

**Minutes of the
Regular Board of Commissioners Meeting
Davidson County, North Carolina**

**Thursday, January 2, 2020
8:00 AM**

**Commissioners' Meeting Room
County of Davidson**

PRESENT

Commissioners: Chair Karen Watford, Vice-Chair Don Truell, Zak Crotts, Chris Elliott, Steve Shell and Todd Yates. Commissioner Fred McClure was not at the Meeting; since he had not made contact with anyone before the start of the Meeting, he was not excused as the Board elected to wait to see if he would join the Meeting. Since the Commissioner was not excused, pursuant to the Board's Rules of Procedure, his votes were counted in the affirmative.

OTHERS PRESENT

County Manager Casey Smith, Assistant County Attorney Danielle DeAngelis, Assistant County Manager Jason Martin, Clerk to the Board Debbie Harris, IT Director Joel Hartley, Library Director Sheila Killebrew, Health Director Lillian Koontz, Support Services Director Dwayne Childress, Tax Administrator Jerry Ward, Human Resources Director Kathy Cashion, Finance Director Jane Kiker, Transportation Director Richard Jones, Integrated Solid Waste Director Charlie Brushwood, Register of Deeds Michael Horne, Sheriff Richie Simmons, Athletic Program Manager Scott Hulin, Planner/Floodplain Administrator Scott Leonard, Budget Analyst Tim Maness, Deputy DSS Director Scott Craver, Major Stephen Pace, Major Scott Craven, Assistant County Attorney Sheri Woodyard, Paralegal II/Deputy Clerk to the Board Lynn Wilson, Human Resources Technician II Casey Tarleton, GIS Analyst/Developer Kat Clifton, Income Maintenance Supervisor Cynthia Stinson, Income Maintenance Program Administrator Elizabeth Huff, Dan Mace [Moseley Architects], Bryan Payne [Moseley Architects], Ko-Tang Cha-Moses [Martin Starnes] and Lexington Dispatch Reporter Sharon Myers. There were also several members of the Income Maintenance Staff at the Meeting.

<u>1. CALL TO ORDER</u>

Chair Watford called the Meeting to order.
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<u>2. INVOCATION AND PLEDGE OF ALLEGIANCE</u>
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The invocation and Pledge of Allegiance were led by Commissioner Shell.

<u>3. RECOGNITION</u>

Chair Watford thanked all of those in attendance for being at the Meeting.
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<u>4. REGISTER FOR PUBLIC ADDRESS</u>
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The Chair noted the need to register if interested in speaking at Public Address.

5 ADOPTION OF AGENDA

There were no changes made to the Agenda.

By a vote of 7-0 as follows, the Agenda was adopted as presented.

VOTING

Motion by: Truell, Don W.

Second by: Elliott, Chris

Commissioners	YES	NO	ABSTAIN	RECUSE
Karen Watford	X			
Don W. Truell	X			
Zak Crotts	X			
Chris Elliott	X			
Fred McClure	X			
Steve Shell	X			
Todd Yates	X			

6. PUBLIC ADDRESS

There was no one registered to speak at Public Address.

7. ITEMS FOR DECISION/INFORMATION - DELIBERATION

A. Presentation of Comprehensive Annual Financial Report by Jane Kiker, Finance Director

Ms. Kiker noted an Audit was at each Board member's seat (copy included with the original Minutes). Ms. Cha-Moses reported Martin Starnes had issued an unmodified opinion, which was the best opinion that can be rendered (PowerPoint slides included with original Minutes). Audit highlights were reported on. Ms. Cha-Moses thanked Finance and DSS for helping them through the process. After the presentation concluded, Mr. Smith thanked Ms. Kiker and her Staff for their hard work during the audit process.

It was the consensus of the Board to accept the report.

B. CDC National Health and Nutrition Examination Survey by Lillian Koontz

Ms. Koontz spoke regarding the CDC Survey and process, noting she had put this discussion on the Agenda for discussion as she did not want anyone to be blindsided when citizens made contact to see if the study was legitimate. A video on the process was shown for the NHANES (National Health and Nutritional Examination Survey). The program is used to monitor the nation's health, and Davidson County had been chosen randomly to participate. Ms. Koontz asked for assistance in getting information about the upcoming survey out to the public. Information will be going out to the public, and the Health Department will put the link to the video on the County's website.

C. Recommendation on Glass Recycling

Mr. Brushwood noted the Board had previous discussions about the continued increase in recycling costs. Some landfills are using glass for their all-weather road bases inside their lining areas. He asked for permission to implement this at the Landfill. He did not have the resources available to implement glass collection at all locations, but would implement it where he was able. Mr. Brushwood recommended that citizens not be charged to drop off glass, but felt we needed to charge commercial hauler/businesses and was requesting that a recommendation be made. We are currently paying \$85 per ton to dispose of our recyclables, and Mr. Brushwood felt a good portion of that was for glass. The proposal was to crush the glass with a loader, and then use as a base under the gravel. Commissioner Yates felt it was worth seeing if this plan would have an impact on recycling costs. Both Commissioners Yates and Crofts felt we needed to get \$50 per ton to make the program worthwhile. Glass will be taken at the boxsites, at no cost, from residents. Mr. Brushwood reported the Landfill had containers that can be set out at some of the boxsites. The Board asked that an update report be made six months after implementation of the project. It was the consensus that this be placed on the January 14, 2020 Agenda for approval.

Commissioner Elliott spoke regarding a recent letter that had been shared with the Board regarding the good work of one of the boxsite attendants, and asked Mr. Brushwood to pass the Boards' thanks along to that employee.

D. Performance-Based Budgeting (PBB) Annual Report by Casey Smith, County Manager

Mr. Smith reported it had been his honor and privilege each year to present the PBB Report to the Board, and went through the highlights of the Report. He asked Cynthia Stinson to come forward, noting DSS had recommended her for PBB Employee of the Year; he went through the information on her nomination. Ms. Stinson was presented the FY 2018-2019 PBB Employee of the Year Award, and her unit was invited to the front of the Meeting Room to be recognized. Major things accomplished with PBB Funds during FY 2018-2019 included renovations to the Willie M. Home, renovations to the Health Immunization Room, Lexington Library renovations, cameras for the Fire Marshal's Office, equipment for the EOC, engineering work for the sinkholes at Lexington Middle School from County Manager PBB, and, SkillSurvey and Onboarding Software for Human Resources. Mr. Smith noted that page 12 of the Report stated balances, goals and results. As department's operating budgets decrease, there will be smaller amounts that are able to be saved to PBB. Goals are reviewed each year. PBB funds are used mostly for equipment and capital. Mr. Smith was thanked for the presentation.

E. Census 2020 Project Update by Scott Leonard

Mr. Leonard reminded the Board that it had created a Complete Count Committee earlier in the year to get Census information out to the citizens. In mid-March of 2020 a letter will go out to each household that will include a code to allow folks to complete the Census online. There are three options to complete the survey: online, phone and paper. A reminder postcard will be sent out at the end of March that also contains the code. April is considered Census Month. If households have not completed the Census via phone or online, they will receive the paper version in April. At the end of April, Census workers will start going out to homes that had not complied, and this will continue throughout the summer. The Census will conclude at summer's end. Mr. Leonard reported on the 2010 Census information and projections through the decade. In 2010, 78% of surveys were completed in Davidson County; the Committee is hoping for an 80% completion rate in 2020. Mr. Leonard spoke regarding the makeup of the Committee, stating it had met several times, and has

broken down into the following subcommittees: social media; faith-based; schools; and businesses. Kat Clifton had helped verify addresses, and had compared information provided with Tax and 911 addresses. She had come up with approximately 2,000 addresses the Census Bureau did not have, and the Census Bureau has accepted all but 24 of those addresses. Mr. Leonard spoke regarding the importance of an accurate count, as the County receives approximately \$1,600 per person in Federal funding for each individual counted in the Census process. This increase in addresses could equate to a significant increase in Federal funding for the County. Mr. Leonard thanked Ms. Clifton for her efforts in this process. The Libraries and Transportation will have computers set up to for citizen use for completion of the Census. Commissioner Yates suggested that Ms. Clifton's methodology be shared throughout the State, to allow others to collect addresses they are missing. Mr. Leonard was thanked for his work.

F. Boards and Commissions

Chair Watford noted the current Boards and Commissions listing was at each Board member's place and opened the floor for discussion. There was discussion about the Cardinal Innovations County Commission Advisory Board, wherein Commissioner Crofts reported he had been receiving the notices for these Meetings, instead of Commissioner Shell. Commissioner Shell felt Commissioner Crofts should be the representative on this Board. Vice-Chairman Truell reported he had been notified by the PTRC that he was on its Area Agency on Aging. These were the only changes made to the list. It was the consensus of the Board that approval of this list be placed on the January 14, 2020 Agenda.

G. Discussion on Departmental Security

Mr. Smith reported there was information on this topic at each Commissioner's place. At the last Facilities Committee Meeting there had been a request to complete an inventory of what was already in place through County Departments. Mr. Tarleton reported there were a lot of different systems existing in the Departments, and the Committee would like to get something standardized across the board. Most devices currently in place are outdated. Methods of dispatch were reported on, along with costs for implementation and ongoing costs of the proposed devices. Per ECSS, the more devices we have, the more the costs will decrease for each one. There was discussion about how often the systems currently in place had been used, and it was determined that they had not been used. Commissioner Elliott spoke regarding the new auto-dial system that had been put into place in Rockingham County, and he would share this cost information with the Board. Vice-Chairman Truell felt it should be a retreat topic. Mr. Smith stated he would get with Rob Wilson at 911 Emergency Communications to see what may be possible in-house, and that the group would do more homework and bring this back to the Board.

H. Jail Study Presentation by Moseley Architects

Mr. Smith reported Moseley Architects were here to present their findings, as the Facilities Committee wanted the whole Board to hear what had been presented. Mr. Mace went through the steps taken to complete the report. The average daily population was shown and reported on (slides included with original Minutes). We are rated for 297 beds, but actually have 287 usable beds. Operational capacity was spoken on – it should be 75% to 80% of the population, to allow you to safely manage the population. The average length of stay was shown; Moseley felt anything under 20 days was good. The forecasted population was shown. Todd Davis of Moseley had recommended a core to serve 650 inmates. The core includes booking, property storage, laundry, kitchen, etc., and this number had been recommended because the core is so hard to expand once

built. Options/observations were shown and gone through. A podular-indirect model facility was recommended because of existing staffing resource issues nationwide.

Mr. Payne reported on Site Plan Option 1, which was 560 beds with a new core, and Moseley felt this option would work best on a site other than the Post Office site, due to its size. The floor plan was shown, and it was noted that the core area allowed for growth. The cost estimate was approximately \$72 Million for the entire process. Option 2 was shown; it was a smaller three-story facility that fit on the Post Office property and included 390 beds with a core for 650. This option would keep the 186 beds in the 2000 Jail online for use. Mr. Mace noted this option was similar to a facility they had recently finished in Iredell County. This option allowed for horizontal expansion in the future. The estimated cost for this option was \$53 Million. Mr. Smith noted the next step needed to be to put RFQ's out for the process. Commissioner Shell felt there were more options that could be looked at that would not raise taxes, and wanted to look at all options before moving forward, including satellite options. Mr. Smith reported that we did need to work through options, but as we were entering into another phase, the RFQ was needed. Jail numbers were reported on by Major Craven. There was a discussion regarding on-site construction versus off-site construction. Commissioner Yates suggested that there be a separate Jail Committee established.

By a vote of 7-0 as follows, a Jail Committee was established that included Commissioners Watford, Shell and Yates, and it was directed that this Committee be included in the 2020 Boards and Commissions List that will be approved at the January 14, 2020 Meeting.

VOTING

Motion by: Elliott, Chris
 Second by: Truell, Don W.

Commissioners	YES	NO	ABSTAIN	RECUSE
Karen Watford	X			
Don W. Truell	X			
Zak Crotts	X			
Chris Elliott	X			
Fred McClure	X			
Steve Shell	X			
Todd Yates	X			

8. ADJOURNMENT

By a vote of 7-0 as follows, the Meeting was adjourned.

VOTING

Motion by: Shell, Steve
 Second by: Elliott, Chris

Commissioners	YES	NO	ABSTAIN	RECUSE
Karen Watford	X			
Don W. Truell	X			
Zak Crotts	X			
Chris Elliott	X			
Fred McClure	X			
Steve Shell	X			
Todd Yates	X			

Deborah J. Harris
Clerk to the Board

Karen Watford, Chair
Davidson County
Board of Commissioners