

The Hoke County Board of Commissioners convened for a regular meeting at 7:00 pm Monday, June 3, 2019 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:**


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

**ABSENT:**

None

Vice Chairman Harry Southerland led the Pledge of Allegiance and Ms. Annie Little gave the Invocation.

**1. Adoption of Agenda**

<p>Hoke County Board of Commissioners</p> <p>227 N. Main Street Raeford North Carolina 28376</p>		<p>June 3, 2019 7:00 P.M.</p> <p>Commissioner's Room Pratt Building</p>	<p>n. Edgeport Development, LLC is requesting approval of a minor subdivision of two (2) lots, Bedford North Lots 4 &amp; 5, adjacent to a previously approved minor subdivision of three (3) lots they developed in 2016. The Planning Board unanimously recommended approval. Tabled at the May 6, 2019 Board of Commissioners Meeting.</p>
<b>A G E N D A</b>			
<b>INVOCATION &amp; PLEDGE: Chairman James Leach</b>			
<b>ITEM</b>			
<p>1. Adoption of Agenda</p> <p>2. Public Comment</p> <p>3. Public Hearings: Planning Matters</p> <p>a. Application for Rezone RZ-19-5 submitted by J&amp;K General Contractors to rezone the approximately 14.82 acre unimproved parcel known as Parcel Identification Number (PIN) 49430001048. The property is currently zoned Residential Agriculture (RA-20) and the request is to rezone the property to Highway Commercial. The Planning Board unanimously recommended approval.</p> <p>b. Text amendment request TA-19-4 to consider changing Chapter 2 Zoning District Regulations Section 2.5 Table of Permitted and Supplemental Requirements regarding Government Buildings and Facilities, Roadside Stands, and Modular Classrooms. The Planning Board unanimously recommended approval.</p> <p>c. Text amendment request TA-19-5 to consider changing Chapter 3 Supplemental Requirements Section 3.2 Accessory Buildings and Chapter 15 Definitions Section 15.2 Definitions to amend regulations pertaining to accessory buildings. The Planning Board unanimously recommended approval.</p> <p>d. Moonman, Kizer, and Rental, Inc requests approval of the proposed 31 lot, 10.57 acre Phase 4 of the Highlands at Bedford. The Planning Board unanimously recommended approval.</p> <p>e. Moonman, Kizer, and Rental, Inc requests approval of the proposed 16 lot Phase 3, Part 2 of the Highlands at Bedford. The Planning Board unanimously recommended approval.</p> <p>f. Hoyle Properties &amp; Development, LLC requests approval of the proposed 26 lot Turberry Section 3 Major Subdivision. The Planning Board unanimously recommended approval.</p> <p>g. Rebeck Investments, LLC is requesting approval of a minor subdivision of the (3) lots on McGougan Road adjacent to a previously approved minor subdivision of four (4) lots they approved in August 2016. The Planning Board unanimously recommended approval.</p>			
<p>4. Consent Agenda</p> <p>a. Minutes from the April 15, 2019 Board of Equalization &amp; Review meeting</p> <p>b. Minutes from the May 6, 2019 Board of Equalization &amp; Review meeting</p> <p>c. Minutes from the May 20, 2019 Board of Commissioners regular meeting</p> <p>d. NC Vehicle Tax System pending refunds totaling \$1,377.20</p> <p>e. Finance</p> <p>1. Budget Amendments</p> <p>2. Surplus Property</p>			
<p>5. Resolution Accepting Offer of Bid for Surplus Property - Pete Road</p>			
<p>6. Hoke County Library Board of Trustees reappointments - Sheila Drown Evans</p> <p>a. Terrene Francois</p> <p>b. James House</p> <p>c. Barbara Randall</p>			
<p>7. Hoke County Emergency Communications - Jimmy Stewart</p> <p>Request for upgrade to Records Management System</p>			
<p>8. Hoke County Emergency Management - Bryan Marley</p> <p>a. Approval of contract with Emergency Reporting Software</p> <p>b. Acceptance of IERC Tour of Grant Award</p> <p>c. Presentation from Andrew Jacobs in reference to the Firehouse grant that the County received</p>			
<p>9. Consideration of amendment to Firearm Ordinance- Commissioner Robert Wright</p>			
<p>10. Manager's Report</p> <p>11. Closed Session</p> <p>12. Adjourn</p>			

Chairman Leach asked if there were any changes needed to the agenda. Clerk Gwen McGougan asked to add a Proclamation for World Elder Abuse Day.

**Motion: Upon motion by Commissioner Robert Wright and second by Commissioner Allen Thomas, Jr. the Board voted unanimously to approve the addition of a proclamation recognizing World Elder Abuse Day as Consent Item (f).**

**Motion: Upon motion by Commissioner Tony Hunt and second by Commissioner Robert Wright the Board voted unanimously to adopt the Agenda as amended.**

## 2. Public Comment

Ellen Bradford  
300 Reservation Road  
Aberdeen, NC 28315

Ms. Bradford, President of the Animal Control Ordinance Review Committee, asked the Board for guidance in scheduling the Committee's meetings. Ms. Bradford wants the committee to meet at the library. She says the way the library conference room is set up, it's more conducive to conducting a meeting.

Ms. Bradford continued by advising the Board that a meeting is planned for tomorrow, June 4, 2019 at 6:00 pm in the library. Chairman Leach asked County Attorney Grady Hunt to advise Ms. Bradford about the Open Meetings law and what her committee must do to comply. Mr. Hunt told Ms. Bradford that the Animal Control Ordinance Review Committee was appointed by the Board of Commissioners, specifically the Chairman. As such, the committee is subject to the Open Meetings law. These meetings are considered Special Meetings, requiring a minimum of 48 hours' notice to the public. Notice of the meeting must be sent to the Clerk and Minutes must be kept of every meeting. The Animal Control Ordinance Review Committee is an advisory board and may make recommendations to the Board of Commissioners, who will consider the recommendations and make all final decisions.

Mr. Hunt continued by advising Ms. Bradford that her committee is responsible for deciding how frequently to meet. Ms. Bradford said she would relay this information at the committee meeting tomorrow night. Both the County Attorney and County Manager immediately told Ms. Bradford that they can't meet tomorrow night because they haven't provided proper notice. Ms. Bradford said that she would tell her committee members that they can't meet when they arrive for the meeting. Ms. Bradford asked if the committee could meet as a group to discuss their plans. The County Manager said they can meet if they have less than a quorum. Mr. Hunt added that the "housekeeping" decisions are the responsibility of the committee.

Pat Belski  
1500 Ashemont Road  
Aberdeen, NC 28315

Ms. Belski told the Board that her neighbor's goats had been attacked and she helped the neighbor attend to their wounds. She and her neighbor, Robin Berry, have since purchased livestock guardian dogs. She said that she and her neighbor are fortunate to be able to afford guard dogs and fencing, but many Hoke County residents can't afford to protect their livestock in this manner. They not only have lost the animals, but they have lost the animals' breeding and the ability to sell them.

Robin Berry  
3128 Reservation Road  
Aberdeen, NC 28315

Ms. Berry brought pictures of the dead and injured animals on her farm as a result of this latest attack. She described the animals and told the Board that over the past year there have been seven vicious attacks in her area. She has had to close her farm. They no longer have a business. She advised the Board that she has PTSD from past military deployments and these attacks are preventing her from sleeping and she has to check on her animals during the night.

County Attorney Grady Hunt advised Ms. Berry that she had used her allotted three minutes to speak. Ms. Berry replied that she was not finished speaking.

Ms. Berry continued by telling the Board that she has spent a significant amount of money to purchase fencing to protect her animals. She is fortunate that she can do that. She and her neighbors have identified a residence in the area that they suspect the dogs belong to the homeowner. She asked if they needed to contact Law Enforcement. Chairman Leach advised her to contact Animal Control if they have further problems.

### 3. Public Hearings: Planning Matters

- a. Application for Rezoning RZ-19-5 submitted by J&K General Contractors to rezone the approximately 14.62-acre unaddressed parcel known as Parcel Identification Number (PIN) 494550001048. The property is currently zoned Residential Agricultural (RA-20) and the request is to rezone the property to Highway Commercial. The Planning Board unanimously recommended approval.

The application to rezone and the request to the Board disagree on the new zoning level. County Attorney Grady Hunt asked Mr. Farrell if the request is to rezone to Highway Commercial. Mr. Farrell replied that the applicant's request is to rezone to R-8. Mr. Hunt asked Mr. Farrell if the published Notice of Hearing specified R-8. Mr. Farrell replied that the paperwork was at the Planning office. Chairman Leach asked the Board to close this Public Hearing and directed Mr. Farrell to go to his office and check the paperwork then return to the meeting and advise the Board.

**Motion: Upon motion by Commissioner Robert Wright and second by Vice Chairman Harry Southerland the Board voted unanimously to close the Public Hearing.**

- b. Text amendment request TA-19-4 to consider changing Chapter 2 Zoning District Regulations Section 2.5 Table of Permitted and Supplemental Requirements regarding Government Buildings and Facilities, Roadside Stands, and Modular Classrooms. The Planning Board unanimously recommended approval.

Mr. Farrell explained to the Board that this text change will clear up some inconsistencies in the ordinance. Government buildings will be permitted in all zoning districts. Roadside stands are currently permitted in areas zoned RA-20 and Highway Commercial; however they are not permitted in the areas zoned Neighborhood Business. Neighborhood Business is intended to be a "hybrid" of RA-20 and NB. This text amendment will bring Neighborhood Business in line with RA-20 and Highway Commercial. Presently modular classrooms must go through the Conditional Use permit process. The text change would permit staff to administratively approve new modular classrooms as school sites.

Commissioner Hunt asked Mr. Farrell if the text is directed specifically at governments and schools. It appears that the text change will open up the likelihood of someone placing a modular in any location regardless of the zoning. Mr. Farrell replied that the change does not specify the school system; it could also apply to private schools or other learning facilities. Commissioner Hunt asked why the ordinance needs to be changed. Mr. Farrell replied that this change was a recommendation made by the Zoning Ordinance Review Committee. Commissioner Hunt said he believes this change makes the language too broad.

County Attorney asked the Board if they need further study on the modular classrooms only, or the entire amendment. Chairman Leach said the further study applies to the entire amendment.

**Motion: Upon motion by Commissioner Tony Hunt and second by Commissioner Allen Thomas, Jr. the Board voted to table this matter until a future meeting to give the Board more time to research the matter.**

- c. Text amendment request TA-19-5 to consider changing Chapter 3 Supplemental Requirements, Section 3.2 Accessory Buildings, and Chapter 15 Definitions, Section 15.2 Definitions to amend regulations pertaining to accessory buildings. The Planning Board unanimously recommended approval.

Mr. Farrell explained that, although smaller lots are permitted, the regulations for accessory buildings haven't changed. The current 10' setback means that placement of an accessory building encumbers much of the rear yard. More urban development areas allow for a 3' setback. The change would also allow an accessory building in the front yard on parcels larger than 2 acres.

**Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Wright the Board voted unanimously to close the Public Hearing.**

**Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Thomas the Board voted unanimously to approve the amendment of regulations pertaining to accessory building setbacks.**

- d. Moorman, Kizer, and Reitzal, Inc. requests approval of the proposed 31 lot, 10.57-acre Phase 4 of the Highlands at Bedford. The Planning Board unanimously recommended approval.

Mr. Farrell advised the Board that Phase 4 is an extension of the Highlands section of the Bedford subdivision. Commissioner Hunt asked Developer Jimmy Kizer how many more phases of Bedford are yet to be built. Mr. Kizer replied that Phase 3-2 of the Midlands section

are forthcoming and that will complete the front of the development. In the back there are approximately 100-110 lots available for building.

**Motion: Upon motion by Commissioner Hunt and second by Commissioner Wright the Board voted unanimously to close the Public Hearing.**

**Motion: Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to approve Phase 4 of the Highlands at Bedford.**

- e. Moorman, Kizer, and Reitzal, Inc. requests approval of the proposed 16 lot Phase 3, Part 2 of the Midlands at Bedford. The Planning Board unanimously recommended approval.

Mr. Farrell explained to the Board that this smaller section will connect the Highlands section of Bedford to Union Drive.

**Motion: Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to close the Public Hearing.**

**Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to approve Phase 3, Part 2 of the Midlands at Bedford.**

- f. Floyd Properties & Development, Inc. requests approval of the proposed 36 lot Turnberry Subdivision Section 3.

Mr. Farrell reminded the Board that this property was recently rezoned to R-8. Mr. Kizer said that these tracts will complete Turnberry Subdivision. Wetlands on three sides restrict further growth.

**Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to close the Public Hearing.**

**Motion: Upon motion by Commissioner Hunt and second by Vice Chairman Southerland the Board voted unanimously to approve Turnberry Section 3 Major Subdivision.**

- g. Rheibeck Investments, LLC is requesting approval of a minor subdivision of five (5) lots on McGougan Road adjacent to a previously approved minor subdivision of four (4) lots they approved in August 2018. The Planning Board unanimously recommended approval.

No one was present representing the developers.

**Motion: Upon motion by Commissioner Hunt and second by Vice Chairman Southerland the Board voted unanimously to table this matter until the next meeting.**

- h. Bridgeport Development, LLC is requesting approval of a minor subdivision of two (2) lots, Birkland North Lots 4 & 5, adjacent to a previously approved minor subdivision of three (3) lots they developed in 2016. The Planning Board unanimously recommended approval. Tabled at the May 6, 2019 Board of Commissioners Meeting.

Mr. Farrell explained to the Board that that the developer wants to add 2 lots to the existing 3-lot minor subdivision.

Mr. Jackie Haire appeared representing the developer.

**Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to close the Public Hearing.**

**Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Wright the Board voted unanimously to approve Birkland North Lots 4 & 5.**

#### 4. Consent Agenda

- a. Minutes from the April 15, 2019 Board of Equalization & Review meeting
- b. Minutes from the May 6, 2019 Board of Equalization & Review meeting
- c. Minutes from the May 20, 2019 Board of Commissioners regular meeting
- d. NC Vehicle Tax System pending refunds totaling \$1,377.20
- e. Finance
  1. Budget Amendments
  2. Surplus Property
- f. World Elder Abuse Day Proclamation

**Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to approve Consent Agenda items a - f.**

#### 5. Resolution Accepting Offer of Bid for Surplus Property – Pate Road

Clerk Gwen McGougan advised the Board that the Board had received one offer for the real and personal property on Pate Road. Tyton Biofuels offered \$49,691. The 10-day upset period resulted in no additional offers.

**Motion: Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to accept Tyton Biofuels' offer of \$49,691 for the surplus property on Pate Road**

## 6. Hoke County Library Board of Trustees reappointments – Sheila Brown Evans

Library Director Sheila Brown Evans advised the Board that the following three people have agreed to being reappointed to the Friends of the Library Board.

- a. Terraine Francois
- b. Janice Kozur
- c. Barbara Randall

**Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to approve the reappointments of Terraine Francois, Janice Kozue and Barbara Randall to the Library Board of Trustees.**

## 7. Hoke County Emergency Communications – Jimmy Stewart

Communications Director Jimmy Stewart advised the Board that this contract will replace the current CAD system and Vision System software with Records Management System. This will be funded primarily by using funds previously allotted to the Field Based Reporting System.

**Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Wright the Board voted unanimously to approve the contract with Zuercher for the Communications Department's Records Management System.**

## 8. Hoke County Emergency Management – Bryan Marley

- a. Approval of contract with Emergency Reporting Software

Emergency Management Director Bryan Marley asked for authorization to cancel the current contract with ESO (Firehouse) and replace with Emergency Reporting Software.

**Motion: Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to approve the software contract with Emergency Reporting.**

- b. Acceptance of LEPC Tier II Grant Award

Emergency Management Coordinator Andrew Jacobs explained that the \$10,000 NC Tier II Grant award is to be used for handling hazardous materials.

**Motion: Upon motion by Commissioner Hunt and second by Commissioner Wright the Board voted unanimously to accept the \$10,000 for the NC Tier II Grant from the NC Department of Public Safety.**

- c. Presentation from Andrew Jacobs in reference to the Public Safety grant that the County received from Firehouse Subs.

Mr. Jacobs introduced Mr. Jeremy Brewington, owner of the Firehouse Subs restaurant in Hope Mills. At checkout, Firehouse Subs customers have the opportunity to donate to the Firehouse Subs Public Safety Foundation. Public Safety entities can apply for a grant from the Foundation. Mr. Jacobs applied for, and was awarded, funds to purchase 15 emergency defibrillators for emergency responders and installation in the County buildings.

#### **9. Consideration of amendment to Firearm Ordinance**

**Motion: Upon motion by Commissioner Hunt and second by Commissioner Thomas the Board voted unanimously to hold a Public Hearing to discuss the Firearm Safety Ordinance on July 1, 2019.**

**Item Report from Robert Farrell on Item 3a, J & K General Contractors request to rezone a 14.62 unaddressed parcel on Rockfish Road.**

Mr. Farrell advised the Board that the Public Notice correctly reflected the request to rezone the property to R-8 but the advertisement in the News-Journal incorrectly reflected Highway Commercial. County Attorney Grady Hunt said that the News-Journal advertisement needs to be corrected and ran again.

**Motion: Upon motion by Commissioner Hunt and second by Commissioner Wright the Board voted unanimously to table this matter until the June 17, 2019 Board of Commissioners meeting.**

#### **10. Manager's Report**

Update on USDA mitigation grant: Emergency Management Coordinator Andrew Jacobs told the Board that the County is receiving roughly \$300,000 in mitigation grant funds for areas of Goose Pond Road and Wilson Road. This cost share grant is funded 75% by USDA and 25% NC Soil and Water Conservation.

County Manager Letitia Edens advised the Board that the Manager's Recommended Budget has been distributed. The Board will meet with Department Heads the week of June 10, 2019. This balanced budget has no tax increase but will include a 2.5% COLA.

Bryan Marley and Andrew Jacobs presented the Board with certificates for completing their Disaster Training.

#### **11. Closed Session**

No Closed Session was held.

#### **12. Recess**



**Motion: Upon motion by Commissioner Thomas and second by Commissioner Hunt the Board voted unanimously to recess the meeting until Monday, June 10, 2019 at 9:00 am in the Commissioners Room.**

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The Hoke County Board of Commissioners reconvened a recessed meeting from Monday, June 3, 2019 until 9:00 am Monday, June 10, 2019 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:**

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

**ABSENT:**

None

Chairman Leach welcomed everyone and Commissioner Wright gave the Invocation.

## FY 2020 BUDGET WORKSHOPS

**Sandhills Community College**

Dr. John Dempsey, President of Sandhills Community College greeted the Board and introduced Twana McKnight, Dean of the Hoke Campus, and Douglas Smith, Facilities Director for Sandhills Community College.

Ms. McKnight thanked the Board for their continuing support of Sandhills Community College. Sandhills' budget request this year is \$505,007, a \$72,245 increase from last year. This is the first increase in operating funds in 8 years. The request is entirely operating expense with no request this year for Capital Outlay Funds.

Ms. McKnight said the increase this year is for additional financial resources in three areas: Salaries & Benefits, Plant Maintenance and a truck for Maintenance staff that travel to and from the Pinehurst campus.

The need for additional funds for salaries and benefits reflects the growth that the Hoke Campus has experienced. Increased enrollment and increased course offerings require increases in personnel, specifically safety and security personnel and housekeeping staff.

Aging infrastructure in the Hoke Center is resulting in higher maintenance costs. A chiller in the SandHoke Center will cost up to \$90,000 to replace.

Sandhills Hoke Campus has three vehicles for staff. Two of those were donated from the County and are at least 19 years old with roughly 200,000 miles on each. Repairs and maintenance for those vehicles is cost prohibitive. Funds for one vehicle are included in this year's request.

Commissioner Hunt asked Ms. McKnight how many freshmen are enrolled in SandHoke Early College. Ms. McKnight replied that the current enrollment is 100 freshmen per year, with an additional 25 under consideration.

Facilities Director Douglas Smith told the Board about the effects of the Performance Contracting project. This project focused on two energy conservation measures: interior and exterior lighting and HVAC controls integration front-end communication system.

Sandhills staff changed out approximately 450 light fixtures to LED and added sensors in restrooms. Total savings the first year for lighting was \$8,472 and \$1,200 for HVAC controls integration. This savings has resulted in reduced maintenance costs.

Dr. Dempsey returned to discuss the number of mobile units on campus. He and Hoke County Schools Superintendent Dr. Freddie Williamson have met to look for solutions to the need for more classroom space to give students the maximum opportunity to learn in a better environment.

Dr. Freddie Williamson greeted the Board and praised the partnership with Sandhills Community College to further learning opportunities in Hoke County. Dr. Williamson said that his Board is considering the purchase of two mini-buses to transport students between Hoke High School and the Sandhills campus.

Students enrolled in Hoke County schools total approximately 9,661 with another 261 pre-K students. These numbers determine the State and Federal allotment that is sent to Hoke County. Roughly 1,000 students are home-schooled or attend private schools or church schools. Those students can be added to Hoke County's total if the Hoke County system serves them at least one-half day. The enrollment numbers directly affect the amount of funds per student that the County receive.

NC Career & College Promise (CCP) is a dual enrollment program where eligible students can enroll in tuition-free college courses at universities and community colleges. The three previous years an average of 180 students participated in the program. With transportation and a facility, the program can be made available to private school, church school and home-schooled students. That could make way to double or triple the number of course offerings.

Vice Chairman Southerland asked Dr. Williamson if the goal is to replace the eight modular units with a building. Dr. Williamson replied yes, a new building could serve 20-30 classrooms and replace the modular units.

Commissioner Wright asked Dr. Williamson what the projected cost of an additional building on the Sandhills campus would cost. Dr. Williamson replied that the design and cost have not been discussed in depth.

Dr. Dempsey added that the Upchurch family has donated land where the building could be located. Sources of funding could include \$1,000,000 from the Golden Leaf Foundation and State or Local Bonds.

Vice Chairman Southerland stated that the Board needs a cost estimate of a building to take it under consideration.

#### Hoke County Public Schools

Dr. Williamson spoke about Hoke being a Tier 1 County. Tier 1 is the most distressed and Hoke County is ranked 38<sup>th</sup> most distressed county in the State.

Hoke County Schools has entered into a \$6,000,000 performance contract which is now in its third year. Payments are \$40,000 per month and they are starting to see a return on the investment. Changes to high-efficiency lighting, HVAC control and other areas have saved \$550,749 to date.

Sandy Gove Middle School is a net zero positive school meaning they produce more energy than they use. Recent years average 60% more production than use.

Dr. Williamson thanked the Board for the capital outlay funds in last year's budget. Projects completed include concession stands at Hoke County High School, hand rails at West Hoke Middle and East Hoke Middle, and roof repairs.

Next year Hoke County Schools will be 100% CEP, meaning that all schools will serve free breakfast and free lunch.

**Hoke County Schools Capital Requests for FY 2020:**

• Technology 1:1 Initiative	\$586,331
• East Hoke Middle School gym floor	86,000
• Hoke High School renovate restrooms and College & Career Center	90,000
• Hawkeye Elementary roof replacement	45,000
• Upchurch Elementary bar units and roof	145,000
• Turlington/Cooperative Extension roof repair	20,000
(moved to Building Maintenance budget)	-20,000
• System-wide furniture	200,000
• Sandy Grove Elementary water heater	5,200
• Backhoe	65,000
• 2 trucks	35,000
• Power washer	35,000

Vice Chairman Southerland added that the practice fields at Hoke High School need to be brought to standard.

Hoke County Schools Finance Officer Wanaa Chavis told the Board that this year's Current Expense request is \$6,175,000 based upon \$650 per student for 9,500 students. This number includes 450 charter school students.

**Health Department**

Health Director Helene Edwards asked the Board for reclassifications of two positions:

- Reclassify the Human Services Evaluator II to Quality Assurance Specialist II
- Promote a Processing Assistant III to a Processing Assistant IV

Projected Revenue for FY 2019-2020 includes:

• Maternal & Child Health Grant	\$29,053
• Opioid Grant	31,164
• CLAS (Cultural Linguistically Appropriate Services)	20,000
• Increase in WIC funds	22,374

- Safe Routes to Schools Grant 100,000

Projected Expenses for FY 2019-2020 include:

- Increase in Professional Services for Medical Director and PA
- Increase in Immunization-Private Vaccine Purchases
- Environmental Health Capital Outlay funds to replace one vehicle and paint and replace the carpet in the Environmental Health offices and reception area

For 2019-2020 the Health Department's budget is projected as:

- |                           |             |
|---------------------------|-------------|
| • Estimated Expenditures  | \$3,678,235 |
| • Projected Revenues      | -2,009,158  |
| • Request from the County | 1,669,077   |

The requested funds include contracts for providers, translators and cleaning services.

The Health Department continues to be proactive in the opioid crisis. Narcon is available and a needle-exchange program is in development.

### Board of Elections

Elections Director Tawanna Jackson thanked the Board for their support. She is pleased with the Manager's Recommended Budget and asking for no changes. Mrs. Jackson also reminded the Board that the FY 2020 primary will be in March, 2020.

### Senior Services

Senior Services Director Mary Hollingsworth said that her budget is substantially the same as last year's budget. She is asking for an increase of \$1,000 in fuel expense and \$21,000 to replace the floor in Senior Services.

Senior Services is replacing the chairs in the Senior Room.

There's no waiting list for congregate meals, home delivered-meals or the In-Home Aide program.

Mrs. Hollingsworth provided bid packets for the Board for Level II & Level III services. Mrs. Hollingsworth said that Interim Health Care provided the quote that most closely aligns with the County's needs.

**Motion: Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to approve the two-year contract with Interim Health Care for In-Home Aide Services.**

Vice Chairman Southerland asked Mrs. Hollingsworth about funds to assist seniors with housing repairs. Mrs. Hollingsworth replied that she developed a flyer with information listing resources:

- Weatherization program through Action Pathways in Fayetteville
- Single Family Rehab funds through Lumber River Council of Governments (LRCOG)
- US Department of Agriculture (USDA)

Mrs. Hollingsworth is also seeking Urgent Repair Grant funds from the NC Housing Finance Agency. She is also seeking information about the next round of Single Family Rehab grants. Chairman Leach directed the Clerk to contact the LRCOG to set up a time for them to come to the Board and update the Board about the status of Hoke County's SFR grant funds.

#### Inspections Department

Chief Inspector Andy Connor is asking for an increase in the Uniforms line item, an increase in Supplies & Materials for codebooks for iPads, fuel, non-capital equipment to replace 3 PCs, and an increase in Travel & Training.

Inspections is implementing software to take credit card payments. There is a \$1,000 annual fee for maintenance and support. A convenience fee or technology fee, a percentage of the transaction amount, will be added to each transaction to offset any cost to the County. Mr. Connor was directed to investigate the cost options and report to the County Manager.

Chairman Leach commented that he would like for the Manager and Finance Officer to bring together the departments that use credit cards and have a discussion as to what it would take to get all departments using the same credit card processor.

A discussion was held about operating the Inspections Department in a manner similar to the Enterprise Funds. County Manager Letitia Edens said that Inspections will be charged for Internal Services, including Human Resources, Payroll and Finance.

#### Planning & Zoning

County Planner Robert Farrell advised the Board that Planning & Zoning will participate along with Inspections and Environmental Health in the newly implemented credit card payment process.

The Board Member Expense line item needs to be increased due to the increased number of meetings the Planning Board is having. He also needs an increase in the Maintenance & Repair of Vehicles line item because the truck Planning uses is requiring more attention the older it gets.

A modest increase is expected in Zoning Permit revenue.

Commissioner Hunt asked Mr. Farrell about the text change to the Gaming ordinance. Mr. Farrell replied that the original issue was an undefined term (Congregate Care Facility). Minor adjustments have been made to the language and to the measurement distances. The changes are ready for Board review.

**Motion: Upon motion from Commissioner Hunt and second by Commissioner Wright the Board voted unanimously to add the text change to the Gaming ordinance to today's agenda.**

Mr. Farrell said that the current ordinance requires gaming operations to be at least 500' from schools, childcare facilities and houses of worship. The change to the ordinance would reduce the distance from 500' to 200'. The text change also addresses how the distances are measured, changing from property line to property line to building wall to building wall. The text change was presented to the Board at the April 1, 2019 meeting as follows:

- Reduce the spatial boundary requirement of a 500' minimum distance from schools, child care facilities and churches to 200'. This measurement is taken from outer building wall to outer building wall.
- Eliminates the requirement that the gaming machines be visible from the front exterior of the building.
- Revises the definition of Electronic Gaming Operations to align with the definition in the NC General Statutes.

Commissioner Thomas asked Mr. Farrell his opinion on what would happen if a gaming operation was located in an area and a church chose to locate within the 200' buffer. Mr. Farrell said that this would require input from the County Attorney.

**Motion: Upon motion by Commissioner Hunt and second by Commissioner Wright the Board voted unanimously to approve the changes listed above to the Electronic Gaming ordinance.**

#### Cooperative Extension

Hoke County Cooperative Extension Director Howard Wallace explained to the Board that NC State University had opted to change Extension Agents' salaries. This move required adjustments to the Extensions' budgets at the County level. Mr. Wallace has included those adjustments in his budget request.

Vice Chairman Southerland asked Mr. Wallace to investigate options for making the new Cooperative Extension functional as well as generate revenue for the County. Mrs. Edens suggested that Mr. Wallace contact neighboring counties and get their policies on building use and rental.

### Sheriff's Department

Sheriff Hubert Peterkin introduced his Budget Committee: David Newton, Regina Bass, Tonya Morrisey and Darnell Jacobs.

Jail staff retention has stabilized; previously the jail had 15+ vacant positions, now there's only 2-3 vacancies. Sheriff Peterkin would like to fully restore overtime pay for jailers.

The Sheriff requested 15 vehicles. The Manager's Recommended Budget proposes 10. Several of the department's vehicles have very high mileage.

The Sheriff would like to increase salaries for sworn deputies. The starting salary for a Hoke County deputy is approximately \$33,000. An increase that would bring starting salary up to \$36,435 would make Hoke County more competitive with surrounding areas. By the Sheriff's calculations, \$243,104 would be needed to increase starting salary and proportionally increase current deputy salary. Chairman Leach asked how many officers that amount covers. The Sheriff replied that it includes 71 officers. Commissioner Thomas asked if the regrade is for a person or a position. Sheriff Peterkin said that the \$243,104 would increase the starting salary and give current deputies an increase.

County Manager Letitia Edens said that it would be necessary for the Sheriff to regrade all the deputy positions to keep the salaries in line for all ranks in the department. She and the Finance Officer will calculate the effect of moving the grades up one level.

Commissioner Thomas asked if there had been a salary study comparing Hoke's salaries with surrounding counties. Sheriff Peterkin said he has that information. He can send that information to Commissioner Thomas.

Vice Chairman Southerland asked about School Resource Officers. Sheriff Peterkin said that there is a deputy in every school.

Chairman Leach asked the Sheriff to return on Thursday to discuss the regrades. The Sheriff said he will be at a conference but will send his Chief Deputy.



### Utilities

Utilities Director Hilton Villines told the Board that his billing staff is adding an online service. Visibility Amount to Pay will allow a customer that has been disconnected to pay their bill and reconnect fee online then alert the technician to reconnect their service.

Chairman Leach asked if there is a cost to the County. Mr. Villines said he doesn't have the service charge information yet. Chairman Leach directed Mr. Villines to be sure that all service fees are paid by the customer.

Mr. Villines continued by advising the Board that he included \$232,500 for tank maintenance. A State directive requiring the County to add 50 sampling stations to the system is the reason for a request to increase lab fees. Mr. Villines is requesting \$700,000 in his water purchase line item in anticipation of a bill from the Department of Public Safety for water purchased from McCain. \$28,000 is requested for a new truck in Distribution to replace an older truck with high mileage. Three spare pumps are needed for lift stations at a total cost of \$60,800. A vehicle is also needed in the Sewer department. A total of three trucks are needed. Two will replace high mileage vehicles and one will be added for an additional position. Funds are also included to address a confined-space issue.

Commissioner Hunt advised the Board that a resident of the Antioch area has complained about trees that the resident says belong to the County. Mr. Villines has sent his staff out there a couple of times to explain that the trees are not on the County's property, but the issue has not been resolved. Mr. Hunt would like to have the property surveyed and the corners staked to resolve the issue. County Manager Letitia Edens said that there is money in the Utilities Department's budget to pay for a survey.

### Literacy

Literacy Director Carole Taitt gave an update on the services provided by the Literacy Council to the citizens of Hoke County. Ms. Taitt's budget request is for funding of the salaries of her staff and a small amount has been added in Professional Services in case any air or mold tests need to be conducted during the fiscal year.

### Community Forest

Mr. Jesse Wimberly from the Sandhills Area Land Trust spoke briefly to the Board about the benefits of a Prescribed Burn in restore the longleaf pine ecosystem. The Community Forest is underperforming. Among the goals for the land is to develop an outdoor classroom. A new company, Enviva, is expected to locate in Hamlet, NC. Enviva produces wood pellets that can provide an alternative to fossil fuels.

**Item 3. Appointment of Mr. Will Wright to Lumber River Workforce Development Board**

Upon motion by Commissioner Hunt and second by Vice Chairman Southerland the Board voted unanimously to appoint Economic Developer Will Wright to the Lumber River Workforce Development Board.

**Item 4. Hoke County Sewer Infrastructure Parks & Recreation Facility: Recommendation for Engineering Services**

Upon motion by Vice Chairman Southerland and second by Commissioner Wright the Board voted unanimously to enter into a contract with LKC Engineering to design and oversee the extension of infrastructure to the site of the proposed Parks & Recreation Facility.

Commissioner Hunt raised the issue of dilapidated buildings and the powers that the NC General Statutes give the County to address these buildings. Chairman Leach asked Mrs. Edens to have Planner Robert Farrell attend the next day's meeting to discuss the need for an ordinance addressing old and dilapidated buildings.

Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to recess the meeting until Tuesday, June 11, 2019 at 1:00 pm.

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The Hoke County Board of Commissioners reconvened a recessed meeting from Monday, June 10, 2019 until 1:00 pm Tuesday, June 11, 2019 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:

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

ABSENT:

None

## FY 2020 BUDGET WORKSHOPS

### Solid Waste

Solid Waste Operations Supervisor Dan Koliba greeted the Board. Solid Waste is requesting funds for a new backhoe to replace a 2008 John Deere backhoe. Funds are also being requested for a compactor at the Scurlock convenience site.

### Economic Development

Economic Developer Will Wright told the Board that he increased his Professional Services request this year. The County needs a \$20,000 feasibility study done to assist Mr. Wright's efforts to recruit businesses, particularly retail. Mr. Wright added that he would like to see another Industrial Site in the western part of the County. This site could be geared toward businesses with military contracts. Also increased is the Travel & Training line item.

### DMV

DMV Supervisor Sabrina Gessler is requesting a Part-Time position. This employee would work on busy days (Monday, Friday).

Animal Control

Animal Control Director Scottie Luckie told the Board he would like to add a Full-Time position. This would require an increase in the Salaries/Wages, Benefits and Uniforms line items and an additional truck would be needed.

The Shelter is fully staffed and operating well. Mr. Luckie would like to make Fatigue and Compassion training available to the staff. The Shelter staff has a network of foster caregivers that take the animals until they can be adopted. In addition, several rescue organizations work with Shelter staff.

**Upon motion by Commissioner Thomas and second by Vice Chairman Southerland the Board voted unanimously to recess the meeting until Wednesday, June 12, 2019 at 1:00 pm.**

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The Hoke County Board of Commissioners reconvened a recessed meeting from Tuesday, June 11, 2019 until 1:00 pm Wednesday, June 12, 2019 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.  
(via conference call)

ALSO PRESENT:

County Manager Letitia Edens  
Clerk to the Board Gwen McGougan

Adoption of Agenda

Commissioner Hunt asked to add a letter of recommendation for Ms. Brenda Jacobs. Ms. Jacobs is being nominated for the Order of the Longleaf Pine.

Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to add the letter of recommendation for Ms. Brenda Jacobs to the agenda.

County Manager Letitia Edens asked to place County Planner Robert Farrell on the agenda to talk about dilapidated buildings.

Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to add Robert Farrell to the agenda to discuss dilapidated buildings.

Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to adopt the agenda as amended.

#### Veteran's Services

Veteran's Services Director Jackie Halliburton told the Board that his department has seen a significant increase in clients in the past two years. He would like to implement a file management system. He will probably need more file cabinets. County Manager Letitia Edens said that money was budgeted to change the part-time employee to a full-time employee.

#### Soil & Water Conservation

Director James Warner updated the Board on activities within his department. He also thanked the Board for including him in the new Agriculture building.

#### Discussion of Dilapidated Building Policy

Planner Robert Farrell advised the Board that the draft policy would apply only to commercial structures. The following procedure is outlined in the General Statutes:

Upon receipt of a complaint, the Fire Marshal or Building Inspector visits the building to assess the issues. If there is an identifiable issue, a notice would be posted on the building that the building has been determined to be unsafe and notify the property owner, who would meet with staff to discuss the issue. The property owner would be given an opportunity to make the necessary repairs to make the building safe. If the property owner disputes the issue, he would be given an opportunity to appeal to the Board of Commissioners. If the Board upholds the staff's decision, and the property owner refuses to comply, a process, possibly condemnation would begin. The County Attorney would be critical to guiding the staff through this process. Options would include the County making the repairs at the County's cost or removal of the building. Funds must be budgeted for these expenses and the process would be subject to the

State's bid regulations. The County may place a lien on the property to recover the cost of repair or demolition.

Commissioner Hunt added that the General Statutes give the Counties authority to determine their policy, but the policy must be enacted in the County's ordinance. Commissioner Hunt recommended that Mr. Farrell meet with the County Attorney to finesse the language and make sure all points of the policy are clear, submit to the Planning Board for their review at their July meeting, then submit to the Board of Commissioners for final review at the August 5, 2019 meeting. Changing the text of the ordinance will require a Public Hearing.

### Consideration of Project Ordinance

Assistant Finance Officer Garvin Ferguson presented a Capital Project Ordinance to set aside funds for the new Parks & Recreation Facility.

**Upon motion by Commissioner Hunt and second by Commissioner Wright the Board voted unanimously to approve the Capital Project Ordinance for the Parks & Recreation Facility in the total amount of \$14,000,000.**

Mr. Ferguson added that, although the initial breakdown of funding source is \$12,000,000 in loan funds and \$2,000,000 in County funds, that can be adjusted as needed to reduce the loan amount and increase the County's funds.

**CAPITAL PROJECT ORDINANCE  
Parks & Recreation Facility  
Hoke County, North Carolina**

BE IT ORDAINED by the Governing Board of Hoke County, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Improvement Project Ordinance is hereby adopted:

Section 1. The project authorized is the construction of a Parks & Recreation facility

Section 2. The officers of this unit are hereby directed to proceed with the Capital Improvement Project within the terms as approved by the Governing Board of Hoke County, North Carolina.

Section 3. The following amounts are appropriated for the project:

Construction	\$	12,000,000
land purchase	\$	1,000,000
Professional services	\$	100,000
Total	\$	<u>14,000,000</u>

Section 4. The following revenues are anticipated to be available to complete the project:

Loan funds	\$	12,000,000
Transfer Funds	\$	2,000,000
Total	\$	<u>14,000,000</u>

Section 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of Federal and State regulations.

Section 6. Copies of this Capital Project Ordinance shall be furnished to the Clerk, to the Governing Board, and held in the Finance Department for direction in carrying out this project.

Adopted this \_\_\_\_ day of \_\_\_\_\_

### Forestry Service

Mr. Jonathan McCall, the new County Ranger for Hoke County, said that the Forestry Service is asking the County for \$115,315 toward a new engine. Mrs. Edens said that this amount was included in the Manager's Recommended Budget.

Chairman Leach asked Mrs. Edens about some differences between last year's budget and this year's budget. Mrs. Edens listed the following differences:

- \$2,000,000 to pay down debt to absolve the County of some high interest debt which will save the County roughly \$500,000 in interest over the next 3 years,
- \$500,000 transfer to Capital Projects,
- \$500,000 as contingency for storm expenditures, which, if unused, will roll into fund balance,

Mr. Ferguson added that proposed COLAs are budgeted in Non-Departmental. Mrs. Edens said that the Board does very well to keep paying 100% of employee medical insurance.

A Christmas Bonus of \$500 (FT), \$300 (PT) and \$100 (new hires) is included in the budget.

**Upon motion by Commissioner Wright and second by Chairman Leach the Board voted unanimously to provide a letter of recommendation for Ms. Brenda Jacobs, who has been nominated for the Order of the Longleaf Pine.**

**Upon motion by Commissioner Wright and second by Chairman Leach the Board voted unanimously to add discussion of additional court space and demolition of the old McLaughlin Hardware Building to the agenda.**

Commissioner Wright suggested that the County take a proactive stance on consideration of additional court space. A first step would be forming a committee to make recommendations on location, size and functionality.

The Board discussed potential members of the committee and it was decided that each Commissioner would submit recommendations. Commissioner Hunt added that a Commissioner be included on the committee and chair the committee. Other suggestions included the Clerk of Court, a representative from City Council, a representative from law enforcement and a representative from the District Attorney's office.

**Upon motion by Commissioner Wright and second by Chairman Leach the Board voted unanimously to nominate Vice Chairman Southerland to Chair the Court Annex Advisory Committee.**

The Board directed the Clerk to send letters to the potential nominees to see if they would be willing to serve. Commissioner Hunt said the Board is seeking recommendations on the location of a Court Annex, size of the building and parking solutions.

Commissioner Thomas suggested including a courtroom for DSS court cases. This would potentially bring money from the State.

Vice Chairman Southerland suggested seeking bids for the demolition of the old McLaughlin Hardware Building.

**Upon motion by Commissioner Wright and second by Chairman Leach the Board voted unanimously to seek bids for the demolition of the McLaughlin Hardware building.**

**Upon motion by Chairman Leach and second by Commissioner Wright the Board voted to recess the meeting until Thursday, June 13, 2019 at 9:00 am.**



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The Hoke County Board of Commissioners reconvened a recessed meeting from Wednesday, June 12, 2019 until 9:00 am Thursday, June 13, 2019 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.  
(via conference call)

ALSO PRESENT:

County Manager Letitia Edens  
Clerk to the Board Gwen McGougan

Chairman James Leach gave the invocation.

Human Resources

Human Resources Director Trina Whitfield greeted the Board and said that the Manager's Recommended Budget for her department was fine. She plans to send all HR employees to training this year. Applications have closed for the vacant Personnel Tech position, but the applicants so far do not meet the minimum qualifications, therefore it may have to be readvertised.

Commissioner Hunt asked Ms. Whitfield if the starting salary is in line with the minimum qualifications. Ms. Whitfield said that, although the starting salary, roughly \$29,000, is included in the job advertisement, there is a bit of flexibility with quality points based upon an applicant's experience. Applicants are asked to have experience working in HR, working with Munis and possess a 4-year degree.

Commissioner Wright asked County Manager Letitia Edens if the position could be regraded. Mrs. Edens said that it could be. Commissioner Wright suggested increasing the starting salary by 5% in addition to the 2-1/2% COLA.

**Upon motion by Commissioner Wright and second by Commissioner Hunt, the Board voted unanimously to increase the starting salary for the vacant Personnel Tech position and increase the amount budgeted for the position for FY 2020.**

Tax Assessor

Tax Assessor Jennie Gibson said that she wasn't requesting any significant increases in the budget, but she is asking for a Tax Assistant position. This position has been vacant for the past six years.

Mrs. Gibson reminded the Board about the upcoming Revaluation. Appraiser Larry Holt, who did the past five Revaluations, has retired. She plans to contract the next Revaluation with fieldwork being done in house.

Mrs. Gibson plans to promote Mr. Gary Culp to the Lead Appraiser position and hire an entry-level appraiser.

Mrs. Gibson is cross-training her staff, particularly to have a backup mapper.

### Tax Collections

Tax Collector Daphne Dudley told the Board that her department is collecting at a rate of 96.25%. Other counties in the State collect at a rate of approximately 97%, due in large part to those counties being more aggressive in their collection processes.

Mrs. Dudley would like to continue doing In-Rem foreclosures. Several counties in the State use this process successfully. The In-Rem process is often less costly than a traditional foreclosure using an attorney. Vice Chairman Southerland pointed out that attorneys are presently being used in the In Rem process. Mrs. Dudley said that this is because the County does not have a paralegal to do the title search. The attorney does the title search and prepares the In-Rem packet and the remainder of the process is done by staff.

Mrs. Dudley is requesting an additional position in her budget. This person would work the front counter, freeing Hannah or Bonnie to assist Susan with foreclosures.

Vice Chairman Southerland asked Mrs. Dudley about the policy on foreclosures. Mrs. Dudley said that for regular foreclosures they look at properties that are three years past due or owe \$3,000 or more in delinquent taxes. For In-Rems they look at properties that are ten years past due. Vice Chairman Southerland asked Mrs. Dudley, with the number of properties that are three years past due or owe at least \$3,000, what is the process to select which ones are foreclosed upon. Mrs. Dudley said that often a neighbor will inquire about an adjoining property. Consideration is also given if the property has a dilapidated building or other structure that could create liability for the County.

A property owner with delinquent taxes can enter into a payment agreement with Collections. If they adhere to the payment terms, the property is not considered for foreclosure.

Vice Chairman suggested that a policy be implemented to keep the process fair for all taxpayers. Commissioner Wright said he believes the County should be consistent in the process, even if there is a potential liability. Chairman Leach suggested checking with neighboring counties to see their policy.

**Upon motion by Commissioner Wright and second by Vice Chairman Southerland, the Board voted unanimously to direct the County Manager and County Attorney to draft a Foreclosure policy and bring to the Board for review.**

## Building Maintenance

Director James Tedder presented the following list of budget changes and capital outlay requests for Public Buildings, Groundskeeping and Court Facilities:



COUNTY OF HOKE  
Public Buildings Maintenance

James Tedder, DIRECTOR  
Public Buildings Director  
600 East Hoke Street  
Hoke, NC 28520  
(919) 774-1177

TO: Hoke County Board of Commissioners  
FROM: James Tedder, Public Buildings Director  
DATE: June 13, 2019  
SUBJECT: 2019-2020 Budget

Our budget projections for fiscal year 2019-2020 are attached. The following are justifications for significant line item increases and capital outlay items.

### PUBLIC BUILDINGS MAINTENANCE - 114280

Line Item	Amount	Description
114280-425800	\$3,000	Non-Capital Equipment - Sewer drain cleaner for blockages
114280-433100	\$3,000	Electricity - Sheriff Bldg - Increase in usage
114280-433111	\$3,000	Electricity - Community Bldgs - Adding 2 community buildings
114280-433410	\$400	Water - Coop Exp - New Building
114280-433411	\$200	Water - Community Bldgs - Adding 2 community buildings
114280-433417	\$600	Water - Animal Shelter - Increased usage/emergency management connected
114280-433418	\$100	Water - Public Works - Increased usage
114280-435000	\$7,000	Repairs and Maintenance - Adding 2 community buildings
114280-433110	\$25,000	Electricity Cooperative - New building

- \*Capital Outlay will be used for:
- Sheriff Department - AC Replacement \$28,500
  - James Abbot Hunt Building - Flooring/Improvements \$17,000
  - Emergency Management - AC Unit \$12,500
  - Driver's License Office - AC Unit \$10,700
  - Solid Waste/Landfill - AC Unit \$ 3,126
  - Solid Waste/Landfill - PTAC Replacement \$ 2,176
  - Re-strip parking lots \$10,575
  - Armory - Replace/Repair higher roofs \$29,000
  - Health Dept - Ductless AC Server room \$ 7,976
  - Health Dept - Upgrade software for AC system \$ 7,200
  - Probation/Parole - 2-ton AC replacement \$ 4,850
  - Probation/Parole - 6-ton AC replacement \$ 9,700

- Rockfish Comm Bldg - Improvements \$ 5,000
- Jail - Generators \$223,000
- Community Bldg - 401 \$187,000
- Replace 2006 Ford F-150 \$32,000
- TOTAL \$692,300

### GROUNDSKEEPING MAINTENANCE - 114261

Line Item	Amount	Description
114261-521200	\$30,000	Uniforms - Rate Increase

- \*Capital Outlay will be used for:
- 211 Sports Park - Enclose Shelter \$ 5,000
  - 211 & Rockfish Pkds - Wheelchair swings \$ 3,000
  - 211 Sports Park - Pave for additional parking \$ 200,000
  - 211 Sports Park, Splash Pad - concession \$ 76,000
  - TOTAL \$284,000

### COURT FACILITIES - 114160

Line Item	Amount	Description
114160-520000	\$1,000	Supplies and Materials - Increased need
114160-535000	\$5,000	Repairs and Maintenance - Cost of repairs increased
114160-549100	\$2,000	Dues and Subscriptions - Jury software cost increases

- \*Capital Outlay will be used for:
- Superior Courthouse - paint 1st floor \$10,000
  - District Court - A/C Unit \$28,000
  - Public Defender - Ductless split A/C Unit \$ 5,000
  - TOTAL \$43,000

Chairman Leach asked that the Solid Waste projects be moved to the Solid Waste budget.

Commissioner Hunt asked the location of the Community Building on 401. Mrs. Edens replied that is the Blue Springs Community Building. Commissioner Wright asked if the property had been secured for the building. Mrs. Edens said the land is being donated and needs to be surveyed. The owners are offering 3 acres, but the County only wants to accept one acre. The other half has wetlands and a structure on it. Commissioner Wright suggested accepting the entire parcel.

Vice Chairman Southerland asked Mr. Tedder to do more supervision and be less hands-on. He will need to be able to focus on the upcoming building projects.

## DSS

Director Terry Stanton told the Board that he has a temporary Income Maintenance position that expires in March, 2020. He would like to make that position permanent.

There is an increase in Family Reunification. This is due to a change in policy that says parents are no longer able to access Medicaid to be reunited with their children that have been placed outside the family. There is also an increase in State 4E Foster Care funding and increase in Guardianship payments.

Commissioner Thomas said that the proposed Court Annex may include space for a DSS courtroom. Vice Chairman Southerland expanded on this topic. NC State Senator Ben Clark has said that he will ask for money in the State budget to assist Hoke County with the construction of the building. Including DSS in the project may bring more funding from the State.

Commissioner Wright asked Mr. Stanton to consider what DSS would need and advise the Board.

Consultant Becky Morrow added that court space was include when Robeson County built their new DSS building. Space was included for offices for the Judge, a conference room and a holding cell.

Vice Chairman Southerland suggested training for the Board of Commissioners on the proposed Medicaid Transformation.

Chairman Leach asked Mr. Stanton if Hoke County's DSS is making progress toward being in compliance with State rules and audit requirements. Are employees on board with the efforts of the County to have better results at DSS? Mr. Stanton replied that, although the department has some distance to go, everyone is headed in the right direction. Ms. Morrow added that staff is learning that everyone will be held accountable. Commissioner Thomas said that there is data that shows that progress has been made at DSS. He added that the Board of Commissioners needs to be updated on the department's progress at least quarterly. Ms. Morrow said that efforts are being made toward improvements in this year's audit. Commissioner Wright asked Ms. Morrow if Hoke County's DSS will be where they should be within a year. Ms. Morrow replied that she thinks DSS will be in compliance in the year 2020.

**Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to enter into Closed Session for the purpose of discussing personnel pursuant to NC General Statute §143-318.11(a)(3)**

**Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to return to Open Session.**

#### Register of Deeds

Register of Deeds Camille Hurst told the Board that she would like to give one of her employees a raise.

Mrs. Hurst said that the Register of Deeds office is working on "going electronic" and indexing vitals. Vice Chairman Southerland asked about the implementation of e-recording. Mrs. Hurst said they are doing e-recording. When asked if they are doing the full gamut of e-recording, Mrs. Hurst said yes. She continued by saying that e-recording has been "up and running".

Chairman Leach asked Mrs. Hurst to tell him about e-recording. Mrs. Hurst said that e-recording means you don't have to come in the office to record a document. Vice Chairman Southerland said that a group of Fayetteville attorneys and realtors have offered two computers and assistance to help Hoke County implement e-recording. Mrs. Hurst replied that her office is doing e-recording, with most recordings being cancellations. She will return to her office and check to make sure all aspects are live. Most title searches are done online.

## HATS

HATS Director Nancy Thornton thanked County Manager Letitia Edens and Assistant Finance Officer Garvin Ferguson for doing her budget while she was out on medical leave.

Chairman Leach asked Ms. Thornton if she has a full staff. Ms. Thornton replied that she currently has two part-time positions open.

ROAP funds will no longer be sent quarterly. Funds will be sent in one lump sum annually.

## JCPC

Hoke County JCPC Chairman Ron Flippin began by advising the Board that the "Raise the Age" initiative will probably require additional funding. Hoke County's distribution has not changed in several years, despite the fact that Hoke County is growing and demand for JCPC services is growing as well. Chairman Leach agreed, adding that Scotland County's distribution is larger than Hoke's and they have decreased in population. Vice Chairman Southerland directed Mr. Flippin to work with the Clerk to draft a letter to Representative Pierce, leader of the State House of Representatives and the Governor.

Vice Chairman Southerland voiced his support for the Teen Court program. Mr. Flippin replied that he had mentioned to the Teen Court sponsors that they should meet with representatives of the Board of Commissioners to discuss the goals and the logistics of the Teen Court program. Commissioner Hunt suggested that they request to be on the Agenda so they can give their report to the entire Board.

## Information Technology

IT Director Candace Pierce gave a presentation on Cybersecurity. As more data is transmitted over the Internet, hackers have developed more sophisticated methods of illegally acquiring data. Traditional methods to combat hackers are no longer reliable. Humans within the organization are the weakest link and have become the target of hackers. Most attacks involve malware, ransomware or phishing.

Ransomware is a computer virus that criminals use to lock the user out of his computer, take files and encrypt them. They then demand money, claiming that they will return the files once the ransom is paid. Several NC counties and municipalities have already been victims of a ransomware attack. Training the employees is the best defense for the County.

Mrs. Pierce continued by advising the Board that her budget request for includes increased funding for travel, training, and annual computer replacements. A new position, Cybersecurity Administrator, is requested as well. Chairman Leach asked if anyone currently on staff in IT could move into the position. Mrs. Pierce replied that she presently is responsible for Cybersecurity. Chairman Leach asked if anyone on staff could be trained. Mrs. Pierce replied that is possible, and she is asking for more funds for training. Chairman Leach asked if this would be a promotion for someone currently on staff and Mrs. Pierce said yes.

County Manager Letitia Edens added that she asked Mrs. Pierce to add ten laptops to her budget request. During the hurricanes, when the EOC was operating, it was a struggle to find enough laptops to operate the EOC.

### Parks & Recreation

Ms. Pat Graham and Mr. Mitchell Bratcher presented the 2020 budget request for the Parks & Recreation department. In the absence of a Department Head, the budget request was prepared by Letitia Edens and Garvin Ferguson.

Ms. Graham advised the Board that there has been a decrease in participation for the Spring sports, particularly softball, which has been declining for a couple of years. This decline is due, in part, to the increased popularity of "travel teams".

Ms. Graham presented a report of items purchased for concessions and concession sales at the baseball fields. This report covered the baseball season only, April 15 – June 3, 2019. Vice Chairman Southerland said that he needs this data for the entire year. Ms. Graham said that she would provide this information later in the day.

The Vice Chairman asked how the department keeps up with concessions. Because of a lack of tape (paper) for the cash register, it is only used as a cash drawer. Concession sales are tracked on a tally sheet. Vice Chairman Southerland that this method is not efficient. When requested by Chairman Leach, Ms. Graham could not provide a breakdown of the net revenue for concession sales.

### Library

Ms. Sheila Brown Evans presented the Hoke County Public Library's 2020 Budget Request. She is asking for an increase in funds, which would allow the library to increase its per capita funding by .43 to bring it closer to the State's regional average of \$12.83 per capita.

Vice Chairman Southerland asked for an update on the mobile unit. An inverter is needed to power the back of the bus. A gate was also installed to prohibit access from the back of the bus to the driver's seat and controls. A \$10,000 grant from Unilever paid for the gate and 3 internet backpacks. Any funds remaining will be used to purchase books. The bus has been to several events, including Child Safety Fairs and Field Days.

There are fewer visitors using the library's computers, but there has been an increase in the number of users of the library's W-iFi with their own devices.

The Hoke County Public Library receives funds from the Sandhills Regional Library System each year. These funds provide the library's book budget, pay the Director and facilitate the library's internet connectivity.

### Vehicle Maintenance

Director Charles Willis said his budget included a reduction in Supplies & Materials funding and the Service & Maintenance Contract for the Inspections equipment, which is now done online.

Capital Outlay funds are requested to replace a Tire Changer and a Tire Balancer.

There are five surplus vehicles located at Vehicle Maintenance. None of these vehicles have titles. Three of them need to be salvaged.

### Emergency Management

Director Bryan Marley told the Board that Emergency Management needs to replace windows in their office. The shelter needs siding to block the sun. The County Manager has tasked the department to purchase first aid cabinets and basic first aid supplies for all County buildings. Mrs. Edens added that she has assigned safety to the Emergency Management department.

In preparation for future storms, the department has an inventory of over 900 cots. They have three trailers, the CAMA trailer, the shelter trailer and the special needs trailer, ready to go to the first shelter when needed. A second trailer is loaded with cots and blankets for a second shelter, and supplies are on hand and stored in the boxes behind the EM office for a third shelter if needed.

The County Manager added that the County needs an open purchase order or a contract with Walmart to supply water in an emergency situation. Mr. Marley said he would contact the management at Walmart to enter into an agreement.

### Communications

Director Jimmy Stewart told the Board that funds are included in his budget to replace the Sheriff's CAD system and begin replacing the base stations. It appears that next year (FY 2021) will simply require maintenance of the Communications system.

Chairman Leach asked Mr. Stewart if most of his funding comes from 911. Mr. Stewart confirmed that the Communications department receives a significant amount of funds from 911.

The Board asked Mr. Ferguson to price new chairs for the dais.

Mrs. Edens advised the Board that she is asking to regrade the Fire Inspector to a Fire Inspector II and added Safety to his responsibilities. In addition, she is asking to regrade the Emergency Management Coordinator to a Safety Coordinator. This will allow the County to apply for grants that haven't been available because the County did not have a Safety Coordinator.

A discussion was held between the Board and the County Manager reviewing the budget with the changes made to date. The School System's capital funding request of \$50,000 for furniture (desks) remains in the budget as well as \$75,000 for a backhoe or pickup trucks and \$10,000 for a power washer. The request for \$20,000 for Turlington building repairs remains in the budget but was moved to the Building Management department. Current Expense was calculated at \$600 per student for 9,500 students. This will be the fourth year of the 1:1 Initiative project.

The HR Personnel Tech II position will be regraded.

The Sheriff's Department budget had to have \$132,000 added to cover the payments on the Viper radio system. This contract has two more years remaining. Funds are included in the Sheriff's budget for 10 vehicles.

A policy will be implemented with regard to tax foreclosures.

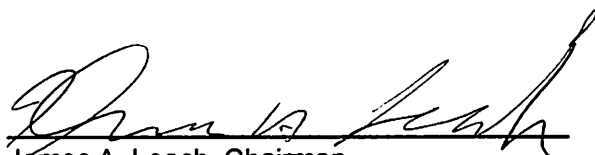
Commissioner Hunt suggested regrades for E.J. Prevatte and Garvin Ferguson for the excellent job they did making sure that the County remained in compliance with the audit requirements. The entire Board echoed the suggestion and the County Manager agreed to change the budget accordingly. Mrs. Edens added that the Finance Officer and Assistant Finance Officer have done an outstanding job and the regrades are well deserved.

**Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to increase Mr. Prevatte's and Mr. Ferguson's salary by two steps.**

Mrs. Edens advised the Board that the surplus parcel located at the Industrial Park and the equipment on the parcel were sold to Tyton Biofuels for \$47,000.


The Public Hearing for the 2020 Budget will be held at June 17, 2019 Board of Commissioners meeting.

**With no further business to come before the Hoke County Board of Commissioners, and upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to adjourn the meeting. The meeting adjourned at 1:55 pm.**



James A. Leach, Chairman

Attest



Gwen McGougan, Clerk to the Board