

COLUMBUS COUNTY BOARD OF COMMISSIONERS
TIME and ATTENDANCE WORKSHOP

Monday, March 07, 2011

5:30 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, for the purpose of conducting a Time and Attendance Workshop.

COMMISSIONERS PRESENT:

Giles E. Byrd **Chairman**
 Amon E. McKenzie, **Vice Chairman**
 James E. Prevatte
 P. Edwin Russ
 Lynwood Norris
 Ricky Bullard
 Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, **County Manager**
 Mike Stephens, **County Attorney**
 June B. Hall, **Clerk to Board**
 Bobbie Faircloth, **Finance Officer**

WORKSHOP CALLED to ORDER:

At 5:30 P.M., Chairman Giles E. Byrd called the March 07, 2011 Time and Attendance Workshop to order. Chairman Byrd requested that Bobbie Faircloth, Finance Director, present information on the Time and Attendance Program.

PRESENTATION - TIME and ATTENDANCE PROGRAM:

Bobbie Faircloth, Finance Director, presented the following information on the Time and Attendance Program.

1. I will deliver a presentation on what the system will do and what is required of the managers;
2. Most of the employees have been set up with an icon on their desktop;
3. If you click on the icon, depending on the speed of your computer, it may come up fast or slow;
4. Go to Manager, Time Card Entry, enter Clock - Clock - Employee Number - PIN Number and then select Clock In, Clock Out, Meal Out or Meal In and Okay;
5. The other step is to Review Time Card;
6. If you want to request additional leave time, it can do that, choose the date and choose the type of leave it is;
7. Most employees will have a choice between Compensatory, Petty, Sick or Vacation, petty time can be taken in increments of three (3) hours at a time;
8. This information is in the system for the Manager to approve, and this is basically the steps the employees take, that is all the employees are responsible for;
9. The Managers have more to choose from, and there was an issue that Optimum is working on and that is the In and Out Board:
 - A. **In and Out Board:** basically shows your department, what employees are in and what employees are out to lunch;
 - B. **Hours Maintenance:** you work on an individual employee, you have to know their employee badge number and their pin number;
 - C. **Edit:** correct time, create a time card, must use military time, create hours (easiest way to do); **and**

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Commissioner Bullard: If an employee comes in late at 8:45 A.M., can they clock in at 8:30 A.M.?
Bobbie Faircloth: The employee can not. The Manager has to go back and correct that if that is what they need to do.

Chairman Byrd: If you clock in at 8:20 A.M. instead of 8:30 A.M., what time will it show you as clocking in without changing anything?

Bobbie Faircloth: It will show the actual time you clocked in. We do have a grace period set up in the morning and a grace period in the afternoon, and the grace period is ten (10) minutes before

and ten (10) minutes after your scheduled time and it will round it to your scheduled time. In the afternoons, we got a fifteen (15) minutes grace period there because there are some employees that actually leave to take the mail or leave to go to the Administrative Office, and the Manager does not have to go in every day and approve that they left early to do County business.

Vice Chairman McKenzie: If a Department Manager should overlook a vacation day that has been requested by an employee, how will this be handled?

Bobbie Faircloth: The method of notification between the Department Manager and the employee will be left at the discretion of the Department Manager.

Commissioner Bullard: So you are stating that an employee can arrive at work at 8:40 A.M., and the system will back up until 8:30 A.M., with a ten (10) minute grace period in the morning, and the employee can clock out at 4:45 P.M. and the system will show 5:00 P.M.

Chairman Byrd: Can the employees clock in at home, or on a Blackberry, or anywhere where they have computer access?

Bobbie Faircloth: That has been the biggest issue with this system. It is internet based. We have two (2) versions we can use. We can either use the internet based or I can go and manually put the software on every department's computer where they will be clocking in and out. We have the outside areas, like the senior centers, the libraries that are outside of Whiteville that aren't really interconnected with our network that they would still have to use the web-based version.

(Continued from previous page):

9. D. **Working with Leave:** This is the main area. This is to approve or disapprove leave and you must give a reason if you deny leave.

Chairman Byrd: How many employees do we have that may drive a vehicle home in the afternoons or weekends, other than the Sheriff's Department? If any employee drives a County vehicle, and they do not have a computer in that vehicle, they leave home and he is not clocked in, where are we going to be at with a legal issue if he gets in a wreck?

Bobbie Faircloth: We actually talked to our insurance carrier, and the insurance follows the vehicle regardless of whether they are on the clock or not, if they should get into a wreck, and it was our fault or the driver's fault, our insurance would still cover the damage.

Chairman Byrd: What about personal injury of him, the driver? I know the insurance follows the vehicle.

Bobbie Faircloth: If it is the employee's fault with the accident to start with, I don't think our insurance would cover the person whether he was on the clock or off the clock. Now, if it is somebody else's fault, and they hit our vehicle,

Chairman Byrd: Some type of insurance would have to cover the employee. Workers Compensation or

Bobbie Faircloth: Workers Compensation may, but there are two (2) different insurances.

Chairman Byrd: I think the liability insurance would still have to cover the driver.

Bobbie Faircloth: We have two (2) separate policies. We have a specific Workers Compensation policy that would cover that employee if he was on his way to work, and then we have our liability insurance that covers the vehicle that would be like any other liability insurance. Stuart Carroll, Purchasing Director, handles this and could answer that question.

Mike Stephens, County Attorney: Chairman Byrd, there are some legal ramifications to the questions that you just asked.

Virginia Taylor, Human Resources Director: He would be covered by Workers Compensation as long as he was officially taking care of County business.

Commissioner Bullard: How do the schools send their maintenance men out to do nighttime water leaks and different things, because they punch a time clock also? They got a system their guys use that works.

Commissioner McDowell: In meeting with the department heads, how many employees have no access to a computer, if they are called on an emergency situation, or just on a daily basis, they will have to drive to a site to have access to the internet?

Bobbie Faircloth: If you are referring to personal computers, I really could not answer that question. As far as County computers, or access to our computers, I know of only one (1) that really does not have a computer at his working area. The other is the Sheriff's Office, some of the deputies' vehicles may not have computers in them right now. The Sheriff is working on getting all the vehicles outfitted, but they are not finished yet.

Chairman Byrd: What about the ladies at the Department of Social Services that go out into the field, do they have computers in their vehicles?

Bobbie Faircloth: No sir.

Commissioner McDowell: Animal Control does not and some of the Sheriff's deputies do not.

Bobbie Faircloth: That depends on whether they are leaving from their office or leaving from their home. If they are leaving from their home, they have two (2) choices there. If you know the web address, you can clock in via your own personal computer.

Vice Chairman McKenzie: And if they don't have a personal computer at home?

Bobbie Faircloth: Then, that is something the Manager would have to go in and correct after the fact.

Commissioner Bullard: I don't like the thoughts of being able to clock in on a Blackberry phone or a computer at home. I don't think that is a good system.

Bobbie Faircloth: I have asked the vendor how we could fix that issue. They gave us two (2) choices. They actually gave me a choice of the intranet, not the internet, but the intranet, which is just specific to Columbus County employees, but there again, M.I.S. has informed me that not all departments are actually connected directly to the Columbus County web server. I have looked at two (2) other versions that can integrate with our payroll software, and two (2) other options that they offer. They offer the regular time clocks, the ones you put on the wall and punch in and out, and those are \$1,900.00 each, and then they offer the thumb-print biometric and those are \$2,700.00 each. This system cost us \$10,000.00 for the software.

Chairman Byrd: Is there any grace period if we change our mind and decide not to use this system, do we have any grace period left to get our \$10,000.00 back?

Bobbie Faircloth: No sir. We have had this system for almost a year now, we have been working on it since July 1, 2010.

Commissioner Bullard: I just learned that you could clock in on this system with a Blackberry. I did not hear any of the details of this system until the other night.

Bobbie Faircloth: We did not know about all of these problems until we put it out into the departments, and we have addressed and corrected, but there is still that one (1) major issue there that I don't know the answer to. The only thing I know is that if we were to do the intranet, then we would have to make exceptions.

Chairman Byrd: Do we have any department heads here that likes they system and supports the system?

Carla Strickland, Elections Director: It seems to be working fine for us.

Chairman Byrd: Would any of the department heads like to stand up and be recognized?

COMMENTS from DEPARTMENT HEADS:

Richard Gore, Tax Administrator: With this system, you lose the personal touch with your employees, and it is very difficult to plan your work schedule with this system.

Sherri Blackmon, Veterans Director: I have only one (1) employee, and she is spending twenty (20) minutes to get logged in and out at each interval. Supervisors should be held responsible for their employees.

Commissioner Bullard: Why is it that when Ms. Faircloth is doing this, and she makes it look so

easy, and your employee is having so much trouble?

Sherri Blackmon: There are so many employees who are logging in and out at the same time, and it is locking up the system. At this time of the day, there is no one else trying to log in and out, so it is not a problem. Between 8:00 A.M. and 8:30 A.M., it just does not happen like that.

Commissioner Bullard: Has anyone expressed this concern to Bobbie or Mr. Clark?

Bobbie Faircloth: The problem this morning is the storms we had yesterday knocked out our financial server, it had nothing to do with this actual software being logged up or backed up. My financial server was down this morning when I got in and I sent M.I.S. an e-mail and asked them to restart it because if it is down, nothing is going to work that I work with in my office. Anything tied to that is not going to work. I have noticed that in the last three weeks, I have had a lot more problems with my server going down, and I don't know if it is an issue with putting more stress on it, and I have talked with M.I.S. this morning about actually giving me a key to his back door and a key to where my server is, because I do come in most mornings early, and I know when it is down. This way I can go over there and correct this problem.

Chairman Byrd: Three (3) weeks ago, we had the same problem, I had several calls myself.

Gerald Fogle, Social Services Director: Fortunately, DSS already had a similar type system where we log in and log out and it was computer based, and called Scotland Yard. Of course, it did not generate any payroll, but it was simply an internal system we had where employees come in the morning and they log in, they log out for lunch, they log out for breaks, and they log out when they leave. The biggest problem we have had has already been mentioned, being able to get in the system and the system crashing and locking up. Of course, we have had the issue with the workers who are out in the field after hours and on the weekends and it is going to take the supervisors' time to go in and fix that employee's time card. It will be a little more work for the supervisors to have to do this. The biggest issue is the system being down. Maneuvering the system is not the biggest problem.

Commissioner Bullard: I have been talking with the school system, and every employee, even the Administration staff, and they have a card that they swipe, and they tell me they like it.

Bobbie Faircloth: We have that same option with this system. What we paid for originally was just the software. If you want to go to the next step and get something like a swipe- punch-card system or a biometric system, then that is an additional cost. We will already have the software paid for, it will just be buying the hardware.

Commissioner Bullard: The thing about this system is that there are too many problems.

Richard Gore, Tax Administrator: The Department Managers could key in the employees time and send it to Bobbie because it is their responsibility.

Tony Soles, Maintenance Director: I have employees that do not know the difference between a mouse and a cursor. I spend approximately an hour a week correcting my employees' time cards.

Julie Strickland, Recreation Director: I have only seven (7) employees and they are mostly in the field, they work on weekends, and one (1) does not have access to a computer. It is very time consuming to keep up with all of their time.

DSS Employee: How will our vacation and sick leave be kept? The balance that is showing on our pay stubs is not always correct.

Bobbie Faircloth: You will still receive that same report at the end of the month that gives the accrued balances for each employee.

JoAnn Stephens, DSS: We're mainly concerned about whether they are in or out and working during that day, not whether they are away to a meeting or whatever, as far as the system in concerned. What we have now is self serving.

Bobbie Faircloth: I would be able to set up another parameter, and let it be set up for a meeting, but you would still have to set that up in the system. The biggest issue I have run into is that it is not as secure as we would like it to be.

Chairman Byrd: What is the additional costs for the additional hardware that you are saying that we need?

Bobbie Faircloth: If you buy the punch card machines, they are \$1,900.00 each, I figured you will need approximately forty (40) of them, and that is an additional \$76,000.00. For the biometric system, they were \$2,700.00 each, and that is about \$108,000.00 for forty (40) of those.

Chairman Byrd: And then you will still have to come to a central location.

Bobbie Faircloth: That is allowing one (1) for each department, and then the additional six (6) that you would need for the libraries, and the additional six (6) that you would need for the senior centers, and the one for Riegelwood.

Commissioner Russ: How about the Sheriff's deputies that have patrol vehicles? How are they going to do that?

Bobbie Faircloth: They could not. There are draw backs to every system.

Algernon McKenzie: As a manager, I am having a problem with every time that I am working with an employee's time, I have to put in not only their ID badge number, but their pin number.

Bobbie Faircloth: It depends on which area you are going into to do it. If you go to Hours Maintenance, yes you are going to have to have the employee's number and their PIN number, but if you go to Working With Time Cards, you don't need to know either.

DSS Supervisor: Do you know when you will have everybody, like the managers and all the workers broken down together?

Bobbie Faircloth: I actually finished DSS's today. I just need everybody to check them and see if their employees are the correct ones under their number.

DSS Supervisor: Why does it show an error if an employee clocks in a little early, but it is not ten (10) minutes early? There has not been a schedule in the system. I have to go in and correct that every time it happens.

Bobbie Faircloth: I will have to go and look at that and see, because there is suppose to be a ten (10) minute grace period. If they do not have a schedule attached to their name, it may throw up an error.

DSS Supervisor: Then it doesn't show an error, if they leave at 5:35 P.M.

Commissioner McDowell: Bobbie, how does that work with the Sheriff's deputies when their hours change?

Bobbie Faircloth: There is actually a way in here that I have got set up to go week by week.

Commissioner Russ: At the jail, one of the deputies and they clock out at 5:00 or 5:30 P.M., and they go outside and there is a dispute in the parking lot, and a uniform officer is working and is signed on, and that officer needs some assistance, would that allow the officer that just clocked out to help or would they have to get in their car and leave?

Bobbie Faircloth: With the deputies, they are pretty much on duty 24 hours a day, whether they are signed off or not, then the manager would have to go and correct and extend their day.

Commissioner Bullard: Bobbie, if you were to get sick in the next three (3) or four (4) weeks, or in a wreck and be out for a week or two, who is capable of taking care of this system while you are out of work?

Bobbie Faircloth: Virginia Taylor.

Chairman Byrd: Virginia, would you like to make any comments?

Virginia Taylor: stated the following:

- A. Relative to the ten (10) or fifteen (15) minutes grace period - if an employee clocks in at 8:45 A.M. and should have been here at 8:30 A.M., it will not roll back to 8:30 A.M.;
- B. The times that I have put in the system are actual work hours;
- C. The system will allow you to clock in at 8:00 A.M., it will show an E for early, but if you clock in at 8:15 A.M., it will roll down to 8:30 A.M.; **and**
- D. If that individual comes in, their work schedule starts at 8:30 A.M., they clock in at any time past 8:30 A.M., will show the actual time clocked in.

Commissioner McDowell: We have been discussing checking in and checking out for the day, but we have not talked about lunch. If we have a problem with the system overloading in the morning

with employees trying to log in, is the same thing going to happen at lunch time?

Multiple Voices in Audience: There have been problems.

Bobbie Faircloth: I have not had that problem during lunch time with the system being down.

Multiple Voices in Audience: Anywhere from 11:30 A.M. until 2:00 P.M.

Commissioner McDowell: Is our system capable of handling this type of duty without us having to upgrade and spend more money to upgrade to handle all the traffic, because we are talking about \$10,000.00 being a lot of money. It may cost us \$50,000.00 to be able to use the \$10,000.00.

Bobbie Faircloth: I would have to have M.I.S. to answer that question because what we have is not this software.

Commissioner McDowell: That is what I am saying, there is a problem with the system.

Bobbie Faircloth: We just purchased that server two (2) years ago, and it does not seem like it has got that much traffic going through it as far as using memory, etc.

Commissioner McDowell: But, definitely, there is a problem somewhere in keeping everybody afloat.

DSS Employee: Bobbie, is there a schedule put in the system for each employee?

Bobbie Faircloth: It can be if I have the information.

DSS Employee: I had an employee today that when she logged out to go to lunch, she has an hour for lunch, she logged out, and she came back a couple minutes early, it looked like it had a schedule of time for her lunch in there, and because she didn't go out at that particular time, there was an error showing. She did not take any more time than she was suppose to take.

Carla Strickland: That is an area that needs to be addressed because during certain periods of time, my staff does not get to go to lunch at their normal scheduled times.

DSS Employee: A lot of my employees do not get to take their lunch at their regularly scheduled lunch time. Do you have to go in and make a correction there?

Bobbie Faircloth: You have to approve it, yes. You don't necessarily have to make a correction.

DSS Employee: That is a very time-consuming process.

Phyllis McCormick: Is there a way not to set the lunch times, Bobbie?

Bobbie Faircloth: If you do the lunch, then you will get an unscheduled error if you don't put the lunch in there.

Phyllis McCormick: Then, you will have to correct it anyway?

Bobbie Faircloth: Yes

DSS Employee: You said that everybody has a scheduled lunch?

Bobbie Faircloth: Yes, and if it needs to be changed, if you will contact me or Virginia and let us know when it is, we will change it. I think Virginia just did it on a normal schedule for each department, and now we are going in there and trying to personalize it per employee.

DSS Employee: For our department, that is going to be hard to do, because if a worker has a client, you can't say well you got to sit here and wait until I get back from lunch, you know so I can go at my scheduled time in the system.

Carla Strickland: This situation happens in my department, and if I know their lunch times are the hour lunch which is scheduled, I just go and verify the errors and not correct them for the week.

Bobbie Faircloth: That is the other step. If you know that their time is correct, you don't necessarily have to go employee by employee and authorize the errors are true errors, all you have to do is go into Authorize Errors and choose the list of what the errors are, select each error or select All and authorize. Then all the errors are correct.

Commissioner McDowell: That would have to be done for every employee?

Bobbie Faircloth: No, if you use that screen (Work With Time Cards), and I have it up for all my employees.

Commissioner McDowell: That is assuming that everybody took the appropriate time, right?

Bobbie Faircloth: Yes, that is assuming that everybody took the appropriate time, but it was just either not on their scheduled time or they didn't take their hour lunch, they left 15 minutes late and

you know that they did, and they came back within that hour, that way you can do all of them at one time.

Chairman Byrd: We have reached a point where we need to bring this workshop to a close. I have had a suggestion for you and the department heads to get together on another workshop because there seems to be a lot of questions maybe they don't have an answer for, and you do have the answer, if this is in agreement with the Board. Being we don't have a time schedule to work with as far as being able to return this back and get our money, another two (2) weeks I don't see will make a lot of difference. Mr. Clark, maybe you can put this on the Agenda for the March 21, 2011 Board Meeting. This will give you an opportunity to try to sell the good points and let them bring the points where they are having a lot of trouble. Is everybody in agreement with that?

The general consensus of the Board was to have a workshop scheduled between Bobbie Faircloth, Finance Director, and the Department Heads before the next scheduled Board Meeting, and place this item on the March 21, 2011 Agenda for a decision to be made on the Time and Attendance Program.

WORKSHOP CLOSED:

At 6:24 P.M., Chairman Byrd declared the Time and Attendance Workshop closed.

APPROVED:

JUNE B. HALL, Clerk to Board

GILES E. BYRD, Chairman

COLUMBUS COUNTY BOARD OF COMMISSIONERS**Monday, March 07, 2011****6:30 P.M.**

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, for the purpose of conducting their regularly scheduled meeting on the first Monday.

COMMISSIONERS PRESENT:

Giles E. Byrd **Chairman**
 Amon E. McKenzie, **Vice Chairman**
 James E. Prevatte
 P. Edwin Russ
 Lynwood Norris
 Ricky Bullard
 Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, **County Manager**
 Mike Stephens, **County Attorney**
 June B. Hall, **Clerk to Board**
 Bobbie Faircloth, **Finance Officer**

Agenda Items #1, #2 and #3:**MEETING CALLED to ORDER, INVOCATION and PLEDGE of ALLEGIANCE:**

At 6:30 P.M., Chairman Giles E. Byrd called the March 07, 2011 Columbus County Board of Commissioners Regular Session Meeting to order. The invocation was delivered by Commissioner Charles T. McDowell. Everyone in attendance stood and pledged Allegiance to the Flag of the United States of America which was led by Vice Chairman Amon E. McKenzie.

Agenda Item #4: BOARD MINUTES APPROVAL:

Commissioner Norris made a motion to approve the February 21, 2011 Regular Session Board Meeting Minutes, as recorded, second by Commissioner Prevatte. The motion unanimously passed.

Agenda Item #5: PUBLIC INPUT:

Chairman Byrd opened the floor for public input. The following person spoke.

Robert Adams, 233 Mt. Calvary Road, Clarkton, NC 28433: stated the following:

1. This is in regards to the debt service on the new Columbus County Courthouse;
2. I am proposing that a surtax be charged on each new case that is heard in the Courthouse;
3. By imposing the new surtax, the criminals will pay their part and take this much off the backs of the taxpayers in Columbus County; **and**
4. You may need to pass an Ordinance for the new surtax.

After a brief discussion was conducted, it was the general consensus of the Board for Mike Stephens, County Attorney, to check into this matter and report back to the Board with the findings.

Agenda Item #6: PRESENTATION - DISCOVER COLUMBUS FIRST:

Janice Young, Executive Vice President of the Greater Whiteville Chamber of Commerce, delivered the following presentation on Discover Columbus First.

1. We appreciate you granting us this time to speak to you tonight on Discover Columbus First which is a county-wide marketing program;
2. When this program was launched in 2008, the County Commissioners adopted a resolution supporting the program;
3. This helped give the program credibility and momentum;
4. We have run advertisements on WECT multiple times;
5. The Discover Columbus First Committee meets just about every month;
6. We strongly believe that what we are doing is very beneficial to the future of Columbus County;
7. We started off with \$100,000;
8. We are here tonight to say thank you for your support, and we would like to move to the next

- level in promoting Columbus County;
9. We are requesting the Board to include the sum of \$10,000.00 in the proposed next year's budget for Discover Columbus First;
 10. Shawn Maynor, The Honorable Frank Wilson, Jackie Ray and Henry Hawthorne spoke in strong support of Discover Columbus First, and its advantages to Columbus County and her citizenry; **and**
 11. Discover Columbus First is a vehicle that has shown sustainability, credibility and flexibility that government cannot have.

MOTION:

Commissioner Bullard made a motion to add \$10,000.00 for Discover Columbus First to the proposed Columbus County's next year's budget, second by Commissioner Prevatte. The motion unanimously passed.

Agenda Item #7: FIRE and RESCUE - APPROVAL of MODIFICATION of the A-D-R FIRE-RESCUE, INCORPORATED DISTRICT:

Steve Camlin, Fire Chief of A-D-R Fire and Rescue, requested Board approval of the proposed changes to the fire district for A-D-R Fire-Rescue, Incorporated, by Resolution.

Mr. Camlin stated the following:

1. I come to you tonight dealing with the A-D-R Fire District;
2. We are modifying the insurance rated district;
3. In North Carolina, there are 1289 fire departments, and out of that, we are one of the 64 that is interested in getting the rest of the township to apply to its fire rating;
4. In the sanitary district, we are one of the 6 all-volunteer fire departments that provide fire protection to a municipality;
5. We have been working with the Town of Sandyfield for several years in giving them fire protection since the late 1980's;
6. The purpose of us coming before you tonight is to adopt a fire map that pertains to the fire insurance rating;
7. On the first map that has been distributed to you, you will see Town of Sandyfield that has a red border around it, inside the Town of Sandyfield, it has Class 6, a Class 9E and a Class 10;
8. On the second map, that area is blue;
9. In 2000, when the association was put into place, that area was taxed properly under the laws of North Carolina, as well as the response area that is not included in any type of rating by the State of North Carolina;
10. Shannon Blackmon went before A.C. Daniels several weeks ago up there to deal with rating scheduled only for fire suppression;
11. A.C. Daniels would like to have those areas rated for future maps;
12. Our primary concern tonight is dealing with the Town of Sandyfield and then the rating dealing with the south side of Delco which is protected by Station Number 2;
13. At the Town of Sandyfield, we will place a station there by the grace of the Town of Sandyfield which we have been working with for over three (3) years;
14. The Town has obliged themselves in building, constructing by taking grants and loans to construct this building and bringing all this together;
15. This is the first step in three (3) things that we have to do;
16. We have to have this map approved by the County Commissioners, so that in May, when the station becomes open to us, we can house it;
17. At that time, A.C. Daniels, which is the lead director with the State Fire Marshall's Office, will come down and grade the building and make sure the proper equipment is there and make sure we have our paperwork in line, and then he will give the Town a Class 6 rating, but in order to do that, the map has to be approved whenever we house it and whenever he comes;
18. At that time, after we are housed in there, and after he has blessed us, then he takes that map and sends it to the Insurance Services Office up north, and it takes them one hundred twenty (120) days after they receive it, and they will turn around and send letters out to people and tell them that there are insurance people that cover these areas with a Class 6;
19. As you know, a Class 6 from a Class 9 or a Class 10 is a large amount of savings on property, it is also for manageable business owners;
20. A Class 6 is the lowest you can go, and anything below that helps commercial structures;
21. There is very few commercial structures in there, but it will mean a drastic savings for those

- people in that area;
22. We will have to modify our contract with the County before July 01, 2011;
 23. We will have to deal with some taxing issues before July 01, 2011 and that is the town's responsibility; **and**
 24. We will be bringing a revised contract back to you as a courtesy before July 01, 2011.

**COLUMBUS COUNTY BOARD OF COMMISSIONERS
RESOLUTION
APPROVING INSURANCE DISTRICT BOUNDARIES**

WHEREAS, fire district boundaries for fire departments are established by Boards of County Commissioners pursuant to N.C.G.S. 153A-233, which districts are also used for insurance grading purposes; **and**

WHEREAS, the fire district boundaries in the unincorporated portion of Columbus County need to be revised to change the way they have historically been described by a point to point description to by reference of maps created using the GIS system, and to reflect annexations by municipalities in the County; **and**

WHEREAS, the Columbus County Fire Marshal has caused to be created a new fire insurance district map using the GIS system for fire district which is incorporated by reference into Exhibit A to this Resolution; now, therefore, be it

RESOLVED that the Columbus County Board of Commissioners approves the boundary lines of the Acme-Delco. Riegelwood Fire District exclusive of current or future municipal town limits of Sandyfield and as represented in the GIS produced map certified by the County Fire Marshal referenced in Exhibit A.

ADOPTED this 7th day of March, 2011.

/s/ **GILES E. BYRD, Chairman**

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ **JUNE B. HALL**

CLERK TO THE BOARD

Commissioner Russ made a motion to approve the modifications to the Acme-Delco-Riegelwood Insurance District Map, as proposed by Steve Camlin, Fire Chief, second by Commissioner McDowell. The motion unanimously passed.

Agenda Item #8: EMERGENCY SERVICES - APPROVAL of RECOMMENDATION for RADIO COMMUNICATIONS:

Jeremy Jernigan, Emergency Services Director, requested Board approval of the recommendation of the Communications Committee for the radio communications system.

Mr. Jernigan stated the following:

1. The Communications Committee and I have spent a lot of time looking at various systems in the process of determining the best recommendation to make to the Board;
2. We extensively evaluated two (2) different systems, one (1) from Motorola and one (1) from Kenwood, and based on the testing evaluation we did which included field testing, the Communications Committee is recommending that we pursue a Kenwood Nexedge digital trunked radio system;
3. The reason we choose this system, it had some features that we didn't get from the Motorola system such as being able to scan both analog and digital and that is important for the fire and EMS community because we page in analog, but we are going to be operating in digital if we go to this system;
4. We also did field testing based on the later installation of the infrastructure, we were able to talk a lot further than we could with our existing input, for example I had folks who were in Elizabethtown and they were talking to me on a hand-held radio, and today we had a tough time even talking from the County line;
5. We are getting great range with the system, and that was pretty consistent from, we also had folks basically sitting in prison on Highway 41 in Robeson County, and they were also talking to us on an hand-held radio;

6. The folks from Evergreen will tell you it is pretty tough just to talk from Evergreen, much less Boardman, so we saw an increased coverage from there, and that is one of the areas that needs to be addressed with our current radio system, which is coverage;
7. Basically, we are asking the County to help us with four hundred ten thousand and 00/100 (\$410,000.00) dollars;
8. The Kenwood system will cost us one million, five hundred thousand and 00/100 (\$1,500,000.00) dollars, and we have pulled every dime we can out of the Emergency Services budget, which includes the funds that have been made available to the County with the release of the 911 fund balance;
9. By merging that amount with our unrestricted Fund Balance currently, we were able to come up with roughly needing four hundred ten thousand, and 00/100 (\$410,000.00) dollars from the County;
10. Those are budgetary numbers that we are using and we evaluated whether or not to keep our existing system and wait it out, but there were a lot of weaknesses in that option, and for the amount of money that we are going to be spending, we were really not going to gain any functionality other than being able to push a button and talk, and let go of that button and listen;
11. Still we would reach a point where if we had one lightning strike, we could lose our entire radio system;
12. We also looked at the State 800 megahertz radio system, and there is coverage issues with that, and today, fire departments can't afford to buy a \$2,500.00 radio, this is not a thing that can be done;
13. You can look at going out and trying to get grants for the State 800 megahertz system, but those grants seem to be drying up now, and we tried to do some grants earlier this year and we were basically told that all money is going to be used to pay for infrastructure in the state, and that money was going to be used to pay for basically the hand-helds and the vehicle radios; **and**
14. We looked at the Motorola System and we looked at the Kenwood System, and we feel like the Kenwood System is the best system for Columbus County.

Chairman Byrd: stated this information that has been brought before this Board is always in the due east area or the Pireway area of the County. Each point that you pointed out, Elizabethtown, Highway 41 and back in the northern part of the County. I am especially concerned about Pireway, Riegelwood and those areas. Every Commissioner here has heard about the problems with the radio systems and everyone has supported an effort to do something about it. But before we buy this system like we did our Time Clock situation, I am asking the Board are there any way to put one, two or ten of these radios in operation, in the troubled areas to see if they will work. I am concerned with Nakina, Riegelwood and Evergreen as you mentioned also. If we go and commit to this \$1.5 million, or spend this \$1.5 million, and these radios come back and can't work, we are at the same level that we are at now. My point is, has it been in vehicles in the troubled parts of the County?

Jeremy Jernigan: We have done extensive testing in the County. We sent out four (4) teams the other day, and we drove basically all over the County. We drove a route to the North, to the East, to the South and to the West, and we were in a vehicle with a hand-held radio which is a challenge for a hand-held radio to talk outside of a vehicle especially when you are running 55 MPH or 60 MPH down the road. The reason I brought up the areas we were able to talk in, is that was one limited testing scenario. Where I feel like this is going to address the concerns you just brought up is they did work on the system, we are going to have multiple sites, and they are going to talk out and they are going to receive. Right now, we have only one (1) tower that talks out in the county, and that is why we have issues in covering the entire county. In those areas that you have mentioned are also the areas where we have problems in being able to talk. Now, if we pursue with the system, we will try to have a site in the Delco area, try to have a site around Chadbourn, try to have one around Fair Bluff and Tabor City and Nakina. That should help cover those trouble areas.

Chairman Byrd: You said should, we want a definite answer, at least I do. I want to know if it will work myself. With a cell phone sometimes you don't have to move three or four (3' or 4') feet and you will have service. You are talking about \$1.5 million and it is a very needed system, but we need one that is going to work without a doubt.

Jeremy Jernigan: I have no problem with saying it will work.

Tony Miller: I stand with Mr. Jernigan, and I feel confident this system will do what we need, what we got to have, I feel 100% confident.

Chairman Byrd: But still directly, the system has not been tested in those three (3) troubled areas.

Tony Miller: It has been tested, but not day in and day out, but what we see in testing it in the range of the towers we are talking about, we are 99.99% sure we will get the coverage we are asking for.

Chairman Byrd: Is there any grace period for the return if we have any trouble?

Jeremy Jernigan: We will have time to be able to go ahead and engineer the system. I have got one (1) repeater that we have been using for testing. I have no problem with going and moving that repeater to another site, but the issue is I don't have receive antennas and I don't have transmitting antennas at those sites, so I will have to go ahead and purchase the equipment to be able to install it, then I will have to do coordination with SCC to try and get it adjusted so we can put the equipment there. For licensing for any kind of long-term, temporary testing, we should be able to do that. I have no problem at all in doing the testing.

Vice Chairman McKenzie: I have been in touch with the Evergreen Fire Department and I understand they have been testing and seem to be very satisfied with the system. The fire departments are the ones that would really know. I am completely satisfied and I call for the question.

Commissioner McDowell: Mr. Chairman, I received a couple of calls today from members of the Nakina area and they were very much satisfied with the system.

Commissioner Bullard: Mr. Chairman, I have also talked to several people, I am even talked to my appointee on the Board that represents Emergency Services, and from everybody that I have talked to, they have assured me that it was the exact system that we need to solve these problems with.

Tony Miller: I would not stand in front of you tonight if I wasn't 100% confident about this system. Also, time is of the essence that we move with this system.

MOTION:

Commissioner Prevatte made a motion to approve the recommendation of the Communications Committee for the Kenwood Nexedge digital trunked radio system, and to approve the request for four hundred ten thousand and 00/100 (\$410,000.00) dollars to be used in the purchase of the system, second by Commissioner Bullard. The motion unanimously passed.

Agenda Item #9: ELECTIONS - DEPARTMENTAL UPDATE:

Carla Strickland, Elections Director, delivered the following departmental update to the Board.

The Columbus County Board of Elections has been quite busy this past year. The Columbus County Board of Elections conducted the Mid-term Primary Election on May 4, 2010 and a 2nd Primary on June 22, 2010. The Mid-term General Election was conducted on November 4, 2010. During this Election the first Statewide Instant Run-off vote was conducted on the NC Court of Appeals seat previously held by the Honorable Judge Wynn. A Statewide count of the 1st, 2nd, and 3rd, choices for this seat was conducted on November 29, 2010. Due to the outcome of the Instant run-off vote, a Mandatory Statewide recount was conducted on December 15, 2010. Both counts were conducted by 12 Bi-partisan teams. This process saved Counties across the State from opening all precincts for a Run-off Election in 2010. Audits and canvasses were completed on both counts just as would be done in any Election with the exception that it was similar to performing the same on three Elections simultaneously before getting the final tallies.

The Columbus County Board of elections has also conducted a Malt Beverage Election on February 8, 2011. The measure passed with 92 voters FOR and 15 Voters AGAINST.

The Columbus County Board of Elections has also received funding in the form of grants or services paid by the State Board of Elections this past year as well.

- | | |
|--------------------------------------|-----------------|
| • Satellite One-stop Grant | 14,819.00 |
| • Voting Equipment Maintenance | 21,802.00 |
| • Software/firmware license renewals | 9,901.00 |
| • Ballot coding General Election | <u>5,357.00</u> |

The List maintenance process was performed on January 10, 2011. 8,016 mailings have gone out to voters who have not voted in the last two Federal Elections. 1,550 of those mailings were returned undeliverable. 1,550 confirmation mailings were sent and of those, 1,335 were returned undeliverable.

The Periodic Maintenance was performed on March 2nd , and 3rd , 2011. All voting equipment was tested and upgraded/repared as needed and each piece of equipment had new back up batteries installed.

The National Change of Address (NCOA) program which had been implemented in 2009 and the most recent mailings were printed and mailed was on March 4, 2011 to 338 voters listed on the quarterly report of changes of addresses according to the U.S. Postal Service. A NCOA mailing is sent to the Registered Voter to verify their new address, be it within or outside of our State or County. This is continuously done on a quarterly basis.

The State Board of Elections, District Elections Technician came to our office on Tuesday March 1, 2011 to perform the State Inventory on all equipment purchased through H.A.V.A. Grant funding over the past 6 years.

Our office is presently working on preparations for the Wellness check which will be performed by the State board of Elections this year. The check consists of proper processing of Voter registrations, processing of DMV reporting, DHHS reporting, Database management, Campaign finance reporting, and Elections administration. The Director and staff will be questioned on the same and records will be analyzed as well.

The Columbus County Board of Elections will be hosting, for the first time since it's inception in 1972, its first District Elections meeting on March 24th 2011. It will take place at the Cooperative Extension conference room beginning at 10:00 a.m. Directors of Elections and their Deputies will be arriving from 12 other Counties. (Anson, Bladen, Cumberland, Harnett, Hoke, Lee, Montgomery, Moore, Richmond, Robeson, Sampson, and Scotland)

We now have three employees who have attained State Certification in our office. Assistant Deputy Director, Valeria Peacock passed her certification exam in July 2010.

The election set-up for the Municipal Elections 2011 is already underway. Candidate Filing will take place in July. A municipality that will be redistricting after the release of the Census data in April, 2011, will tell us whether the Candidate filing will be in the first two weeks of July or the last two weeks in July. The seats up for Election in 2011 are as follows:

- Bolton Town Mayor, Aldermen (3)
- Brunswick Town Commissioners (2)
- Cerro Gordo Mayor, Town Councilmen (3)
- Chadbourn Mayor, Town Councilmen (3)
- Fair Bluff Mayor, Town Councilmen (3)
- Lake Waccamaw Commissioner-East Ward (1) West Ward (1)
- Sandyfield Mayor, Town Councilmen (3)
- Tabor City Mayor, Town Councilmen (2)
- Whiteville City Mayor, City Councilmen- District 1 (2) District 2 (1)

I have also attached statistical data that might be of interest to all those present.

VOTER TURNOUT

	<u>2004</u>	<u>2008</u>
Presidential Primary Elections	9,476	15,395
Presidential General Elections	21,423	24,644
	<u>2006</u>	<u>2010</u>
Mid-term Primary Elections	5,627	7,482
Mid-term General Elections	13,716	16,798

The Columbus County Board of Elections will anticipate the possibility of redistricting from several government entities due to the new Census Data. Once our office receives the maps of the same, we will need to geo-code for any changes made to our geo-database to insure that voters are designated properly to the districts they will be qualified to vote in. This will include U.S. and State Legislative districts, County, City, town and School districts. In the event redistricting is needed to take place in any given district, our office should be informed so that the necessary preparation can be made.

Agenda Item #10: CDBG GRANT #09-C-2024 - ESTABLISHMENT of DATE and TIME for PUBLIC HEARING:

On the behalf of Mary Beck, Hobbs, Upchurch and Associates, William S. Clark, County Manager, requested the Board to establish March 21, 2011, at 6:30 P.M., as the date and time for a public hearing to close out the CDBG Grant # 09-C-2024 Infrastructure Hook-up Community Development Block Grant.

Vice Chairman McKenzie made a motion to establish March 21, 2011, at 6:30 P.M., as the date and time for a public hearing to close out the CDBG Grant # 09-C-2024 Infrastructure Hook-up Community Development Block Grant, second by Commissioner Norris. The motion unanimously passed.

Agenda Item #11: OLD JAIL BUILDING - UPDATE on RELOCATION:

William S. Clark, County Manager, and Tony Soles, Maintenance Director, delivered the following update on the cost of relocating the County Old Jail Building.

1. We have checked on pricing for relocating the Old Jail; **and**
2. We have talked to two (2) people about this, and Tony Soles was trying to obtain a third price today, and I will let Tony share this information with you.

Tony Soles, Maintenance Director, stated the following:

1. I spoke with three (3) local contractors that move houses, and I got prices from two (2) of the local contractors;
2. Only one (1) of the contractors actually came out and took a look at the building and went through, and one (1) contractor from Wilmington came and took a look at the building;
3. Not surprising, the two (2) contractors that came out and took a look at the building, their quotes were quite higher;
4. One (1) contractor out of Tabor City never gave any hard numbers, he just used the word minimum a lot, a minimum of \$5,000.00 for engineering fees, a minimum of \$150,000.00 just to move it closer to Smith Street. He did not take a look at the building on the inside.;
5. The exterior walls are all masonry, but inside that building, there are two (2) parallel walls that run the length of that building, and they are also masonry, and they are about 14" thick and that adds to the cost of moving the building;
6. The two (2) contractors that came and took a look at the building, they actually saw the walls and those two (2) quotes were, one for moving it to the street was \$356,000.00 for the move and \$61,000.00 for the engineering and foundation work;
7. One (1) of our local contractors, for moving it to the street, was \$400,000.00 and that was \$50,000.00 for engineering and foundation work;
8. That is a range from \$150,000.00 \$450,000.00;
9. Glen Ware got some figures from a contractor from up the road;
10. The higher figures are to move it over here in this parking lot and those came in on an average of about \$100,000.00 more to move it on the other side of the building than to move it to Smith Street; **and**
11. That will be taking the front of the building off that was built in 1940 because you can't move that part because it is on a slab.

Glen Ware, Ware Bonsall Architects, stated the following:

1. We talked with Expert Movers and they are a company that specializes in moving historic buildings;
2. They are the company that moved the Hatteras Light House;
3. What they described for use is a process where they would need to come in and essentially excavate under the building so they could insert steel beams and create a platform they could use to jack the building up, and then they could slowly roll it to another location either here on site or anywhere else;

4. They also said, along with that, they would need to have a foundation prepared on the site where it would be moved, and engineering services provided for that, along with paying a power company to take down power lines along the path where they needed to move the building;
5. The number they gave us, based on photographs of the building, and aerial photographs of the building, he said it looked like it would be about \$300,000.00 including the utility moves to move that building from where it is now to the side just adjacent to this building;
6. If we were to do a shorter move, essentially to move it from where it is now and just move it forward toward Smith Street, it would probably be about \$200,000.00, and that is just a preliminary ball-park figure;
7. He would have to come and actually look at the building to give you a better estimate; **and**
8. This kind of gives you the range and that is kind of in the middle of what Tony had found.

DISCUSSION/QUESTIONS/COMMENTS:

Chairman Byrd: That would not include the slab that it would be sitting on and the engineering fees.

Glen Ware: The engineering fees and the slab would be additional costs.

Chairman Byrd: An estimate of \$50,000.00.

Glen Ware: It could be.

Commissioner Bullard: If you have got to have engineering drawings, you can count on more than that.

Glen Ware: It's not that big of a building, so it would not be that involved, but it is going to require some excavations, some foundations, and it has got to be unique because it has to work with whatever moving system that is going to be used to actually bring the building in, so there is a fair amount of coordination with that. The other cost that is associated with that is the insurance because they do have to insure these buildings, you have to put a value on the building.

Commissioner Russ: I didn't think the County was going to be responsible for moving that building. They could form a committee and they could raise their money for that if that is what they choose to do.

Chairman Byrd: Speaking with the Board members, one-on-one, I understood that this Board would be willing to sell that building for one and 00/100 (\$1.00) dollar, or whatever, to them and let them move it if they wanted to give a set number of time, and if not, we have to proceed on with our plans for the new facility. Is that the consensus of the Board? Mr. Clark, would you like to relay that? Do you need a motion for that?

MOTION:

Commissioner Bullard made a motion that we offer to sell the Old Jail to the committee for one and 00/100 (\$1.00) dollar, if they would like to have it, and they bear the expenses of moving the building to the site of their choice, second by Commissioner Russ. The motion unanimously passed.

Agenda Item #12: RESOLUTION - APPROVAL and ADOPTION of RESOLUTION CONCERNING SOUTHERN TIRE and MUFFLER, INCORPORATED:

Mike Stephens, County Attorney, requested Board approval and adoption of the following Resolution Concerning Southern Tire and Muffler, Incorporated.

RESOLUTION CONCERNING SOUTHERN TIRE AND MUFFLER, INCORPORATED

WHEREAS, Commissioner Edwin Russ has represented to the Columbus County Board of County Commissioners that he has an ownership interest in the following business:

Southern Tire and Muffler, Incorporated

AND WHEREAS, the County of Columbus may from time to time require the goods and services which can be provided by said business; and

WHEREAS, Commissioner Russ desires to avoid any conflict of interest or appearance of conflict of interest if goods or services are sold to Columbus County by said business.

NOW, THEREFORE, BE IT RESOLVED that Columbus County government may purchase goods and services from the above named business under the following statutory conditions as outlined in North Carolina General Statute 14-234 that is hereby attached and incorporated by reference:

1. Purchase may be made only as long as there is no incorporated municipality of more than 15,000 population within Columbus County according to the most recent official federal population census.
2. Expenditures shall not exceed an amount of Forty Thousand and 00/100 (\$40,000.00) dollars for goods or services within a 12-month calendar period.
3. Commissioner Russ shall not in his official capacity participate in any way or vote on matters affecting the County's business with the above named company.
4. The total annual amount of undertakings or contracts shall be specifically noted in the audited annual financial statement of Columbus County.
5. The governing board shall post in a conspicuous place in the County Courthouse a list of all such officials with whom such undertakings or contracts have been made, briefly describing the subject matter of the undertakings or contracts and showing their total amounts. This list shall cover the preceding 12 months and shall be brought up-to date at least quarterly.

In addition to these statutory conditions, this Board requires that each department or office of County government shall keep public records that document that it has engaged in competitive purchasing practices and that the director of the department or office has determined that the purchase of goods or services from the above named business is in the best interest of Columbus County.

It shall be the responsibility of the Columbus County Finance Department to develop an accounting procedure which will assure that purchases do not exceed the statutory limit.

Commissioner Russ abstained from voting on this resolution.

APPROVED and **ADOPTED** this the 7th day of March, 2011.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ **GILES E. BYRD, Chairman**

ATTESTED BY:

/s/ **JUNE B. HALL, Clerk to Board**

Vice Chairman McKenzie made a motion to approve and adopt the Resolution concerning Southern Tire and Muffler, Incorporated, second by Commissioner Norris. A roll-call vote was taken with the following results:

AYES: Chairman Byrd, Vice Chairman McKenzie, Commissioners Norris and McDowell;
NAYS: Commissioners Prevatte and Bullard; **and**
ABSTENTION: Commissioner Russ.

The motion passes on a four (4) to two (2) vote with one (1) abstention.

Agenda Item #13: RESOLUTION - APPROVAL and ADOPTION of RESOLUTION CONCERNING BYRD FAMILY, LLC of LAKE WACCAMAW:

Mike Stephens, County Attorney, requested Board approval and adoption of the following Resolution Concerning Byrd Family, LLC of Lake Waccamaw.

RESOLUTION CONCERNING BYRD FAMILY, LLC OF LAKE WACCAMAW

WHEREAS, Chairman Giles E. Byrd has represented to the Columbus County Board of County Commissioners that he has an ownership interest in the following entity:

Byrd Family, LLC of Lake Waccamaw

AND WHEREAS, the County of Columbus may from time to time require the services which can be provided by said entity; and

WHEREAS, Chairman Byrd desires to avoid any conflict of interest or appearance of conflict of interest if services are rendered to Columbus County by said entity.

NOW, THEREFORE, BE IT RESOLVED that Columbus County government may render services from

the above named entity under the following statutory conditions as outlined in North Carolina General Statute 14-234 that is hereby attached and incorporated by reference:

1. Purchase may be made only as long as there is no incorporated municipality of more than 15,000 population within Columbus County according to the most recent official federal population census.
2. Expenditures shall not exceed an amount of Forty Thousand and 00/100 (\$40,000.00) dollars for goods or services within a 12-month calendar period.
3. Chairman Byrd shall not in his official capacity participate in any way or vote on matters affecting the County's business with the above named entity.
4. The total annual amount of undertakings or contracts shall be specifically noted in the audited annual financial statement of Columbus County.
5. The governing board shall post in a conspicuous place in the County Courthouse a list of all such officials with whom such undertakings or contracts have been made, briefly describing the subject matter of the undertakings or contracts and showing their total amounts. This list shall cover the preceding 12 months and shall be brought up-to date at least quarterly.

In addition to these statutory conditions, this Board requires that each department or office of County government shall keep public records that document that it has engaged in competitive purchasing practices and that the director of the department or office has determined that the purchase of goods or services from the above named business is in the best interest of Columbus County.

It shall be the responsibility of the Columbus County Finance Department to develop an accounting procedure which will assure that purchases do not exceed the statutory limit.

Chairman Byrd abstained from voting on this resolution.

APPROVED and **ADOPTED** this the 7th day of March, 2011.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ **AMON E. McKENZIE, Vice Chairman**

ATTESTED BY:

/s/ **JUNE B. HALL, Clerk to Board**

Commissioner Russ made a motion to approve and adopt the Resolution Concerning Byrd Family, LLC of Lake Waccamaw, second by Vice Chairman McKenzie. A roll-call vote was taken with the following results:

AYES: Vice Chairman McKenzie, Commissioners Norris, Russ and McDowell;

NAYS: Commissioners Prevatte and Bullard; **and**

ABSTENTION: Chairman Byrd.

The motion passes on a four (4) to two (2) vote, with one (1) abstention.

RECESS REGULAR SESSION and enter into COMBINATION MEETING of COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V BOARD MEETING

At 7:33 P.M., Vice Chairman McKenzie made a motion to recess Regular Session and enter into a **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting, second by Commissioner Prevatte. The motion unanimously passed.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

February 21, 2011 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting **(5 sets)**

This information will be recorded in Minute Book Number 1 for each water district, respectively.

ADJOURN COMBINATION MEETING of COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III IV and V BOARD MEETING and resume REGULAR SESSION

At 7:34 P.M., Commissioner Prevatte made a motion to adjourn the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting and resume Regular Session, second by Commissioner Norris. The motion unanimously passed.

Agenda Item #15: CONSENT AGENDA ITEMS:

A. Budget Amendments:

Commissioner Norris made a motion to approve the following budget amendments, second by Commissioner Prevatte. The motion unanimously passed.

TYPE	ACCOUNT	DETAILS	AMOUNT
Expenditure	10-5180-512100	EH Salaries	7,374
Revenue	10-3510-430024	State Food and Lodging	7,374
Expenditure	10-5161-523900	FP Drugs and Medical	1,450
Revenue	10-3510-430031	FP Grant	1,450
Expenditure	10-5301-533001	CP&L Energy	4,507
Revenue	10-3530-430076	CP&L Energy	4,507
Expenditure	14-4311-526001	Sept Supplies	2,500
Revenue	14-3431-499101	Special Alcohol & Drug Fund Balance Appropriated	2,500
Expenditure	29-5900-550025	Lottery Disbursement	195,815
Revenue	29-3210-432315	Lottery Funds	195,815

B. Tax Refund and Releases:

Commissioner Bullard made a motion to approve the following Tax Refund and Releases, second by Commissioner Prevatte. The motion unanimously passed.

**TAX REFUND (as submitted to the Governing Body Office from the Tax Office):
March 07, 2011**

Refunds Name: Carolina Affordable Homes, Inc. Amount: \$0.00
 Value: \$0.00 Year 8-09 Account # 01-04198 Bill # 99999 Total \$7,080.00
 Refund user fee for years 2008 and 2009. Uses a commercial hauler. Never had roll out carts.
 P.O. Box 3626 Wilmington NC 28406

**TAX RELEASES (as submitted to the Governing Body Office from the Tax Office):
March 07, 2011**

Release the Property Value in the name of Garver, James & Heidi Amount: \$1,420.54
 Value: \$174,300.00 Year: 2010 Account # 15-02801 Bill # 9999 Total \$2,489.61
 Release entire portion of dwelling value. House burned 4-5-2009. Release Acme Delco (209.16), release Columbus Rescue(34.86), release Sandyfield (610.05)

Release the Property Value in the name of Gore, Leo Amount: \$206.20
 Value: \$25,300.00 Year: 2010 Account # 10-06400 Bill # 0800 Total \$469.27
 Release portion of value on dwelling and storage barn.Rebilled Act.#10-01834 Alaine Powell. Release Cole Service(25.30), release Columbus Rescue(5.06), release Water District II (17.71)

Release the Property Value in the name of Gore, Leo (Jr) & Gilbert ETALS Amount: \$324.38
 Value: \$19,900.00 Year: 09-10 Account # 10-06300 Bill # 9999 Total \$825.00
 Release portion of value billed with old store building that does not exist. Release Cole Service(39.80), release Columbus Rescue(7.96), release Water District II (27.86)

Release the Property Value in the name of Thomas, Douglas & Daisy Mae Thomas Amount: \$115.99
 Value: \$6,664.00 Year: 09-10 Account # 13-02303 Bill # 9999 Total \$576.64
 Release value of mobile home. Rebilled to Act#13-03733. Release Klondyke Fire(9.96), release Columbus Rescue(2.85), release Water District II (9.96)

Release the Property Value in the name of Turner, Jimmy H. Amount: \$15.22

Value: \$1,867.00 Year: 2010 Account # 10-17341 Bill # 7383 Total \$17.46
 Release value of boat. Billed for 2 and only has 1. Release Cole Service(1.87), release Columbus Rescue(.37)

Release the Property Value in the name of Ward, Christopher Amount: \$83.29
 Value: \$1,000.00 Year: 04-10 Account # 13-02152 Bill # 99999 Total \$1,478.00
 Release value of mobile home. Rebilled to Elizabeth Mary Ward Act#13-00208. Release Klondyke Fire(7.48),
 release Columbus Rescue(2.14), release Water District II (10.78)

Release the Property Value in the name of Wright, Dean W. Amount: \$0.00
 Value: \$197,000.00 Year: 2010 Account # 9-00931 Bill # 2030 Total \$35.26
 Release entire portion of dwelling value. Government confiscated this property. Paid before interest due.

Release the User Fee in the name of Bradley, Ramona Amount: \$0.00
 Value: \$0.00 Year: 2010 Account # 14-02375 Bill # 8744 Total \$215.00
 Release user fee. Dwelling is vacant.

Release the User Fee in the name of Dyson, Barbara Jean Jolly Amount: \$0.00
 Value: \$0.00 Year: 2010 Account # 3-00648 Bill # 5893 Total \$215.00
 Release user fee. Dwelling is vacant.

Release the User Fee in the name of James, William(Dec) & Lethan Amount: \$0.00
 Value: \$0.00 Year: 2010 Account # 9-15564 Bill # 6586 Total \$215.00
 Release user fee. Mobile home is vacant.

Release the User Fee in the name of Powell, Alaine Gore Amount: \$0.00
 Value: \$0.00 Year: 2010 Account # 16-03244 Bill # 7289 Total \$215.00
 Release user fee. Uses a commercial hauler.

Release the User Fee in the name of Prince, William B. (Sr)& Miriam G. Amount: \$0.00
 Value: \$0.00 Year: 2010 Account # 9-05137 Bill # 8281 Total \$215.00
 Release user fee. Dwelling is vacant. Can picked up 2-6-2009

Release the User Fee in the name of RECA Limited Partnership Amount: \$0.00
 Value: \$0.00 Year: 2009 Account # 12-02048 Bill # 6896 Total \$210.00
 Release user fee. Dwelling is unliveable.

Release the User Fee in the name of Rhodes, Joan D. Amount: \$0.00
 Value: \$0.00 Year: 2010 Account # 11-22587 Bill # 9250 Total \$128.00
 Release user fee. Dwelling is vacant.

Agenda Item #16: COMMENTS:

Chairman Byrd opened the floor for comments. The following spoke.

A. Department Head:

Jennifer Holcomb (Travel and Tourism): stated the following:

1. We received the census numbers that came out;
2. I would like to let you know that we were slated to lose population;
3. When I was contacted by WECT today, the spin was negative, and I spun it positive;
4. I think we have done a lot here in Columbus County to move Columbus County up;
5. We might be below some of the counties around us, but we have gained population contrary to what the census numbers show; **and**
6. Congratulations to all of you.

B. Board of Commissioners:

1. **Commissioner Russ:** stated the following:
 - A. I would like to make a motion that Columbus County Commissioners go on record as supporting to save the Forestry Museum Campaign and the letter be sent to State Senator Rabon and State Representative Dewey Hill;
 - B. Today, Chairman Byrd and I were at the Boys Home and Congressman McIntyre gave \$200,000+ to the Boys Home Farm and I think it is a very

- needed thing;
- C. Can we postpone revaluation for a few years? Mr. Clark replied stating he did not think so, but he would check into it. Chairman Byrd stated we might could adopt the values as we have them now;
 - D. I would like to thank the fire and rescue personnel for what they do for us in Columbus County.

MOTION:

Commissioner Russ made a motion that Columbus County Commissioners go on record as supporting to save the Forestry Museum Campaign and the letter of support be sent to State Senator Rabon and State Representative Dewey Hill, and to reference the \$2 million that has already been expended in the Forestry Museum, second by Vice Chairman McKenzie. The motion unanimously passed.

- 2. **Commissioner Bullard:** stated the following:
 - A. The money allocated for the radio system for the fire and rescue was a much needed topic at this time; **and**
 - B. I would like to say thank you to Ms. Bobbie Faircloth, I think she is doing a good job on discussing and giving us a workshop here today based on the time clocks;
 - C. There are still a few questions that need to be answered for the departments; **and**
 - D. I think we need a time clock system, I support it, and I would like to get some problems ironed out.
- 3. **Commissioner McDowell:** stated the following:
 - A. I think we were told that the Intersection of Highway 701 and Highway 130 would be completed by April 01, 2011, and I can't tell that a lot more has been done since we received that presentation, and I would like for Mr. Clark to check into this matter.; **and**

MOTION:

Commissioner McDowell made a motion for William S. Clark, County Manager, to contact Drew Cox, District Engineer for the North Carolina Department of Transportation, to see if April 01, 2011 is still the intended completion date for Intersection 701 and Highway 130, second by Commissioner Russ. The motion unanimously passed.

- B. We have had an extremely wet winter and I am interested in what may have been budgeted in the past for mosquito spraying, and if not budgeted, I am requesting that we consider budgeting for mosquito spraying.
- 4. **Commissioner Norris:** I would like to let our employees know that I appreciate what you do and to tell you just to hang in there a while longer and we will get things straightened out and reward you for your hard work.
- 5. **Commissioner Prevatte:** Connie Todd was recently appointed to the Nursing/Adult Care Home Joint Community Advisory Committee, and we have been informed that she will be unable to serve due to sickness in her family. I would like to recommend that we appoint Kriste R. Mumm.

APPOINTMENT:

Commissioner Prevatte made a motion to appoint Kriste R. Mumm, 109 West Oak Street, Lake Waccamaw, North Carolina 28450, Telephone: (910) 646-1616 to the Nursing/Adult Care Home Joint Community Advisory Committee, for a one (1) year term, to fill the unexpired term of Connie Todd, with term expiring 11-01-2011, second by Commissioner Bullard. The motion unanimously passed.

- 6. **Vice Chairman McKenzie:** stated the following:
 - A. It is my opinion that the time clock issue needs to be tabled at this time and additional research be done on a system that would be more conducive to what we need; **and**

MOTION:

Vice Chairman McKenzie made a motion to table the time clock issue at this time and additional research be done on a system that would be more conducive to what we need.

Discussion:

Chairman Byrd: I have talked to a few department heads and I suggest that if this system is going to be used, the department heads enter the time on a weekly basis in lieu of each employee clocking in and stalling the system;

Commissioner Bullard: I have talked to Bobbie Faircloth and Virginia Taylor and they feel like that if more time is allowed to get the kinks worked out of the system, the system will work;

Chairman Byrd: We will allow two (2) more weeks and in that time Bobbie Faircloth will meet with the department heads to try and resolve all of these kinks. Mr. Clark is to place this item on the March 21, 2011 Agenda for a decision to be made by the Board as to keeping the program. Mr. Clark is to contact all of the department heads and let them know they need to attend the March 21, 2011 Board Meeting at which time a decision will be made by the Board.

Vice Chairman McKenzie's motion died for a lack of a second.

- B. I have received copies of two (2) response letters from the North Carolina Department of Transportation, and it appears that we were not granted what we were requesting.
7. **Chairman Byrd:** Commissioners Russ and McKenzie, and I attended the Farmers Market Annual Dinner the other night, and we were all given a bottle of grape juice made from the grapes in Bladen County by Ron Taylor, and the one thing he had put on the bottle is "Not from China, made in the Carolinas".
- C. **County Manager (William S. Clark):** Just a reminder that March 17, 2011 is our Board Retreat out at Southeastern Community College, at 8:30 A.M.
- D. **County Attorney (Mike Stephens):** If you decide to sell the old jail, you will need a Resolution to declare it as surplus property.

Agenda Item #17: ADJOURNMENT:

At 7:55 P.M., Commissioner Russ made a motion to adjourn, second by Commissioner Bullard. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

GILES E. BYRD, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, March 07, 2011

7:33 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District I Board.

COMMISSIONERS PRESENT:

Giles E. Byrd,, **Chairman**
Amon E. McKenzie, **Vice Chairman**
James Prevatte
P. Edwin Russ
Lynwood Norris
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:33 P.M., Chairman Byrd called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

February 21, 2011 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Norris made a motion to approve the February 21, 2011 Columbus County Water and Sewer District I Board Meeting Minutes, second by Vice Chairman McKenzie. The motion unanimously passed.

ADJOURNMENT:

At 7:34 P.M., Commissioner Prevatte made a motion to adjourn, second by Commissioner Norris. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

GILES E. BYRD, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, March 07, 2011

7:33 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District II Board.

COMMISSIONERS PRESENT:

Giles E. Byrd,, **Chairman**
Amon E. McKenzie, **Vice Chairman**
James Prevatte
P. Edwin Russ
Lynwood Norris
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:33 P.M., Chairman Byrd called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

February 21, 2011 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Norris made a motion to approve the February 21, 2011 Columbus County Water and Sewer District II Board Meeting Minutes, second by Vice Chairman McKenzie. The motion unanimously passed.

ADJOURNMENT:

At 7:34 P.M., Commissioner Prevatte made a motion to adjourn, second by Commissioner Norris. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

GILES E. BYRD, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, March 07, 2011

7:33 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District III Board.

COMMISSIONERS PRESENT:

Giles E. Byrd,, **Chairman**
Amon E. McKenzie, **Vice Chairman**
James Prevatte
P. Edwin Russ
Lynwood Norris
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:33 P.M., Chairman Byrd called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

February 21, 2011 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Norris made a motion to approve the February 21, 2011 Columbus County Water and Sewer District III Board Meeting Minutes, second by Vice Chairman McKenzie. The motion unanimously passed.

ADJOURNMENT:

At 7:34 P.M., Commissioner Prevatte made a motion to adjourn, second by Commissioner Norris. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

GILES E. BYRD, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, March 07, 2011

7:33 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District IV Board.

COMMISSIONERS PRESENT:

Giles E. Byrd,, **Chairman**
Amon E. McKenzie, **Vice Chairman**
James Prevatte
P. Edwin Russ
Lynwood Norris
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:33 P.M., Chairman Byrd called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

February 21, 2011 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Norris made a motion to approve the February 21, 2011 Columbus County Water and Sewer District IV Board Meeting Minutes, second by Vice Chairman McKenzie. The motion unanimously passed.

ADJOURNMENT:

At 7:34 P.M., Commissioner Prevatte made a motion to adjourn, second by Commissioner Norris. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

GILES E. BYRD, Chairman

COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING
Monday, March 07, 2011
7:33 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District V Board.

COMMISSIONERS PRESENT:

Giles E. Byrd,, **Chairman**
Amon E. McKenzie, **Vice Chairman**
James Prevatte
P. Edwin Russ
Lynwood Norris
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, **County Manager**
Mike Stephens, **County Attorney**
June B. Hall, **Clerk to Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:33 P.M., Chairman Byrd called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

February 21, 2011 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Norris made a motion to approve the February 21, 2011 Columbus County Water and Sewer District V Board Meeting Minutes, second by Vice Chairman McKenzie. The motion unanimously passed.

ADJOURNMENT:

At 7:34 P.M., Commissioner Prevatte made a motion to adjourn, second by Commissioner Norris. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

GILES E. BYRD, Chairman