

MINUTES
CHATHAM COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
OCTOBER 03, 2011

The Board of Commissioners (“the Board”) of the County of Chatham, North Carolina, met in the Agricultural Building Auditorium, 45 South Street, Pittsboro, North Carolina, 6:00 PM on October 03, 2011.

Present: Brian Bock, Chairman; Walter Petty, Vice Chair;
Commissioners Mike Cross and Sally Kost

Absent: Commissioner Pam Stewart

Staff Present: Charlie Horne, County Manager; Jep Rose, County Attorney; Renee Paschal, Assistant County Manager; Vicki McConnell, Finance Officer; Sandra B. Sublett, Clerk to the Board; and Lindsay Ray, Deputy Clerk to the Board

INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Cross delivered the invocation after which the Chairman invited everyone present to stand and recite the Pledge of Allegiance.

CALL TO ORDER

Chairman Bock welcomed those in attendance and called the meeting to order at 6:03 PM. He stated that Commissioner Stewart was out-of-town on a business trip and was unable to return for the night’s meeting.

AGENDA AND CONSENT AGENDA

Chairman Bock asked that the following items be removed from the Consent Agenda and placed on the Regular Agenda for discussion:

- Item #6, Resolution Setting the Time and Place for Meetings of the Chatham County Board of Commissioners for Calendar Year 2012
- Item #4, Courthouse Reconstruction

Commissioner Kost moved, seconded by Commissioner Petty, to approve the Agenda and Consent Agenda as follows with the noted requests:

1. **Minutes:** Approval of Board Minutes for the Regular Meeting held September 19, 2011 and for the Work Session held September 19, 2011

The motion carried four (4) to zero (0).

2. **Fiscal Year 2011-2012 Budget Amendments:** Approval of a request to approve Fiscal Year 2011-2012 Budget Amendments as proposed by staff, attached hereto and by reference made a part hereof.

The motion carried four (4) to zero (0).

3. **Transportation Advisory Board Appointments:** Approval of a request to appoint seven members to the Transportation Advisory Board, terms to expire June 30, 2013

- Chuck Gillis – District 2 – Non-Motorized
- Dennis Geiser – District 2 – Non-Motorized
- Keith Gerarden – District 3 – Non-Motorized
- Jean Kilpatrick – District 3 - Social
- Miles Lovelace – District 1
- Sharon Barnett – District 3 – Non-Motorized and Public Transportation
- Tami Schwerin – District 2 – Non-Motorized

The motion carried four (4) to zero (0).

4. ~~**Courthouse Reconstruction:** Approval of a request to award the bid for the Chatham County Courthouse Reconstruction in the amount of \$4,441,000.00 to HM Kern Corporation and authorize Charlie Horne, Chatham County Manager, to sign the contract on behalf of the County~~

This item was removed from the Consent Agenda and placed on the Regular Agenda for discussion.

5. **Domestic Violence Awareness Proclamation:** Approval of request to adopt **Domestic Violence Awareness Proclamation #2011-44**, attached hereto and by reference made a part hereof.

The motion carried four (4) to zero (0).

6. ~~**Board of Commissioners' 2012 Meeting Calendar:** Approval of a request to adopt the **Resolution Setting the Time and Place for Meetings of the Chatham County Board of Commissioners for Calendar Year 2012**~~

This item was removed from the Consent Agenda and placed on the Regular Agenda for discussion

END OF CONSENT AGENDA

PUBLIC INPUT SESSION

There was no one present who wished to make public comments.

RECONSTRUCTION CONTRACT

Courthouse Reconstruction: Approval of a request to award the bid for the Chatham County Courthouse Reconstruction in the amount of \$4,441,000.00 to HM Kern Corporation and authorize Charlie Horne, Chatham County Manager, to sign the contract on behalf of the County

Commissioner Kost asked about the timeline as to when the work will begin and be complete. She also asked about the courtroom seating and the options for bench seating versus flexible seating.

The County Manager stated that the timeline was approximately 14-15 months from the date of the bid award with completion at the same time as the new Justice Center. He stated that he was not sure of the seating as it was part of the alternate bid, but will follow up with the Board.

Commissioner Kost asked if the bid could be awarded and come back with the alternate at a later date as she would like to know the options, cost savings, and why the decision was made to go to bench versus flexible seating. The County Manager stated that it could be done as part of the October 17, 2011 Work Session.

By consensus, the Board agreed.

Commissioner Kost asked about the alternate bid #6, HVAC Systems Integration, stating that only one contractor had it as an alternate. She asked if the “zeros” were part of the base bid for everyone else. The County Manager stated that he did not have immediate recall on it. Commissioner Kost asked when it is brought back if it could be explained what the System Integration included.

Commissioner Kost moved, seconded by Commissioner Petty, to award the bid for the Chatham County Courthouse reconstruction in the amount of \$4,441,000.00 less the \$32,000 for the courtroom bench seating with the option to review it separately at the October 17, 2011 Board of Commissioners’ meeting. The motion carried four (4) to zero (0).

Commissioner Kost asked the County Manager if there would be days when the traffic circle would have to be closed. She stated that she wanted to make sure that there is as much advance notice to the citizens as possible when it has to happen.

The County Manager stated that there will be a couple of different times when there will be limited closing. At this point, unless the schedule has changed, the traffic would be minimally affected.

Resolution Setting the Time and Place for Meetings of the Chatham County Board of Commissioners for Calendar Year 2012

Chairman Bock stated that the Board of Commissioners and Board of Education meet on the same night. He stated that a lot of citizens like to attend both meetings. He asked if something could be worked out with the Board of Education to change their meeting nights.

Renee Paschal, Assistant County Manager, stated that she had spoken with the Chatham County School Superintendent about the possibility of the Board of Education moving its meetings to another night. The Superintendent stated that he would need a formal request to take it to the Board of Education.

Commissioner Petty asked that the meetings be kept on Monday nights and on schedule with the Board of Commissioners’ current schedule.

Commissioner Cross asked if this was because Monday would conflict with election dates.

Chairman Bock stated that the request was to be to the School Board to see if they can change their schedule to a different Monday so that there can be better participation for the citizens who want to attend both meetings.

By consensus, the Board agreed.

Commissioner Kost stated that there was also a “place holder” for retreat dates in January. She asked that dates be secured for the budget work session in June.

Chairman Bock stated that a citizen sending an email to the Board was concerned that one of the meeting dates was the Monday before the primary election.

Commissioner Cross stated that he did not think the dates of the primary election had been decided as the districts have been challenged. He stated that he would not think we would have two different primaries and they have not yet settled on the federal districts.

Commissioner Kost stated that November 6, 2012 was the general election which was also a presidential election. She suggested that the November 5, 2012 be moved either to a daytime meeting or rescheduled for the next Monday.

Chairman Bock suggested that there might be one meeting in November.

Commissioner Cross stated that he felt that the Board could “play it by ear” if there were applicants within that timeframe there could be two meetings; if not, they could hold one meeting.

This item will be returned to the Board for adoption at its October 17, 2011 meeting.

BOARD PRIORITIES

Public Hearings:

Rural Operating Assistance Program Grant: Public hearing to receive public comments on the Rural Operating Assistance Program Grant

County governments are the only eligible applicants for these funds. It is the responsibility of the County Commissioners to allocate and distribute the funds to the appropriate local agencies as allowed within the program guidelines. The period of performance is July 1, 2011 to June 30, 2012. These funds are allocated to each county by formula.

The NCDOT Public Transportation Division formula has allocated a total of \$158,204 to Chatham County. This year’s funding has been reduced by 21% (\$42,162) from the previous year’s funding of \$200,366. The FY11-12 funding for Chatham County is broken down in the following manner:

1. \$69,334 for Rural General Public (RGP) transportation. This includes both formula funds and additional funds. RGP funds can only be sub-allocated by the county to the Section 5311 Community Transportation Program which is the Chatham Transit Network (CTN). These funds require a 10% local match that has been granted by a Chatham County Charitable Fund grant.
2. Employment Transportation Assistance Program (EMPL) has been allocated \$20,865 in formula funds. These funds can be sub-allocated to Chatham Transit Network and/or the Department of Social Services. The funds have historically been allocated to Chatham Transit and are utilized to transport Chatham residents to their jobs.
3. The Elderly and Disabled Transportation Assistance Program (EDTAP) allocation for the county including supplemental funds this year is \$68,005. These funds may be sub-allocated to Human Service agencies and community transit systems with priority given to the Section 5311 Community Transportation Program. In an effort to reach all organizations that may have a need CTN sent letters to 15 agencies calling for sub-recipient grant allocations. As a result the following recommendation is made for the allocation of EDTAP funds:

Chatham County Council on Aging	\$50,000
Chatham Transit Network	<u>\$18,005</u>
Total	\$68,005

The allocation to Chatham Transit Network will be sub-allocated as follows:

Chatham Trades	\$ 4,500
CCCC	\$ 1,300
Group Homes	\$ 5,000

The grant will bring \$158,204 to Chatham County for transportation with no impact to budget.

The Chairman opened the floor for public comments.

There was no one present who wished to make public comments.

The Chairman closed the public hearing.

Commissioner Petty moved, seconded by Commissioner Kost, to adopt the **Certified Statement FY2011 #2011-45 Approving the Rural Operating Assistance Program (ROAP) for Chatham Transit**, attached hereto and by reference made a part hereof. The motion carried four (4) to zero (0).

NCDOT Secondary Road Improvement Program: Public hearing to receive public comments on the NC DOT Secondary Road Improvement Program

Justin Bullock, NCDOT Engineer, updated the Board on the NCDOT Secondary Road Improvement Program for 2011-2012 for the paving of unpaved roads in Chatham County. He stated that the NCDOT is allocated a certain amount of funds each year in order to pave the roads. They select a certain number to pave based on those funds. The roads include: Zeb Ferguson Road, Lindo Johnson Road, and Joe Womble Road. O'Kelly Chapel Road will undergo paved road improvements to widen the road to accommodate the recent spike in traffic.

Commissioner Kost asked about widening the road. Mr. Bullock stated that the existing road is twenty feet wide and will be widened two feet on either side to twenty-four feet to accommodate traffic.

Commissioner Kost asked if funding would include a bicycle lane. Mr. Bullock replied that it did not. They were asked to add six feet on either side to accommodate bicyclists. The asphalt alone would be an extra million dollars and the cost would exceed what they could fund at the current time.

Chairman Bock asked what the timeline would be for the scheduled roads. Mr. Bullock replied that it would probably be two to three years before they could start on some of the roads based on if the funding stays or is taken from them as well as right-of-way availability.

Commissioner Kost asked if any of the property owners on the unpaved roads have to participate financially. Mr. Bullock stated, no. Some roads may be at the bottom of the list and had the property owners elected to participate in the cost of paving the road, they could have been moved to the top of the list.

Chairman Bock asked if the funding was related to the parking along the O'Kelly Chapel Road. Mr. Bullock replied that it was unrelated.

Commissioner Kost stated that the 2035 LRTP does not include money for widening O'Kelly, but the Cary Transportation Plan includes plans to four-lane the road.

The Chairman opened the floor for public comments.

Jeffrey Starkweather, 590 Old Goldston Road, Pittsboro, NC, stated that he heard the reference to shoulders of pavement for bicycling. He stated that he thinks it is a serious danger in Chatham County having six inches. He stated that he does not see a reason to have a six-foot shoulder. His wife and he bike tour all over the country and he rarely sees more than about three feet which is plenty of room for a bicyclist on the side of the road. He stated that he had heard that it was going to be the plan in North Carolina when they repaved roads to take advantage and put shoulders on the road. Chatham County, from an economic development stand point, has the potential to be a major bicycle tourist area. It will not be as long as we have rural roads that have six-inch up to one foot widths on the side of the road. About three feet is needed. He stated that he had rather pave a little less and get it paved the right way in order to move in the right direction of getting roads that are capable of accommodating bicycles.

Commissioner Kost stated that that is particularly applicable here because the American Tobacco Trail is used extensively and there is no parking available. People are having to use the road in order to get to the trail. She stated that she would like to have seen

bike paths at least from the really populated area which would be going west to the trail to have a larger shoulder there with striped bike lanes because it is a curvy, dangerous road and people are using it basically as a sidewalk.

Mr. Bullock stated that the road is now twenty feet wide which is almost no room for error as far as bicyclists and traffic traveling in the same direction are concerned. However, if there is an additional two feet added on either side, it would help accommodate bicyclists. It would not be a striped bike lane.

Commissioner Cross stated that he was in favor of bicyclists, but there are still a lot of people in the County who live on graveled roads. Before we start using the money to make bicycle trails, he would like his road paved.

Commissioner Kost said this is a safety concern.

Chairman Bock closed the public hearing.

Commissioner Petty moved, seconded by Commissioner Cross, to adopt **Resolution #2011-46 Adopting the Secondary Roads Program**, attached hereto and by reference made a part hereof. The motion carried four (4) to zero (0).

Chairman Bock asked about a sign on Highway #87 near the new library that had an arrow directing traffic to exit the circle early into a neighborhood. Mr. Bullock stated that they would take a look into it.

Resolution Honoring Contributions of PTA Thrift Store: Adoption of Resolution Honoring the PTA Thrift Shops

Chairman Bock read the resolution in its entirety and expressed appreciation to the PTA Thrift Store supporters in attendance.

Commissioner Kost stated that she had been a supporter of the thrift stores which is where she takes her things. She stated that the numbers were incredible as to what had been contributed and the money collected. She thanked everyone for what they do.

Commissioner Petty expressed his thanks and commitment stating that he carried most of his things to the thrift store, but he had no idea what it was getting done as he was totally floored at their accomplishments.

Commissioner Kost moved, seconded by Commissioner Cross, to adopt **Resolution #2011-47 Honoring Contributions of the PTA Thrift Store**, attached hereto and by reference made a part hereof. The motion carried four (4) to zero (0).

Zoning & Ordinance Amendments: Approval of a Request by Kent Dickens, dba Dickens' Campground, Parcel #5749 and #5143, located at 2501 Corinth Road, for a revision to the existing conditional use permit to add 6.5 additional acres from an adjoining tract to the existing campground site, add a spray water park, and 98 additional RV camp sites

Commissioner Kost moved, seconded by Commissioner Cross, to adopt **Resolution #2011-48 Approving an Application for a Revision to A Conditional Use Permit Request by Kent Dickens dba Dickens' Campground**, attached hereto and by reference made a part hereof. The motion carried four (4) to zero (0).

ERB & SWAC Committees: Update on the Solid Waste Advisory Committee (SWAC) and the Environmental Review Advisory Committee (ERAC)

Dan LaMontagne, stated that at the August 15, 2011 Work Session, the Board of Commissioners requested that this topic be taken to both committees to receive their recommendations. The prospect of combining the two committees was presented to the SWAC on September 07, 2011 at their regular meeting. He stated that he presented the idea as he had to the Board of Commissioners and asked for their opinions. Each member spoke

on the topic and each member opposed the combinations of the two committees. The common reason among the SWAC members was that the ERAC is a technical committee with scientists as members while the SWAC deals more with public opinion and policy issues as they relate to solid waste and recycling. The SWAC unanimously voted not to recommend combining the two committees.

He stated that he tried to contact members of the ERAC to discuss the topic. The members he contacted or attempted to contact are:

Elaine Chiosso – Stated her term expired and she is no longer on the committee

Lin Andrews – Left a voice mail to contact him – no response

Vic d'Amato – Left a voice mail to contact him – no response

Catherine Bollinger – She stated that she had resigned from the committee.

Martha Girolami – Left a voice mail to contact him. She responded that she is still on the committee and would call him back after she spoke with Commissioner Kost.

Delonda Alexander (Newly appointed member) – Left a voice mail to contact him. She responded and they have exchanged voice mails but have not yet spoken.

Mr. LaMontagne stated that he does not expect that the response from the ERAC will differ from that of the SWAC. He recommended that the committees be kept separate and proceed with appointments to the boards.

By consensus, the Board agreed.

Holiday Closures at Solid Waste & Recycling Collection Centers: Approval of a request to close all centers earlier on Christmas Eve (at 2 PM), close on New Year's Day, close on Easter Sunday, close on Independence Day – beginning with Christmas Eve 2011

Dan LaMontagne stated that currently the centers are closed on Thanksgiving Day, Christmas Day, and close early at 5:00 PM on Christmas Eve. He stated that we periodically review visitation to ensure cost-effective and efficient operation of the centers and noted that historically the additional proposed holidays have a much lower visitation than the average number for that day of the week.

We have reviewed visitation for all government holidays, but the rest of the holidays actually have 25-50% higher visitation so we would not recommend closing the centers on any additional holidays at this time. We feel closing on these slower days will also have a positive impact on employee morale. If approved, these changes would be communicated through a press release on the website, on signage at the centers (with additional reminder notices posted the week prior to the holiday), and in brochures.

This proposal was presented to SWAC on September 7th and they voted to recommend these closures. The hours saved will vary year to year depending on which day of the week they fall. Any saved hours would be reallocated to Pittsboro and Cole Park Centers for additional staff to improve service and safety, beginning November 2011.

Chairman Bock asked what kind of savings could be expected if the changes were approved. Mr. LaMontagne stated with the approvals and other contract changes, they will be able to staff two additional people at the Pittsboro and Cole Park Centers during some of the peak hours.

Commissioner Kost asked which centers were open seven days per week. Mr. LaMontagne stated they were Cole Park, Pittsboro, Bonlee, and Siler City. The others are closed on Wednesdays.

Commissioner Kost asked if there were other centers being considered for seven-day operations. Mr. LaMontagne stated that they had not had a demand for that as the people who visit those centers regularly as used to limited schedule and the heaviest centers are the ones they keep open.

Commissioner Petty moved, seconded by Commissioner Cross, to approve request to close all centers earlier on Christmas Eve (at 2:00 PM), close on New Year's Day, close on Easter Sunday, and to close on Independence Day. The motion carried four (4) to zero (0).

Commissioner Petty stated that he had been impressed with Chatham's successful recycling program. Mr. LaMontagne stated that they give credit to the residents for their separation. He stated that they end up with a very good product coming out of their centers. He stated that was very important as there are no mixed recycling facilities anywhere close as the facilities for the co-mingled recycling which are located in Greensboro, Raleigh, Charlotte and Fayetteville which is a long distance to haul the materials. Because they are source-separated here, they are able to take them directly to markets and get some revenue to offset the cost of it. In addition, he stated that they are always looking for new materials to recycle. The electronics recycling has been very successful.

Construction & Demolition (C&D) Recycling Ordinance Revisions: Approval of a request to set a public hearing for revisions of the C&D Recycling Ordinance

Teresa Chapman Waste Reduction Coordinator, stated the Construction and Demolition (C&D) Recycling Ordinance was initiated and developed by the Green Building Task Force in 2009 with the goal of encouraging more recycling. It was modeled after Orange County's program which is aggressively enforced because they have limited landfill space. It was adopted by the Board of Commissioners in May 2010 and implemented by the Solid Waste & Recycling Division with cooperation from the Central Permitting Department by September 2010.

Chatham's current ordinance requires the following:

All building permit applicants with projects 1,000 square feet or greater in the unincorporated areas of Chatham must complete a C&D Recycling Document detailing all the types of debris they expect to generate and how they will handle that debris at the end of their project before they receive their building permit.

Generators of mixed C&D debris must have this debris transported by a licensed C&D hauler to a licensed C&D facility that has an annual recycling rate of 30%.

Generators who do not mix their debris and instead source-separate their debris on-site must complete a pre & post waste estimate and detail where they took their materials. The current ordinance also says the destination must be approved by Chatham County.

There are no C&D facilities in Chatham County, so the Solid Waste & Recycling Division must license state-approved facilities that apply and meet the 30% recycling rate. Currently four out of the five closest available sites are permitted.

All haulers who haul mixed C&D debris must also be licensed by the Solid Waste & Recycling Division regardless of quantity or size of vehicle.

The current Ordinance states that the Solid Waste and Recycling Division must report annually on any recommended changes to improve the ordinance. The report is also supposed to include total waste diverted from landfills, total amount recycled (disaggregated by type), total and disaggregated amounts source-separated (however these data are unavailable/unattainable), total number of enforcement actions, and explanations of any variances granted.

There are multiple challenges with the current ordinance for builders, haulers, facilities, and staff:

1. Current multi-step process impedes Central Permitting Department's goal of making the permitting process more efficient for builders. Builders are required to complete a recycling document and have it approved by the Solid Waste & Recycling Division before they can apply for their building permit. While the document can be submitted and approved via email or fax, most times the builder makes a trip to the 720 County

Landfill Road location to obtain the document, complete it, and wait for an available staff person to review and approve it. They then take the signed document to the Central Permitting Department in Pittsboro.

2. Due to location and price, the licensed C&D facilities are already the most commonly used facilities by Chatham C&D haulers. These facilities typically charge \$20-\$30 less than the transfer station owned by Waste Management, Inc. in Siler City. Some builders and haulers view the ordinance as regulating an activity that was already occurring.
3. Monthly reporting is cumbersome for the facilities and does not provide the desired information to the county. Facilities rely on the haulers to identify that their loads are subject to the ordinance, but they do not always receive accurate information from the haulers.
4. Facilities currently charge haulers a higher rate for debris generated from Orange County due to their increased reporting requirements. At least one facility has indicated that they may do the same for Chatham.
5. The Solid Waste & Recycling Division operates as an enterprise fund. Management of C&D debris has not been previously handled by the division and the costs associated with administering and enforcing the program are not included in the Solid Waste Fees. Existing staff have absorbed the duties.
6. Significant staff time and office supplies are needed to assist builders and haulers with the current process – over 300 Recycling Documents and over 70 hauler applications have been processed since September 2010 (in a slow development period).
7. As part of enforcing the ordinance, staff time is also needed to attempt to match monthly facility reports with recycling documents for projects that have been issued a certificate of occupancy, and then determine if the C&D debris generated was properly disposed.

Commissioner Petty asked if a hauler could be licensed in the office. Ms. Chapman replied that they could and stated that they fill out an application and receive instructions about the process.

SWAC and GBASE have been presented this information and recommend the adoption of the revised C&D Recycling Ordinance which includes the following changes:

1. Remove the requirement for licensing C&D haulers
2. Remove the requirement that building permit applicants complete a separate C&D recycling document (This would be replaced by a section on the Building Permit Application.)
3. Remove monthly reporting requirement for facilities. They already submit a copy of their annual state report as part of their renewal application. This NCDENR report provides data on all C&D debris received from Chatham County.
4. Add the requirement that building permit applicants must indicate the type of debris that will be generated and where mixed debris will be taken and must keep disposal records for one year after the project that could be subject to a spot inspection by the Solid Waste & Recycling Division.
5. Central Permitting will provide a list of licensed facilities & disposal worksheets to all building permit applicants as an educational tool.
6. Adjust annual staff reporting requirements to provide available information – total amount of C&D debris generated in Chatham, total number of enforcement actions and explanation of any variances granted.

Commissioner Cross asked if the rules apply to a straight demolition which does not require a building permit. Ms. Chapman replied that demolition requires a demolition

permit. It would apply to any construction or demolition permit that would be issued by Central Permitting.

Commissioner Cross asked what the end product would be for all of this information. Ms. Chapman stated that it was information that had been requested by the Green Building and Sustainable Energy Advisory Committee.

Commissioner Cross asked if the C&D landfills were licensed and run by State rules. Ms. Chapman replied yes. Commissioner Cross stated that he had had experience with a couple of them and found them to be extremely insistent on what they will or will not take. He stated that he does not understand why all the data is being collected.

Chairman Bock stated that was a good question. He asked who had requested the information.

Ms. Chapman replied that the Green Building and Sustainable Energy Advisory Committee had requested an annual report for their annual report to the State. With the proposed changes, the only information they would be gathering is what they already receive.

Commissioner Cross asked if the four C&Ds they approve already make the report with regard to what is coming from Chatham County to their C&D. He asked why we are collecting it again.

Ms. Chapman stated that they would compile it for their information. Commissioner Cross asked if we couldn't get it from them. Ms. Chapman stated that they are saying that they are not going to request it monthly as they are getting it. Commissioner Cross asked if they were not going to do the things that Ms. Chapman just reviewed. Ms. Chapman replied that was correct; that it was a way of being able to enforce the ordinance; that if they are requiring haulers to do this and to say that they are taking their mixed debris to a certain facility, how will they know if they did it or not; and that the only way to do that now is to get the haulers to relay the information to them is to ask the builders to keep their receipts or weight tickets.

Mr. LaMontagne explained that they wanted to continue to promote recycling of construction and demolition debris in the County. Some of the work sheets are very valuable to a lot of the builders in that they can look at other alternatives instead of taking it to certain facilities, they can source-separate and save themselves some money and continue to recycle.

Ms. Chapman stated that one of the reasons they would keep it as it was is due to their demonstrating a 30% annual recycling rate.

Chairman Bock asked if the process of licensing the facilities might be something they could look at. Mr. LaMontagne stated that the licensing of the facilities is to ensure that they are continuing to recycle the 30%. They check the records, look at their recycle rates and tonnages coming in, and confirm to make sure that the number they are reporting is correct.

Chairman Bock asked if Chatham County would be requiring them to do any additional reporting. Mr. LaMontagne replied no.

Commissioner Cross asked what would happen if one of them was under 30%. Mr. LaMontagne stated that they would be unable to be licensed. Commissioner Cross asked where we would put their recycling. Mr. LaMontagne stated that a job in this County would be unable to go to them.

By consensus, the Board agreed to set a public hearing on November 07, 2011 for adoption of revisions to the C&D Recycling Ordinance. The motion carried four (4) to zero (0).

Goal Setting and FY13 Budget Priorities: Approval of staff recommendations for setting goals/priorities

Lisa West, Chatham County Budget Analyst, explained that the current budget process includes performance measurement as reflected in department work plans, but the organizational effect of the work plans and results is uncertain. The absence of Board goals and priorities diminishes the relevance of the performance measures in department work plans and the connection of those work plans to the Board and to the community.

Performance measurement, which focuses on measuring and reporting (i.e. work plans), requires performance management for interpretation and improved outcomes. The performance management process begins with the definition of goals and desired results.

She stated that staff recommends the following actions by the Board to prepare for the adoption of goals and priorities at the retreat:

1. Board decision to hold the retreat the week of January 9, 2012
2. Board decides whether Chair will facilitate the setting of goals and priorities or whether to hire an outside facilitator
3. Set aside part or all of one day of the retreat to define, prioritize, and adopt goals for the Fiscal 2013 budget
4. Staff to review department work plans for relevance to adopted goals, to ensure consistency of approach, and to focus on efficiency and cost-savings in the budget process
5. Use work sessions to focus on priorities and confirm staff scrutiny of budgets and performance measure

By consensus, the Board agreed to hold the first two days of the retreat during the week of January 9, 2012. The third day of the retreat will be held the following week.

By consensus, the Board agreed to outside consultant facilitation, not to exceed \$1,500.

By consensus, the Board agreed to define, adopt, and prioritize goals for FY2013 stating that the goals should focus on the big picture/outcome. Staff can assist with implementation strategies. Priorities will change in the future as necessary, but goals should remain fairly consistent. Staff will work with departments on their work plans for relevance to Board goals and priorities. There will be a more consistent approach to writing goals, objectives, and measures adopted. They will continue to review all programs and budgets for efficiencies and cost savings during the budget process. At the Work Sessions, they will focus on priorities and confirm staff scrutiny of requested budgets and performance measures.

MANAGER' S REPORTS

The County Manager had no reports.

COMMISSIONERS' REPORTS

The Commissioners had no reports.

ADJOURNMENT

Commissioner Cross moved, seconded by Commissioner Petty, to adjourn the meeting. The motion carried five (5) to zero (0), and the meeting adjourned at 7:20 PM.

Brian Bock, Chairman

ATTEST:

Sandra B. Sublett, CMC, NCCCC, Clerk to the Board
Chatham County Board of Commissioners