

February 11, 2013

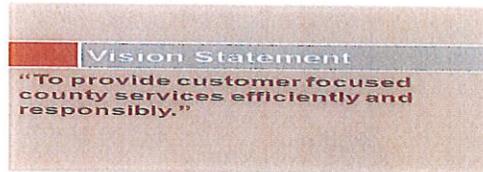
A special meeting of the Bladen County Board of Commissioners was held on Monday, February 11, 2013 at 6:00 pm in the Commissioners Meeting Room of the Bladen County Courthouse for a Board Planning Session.

The following members were present:  
 James G. "Jimmie" Smith, Chairman  
 Mark Gillespie, Vice Chairperson  
 Charles Ray Peterson, arrived at 6:20 pm  
 Delilah Blanks  
 Billy Ray Pait  
 Russell Priest  
 Daniel Dowless  
 Wayne Edge  
 G. Michael Cogdell

Chairman Smith called the meeting to order and provided the Invocation.

**ITEM 1. Matters For Review:**

A. County Manager Greg Martin reviewed the following:  
 Organization's Vision and Values:



Core Values		Core Values continued:	
<i>The following values define and inspire our work in Bladen County. They represent our priorities and form the basis of our organizational culture.</i>			
<b>Safety:</b>	Being proactive in our efforts to insure safe work environments.	<b>Communication:</b>	Providing useful information in an effort to encourage and foster community involvement.
<b>Integrity:</b>	Being honest, trustworthy and forthright.	<b>Punctuality and Timeliness:</b>	Being prompt in daily activities and service to customers.
<b>Respect:</b>	Valuing people and treating them in a professional manner.	<b>Reliability:</b>	Consistently providing high quality services.
		<b>Accountability:</b>	Being responsible stewards of public resources.

B. 2012 Goals and Accomplishments:

Accomplishments
<ul style="list-style-type: none"> <li>▣ Sale of Hospital Completed</li> <li>▣ Refunding of GO and Revenue Bonds</li> <li>▣ Consolidation of Health and DSS</li> </ul>

Project Name	Responsible Party	Status
Bladen County's Strategic Plan	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Fiscal Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Information Technology Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Public Works Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Health and Human Services Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Economic Development Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Public Safety Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Parks and Recreation Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Cultural and Arts Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Senior Services Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Housing and Community Development Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Public Works Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Health and Human Services Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Economic Development Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Public Safety Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Parks and Recreation Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Cultural and Arts Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Senior Services Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.
Bladen County's Housing and Community Development Review	Gregory Martin, County Manager	Project has been introduced to project steering committee.

**ITEM 2. Financial Overview:**

Finance Officer Lisa Coleman reviewed the following Revenues:

Revenues				
	2010 Actual	2011 Actual	2012 Actual	2013 Projection
Property Tax Base	2,619,138,659	2,603,585,676	2,594,475,811	2,632,338,735
Current Year Property Tax Collection	17,783,747	17,806,923	17,756,706	17,756,706
Sales Tax	3,980,229	3,786,203	4,125,967	4,363,130

February 11, 2013

County Manager Greg Martin reviewed the following:

**A. FY 2013 Budget Projection:**

<b>FY 13 Budget Projection</b>	
Fund Balance @ 06/30/12	\$12,713,742
Projected Revenues @ 06/30/13	\$36,621,955
Projected Expenditures @ 06/30/13	\$38,778,530
Other Financing Sources @ 06/30/13	\$ 3,264,665
Net Gain (Loss)	\$ 1,108,090
One time Appropriations	\$ 134,223

**B. 2014 Budget Issues:**

<b>FY 2014 Budget Issues</b>	
<ul style="list-style-type: none"> <li>□ State Health Plan Increase either 07/01/13 or 01/01/14 2.5% (47,712) to 9% (171,766)</li> <li>□ Retirement Contribution Increase from 6.74% to 7.07% = approximately \$41,060</li> <li>□ Unemployment Insurance – 1% of total wages up to \$20,900 for each employee. Maximum per employee = \$209</li> <li>□ Full Year with 2% COLA for all employees = approximately \$255,523</li> </ul>	

**C. Capital Improvement Plan Requests – FY 14-18**

<b>Capital Items</b>		
Department	Item	Amount
Register of Deeds	Plat Cabinet	7,500
Operational Services	Elevator Cylinder	33,944
Animal Control	Vehicles	39,343
Environmental Health	Vehicles	15,636
DSS	Vehicles ½	30,000
Division on Aging	BARTS Van 10%	4,300
Parks & Recreation	Vehicle	3,500

**ITEM 3.**

**A. Update on the Bladen County 2015 Revaluation:**

Tax Administrator Chris Ellis reviewed the plans for the Bladen County 2015 Revaluation process. Mr. Ellis provided a copy of the Request for Proposal (RFP) and cover letter that will be mailed out to the ten (10) reappraisal firms that are registered with the Department of Revenue.

The RFP clearly identifies every aspect of the revaluation and what Bladen County expects throughout the entire process. Upon receipt of this RFP, the contractors are expected to submit sealed bids within the specified time frame to the Tax Administrator. All bids received will be submitted to the Board along with the recommendation of the Tax Administrator. According to the Department of Revenue's projection, the revaluation for a county of this size is expected to take 18 to 24 months to complete.

February 11, 2013

**B. Motor Vehicle Tax Collection System:**

Mr. Ellis advised the Board that House Bill 1779 provides for the Department of Motor Vehicles to collect property taxes for motor vehicles effective July 1, 2013.

**C. Update on Tax Collection Procedures/Efforts:**

Mr. Ellis advised that per the auditor's findings, the total levy value decreased from \$2,619,138,659 in 2010, to \$2,594,475,812 in 2012. The tax office began an audit program in 2010 on the businesses to ensure equity. Mr. Ellis further stated that in subsequent years, the Revenue Department continued these audits, yielding fewer discoveries. As a result, there was a decrease of \$38,000,000 in personal property discoveries over the 2 year span. The estimated tax base increased to \$2,632,863,684 for the current fiscal year.

**ITEM 4. Sheriff's Office: (Prentis Benston, Sheriff)**

- Sheriff Benston appeared before the Board to request an additional six (6) full time jailer positions for the jail. He provided the following cost breakdown for the additional staffing:

### Jail Staffing

- Six (6) new Jailers for a total cost of approximately \$216,000
- Decrease Overtime by \$30,000
- Decrease Part-Time by \$80,000
- Net Budget Increase of \$106,000

Commissioner Peterson asked that the Board be provided with a job description supporting the hiring of additional jailers. Chairman Smith advised County Manager Greg Martin to add this request to the Board agenda for February 18, 2013.

**ITEM 5. A. Economic Development Update:**

Director of Economic Development Chuck Heustess provided an overview of the projects and challenges of the Economic Development office over the past year. Mr. Heustess further stated that he had been advised by Elizabethtown Manager Eddie Madden that there would be no water or sewage provided to the Industrial Park without annexation.

There was discussion regarding a Charter School scheduled to open in the Paul Brown Building for students in grades 6-10 and the impact on the traditional school system.

**B. Employment Security Commission Concern:**

Mr. Heustess advised that House Bill 4 mentioned criteria for closing Employment Security offices. He stated it would be devastating to our area if the local Employment Security Commission Office was closed. This matter is to be placed on the agenda for the meeting scheduled with our legislative delegation.

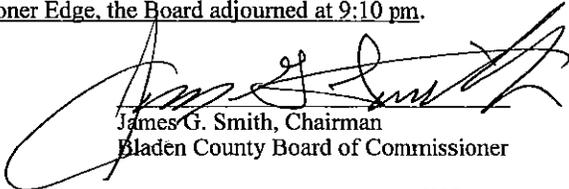
February 11, 2013

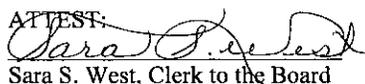
- ITEM 6. Human Resources: (Amy Pharr, Director)**
- A. Proposed Internship Program:** County Manager Greg Martin provided information to the Board regarding a proposed internship program. The Board requested additional information on the program.
  - B. Bidding Insurance Services:** Mr. Martin reviewed the timeline for receiving Insurance Bid proposals for Workers Compensation and Property and Liability coverage.
  - C. Proposed Organizational Structure:** Mr. Martin reviewed the proposed organizational structure. Mr. Martin was advised to place the proposed organizational structure on the agenda for Board consideration at the next Board meeting.

- ITEM 7. Other Matters:**
- A. Demographic Data:** Lumber River Council of Governments Executive Director Jan Hester Maynor provided information to the Board regarding demographic data for Bladen County from the US Census Bureau. Ms. Maynor also stated that farmers would receive their final payment of the tobacco settlement this year.
  - B. Discuss Agenda for Meeting with Legislative Delegation:** The following items were suggested for the agenda of the meeting with Legislative Delegation: natural gas opportunities in rural counties, House Bill 4, income/sales tax and hospital needs.
  - C. NACo Federal Issues of Statewide Importance:** County Manager Greg Martin stated that in preparation for the upcoming NACo Legislative Conference, the North Carolina Association of County Commissioners requested federal issues of statewide importance to the county be submitted by February 13, 2013.

- ITEM 8. A. Board Priorities**
- B. Policies and Procedural Matters of the Board:**  
Commissioner Blanks asked that the Board review:
- (1) Advisory Board Appointment Policy and develop procedures for geographic and racial diversity;
  - (2) Items of significant importance be presented as information at the first meeting and take action, if required, at the second meeting.
- County Manager Greg Martin was asked to prepare a procedure regarding Agenda Item – Matters of Interest to Commissioners for consideration by the Board at the meeting of February 18, 2013.

- ITEM 9. Adjourn:**  
Upon a motion by Commissioner Gillespie, seconded by Commissioner Edge, the Board adjourned at 9:10 pm.

  
James G. Smith, Chairman  
Bladen County Board of Commissioner

ATTEST:  
  
Sara S. West, Clerk to the Board



**February 18, 2013**

A regular meeting of the Bladen County Board of Commissioners was held at 6:30 p.m. on Monday, February 18, 2013 in the Commissioners Meeting Room of the Bladen County Courthouse.

The following members were present:

James G. "Jimmie" Smith, Chairman  
 Mark Gillespie, Vice Chairperson  
 Charles Ray Peterson  
 Delilah Blanks  
 Billy Ray Pait  
 Russell Priest  
 Daniel Dowless  
 Wayne Edge  
 G. Michael Cogdell

Attorneys: Allen Johnson, Johnson Law Firm

**ITEM 1.** Chairman Smith called the meeting to order. Reverend Larry Hayes, Pastor, Good News Baptist Church, Bladenboro, NC provided the Invocation. County Manager Gregory J. Martin led the Pledge of Allegiance.

**ITEM 2. Consent Items:**  
Upon a motion by Commissioner Peterson, seconded by Commissioner Gillespie, the Board approved the following Consent Items:

- A. Agenda
- B. Minutes of February 4, 2013
- C. Budget Amendments as follows:

Department and Account Number	Account Description	Increase	Decrease
<b>Sheriff</b>			
<i>Expenditures</i>		<i>Debit</i>	<i>Credit</i>
1051005110.200	Supplies	447.50	
<i>Revenues</i>			
103260.018	Jail-Commissions	447.50	
To cover costs associated with inmate supplies.			
<b>Sheriff</b>			
<i>Expenditures</i>		<i>Debit</i>	<i>Credit</i>
1051005130.352	M/R Equipment	8,043.78	
<i>Revenues</i>			
103270.018	Sheriff-HELO	8,043.78	
Reimbursement from the State for use of Helicopter.			
<b>Emergency Services</b>			
<i>Expenditures</i>		<i>Debit</i>	<i>Credit</i>
105300.190	Professional Services	45,000.00	
<i>Revenues</i>			
103230.032	ES-Hazard Mitigation Grant	45,000.00	
Bladen/Columbus Regional Hazard Mitigation Grant.			
<b>Health</b>			
<i>Expenditures</i>		<i>Debit</i>	<i>Credit</i>
1059005970.200.005	Supplies-Indigent	49.05	
<i>Revenues</i>			
103560.081	Miscellaneous Fees	49.05	
Reimbursement funds received on recycled printer cartridges.			
<b>Health</b>			
<i>Expenditures</i>		<i>Debit</i>	<i>Credit</i>
1059005985.200	Supplies	5,000.00	
<i>Revenues</i>			
103190.053	FBA-Health	5,000.00	
Increasing supplies for the purchase of private vaccine. State no longer provides vaccine for those that have private insurance. Increasing use of Health Fund Balance.			
<b>Division on Aging</b>			
<i>Expenditures</i>		<i>Debit</i>	<i>Credit</i>
106200.493	Refunds	39,812.83	
<i>Revenues</i>			
103190.050	FBA	39,812.83	
To return unspent Rural Operating Assistance Program funding from fiscal year 2012.			