

MINUTES
CHATHAM COUNTY BOARD OF COMMISSIONERS
WORK SESSION
JUNE 19, 2006

The Board of Commissioners (“the Board”) of the County of Chatham, North Carolina, met in the Henry H. Dunlap Jr. Building Classroom, located in Pittsboro, North Carolina, at 2:00 PM on June 19, 2006.

Present: Chairman Bunkey Morgan; Vice Chair, Tommy Emerson; Commissioners Patrick Barnes, Mike Cross, and Carl Outz; County Manager, Charlie Horne; County Attorney, Robert L. Gunn; Assistant County Manager, Renee Dickson; Finance Officer, Vicki McConnell; and Clerk to the Board, Sandra B. Sublett

The meeting was called to order by the Chairman at 2:05 PM.

Work Session

1. Request by Board of Education to purchase land
2. Chapel Ridge Water Line Standards
3. Cary Planning Update
4. ABC Board Follow-Up
5. Emergency Operations Project Additions Request
6. Shakori Hills Noise Discussion
7. Budget 06-07
6. Select Vendor for Chatham County Electronic Document Management System (EDMS)
7. Final Budget Considerations:
 - ◆ Consideration of a request to approve a contract with United Way of Chatham County for administration of Chatham County non-profit funding
 - ◆ Consideration of a request to approve Inter-Institutional Agreement for joint county-community college library

The County Manager reviewed the work session agenda.

Commissioner Cross asked to add an “affordable housing” discussion to the agenda.

BOARD OF EDUCATION

A discussion ensued with regard to the purchase of a tract of land adjacent to Chatham Central High School by the Board of Education to be used for a parking lot.

By consensus, the Board deferred a decision on this issue until they can obtain additional information as to price and appraisal value at their next Board of Commissioners’ meeting on July 17, 2006.

CHAPEL RIDGE WATER LINE STANDARDS

- Nick Robinson, attorney, stated that Chatham County approved the Chapel Ridge Subdivision (Buck Mountain) wherein water was to be supplied by the Town of Pittsboro and the water system was to be owned and operated by an outside utility; that from time to time thereafter, Chatham County has approved and may approve various other subdivisions with the same water supply configuration; that the developers of the subdivision engaged Aqua America, Inc., Aqua North Carolina, Inc., or Heater Utilities, Inc. (Aqua Entities); that the water mains installed in the subdivisions have been or will be subject to review and approval both by the State of North Carolina and by the Aqua Entities; that the Chapel Ridge Subdivision water mains have been required to meet the Chatham County water main material specifications in effect at the time Chapel Ridge was approved; that the water main material standards for Chatham County have changed since the Chapel Ridge Subdivision was initially approved; that the Chapel Ridge Standards, in some cases, exceed the water main material standards utilized by the Aqua Entities; that the subdivisions have been approved subject to compliance with the Chapel Ridge Standards and not subject to the new County standards; that in each case, the developer has and does agree to conform to the Chapel Ridge Standards; that it will avoid confusion and will clarify the Chatham County review process with respect to water main materials to be used in the subdivisions if the material standard and the scope of review are specifically re-stated. He asked for clarification on the County water line standards with regard to Chapel Ridge by asking the Board to adopt a resolution setting forth the applicable water main material standard as well as the scope of review of the Chatham County Water Department.

- Tim Carpenter, Hobbs, Upchurch, & Associates project engineer, stated that he thought in Chatham County with the subdivisions, they looked at the point-of-approval being at the time of the final plat; that at that time the plans were reviewed, that phase was approved with C-900; that subsequent phases were to be approved to meet the applicable standard at the time; that someone is going to have to say that the County approved the entire subdivision as one thing, or if it is reasonable to say that it is done in phases.

- After considerable discussion, Chairman Morgan expressed concern that the Board should be voting on this issue stating that this is with another supplier and another operator have nothing to do with the County.

- Commissioner Emerson stated that he would feel more comfortable if the County Attorney researched the matter due to the underlying, legal implications, and reviewed the Board's prior actions and the statutes on it.

- The County Attorney stated that he would have it for the July 17, 2006 Board of Commissioners' meeting.

- Commissioner Barnes asked that the difference in the municipalities and the County's codes also be researched.

PLANNING UPDATE WITH CARY

- Keith Megginson, Planning Director, briefed the Board on the June 7th citizen information meeting on the joint Cary/Chatham Land Use Plan. He stated that there were several hundred people in attendance and comment cards are still being received; and that the process is behind schedule and the present Board will not be the Board to act on the final plan. The Board expressed an interest in reading the citizen comments, and discussed an extension of the annexation moratorium by Cary and the timing of the public input session on a first draft plan. Mr. Megginson stated that the staff would target having a draft plan available for Board review by their September 5, 2006 Board of Commissioners' meeting and aim for having a citizen input session on it before the end of October. He stated that he would review this schedule with the Cary staff.

ALCOHOLIC BEVERAGE CONTROL (ABC) BOARD REQUEST

The Finance Officer reported on amounts allocated to the County since 2002 from the Alcoholic Beverage Control (ABC) profits. She explained that before 2002, the ABC Board had been using the profits to retire debt; that the ABC Board normally did not distribute all the profits to the County because a certain amount of those funds were set aside for working capital and that according to the audit report the ABC Board was within the limits set aside both by General Statute and by the ABC Boards approved policy on the amount allowed for working capital. She also stated that her understanding was that the ABC Board wanted to put a portion of this money in a reserve to be used at a later date for the purchase of land and the construction of a new ABC store.

Commissioner Emerson asked if the ABC Board was operating within their legal, ordained limits as to the amount of capital, then why was it necessary from an audit position to have the Board of Commissioners' consent to keep the funds.

Ms. McConnell stated that she was unsure.

Chairman Morgan asked that, in the future, the ABC Board get approval from the Commissioners before keeping the money and then asking for approval.

Commissioner Emerson asked that the State be informed that the Board of Commissioners is aware of this issue.

- **BREAK**

- The Chairman called for a short break.

- **EMERGENCY OPERATIONS PROJECT ADDITIONS**

- **Call Taker Position:**

- Jake Jacobstein stated that on November 7, 2005, the Board of Commissioners approved funding for new Computer Aided Dispatch hardware, software and telephone systems in the Emergency Operations Center and 911 Communication Center in the amount of \$671,415; that their initial request was to support five 911 Call Taker positions in the 911 Communication Center; that additional volumes and support demands, especially when the Emergency Operations Center is activated, have necessitated the addition of the infrastructure to support a sixth Call Taker position; that this request is to fund the hardware, software and maintenance of this sixth position; that funds will come from Emergency Telephone/E-911 Funds; that the total incremental cost of this request is \$127,353.00 which includes maintenance and support for five years.

Commissioner Barnes moved, seconded by Commissioner Outz, to approve the additional infrastructure to install a sixth Call Taker position at a cost of \$127,353.00. The motion carried five (5) to zero (0).

- **Electronic Document Management System (EDMS):**

It was explained that beginning with the Fiscal Year 2004 budget, the Board of Commissioners set aside \$100,000 per year for the Electronic Document Management System (EDMS), with the goal of contributing a total of \$500,000 over five years; that on September 20, 2004, the County retained the services of RHJ Associates to prepare a "Request-for-Proposal" (RFP), to guide the County's selection of a vendor, and negotiate a contract with the successful vendor; that early in the process, the County decided that the Department of Social Services (DSS) should be the first department to undergo this process; that as of December 2004, DSS had over 23,000 paper based case files, all stored in the DSS offices at 102 Camp Drive; that of these, approximately 7,000 were active cases; that in order to address its space constraints, DSS moved its inactive case files off-site and has added temporary office space on its campus until the new DSS annex can be built; and that because the County's goal was to apply the EDMS system countywide, the project team included members of the Planning, Environmental Health, Permitting, Information Technology and Health Departments in addition to DSS staff.

Nine vendors submitted proposals by the August 29, 2005 deadline; that four semi-finalists were then invited to give on-site demonstrations of their products and solutions to the project team; that after viewing the demonstrations, the team was able to distinguish between a generic EDMS solution, or one that was department neutral and could thus be deployed in other County departments, and a DSS specific EDMS solution. The team determined that the generic solution type was the far better alternative for both DSS and the County; that as a result of the demonstrations two finalists were selected that the final steps leading to selection entailed four visits to other governments in North Carolina that have implemented the vendors' EDMS solution, two for each alternative; that these were Randolph, Cabarrus, Pitt and Buncombe Counties that this afforded the project team the opportunity to see EDMS in action and talk to their peers about the products, companies, trials and tribulations of undertaking an EDMS endeavor; that to date, \$300,000 has been approved for this project; that an additional \$100,000 is budgeted in the Recommended FY 2007 budget and another \$100,000 is scheduled for FY 2008; that only \$35,000 of the budget has been spent on the consultant; that selecting the preferred vendor for implementation of the project in DSS will require \$143,077 in Year 1; and that ongoing annual maintenance costs of \$24,386 per year will be included in the operating budget of DSS and not affect the project budget.

Commissioner Emerson moved, seconded by Commissioner Barnes, to approve the contract with One Source Document Solution in the amount of \$143,077 in Year #1 with the on-going annual maintenance costs of \$24,386 per year, subject to annual appropriation by the Board of Commissioners. The motion carried five (5) to zero (0). The agreement is attached hereto and by reference made a part hereof.

Commissioner Emerson moved, seconded by Commissioner Barnes, to authorize the County Manager, at his discretion, to extend funding for the consultant through the implementation stage beyond the \$35,000.00, not to exceed available funding. The motion carried five (5) to zero (0).

SHAKORI HILLS NOISE DISCUSSION

Capt. Roy Allen, Chatham County Sheriff's Office, reviewed the County's noise ordinance. He discussed noise levels with regard to time of day, continuous noise, nuisance noise, indoor/outdoor noise, time-level caps, and alternate avenues of enforcement other than the noise meter.

Commissioner Emerson suggested that Sheriff's Office formalize a draft ordinance that is lawfully enforceable, and that the County Attorney then review it stating that the "whole package" needed to be addressed.

Capt. Allen relayed that he would be glad to prepare a draft ordinance to bring before the Board for review at the Board of Commissioners' meeting on July 17, 2006.

BUDGET

Library Inter-Institutional Agreement: Consideration of a request to approve Inter-Institutional Agreement for joint county-community college library

Commissioner Emerson moved, seconded by Commissioner Barnes, to approve the Inter-Institutional Agreement for joint county-community college library, attached hereto and by reference made a part hereof. The motion carried five (5) to zero (0).

United Way of Chatham County: Consideration of a request to approve a contract with United Way of Chatham County for administration of Chatham County non-profit funding

Commissioner Emerson moved, seconded by Commissioner Barnes, to approve a contract with United Way of Chatham County for administration of Chatham County non-profit funding, attached hereto and by reference made a part hereof. The motion carried five (5) to zero (0).

Goldston Sewer Line:

Chairman Morgan stated that the Board previously discussed running sewer to Goldston; that at that particular time, it was thought that there was going to be a manufacturing plant (Keiser Roth) opening and that the County would get some help from the Department of Commerce; that when the process was started, he thought that the County was going to help pay for the sewage line to Goldston and it was hoped to get reimbursement for the funding at a later date; that Goldston still needs the sewage; that he has talked with Hobbs, Upchurch, & Associates; that they still need the County's help before they can go very far in getting someone to help with grant funding, loans, or any type of distributor in town; that in order to get the line from Sanford to Goldston, someone will have to pay for it; that it was approximately \$1,243,000.00 and is now estimated at \$1,500,000.00. He asked if there was still a consensus of the Board to help Goldston to get that major line if they can work out their future distribution.

Commissioner Cross pointed out that there is now a billion dollar bill in the House for the NC Rural Center to help small towns and rural counties with sewer and water.

The County Manager stated that they had met with Goldston regarding the possibility of having a wastewater system in the Town of Goldston; that part of that requires a survey of the needs; that the elected officials are looking at having NCRCAP work with them on a survey as the first step in that process; and that he is unsure as to the dates of the survey.

Commissioner Outz moved, seconded by Commissioner Cross, to send the Town of Goldston a letter informing them that Chatham County's role, as currently defined, would be to fund the trunk line from Goldston to the appropriate linkage site with the City of Sanford provided that the Town of Goldston opts for a municipal wastewater system and implements construction for putting the system in place. The motion carried five (5) to zero (0). A copy of the letter is attached hereto and by reference made a part hereof.

Old Sanford Road Area Water:

Commissioner Outz expressed concern regarding the placement of water on Old Sanford Road.

A discussion ensued. No action was taken.

Planning Department Personnel:

Commissioner Barnes stated that he would like to see the additional authorized personnel in the Planning Department in July, '06 instead of waiting until January, '07.

The Finance Officer assured the Board that funding for this was available.

Commissioner Barnes moved, seconded by Commissioner Cross, to authorize staff to review Planning needs and to hire additional staff, if necessary. The motion carried five (5) to zero (0).

Convenience Center Employees:

Commissioner Outz expressed concern with regard to the vacation and holiday benefits of the convenience center employees.

The Solid Waste Manager will answer questions at the Board's evening meeting.

Affordable Housing Task Force:

Commissioner Cross stated that when the Affordable Housing Task Force was sanctioned, they had asked for \$200,000 annually to be put into the Affordable Housing Task Fund. He went on record to

withdraw the request for this year.

He discussed that on East Cornwallis Street, they had been talking about using the Briar Chapel money; that two of the three parcels at which they were looking will be viewed and discussed by others in the future; that the third property (the closest to the old railroad bed) has been described by the children as having a specific purpose; that another parcel consisting of four acres has become available on which they would like to negotiate and purchase inside of the \$100,000 Briar Chapel check; that they need the Board's approval to negotiate and spend this money.

By consensus, the Board agreed.

Budget Ordinance:

The Assistant County Manager reviewed specifics of the Fiscal Year 2006-2007 Budget Ordinance.

ADJOURNMENT

Commissioner Cross moved, seconded by Commissioner Barnes, to adjourn the meeting. The motion carried five (5) to zero (0), and the meeting was adjourned at 5:02 PM.

Bunkey Morgan, Chairman

ATTEST:

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