

SEPTEMBER 18, 1989

The Board of County Commissioners of Franklin County North Carolina met in regular session at 7:30 P. M. in the Superior Courtroom of the Franklin County Office Center with the following Commissioners present: Chairman James B. Alford, Vice Chairman Tommy Wynne, Commissioner Ronald W. Goswick, Commissioner John O. Sledge, III and Commissioner Robert L. Swanson.

Proper notice having been given this is the time and place set for a public hearing to receive public comments concerning the Redevelopment Plan for the Horseshoe Community Improvement Project.

Chairman Alford declared public hearing open at 7:35 P. M. and recognized David Holmes who made comments.

Chairman Alford called for public comments and no one spoke.

Upon motion by Commissioner Sledge, seconded by Commissioner Swanson with all present voting "AYE" duly carried the following resolution approving the Redevelopment Plan for the Horseshoe Community Improvement Area adopted:

**RESOLUTION OF THE COUNTY OF FRANKLIN BOARD OF COMMISSIONERS
FRANKLIN COUNTY, NORTH CAROLINA
APPROVING THE REDEVELOPMENT PLAN FOR THE HORSESHOE COMMUNITY IMPROVEMENT
AREA**

WHEREAS, the County of Franklin is receiving 1988 Small Cities Program Community Development Block Grant Funds for the revitalization of the Horseshoe Community Improvement Area; and,

WHEREAS, the County of Franklin has prepared a Redevelopment Plan for the Horseshoe Community Improvement Area, consisting of ten pages, two maps and two exhibits, dated August 1, 1989; and,

WHEREAS, said Plan, which has been recommended for approval by the Franklin County Planning Board, has been presented to the Franklin County Board of Commissioners at a public hearing. NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COMMISSIONERS: 1. That the Redevelopment Plan for the Horseshoe Community Improvement Area having been duly reviewed and considered, is hereby approved and the county clerk is hereby directed to file a copy of said Redevelopment Plan in the Office of the Clerk to the Board of Commissioners.

Mr. Bob Pearson, Pearson's Appraisal Service, appeared before the Board to discuss proposed schedules, standards and rules to be used in the appraisal of real property for 1990.

Upon motion by Commissioner Sledge, seconded by Commissioner Goswick with all present voting "AYE" duly carried that a public hearing be held during the Board of Commissioners' meeting, which begins at 7:30 P. M. on Monday, October 2, 1989 to receive public comments concerning the proposed schedules, standards and rules to be used in the appraisal of real property for 1990.

Upon motion by Commissioner Wynne, seconded by Commissioner Goswick with all present voting "AYE" duly carried that the Board of Commissioners conduct a work session on Monday, September 25, 1989, at 7:00 P. M. in order to become familiar with the proposed schedules, standards and rules to be used in the appraisal of real property for 1990.

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Minutes of the meeting held September 18, 1989 --- Continued

Upon motion by Commissioner Swanson, seconded by Commissioner Sledge with all present voting "AYE" duly carried the following Tuition Reimbursement Policy adopted with the effective date to be September 1, 1989:

FRANKLIN COUNTY

TUITION REIMBURSEMENT POLICY

PURPOSE

The purpose of this policy is to provide management with a means to support employees engaged in voluntary educational activities deemed beneficial to both the employee and the county. The program establishes a procedure for approving financial assistance in the form of reimbursement of tuition costs if funds are available. The assistance is provided to assist employees in developing or improving skills or qualifications **directly related** to their present job or field of work in county government.

ELIGIBILITY

1. Any full-time permanent employee in any county department shall be eligible to apply for the benefits of tuition reimbursement under this policy.
2. Part-time, temporary, or employees in probationary status are not eligible for tuition reimbursement.
3. An employee who is enrolled in approved courses under the guidelines of this policy must be actively employed by the County of Franklin at the time of enrollment and at the time of the reimbursement request. Should an employee leave the county within two years after receiving the reimbursement for tuition expenses, he/she must repay the county for the full amount of the reimbursement.

APPROVED INSTITUTIONS

Any accredited college, university, technical institute, community college or trade school shall be considered an approved institution.

APPROVED COURSES

The determination, by management, whether to provide assistance to take a specific course is based on the principle "deemed beneficial to both the employee and the county". An approved course is a course for academic credit which will either improve the employee's ability to perform his/her present job, or can reasonably be expected to prepare that individual for promotion to a county position requiring a higher level of knowledge, responsibility, or skill.

APPROVED SCHEDULE

An approved course should be taken on the employee's own time and not during regular work hours. Any request to take a course during the workday must be authorized by the county manager. Consideration will be given to the workload and staffing requirements of the department to which the employee is assigned in determining whether time off can be granted to take the course. If time off is authorized, an arrangement must be made between the employee and supervisor for making up an equal amount of work time during that work period.

TUITION ASSISTANCE

Tuition and required books shall be the only items eligible for reimbursement. No reimbursement shall be made for registration fees, late fees, laboratory fees, activity and/or health fees, parking fees, special equipment, tools, meals, travel, or miscellaneous supplies.

REIMBURSEMENT LIMIT

An employee may be reimbursed the full amount of eligible expenses up to a total of \$200.00 in any fiscal year (July 1 - June 30).

SUCCESSFUL COURSE COMPLETION

To be eligible for reimbursement, the employee must successfully complete the course. This means that the employee shall attain a grade of "C" or better in each course taken. For a course in which a grade of "Pass/Fail" or Satisfactory/Unsatisfactory" is given, a grade of "Pass" or "Satisfactory" must be attained. Reimbursement will not be approved for auditing a course

APPLICATION PROCEDURE

1. The employee shall obtain and complete, in triplicate, a Tuition Reimbursement Program Application before registering for or enrolling in a course.
2. All three copies of the completed application shall be submitted to the employee's department head for approval. If the department head does not approve the application, he/she shall discuss with the employee the reasons for the rejection.
3. Upon the Department Head's initial approval of the course and institution, all three copies of the application shall be forwarded to the county manager for approval. For each request, consideration will be given to the job relatedness of course content and its potential for the career development of that particular employee; the employee's current position, performance record, education and experience relative to the county's needs; and the availability of funds for tuition reimbursement.
4. Upon the county manager's approval of the application, one copy shall be placed in the employee's personnel file; one copy shall be returned to the department head; and one copy shall be returned to the employee, along with a Refund Certificate. The employee shall keep a record of all eligible expenses on the Refund Certificate.

REFUND PROCEDURE

1. After satisfactory completion of the course, the employee shall complete the Tuition Reimbursement Program Refund Certificate, listing all eligible expenses and attaching receipts for each.
2. The employee shall attach to the Refund Certificate an official record of the course grade or written verification from the course instructor of successful course completion.
3. The completed Refund Certificate and attachments shall be forwarded to the county manager through the department head within thirty (30) calendar days of course completion or two weeks prior to the end of the fiscal year, whichever comes first.
4. After verification of reported expenses, the County of Franklin shall reimburse the employee for eligible expenses subject to the limit described in this policy. A copy of the Refund Certificate shall be placed in the employee's personnel file.

Effective date: September 1, 1989

Adopted by the Franklin County Board of Commissioners at this meeting held- September 18, 1989

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Minutes of the meeting held on September 18, 1989---Continued

Scott Mouw, Franklin County Solid Waste Manager, appeared before the Board to discuss the need for countywide recycling in the county, an operational plan and consideration of the appointment of a Recycling Task Force. No action taken at this time.

Upon motion by Commissioner Goswick, seconded by Commissioner Wynne with all present voting "AYE" duly carried the following amendment to the Franklin County Tornado Relief Project approved:

FRANKLIN COUNTY

**COW-UNITY DEVELOPMENT PROGRAM
FRANKLIN COUNTY TORNADO RELIEF PROJECT
GRANT PROJECT ORDINANCE
AMENDMENT NO. 2**

Be it ordained by the Board of Commissioners of Franklin County that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted: Section 1. The project authorized is the urgent needs/contingency project described by application dated February 17, 1989 and approved by the North Carolina Department of Natural Resources and Community Development (NRCD) for inclusion in the Grant Agreement No. 88-C-7784 between NRCD and Franklin County. This project is more familiarly known as the "Franklin County Tornado Relief" project and is referred to as project number U-1.

Section 2. The officers of the County of Franklin are hereby directed to proceed with the Grant Project within the terms of the grant documents, the rules, and regulations of NRCD and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

1988 Small Cities Grant \$ 24,450.00

Section 4. The following accounts are appropriated for the project:

Clearance Activities -0

Relocation Assistance 19,450.00

Housing Rehabilitation -0

Administration 5,000.00

TOTAL 24,450.00

Section 5. The county manager is hereby directed to maintain within the Grant Project Funds sufficient specific detailed accounting records to provide the accounting to the grantor required by the grant agreement and federal and state regulations.

Section 6. Funds may be transferred from the General Funds for the purpose of making payments as due. Requisitions for grant funds should be made to the grantor agency in an orderly and timely manner.

Section 7. The County Manager is directed to report monthly on the financial status of each project element in Section 4, and on the total grant revenues received or claimed.

Section 8. The County Manager is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to the Board of Commissioners.

Section 9. Copies of this Grant Project Ordinance shall be made available to the County Manager for direction in carrying out this project. ADOPTED THIS 18th DAY OF September, 1989.

Upon motion by Commissioner Sledge, seconded by Commissioner Goswick with all present voting "AYE" duly carried approve Change Order No. 1 (Final Summary) for Roanoke Construction Company contract (original contract was for \$538,265.75 and the new amount is \$512,926.14 to give a reduction in the amount of \$25,339.61.

The following bids received for construction of water and sewer utilities for the Horseshoe Community Revitalization project:

Hawley Construction \$ 301,580

Ralph Hodge Construction 357,120

Billings & Garrett 511,000

Upon motion by Commissioner Goswick, seconded by Commissioner Sledge with all present voting "AYE" duly carried award contract to Hawley Construction Company for \$301,580.00

County Manager Boutwell discussed a letter received from Mr. J. D. Cheaves, President of Allen Oil Company, whereby he was requesting a reimbursement of \$450.00 for expenses incurred for land preparation for the placement of an above ground tank on the Annie Lee Wilder property located on Highway 39. Mr. Cheaves feels he is due refund because the error in the location of site was not the fault of Allen Oil Company, but the fault of the Franklin County Planning Department.

Upon motion by Commissioner Goswick that this request for \$450.00 refund be denied. This motion died for lack of a second.

Chairman Alford tabled this matter until the next meeting of the Board.

There being no further business to come before the Board, adjournment recorded at 8:45 P. M.