

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in regular session on Monday, December 1, 2008 at 6:00 p.m. in the Commissioners' Conference Room, Vance County Administration Building, 122 Young Street, Henderson, NC. Those Commissioners present were as follows: Chairman Danny W. Wright, Commissioners Dan Brummitt, Deborah F. Brown, Terry E. Garrison, A. Scott Hughes, J. Timothy Pegram, and Eddie L. Wright.

Absent: None.

Also present were County Manager Jerry L. Ayscue, County Attorney Jonathan S. Care, Finance Director Steven C. Stanton, and Clerk to the Board Kelly H. Grissom.

Rev. John T. Saddler, Pastor, Antioch United Church of Christ, gave the invocation.

Chairman Wright recognized the Honorable Judge J. Henry Banks. Judge Banks administered the oaths of office for the four Commissioners that were re-elected in November - Commissioner Deborah F. Brown, Commissioner Eddie L. Wright, Commissioner Terry E. Garrison, and Commissioner J. Timothy Pegram.

The first order of business was the election of the Chairman. Commissioner A. Scott Hughes nominated Commissioner Dan Brummitt for the position of Chairman. Commissioner Deborah F. Brown seconded the nomination. Motion was made by Commissioner Eddie L. Wright, seconded by Commissioner Terry E. Garrison, to close the nominations. Vote to close the nominations and appoint Commissioner Dan Brummitt as Chairman for the coming year was unanimous.

The next order of business was the appointment of the Clerk to the Board. Motion was made by Commissioner Eddie L. Wright to nominate Kelly H. Grissom for the position of Clerk to the Board. Commissioner Danny W. Wright seconded the nomination. Motion was made by Commissioner A. Scott Hughes, seconded by Commissioner Terry E. Garrison, to close the nominations. Vote to close the nominations and appoint Kelly H. Grissom as Clerk to the Board for a one-year term was unanimous.

Commissioner Terry E. Garrison nominated Commissioner Eddie L. Wright for the position of Vice-Chairman. Commissioner Danny W. Wright seconded the nomination. Motion was made by Commissioner Deborah F. Brown, seconded by Commissioner A. Scott Hughes, to close the nominations. Vote to close the nominations and appoint Commissioner Eddie L. Wright as Vice-Chairman for the coming year was unanimous.

The next order of business was the appointment of County Manager. Commissioner Danny W. Wright nominated Jerry L. Ayscue for the position of County Manager. Commissioner Deborah F. Brown seconded the nomination. Motion was made by Commissioner Eddie L. Wright, seconded by Commissioner A. Scott Hughes, to close the nominations. Vote to close the nominations and appoint Jerry L. Ayscue as County Manager for a one-year term was unanimous.

Commissioner A. Scott Hughes nominated Steven C. Stanton for the position of Finance Director. Commissioner Deborah F. Brown seconded the nomination. Motion was made by Commissioner Terry E. Garrison, seconded by Commissioner Danny W. Wright, to close the nominations. Vote to close the nominations and appoint Steven C. Stanton as Finance Director for a one-year term was unanimous.

Commissioner Terry E. Garrison nominated Jonathan S. Care for the position of County Attorney. Commissioner A. Scott Hughes seconded the nomination. Motion was made by Commissioner Eddie L. Wright, seconded by Commissioner Deborah F. Brown, to close the nominations. Vote to close the nominations and appoint Jonathan S. Care as County Attorney for a one-year term was unanimous.

Motion was made by Commissioner Danny W. Wright, seconded by Commissioner Terry E. Garrison, vote unanimous, that the following officials be appointed for a one-year term: Billy Watkins, Custodian of the Courthouse and the County Administration Building; Sandra Grissom, Custodian of the Henry A. Dennis Building; Jerry Ayscue, Custodian of the County Office Building; and Kay Fields, Custodian of the Social Services Building.

The next item addressed was the 2009 holiday schedule. Motion was made by Commissioner A. Scott Hughes, seconded by Commissioner Eddie L. Wright, vote unanimous, that the Board adopt the following schedule of holidays for 2009:

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<u>2009 Holiday Schedule</u>		
New Year's Day	January 1, 2009	Thursday
Martin Luther King, Jr's Birthday	January 19, 2009	Monday
Good Friday	April 10, 2009	Friday
Memorial Day	May 25, 2009	Monday
Independence Day	July 3, 2009	Friday
Labor Day	September 7, 2009	Monday
Veteran's Day	November 11, 2009	Wednesday
Thanksgiving	November 26 & 27, 2009	Thursday & Friday
Christmas	December 24 & 25, 2009	Thursday & Friday

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Motion was made by Commissioner Danny W. Wright that all County Office Buildings shall open at 8:30 a.m. and close at 5:00 p.m. This motion was seconded by Commissioner Deborah F. Brown and unanimously approved.

Motion was made by Commissioner A. Scott Hughes and seconded by Commissioner Danny W. Wright that the Board appoint Mike Coghill as Chairman of the Vance County Fire Commission, and Deborah F. Brown and Ronald Jones as members. Vote on this motion was unanimous.

The next item on the agenda was the Community Hero Award recognition. Commissioner Danny W. Wright nominated the members of the New Sandy Creek Outreach Clothing Ministry for this month's award.

Chairman Brummitt asked all volunteers present to come forward. He noted that Ms. Helen A. Franklin and Ms. Peggy Hoyle are Co-Chairs of the New Sandy Creek Baptist Church Outreach Clothing Ministry. Recognizing the physical needs of people, in addition to their spiritual needs, they have organized a ministry to the poor that is making a difference in the lives of our citizens.

Used but serviceable clothing items are collected throughout the year from various members, groups, and businesses to be given to the needy upon presentation and qualification. The clothes are stored, sized and sorted by gender at Ms. Helen Franklin's home in a 2300 sq. ft. storage building re-habilitated by the Baptist Men for that purpose.

The ministry receives calls from Vance County Social Services, from Social Workers in our public schools, and from the community at large identifying people with needs. Clothes are given away several times a week upon request. The items include shirts, tee shirts, pants, jeans, coats, sweaters, dresses, shoes and miscellaneous items. Clothes have been given to homeless shelters in Vance County, fire victims, orphanages, and other shelters for the disadvantaged.

In addition to the weekly distribution, the Ministry conducts a well publicized, annual distribution at the beginning of the school year. In September, the Ministry served more than 1,200 people in a single day in the clothing distribution program at New Sandy Creek Baptist Church. Several dozen members of the church came and provided refreshments, assisted in fittings, assisted in crowd control and parking, as well as off site parking. This was a massive undertaking and massive participation. The recipients were given bags to carry the clothing, as well as Biblical tracts. Ms. Dorothy Rowe, Ms. Gale Perkinson and Ms. Kathy Faulkner are additional members of the ministry team who give of themselves unselfishly and untiringly, and without fanfare to this noble cause - Helping others in Jesus' Name.

For these accomplishments, the Board recognized the New Sandy Creek Baptist Church Outreach Clothing Ministry as our Community Heroes for the month. Chairman Brummitt presented the members with a certificate and a check for \$25.00.

Mr. Robert Minish, Kerr Lake Volunteer Fire Department, was next on the agenda and requested approval of district lines. Mr. Minish presented a resolution and district map which outlined the district boundaries.

Motion was made by Commissioner Deborah F. Brown to approve the district lines by resolution for the Kerr Lake Volunteer Fire Department. This motion was seconded by Commissioner A. Scott Hughes and unanimously approved.

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RESOLUTION
by the
Vance County Board of Commissioners
for Approval of Insurance District Boundaries
for Kerr Lake Volunteer Fire Department

NORTH CAROLINA

VANCE COUNTY

Upon motion by Commissioner Deborah F. Brown, seconded by Commissioner A. Scott Hughes, RESOLVED that the Vance County Board of Commissioners does hereby approve the boundary lines of the Kerr Lake Fire Insurance District in accordance with the map filed this date with the Board of County Commissioners and recorded in the minutes of the meeting.

This, the first day of December, 2008

Dan Brummitt (signed)
Dan Brummitt, Chairman
Vance County Board of Commissioners

NORTH CAROLINA

VANCE COUNTY

This is to certify that the foregoing is a true and accurate copy of excerpt from the minutes of the Vance County Board of Commissioners, adopted this the 1st day of December, 2008.

Kelly H. Grissom (signed)
Kelly H. Grissom, Clerk to the Board

(SEAL)

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Mr. Minish informed the Board that the State inspection will take place on December 9. If no problems are encountered, Kerr Lake VFD will become a State certified volunteer fire department as of that day. The department should be able to run calls by late December.

Evelyn Taylor, Boys and Girls Club, appeared before the Board along with several members of the Club. Ms. Taylor stated that for the month of November, the children explored the meaning of Gratitude. Each member introduced themselves and stated what Gratitude meant to them.

The Board thanked the children for their presentation and wished the Boys and Girls Club continued growth and success.

Public comments were heard next. Mr. Carl Ellington, retired County employee, spoke and explained that retired employees that have worked for the County for 15 years continue to receive medical insurance up until the age of 65. At that time, a supplemental policy is issued to the retiree. The current policy furnishes both a medical supplement and a prescription supplement. Mr. Ellington explained that new federal regulations require these two supplements to be furnished under two separate policies in order for each supplement to be honored. Currently, the supplements fall under one policy.

After a brief discussion, the Board referred the matter to the Human Resources Committee for review and asked Mr. Ellington to summarize the issue in writing in order for it to be presented to the Committee.

Motion was made by Commissioner Danny W. Wright, seconded by Commissioner Terry E. Garrison, vote unanimous, that the following consent agenda items be approved as presented: Budget Amendments #7, #8, #9, #10, #11, and #12; November 2008 Refunds, October 2008 Rebates, November 2008 Ambulance Charge-Offs in the amount of \$7,544.46, November 2008 Monthly Reports received and filed, and the minutes of the November 3, 2008 regular meeting.

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Budget Amendment #7			
General Fund			
Expenditures	Code	Debit	Credit
ADM Funds	10-681-500095		<u>71,310.00</u>
Total Increase in Expenditures			\$ 71,310.00
Revenues			
ADM Funds	10-346-434631	<u>71,310.00</u>	
Total Increase in Revenues		\$ 71,310.00	

Purpose: To record ADM Funds requested by Vance County Schools for various projects.

Authorization: Vance County Board of Commissioners
December 1, 2008

**Budget Amendment #8
General Fund**

Expenditures	Code	Debit	Credit
Departmental Supplies	10-510-500033		<u>54.00</u>
Total Increase in Expenditures			\$ 54.00
Revenues			
Sheriff Donations	10-359-435905	<u>54.00</u>	
Total Increase in Revenues		\$ 54.00	

Purpose: To record use of Sheriff Donations for purchase of supplies.

Authorization: Vance County Board of Commissioners
December 1, 2008

**Budget Amendment #9
General Fund**

Expenditures	Code	Debit	Credit
Informant Expense	10-510-500059		6,000.00
Travel and Education	10-510-500014		<u>1,500.00</u>
Total Increase in Expenditures			\$ 7,500.00
Revenues			
Drug Proceeds Federal	10-359-435915	6,000.00	
Sheriff Donations	10-359-435905	<u>1,500.00</u>	
Total Increase in Revenues		\$ 7,500.00	

Purpose: To record drug proceed funds used for informant expense and use of donations for Christmas party.

Authorization: Vance County Board of Commissioners
December 1, 2008

**Budget Amendment #10
General Fund**

Expenditures	Code	Debit	Credit
Telephone and Postage	10-517-500011		5,937.00
Maintenance Vehicles	10-517-500017		1,550.00
Supplies	10-517-500033		1,039.00
Capital Outlay	10-517-500074		36,355.00

Non-Capitalized Assets	10-517-500085	<u>26,998.00</u>
Total Increase in Expenditures		\$ 71,879.00

Revenues

Sheriff Interdiction Funds - Fed	10-359-435917	<u>71,879.00</u>
Total Increase in Revenues		\$ 71,879.00

Purpose: To record use of drug interdiction funds for purchase of cellular phones and usage, light bar for car, laptop computers, two vehicles and various equipment.

Authorization: Vance County Board of Commissioners
December 1, 2008

**Budget Amendment #11
General Fund**

Expenditures	Code	Debit	Credit
Special Projects	10-621-500062		10,040.00
Homeland Security Grant	10-621-500527		8,149.00
Exercise Funding	10-621-500530		17,365.00
Contingency	10-999-500099	<u>8,149.00</u>	
Total Increase in Expenditures		\$ 8,149.00	\$ 35,554.00

Revenues

911 Exercise Grant	10-380-438052	17,365.00
Transfer from ETS Wireless	10-397-439771	<u>10,040.00</u>
Total Increase in Revenues		\$ 27,405.00

Purpose: To record transfer of ETS wireless funds for special projects, matching funds for the interoperable communications grant, and funds for the 911 exercise project.

Authorization: Vance County Board of Commissioners
December 1, 2008

**Budget Amendment #12
General Fund**

Expenditures	Code	Debit	Credit
Contracted Services	10-599-500045		100.00
Capital Outlay	10-599-500074		261.00
Non-Capitalized Assets	10-599-500085		<u>1,596.00</u>
Total Increase in Expenditures			\$ 1,957.00

Revenues

Animal Shelter Donations	10-332-433203	<u>1,957.00</u>
Total Increase in Revenues		\$ 1,957.00

Purpose: To record various expenditure items purchased with donated funds.

Authorization: Vance County Board of Commissioners
December 1, 2008

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REFUNDS
November 2008

Name	Year	Amount	Reason
William Weaver	2008	6.58	Vehicle Tax
Vickie Edwards	2007	18.08	Vehicle Tax
Annie M. Royster	2007	1.44	Vehicle Tax
Michael Webb	2007	16.76	Vehicle Tax
Edna W. Tyson	2008	27.23	Vehicle Tax
Kwane A. Faulkner	2007	2.28	Vehicle Tax
Earl Cobb, Jr.	2007	4.11	Vehicle Tax
Claudette Shoemaker	2008	19.04	Vehicle Tax
Shelley Scott	2007	3.15	Vehicle Tax
Cheryl Cook-Chavis	2007	53.58	Vehicle Tax
Herbert Burton	2007	8.22	Vehicle Tax
Regina J. Woodby	2007	95.46	Vehicle Tax
Patrick T. Jarrell	2008	13.92	Vehicle Tax
Hubert L. Cox, Jr.	2008	308.61	Vehicle Tax
Georgia L. Simmons	2007	92.00	Charged in Error
Georgia L. Simmons	2006	92.00	Charged in Error
Georgia L. Simmons	2005	92.00	Charged in Error
T & T Laundries, Inc.	2007	27.12	Vehicle Tax
Nkenge Kersey	2008	16.87	Vehicle Tax
Brandy Lowry	2007	26.66	Vehicle Tax
Bettie B. Tucker	2008	8.32	Vehicle Tax
Susan W. Greenway	2008	31.10	Vehicle Tax
Linda Grissom	2007	38.19	Vehicle Tax
Georgia L. Simmons	2007	95.00	Solid Waste Household Fee
Georgia L. Simmons	2006	90.00	Solid Waste Household Fee
Georgia L. Simmons	2005	90.00	Solid Waste Household Fee
Vickie Edwards	2007	.56	Fire Tax
Michael Webb	2007	.56	Fire Tax
Earl Cobb, Jr.	2007	.15	Fire Tax
Shelley Scott	2007	.07	Fire Tax
Cheryl Cook-Chavis	2007	1.74	Fire Tax
Herbert Burton	2007	.64	Fire Tax
Regina J. Woodby	2007	3.12	Fire Tax
Hubert L. Cox, Jr.	2008	10.08	Fire Tax
Georgia L. Simmons	2007	3.00	Fire Tax
Georgia L. Simmons	2006	3.00	Fire Tax
Georgia L. Simmons	2005	3.00	Fire Tax
Brandy Lowry	2007	.86	Fire Tax
Susan W. Greenway	2008	1.08	Fire Tax
Linda Grissom	2007	1.23	Fire Tax
Total		\$ 1,306.81	Fiscal y-t-d - \$ 3,640.09

**REBATES
October 2008**

NAME	YEAR	AMOUNT	REASON
Willie F. Abbott	2008	478.80	Value Correction
Sharif Abdelhalim	2008	10,904.67	Value Correction - Beacon Light Apts
Alan Vester Auto Group, Inc.	2008	1,835.71	Value Correction - Value Reduced per Tax Administrator
Christopher P. Bartley	2008	37.68	Listing Correction
Wallace G. Cawthorne	2008	276.91	Billing Correction
Michael D. Cifers	2008	23.94	Value Correction
Gildardo C. Cortez	2008	39.90	Value Correction
Court Square Leasing Corp.	2008	43.42	Value Correction
William R. Currin	2008	568.02	Listing Correction
Benjamin F. Edwards	2008	389.34	Value Correction
Bradley T. Faucette	2007	63.03	Listing Correction
Woodrow H. Johnson	2007-08	733.31	Listing Correction
William H. Jones, Jr.	2008	30.42	Listing Correction
Mecklenburg Electric Corp.	2008	27,703.84	Value Correction Value Reduced per Department of Revenue
Mark & Kristy Minish	2008	79.80	Value Correction
Thomas W. Parham	2008	11.53	Listing Correction
Alridge A. Renn	2008	336.27	Listing Correction
Richard Sheridan	2008	26.81	Listing Correction
Ronald D. Short	2008	31.92	Value Correction
Jay & Christal Swilley	2008	81.00	Listing Correction
Bessie M. Wilkerson	2008	426.69	Value Correction
Total		\$ 41,123.01	Fiscal y-t-d - \$ 107,932.27

See on file monthly report, 911 Emergency Operations

See on file monthly report, Vance County ABC Board

See on file monthly report, Administrative Ambulance Charge-offs

See on file monthly report, Fire and Ambulance Service

See on file monthly report, Human Resources Department

See on file monthly report, Planning and Development Department

See on file monthly report, Tax Office

See on file monthly report, Veterans Service Office

Finance Director Steven C. Stanton presented a request on behalf of the Fire Department to enter into a contract with Northwestern Emergency Vehicles to purchase, for \$118,488, a 2009 GMC or Chevrolet Type III Ambulance as was sold to Monroe County EMS, Tennessee. Mr. Stanton stated that the piggyback provision (GS 143-129(g)) would be used for this purchase. This was a budgeted item in the FY 2008-09 budget.

Commissioner A. Scott Hughes reminded the Board that a similar request was made last year and was denied pending the outcome of the fire study. Inasmuch as a new ambulance is needed, Commissioner Hughes made a motion to approve the request as presented. This motion was seconded by Commissioner Danny W. Wright.

Fire Chief Danny Wilkerson was present and reported on the status of the department's current ambulance fleet. He stated that eight ambulances are currently in service, but only four are staffed 24/7. These eight ambulances are rotated weekly. Four of these vehicles have over 100,000 miles and for a number of years, an ambulance has been replaced each year. Chief Wilkerson stated that regardless of the outcome of the fire study, the department will still be running ambulances.

Chairman Brummitt expressed his concerns with tight budget restraints at the State level, which usually translates to tighter budgets at the local level.

Commissioner Deborah F. Brown asked if the current eight ambulances could be used for another year and was told that two of the vehicles need to be taken out of service now. Commissioner Brown asked if the proceeds from selling two ambulances could be used toward the purchase of a new one. Chief Wilkerson stated that that could be done, but these used vehicles normally do not bring in very much money. He suggested putting the vehicles on the Gov Deals internet auction to sell.

After further discussion, vote to approve the purchase of the ambulance on the piggyback provision for \$118,488 was unanimous.

Committee Reports and Recommendations

Human Resources Committee - Position Vacancies. Argretta Johen, HR Director, requested the Board to allow filling the position of an Economic Services Caseworker II at Social Services. This recommendation has been endorsed by the Human Resources Committee.

Motion was made by Commissioner Eddie L. Wright to fill the position vacancy as requested. This motion was seconded by Commissioner Terry E. Garrison and unanimously approved.

Human Resources Committee - Personnel Policy. Ms. Johen requested approval of a Drug and Alcohol Testing Policy which was distributed to the Board last week for review. If approved, the policy shall become effective January 1, 2009. The Human Resources Committee has endorsed the policy.

Motion was made by Commissioner Danny W. Wright to approve the Drug and Alcohol Testing Policy as presented. This motion was seconded by Commissioner Eddie L. Wright and

unanimously approved.

Human Resources Committee - Personnel Policy Manual. The Human Resources Committee conducted a lengthy work session with the personnel consultant regarding a wholesale revision of County personnel policies. The policies were updated to comply with all legal requirements and to make them more compatible with surrounding counties. The Committee's recommendation is to adopt, by resolution, the new personnel policies and make them effective as of January 1, 2009.

Motion was made by Commissioner Deborah F. Brown to adopt, by resolution, the new personnel policies to become effective January 1, 2009 as presented, with the changes noted by the HR Committee, with the understanding that this is a working document that may need to be amended in the future. This motion was seconded by Commissioner Eddie L. Wright and unanimously approved.

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BE IT RESOLVED by the Board of County Commissioners for Vance County that the following policies apply to the appointment, classification, benefits, salary, promotion, demotion, dismissal, and conditions of employment for the employees of the County.

- Article I. General Provisions
- Article II. Position Classification Plan
- Article III. The Pay Plan
- Article IV. Recruitment and Employment
- Article V. Conditions of Employment
- Article VI. Employee Benefits
- Article VII. Holidays and Leaves of Absence
- Article VIII. Separation and Reinstatement
- Article IX. Unsatisfactory Job Performance and Detrimental Personal Conduct
- Article X. Grievance Procedure and Adverse Action Appeal
- Article XI. Personnel Records and Reports
- Article XII. Implementation of Policies

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The policy may be seen on file in the office of the Human Resources Director.

General Government Committee. Mr. Ayscue noted that the Committee met on November 25 to review the request made to the Commissioners by Ms. Deryl Von Williams to use the former Vance Manor building and for the County to apply for a building reuse grant from the NC Rural Center. The grant is one that provides \$10,000 per new net job created, and there is a "dollar for dollar" match requirement. The staff consulted with the UNC School of Government and the County Attorney and determined that use of a County building and/or funding of a private school is not a legal use of public funds. Therefore, the Committee finds that it is not appropriate to apply for grant

funds, provide funds, or to provide a building on behalf of a private school.

Mr. Ayscue stated that he met with Ms. Von Williams this afternoon and she will be working on some additional information to be presented to the Board at some point in the near future.

Further, at Commissioner Eddie Wright's suggestion, there was some interest expressed in providing a letter of support as an aid for The Learning Center in its quest for other funding. The County Manager was directed to contact the County Attorney to determine if that is appropriate, and if so, for him to draft such a letter for the Board's consideration.

The Committee's recommendation - contingent upon the County Attorney's approval, agree to a letter of support as drafted by the County Attorney.

Commissioner Danny W. Wright stated that he is interested in making this project viable inasmuch as Ms. Von Williams is providing a benefit to at-risk children.

Commissioner Terry E. Garrison echoed these remarks and suggested the County to look into submitting a pre-development grant for Vance Manor. He stated that it would be wise for the County to take the lead in applying for such a grant, as the building could possibly be used for multiple purposes.

Commissioner Garrison then made a motion that the County apply for a pre-development/planning grant with the NC Rural Center by December 12 for the purpose of development of the Vance Manor building and authorize the Chairman and staff as appropriate to execute said application. This motion was seconded by Commissioner Eddie L. Wright and unanimously approved.

County Attorney Jonathan S. Care distributed a draft letter of support and explained his intentions behind the letter. He stated that before he was willing to draft a letter that the Board signed endorsing its support, there were too many unanswered questions on the matter. As the County Attorney, to cast support behind an organization that the Board did not know enough about, he was not willing to offer his opinion as to whether the Board make one decision over another. That is up to the Board. He stated that when he drafts a letter that supports an organization, it is drafted in a way that best protects the County. He stated that the letter is not very specific because the specifics, where he would be comfortable speaking on behalf of the Board, were not available in the materials that he had to review.

The Board accepted this explanation and Commissioners Eddie L. Wright and Deborah F. Brown expressed their concerns with the letter and stated that it should include the Learning Center's

name. Commissioner Brown also suggested that the Properties Committee convene in order to discuss the disposition of all vacant County buildings. The Board agreed to this suggestion.

After discussion, the Board decided to let the parties work on their solutions to their establishment and proceed from there.

Pending Business

County Water Project. Mr. Ayscue noted that the County is developing required policies and guidelines for the water system. The NC Rural Center will be announcing its grant awards later in December. A meeting has been set with Golden Leaf Foundation representatives later this month as well regarding grant funds.

Filling of Key Position. The County continues to advertise and interview for the Environmental Manager position. Chairman Brummitt asked if this position is one that can be frozen since it has been so difficult to fill. The Board agreed to this and remove the item from Pending Business.

Warrenton Road Sewer Project. Mr. Ayscue stated that final approval for grant funds from the NC Rural Center is expected in early December with design work to begin shortly thereafter. Construction is anticipated to begin in late spring.

County Manager's Report

General Assistance Funding Request. Mr. Ayscue reported that the Board of Social Services has requested \$7,500 in General Assistance funds (100% local) to assist with emergency needs such as rent, medications, utility bills, etc. DSS initially requested \$15,000 but was budgeted \$7,500. Difficult economic times have contributed to the strong demand for these services. Mr. Ayscue's recommendation - appropriate \$7,500 from the Contingency for General Assistance in the Department of Social Services.

Motion was made by Commissioner Danny W. Wright, seconded by Commissioner Terry E. Garrison, vote unanimous, to appropriate \$7,500 from the Contingency for General Assistance in the Department of Social Services.

Area Mental Health Director. Mr. Ayscue explained that Foster Norman, Director of Five County Area Mental Health, has tendered his resignation, effective December 31, 2008. Mental health reform included a legislative change which requires each Board of Commissioners to approve the appointment of a director. The same law also allows County Commissioners to agree to waive

this requirement and authorize the Area Mental Health Board to proceed with the employment of a director. The Area Mental Health Board has requested that each of the five boards of commissioners in its service area to authorize them to proceed in hiring the replacement director.

Motion was made by Commissioner Eddie L. Wright to agree to waive the requirement for the Board of Commissioners to approve the appointment of the Area Mental Health Director and fully authorize the Five County Area Mental Health Board to proceed with the appointment, contingent upon similar action by the other four counties. This motion was seconded by Commissioner Deborah F. Brown and unanimously approved.

Production of Personnel Policy. Mr. Ayscue stated that the personnel policy that was approved earlier during this meeting will need to be printed and bound. It is anticipated that printing costs and binders will total about \$2,500.

Motion was made by Commissioner Danny W. Wright to appropriate \$2,500 from the contingency for the purpose of printing and binding personnel policy manuals. This motion was seconded by Commissioner Deborah F. Brown.

Chairman Brummitt asked if this document could be placed online in order to reduce printing costs. Kay Fields, DSS Director, was present and stated that the Department of Social Services would like to have an electronic version of the document rather than a hard copy so that it may be placed on the department's shared drive. Mr. Ayscue stated that if that is done, the cost could be reduced to \$2,000.

The motion was amended to appropriate \$2,000 from the contingency for the purpose of printing and binding personnel policy manuals and unanimously approved.

Annual Planning Retreat. Mr. Ayscue stated that the Board's annual planning retreat for 2009 needs to be scheduled. The retreat will be dedicated to developing the County Work Plan for FY 2009-10. After discussion, the Board decided to schedule the annual planning retreat for Friday, February 20, 2009.

Appointments. The following positions were considered by the Board for appointment:

Tourism Development Authority - three-year term

Re-appoint Lynn Harper

No other applications received.

Henderson Planning Board - three-year term

Appoint Ricky Easter to fill vacant position.

No other applications received.

Henderson Zoning Board of Adjustments - three year term

Appoint Ricky Easter and Arnold Bullock to fill one permanent position and one alternate position. Both applicants are willing to serve in either capacity.

No other applications received.

Motion was made by Commissioner Deborah F. Brown to re-appoint Lynn Harper to the Tourism Development Authority for a three-year term, appoint Ricky Easter to the Henderson Planning Board for a three-year term, appoint Arnold Bullock to the Henderson Zoning Board of Adjustments (permanent position) for a three-year term, and appoint Ricky Easter to the Henderson Zoning Board of Adjustments (alternate position) for a three-year term. This motion was seconded by Commissioner Terry E. Garrison and unanimously approved.

Appointment of Voting Delegate. Motion was made by Commissioner Deborah F. Brown that the Board appoint Commissioner Dan Brummitt as voting delegate for the Legislative Goals Conference to be held in January. This motion was seconded by Commissioner Terry E. Garrison and unanimously approved.

At this time, Commissioner Deborah F. Brown suggested that the Board begin to receive monthly reports from those departments that are not currently submitting them. She mentioned the Health Department as far as any permits that are issued and restaurant ratings as well. She also suggested a quarterly report from the County Attorney as long as it does not jeopardize attorney/client privilege. The Board agreed to this change effective January 1, 2009.

As there was no further business, at 7:45 p.m., motion was made by Commissioner Deborah F. Brown, seconded by Commissioner Terry E. Garrison, vote unanimous, that the meeting be adjourned.

Approved and signed January 5, 2009.

Chairman