

May 17, 2010

The Board of Commissioners of Franklin County, North Carolina, met for its Regular Meeting at 7:00 P.M. in the Commissioner's Conference Room located in the County Administration Building with the following Commissioners present: Chair Penny McGhee, Robert L. Swanson, E. Shane Mitchell, Donald C. Lancaster, David T. Bunn and Harry L. Foy, Jr. Vice-Chairman Sidney E. Dunston arrived at 7:02 P.M.

Chair McGhee asked the Board to consider two additions to the agenda including a school construction change order as well as a second closed session topic.

Commissioner Swanson made the motion to add the school construction change order to the consent agenda, seconded by Commissioner Mitchell. The motion duly carried with all present voting "AYE." The change order will appear as Item 1-D on the consent agenda.

Commissioner Mitchell made the motion to add a closed session topic to the agenda, seconded by Commissioner Lancaster. The motion duly carried with all present voting "AYE."

Chair McGhee asked the Board to consider approval of the consent agenda.

Commissioner Mitchell made the motion to approve the consent agenda, seconded by Commissioner Swanson. The motion duly carried with all present voting "AYE." The items approved are as follows:

1. CONSENT AGENDA

- A. Releases, Adjustments, Refunds, and Tax Collection Report
- B. Emergency Medical Services Week Proclamation
- C. Budget Ordinance Amendment #7 (Pursuant to North Carolina General Statute 159-15, the County Finance Officer is requesting a budget ordinance amendment in the amount of \$721,214 for the fiscal year ending June 30, 2010 to amend the General Fund to reflect additional funds received by certain departments, and to appropriate additional funds to departments that will need additional funds before year end. This will serve as a closeout budget amendment.)
- D. School Construction Change Order – Bunn High School 2004 Bond Project

<p>EMERGENCY MEDICAL SERVICES WEEK PROCLAMATION</p> <p><i>To designate the Week of May 16- May 22, 2010, as Emergency Medical Services Week</i></p> <p>WHEREAS, emergency medical services is a vital public service; and</p> <p>WHEREAS, the members of the Franklin County Emergency Medical Services System are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and</p> <p>WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and</p> <p>WHEREAS, the Emergency Medical Services System consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators and others; and</p> <p>WHEREAS, the members of the Franklin County Emergency Medical Services System, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and</p> <p>WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week;</p> <p>NOW THEREFORE, the Franklin County Board of Commissioners does hereby proclaim May 16 - 22, 2010, as "EMERGENCY MEDICAL SERVICES WEEK" in Franklin County in honor of the men and women whose diligence and professionalism keep our county and citizens safe; and urge our citizens to observe this week in honor of all Emergency Medical Services Providers nationwide.</p> <p>PROCLAIMED, this the 17th day of May 2010.</p>
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2. COMMENTS FROM THE PUBLIC

This was the time set aside by the Board of Commissioners to allow individuals five minutes to address the Board on issues concerning the county.

Commissioner Dunston arrived at 7:02 P.M.

Ingrid Volk, 135 Uphill Drive, Louisburg

- Ms. Volk spoke in favor of hiring Martha Mobley as Franklin County’s Extension Director. She distributed a copy of the Agriculture Board’s newsletter that she said highlights various programs initiated by Mrs. Mobley. Ms. Volk said she is concerned that if Mrs. Mobley is not selected as Director, she may discontinue her work with Franklin and asked what would then happen to the programs in which Mrs. Mobley has been the “flag bearer.”

Mark Speed, 626 Laurel Mill Road, Louisburg

- Mr. Speed also spoke in favor of Mrs. Mobley as Extension Director. He commented that Mrs. Mobley had contacted him for help and said he was glad to do so. He stated Mrs. Mobley had 22 years of experience and that she had declined employment opportunities in other counties in order to continue serving Franklin. He also highlighted some of Mrs. Mobley’s accomplishments during her tenure.

Margaret Pearson, 241 Camping Creek Road, Franklinton

- Ms. Pearson offered testimony for Mrs. Mobley and asked that she be considered for Extension Director. She said Mrs. Mobley deserves the position based on her years of service to Franklin County as well as her extensive abilities. She stated Mrs. Mobley is the best candidate for the job.

Teresa Green, 424 Woodland Drive, Wake Forest

- Ms. Green spoke as a representative of the Franklin County Beekeepers organization. She commented on her experiences working with Mrs. Mobley and asked the Board to elect Mrs. Mobley to serve as Director. Ms. Green said Mrs. Mobley is a person of integrity, knowledge and experience.

Elizabeth Dean, 2494 Patton Lane, Franklinton

- Ms. Dean spoke on behalf of her family and said they were fortunate to have a leader and mentor in Mrs. Mobley. She commented Mrs. Mobley is a role model for citizens in the county and the state and said there is no better choice than Mrs. Mobley for Director.

Raynell Bridges, 17 Lloyd’s Way, Louisburg

- Ms. Bridges spoke in favor of Mrs. Mobley as Extension Director and stated Mrs. Mobley had dedicated 22 years of her life to Franklin County as an Extension Agent. She shared experiences she has had with Mrs. Mobley and pleaded with the Board not to take Mrs. Mobley for granted. She said Mrs. Mobley may not continue working with the County if she is not selected as Extension Director.

Angela Denton, 36 Schloss Road, Louisburg

- Ms. Denton stated she has known Mrs. Mobley for 19 years. During that time, she said she “shadowed” Mrs. Mobley for two summers because she was interested in studying her educational methods. She commented on Mrs. Mobley’s leadership skills, her ability to teach adults and to match resources with those who are in need of them. Ms. Denton also commented on Mrs. Mobley’s

effective communication skills and said she relates to a variety of people. She also commented Mrs. Mobley has wisdom the County cannot discard.

3. PUBLIC HEARINGS

A. UDO Text Amendment: Amend UDO to Regulate Abandoned Manufactured Homes

The Board was asked to consider adopting a text amendment to the Franklin County Unified Development Ordinance (UDO), Chapter One, Article 2, Section 2-2: Definitions of Basic Terms and Chapter Two, Article 6, Section 6-2: Notes to the Table of Permitted Uses to regulate abandoned manufactured homes.

Griff Gardner, Code Enforcement Officer, stated Franklin County has a unique opportunity by the State. He said \$40,000 in grant money has been presented to remove abandoned mobile homes. He offered the following PowerPoint presentation and stated this program is both voluntary and complaint driven. He also commented that bona fide farms are exemptions and that the program is strictly designed for mobile homes.

Franklin County
Abandoned Manufactured Home Removal Program

Grant Specifics

- The State of North Carolina has awarded Franklin County \$40,000 in grant to remove abandoned mobile homes from our jurisdiction:
- \$25000 is the initial grant reimbursed at the rate of \$1000 per single wide home and \$2000 per double or triple wide home.
- \$12500 is a supplemental grant reimbursed after the initial grant at the rate of 50% in excess of \$1000 spent
- \$2500 is planning and program design.

Need for Project

- Franklin County Planning and Inspections Department identifies the growing problem of abandoned manufactured homes and seeks the endorsement from County Commissioners to address the issue through zoning.
- In G.S. 130A-309.114 the State of North Carolina authorizes counties to remove abandoned mobile homes from their jurisdiction.

Background

- Project was created to assist the citizens of Franklin County with the proper deconstruction and removal of dilapidated or abandoned manufactured homes.
- The program offers financial and technical assistance to property owners as an incentive to remove homes from their properties.
- The program requires recycling and proper disposal thus reducing the impact placed on our landfills and the possibility of illegal dumping or burning.

Current Franklin County and State Code

- Section 6-52 Notes to the table of Permitted Uses Note 4 provides that Class A, B, or C manufactured homes or recreational buildings may not be used for storage.
- NC Manufactured Home Code : Mobile homes are not permitted for use as storage.
- Bona Fide farms are exempt in both documents.

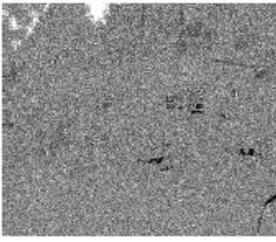
Managing our program

- Participant responsibilities:
 1. Participants will be required to pay all tipping fees as a participation fee.
 2. Participants will be responsible for ensuring access to the structure.
 3. Only one mobile home per parcel is eligible.

Identifying Abandoned Manufactured Homes

Detection:

- Staff Members
A large number of homes are detected by staff while performing inspections or other duties.
- Citizen Complaints
A home may be detected as a result of a complaint that was received from an individual.
- Voluntary Request
A property or home owner may voluntarily request an inspection to classify the home as abandoned.



Notifying the public

- The public will be notified through newspaper articles and advertisements, our county website, pamphlets available in the planning department, and word of mouth

How Do You Define An Abandoned Manufactured Home?

General Statutes 130A-309.99 B

'Abandoned Manufactured Home' means a manufactured home that is both:

- Vacant or in need of extensive repair.
- An unreasonable danger to public health, safety, welfare, or the environment.



Program Procedures

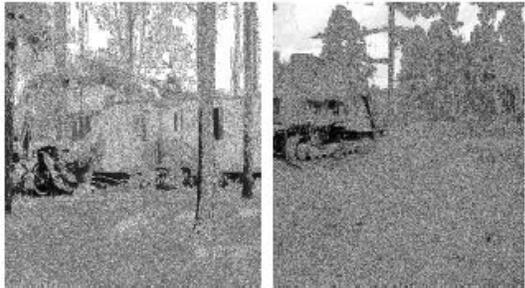
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      A[Application] --> B[Inspection]
      B --> C[Property / Title Search]
      C --> D[Legal Documents Signed]
      D --> E[Property Owner Pays Participation Fee]
      E --> F[Request Bids From Contractors]
      F --> G[Award Project To Low Bidder]
      G --> H[Contractor Deconstruction / Removal]
      H --> I[Inspect Project Site After Removal]
      I --> J[Review Contractor Billing Statement]
      J --> K[Bill Applicant For Overages]
      K --> L[Track Payments / Document Project]
    
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Working Toward Our Goals



Working Toward Our Goals



Before



After



Mission Accomplished



Proposed amendments to the UDO

- Proposed amendments to the UDO
- Abandoned Manufactured Home-
- A manufactured home that has not been used as a dwelling for six months and/or has one or more of the following conditions: does not provide complete independent living facilities including permanent provisions for living, sleeping, eating, cooking, and sanitation; or a manufactured home that has not received the proper permits to be located within the county limits; or a manufactured home that is a health or safety hazard as a result of the attraction of insects or rodents, conditions crating a fire hazard, dangerous

conditions constituting a threat to children, or frequent use by vagrants as living quarters in the absence of sanitary facilities; has been deemed a public nuisance by the Board of Commissioners.

- Abandoned Manufactured Home Ordinance- Unless otherwise provided, manufactured homes that are considered to be abandoned according to the definition for abandoned manufactured homes located in the definition section of this ordinance shall be prohibited in all zoning districts of Franklin County. Once a determination has been made by the Zoning Administrator or his authorized agent that a manufactured home is abandoned then the Zoning Administrator or his authorized agent shall take action to abate the violation using any of the enforcement procedures in the enforcement section of the Ordinance.

Questions???

Franklin County Planning Department
215 East Nash Street
Louisburg, NC 27549
919-496-2909
ggardner@franklincountync.us

Mr. Gardner commented the State ultimately wants to see that the program is self sustaining.

Commissioner Mitchell asked how the program would affect the Solid Waste budget. John Faulkner, Solid Waste Director, was in attendance and said the program must first be established before a budget could be created. He said much depends on how quickly the program is put in place.

At 7:45 P.M., Chair McGhee opened the public hearing.

Wyatt McGhee, 5631 U.S. Highway 1, Franklinton

- Mr. McGhee is a member of the Solid Waste Task Force. He said he felt certain the group would support the endeavor.

With no further comments, Chair McGhee closed the public hearing at 7:48 P.M.

Commissioner Swanson made the motion to approve the text amendment, seconded by Commissioner Dunston. The motion duly carried with all present voting "AYE."

B. Map Amendment: W.C. Hollingsworth, Jr., Harris Township, US 401 Highway & Clifton Pond Road (State Road 1103), R-15 (Residential) to Highway Business (HB), 3.94 Acres

The Board was asked to consider adopting a zoning map amendment to rezone three (3) parcels totaling approximately 3.944 acres located on the southeast corner of the intersection of US Highway 401 and Clifton Pond Road (State Road 1103) in Harris Township from R-15 Residential to Highway Business (HB). Following the public hearing, it was recommended that the Board of Commissioners utilize the attached rezoning checklist to assist in its decision.

Following the presentation, Commissioner Lancaster made a motion to approve a school construction contract with H.G. Reynolds Company, Inc. in the amount of \$1,422,700. The motion was seconded by Commissioner Mitchell and duly carried approval with all present voting "AYE."

5. REQUEST FOR LOCK BOX PROCESS & STAFF POSITION WITHIN TAX OFFICE

Tax Administrator Jimmy Tanner asked the Board to consider adding a staff member to the Tax Office in order to implement the Lock Box process. By processing payments internally, customer service is expected to improve. According to Mr. Tanner, the additional staff member would also be available to pursue enforced collection activities after the lockbox payment process is completed each day. The position is expected to have an immediate impact on collecting delinquent taxes. With the savings from the current cost of Lock Box service being contracted, the estimated cost for this process being conducted in-house along with the additional staff member would be approximately \$12,000 per year. The initial purchase of equipment, software and training would cost \$14,389. Mr. Tanner offered the following PowerPoint presentation.

<p style="text-align: center;">LOCK BOX PROCESS AUTOMATED PAYMENT PROCESSING SYSTEM</p>	<p style="text-align: center;">CURRENT PROCESS</p> <ul style="list-style-type: none"> ▶ Contracted with First Citizens Bank ▶ Requires payments to be mailed to Charlotte address for processing ▶ Problem or kick-out payments are forwarded to our office for processing ▶ Payments are deposited and payment file sent by mail for posting in our system ▶ Check images are scanned on disc each month for storage and use in future collection procedures
<p style="text-align: center;">CURRENT PROCESS -DISADVANTAGES-</p> <ul style="list-style-type: none"> ▶ Cost for this service last year (2008-2009 fiscal) was \$28,145 to First Citizens Bank ▶ Creates negative public reaction due to the requirement of mailing Franklin County Tax Bills to Charlotte ▶ Even though contracted, still requires current staff to process kick-out payments each day ▶ Could delay deposits on some payments as much as one day ▶ The additional one day delay in posting payments causes confusion, unwarranted enforced collection activity and additional unneeded mailings. 	<p style="text-align: center;">PROPOSED PROCESS</p> <ul style="list-style-type: none"> ▶ Purchase equipment, install software and receive training on automated payment processing program ▶ Payments received will be processed in batches ▶ Problem or kick-out payments will be reviewed and corrected real time ▶ All payments will be posted along with scanned copy of check to each account ▶ Deposit at same time by electronic transfer
<p style="text-align: center;">PROPOSED PROCESS -ADVANTAGES-</p> <ul style="list-style-type: none"> ▶ Hire one position for processing lock box and focus entirely on enforced collection activities after daily payments completed ▶ Franklin County tax bills will be mailed to our office for processing, no out of town address ▶ Payments will be posted and deposited at the same time on day of delivery, no delay ▶ No taxpayer confusion due to delinquent mailings from delay of posting ▶ Much easier to process problem payments real time than key individually later ▶ Scanned check posted to account rather than on disc for collection research in the future. This will be an enhancement item Munis will start programming for once this process is approved. 	<p style="text-align: center;">PROPOSED PROCESS -ADVANTAGES-</p> <ul style="list-style-type: none"> ▶ Reporting is available immediately on everything scanned ▶ Provides for an excellent audit trail ▶ Greatly improves customer service by having the ability to print PDF of anything scanned ▶ The ability to provide our own back up by burning CD's at our convenience or need

COST TO BENEFIT ANALYSIS

- ▶ Approximate cost of lock box contracted to First Citizens Bank- \$28,145 per year
- ▶ Approximate cost of an additional employee including benefits \$35,560 per year
- ▶ Maintenance cost for automated payment processing equipment \$ 2,120 per year
- ▶ **Difference per year cost \$9,535 per year**
- ▶ First year, one time cost for software, hardware, training \$14,389

COST TO BENEFIT ANALYSIS

- ▶ Allows an opportunity to create a new position that can focus entirely on enforced collection activities for approximately \$9,535 per year
- ▶ Additional Benefit Potential:
 - 1 percentage point in collection rate equates to approximately \$350,000
 - Past nine years of uncollected delinquent taxes that can be actively pursued (2000-2008) \$1,723,858
 - Current year delinquent taxes that are still uncollected (2009) \$1,720,410

SUMMARY

- ▶ Provides an excellent opportunity to add a position with the potential of return stated for a cost of approximately \$ 9,535 per year. This position will pay for itself many times by focusing on delinquent unpaid accounts, while processing lock box payments as well. In addition, this will improve customer relations and confidence with our taxpaying citizens by allowing them to mail their property tax payments directly to our office.

QUESTIONS ?



Commissioner Swanson made a motion to hire an additional staff member in the Tax Office to implement the Lock Box process and to pursue delinquent taxes. The motion was seconded by Commissioner Mitchell and duly carried approval with all present voting "AYE."

6. OTHER BUSINESS

- Old Franklin County Jail: County Manager Angela L. Harris stated that for some time there has been discussion about the use of the old Franklin County Jail as a museum. She stated an agreement was made in the late 1980's with the Historical Society. That agreement has now come to fruition and a museum was never created. It was suggested that staff examine interest and present proposals on the use of the facility after the budget is finalized. Mrs. Harris added that bringing the building to code would be costly and said the building could possibly be considered for sale or surplus after the budget is final. The topic is expected to be discussed again in August, 2010.
- Capital Improvements Planning: There are several capital improvement needs that have been identified including the community college, needs at local libraries, a county facility and repairs at the county's jail. The Board expects to receive feedback on capital projects and to develop a Capital Improvements Plan after the presentation of the proposed 2011 budget.
- Early College High School: Mrs. Harris stated correspondence had been submitted to Mr. Randy Parker, Vance Granville Community College President, including questions by the Board of Commissioners. She said he will provide a written response. Dr. Ed Ingram, Franklin County Schools Superintendent, was in attendance. He offered an estimate on an eight-room modular unit for use by the Early College High School program. He said the estimate did not include site work, but it did include classrooms, bathrooms and some office space along with delivery and installation. His estimate totaled \$322,667. In reference to questions asked at a previous board meeting, Dr. Ingram stated he could provide better estimates on success rates in approximately three weeks once graduation is complete. He said commenting on transportation for the program was difficult at this time, because it is unknown how many students will be picked up. The Board asked that a letter be submitted to Mr. Randy Parker, Vance Granville

Community College President, ask for cost information on modular classrooms. The letter will also include questions asked by the Board at its May 3, 2010 meeting. The Board wants to know how Mr. Parker feels about utilizing a single life, block wall building similar to the new building at Franklinton High School. Commissioner McGhee also said the Board should know who is responsible for paying the architect for providing cost estimates as the project moves forward. Commissioner Mitchell suggested the Board also examine opportunities with land the county already owns next door to the Vance Granville Community College campus in Franklin County. The possible location would have to be approved by the Early College High School program.

7. BOARD, MANAGER AND CLERK'S COMMENTS

This was the time set aside for the Board of County Commissioners, the County Manager, and the Clerk to the Board to report on various activities. The Board may also discuss other items of interest.

County Clerk Kristen King: No report.

Commissioner Foy: No report.

Commissioner Bunn: No report.

Commissioner McGhee: In honor of EMS Week, Commissioner McGhee reminded the Board as well as others in attendance to express appreciation to EMS staff and volunteers.

Commissioner Lancaster: No report.

Commissioner Mitchell: Commissioner Mitchell commented on the recent propane leak that occurred on U.S. Highway 1 in Franklinton. He said the event pulled together a substantial amount of Emergency Operations Center training. He also mentioned that many county and regional resources were utilized during the event. He offered his personal thanks to all emergency staff and volunteers.

Commissioner Dunston: No report.

Commissioner Swanson: Commissioner Swanson offered thanks for the support and prayers offered during his recent hospital stay.

County Manager Angela Harris: Mrs. Harris reported on the following:

- Mrs. Harris commented that Valerie Hennike, Five County Mental Health Chief Executive Officer, is expected to provide an update on mental health issues at the Board's June 21, 2010 meeting.
- Mrs. Harris suggested the Board recess its meeting to convene on May 26, 2010 at 6:00 P.M. for the presentation of the 2011 proposed budget. The Board called for a public hearing on the proposed budget to be held on June 7, 2010 with possible adoption on June 21, 2010. Chair McGhee asked Board members to coordinate with the Clerk to the Board regarding the scheduling of work sessions to be held June 14 – 21, 2010. Commissioner Lancaster stated he would be unavailable to meet on May 26, 2010. Chair McGhee stated the Manager will meet on an individual basis if they are unable to attend the May 26, 2010 meeting.

8. CLOSED SESSION

The Board was asked to enter into a closed session pursuant to G.S. 143-318.11 (a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

The Board was also asked to enter into closed session pursuant to G.S. 143-318.11 (a) (6) for the purpose of discussing a personnel matter.

Commissioner Swanson made the motion to enter into closed session, seconded by Commissioner Mitchell. The motion carried 6 to 1, with Commissioner Foy voting "NO."

At 10:32pm, Commissioner Dunston made the motion to enter back into open session, seconded by Mitchell. The motion carried unanimously with all present voting "AYE."

Commissioner Mitchell then made a motion of notice of intent to award the Radio Project subject to Local Government Commission funding approval and contract negotiations with Harris Corporation. The motion was seconded by Commissioner Dunston and duly carried approval with all present voting "AYE."

Commissioner Lancaster then made a motion to recess the meeting to reconvene on May 26, 2010 at 6:00 P.M. The motion was seconded by Commissioner Mitchell and duly carried with all present voting "AYE."

The Board is expected to receive a formal presentation on the 2011 proposed budget on May 26, 2010.

Penny McGhee, Chair

Kristen G. King, Clerk to the Board