

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
OCTOBER 2, 2017 – 9:00 AM
117 DICK STREET, 1ST FLOOR, ROOM 118
REGULAR MEETING MINUTES

PRESENT: Commissioner Glenn Adams, Chairman
Commissioner Michael Boose (arrived 9:06)
Commissioner Jeannette Council
Commissioner Marshall Faircloth
Commissioner Jimmy Keefe
Commissioner Larry Lancaster
Amy Cannon, County Manager
Melissa Cardinali, Assistant County Manager
Tracy Jackson, Assistant County Manager
Sally Shutt, Assistant County Manager
Duane Holder, Assistant County Manager
Rick Moorefield, County Attorney
Ivonne Mendez, Accounting Supervisor
Deborah Shaw, Budget Analyst
Heather Harris, Budget Analyst
Joe Utley, Tax Administrator
Jeffrey Brown, Engineering and Infrastructure Director
Randy Beeman, Emergency Services Director
Keith Todd, Information Services Director
Robert Van Geons, Fayetteville Cumberland County Economic
Development Corporation CEO/President
Candice H. White, Clerk to the Board
Kellie Beam, Deputy Clerk to the Board
Press

ABSENT: Commissioner Charles Evans

Chairman Adams called the meeting to order and stated Commissioner Evans had a scheduling conflict and was therefore unable to be present. Chairman Adams then requested a moment of silence for those affected by the Las Vegas shooting.

INVOCATION AND PLEDGE OF ALLEGIANCE – Commissioner Lancaster provided the invocation followed by the Pledge of Allegiance to the American Flag.

Recognition of the One Year Anniversary of Hurricane Matthew

Amy Cannon, County Manager, referenced the Public Information Office’s emphasis on telling the County’s story or how county government impacts citizens through the services it provides. Ms. Cannon stated Larry Shaw, Jr. with Epic Studio Productions worked with the county to develop a video related to Hurricane Matthew to recognize this life changing and historic event in the community and to produce a documentary for historical preservation. Ms. Cannon stated the video involves many community leaders and partners who talk about their involvement in and thinking about the event. A fifteen minute video followed.

Chairman Adams thanked Mr. Shaw and those who participated in the video. Chairman Adams further thanked staff, first responders and citizens who were neighbors helping neighbors during the 2016 hurricane event.

Ms. Cannon requested removal from the agenda of Item 6.2) Closed Session for Attorney-Client Matter(s) pursuant to NCGS 143-318.11(a)(3).

1. Approval of Agenda

MOTION: Commissioner Lancaster moved to approve the agenda with the removal of Item 6.2) Closed Session for Attorney-Client Matter(s) pursuant to NCGS 143-318.11(a)(3) as requested.

SECOND: Commissioner Boose

VOTE: UNANIMOUS (6-0)

Commissioner Keefe requested removal from the consent agenda of Item 2.G.2) for separate discussion and action.

2. Consent Agenda

- A. Approval of minutes of the September 18, 2017 regular meeting
- B. Approval of Offer to Purchase Surplus Real Property Being Lot 33, Lakeland Subdivision, Plat Book 8 at Page 52 Pursuant to the Upset Bid Process

BACKGROUND:

The County and the City of Fayetteville acquired the property described as Lot 33, Lakeland Subdivision, Plat Book 8, page 52, located at 1419 Church Street, Fayetteville, with PIN 0428-92-9173, at a tax foreclosure sale in 2012 for a purchase price of \$7,868.96. The tax value of this parcel is \$16,945.00. The City conveyed its interest in the property to the County by Quitclaim Deed recorded July 26, 2017, in Book 10137 at Page 753.

According to the County's tax records, the parcel is vacant and zoned residential. Mr. Abner Cervera has made an offer to purchase this parcel for a price of \$7,868.96. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G.S. § 160A-269.

RECOMMENDATION/PROPOSED ACTION:

The County Attorney recommends that the Board consider the offer of Mr. Abner Cervera, and if the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269. The proposed advertisement follows:

**CUMBERLAND COUNTY BOARD OF COMMISSIONERS
ADVERTISEMENT OF INTENT TO ACCEPT AN OFFER TO PURCHASE
CERTAIN REAL PROPERTY PURSUANT TO N.C.G.S § 160A-269**

Take notice that the Board of Commissioners finds the real property described herein is not needed for governmental purposes and proposes to accept an offer to purchase real property located in the City of Fayetteville, being Lot 33, Lakeland Subdivision, Plat Book 8 Page 52, located at 1419 Church Street, with PIN 0428-92-9173 for a purchase price of \$7,868.96. Within 10 days of this notice, any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

- C. Approval of Contract to Administer the Crisis Intervention Program (CIP) and Low Income Energy Assistance Program (LIEAP)

BACKGROUND:

The Cumberland County Department of Social Services has contracted with and outsourced its Energy Program to the Salvation Army to effectively administer the program. Due to limited space and personnel at the main building to accommodate upwards of 10,000 yearly applications, it was deemed necessary to contract with an external agency. This outsourcing has afforded CCDSS the opportunity to focus on other essential day to day business functions while continuing to meet the citizens' needs via an external entity. Previously, CCDSS was forced to rely on temporary staff who had to be trained to administer the program while the Salvation Army has a relatively low turnover rate and can offer knowledgeable and proficient staff.

RECOMMENDATION / PROPOSED ACTION:

CCDSS respectfully requests the Board's approval to contract with the Salvation Army again, in FY 17-18 in the amount of \$251,713 per year. Of this amount, there are no County funds required. The amount budgeted for FY18 for this program was \$235,552.

Budget Ordinance Amendment B180543 recognizes additional funds received in the annual funding authorization in the amount of \$16,161 above the amount initially budgeted for this program.

D. Approval of Payment of Prior Year Invoices:

BACKGROUND:

Vendor invoices that have not been paid in the fiscal year in which services were rendered or goods were received require approval for payment by the Board of Commissioners. The process has been for departments to forward the request to pay to the finance director. The prior year invoices are reviewed in finance for completeness and are then forwarded on to the consent agenda for consideration at the next scheduled Board of Commissioners meeting.

There is a period of time after the June 30th end of the fiscal year in which Finance will accept transactions of the previous fiscal year. For fiscal year 2017, that time frame has ended. Although departments were sent notices and reminders of the cutoff date to inform of this change, invoices do arrive beyond the cutoff date and those invoices must be considered.

Two separate memorandums are recorded below in which approval is being sought to pay vendor invoices from fiscal year 2017 and the associated budget revisions. One memorandum is recorded below in which approval is being sought to pay a vendor invoice for Print Shop services provided during fiscal year 2016. The details are described within each memorandum.

RECOMMENDATION/PROPOSED ACTION:

Management is requesting review of the three memorandums recorded below requesting approval to pay prior years' invoices and two corresponding budget revisions.

1) Department of Social Services

BACKGROUND:

The Department of Social Services is requesting to pay the May 2017 invoice for Alliance Behavioral Healthcare for the Care Coordinator Position services totaling \$5,836.93. Social Services staff received the invoice, via email, on August 23, 2017 after the cut-off for paying prior year invoices. Staff have verified the invoice has not been paid and is in fact due. Approval of Budget Ordinance Amendment B160813 to re-appropriate FY17 fund balance has been requested. Please note this amendment requires a re-appropriation of FY17 fund balance to the current year.

RECOMMENDATION/PROPOSED ACTION:

Department of Social Services - Budget Ordinance Amendment B180613 to bring FY17 General funds forward in the amount of \$5,837 for Care Coordinator Position services.

The Board is requested to approve Budget Ordinance Amendment B180613 to bring FY17 General funds forward in the amount of \$5,837. This represents funding for the DSS Care Coordinator position that was contracted in FY17. The final invoice was received after the fiscal year deadline.

Please note this amendment requires a re-appropriation of FY 2017 fund balance to current year.

2) Finance Department

BACKGROUND:

The Finance Department is requesting to pay the FY 2017 invoice to reimburse the City of Fayetteville for the County's share of Consolidated 911 Feasibility Study costs totaling \$38,514.49. Finance staff received the invoice, via email, on September 11, 2017 after the cut-off for paying prior year invoices. Staff have verified the invoice has not been paid and is in fact due. Approval of Budget Ordinance Amendment B180762 to re-appropriate FY17 fund balance is requested. Please note this amendment requires a re-appropriation of FY17 fund balance to the current year.

RECOMMENDATION/PROPOSED ACTION:

Finance Department - Budget Ordinance Amendment B180762 to bring FY17 General funds forward in the amount of \$38,515 for the County's share of Consolidated 911 Feasibility Study costs.

The Board is requested to approve Budget Ordinance Amendment B180762 to bring FY17 General funds forward in the amount of \$38,515. This represents funding for the County's 50% share of the consulting services related to the Consolidated 911 Feasibility Study that was contracted in FY17. The final invoice was received after the fiscal year deadline.

Please note this amendment requires a re-appropriation of FY 2017 fund balance to current year.

3) Print, Mail & Design Services

BACKGROUND:

Print, Mail & Design Services is requesting to pay NC Department of Administration Courier Service for invoice 16060326 for courier services totaling \$292.03 from Fiscal Year 2016. Print Shop staff received the invoice on August 27, 2017. Staff have verified the invoice was not paid and is in fact due to the NC Department of Administration. Sufficient funds are available in the current year budget to cover this expenditure.

RECOMMENDATION/PROPOSED ACTION:

Management is requesting approval to pay NC Department of Administration for invoice 16060326 totaling \$292.03.

- E. Approval of a Proclamation Recognizing Mr. Billy D. Horne for Many Years of Public Service to Cumberland County

COUNTY OF CUMBERLAND

NORTH CAROLINA

PROCLAMATION

WHEREAS, Billy D. Horne served as Mayor to the Town of Stedman from 1997 until retiring in September of 2017; and

WHEREAS, Mr. Horne has served various commissions and appointments including the Mid Carolina Council of Government for twenty years and the State Personnel Commission for nine years; and

WHEREAS, Mr. Horne also served as a Town of Stedman Commissioner from 1966-1970 and again from 1995-1996; and

WHEREAS, Mr. Horne served as a Cumberland County Commissioner for twelve years from 1970-1982; and

WHEREAS, during his time in public office, Mr. Horne was instrumental in obtaining sewer for the Town of Stedman and worked to improve and enhance the Town's beauty and offer more commercial and retail business opportunities; and

WHEREAS, Mr. Horne's career as a public servant has earned the admiration and high regard of those with whom he has come into contact and of his fellow public servants; and

NOW THEREFORE, BE IT PROCLAIMED, that the Cumberland County Board of Commissioners, by this recognition, wishes to express its great appreciation to Mr. Horne for meritorious service, loyalty and dedication to the citizens of Cumberland County.

BE IT FURTHER PROCLAIMED, that the Cumberland County Board of County do hereby wish to recognize Mr. Horne for his many years of valuable service at a reception to be held Monday, October 16, 2017.

Adopted this 2nd day of October 2017.

- F. Approval of a Proclamation Recognizing October 2017 as “Breast Cancer Awareness Month” in Cumberland County

COUNTY OF CUMBERLAND

NORTH CAROLINA

PROCLAMATION

WHEREAS, every year, too many Americans are touched by the pain and hardship caused by breast cancer -- a disease that, among women, is not only one of the most common cancers, but also one of the leading causes of cancer-related deaths; and

WHEREAS, October is Breast Cancer Awareness Month and during this month, we honor all those who lost their lives to breast cancer and we recognize the courageous survivors who are still fighting it; and

WHEREAS, every woman is at risk for breast cancer even if she has no family history or other risk factors for the disease; and

WHEREAS, the screening and early detection of breast cancer are vital to the health and well-being of all women; and

WHEREAS, research shows that screening mammograms can help reduce the number of deaths from breast cancer among women; and

WHEREAS, let us thank the countless advocates, medical professionals, researchers and caregivers who dedicate their lives to fighting for a world without breast cancer, and together, let us carry out the mission to cure cancer once and for all.

NOW THEREFORE, the Cumberland County Board of Commissioners do hereby proclaim that October 2017 shall be known, designated, and set aside as BREAST CANCER AWARENESS MONTH in Cumberland County, North Carolina, and do hereby commend this observance to all Cumberland County citizens.

Adopted this 2nd day of October 2017.

- G. Approval of Budget Ordinance Amendments:

General Fund 101

- 1) Sheriff Grants - Budget Ordinance Amendment B180474 to recognize grant funds in the amount of \$100,000 from University of North Carolina at Chapel Hill (UNC-CH)

The Board is requested to approve Budget Ordinance Amendment B180474 to recognize grant funds in the amount of \$100,000. This award is with the UNC School of Social Work Project NO REST Human Trafficking Grant. These funds are to be used to develop, train, and institute a formalized Rapid Response Team or similar group to respond with agility to new human trafficking situations.

Please note this amendment requires no additional county funds.

- 2) Removed for separate discussion and action as recorded below.

REGARDING ITEM 3) PLEASE NOTE:

Each fiscal year County departments may have projects that are not complete by the fiscal year end (6/30/17) or items ordered that have not been received by fiscal year end. These projects or items were approved in the Fiscal Year 2017 budget; however, the money was not spent by June 30, 2017.

The following amendments seek to bring those funds forward from FY 2017 into the current fiscal year, allowing departments to complete and pay for these items. These revisions are not using 'new' funds, but are recognizing the use of FY17 funds in FY18.

General Fund 101

- 3) Information Services - Budget Ordinance Amendment B180352 to bring FY17 General funds forward in the amount of \$3,600

The Board is requested to approve Budget Ordinance Amendment B180352 to bring FY17 General funds forward in the amount of \$3,600. These funds represent annual upgrades to the Geographic Information System (GIS) that were not completed by FY17 but will be completed in FY18.

Contingency Funds Report – FY18

Contingency funds were not used.

- MOTION: Commissioner Keefe moved to approve consent agenda Items 2.A. – 2.G.3) with the exception of Item 2.G.2).
- SECOND: Commissioner Boose
- VOTE: UNANIMOUS (6-0)

General Fund 101

- 2.G.2) Department of Social Services - Budget Ordinance Amendment B180543 to recognize additional grant funds in the amount of \$16,161 from the Division of Social Services.

The Board is requested to approve Budget Ordinance Amendment B180543 to recognize additional grant funds in the amount of \$16,161 from the Department of Health and Human Services - Division of Social Services. These funds will be used for administration of the Crisis Intervention Program (CIP) and Low-Income Energy Assistant Program (LIEAP) program.

Please note this amendment requires no additional county funds.

Commissioner Keefe stated NCFAST connects people who need services with the Department of Social Services yet the grant funds to provide energy assistance for low income people are through a contract with the Salvation Army. Commissioner Keefe stated collectively it is a \$250,000 contract and he is not convinced through the documentation provided whether this is the best course of action to help people get the services they need. Chairman Adams stated he spoke with Social Services Director Brenda Jackson and she feels this is the most efficient way.

Commissioner Boose posed questions about the contract. Ms. Cannon stated the contract is for one year and she believes the Salvation Army has provided this service through a contract for the last six to seven years. Ms. Cannon stated prior to that, the eligibility piece was handled in house but the Salvation Army can administer at a lower cost than the County which makes more money available for the provision of services. Ms. Cannon also stated she is not sure that the CIP and LIEAP programs can be administered through NCFAST. Ms. Cannon stated the entire \$250,000 is not paid to the Salvation Army to administer the program but includes dollars to provide energy assistance to low-income citizens. Ms. Cannon stated to add a Social Services staff member year-round to handle this time limited program would involve adding county funding to a federal program.

- MOTION: Commissioner Keefe moved to approve Item 2.G.2) Budget Ordinance Amendment B180543.
- SECOND: Commissioner Boose
- VOTE: UNANIMOUS (6-0)

PUBLIC HEARING

3. Public Hearing on Proposed Economic Development Incentives for “Project Virtual”

BACKGROUND:

The October 2, 2017 public hearing is to consider an economic development incentive package for “Project Virtual”, an existing company in Cumberland County that specializes in customer computer programming services. The expanded operations would be at their current downtown location. If we are successful with this recruitment effort, the proposed project would retain 53 existing jobs and create up to 75 new jobs with an average salary of approximately \$58,000, as well as a comprehensive benefits package. The company would invest approximately \$600,000 in real and personal property.

We are requesting consideration of a local incentive grant, not to exceed \$37,500. The grant would be paid on a pro-rata basis, as jobs are created. Cumberland County and the City of Fayetteville are working together to secure an equal amount of support for this project.

The notice for Public Hearing was published on September 21, 2017 in the Fayetteville Observer.

RECOMMENDATION/PROPOSED ACTION:

Hold the October 2, 2017 public hearing for “Project Virtual”. After the public hearing, consider approval of the local incentive grant in an amount not to exceed \$37,500 and approval of Budget Ordinance Amendment B180708 which appropriates fund balance for this incentive grant.

Ms. Cannon reviewed the background information recorded above.

Chairman Adams opened the public hearing.

The clerk to the board advised there were no speakers.

Chairman Adams closed the public hearing.

MOTION: Commissioner Council moved to approve the local incentive grant in an amount not to exceed \$37,500 and to approve Budget Ordinance Amendment B180708 which appropriates fund balance for this incentive grant.

SECOND: Commissioner Faircloth

VOTE: UNANIMOUS (6-0)

ITEMS OF BUSINESS

4. Nominations to Boards and Committees

A. Animal Control Board (1 Vacancy)

Commissioner Faircloth nominated Shannon Pingitore.

B. Library Board of Trustees (2 Vacancies)

Commissioner Council nominated Paige Ross and Brian Tyler.

5. Appointments to Boards and Committees

A. Fayetteville-Cumberland Parks and Recreation Advisory Commission (1 Vacancy)

Nominees: Lee Spruill
Pam Story

Chairman Adams stated he received an email from Pam Story asking to have her name pulled from consideration because as a social worker, she feels she can serve the County in a different manner.

MOTION: Commissioner Boose moved to appoint Lee Spruill to the Fayetteville-Cumberland Parks and Recreation Advisory Commission.
SECOND: Commissioner Council
VOTE: UNANIMOUS (6-0)

6. Closed Session: 1) Economic Development Matter(s)
Pursuant to NCGS 143.318.11(a)(4)
2) Removed from agenda.

MOTION: Commissioner Faircloth moved to go into closed session for Economic Development Matter(s) pursuant to NCGS 143-318.11(a)(4).
SECOND: Commissioner Lancaster
VOTE: UNANIMOUS (6-0)

MOTION: Commissioner Council moved to reconvene in open session.
SECOND: Commissioner Faircloth
VOTE: UNANIMOUS (6-0)

MOTION: Commissioner Boose moved to set a public hearing for Project Nano 2 for the October 16, 2017 regular meeting.
SECOND: Commissioner Faircloth
VOTE: UNANIMOUS (6-0)

MOTION: Commissioner Lancaster moved to adjourn.
SECOND: Commissioner Council
VOTE: UNANIMOUS (6-0)

There being no further business, the meeting adjourned at 9:55 a.m.

Approved with/without revision:

Respectfully submitted,

Candice H. White
Clerk to the Board