line with the actual job duties of case management as opposed to clinical work.

A 40% increase in patients, as well as additional services, such as Medical Nutrition Therapy Services and Post-partum counseling, are expected to increase the Health Department's revenues.

Motion: Upon motion made by Commissioner Wright and seconded by Commissioner Hunt, the Board voted 5-0 to approve the Health Department's 2018-2019 budget request.

Inspections:

Inspections Director Andy Conner told the Board that revenues have exceeded projections for FY 2017-2018. Data shows that North Carolina is experiencing above-average growth and the trend is expected to continue.

Mr. Conner is asking for an Inspector Trainee to alleviate the workload placed on the existing Inspectors. Statutes require that trainees must obtain a Level 1 certification within 3 years. A trainee can earn a probationary certificate after 2 years. Commissioner Hunt asked if the trainee could be hired from an internal posting and he would like to see Hoke County residents given priority. His concern is that Hoke County hires someone and trains them and then they take a job in a neighboring county.

Mr. Conner said that he's added an additional vehicle for the trainee.

Planning & Zoning:

Planning Director Robert Farrell said that the only significant change in his budget would be to the Supplies & Materials and Postage line items. He anticipates an increase in revenues. In the previous fiscal year, the Board approved 213 new residential lots.

Elections:

Elections Director Towanna Jackson explained that she is trying to make the Elections office more efficient. Cleaning up the records has saved money on postage. She is implementing a new system that will enable poll workers to be paid more quickly after elections.

Board of Elections member John Harry asked the Board to consider a raise in salary for the Director. After the change in Directors the Board of Elections asked the Board of Commissioners to regrade the Director's salary. Both Boards agreed to wait and determine any change in salary based upon the new Director's job performance. Issues at the State level placed a burden on what the Boards of Elections could accomplish. These issues have been resolved and the local Board of Elections grew by one member. The Board of Elections recently met and discussed the Director's job description and job performance.

Vice Chairman Southerland asked Mr. Harry the amount of the raise that the Board of Elections is asking for. Mr. Harry said that the Elections Board wants to get the Director's salary more in line with the average in the region. Mr. Harry replied that the increase needs to be roughly 7%. Mrs. Jackson currently makes \$44,237 which is a Grade 70, Step 2. The Elections Board wants to move her to a Grade 70, Step 7 which is roughly \$50,000.

Mr. Harry advised the Board that there's been significant growth in voter population. Although it's a small office, the staff in Elections has to perform the same tasks as those in larger counties.

Chairman Leach told Mrs. Jackson and Mr. Harry that they did an outstanding job in the last election. Vice Chairman Southerland said that he wants to give the Director a raise, the Board just needs to agree on an amount. Commissioner Wright said this process is taking too long approving the requests of each department. He suggested that the Board wait until the end of the process to make these determinations at the time they adopt the budget.

Vehicle Maintenance:

Vehicle Maintenance Director said that his department is running well. His budget request includes the replacement of a 1973 air compressor.

Chairman Leach said that he wants to continue with the policy that every time a new vehicle is purchased, an older vehicle needs to be declared surplus. The Manager added that the Board needs to set up guidelines for replacing vehicles based upon their mileage. Chairman Leach

asked Mr. Willis how many vehicles are on the yard that can be sold. Mr. Willis said there's 21 vehicles. Mrs. Edens said that she plans to list these vehicles on GovDeals.com as soon as possible.

Veterans' Services:

Director Jackie Halliburton asked the Board to consider making the two part-time positions full-time. Hoke County is experiencing growth in Veteran population. Mr. Halliburton's office process roughly 180 claims per year, not including claims by surviving spouses and dependents. They are also seeing increases in the number of Veterans with PTSD and homeless Veterans. Some Veterans are homebound so Mr. Halliburton and his assistant go to their homes. The Veterans' Services office needs to be automated. Both Mr. Halliburton and his assistant are certified and must attend training workshops when they are offered.

Chairman Leach commented that he has heard from people in the community that Veterans Services is doing a good job.

Public Buildings:

Director James Tedder said he is asking for increases in uniforms, telephone service and electricity for the JC Hut to facilitate an alarm system and climate control. The new Emergency Management building will have an electric bill and the Animal Shelter has an increase in electricity cost and the Public Buildings office needs a small increase due to increased water usage.

The following are the Capital Outlay items included in Public Buildings' budget request:

• Sheriff Department	A/C replacement	\$28,500
• Sheriff Department	Roof	35,200
• Pratt Building (back offices)	A/C Replacement	4,000
• McLaughlin Building	Roof	46,950
• Emergency Management	A/C unit	6,000
• Emergency Management	Vinyl Siding	4,800
• Emergency Management	Metal Roof	5,000
• James Albert Hunt Building	Roof	10,000
• James Albert Hunt Building	Flooring	12,000

Groundskeeping:

Mr. Tedder is asking for an increase of \$1,000 in the Tires & Tubes line item to replace tires for tractors and equipment.

The following are the Capital Outlay items included in Groundskeeping's budget request:

- | | | |
|----------------------------|---|----------|
| • 211 Sports Park | Enclose shelter | \$ 5,000 |
| • 211 Sports Park | Replace rubber around
Playground equipment | 33,000 |
| • 211 Sports Park entrance | Replant island | 2,710 |
| • Lawn mower bagger | | 2,204 |

Court Facilities:

Mr. Tedder is requesting an increase of \$5,000 in the Utilities line item, due to an increase in utility costs.

The following are the Capital Outlay items included in the Court Facilities budget request:

- | | | |
|---------------------------|-------------------|----------|
| • Superior Courthouse | Paint first floor | \$10,000 |
| • District Court | Roof | 49,500 |
| • District Court | A/C unit | 36,750 |
| • Public Defenders office | A/C unit | 33,750 |
| • DA's office | Flooring | 4,805 |

Rescue Squad:

Jimmy Stewart said that the Rescue Squad is asking for an additional \$10,000 which will be used for equipment.

Communications:

Director Jimmy Stewart is requesting funds for the following projects:

- Replacement of the CAD system (can be paid for with 911 funds),
- Replacement of the mobile system used by the Sheriff's Department,
- Replacement vehicle for the Director,
- Additional cameras and speakers for the Communications Center,
- Replace RF links,
- Replace scanners,
- Replace telephone systems at the main and backup centers,
- 5-year technology refresh at the main and backup centers,
- Digital signage monitor,
- Weather detection system, and
- Upgrade main center computers

Upon motion by Commissioner Thomas, seconded by Commissioner Hunt the Board unanimously voted to recess until Wednesday, June 13, 2018 at 1:00 pm.

APPROVED
 AUG 6 2018 
 Hoke Co. Governing Body

Resumption of recessed Tuesday, June 12, 2018 meeting of the Hoke County Board of Commissioners until Wednesday, June 13, 2018 at 1:00 pm in the Commissioners Room in the Pratt Building.

PRESENT:

Chairman James Leach
Vice Chairman Harry Southerland
Commissioner Tony Hunt
Commissioner Robert Wright
Commissioner Allen Thomas, Jr.,

ALSO PRESENT:

Letitia Edens, County Manager
Grady Hunt, County Attorney
Gwen McGougan, Clerk to the Board

Chairman Leach called the meeting to order at 1:00 pm with a quorum present. Chairman Leach also gave the invocation.

Solid Waste:

Director Don Russell is requesting funds to replace a 20 year old Roll-off truck and a 16 year old SUV. Mr. Russell is also asking for two part-time positions at the Scurlock and Rockfish convenience sites. Both will work on weekends, when the traffic at those sites is higher than on weekdays. Commissioner Hunt commented that he has been to both of those sites on the weekends and they're both extremely busy.

Mr. Russell is also requesting Dan Koliba be reclassified to a supervisory level. Mr. Koliba has worked at Solid Waste for 15 years. He has attended the necessary courses and achieved his certification and he is familiar with purchasing and budgeting. Mr. Koliba has earned this reclassification and Mr. Russell is working with him to possibly move up to the Director's position when Mr. Russell decides to retire. He is requesting to reclassify Dan from his current grade 65 step 7 to a grade 69 step 1. This would be an increase of approximately \$1,900 per year.

Commissioner Wright commended Mr. Russell for promoting from within his department. It is good for morale for employees to see someone work hard and move up.

Vice Chairman Southerland said that these requests (2 vehicles, 2 PT positions and the reclassification) were not in Solid Waste's original budget request.

Upon motion made by Vice Chairman Southerland and seconded by Commissioner Thomas the Board voted unanimously to add these items to the Solid Waste budget request.

Economic Development:

Economic Developer Don Porter told the Board that Anna Hodges is in the process of updating the Hoke County brochure. He presented the drafts to the Board and said that she is ready for the Board's approval of the final draft.

Mr. Porter thanked the Board for their support over the years. The progress that Hoke County has made is due to the Board's vision and hard work. The Board of Commissioners and the Raeford City Council have worked well together. The Economic Development Board is very close to naming his replacement and he trusts that the new Economic Developer will receive support from the Board of Commissioners and the City Council.

Chairman Leach thanked Mr. Porter for his hard work in bringing development to Hoke County, particularly the 401 corridor.

Hoke County Schools:

Board of Education Chairperson Irish Pickett introduced her fellow Board members and thanked the Board of Commissioners for their continued support.

Dr. Freddie Williamson began by acknowledging Don Porter for his vision and work for the County. Dr. Williamson continued by thanking the Board of Commissioners for their support and vision. The Hoke County Class of 2018 qualified for \$26,500,000 in scholarships. Hoke County has quality schools.

Although the County has been fortunate to construct new buildings, several of the school system's buildings are old and require additional maintenance and upkeep. Last year the school system borrowed \$6,000,000 to upgrade the lighting systems. The school system has already realized \$361,487 in energy savings during the first full year. Dr. Williamson referred to the Foundation report for Sandy Grove Middle School. In 2017 the school produced 67% more energy than they used.

The County provided funding for a district-wide freezer that allows the school system to purchase food in bulk. This has enabled the school system to purchase \$652,703 in food that they would not have otherwise been able to purchase.

The County participated in the construction of a fire tower that is being used to train future firefighters. Regional fire departments also use the tower for training.

A ten-year energy education program has saved the school system \$4,500,000 in energy savings and reduced energy use by 31.5% system-wide.

The school system has benefitted greatly from the purchase of the iPads and Chromebooks. Dr. Williamson thanked the Board for making that program possible.

School safety and security have become a priority. The school system has cameras and radios on all the buses. All classrooms have cameras. The "panic" app is installed and operational. Dr. Williamson would like for all schools to have a photo ID system for visitors and vendors.

The following capital requests are included in the school system's budget request:

- | | |
|--|-----------|
| • Upgrade concession stands at Hoke High School | \$200,000 |
| • Replace generator at East Hoke Middle School | 120,745 |
| • Replace doors and door frames at Upchurch Elementary | 52,000 |
| • Roof repair at Scurlock Elementary | 44,000 |
| • Furniture | 50,000 |
| • Portable classrooms | |
| • Gym floor at West Hoke Middle School | 85,000 |

Chairman Leach asked if East Hoke Middle School can be used as a shelter once the generator is replaced. Dr. Williamson said it can.

Commissioner Thomas asked if some of the doors at Hoke High can be made handicapped accessible. Dr. Williamson said they can. School Maintenance Director Charles Tapp said he recently obtained a quote of \$12,000 for five doors and the hardware to install them.

Commissioner Wright added that handrails are needed for the bleachers at the middle schools.

Hoke County Schools Finance Officer Wanaa Chavis spoke about the Current Expense for the upcoming fiscal year. The State Department of Public Instruction estimates the Hoke County will have 9,000 students enrolled in the school system and 350 students in Charter Schools. The school system is requesting \$5.42/student for 9,350 students for a total of \$5,067,700.

The school system also wants to increase the supplements for non-certified personnel from 2% to 4% at an estimated cost of \$350,000. Vice Chairman Southerland said that Ms. Barbara Tyson, an employee at Literacy, should be included in those supplements because she works under a County/School system agreement.

Chairman Leach asked Ms. Chavis if the \$350,000 for supplements can be kept separate from the Current Expense, for example in a separate fund, thereby leaving it out of the Current Expense calculation. Ms. Chavis said the only way to do that would be to not count the \$350,000 as part of the County appropriation. Chairman Leach said he supports the supplement increase and asked County Finance Officer E.J. Prevatte to check into this from the County side.

Vice Chairman Southerland added that it is important for the staff to know that the Board of Commissioners supports them and appreciate what they do.

Animal Control:

Director Scottie Luckie would like to replace one of the Animal Control trucks with a new truck that has 4-wheel drive. He would like to install a security system at the Animal Shelter.

Commissioner Hunt asked if these items are included in the Animal Control budget. Mr. Luckie and Mrs. Edens confirmed that they are.

Mrs. Edens asked the Board to consider options for the County to collect unpaid citations. One option is to use debt setoff. The other option is to get a judgement against the person cited. The citations need to be reworded to reflect that the County intends to collect a debt by means of debt setoff or a judgement.

Hoke County Schools-2:

The Board contacted Wanaa Chavis and asked her to return to the Commissioners Room. They needed clarity on the funding for charter schools.

Ms. Chavis said that each child in charter school is entitled to the same funding as those in the Hoke County Public Schools.

Vice Chairman Southerland asked Ms. Chavis if the school system's request was based upon 9,000 students in public schools or 9,350 students in public schools and charter schools. Ms. Chavis said that the school system is requesting funding for 9,350 students. The charter schools send a list to Ms. Chavis of their enrollment from Hoke County. Her staff checks to make sure the students listed are Hoke County residents. Hoke County then sends the charter schools a check based upon that year's amount per student.

Mrs. Edens asked Ms. Chavis if a student does not remain at a charter school, the charter school does not receive funds for that student. Ms. Chavis confirmed that this is correct.

Register of Deeds:

Mrs. Edens said she has the budget request for the Register of Deeds office since Mrs. Camille Hurst is on sick leave. The budget request for the new fiscal year is the same as the previous fiscal year with one exception. Mrs. Hurst has asked for a clerk to be added to the Register of Deeds staff. This new position will begin at a Grade 59, Step 1 with an annual salary of \$25,254.00. This position is included in the Manager's Recommended Budget.

Register of Deeds Deputy Elaine Brayboy thanked the Board for their support and understanding over the past few weeks. She and Jasmine (the other ROD clerk) are doing the best they can to keep everything going with only 2 staff members. Commissioner Hunt commented that he has not had any calls about displeasure with the Register of Deeds.

Emergency Management:

Director Bryan Marley began by giving a summary of the activities in Emergency Management since he became Director last Fall. The activities include hiring a Fire Inspector and relocating the Emergency Management office to C.C. Steele Road. His department is currently working on a countywide Search & Rescue exercise.

Emergency Management needs to replace two vehicles:

- 2005 F150, which has over 200,000 miles on it and has mechanical problems,
- 2009 F250, which has 90,000 miles on it. It's in good shape but it only gets 7-8 mpg, (would like to sell while it's in good shape)

Mr. Marley would like to replace both vehicles with F-150s.

The Emergency Management department has a new 2005 HazMat trailer. Never been used. All the equipment on this trailer is expired and outdated. A new trailer like it would cost \$57,000. The County probably can't sell it for that much, but it's possible to sell for a significant amount. The County doesn't have anyone on staff that is certified to operate this trailer.

Other items in Emergency Management's budget request:

- Outfit new vehicles with emergency and communications equipment,
- A 30x40x12 shelter to house trailers,
- Replace floor in office building, and
- Mobile command message board

Goals for Emergency Management:

- Assess and meet needs of Hoke County,
- Maintain high level of education and training,
- Form a Shelter Committee, and
- Train other County employees on operating an Emergency Operations Center

Emergency Management Coordinator Andrew Jacobs spoke briefly to the Board about implementing a hazardous materials fee schedule. Fees would be charged to business that use or store hazardous materials.

Mrs. Edens asked to bring one more Emergency Management issue to the Board's attention. For the past few months, fire inspections have been scheduled by the Building Inspections Clerk. With Emergency Management having located their office to C.C. Steele Road, it seems like a bad customer service decision to send citizens all the way out there. Mrs. Edens would like for the Board to consider hiring a clerk for Fire Inspections and locate them in the McLaughlin Building near the Building Inspections office. This person would have a role in the operation of the EOC. Mr. Marley did not include this position in his budget request so Mrs.

Edens would have to add it. Commissioner Thomas recommended that Mrs. Edens add this clerical position to the budget.

Parks & Recreation:

Director Kendric Maynor listed the capital items in his budget request:

- Burlington Park: Remodel the press box, and redo 4 dugouts at a cost of \$16,000,
- Burlington Park: Two scoreboards (Public Buildings can install),
- Burlington Park: Pave parking area at field B, and
- Batting cages: pour 55' x 60' of concrete around the cages,

All of these items were added after the Manager completed her recommended budget. Mrs. Edens said that the parking area at Burlington Park B will actually be crush and run, not pavement. Vice Chairman Southerland and Commissioner Thomas questioned whether the concrete around the batting cages was necessary.

Vice Chairman Southerland asked Mr. Maynor about his department's revenues last year. Specifically, how much was made from registration fees, rentals and all other revenue. Mr. Maynor said he didn't know but he could look back on his worksheets and report back to the Board.

Chairman Leach said that the audit said the County lost money on concessions last year. That year \$27,000 was spent and \$23,000 was brought in. Assistant Finance Officer Garvin Ferguson said that the loss occurred in FY 2016-2017. Vice Chairman Southerland reminded all in attendance that the Board is preparing to build a \$9,000,000 new building and the building and the programs must be managed properly.

Chairman Leach asked Mrs. Edens to try to find funds for the dugouts and the scoreboards.

Hoke County Sheriff's Department:

Sheriff Peterkin began by commending the County Manager on presenting a fair and generous budget and for working closely with him and his staff to craft their budget request. The Sheriff asked the Board if they had any questions for him about the request.

Vice Chairman Southerland said he wanted to make sure that some of the items they had discussed are included in the budget.

Commissioner Hunt asked about the number of vehicles being requested. Mrs. Edens replied that the Sheriff is asking for ten cars (equipped for law enforcement) and one van. The van will be used to transport inmates and will be designed so that males and females can be transported together but kept completely separate from each other.

Vice Chairman Southerland asked about school resource officers. Mrs. Edens said that they included two officers in the budget with the assumption that the school system will receive grant money to fund them. The officers will rotate among the elementary schools. If the schools do not get the grant, the Board can discuss and make a decision as to whether to proceed. Commissioner Thomas said that they should be funded whether or not the schools get the grant.

Chairman Leach asked the Sheriff about how many of his vehicles have high mileage. The Sheriff said they have 14 patrol cars over 150,000 miles and 9 vehicles (SWAT vehicles, undercover, vans) that have over 150,000 miles.

Commissioner Hunt suggested that the Sheriff check the mileage on each of his vehicles and project how many miles they will have at the end of next year to give the Board an idea of what they need to expect for the next budget.

Vice Chairman Southerland asked the Sheriff what the recommended mileage is to retire a patrol vehicle. The Sheriff replied that the mileage to remove a vehicle from service is 100,000.

Sheriff Peterkin asked to increase his Asset Forfeiture budget. The money is in the bank, they just want to move it to their budget.

The Sheriff is finalizing a contract to use the parking lot across from his office to store surplus vehicles until they are disposed of. Some of the old vehicles currently parked at the landfill will not be able to move so they may actually have to be destroyed or sold for scrap.

Chief Jailer Nachia Revels said that the number of inmates that are being housed for the State of NC has increased and that will make a difference in the Jail's revenue.

Vice Chairman Southerland said that Victoria Whitt with Sandhills Mental Health has proposed providing a therapist for either the Jail or for DSS. Ms. Revels said that it is often difficult to get Daymark to come in and do assessments.

Cooperative Extension:

Vice Chairman Southerland asked Director Howard Wallace if he's looking at expanding the programs when the new building is constructed. Mr. Wallace told the Board that Hoke County will be able to host regional meetings in the new building and that will make it easier on Hoke's farmers to attend meetings. Mr. Wallace told the Board that Cooperative Extension's non-agricultural departments (4-H, Parents as Teachers) are making a huge impact on the community. The new facility will help the 4-H program by providing space for 4-H activities. This summer, 350 children will be attending summer activities sponsored by 4-H. The new building would allow them to double the number of children that could participate in their programs. Popular programs such as canning classes will be open to many more people than they can accommodate now.

Mr. Wallace reminded the Board that Horn-a-Plenty will be held at the State NCACC conference in August. Horn-a-Plenty is sponsored by the State Cooperative Extensions.

County Attorney Grady Hunt advised the Board that both Current Expense and Fines & Forfeitures are divided between Public Schools and Charter Schools. Any funds the County apportions to Current Expense will be divided between the two.

Commissioner Thomas commented that school systems are judged not on the budget, but on the per-pupil spending. Commissioner Hunt added that non-certified personnel are essential to operating the school system and, with that in mind, the students do benefit from those funds.

Commissioner Thomas added that there are two categories that the County funds for the schools: Current Expense and Capital Outlay. Current Expense would be the appropriate category to place the supplement funds.

Motion: Upon motion by Commissioner Hunt and seconded by Vice Chairman Southerland the Board voted unanimously to recess the meeting until 1:00 Thursday, June 14, 2018.

APPROVED
AUG 6 2018
Hoke Co. Governing Body

Resumption of recessed Wednesday, June 13, 2018 meeting of the Hoke County Board of Commissioners until Thursday, June 14, 2018 at 1:00 pm in the Commissioners Room in the Pratt Building.

PRESENT:

Chairman James Leach
Vice Chairman Harry Southerland
Commissioner Tony Hunt
Commissioner Robert Wright
Commissioner Allen Thomas, Jr.,

ALSO PRESENT:

Letitia Edens, County Manager
Gwen McGougan, Clerk to the Board

Chairman Leach called the meeting to order at 1:00 pm with a quorum present.

Tax Assessor:

Tax Assessor Jennie Gibson advised the Board that the only significant increase in her budget request is in Professional Services. Consultants' fees have increased and her office also has to set up Gap Billing. Gap Billing is a State program intended to bill vehicle owners who let their tags and tax lapse for a significant time and then go back at some point to renew the tag without paying the property taxes incurred during the lapse.

Mrs. Gibson reminded the Board that Revaluation will take place in 2022. Work associated with the revaluation will begin in 2020.

Tax Collector:

Tax Collector Daphne Dudley told the Board the only change to her budget request is in Professional Services to cover In Rem tax foreclosure legal fees. Mrs. Dudley also commended her staff for their hard work. The rate of collections is now at 96%.

Vice Chairman Southerland asked Mrs. Dudley if the In Rem foreclosures make a significant difference in her collections. Mrs. Dudley said that last year, if the In Rem process had been used, there would have been about \$40,000-\$50,000 more in collections. Vice Chairman Southerland asked Mrs. Dudley if that means that two years ago she had more in collections than last year. Mrs. Dudley confirmed that this is correct. Last year, her collections appeared to be high, but that was because the County and Clean Burn came to an agreement regarding what Clean Burn owes.

Chairman Leach asked Mrs. Dudley how much she is requesting in her budget for the In Rem legal fees. Mrs. Dudley replied that she is requesting \$37,600 in legal fees. That amount will be for both In Rems and mortgage-style foreclosures.

Mrs. Dudley's plan for collecting In Rems for the upcoming year is to focus on taxes that are ten years past due on properties that are vacant.

Information Technology:

Director Candace Pierce listed the Capital Items she is requesting in her budget:

- Replace VMWare Hosts. All the County's servers are virtualized and reside on VMWare Hosts and SAN.
- Purchase additional Compellent Storage Area Network. SAN is a data storage system that automates data movement.
- Purchase Isilon Storage Array for long-term virtual storage.

Commissioner Hunt asked Mrs. Pierce if she has the total cost for all three items. Mrs. Pierce said the total is \$217,924. Commissioner Hunt then asked Mrs. Pierce to rank the three items in order of need. Mrs. Pierce replied:

1. VMWare Hosts,
2. Additional SAN
3. Isilon Storage Array

Chairman Leach asked Mrs. Edens that if DSS hires an IT person, will they have complete access to all the County's records. Mrs. Edens replied that an IT person in DSS would still report to Mrs. Pierce. This person would actually be an IT employee but be located at DSS. DSS would pay IT for their time. Mrs. Pierce said she could limit their access to the system. Commissioner Hunt added that if DSS is paying for them, they should be dedicated to DSS work.

Utilities:

Director Hilton Villines presented a list of the capital items that he is requesting in his budget:

- | | | |
|------------------|---------------------------------------|-----------|
| • Administration | Computer upgrades | \$ 25,000 |
| • Distribution | Water meter project at Raeford Fields | 30,000 |
| • Distribution | Water main extension on Duffie Road | 169,740 |
| • Distribution | Equipment shed w/concrete floor | 97,000 |
| • Treatment | Tank maintenance | 160,000 |
| • Treatment | Pump replacement at well sites | 25,000 |
| • Wastewater | "Muffin Monster" Sewage Grinder | 100,000 |

Mr. Villines shared the following information regarding the Wastewater Treatment Plant:

- | | |
|--|---------------------|
| • Annual influent (wastewater entering plant) | 335,000,000 gallons |
| • Annual effluent (treated water discharged into Rockfish Creek) | 311,000,000 gallons |

During the past year Mr. Villines has purchased a tractor and bush hog to maintain the sewer outfalls. Commissioner Hunt asked Mr. Villines if he has enough staff to cut the outfalls. Mr. Villines replied that he does, adding that this is a seasonal task.

Also during the past year:

- Best Street construction is complete, and
- Bryanstone filtration system to be online July 9, 2018.

Commissioner Hunt added that it is still a goal to get a sewer line to Rockfish Elementary. Talks are ongoing with developers to share in the cost.

Human Resources:

HR Director Trina Whitfield told the Board that she is asking for an increase in Travel/Training funds. She would also like to get new chairs for her staff.

Senior Services – 2:

Director Mary Hollingsworth is concerned about clients that are discharged from one level and then have to go on a wait list for the next level. Mrs. Hollingsworth wishes to make available twelve \$900 vouchers to clients without family or another caregiver to assist with their care while they're on the waiting list. Twelve \$900 vouchers would require an increase of \$10,800 in Senior Services' budget.

Vice Chairman Southerland said that he agrees that there is a need. He suggested that clients who use these vouchers be permitted to choose their provider.

Motion: Upon motion made by Commissioner Wright and seconded by Vice Chairman Southerland, the Board voted unanimously to approve the addition of \$10,800 to Senior Services' budget for the voucher program.

DMV:

Director Sabrina Gessler told the Board that DMV needs the carpet replaced in the office. Commissioner Wright suggested that the office also be painted.

Commissioner Hunt asked Ms. Gessler if the Gap Billing would have a significant effect on the DMV office. Ms. Gessler replied that the only impact they've seen so far is citizen complaints. The customer still accrues late fees and interest.

The Board and the Manager commended Ms. Gessler and her staff on the outstanding job that they do and the superior level of customer service that they provide.

Literacy Council:

Director Carole Taitt told the Board that in the past year the Literacy Council has served 124 students. Literacy has provided 4,441 instructional hours and gave out 239 awards. At the beginning of the year 59% of the students read below grade level. That number is now 13%. 37% of the students read at grade level. That has increased to 61%. Students reading above grade level has increased from 4% to 26%.

69 children are enrolled in the Summer Reading Program with 19 more on the waiting list.

Ms. Taitt is asking for a pay increase for Sean McLean from \$10.25/hour to \$10.50/hour. Currently a contract employee he's been with the Literacy Council for ten years and currently works six hours per week. Ms. Taitt would like to increase that to ten hours per week.

Commissioner Wright asked if Mr. McLean worked 20 hours per week if that would enable Literacy to accept the 19 kids on the waiting list. Ms. Taitt confirmed that it would. Mrs. Edens said that Sean could be hired as a part-time employee. Vice Chairman Southerland suggested that Mr. McLean and Ms. Foy be given paid holidays.

Motion: Upon motion made by Commissioner Wright and seconded by Vice Chairman Southerland, the Board voted unanimously to hire Mr. McLean as a part-time employee and give both him and Ms. Foy paid holidays.

Ms. Taitt is also asking for \$5,000 for the September Literacy event which will mark the Literacy Council's 40th Anniversary.

Vice Chairman Southerland also asked Ms. Taitt to make sure that Literacy employee Barbara Tyson receives the supplement that the school system has requested for Non-certified employees.

Literacy Board member James Fairley expressed to the Board what an outstanding and unique employee they have in Ms. Tyson. Mr. Fairley said that Ms. Tyson has been with Literacy for 31 years and her annual salary of \$24,000 is much too low. Mr. Fairley, speaking for the Literacy Board, told the Board that Ms. Tyson's salary should be \$32,000.

Commissioner Thomas said that he agrees that salary is too low. Ms. Tyson is an employee of Hoke County Schools and if the school system can't meet that salary request, he thinks the County should fill the void. Vice Chairman Southerland agreed, saying that Ms. Tyson's pay has fallen through the cracks and it needs to be fixed. The Board of Commissioners will discuss this with the Board of Education and try to work this out. Mr. Fairley thanked the Board for their consideration and said he thinks this is a reasonable request.

Sandhills Community College:

Dr. John Dempsey, President of SCC, thanked the Board for their support and invited them to Sandhills' production of the play Hamilton at Hoke High at the end of September.

Dr. Dempsey introduced Ms. Twana McKnight, Dean of the Hoke Campus. Ms. McKnight thanked the Board for their support of Sandhills Hoke Center.

Sandhills is requesting \$466,262.00 from the County this year, broken down as follows:

Operating funds	\$432,762
HVAC upgrade	30,000
Telephone equipment	<u>3,500</u>
Total request	\$466,262

The partnership between Sandhills and Hoke County High School continues to grow. The Career and College Promise program offers tuition-free short-term career training opportunities to eligible high school students. This program prepares students for viable entry-level jobs in the community after high school. 78 students completed the program this year. They were trained in a variety of fields including EKG technician, Certified Production Technician, Firefighter Academy and Certified Medical Administrative Assistant. Several students were offered jobs after graduating from high school and completing the CCP program. This Fall they hope to expand the program to include Pharmacy Technician and Electrical Levels I & II.

Commissioner Hunt asked about the Certified Production Technician program. At the end of the school year several students were concerned that one exam for one more level of certification was not offered. Ms. McKnight said that time has been an issue and the class ran out of time before they could complete the last of four modules. Sandhills is offering that module and the class began this week.

NC Fall Festival:

Executive Director Melissa Pittman began by advising the Board that Hoke County has many exceptional-needs children. The County does not have playground equipment available for them. Grants are available for special-needs playgrounds. Vice Chairman Southerland commented that there is enough property at the 211 Sports Complex to have a place to construct a special-needs playground.

The Fall Festival is requesting \$980 for postage and \$1,000 for security.

Ms. Pittman sent a letter to Parks & Recreation Director Kendric Maynor asking for his assistance in a Family Fun Day at the 211 Sports Complex. The event would be a major fundraiser for the Festival. Fun Day would be from 10:00 a.m. until 2:00 p.m. The Sports Complex would be closed to the public and the Festival would charge a \$5.00 admission fee. Concessions would be available.

The Fall Festival would like to host firefighter competitions, fire & rescue demonstrations, a Children's Zone, a Dunking Booth and Pie-in-the-Face. The Children's Zone would encompass the Splash Pad and would include face painting, cornhole games, ring toss and an opportunity to play with the fire hose.

Commissioner Thomas said that, although he supports the Fall Festival, he has an issue with closing the park. Vice Chairman Southerland agreed and said he is also concerned that, by charging an admission fee, the possibility is created that a child could be turned away. Chairman Leach commented that the event could pose a liability for the County.

Commissioner Hunt suggested that an alternative to closing the park would be for the County to increase the Fall Festival's appropriation by \$1,000 to \$2,980.

Motion: Upon motion by Commissioner Hunt and seconded by Commissioner Thomas, the Board voted unanimously to increase the 2018-2019 appropriation for the NC Fall Festival by \$1,000 to 2,980.

Raeford-Hoke Museum:

Board member Mary Neil King told the Board that over 2,000 people visited the museum during the last year. The museum has a working Board and each month a Board member runs the museum on Sunday afternoons. Vice Chairman Southerland, on behalf of the Museum Board, asked the Board of Commissioners to consider increasing the museum's funding by \$3,000 to enable the Museum to hire someone to staff the museum on Sunday afternoons.

Motion: Upon motion by Vice Chairman Southerland and seconded by Commissioner Hunt, the Board voted unanimously to increase the Raeford-Hoke Museum's appropriation by \$3,000 to \$23,000.

Forestry Service:

County Ranger Robert White informed the Board that he has no budget increases for the 2018-2019 budget. Mr. White asked permission to use his time to tell the Board about what the Forestry Service does.

The Forestry Service has two main functions: forest management and fire control. The Rangers assist landowners with forest management plans, reforestation and site planning. They monitor by aerial flights and ground.

Hoke County ranks sixth out of 100 counties for acres burned in wildfires and 22nd in the State for the number of fires they respond to. The Forestry Service is available at all times for incident response, such as natural disasters.

The Forestry Service has the "Smokey" program for educating children about fire safety. Adult education programs are available as well as landowner workshops and fire department training.

Juvenile Crime Prevention Program:

JCPC Chairperson Ron Flippin began by thanking the Board for their support of the JCPC program. The Hoke County JCPC program plans to resume Teen Court as well as implement an Art Therapy program. Mental health issues are common among the juveniles they see. The Hoke County JCPC program is requesting the \$10,000 in matching funds that they receive each year.

Vice Chairman Southerland spoke with Ms. Victoria Whitt from Sandhills Mental Health Center. Ms. Whitt will work with the County Manager to investigate if there's any assistance they can provide JCPC.

Hoke Area Transit Service:

Director Nancy Thornton is requesting two of her positions be reclassified:

- Administrative Assistant to Transit Supervisor, and
- Vehicle Operator I to Transit Dispatch/Scheduler

Ms. Thornton would like to replace the Vehicle Operator 1 and hire a part-time Clerk to assist with data entry for the NCTRACKS program. She is also requesting a salary increase for her Transportation Helper.

Chairman Leach asked Ms. Thornton if Hoke County received any of the funds the County was expecting from Cumberland County. Ms. Thornton said the County received \$120,000. Mrs. Edens added that there's still over \$200,000 that Hoke County is supposed to receive. Ms. Thornton said she hasn't received a direct answer about those funds. Ms. Thornton said she recently received an e-mail that there are grant funds available for a new HATS facility. Rather than partner with another county or municipality, Ms. Thornton plans to write the grant herself.

Vice Chairman Southerland said he'd been informed of grant funds available for bus stops throughout the County. Ms. Thornton said that would be helpful and she would look into it.

Ms. Thornton is asking for an increase in her Drug & Alcohol Testing line item and Data Processing line item. The technology grant ran out and this is for support for the tablets and software.

Further budget discussion:

- School System Current Expense: Mrs. Edens asked the Board if they agree on the allocation for the School System's Current Expense being \$579.43 per student for 9,350 students, to include the \$350,000 in supplement funds that the Board of Education asked for.

Motion: Upon motion from Commissioner Hunt and second from Commissioner Wright, the Board voted unanimously to fund the School System's Current Expense at \$579.43 per student for 9,350 students.

- School System Capital Outlay: Mrs. Edens updated the Capital Outlay request for the Hoke County Schools to include the gym hand rails and the handicapped-accessible doors. She also included \$74,675 to replace the gym floor at West Hoke Middle School. Due to the lead certification issue, \$45,000 is included to replace the doors and door frames at Upchurch Elementary.

Motion: Upon motion from Vice Chairman Southerland and second from Commissioner Thomas, the Board voted unanimously to include the hand rails, handicapped-accessible doors, WHMS gym floor and doors and door frames at Upchurch Elementary in the School System's Capital Outlay request.

DSS Time-limited positions:

Motion: Upon motion from Commissioner Thomas and second from Vice Chairman Southerland, the Board voted unanimously to convert the time-limited positions at DSS to permanent positions.

DSS Legal fees: Commissioner Thomas asked the Board to reduce the DSS request for legal fees from \$302,000 to \$272,000 broken down as follows:

- \$200,000 for contracted legal fees,
- \$ 52,000 for Child Support, and
- \$ 20,000 for Miscellaneous/Appeals,
- \$ 272,000 Total Request

Commissioner Hunt asked how much was budgeted last year. Mrs. Edens replied that the budget was for \$200,000 in contracted legal fees and \$10,000 for appeals.

Motion: Commissioner Thomas made a motion to approve \$272,000 for legal fees in DSS, seconded by Commissioner Hunt.

After further discussion by the Board, Commissioner Thomas asked to rescind the motion approving \$272,000 for legal fees in DSS.

Commissioner Wright objected to the \$20,000 for Miscellaneous/Appeals. Commissioner Thomas asked if he would agree to allocate the \$20,000 in Professional Services or the Manager's Budget in case it is needed.


Motion: Commissioner Thomas made a motion to approve \$272,000 for legal fees in DSS broken down as \$200,000 in Contracted Legal Fees, \$52,000 for Child Support and \$20,000 in Professional Services, seconded by Commissioner Hunt.

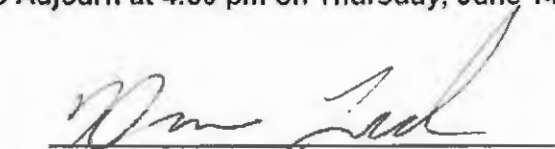
Action: The motion passed 4-1, with Commissioner Wright casting the dissenting vote.

DSS Interim Director Consulting Contract:

Motion: Upon motion by Commissioner Thomas and seconded by Commissioner Hunt the Board voted unanimously to contract with Ms. Becky Morrow as a DSS Consultant for 5 months.

Adjourn: Upon motion by Commissioner Hunt and seconded by Vice Chairman Southerland the Board voted unanimously to Adjourn at 4:30 pm on Thursday, June 14, 2018.


Gwendolyn McGougan, Clerk to the Board


James Leach, Chairman

APPROVED

AUG 6 2018

Hoke Co. Governing Body