



# Chatham County, NC

## Meeting Agenda - Final

### Board of Commissioners

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Monday, March 19, 2018

6:00 PM

Historic Courthouse Courtroom

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#### Work Session - 3:00 PM - Historic Courthouse Courtroom

#### **PUBLIC INPUT SESSION**

*The Public Input Session is held to give citizens an opportunity to speak on any item. The session is no more than thirty minutes long to allow as many as possible to speak. Speakers are limited to no more than three minutes each and may not give their time to another speaker. Speakers are required to sign up in advance. Individuals who wish to speak but cannot because of time constraints will be carried to the next meeting and given priority. We apologize for the tight time restrictions. They are necessary to ensure that we complete our business. If you have insufficient time to finish your presentation, we welcome your comments in writing.*

#### **BOARD PRIORITIES**

[18-2534](#) 2018 First Quarter Employee of the Quarter Award-Rachael Thorn, Land and Water Resources Supervisor

**Attachments:** [Rachael Thorn-Land and Water Resources](#)

[18-2538](#) Presentation from Clean Jordan Lake

**Attachments:** [Clean Jordan Lake Chatham County BOC-March 2018](#)

[18-2537](#) A request by the Planning Department to schedule a legislative public hearing for April 16th, 2018 to consider County-initiated rezonings of businesses in the formerly unzoned portion of Chatham County.

**Attachments:** [Biz Rezoning Requests - Harpers-Bennett](#)

[Biz Rezoning Requests - NW Chatham](#)

[Biz Rezoning Requests - SW Chatham](#)

[More Information from Planning Board Website](#)

#### **CLOSED SESSION**

[18-2545](#) Closed Session to discuss matters relating to attorney-client privilege and economic development.

#### **ADJOURNMENT**

**End of Work Session****Regular Session - 6:00 PM - Historic Courthouse Courtroom****INVOCATION and PLEDGE OF ALLEGIANCE****CALL TO ORDER****APPROVAL OF AGENDA and CONSENT AGENDA**

*The Board of Commissioners uses a Consent Agenda to act on non-controversial routine items quickly. The Consent Agenda is acted upon by one motion and vote of the Board. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Board member or citizen. The Consent Agenda contains the following items:*

- [18-2542](#) Vote on a request to approve the January 26, 2018 Retreat Minutes and the February 19, 2018 Work and Regular Session Minutes.
- Attachments:** [Draft Minutes 01.26.2018](#)  
[Draft Minutes 02.19.2018](#)
- [18-2543](#) Vote on a request to approve appointment of Megan Key to the Community Advisory Committee for Nursing Homes and Adult Care homes.
- [18-2476](#) Vote on a request to accept \$25,000 Spotlight Award from Healthiest Cities & Counties Challenge Funds
- Attachments:** [\\$25,000 Healthiest Cities & Counties Challenge Interim Award - Abstract](#)
- [18-2524](#) Vote on a request to accept \$220.00 Minority Diabetes Prevention Program Funds.
- Attachments:** [\\$220 Minority Diabetes Prevention Program Funds](#)
- [17-2390](#) Vote on a request to approve the tower space lease to NC Viper and approve the reciprocal letter of intent allowing the County to place equipment on VIPER's towers, and authorize the county manager to sign the proposal and final lease.
- Attachments:** [VIPER Lease Proposal](#)  
[2018 VIPER site Letter of Intent](#)
- [18-2530](#) Vote on a Request to Approve the New lease for the Chatham County Sheriff's Office beginning 6/1/2018
- Attachments:** [Sheriff's Office Lease for Siler City](#)
- [18-2531](#) Vote on a request to award the bid for property and liability brokerage services to Surry Insurance.

- [18-2532](#) Vote on a request to approve an amendment to the Chatham County Alcohol and Drug Free Workplace Policy

**Attachments:** [Alcohol and Drug Free Workplace Policy-2018 DRAFT](#)

- [18-2533](#) Vote on a request to adopt a Resolution to Approve an Amendment to the Chatham County Personnel Policy

**Attachments:** [Resolution Amending PP March 2018](#)

- [18-2535](#) Vote on a request to approve Tax Releases and Refunds

**Attachments:** [February 2018 Release and Refund Report](#)  
[February 2018 NCVTS Pending Refund Report](#)

- [18-2539](#) Vote on a request to approve the acceptance of the **NC Horse Council** grant funds in the amount of \$5000.00 and the subsequent increase to the Ag Center Budget by \$5000.00

**Attachments:** [Lowest Sand Quote](#)  
[NC Horse council Award letter](#)  
[NC Horse Council Grant Application](#)

- [18-2540](#) Vote on a request to approve the attached loan commitment letters for Henry Siler School affordable rental housing project.

**Attachments:** [Loan Commitment Letter - Chatham County 2018-02-21](#)  
[18-QAPFinalAppendixE - Chatham County 2018-02-21](#)

- [18-2541](#) Vote on a request to approve a fine-free day during National Library Week in April.

- [18-2544](#) Vote on a Request to Adopt Noise Ordinance as Amended

**Attachments:** [3-7-18 draft 2018 NOISE ORDINANCE](#)

### **End of Consent Agenda**

### **SPECIAL PRESENTATION**

- [18-2505](#) Present Certificate of Extended Volunteer Committee Service with County Advisory Committees to Jamie Fiocco.

### **PUBLIC INPUT SESSION**

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## **PUBLIC HEARINGS**

[18-2536](#)

A Legislative Public Hearing request by Richard Broedell, Sr. to rezone Parcel No. 5576, being 5.92 acres, Cape Fear Township, located on New Elam Church Road, from R-1 Residential to Light Industrial.

**Attachments:** [More Information from Planning Board Website](#)

## **BOARD PRIORITIES**

[18-2520](#)

Presentation by Johnson Mobile Home Park Residents.

[18-2503](#)

Discussion on the expansion of the Chatham County Board of Commissioners.

## **MANAGER' S REPORTS**

## **COMMISSIONERS' REPORTS**

## **ADJOURNMENT**



# Chatham County, NC

## Text File

File Number: 18-2534

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Work Session

**In Control:** Human Resources

**File Type:** Agenda Item

2018 First Quarter Employee of the Quarter Award-Rachael Thorn, Land and Water Resources Supervisor

Action Requested: Award the Employee of the Quarter Award to Rachael Thorn, Land and Water Resources Supervisor

Introduction & Background: Recently, Land and Water Resources Supervisor Rachel Thorn worked with the new owners and surrounding property owners of the property formerly known as Range 2A in an effort to bring all parties to the table and commit to work in a collaborative and forward thinking solution regarding activity on the property.

Rachel single-handedly worked for months with the new owners and nearby property owners to help them reestablish trust in each other and in county government. She navigated the situation expertly, facilitating discussions with property owners about concerns on both sides and helped them work out an agreement about when it is ok to shoot.

Rachael's work above and beyond to insure a peaceful and collaborative solution in the community for the benefits of the citizens and the county is the reason she deserves to be named employee of the quarter.

Discussion & Analysis: None

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: None

Recommendation: None

Nominee Name: Rachael Thorn, Land and Water Resources Supervisor

Recently, Land and Water Resources Supervisor Rachel Thorn worked with the new owners and surrounding property owners of the property formerly known as Range 2A in an effort to bring all parties to the table and commit to work in a collaborative and forward thinking solution regarding activity on the property.

Rachel single-handedly worked for months with the new owners and nearby property owners to help them reestablish trust in each other and in county government. She navigated the situation expertly, facilitating discussions with property owners about concerns on both sides and helped them work out an agreement about when it is ok to shoot.

Rachael's work above and beyond to insure a peaceful and collaborative solution in the community for the benefits of the citizens and the county is the reason she deserves to be named employee of the quarter.



# Chatham County, NC

## Text File

File Number: 18-2538

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Work Session

**In Control:** Board of Commissioners

**File Type:** Agenda Item

**Agenda Number:**

Presentation from Clean Jordan Lake





[www.cleanjordanlake.org](http://www.cleanjordanlake.org)

Incorporated in July 2009

501(c)(3) nonprofit in May 2010

## MISSION

- Remove trash from shoreline to restore natural habitats and beauty
- Promote more effective trash prevention programs in watershed counties



# Board of Directors

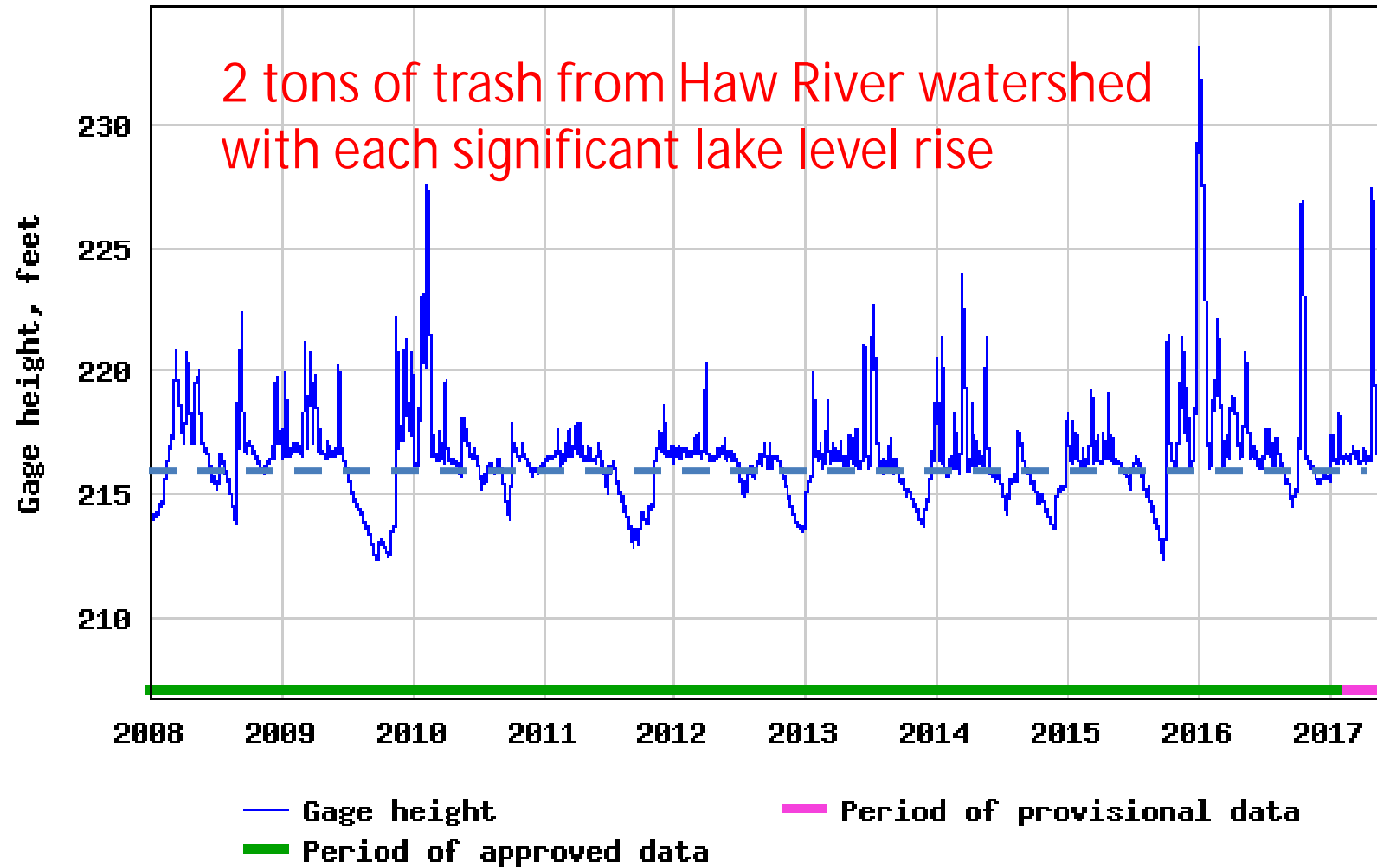
- Van Murray, President (Wake)
- Ann DiGiano, Treasurer (Chatham)
- Christina DeFrancesco, Secretary (Chatham)
- Norris Cotton (Durham)
- Jan Sherwin (Chatham)
- Richard Stockmans (Chatham)
- Francis DiGiano, Past-President (Chatham)

# Trash From Where?

80% Flushed Off Watershed with Rainfall



USGS 02098197 B. EVERETT JORDAN LAKE AT DAM NR MONCURE, NC



Graph courtesy of the U.S. Geological Survey



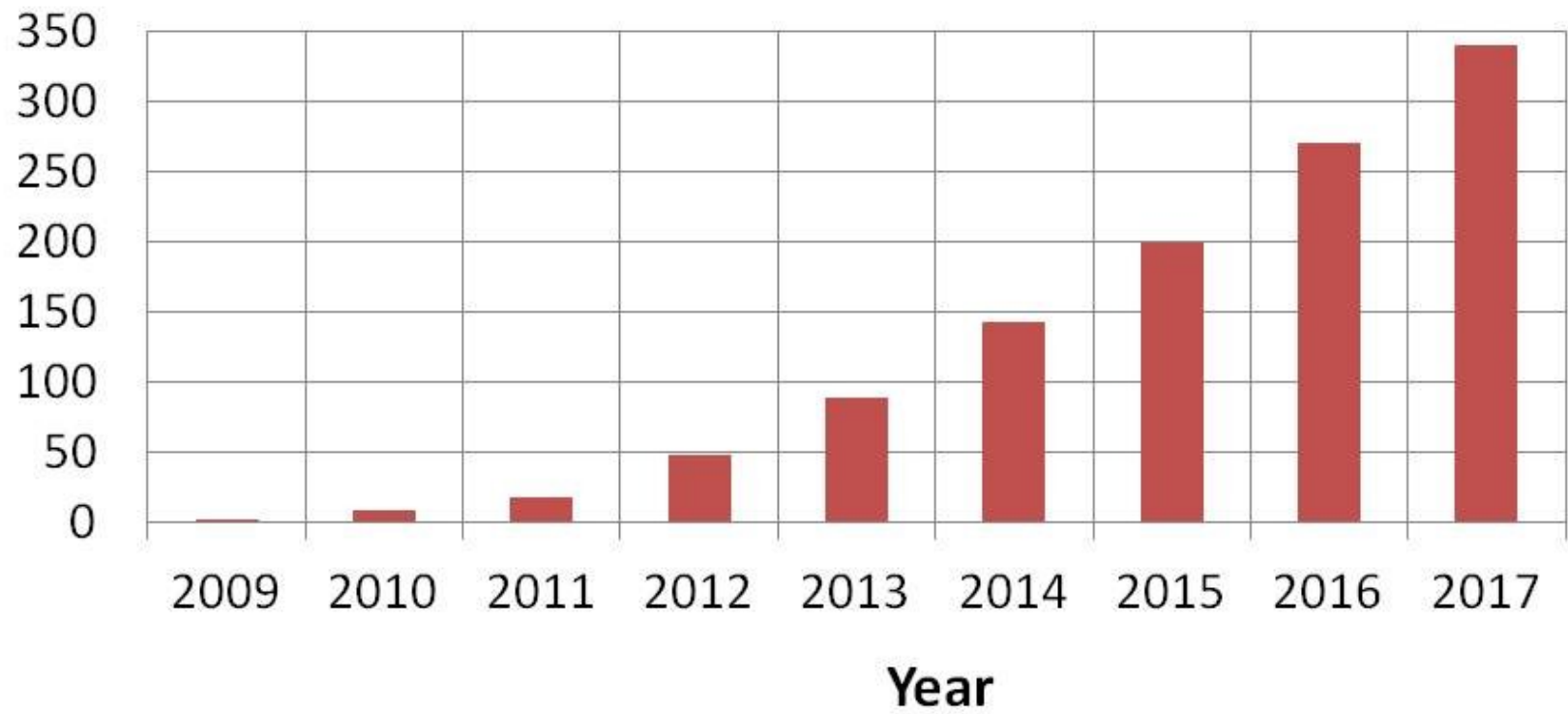
## Recreational Abuse of Shoreline



# Accomplishments

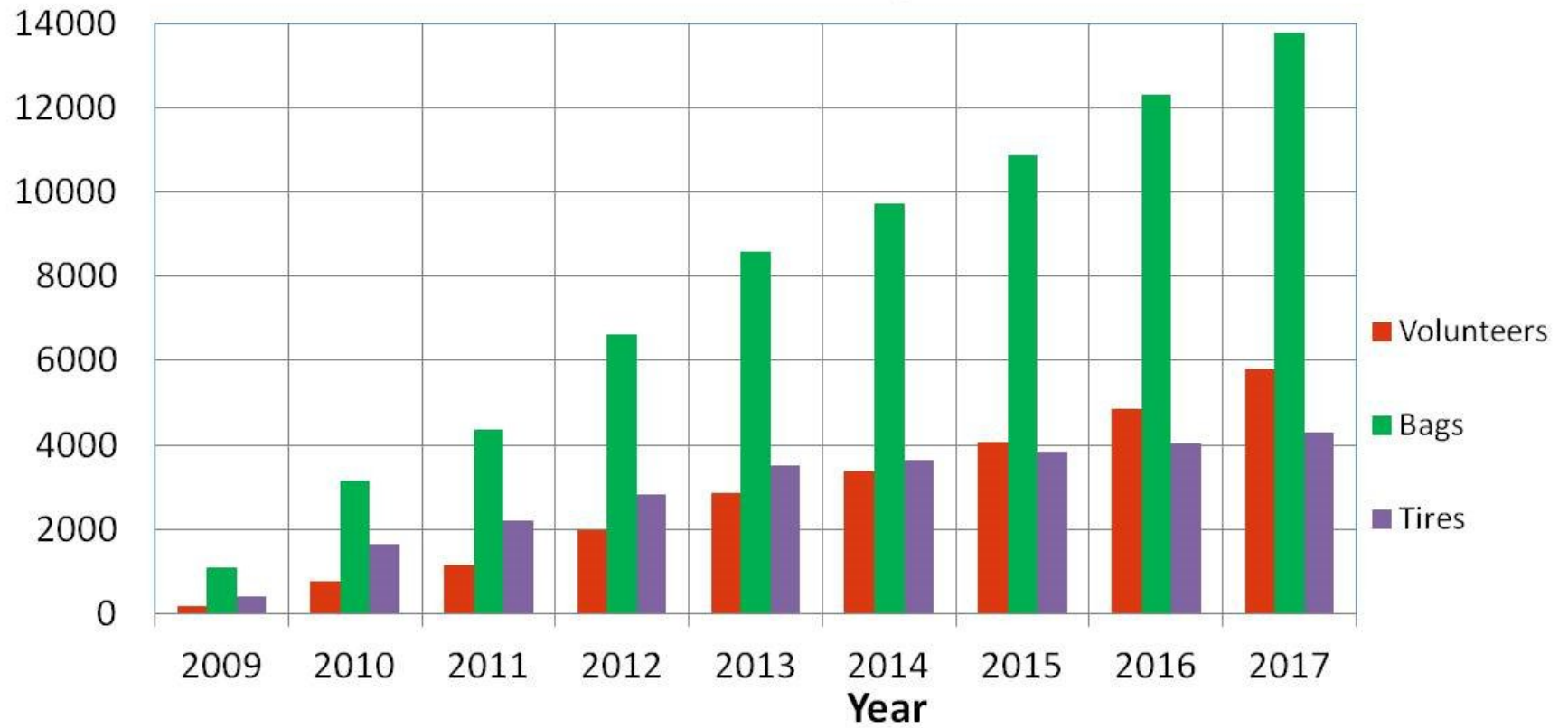
- 5,800 volunteers
- 345 cleanup events
- 14,000 bags of trash, about 140 tons, 40 large dumpsters
- 4,300 tires
- 15 miles of shoreline cleaned (repeatedly)
- 900 members, [meetup.com/helpcleanjordanlake](https://www.meetup.com/helpcleanjordanlake)
- \$800,000 in donated services
- \$27,000 in grants and major donations

## Cumulative Cleanup Events

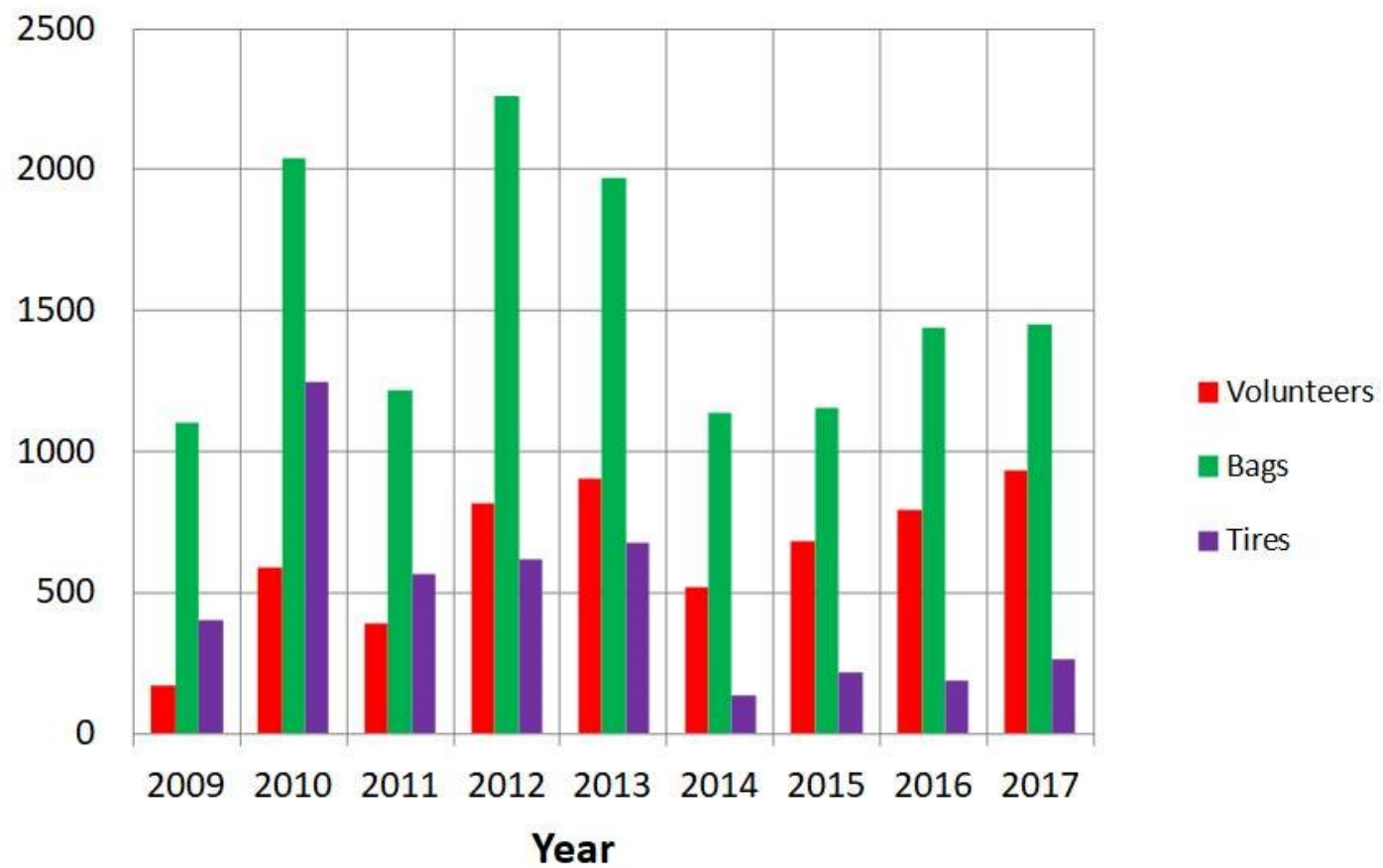




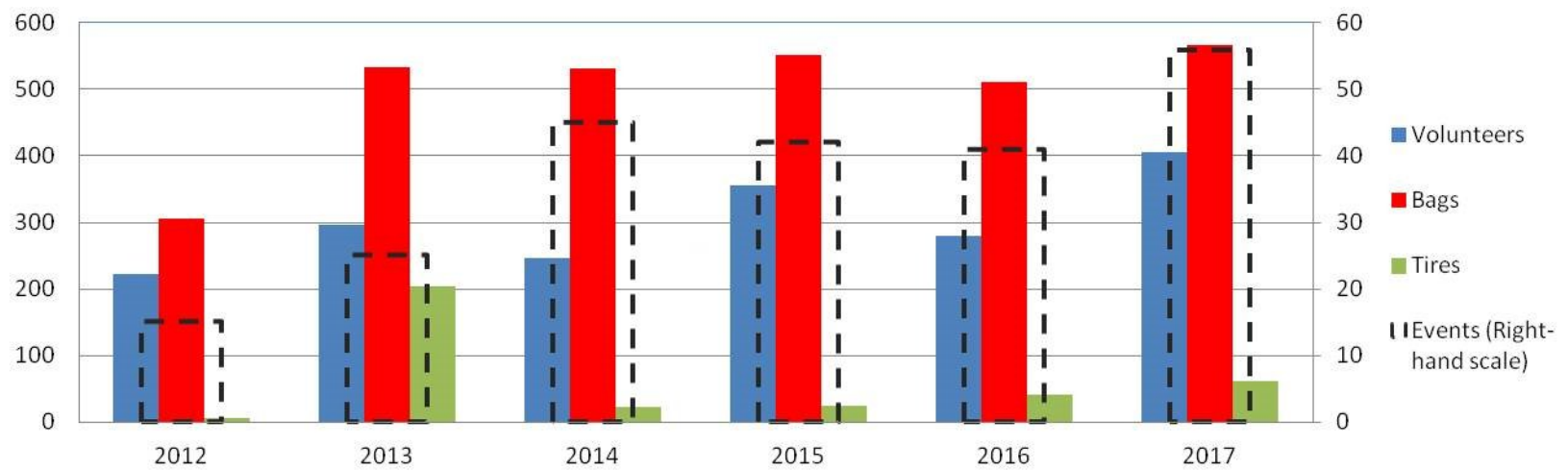
### Cumulative Volunteers, Bags and Tires



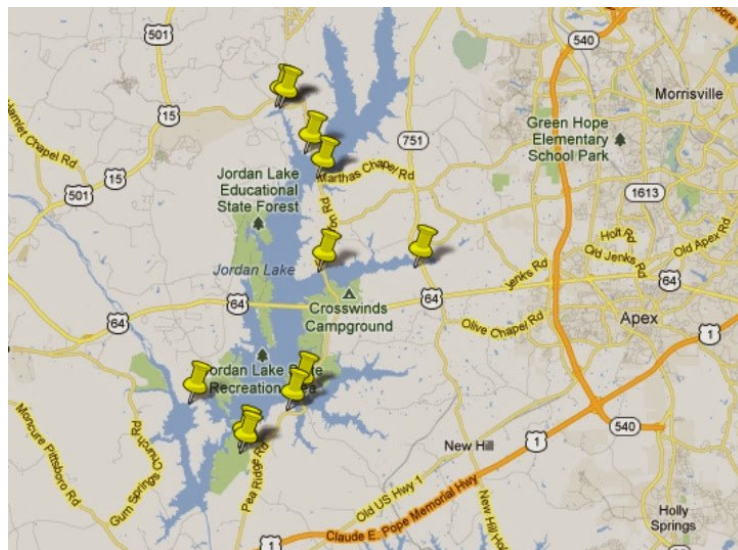
**Yearly Volunteers, Bags & Tires**



**AASP Volunteers, Bags, Tires & Events by Year**



# Adopt-A-Shoreline & A-Feeder Stream Programs







## Mini-pontoon Trash Barge

Green Hope & Carrboro HS  
Environmental Science Class 2016



## Annual Spring Trash Cleanup- Mar. 24<sup>th</sup>!





# REI Co-Op Stewardship Grant

- \$7,000 grant, 2016-2018
- Public awareness projects
  - 3 Jordan Lake trails added to [REI's Hiking Project](#)
  - Chatham County leaders pontoon boat tour
  - Information display at Jordan Lake beaches
  - 3 trash cleanups on Black Friday #optoutside
  - GIS Mapping of Trash on [CJL website](#)

# GIS Trash Map



Sue King, Graduate Student, NCSU Center for Geospatial Analytics

CJL Data: 2009-2017 volunteers, bags, tires, locations of each cleanup

# New Projects

- \$1,000 Syngenta grant supports more Public Awareness Pontoon Boat Tours
  - Jordan Lake One Water Association (JLOWA)
  - Other outlets
- NC WRRI Conference Presentation Mar. 15th
- Chapel Hill Water Week Mar. 21-22: talk + display

# Needs

- Continue removing trash!
- Find funds for paid part-time staffer
- Recruit more board members
- Raise public awareness in all watershed counties
- Pursue demo trash trap on feeder stream
- Promote statewide PSA development



# Chatham County, NC

## Text File

File Number: 18-2537

**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Work Session

**In Control:** Planning

**File Type:** Agenda Item

A request by the Planning Department to schedule a legislative public hearing for April 16th, 2018 to consider County-initiated rezonings of businesses in the formerly unzoned portion of Chatham County.

### **Action Requested:**

A request by the Planning Department to schedule a legislative public hearing for April 16th, 2018 to consider County-initiated rezonings of businesses in the formerly unzoned portion of Chatham County.

### **Introduction & Background:**

After nearly two years of discussion and study, on August 15th, 2016, the Chatham County Board of Commissioners voted to zone the formerly unzoned portions of the county to R-1 and R-5 residential. The Comprehensive Land Use Plan specifically supports "rezonings for businesses uses or properties made non-conforming by the extension of zoning in 2016." (Land Use Policy #7, Strategy 7.2). Consequently, prior to the adoption of county-wide zoning, the Chatham County Planning Department sent a business listing form to every property owner in the unzoned portion of the county. Nearly 13,000 forms were mailed. The business listing form asked property owners to list any non-residential use of their land, so the Planning Department could properly document any non-conforming uses and prepare for future rezonings. The Planning Department received over 1,000 forms. Approximately 300 forms described non-conforming businesses, while the remaining 700 listed either agricultural uses of the land (which were exempted from zoning regulations via the bona fide farm exemption) or otherwise permitted uses, such as a residence. Aerial images of these 300 businesses were captured, as well, in order to further establish non-conforming status.

### **Discussion & Analysis:**

In addition to mailing and documenting business listing forms, Planning staff compiled tax and fire inspection records to determine if there were any other businesses in the formerly unzoned portions of the county. After combining tax and fire inspection records, along with the business listing forms, staff determined that 524 parcels in the formerly unzoned part of the county may contain non-conforming uses or businesses. In order to confirm that these non-conforming uses actually existed, staff performed site visits to each parcel, spoke with the property owners, and documented the current use of the property. After several months of visiting properties, the following observations were made by staff:

- 204 parcels appear to be eligible for rezoning to a non-residential zoning district
- 48 parcels are eligible for the issuance of a home occupation permit (HOP)
- 272 parcels are not eligible for rezoning or issuance of a home occupation permit

During the site visiting process, the interior of multiple parcels were inaccessible to staff due to “No Trespassing” signage, the presence of loose dogs, or physical barriers, such as locked gates, fences, or washed out roads. However, the tax data, aerial imagery, and some visual confirmation from the site visits allowed staff to recommend rezonings, issuance of HOPs, or maintenance of the status quo for these parcels.

Based on the observed use, staff determined which zoning classification would be most appropriate to consider to use for rezoning the property. Since many uses are permitted in multiple zoning classifications, staff recommended that the parcels be eligible for rezoning to the least intensive permitted zoning classifications possible. For example, if a use were allowed in both light and heavy industrial zoning district, then staff recommended that the parcel should be eligible to be rezoned to the light industrial classification. Furthermore, some uses are permitted in an R-1 or R-5 district with the issuance of Conditional Use Permit. It should be noted that many of the non-conforming uses on parcels eligible for rezoning do not occur across the entirety of the parcels. Many uses are limited to a single building or small portion of the parcel.

After the inventory of businesses was completed, the next step was to meet with property owners eligible for a rezoning to determine if they wish to rezone their property, and if so, how much of the property they would like to rezone. Planning staff contacted property owners and scheduled these meetings. Additionally, planning staff coordinated with representatives from the Chatham County Tax Department, as the issue of changes in tax value was likely to arise. In addition, on March 1st, at the direction of the Board of Commissioners, Planning staff also sent a letter to 35 property owners who have vacant buildings on their property in the formerly unzoned portion of the county, offering them the opportunity to request a rezoning to any zoning district. These vacant buildings had been previously identified by Planning staff during site visits in the summer of 2017.

Out of 251 properties that were identified as having a non-conforming use, 52 parcels were requested by their owners to be rezoned, 20 parcels were requested to remain in their current zoning district, and 180 parcels' owners did not respond to the letter regarding rezoning, yielding a response rate of 28.28%. Out of 51 Home Occupation permit applications sent out to properties that qualified for an HOP, 17 have been completed and returned to Planning staff.

Since the list of properties that will be considered for rezoning has been finalized for this first round of rezonings, Planning staff is now ready to move forward with a County-initiated rezoning of these business properties. A GIS web application (<https://chathamncgis.maps.arcgis.com/apps/webappviewer/index.html?id=8a3a205b2dbd41459379332f46537df3>) has been created identifying the 52 properties, and the list of the 52 parcels requested to be rezoned has been included as an attachment. It should be noted that Planning staff will most likely receive more requests for eligible businesses to be rezoned in the future. We will follow up with the Board of



Commissioners later this year to request a public hearing for those additional rezonings.

**How does this relate to the Comprehensive Plan:**

Goal #4: Diversify the tax base and generate more high-quality, in-county jobs to reduce dependence on residential property taxes, create economic opportunity and reduce out-commuting. Specifically, Land Use Policy #7, Strategy 7.2 supports “rezonings for businesses uses or properties made non-conforming by the extension of zoning in 2016.”

**Recommendation:**

It is the recommendation of Planning staff to schedule a legislative public hearing for April 16th, 2018 to consider County-initiated rezonings of the properties described in the attachment.

# Business Rezoning Harpers Crossroads Bennett Area

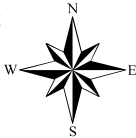
● Chatham Places

## Requested Zoning District

- IH
- IL
- IL\*
- NB
- O & I
- RB
- Roads
- County Boundary

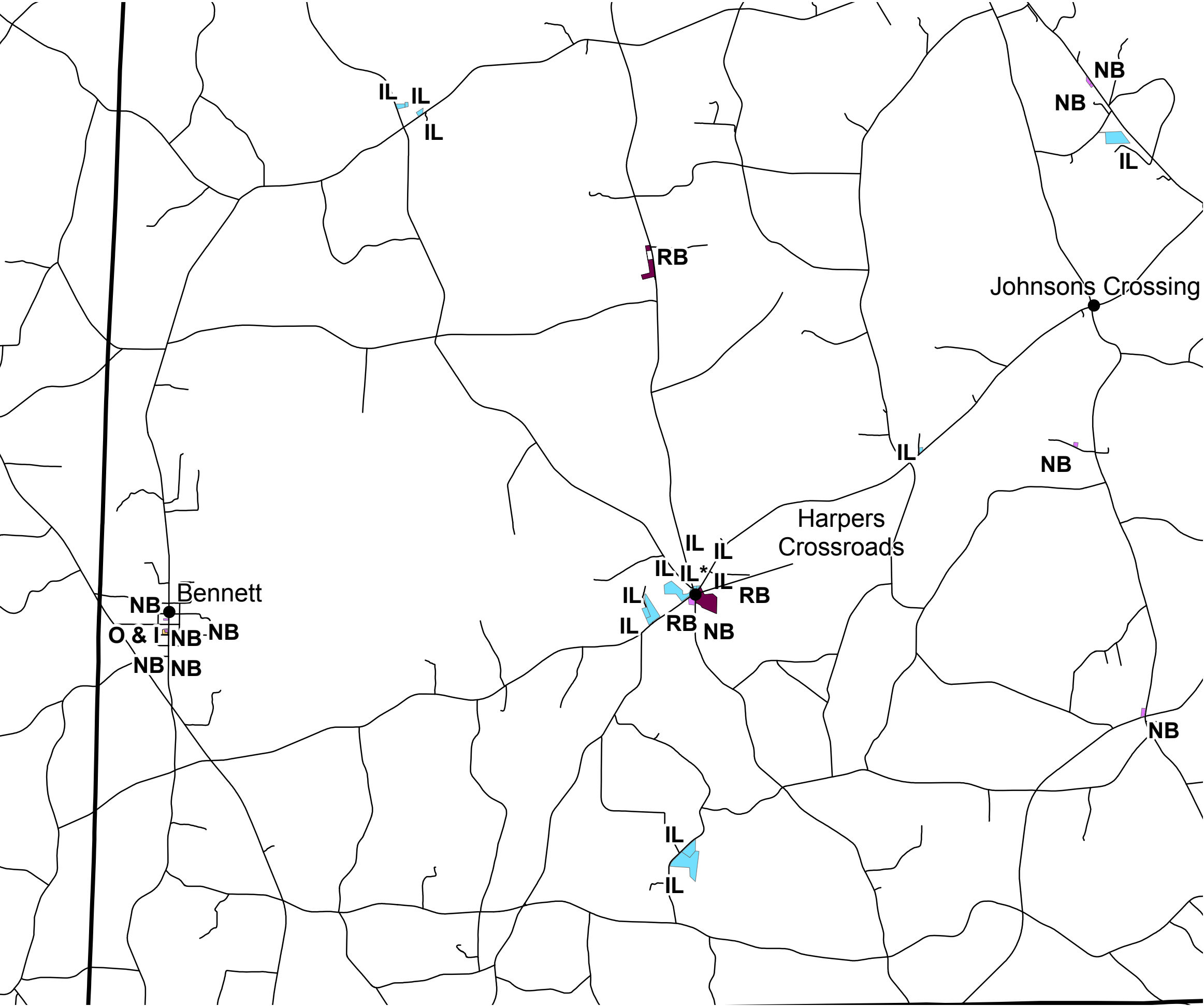
0 1 2 Miles

Prepared by the  
Chatham County  
Planning Department  
March 2018



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# Business Rezoning Requests - NW Chatham

- Chatham Places
- Road Centerlines
- ▭ County Boundary

## Requested Zoning District

- IH
- IL
- IL\*
- NB
- O & I
- RB

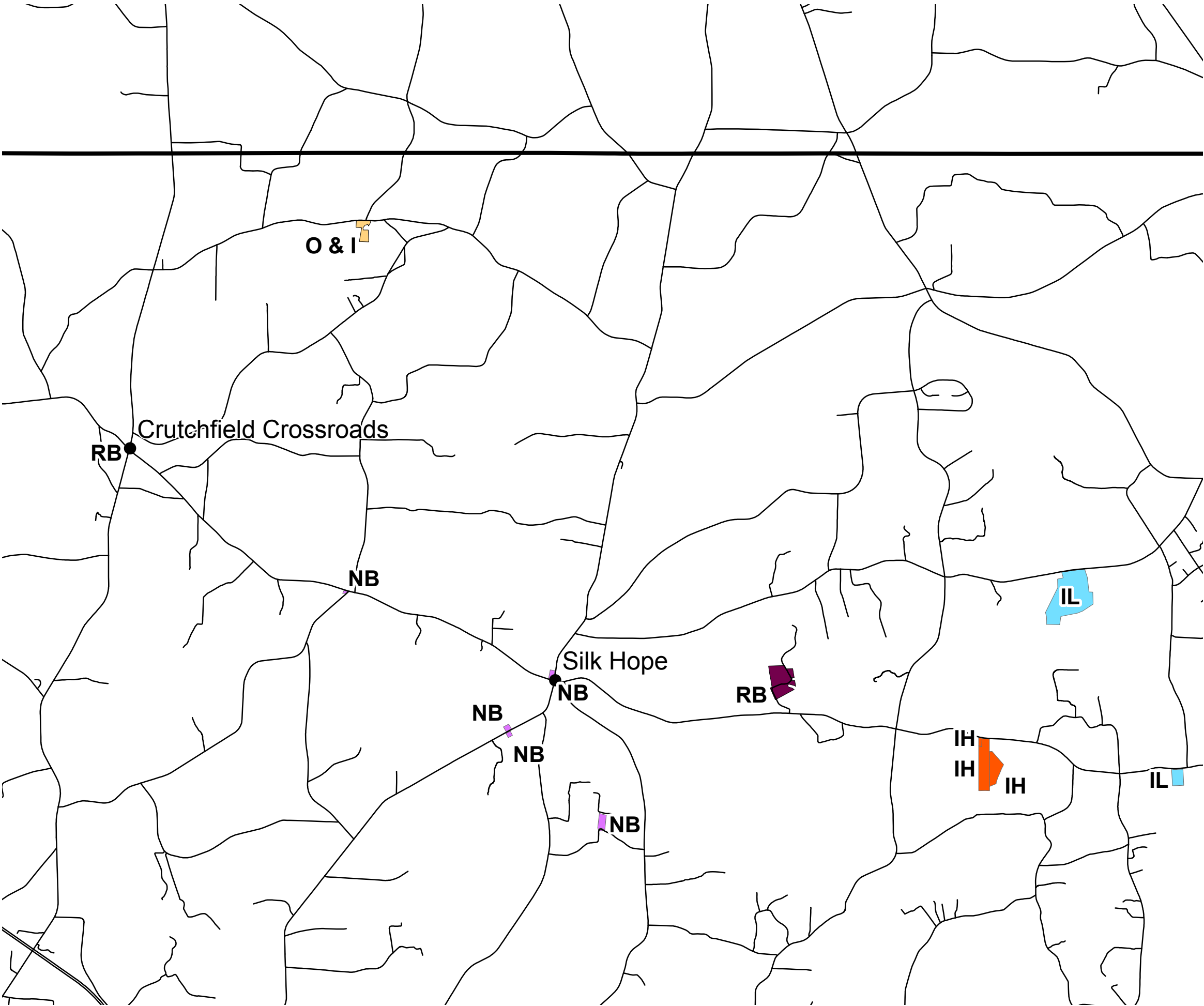
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Prepared by the  
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Planning Department  
March 2018



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# Business Rezoning Requests - SW Chatham

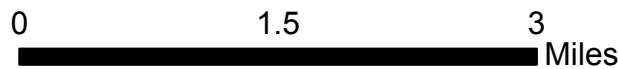
● Chatham Places

## Requested Zoning District

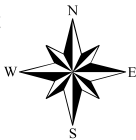
- IH
- IL
- IL \*
- NB
- O & I
- RB

— Roads

□ County Boundary

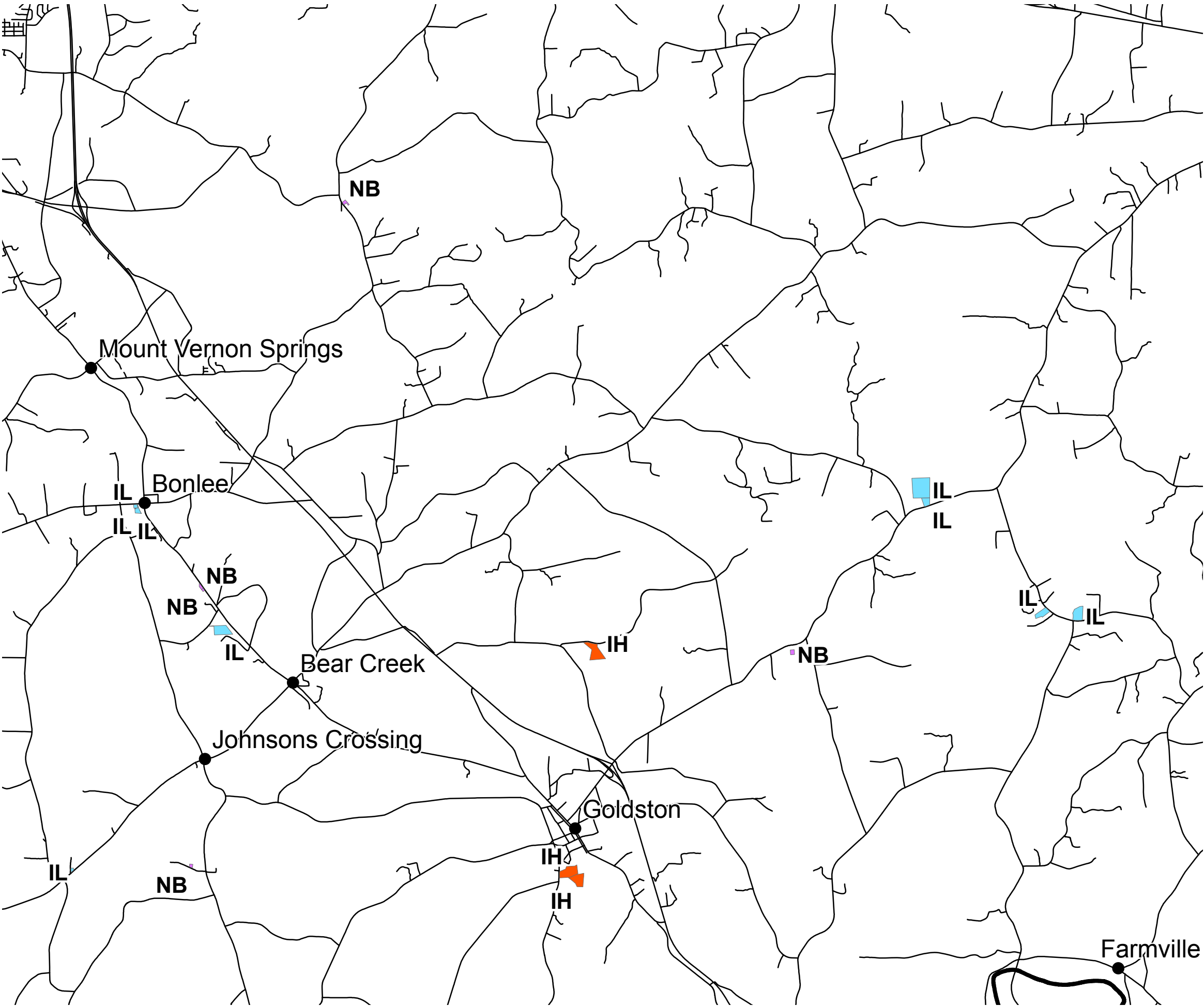


Prepared by the  
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Planning Department  
March 2018



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**Formerly Unzoned Properties Requested to be Rezoned**

AKPAR	Acres	Owner Name	Owner Name #2	Physical Address	Requested Zoning District	Land Use Description in Table of Uses	Vacant Building?
942	0.67	HEADEN JOHN WILLIAM JACKSON		1953 SILK HOPE LIBERTY RD	NB	Auto service station	Yes
5049	2	JESSUP HARVEY L		5256 OLD US 421 S	NB	Retail	Yes
8416	1.95	GAINES HOMER E		BONLEE CARBONTON RD	NB	Food, retail	Yes
60289	11.6	REJ STUBBS INC	C/O JAMES STUBBS JR REG AGENT	20050 NC HWY 902	IL*	Generator Shop**	Yes
68795	0.3	JESSUP HARVEY LARABEE		OLD US 421 S	NB	Automobile Service Station	Yes
75968	1.04	JACKSON HARVEY DALE	JACKSON KEITH ALAN	1565 B GULF RD	O & I	Office	Yes
90716	0.23	S KING HOLDINGS LLC		NC 902 HWY	RB	Food, Retail	Yes
689	0.64	CUMMINGS TODD BENTLEY		6749 SILER CITY SNOW CAMP RD	RB	Auto sales and service	No
857	7.82	MCCABES HOLDINGS LLC		2701 MOON LINDLEY RD	O & I	Group Care Home	No
1122	1	LINEBERRY INVESTMENTS LLC		3636 SILK HOPE RD	NB	Daycare	No
3171	0.33	FRYE JERRY L	FRYE BARBARA W	3920 CHATHAM ST	NB	Feed and Seed	No
3878	4.4	COBLE GRADY RAY	COBLE GENIE R	7485 AIRPORT RD	IL	Truck shop and storage	No
4020	0.917	BREWER BERT RAYMOND		9888 SILER CITY GLENDON RD	IL	Machine Shop	No
4031	2.6	BREWER BERT RAYMOND		9944 SILER CITY GLENDON RD	NB	Auto service station	No
4056	9.815	WILSON JERRY D TRUSTEE	JERRY & ANN WILSON IRREVOCABLE	20444 NC HWY 902	IL	Truck Yard	No
4162	0.6	BREWER BERT RAYMOND		19960 NC HWY 902	IL	Machine Shop	No
4349	7.04	FREEMAN KELLY DARRIN	FREEMAN SHERRY H	6828 SILER CITY GLENDON RD	RB	Auto sales and service	No
5044	1.1	MOONSET LLC	C/O DOUGLAS MOODY	95 BONLEE BENNETT RD	IL	Gas or liquified storage	No
9953	6	NALL JOHNNIE C	NALL BRENDA K	6057 PITTSBORO GOLDSTON RD	NB	Auto service station	No
10264	5.2	PILKINGTON JIMMY W	PILKINGTON BETTY D	3734 PITTSBORO GOLDSTON RD	IL	Junkyard and Auto Wrecker	No
10725	108	PUGH PEGGY M		4335 SILK HOPE GUM SPRINGS RD	IH	Concrete Mixing	No
10733	1.25	PUGH CONCRETE INC		SILK HOPE GUM SPRINGS RD	IH	Storage yard	No
10734	23.75	PUGH CONCRETE INC		SILK HOPE GUM SPRINGS RD	IH	Storage yard	No
10747	9.2	DUNN ROBERT CARL	DUNN CHRISTOPHER MATTHEW	2725 SILK HOPE GUM SPRINGS RD	IL	Junk yard and auto wrecker	No
12520	27	PILKINGTON MICHAEL WESLEY		DEWITT SMITH RD	IL	Junkyard	No
60279	10.2	R A SMITH ENTERPRISES LLC		1815 MAYS CHAPEL RD	IL	Wholesale and jobbing establishments	No
60333	11.34	ELKINS SAWMILL INC	ASHEBORO TIE YARDS INC	205 HANNER TOWN RD	IL	Planing or sawmills	No
60350	15.521	SCOTT RANDY B	SCOTT LISA W	20500 NC HWY 902	IL	Truck Yard	No
60375	0.76	FIRST BANK		3948 CHATHAM ST	O & I	Bank	No
61754	0.371	FRYE JERRY	FRYE BARBARA	3828 CHATHAM ST	NB	Eating and drinking establishment	No
61757	0.03	FRYE JERRY	FRYE BARBARA	3920 CHATHAM ST	NB	Hardware	No
61829	0.9	STEWART JENNIE BEAVERS	STEWART DUNCAN EUGENE	17570 NC HWY 902	IL	Laboratory for research and testing	No
62895	5	PICKETT RICHARD A JR	PICKETT WENDY D	420 ARCHIE JOHNSON RD	NB	Auto service station	No
63825	0.995	STINSON MARK ALAN		174 MERRITT BROOKS RD	NB	Auto service station	No
69684	27.336	ROSENSMITH LLC		300 SOUTHWIND RD	RB	Private School, training, Conf. Center.	No
71669	1	SCOTT HOYT A	SCOTT BERTA LOU P	1699 HOYTE SCOTT RD	IL	Food Processing	No
72109	16.25	S KING HOLDINGS LLC		9931 SILER CITY GLENDON RD	RB	Eating and drinking establishment	No
72585	15.38	BEAR CREEK FABRICATION LLC		1844 CAMPBELL RD	IH	Metal fabrication	No
72606	19.023	SCOTT HOYT A	SCOTT BERTA LOU P	1789 HOYTE SCOTT RD	IL	Food Processing, Wholesale	No
75183	1.3	HOLT CARL T	HOLT ROSEMARY	3115 RIVES CHAPEL CHURCH RD	NB	Retail	No
75237	25.988	COBLE GRADY RAY	COBLE GENIE R	7455 AIRPORT RD	IL	Truck storage yard	No
75248	0.01	FRYE JERRY	FRYE BARBARA	CHATHAM ST	NB	Hardware	No
75249	0.24	FRYE JERRY	FRYE BARBARA	BENNETT SILER CITY RD	NB	Hardware	No
75798	10.47	PERRY JOAN P		21 SILK HOPE LINDLEY MILL RD	NB	Automobile Service Station	No
75958	2.24	MOONSET LLC	C/O DOUGLAS MOODY	95 BONLEE BENNETT RD	IL	Gases or liquefied petrol in metal containers	No
76746	13.48	ALOTECH REALTY LLC		751 S CHURCH ST	IH	Metal fabrication	No
82155	0.574	BREWER BERT RAYMOND		NC HWY 902	IL	Machine Shop	No
82231	1.43	GROCE FITIMA		3621 SILK HOPE RD	NB	Eating and drinking establishment	No
82377	0.038	MOONSET LLC	C/O DOUGLAS MOODY	BONLEE BENNETT RD	IL	Jail	No
90401	10.3	ALOTECH REALTY LLC		751 S CHURCH ST	IH	Storage yard	No
90745	6.29	SMITH ROBERT A	SMITH PEGGY H	1506 MAYS CHAPEL RD	IL	Storage yard	No
10665	72.78	SHAKORI HILLS COMM ARTS CENTER INC		1439 HENDERSON TANYARD RD	IL	Circuses, etc.	No

\* = The proposed vacant building use differs from the former use

\*\* = The land use described is for the proposed future land use of the property



# Chatham County, NC

## Text File

File Number: 18-2545

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Commissioners

**File Type:** Agenda Item

**Agenda Number:**

Closed Session to discuss matters relating to attorney-client privilege and economic development.





# Chatham County, NC

## Text File

**File Number: 18-2542**

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Commissioners

**File Type:** Minutes

Vote on a request to approve the January 26, 2018 Retreat Minutes and the February 19, 2018 Work and Regular Session Minutes.



# Chatham County, NC

## Meeting Minutes

### Board of Commissioners

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Friday, January 26, 2018

9:00 AM

Agriculture & Conference Center

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#### Board of Commissioner Retreat

#### CALL TO ORDER

**Present:** 5 - Commissioner Jim Crawford, Chair Diana Hales, Commissioner Walter Petty, Vice Chair Mike Dasher and Commissioner Karen Howard

#### BOARD PRIORITIES

##### [17-2434](#)

##### Commissioner Goals

**Attachments:** [Chatham BOC Retreat 2018 - Goals Discussion - v1](#)

*Meg Nealon led the Commissioners in a discussion about FY 2019 Goals.  
(Presentation attached)*

*County Manager Renee Paschal stated staff would like the Board to adopt the Comprehensive Plan goals and create commissioner goals to fill the gaps.*

*Ms. Nealon stated the Board's goals should not change much from year to year.*

*Commissioner Crawford stated the BOC goals are narrow and relate to the BOC specifically. Plan Chatham goals are more broad. After hearing the County Manager he felt it is important to adopt the Plan Chatham goals.*

*Vice Chair Dasher stated staff has bought into Plan Chatham.*

*Chair Hales had difficulty reconciling the Plan Chatham goals with the BOC goals. She understood the Plan Chatham goals to be more specific and determined in certain arenas.*

*Community Relations Director Debra Henzey stated that all of the commissioners recognized the need for the goals to correspond but also appreciated the difficulty of relating the two sets of goals.*

*Commissioner Howard expressed concern for ensuring that Plan Chatham is encapsulated in such a way that the main goals remain consistent, despite any changes in staff or BOC members. Ms. Paschal believes that the best way to achieve this is by making sure that staff continues to buy into the Plan goals.*

*Vice Chair Dasher questioned the idea of merging the two sets of goals. He believes that the Plan Chatham goals should remain static but the BOC goals should be more fluid. Ms. Nealon proposed that the Board plan for goals that can be dynamic for years to come.*

*Commissioner Petty wanted know whether the staff ever felt that the two sets of goals were conflicting or at odds with one another. Ms. Paschal said that the possibility exists but that awareness of both goals would help staff to find a balance.*

*Commissioner Petty would like to explore the possibility of establishing a minimum of goals met before implementing any sort of action. He would like to know specifically what staff is looking for. Ms. Paschal responded by saying that the Comprehensive Plan goals do not necessarily meet all the needs of the community. She would like to see the BOC goals fill in some of these gaps.*

*Commissioner Crawford would like to see public safety added as a BOC goal.*

*Vice Chair Dasher posed the question as to whether or not the BOC Goal 3 was necessary considering its presence in the Comprehensive Plan.*

*Commissioner Crawford proposed eliminating BOC Goal 3 except "while recognizing the differing needs and factors across the county" because several parts of that goal are in Plan Chatham. He suggested moving the rest of the goal to annual working goals.*

*Vice Chair Dasher asked to park the saved part of Goal 3 and come back to it later. He suggested adding it to Goal 2.*

*Vice Chair Dasher suggested tweaking Goal 4 to be more inclusive of other human services beyond education.*

*Commissioner Howard said she didn't know that she wanted to bring anything additional to Goal 4.*

*Ms. Nealon asked if it is necessary to have this specific goal of education in both the Comprehensive Plan and the BOC goals or if it was redundant? Vice Chair Dasher stated Goal 4 is similar to Goal 9 of Plan Chatham and asked do we want it in two places?*

*Ms. Paschal stated the Board of Education and the CCCC Board of Trustees make the policies and the county has to fund them.*

*Vice Chair Dasher asked what kind of direction it would provide staff to reword Goal 4.*

*Ms. Paschal stated it may be necessary to have a BOC goal for education to sell to the public. The current wording is good direction to staff.*

*The Board agreed they were happy with Goal 1. Goal 2 was merged with Goal 3 and Goal 4.*

*Ms. Nealon asked the Board to think about a new goal around human services.*

*Commissioner Petty believes that human services are touched on throughout several of the other goals. He inquired as to whether or not human services should be given its own goal or if the other goals should be modified to reflect this need. Vice Chair Dasher said he supports the latter. Commissioner Howard thinks that a new goal might be necessary to adequately address the problem. Ms. Paschal suggested that maybe human services be addressed as an objective or objectives under the umbrella of one*

of the broader BOC goals. The Board agreed to add a modified statement proposed by DSS Director Jennie Kristianson as an objective to Goal 2 to address human services.

Chair Hales suggested that maybe public safety could also be added as an objective to a broader BOC goal. Vice Chair Dasher expressed concern that these goals may not be as durable or lasting under BOC goals as they might be under Plan Chatham goals. The Board generally seemed to agree that Chatham County is fairly safe and that they don't hear a lot of negative feedback from their constituents but Commissioner Petty did raise the point that closed cases do not necessarily equate to solved crimes.

Commissioner Petty asked if public safety fits under "service needs of our residents"?

Vice Chair Dasher would like to know where more specific direction for the upcoming year will come from.

Ms. Paschal suggested moving the dialogue towards the metrics for success. Ms. Nealon facilitated this shift with the consent of the Board.

Metrics for Goal 1:

- Clean audit annually
- Maintain healthy fund balance
- Fully funding the debt model
- AAA bond rating
- Adhering to financial policies - Ms. Paschal believes this covers the first three metrics. Staff can go back to the financial policies and come up with metrics for first four.

Metrics for Goal 2:

- Maintain or improve customer survey results
- Response times
- Measuring quality of service: ISO ratings
- Increase in population percentage served, segments or overall?
- Maintain property tax rate
- More opportunities for citizen engagement: website traffic, meeting attendance, applications for committees, expand outreach

Ms. Paschal stated staff should be able to bring an update to the Board before next year's retreat on how departments are doing with the metrics.

Metrics for Goal 4:

- Reduced class sizes
- Expanded curriculum
- Benchmark per student spending: does more mean better?
- Measure of "support": meet demands (annual requests), cover impacts of HB13, teacher retention rates (teacher support), quality of physical structures, relationship, trust and open and timely communication
- Reporting back on issues from other policy making boards

After much discussion, the Board agreed to the following three goals:

1. Demonstrate sound fiscal stewardship to ensure we can meet the important service needs of our residents.

2. *Provide effective, efficient government that is responsive to the differing needs of residents across the county.*
3. *Support Pre-K through 12 and the community college in providing a quality education for all students.*

## **LUNCH**

[17-2435](#)

### Manager/Board Roles and Expectations

**Attachments:**     [Roles Expectations 2018](#)  
                                 [Roles and Expectations for FY2019](#)

*The Board revised the Roles and Expectations. (Revised copy attached)*

[17-2436](#)

### Commissioner Discussion

*Ms. Henzey stated the Legislative Breakfast will be March 16th at 8:30 a.m. at the Agriculture and Conference Center.*

*Ms. Paschal asked the Board for guidance on next year's budget.*

*The Commissioners prioritized their choices from the Heads Up Document. Priorities include the UDO, items that achieve objectives of the Comprehensive Plan, and the housing trust fund.*

## **ADJOURNMENT**

**A motion was made by Commissioner Petty, seconded by Commissioner Howard, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:**    5 -    Commissioner Crawford, Chair Hales, Commissioner Petty, Vice Chair Dasher and Commissioner Howard



# Chatham County, NC

## Meeting Minutes

### Board of Commissioners

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Monday, February 19, 2018

6:00 PM

Historic Courthouse Courtroom

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#### Rollcall

**Present:** 4 - Commissioner Jim Crawford, Chair Diana Hales, Vice Chair Mike Dasher and Commissioner Karen Howard

**Absent:** 1 - Commissioner Walter Petty

#### Work Session - 2:00 PM - Historic Courthouse Courtroom

*Chair Hales stated that Commissioner Petty would not be in attendance due to a death in the family.*

#### SPECIAL PRESENTATION

[18-2521](#)

Vote on a Request to Approve a Resolution Honoring Denise Estridge upon Her 30-Year Retirement

**Attachments:** [resolution honoring denise estridge feb 2018.doc](#)

*Chair Hales read the resolution into the record. Chair Hales presented the framed resolution to Denise Estridge and thanked her for her service to the County.*

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that Resolution #2018-06 Honoring Denise Esteridge for 30 Years of Service in Chatham County Public Health, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:**

**Aye:** 4 - Chair Hales, Commissioner Howard, Commissioner Crawford and Vice Chair Dasher

**Absent:** 1 - Commissioner Petty

#### PUBLIC INPUT SESSION

*Siler City Town Commissioner Mike Constantino asked the Board again to expand the County Board of Commissioners from five to seven members. He would like to know what he can do to help move the process along. Chair Hales explained that the item will be discussed at the March 19, 2018 Board of Commissioners meeting.*

#### BOARD PRIORITIES

[18-2514](#)

## Broadband For Chatham: A Progress Update

**Attachments:**     [BroadbandForChatham201802](#)

*MIS Director Darlene Yudell gave a presentation to the Board. (Presentation attached)*

*GIS Manager Nick Haffele continued the presentation. He reviewed the survey results and showed the mapping of the vertical assets. He stated Centurylink was not willing to provide their service area information.*

*Ms. Yudell concluded the presentation and reviewed the RFI process.*

*Chair Hales asked if the State Broadband Office is looking at the infrastructure that was put in the 1990s. Ms. Yudell stated the members of the office do have old knowledge and are not new to the topic.*

*Commissioner Crawford asked about a dark fiber ring between county offices and schools and if that could be a basis for public/private initiatives. Ms. Yudell stated an element of that is still a possibility. Providers said they have very specific ways they like to install their fiber. E-rate funding and grants are still available to use for this.*

*Commissioner Howard asked what can be done if an isolated home is not being served. Ms. Yudell stated the RFI did include respondents who addressed those kinds of situations.*

*Chair Hales asked if they had any sense of a timeline of when they will make recommendations. Ms. Yudell stated they would make recommendations to the County Manager within the next month.*

*Commissioner Crawford thanked Ms. Yudell and the Broadband team for tackling such a difficult project.*

**This Agenda Item was received and filed.**

[18-2517](#)

## Review Nonprofit Funding Task Force Recommendations

**Attachments:**     [6--Final Task Force Recommendations](#)

*Budget Director Lisa West gave a presentation to the Board. (Presentation attached)*

*Ms. West reviewed the four options under consideration. She asked the Board to give her some direction.*

*Chair Hales asked who would administer the RFP. Ms. West stated staff and the Collaborative Impact Team.*

*Commissioner Howard asked where the opportunity is for public participation in option four. Ms. West stated the CIT and staff would be monitoring it so they did not discuss having a committee. The County Manager stated a standing committee determining funding was never envisioned.*

*The County Manager said the existing process is too cumbersome and time consuming. If the Board chooses option one staff would still need to be hired.*

**A motion was made by Vice Chair Dasher, seconded by Commissioner Crawford, to approve moving forward with Option Four. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2502](#)

K-14 Discussion

*Commissioner Crawford made a motion to direct staff to investigate and report on the 2019-2020 budget impact of Chatham Promise for all Chatham County residents that are graduates of public schools.*

*Commissioner Crawford stated Chatham Promise is good for economic development and it is doing right by our students. Other counties have already implemented this as well as the state of Tennessee.*

*Commissioner Howard asked if this would exclude home school and charter school students. Commissioner Crawford stated it is for students in public schools. The County Manager stated public schools would include charter schools.*

*Vice Chair Dasher asked what would be the cost of funding it.*

*Chair Hales stated Lee County is doing a pilot program.*

*Commissioner Howard asked if the program strictly covers the cost of tuition. Commissioner Crawford confirmed that the program only covers tuition.*

*CCCC Provost Dr. Mark Hall stated a student must be full time to graduate in two years. Part time students would lose funding after two years. They must have already earned some credits in high school to participate in the program. Funding would cover the tuition and fees but not books. Full time tuition is \$1,200 for in-state students for four classes per semester.*

*Commissioner Howard asked if there is anything to address transportation. Dr. Hall said there is some federal funding to address that. Commissioner Howard asked if students can take courses at multiple campuses. Dr. Hall stated they could.*

*Chatham County Schools Superintendent Dr. Derrick Jordan stated Chatham County Schools are schools under the Board of Education.*

*The County Manager asked if this would be for all Chatham County Students (including students who attend charter schools outside of the county) or students only in Chatham County Schools. After some discussion the Board agreed that the program should be available to all Chatham County residents who are graduates of public schools.*

*Vice Chair Dasher asked if students must apply for Pell grants to be considered for Chatham Promise. Dr. Hall stated yes. Students would complete a FAFSA and CCCC's internal scholarship application. The appropriation from the County would fill in the gaps.*

*Dr. Jordan stated the Board of Education endorses this concept but are concerned*



*about a decrease in allotment to K-12 schools.*

*Commissioner Howard asked if funding is provided, can excess funding be utilized for text books. Dr. Hall stated they can certainly consider that.*

*Vice Chair Dasher would like to know long term costs. If this is funded on an annual basis, the Board will be making a promise to an eighth grader that in five years this will program will be available.*

**A motion was made by Commissioner Crawford, seconded by Vice Chair Dasher, to direct staff to investigate and report on 2019-2020 budget impact of Chatham Promise for all Chatham County residents that are graduates of public schools. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

### 18-2523

Discussion by the Board of Commissioners to evaluate zoning options for vacant business properties in formerly unzoned areas of the county.

*Planning Director Jason Sullivan stated this request came from a couple of the commissioners. There are thirty-five possible vacant properties out of the 249 properties identified.*

*Vice Chair Dasher asked if they could be identified by node. Ms. Sullivan stated yes.*

*Chair Hales stated Commissioner Petty was especially concerned about properties in Bonlee.*

*The Board agreed to direct planning staff to contact the owners of parcels identified as vacant to give them the opportunity to have more flexible rezoning.*

*The County Manager stated the Board has to be careful not to say the zoning being requested is guaranteed.*

*Planning Board member George Lucier stated there were seventy rezonings in 2009 with one person in opposition.*

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, to direct planning to contact the owners of parcels identified as vacant and provide them the opportunity to have more flexible rezoning. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

## CLOSED SESSION

### 18-2506

Closed Session to discuss matters relating to economic development and attorney-client privilege.

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, to approve going out of the Work Session and convening in Closed Session to discuss matters relating to attorney-client privilege and economic development. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

### **ADJOURNMENT**

**A motion was made by Commissioner Howard, seconded by Commissioner Crawford, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

### **End of Work Session**

### **Regular Session - 6:00 PM - Historic Courthouse Courtroom**

**Present:** 4 - Commissioner Jim Crawford, Chair Diana Hales, Vice Chair Mike Dasher and Commissioner Karen Howard

**Absent:** 1 - Commissioner Walter Petty

### **INVOCATION and PLEDGE OF ALLEGIANCE**

*Vice Chair Dasher asked those in attendance to observe a moment of silence after which Chair Hales invited everyone present to stand and recite the Pledge of Allegiance.*

### **CALL TO ORDER**

*Chair Hales welcomed those in attendance and called the meeting to order at 6:01 PM.*

### **APPROVAL OF AGENDA and CONSENT AGENDA**

*Chair Hales requested that the Climate Change Advisory Committee Action Items be added at the end of the Regular Session. She stated the item to discuss the expansion of the Board will be postponed until March 19, 2018 so that Commissioner Petty can be present.*

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that the Agenda and Consent Agenda be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2495](#)

Vote on a request to approve the January 16, 2018 Work and Regular Session Minutes, the January 23, 2018 Retreat Minutes, and the January 24, 2018 Retreat Minutes.

**Attachments:**     [Draft Minutes 01.16.2018](#)  
                              [Draft Minutes 01.23.2018](#)  
                              [Draft Minutes 01.24.2018](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[17-2454](#)

Vote on a request to accept \$2,000 Chatham Health Alliance Funds

**Attachments:**     [\\$2,000 Chatham Health Alliance Check](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Agenda Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[17-2455](#)

Vote on a request to accept \$2,000 Association of Food and Drug Officials (AFDO) Retail Program Standards Grant Program Funds (G-T-1710-05870)

**Attachments:**     [\\$2000 AFDO Abstract](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Agenda Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[17-2456](#)

Vote on a request to accept \$3,000 Association of Food and Drug Officials (AFDO) Retail Program Standards Grant Program Funds (G-T-1710-05870)

**Attachments:**     [\\$3,0000 AFDO Abstract](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Agenda Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2486](#)

Vote on a request to accept \$2,500 Food & Drug Administration (FDA) and the Association of Food and Drug Officials (AFDO) Grant Funds from FY 2018

**Attachments:** [2.500 FDA & AFDO Retail Program Standards Grant](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Agenda Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2496](#)

Vote on a request to approve Fiscal Year 2017-2018 Budget Amendments

**Attachments:** [Budget Amendment 2017-2018 Feb](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that the Budget Amendments, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2497](#)

Vote on a request to approve appointment of Clyde Frazier to the Planning Board.

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Appointment be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2498](#)

Vote on a request to approve appointment Patricia Poe to the Library Advisory Committee.

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Appointment be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2499](#)

Vote on a request to approve appointments to the Community Advisory Committee for Nursing Homes and Adult Care homes.

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that the Appointments be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2500](#)

Vote on a request to approve appointment of Richard Poole to the Affordable Housing Advisory Committee.

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Appointment be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2501](#)

Vote on a request to approve appointment of Michael Zelek to the Chatham Transit Board of Directors.

**Attachments:** [CTN Letter of Recommendation](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Appointment be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2507](#)

Vote on a request to approve the 2017 tax lien advertisement

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Agenda Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2512](#)

Vote on a request to approve Tax Releases and Refunds



**Attachments:**     [January 2018 Release and Refund Report](#)  
[January 2018 NCVTS Pending Refund Report](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that the Tax Releases and Refunds, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

**18-2508**

A request by Lee Bowman, Project Manager on behalf of **NNP Briar Chapel, LLC** for subdivision final plat approval of SD East Parcels 7 - 9, consisting of 3 lots on 18.59 acres, located off US Hwy 15-501 N., Baldwin Township, parcel #18911.

**Attachments:**     [More Information from Planning Board Website](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Agenda Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

**18-2504**

Vote on a request to authorize the County Manager and County Attorney to finalize the land lease for the Health Sciences Building and authorize the County Manager to execute the contract.

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

**18-2513**

Vote on request to award bid to ECOFLO, Inc. for collection and disposal at Chatham County permanent Household Hazardous Waste facility, approve the contract, and authorize the County Manager to execute the contract.

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2485](#)

Vote on Request to Approve the Contract with Synergy Electronics Recycling LLC and Authorize the County Manager to execute the contract.

**Attachments:** [Synergy Electronics LLC Service Agreement](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2490](#)

Vote on a request to approve Lease Renewal for Probation Services and authorize the county manager to sign the Lease.

**Attachments:** [Probation Lease agreement RICHARD E FOX 2018-2023](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2522](#)

Vote on a request to approve the contract for the Pittsboro Downtown Master Plan and authorize the County Manager to execute the contract.

**Attachments:** [Pittsboro Downtown Master Plan - 20180129 Signed agreement](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2515](#)

Vote on a Request to approve Third Amendment to Chatham Trades Agreement extending the deadline for purchasing a property from December 31, 2017 to December 31, 2018 and authorize the county manager to sign the Amendment.

**Attachments:** [THIRD Amendment Chatham Trades for allowing 1 Year Extension to 12-31-18](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Contract, attached hereto and by reference made a part hereof, be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2516](#)

Vote on a request to adopt A Resolution Approving The Addition Of Streets in the Harrison Pond Subdivision to the North Carolina System of Secondary Roads

**Attachments:**     [Harrison Pond Subdivision Resolution](#)  
                                 [Harrison Pond Resolution Request](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that Resolution #2018-07 For the Addition of Streets or Roads to the North Carolina System of Secondary Road, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2494](#)

Vote on a request to adopt a resolution proclaiming February 2018 as Animal Spay Neuter Awareness Month

**Attachments:**     [2018 - Spay Neuter Resolution](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that Resolution #2018-08 Declaring February 2018 as Animal Spay/Neuter Awareness Month, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2518](#)

Vote on a Request to Approve 25% Match for GCC VAWA Grant for Sheriff's Office

**Attachments:**     [Grant Approval Req Dec 2018 CCSO](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Agenda Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2519](#)

Vote on a request to approve a match for the 2018 Community Waste Reduction and Recycling Grant

**Attachments:**     [Internal Grant Approval Form CWRR\\_recycling containers 2018](#)

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Agenda Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

### **End of Consent Agenda**

### **SPECIAL PRESENTATION**

[18-2505](#)

Present Certificate of Extended Volunteer Committee Service with County Advisory Committees to Jamie Fiocco.

*This item was postponed until the March 19, 2018 meeting.*

### **PUBLIC INPUT SESSION**

*Billie Medlin submitted the following comments:*

*My name is Billie Medlin and I live at 220 Half Dollar Road, Chapel Hill, North Carolina. I have lived on the family farm in North Chatham for 86 years. I am here to open a conversation with the Board of Commissioners and Briar Chapel management. I attended a 2005 meeting where I was told Half Dollar Road would not be connected to Briar Chapel as a condition to start building. Currently, Briar Chapel has circulated a map with draft plans and limited communication. We are asking for an open forum for input. The commissioners will receive constant updates about shared citizen concerns and opposition until I hear at a future commissioner meeting that Half Dollar Road will not be connected to Briar Chapel.*

*Don Medlin submitted the following comments:*

*We are attending all of the Board meetings, both Planning Board and Board of Commissioners, in order to make certain and have assurance that Briar Chapel is going to have an open communication. Thank you.*

*Larry Brooks submitted the following comments:*

*I come here to ask for your support in relocating the confederate statue. I am here not only for what I stand for but what you and all people in Chatham County should stand for. The Town of Pittsboro is in the midst of making substantial changes and growth with the influx of new communities and businesses. I have lived in Chatham County for most of my life and have not seen this type of growth at any time. As a resident of Chatham County, the monument which stands in front of the Historic Courthouse represents segregation and racism instead of equality for all, which is governed by the law. The statue which has a permanent place in the Town of Pittsboro should not stand in the way of progress for Pittsboro or Chatham County. I ask for your support in the relocation of the confederate statue and ensure the people of Chatham County feel they are equally represented and that the town and county are not in support of racial discrimination. Thank you.*

*Jean Willoughby submitted the following comments:*

*Thank you for the opportunity to address you. I've prepared a statement regarding the Confederate States of America (CSA) monument on the grounds of the Chatham County Courthouse. I've lived in Chatham County for about eight years, working in agriculture at local organizations and now for a national land trust. I've also had the opportunity to work with many farmers in the county.*

*I'm originally from Arkansas and have generations of family history in the South. I'm well acquainted with Southern history and culture. Southern culture is many things to many people, of course, and I'm not one to generalize too much. However, I've observed that we can often be polite at the expense of honesty and that we're sometimes too quiet about matters that deserve to be talked about openly. When I moved to Chatham County, I begrudgingly accepted the presence of the CSA monument as another one of those "Southern things." Sadly, I'm sure many of us can relate.*

*After eight years of passing by the CSA monument, I had the experience of meeting with other community members, many of whom are people of color or African American, at various community gatherings where I heard about how this monument has negatively affected them and how its presence at the Courthouse has incited exclusion, fear, and shame. That is unacceptable. I respectfully ask that you work to relocate the Confederate monument from the Courthouse grounds to another location. I hope you will also facilitate community dialogues and educational initiatives regarding the history of the monument, so that county residents can learn together and grow better connected as a result. There are more than 95 monuments honoring the Confederacy in North Carolina according to state records, and approximately 1,500 across the country, according to a 2016 review by the Southern Poverty Law Center. That means we have an important opportunity, perhaps even an ethical responsibility, to strive to serve as a model for both our state and our country through how we choose to address this issue.*

*Specifically regarding the monument in Chatham County, I have three points I'd like to offer:*

*1. First, I'd like to echo another statement recently made to the Commissioners by another county resident, who said: "It is possible to acknowledge your history without sanitizing it." The proposed relocation of the CSA monument from public grounds would not constitute an erasure or a sanitation of our history. Instead, it would mark a deeper acknowledgement of the meaning of our history and its consequences. As others have noted, the CSA statue was placed in its current location in 1907, decades after the Civil War ended. Three years after the war, the Gettysburg Battlefield Memorial Association invited Confederate General Robert E. Lee to the historic site "for the purpose of marking upon the ground by enduring memorials of granite the positions and movements of the armies on the field," which he declined, replying with his now famous admonition, "I think it wiser, moreover, not to keep open the sores of war but to follow the examples of those nations who endeavored to obliterate the marks of civil strife, to commit to oblivion the feelings engendered." It's time we follow his advice, particularly considering that the CSA monument, like the Confederate flag, is as much a symbol of the Jim Crow era as it is of Confederate history. It is part of our history as Americans, but it should not be located in a place where it could deter our citizens or act as a racially-charged symbol of violence and*



*exclusion on public grounds, in turn undermining our system of representative democracy.*

*2. The CSA monument reads: "Our Confederate Heroes." I'd like to offer a close reading of this phrase in part because it's bothered me for about eight years now. "Our" can be a word of inclusion-our courthouse, our democracy, our country- but in this context it was and is used, perversely, to exclude. "Confederate" refers to someone who fought for the Confederacy, an unrecognized country formed only by slave-holding states that seceded from our nation, that took up arms against it, and that explicitly sought to defend slavery. Mississippi's declaration of secession, for example, read: "Our position is thoroughly identified with the institution of slavery - the greatest material interest of the world." "Its labor supplies the product which constitutes by far the largest and most important portions of commerce of the earth." Lastly, "heroes." Two words: They lost. It requires courage to face battle, but it is not heroic to fight for an unjust cause. I fail to see why a rogue and long-defunct political entity should continue to be deemed heroic on our public grounds.*

*3. Ultimately, if it doesn't break our hearts to know that many of our neighbors and fellow citizens may have felt unwelcome here and that their participation was unwanted- that their pursuit of justice, or their basic right to be heard at meetings like this one was in any way discouraged-due in no small part to the presence of this monument to the Confederacy, then I'm not sure what else can be said. But I will say in closing that I have faith that our neighbors can and will work together to find a solution, one that shows us to be people who care about each other as much as we care about this place we call home.*

*Wil Warren with ThirdWave Housing gave the Board an update on Henry Siler School. The application has been submitted last month to North Carolina Housing Finance. There were 166 applications but there were only five redevelopment applications. There will be at a minimum two redevelopment projects awarded so the chances are good the Henry Siler School application will be accepted. There will be 44 units, ten in the school and the others in new construction.*

## **PUBLIC HEARINGS**

### **18-2509**

A Legislative public hearing request by O'Mara Landscaping & Lawncare, Inc. to rezone 10 acres of the 31.89 acre tract from R-1 Residential to CD-CB Conditional District Community Business, identified as Parcel 2691, located at 4590 Mann's Chapel Road, Baldwin Township for a landscaping and lawn care contractor's business.

**Attachments:**     [More Information from Planning Department Website](#)

*Zoning Administrator Angela Birchett reviewed the specifics of the request.*

*Chair Hales asked about the old magnolia trees. Ms. Birchett stated they will be retained.*

*Vice Chair Dasher asked if this would be a retail sales business. Ms. Birchett stated no.*

Architect Keith Shaw and Contractor Kevin Frazier addressed the Board. This is an ideal site for the applicant. It provides quick access to the residential customers they will be serving.

Chair Hales asked if any traffic impact study had been done. Mr. Shaw stated not yet. They are just trying to get through the approval process first. It is not a retail operation.

Commissioner Crawford asked if there would be any loud machinery. Mr. Shaw stated no.

Commissioner Howard asked what kind of vehicles will be used. Mr. Shaw said they use panel trucks and box trucks. Commissioner Howard asked what the operating hours would be. The applicant said hours will be 8 a.m. to 6 p.m. and there will be no late hours. There will be no work on Sundays and only occasional Saturdays.

Planning Board member George Lucier asked how much land will be cleared. Mr. Shaw showed on the map where land would be cleared. There are no streams on the property.

Chair Hales opened the hearing.

Nick Robinson would like to ask applicant what they are doing with respect to driveway permits. He is not opposed to the application.

Mr. Shaw stated they will work with NCDOT to get that information.

Ms. Birchett stated they are proposing an additional driveway. NCDOT will have to approve a commercial driveway. She needs more information on how the yard debris (LCID material) is going to be used. The applicant stated oil is recycled. Metal is collected and then they get money for it. They have yard debris and concrete. Republic comes and picks up the debris.

Chair Hales closed the hearing.

**This Agenda Item was referred to the Planning Board.**

### [18-2510](#)

A Legislative Public Hearing request by the Chatham County Board of Commissioners to adopt revisions to the Chatham County Subdivision Regulations to reflect recent legislative changes and recommendations by Planning Staff.

**Attachments:**     [Proposed Ordinance Amendments PowerPoint](#)  
[More information available from the Planning Department website](#)

Planner Dylan Paul gave a presentation to the Board. (Presentation attached)

Chair Hales opened the hearing.

No one signed up to speak.

Chair Hales closed the hearing.

**This Agenda Item was referred to the Planning Board.**

[18-2511](#)

A Legislative Public Hearing request by the Chatham County Board of Commissioners to adopt revisions to the Chatham County Zoning Ordinance to reflect recent legislative changes and recommendations by Planning Staff.

**Attachments:**    [Proposed Ordinance Amendments PowerPoint](#)  
[More information from the Planning Department website](#)

*Planner Dylan Paul gave a presentation to the Board. (Presentation attached)*

*Chair Hales opened the hearing.*

*No one signed up to speak.*

*Chair Hales closed the hearing.*

**This Agenda Item was referred to the Planning Board.**

## **BOARD PRIORITIES**

[18-2493](#)

Vote on a Request to Adopt Noise Ordinance as Amended

**Attachments:**    [1-23-18 draft 2017 NOISE ORDINANCE edits RJR](#)

*County Attorney Jep Rose reviewed the three changes in the ordinance.*

- the two complainants (one who resides in a different residence) can now go straight to the magistrate*
- a verbal or written request asking the offending party to stop the noise is now required before going to the magistrate*
- the civil penalties have been taken out*

*Chair Hales asked what happens if the complaint is after hours. She stated someone can go to the jail and speak to a magistrate on a phone.*

*Chair Hales asked how can we get this information out to the public. She asked if staff could put where to call with a complaint on the county website.*

*County Attorney stated the website could have a form online with a request to cease the noise.*

**A motion was made by Vice Chair Dasher, seconded by Commissioner Crawford, that this Ordinance, attached hereto and by reference made a part hereof, be approved and to direct staff to publicize the new procedures. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

[18-2503](#)

Discussion on the expansion of the Chatham County Board of Commissioners.

*This item was moved to the March 19, 2018 meeting.*

18-2527

## Climate Change Action Items

*Chair Hales reminded the Board of the Climate Change Advisory Committee's Action Plan that was presented to the Board last fall. Chair Hales and Commissioner Howard formed a sub-committee to review the issue. Pittsboro Mayor Cindy Perry also attended the sub-committee meeting. Each commissioner was asked to submit their three priorities.*

*Chair Hales think staff needs to review these issues and figure out how county staff, particularly the Collaborative Impact Temas, can address some of the issues.*

*After some discussion the Board directed staff to focus on the following three priorities:*

- Solar power/solar branding/renewable energy/clean tech*
- Mixed use development and public transit*
- Agriculture and woodland conservation*

**MANAGER' S REPORTS**

*The County Manager asked Community Relations Director Debra Henzey to give an update on the trip to Mexico. Ms. Henzey stated Kim Shaw and Commissioner Howard are both interested in the trip. She is concerned that the cost of the trip is a barrier for many people. Vice Chair Dasher expressed his interest in participating as well. Commissioner Howard wanted to know who else would be participating. Ms. Henzey stated that she had not seen a general list of participants.*

18-2528

*Vote on a request to schedule a public hearing on April 16, 2018 at 6:00 PM for the rezoning of the 972 acres under option by the County at the Moncure Megasite.*

**A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Agenda Item be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty

**COMMISSIONERS' REPORTS**

*Commissioner Crawford attended a TJCOG presentation on how to preserve farmland. We need to get young people into farming. The Joint Orange-Chatham Task Force had its first meeting. He attended the Triangle South Workforce Development Board meeting. He also attended the Chatham Health Alliance and new urgent care facility is opening up in Siler City.*

*Commissioner Howard went to a NCACC meeting and they talked about opioid litigation and legislative goals for the year. The NCACC District Meeting is in Chatham County this year on April 25th at 5:30 PM at the Agriculture and Conference Center. She stated Central Piedmont Community Action's rent is \$2,500 a month and they are currently looking for different space.*

*Chair Hales attended the Wake County Private Well and Contamination meeting, the*

*One Water Meeting, and the Chatham Conservation Partnership meeting.*

## **ADJOURNMENT**

**A motion was made by Vice Chair Dasher, seconded by Commissioner Howard, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Crawford, Chair Hales, Vice Chair Dasher and Commissioner Howard

**Absent:** 1 - Commissioner Petty



# Chatham County, NC

## Text File

File Number: 18-2543

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Commissioners

**File Type:** Appointment

**Agenda Number:**

Vote on a request to approve appointment of Megan Key to the Community Advisory Committee for Nursing Homes and Adult Care homes.

Action Requested: Vote on a request to approve appointments to the Community Advisory Committee for Nursing Homes and Adult Care homes.

Introduction & Background: The Community Advisory Committee wishes to appoint Megan Key. Ms. Key has completed the required training and has been certified by the State Ombudsman's Office. Ms. Key's term will expire March 19, 2019.

Discussion & Analysis:

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: N/A

Recommendation: Motion to approve appointments to the Community Advisory Committee for Nursing Homes and Adult Care homes.





# Chatham County, NC

## Text File

File Number: 18-2476

**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Health Department

**File Type:** Agenda Item

Vote on a request to accept \$25,000 Spotlight Award from Healthiest Cities & Counties Challenge Funds

Action Requested: Vote on a request to approve \$25,000 Spotlight Award Healthiest Cities & Counties Challenge

### Introduction & Background:

The Healthiest Cities and Counties Challenge was launched in 2016 by the Aetna Foundation, along with the American Public Health Association (APHA) and the National Association of Counties (NACo), to help empower 50 small-to-midsize cities and counties to implement innovative solutions for their local public health issues. Chatham is one of 10 communities receiving recognition through the Challenge with the Spotlight Award and will receive \$25,000.

### Discussion & Analysis:

Ten winners and five honorable mentions were selected for their ability to address the need to improve opportunities for all Americans - regardless of income, education or ethnic background - to take an active role in healthy living.

How does this relate to the Comprehensive Plan: Specifically, Chatham County was recognized for our collaborative efforts to promote and foster health through the recently adopted Chatham County Comprehensive Plan.

Budgetary Impact: The requested funds (\$25,000) to further the work of the Chatham Health Alliance on the community assessment and Health Element recommendations.

Recommendation: Vote on a request to accept \$25,000 Spotlight Award Healthiest Cities & Counties Challenge Funds



AMERICAN PUBLIC HEALTH ASSOCIATION

*For science. For action. For health.*

110 5013 6/9/18  
HCCD16

Dear Ms. Sarah Weller-Pegna:

Congratulations!

We are pleased to recognize the Chatham Health Alliance as a recipient of the Healthiest Cities & Counties Challenge (HCCC) Interim Award for excellence in the practice of Health-related Public Policy Changes. Your community has demonstrated a great commitment to the goals of The Challenge to create healthier, equitable communities through innovative engagement and partnerships that can serve as a model for other areas across the country. As an awardee, you will receive an award of \$25,000. It is encouraged that the funds be used in any way necessary to advance your proposed project.

**HCCC Interim Award recipients will be publicly announced in mid-January therefore, we request that you do not publish your award status until the official media announcement has been made.**

Again, congratulations to you and your partners on your selection as an HCCC interim awardee and for all of your hard work. We look forward to watching and highlighting the progress your community makes throughout the duration of the challenge.

If you have any questions please contact JeVonna Ephraim at [hccc@apha.org](mailto:hccc@apha.org) or 202-777-2429.

Sincerely,

Georges C. Benjamin, MD  
Executive Director

14387



**AMERICAN PUBLIC HEALTH ASSOCIATION**  
**DISBURSEMENT ACCOUNT**  
 800 I STREET N.W.  
 WASHINGTON, D.C. 20001

**SUNTRUST**  
 ACH RT 061000104  
 65-270-550

DATE  
 12/13/2017

AMOUNT  
 \$25,000.00

PAY Twenty Five Thousand Dollars and 00 Cents

TO THE  
 ORDER  
 OF  
 County of Chatham  
 Attn: Sarah Weller Pegna  
 P.O. Box 608  
 Pittsboro NC 27312

CHECKS OVER \$15,000 REQUIRE TWO SIGNATURES  
 VOID AFTER 180 DAYS

*[Signature]*  
*[Signature]*  
 AUTHORIZED SIGNATURE

⑈00014387⑈ ⑆055002707⑆ 1000010550936⑈

AMERICAN PUBLIC HEALTH ASSOCIATION, INC. / DISBURSEMENT ACCOUNT

14387

VENDOR ID	NAME	PAYMENT NUMBER	CHECK DATE				
COUNTY02	County of Chatham	000000093667	12/13/2017	000000000000000014387			
OUR VOUCHER NUMBER	YOUR VOUCHER NUMBER	DATE	AMOUNT	AMOUNT PAID	DISCOUNT	WRITE-OFF	NET
000000090788	INTERIM AND FINAL	12/4/2017	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00
			\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00

COMMENT

Questions regarding this payment, pls call 202-777-2450

58109W



# Chatham County, NC

## Text File

File Number: 18-2524

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Health Department

**File Type:** Agenda Item

Vote on a request to accept \$220.00 Minority Diabetes Prevention Program Funds.

Action Requested: Vote on a request to accept \$220.00 Minority Diabetes Prevention Program Funds.

Introduction & Background: The Division of Public Health allocated Minority Diabetes Prevention Program (MDPP) funding to Region V for the purpose of establishing an evidenced-based diabetes prevention program targeting minority populations within the nine (9) county region.

Discussion & Analysis: Program participants requiring financial assistance with the \$25 program fee are offered a scholarship to reduce the cost of the program to \$5. MDPP funds offset the scholarships.

How does this relate to the Comprehensive Plan: The funds allow more members of the community to enroll in an evidence-based program that prevents diabetes.

Budgetary Impact: No Local Funding Requested

Recommendation: Vote on a request to accept \$220.00 Minority Diabetes Prevention Program Funds.

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
02/06/2018	21344	SCHOLARSHIPS GL#:1105110 - 463054	\$220.00

HLPM47 - 1105011 - 972087  
HLPM47 - 1105011 - 691018

Vendor No	Vendor Name	Check No	Check Date	Check Amount
3459	CHATHAM COUNTY PUBLIC HEALTH DEPT	110780	02/07/2018	\$220.00

THIS DOCUMENT HAS A GREEN BACKGROUND ON THE FACE AND AN ARTIFICIAL WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW.



**Alamance County**  
124 West Elm Street  
Graham, NC 27253  
(336) 570-4038

Wells Fargo Bank  
Charlotte, NC  
11-24/1210

Check Date  
02/07/2018

Check Number  
110780

VOID 120 DAYS FROM DATE OF ISSUE

\$220.00

THIS DISBURSEMENT HAS BEEN APPROVED AS REQUIRED  
BY THE LOCAL GOVERNMENT AND FISCAL CONTROL ACT.

\*Two Hundred Twenty Dollars and 00 Cents\*

Pay To the Order Of CHATHAM COUNTY PUBLIC HEALTH DEPT  
PO BOX 130  
PITTSBORO, NC 27312

*Sharon R. Eland*  
Finance Officer

MP

*Army Scott Gubey*  
Commissioner

MP

⑈00110780⑈ ⑆121000248⑆2014440029936⑈



# Chatham County, NC

## Text File

File Number: 17-2390

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Board of Commissioners

**File Type:** Contract

**Agenda Number:**

Vote on a request to approve the tower space lease to NC Viper and approve the reciprocal letter of intent allowing the County to place equipment on VIPER's towers, and authorize the county manager to sign the proposal and final lease.

Action Requested: Approve Lease Proposal

Introduction & Background

The NC VIPER system provides emergency communication services.

Chatham County has provided space on its communication tower located at 9586 Siler City Glendon Road, Bear Creek, North Carolina for several years. The State has asked the County to renew the lease for a 30-year term. Payment to the County is \$1 per year. The State will provide a lease once the proposal has been accepted. In turn, the State has also agreed to reciprocate and allow the County to place county equipment on the VIPER tower in the future at no cost to the County.

Discussion & Analysis:

Budgetary Impact: N/A

Recommendation:

Vote on a request to approve the tower space lease to NC Viper and approve the reciprocal letter of intent allowing the County to place equipment on VIPER's towers, and authorize the county manager to sign the proposal and final lease.



# PROPOSAL TO LEASE TO THE STATE OF NORTH CAROLINA

Form PO-28T

NOTE: THE STATE OF NORTH CAROLINA SHALL NOT BE RESPONSIBLE FOR ANY EXPENSES INCURRED BY THE PROPOSER IN THE PREPARATION OF THIS PROPOSAL

1a. NAME OF LESSOR: County of Chatham				1b. LESSOR'S AGENT:			
2. INDICATE LESSOR'S BUSINESS CLASSIFICATION AS APPLICABLE:							
<input type="checkbox"/> Proprietorship		<input type="checkbox"/> Partnership		<input type="checkbox"/> Corporation		<input checked="" type="checkbox"/> Government	
<input type="checkbox"/> Non-Profit		<input type="checkbox"/> HUB)Historically Underutilized Businesses				<input type="checkbox"/> Other	
Mailing Address:				Phone #:			
City & ZIP				E-Mail:			
3.TOWER LOCATION: Latitude: 35 34 21.0 N				Longitude: 79 27 55.0 W			
Street Address		City		County		Zip:	
9586 Siler City-Glendon Road		Siler City		Chatham		27207	
4. <input type="checkbox"/> Attached Site Plan (to scale), showing the Height, Type, and Location of Tower							
5. <input checked="" type="checkbox"/> Ground Lease		acres		<input checked="" type="checkbox"/> Tower Space Lease		<input type="checkbox"/> w/Equipment Building Space	
6. Lease Type		Tower Type		Equip. Bldg. /Fenced Area		Tower Hgt. (AGL)	
<input checked="" type="checkbox"/> NEW		<input checked="" type="checkbox"/> Self-Supported		<input checked="" type="checkbox"/> yes <input type="checkbox"/> no		300	
<input type="checkbox"/> EXISTING		<input type="checkbox"/> Guyed		Fenced in Area only <input checked="" type="checkbox"/>		WILL LESSOR HAVE EQUIPMENT ON TOWER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> AMENDED		<input type="checkbox"/> Monopole		12 Ft. <input checked="" type="checkbox"/> 25 Ft.		IS THIS A CO-LOCATION LEASE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
<input type="checkbox"/> Other				Total Bldg. or Ground Area Leased:		SF	
7. OWNERSHIP/MAINTENANCE		Provided by:		Owned by:		Maintained by:	
Tower		<input checked="" type="checkbox"/> Lessor <input type="checkbox"/> Lessee		<input checked="" type="checkbox"/> Lessor <input type="checkbox"/> Lessee		<input checked="" type="checkbox"/> Lessor <input type="checkbox"/> Lessee	
Equipment Building		<input type="checkbox"/> Lessor <input checked="" type="checkbox"/> Lessee		<input type="checkbox"/> Lessor <input checked="" type="checkbox"/> Lessee		<input type="checkbox"/> Lessor <input checked="" type="checkbox"/> Lessee	
Generator		<input type="checkbox"/> Lessor <input checked="" type="checkbox"/> Lessee		<input type="checkbox"/> Lessor <input checked="" type="checkbox"/> Lessee		<input type="checkbox"/> Lessor <input checked="" type="checkbox"/> Lessee	
Road		<input checked="" type="checkbox"/> Lessor <input type="checkbox"/> Lessee		<input checked="" type="checkbox"/> Lessor <input type="checkbox"/> Lessee		<input checked="" type="checkbox"/> Lessor <input type="checkbox"/> Lessee	
Utilities		<input type="checkbox"/> Lessor <input checked="" type="checkbox"/> Lessee		<input type="checkbox"/> Lessor <input checked="" type="checkbox"/> Lessee		<input type="checkbox"/> Lessor <input checked="" type="checkbox"/> Lessee	
Other: tap here		<input type="checkbox"/> Lessor <input type="checkbox"/> Lessee		<input type="checkbox"/> Lessor <input type="checkbox"/> Lessee		<input type="checkbox"/> Lessor <input type="checkbox"/> Lessee	
8. Lease Rate:		\$ per month, or		\$ 1 per Term			
9. Lease Term:		30 years		Commencement Date: Upon execution of lease			
10. Renewal Option Details: Click or tap here to enter text.							
NOTE: RATES THAT INCLUDE INDETERMINABLE PERCENTAGE INCREASES, SUCH AS UNCAPPED CPI INCREASES ETC., ARE NOT ACCEPTABLE DURING EITHER THE INITIAL TERM OR ANY RENEWAL PERIOD(S).							
11. Additional Information:							

This proposal is made in compliance with the specifications furnished by the Department of Administration, State Property Office. I realize that the State reserves the right to reject this proposal for any reason it deems warranted.

Printed Name of Lessor/Lessor Agent and Title

Signature of Lessor

Date

## MAILING /DELIVERY INSTRUCTIONS

Delivery Address If Delivered In Person: DPS Property Manager, 3030 Hammond Business Place, Raleigh, NC

Mailing Address: Department of Public Safety, Purchasing and Logistics Section, 4227 Mail Service Center, Raleigh, NC 27699-4200

Rev 9/11/17

Department: DPS

Div.: NCSHP

SPO Agent: Tom Carr <thomas.carr@dos.nc.gov>



# North Carolina Department of Public Safety

## State Highway Patrol

Roy Cooper, Governor  
Erik A. Hooks, Secretary

Glenn M. McNeill, Jr.  
Commander

Support Services Section  
Technical Services Unit - VIPER


28 February 2018

County Manager  
Chatham County North Carolina

Re: Pittsboro VIPER Site

This letter of intent is to express the North Carolina State Highway Patrol's – VIPER desire to partner with Chatham County NC and allow the county to utilize space on the tower in within the tower house of the planned Pittsboro VIPER Site that will be constructed in the 2018-2019 fiscal year. North Carolina State Highway Patrol – VIPER will, at the time of construction, build the tower to support the addition of the Counties equipment at no cost to the County. The point of contact for this action is the undersigned at 919-356-4586

Sincerely



Max L. Casey  
Construction Manager  
TSU - VIPER

**MAILING ADDRESS:**  
4231 Mail Service Center  
Raleigh, NC 27699-4231  
[www.ncdps.gov](http://www.ncdps.gov)  
[www.ncshp.org](http://www.ncshp.org)



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**OFFICE LOCATION:**  
512 N. Salisbury St.  
Raleigh, NC 27604  
Telephone: (919) 733-7952  
Fax: (919) 715-4059



# Chatham County, NC

## Text File

File Number: 18-2530

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** County Manager's Office

**File Type:** Contract

Vote on a Request to Approve the New lease for the Chatham County Sheriff's Office beginning 6/1/2018

Vote on a Request to Approve the New lease for the Chatham County Sheriff's Office beginning 6/1/2018

Introduction & Background: The Chatham County Sheriff's Office is having to relocate their Investigations Unit from the Old Chatham County Health Department because of renovations.

Discussion & Analysis: This will give Staff the space they need

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: \$1,650.00 will come out of the General Fund FY18 and \$38,880 will be budgeted in FY 19

Recommendation: Approve the New Lease effective 6/1/2018



STATE OF NORTH CAROLINA

LEASE

COUNTY OF CHATHAM

This Lease, made and entered into this \_\_\_\_ day of April, 2018, by and between Richard E. Fox (hereinafter referred to as the "Landlord"); and County of Chatham, a North Carolina body politic and corporate (hereinafter referred to as the "Tenant");

W I T N E S S E T H:

That for and in consideration of the rental hereinafter reserved and the covenants and agreements herein contained, Landlord has agreed to lease and does hereby demise and lease unto Tenant, and Tenant has agreed to take and lease and does hereby lease from Landlord, the premises known as Siler City Business Park, 124 Village Lake Road, Siler City, North Carolina 27344 and being a building containing approximately 1980 square feet of interior space, for use as a sheriff substation, including the parking area adjacent to the said building:

1. TERM OF LEASE: The term of this Lease shall be for a period of Two-years commencing at 12:00 noon on the 1st day of June 2018, and ending at 12:00 noon on the 31th day of May, 2020, both dates inclusive.

2. RENTAL: The total amount of rental shall be Nineteen-thousand-Four hundred and Forty (\$19,440) Dollars per annum payable in equal monthly installments of One-Thousand-Six hundred-Fifty dollars (\$1,650) Dollars, to be paid on or before the 5th day of each month and the Tenant unless otherwise advised in writing, shall send the monthly rental payment to Richard E. Fox, P. O. Box 563 Siler City, N. C. 27344

3. UTILITIES: The Tenant shall pay all reasonable charges for gas, electricity, light, heat, power and telephone or other communication service used, rendered, or supplied upon or in connection with the leased property, and shall indemnify the Landlord against any liability or damages on such account; however, the Landlord will at all times during the term of this Lease, be solely responsible for the cost of water, maintenance and repair of the septic tank and well serving the demised premises, and agrees to keep the same in good repair at all times. Landlord also agrees to pay all costs and expenses incurred in tying into water and sewer lines should that occur during the term of the Lease.

4. TAXES: Landlord shall pay, when due, all taxes and assessments of any kind or nature which are now or may hereafter be imposed upon the demised premises; and the Tenant shall pay when due all taxes of any kind or nature imposed or assessed upon the merchandise, inventory or other property installed or brought onto the demised premises by or for the Tenant.

5. ALTERATIONS: Tenant may, at its sole cost and expense, from time to time during the term of this Lease, make such alterations, additions or changes, structural or otherwise, in and to the leased premises as it finds necessary or desirable and convenient for its purposes.

6. ASSIGNMENT AND SUBLETTING: Tenant or its successors shall have the right to assign or sublet the leased premises in whole or in part, but only upon prior written approval by Landlord, which approval shall not be unreasonably withheld. However, the Tenant herein shall continue to remain liable

notwithstanding such assignment or sublease for the future performance of all of the terms, covenants, and conditions of this Lease.

8. **INSURANCE:** Tenant agrees that it will at all times during the term hereof, at its own expense, maintain and keep in force public liability insurance against claims for bodily injury, death or property damage occurring in or on or about the demised premises and will also provide at its sole cost and expense, such fire and extended coverage and vandalism and malicious mischief insurance covering the contents of the demised premises as the Tenant deems advisable. The Landlord, at its sole cost and expense, shall keep the premises and the building and improvements thereon, to wit: all of the property deemed to be real property under the terms of this Lease insured to the extent of the full replacement cost thereof against loss or damage by fire, with extended coverage.

9. **DAMAGE AND DESTRUCTION:** If the leased premises be damaged or destroyed in whole or in part at any time during the term of this Lease by fire or other casualty, Landlord will within thirty (30) days of the destruction or damage to the property notify the Tenant in writing whether it elects to restore the property or to terminate the Lease. If the Landlord elects not to restore the demised premises, then this Lease shall thereupon terminate and become null and void. However, should the Landlord elect to restore the premises to the condition existing before the damage or destruction, then in that event rent shall be abated according to the amount of square footage available to the Tenant for use to conduct business in while the repair and/or restoration takes place.

10. **CONDEMNATION:** In the event that all of the leased premises shall be taken in condemnation proceedings or by exercise of any right of eminent domain, this Lease shall terminate as of the date of said taking, and all unearned rent and all other charges paid in advance shall be refunded to the Tenant and the Tenant shall surrender possession of the leased premises to Landlord. The award for such taking shall belong to Landlord except that, in the event Tenant expends any sum of money for improvements to the leased premises, which, when completed, constitute part of the real estate, a share of the net award shall belong to Tenant. Tenant shall also be entitled to make claim in its own name to the condemning authorities for the value of any furniture, trade fixtures, trade equipment, merchandise or personal property of any kind belonging to Tenant and not forming part of the real estate, or for the cost of moving all of the same, and any such award made directly to Tenant shall belong entirely to Tenant.

In the event that a portion of, but not all, of the leased premises shall be taken in condemnation proceedings or by exercise of any right of eminent domain and if as a result of such partial taking the ground floor area of the building on the leased premises remaining after the taking is less than eighty (80) percent of the ground floor area of said building prior to the taking, or if the parking area, after the taking, is less than eighty (80) percent of the parking area prior to the taking, then in such event, Tenant shall have the right to terminate this Lease provided the Tenant shall have given notice to Landlord within thirty (30) days after knowledge by Tenant of such taking of Tenant's intention to cancel this Lease. Whereupon, Tenant shall be liable only for the rent up to the time of such taking or the date when Tenant shall vacate the leased premises, whichever date is later, and Tenant shall be entitled to refund of any advanced rentals paid by it for the period subsequent to the latter of such dates.

In the event that Tenant does not exercise its election to cancel this Lease, then and in that event:

a. This Lease shall continue in full force and effect as to the portion of the leased premises not taken for the balance of the term of this Lease; however, the annual rent for the unexpired term shall be reduced by that portion which the area so taken shall bear to the entire area of the demised premises immediately prior to such taking;

b. Landlord diligently shall make all necessary repairs or alterations to restore the building and/or parking lot to a complete architectural unit.

11. REPAIRS: Landlord will keep the roof and the exterior walls of the demised premises and the parking lot in proper repair, provided that in each case Tenant shall have given Landlord prior written notice of the necessity of such repairs. Tenant will keep the interior of the demised premises, which includes, but is not limited to, all the electrical, plumbing, heating, air conditioning and other mechanical installations therein and all plate glass doors and windows in good order and repair. Landlord agrees to be solely responsible for the maintenance and repair of the septic tank and well serving the demised premises, and to keep the same in good repair at all times. Tenant agrees to surrender the demised premises at the expiration or earlier termination of this Lease in as good a condition as when received, excepting only deterioration caused by ordinary wear and tear and damage by fire or other casualty of the kind insured against in standard policies of fire insurance and extended coverage. If Landlord refuses or neglects to repair property as required hereunder and to the reasonable satisfaction of the Tenant, as soon as reasonably possible after written demand, Tenant may make such repairs (but is not required to do so). Landlord shall pay Tenant's costs for making such repairs or Tenant may credit the costs of the repairs against the monthly rental payment or payments thereafter falling due.

12. QUIET ENJOYMENT: Tenant, upon paying the rent, and subject to all of the terms and covenants of this Lease, on Tenant's part to be kept, observed, and performed, shall quietly have and enjoy the leased premises during the term of this Lease without hindrance or molestation by any person. Landlord for himself, his heirs, successors and assigns, agrees that Tenant, its successors, and assigns, shall have continuous, peaceful, uninterrupted and exclusive possession and quiet enjoyment of the entire premises during the term of this Lease. The Landlord covenants that at the time of the execution of this Lease, Landlord is in legal possession of the demised premises, has full right to lease the same for the term aforesaid, and will put Tenant in actual possession of the premises hereinbefore provided.

13. NOTICES: Notices may be sent by the Tenant to the Landlord by delivering the same in person to the Landlord or mailed to the Landlord at the following address:

Richard E. Fox, P. O. Box 563, Siler City, N. C. 27344

14. MISCELLANEOUS: This agreement shall be binding upon the parties, their heirs, assigns, personal representatives and successors in interest. This agreement may be executed in one or more counterparts each of which shall be deemed to be an original.

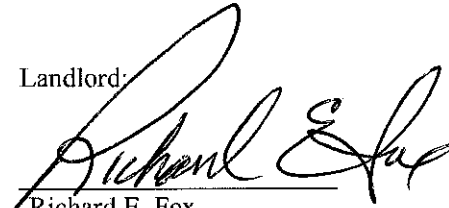
15. OPTION RENEW: The Lease may be extended for two (2) additional Two-year (2) terms at the option of the Tenant upon the Tenant giving Landlord notice of its desire to extend at least 60 days prior to the expiration of the initial term.

(The remainder of this page intentionally left blank)



In Witness Whereof, the parties have hereunto set their hands and seals, the day and year first above written.

Landlord:

  
Richard E. Fox

Tenant:

County of Chatham, a North Carolina body  
politic and corporate

By: \_\_\_\_\_  
Renee Paschal, County Manager

(SEAL)

Attested by:

\_\_\_\_\_  
Lindsay K. Ray, NCCCC  
Clerk to the Board of Commissioners

This Instrument has been audited in the  
manner prescribed by the Local  
Government Fiscal Budget Act.

\_\_\_\_\_  
Vicki McConnell, Finance Officer



# Chatham County, NC

## Text File

File Number: 18-2531

**Agenda Date:** 3/19/2018

**Version:** 2

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Human Resources

**File Type:** Agenda Item

**Agenda Number:**

Vote on a request to award the bid for property and liability brokerage services to Surry Insurance.

Action Requested: Vote on a request to award the bid for property and liability brokerage services to Surry Insurance Services.

Introduction & Background: Historically, Chatham County has utilized the services of an insurance broker to assist us in finding the best rates for property and liability coverage. For the last three years, BB&T has served as the county's insurance broker. The brokerage term was July 1, 2015 to June 30, 2018. Prior to the FY2019 budget development, a Request for Qualifications (RFQ) was advertised, and four qualified bids were received for our review: Surry Insurance, McB Group, Gallagher, and BB&T Insurance Services. The RFQ was a template that was used in the 2015 RFQ, and other jurisdictions have used over the last 13 years and customized to their own needs. The RFQ was customized extensively by us to meet our specific coverage and risk needs. Discussion & Analysis: A comprehensive evaluation was done in four parts: 1) Review of the bids for completeness and timeliness; 2) Panel interviews conducted with each of the insurance brokers; 3) An evaluation matrix was completed that compared the bids on five (5) criteria; and 4) Reference checks were completed for top two bids received.

1. All bids were received and were complete.
2. All bidders were interviewed by a panel and asked a series of questions related to the bid and their services. The brokers were provided the questions in advance so that they had ample time to prepare answers.
3. A bid evaluation matrix was completed comparing the brokers on five evaluation criteria. This matrix is widely used for both RFPs (request for proposals) and RFQs, and assigns numeric value to the different criteria. The numeric totals help to quantify the rankings to assist in a recommendation.

The evaluation criteria are as follows:

- a. Responsiveness of the proposal to the submission requirements set forth in the RFQ.
- b. The methods, technical ability, capacity, and flexibility of the firm to perform the contract, including proposed methods to be used in evaluating components of the county's risk management program and ability to provide advice and assistance in

- controlling increasing claim costs on an on-going basis.
- c. Financial viability of the companies the agency represents, client references, demonstrated success in projects with similar requirements and any other contracts with the county.
  - d. The overall cost of the risk management services provided by the agency, as well as the quality of service the county can expect to receive on an annual basis, and any fees associated with these services.
  - e. The number of public entity property and liability insurance companies and workers compensation companies the agency has access to with an A- rating or better. These commercial insurance companies need to have insured a public entity account in NC within the last five years.

After interviews with each firm and completion of the evaluation matrix, Surry Insurance is recommended to provide brokerage services for the next three fiscal years. Surry provided a strong overview of their services, and the evaluation team felt they were strong financially, quick in their responsiveness to claims and questions, superior in their ability to provide on-site and online training, and qualified to help us develop a more comprehensive approach to risk management services (training, asset review and retention, and claims management) than the other companies interviewed.

How does this relate to the Comprehensive Plan: This relates to Goal #8: Become more resilient by mitigating, responding and adapting to emerging threats. Comprehensive risk management by a qualified broker is critical to the county limiting risk due to normal business activities and emergency situations.

Budgetary Impact: None. Broker fees included in coverage premiums.

Recommendation: Award bid to Surry Insurance for property and liability brokerage services.



# Chatham County, NC

## Text File

File Number: 18-2532

**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Human Resources

**File Type:** Agenda Item

**Agenda Number:**

Vote on a request to approve an amendment to the Chatham County Alcohol and Drug Free Workplace Policy

Action Requested: Vote on a request to approve an amendment to the Chatham County Alcohol and Drug Free Workplace Policy

Introduction & Background: The Chatham County Personnel Policy was first adopted in June 1991. From time to time, it is necessary to review the current policy and recommend changes that further clarify intent or are no longer relevant or accurate. After careful review, three changes are proposed.

Discussion & Analysis: The following amendments need to be made to the current Personnel Policy: 1. Removal of Emergency Management from Communications notation (departments are now independent of one another); 2. Addition of applicability for employees of the Chatham County Sheriff; and 3. Revision to the list of substances. It is the recommendation of safety professionals that the policy reference the Code of Federal Regulations that details substances rather than listing them out individually. Revisions to our policy as substances change should reduce in number with the more general definition.

How does this relate to the Comprehensive Plan: This relates to Goal #10: Foster a Healthy Community. Amendments strengthen an internal policy that encourages healthy

practices by employees and a stable and effective workforce.

Budgetary Impact: None

Recommendation: Motion to approve an amendment to the Chatham County Alcohol and Drug Free Workplace Policy

# CHATHAM COUNTY ALCOHOL AND DRUG FREE WORKPLACE POLICY

## SECTION I:

### Purpose

Chatham County is committed to providing an alcohol and drug free workplace for its employees and those who conduct business with the County. This document establishes county policy and procedures for staff whom are responsible for insuring that the letter and spirit of this commitment are communicated and implemented in Chatham County Government.

## SECTION II:

### Coverage

This policy is intended to cover all employees of Chatham County, regardless of position or origin of appointment. As a condition of employment, employees subject to Federal Department of Transportation Commercial License regulations are required to undergo pre-employment drug/alcohol testing, random drug/alcohol testing as administered by Triangle J Council of Governments, and post-accident drug/alcohol testing. In addition, as a condition of employment, employees in identified safety sensitive positions (Water Treatment Plant Division, ~~Emergency Operations~~ Communications ~~(911) Division~~, Health Department Animal Control Division) will be required to undergo pre-employment drug/alcohol testing, random drug/alcohol testing as administered by Triangle J Council of Governments, and post-accident drug/alcohol testing. Employees of the Chatham County Sheriff shall be pre-employment tested in accordance with the North Carolina Sheriff's Education and Training Commission Standards.

## SECTION III:

### Definitions

#### Reasonable Cause/Suspicion

Reasonable Cause/Suspicion means an expressible belief based on specific objective facts, and rational inferences drawn from those facts, that an employee has consumed or is under the influence of alcohol or drugs while at work. Circumstances which constitute a basis for determining "reasonable suspicion" may include, but are not limited to:

- A. Observable occurrences, such as direct observation of alcohol or drug use and/or the physical symptoms of being under the influence of alcohol or drugs.
- B. A report of alcohol or drug use, by an employee while at work, provided by a reliable and credible source.
- C. A pattern of unexplained preventable accidents and/or information based on specific objective facts that an employee has caused, or contributed to an accident at work or while conducting county business while under the influence of alcohol or drugs.

- D. Evidence that and employee is involved in the unauthorized manufacture, solicitation, distribution, dispensation, possession, sale or use, of alcohol or drugs while working or while on the County's premises or in possession of or operating a County vehicle, machinery or equipment.
- E. Combative, abusive, violent or disruptive behavior (verbal or physical);
- F. Erratic behavior/mood swings;
- G. Relevant body or breath odors;
- H. Focus of investigation, arrest or conviction for drug related offense;
- I. Evidence of substance abuse or drug test tampering;
- J. A pattern of excessive absenteeism, tardiness or deterioration in work performance in combination with an observable occurrence as described above.

## SECTION IV:

### Policy

1. The following are prohibited on County premises and workplaces and while conducting any County business:
  - A. The unlawful manufacture, solicitation, distribution, dispensation, sale, possession or use of controlled substances.
  - B. The unlawful manufacture, possession, sale, distribution or delivery of drug paraphernalia.
  - C. Use of alcoholic beverages.

*Any violation of A through C above shall be considered a failure in personal conduct and shall be grounds for disciplinary action up to and including dismissal.*

2. Impaired behavior and/or diminished performance on the job resulting from the use of alcohol or any controlled substance shall be considered a failure in personal conduct and shall be grounds for disciplinary action up to and including dismissal.
3. The County will report violations of criminal drug statutes occurring in the workplace to the appropriate law enforcement officials.
4. All employees have a responsibility to report observed and suspected violations of this policy to their supervisor or department head.
5. Disciplinary action, up to and including dismissal, shall be taken when an employee:
  - A. Refuses to sign a consent form and participate in a required drug or alcohol test after being advised of the reasons for the request.
  - B. Intentionally tamper, or attempts to tamper, with a drug or alcohol sample or testing process.
  - C. Produces a confirmed positive test result.
6. Substances that may be tested for under this policy are consistent with the testing requirements in CFR 49 Part 40. include:



- ~~A. Marijuana/cannabinoids (THC)~~
- ~~B. Cocaine metabolites~~
- ~~C. Opiates~~
- ~~D. Phencyclidine (PCP)~~
- ~~E. Amphetamines/methamphetamines~~
- ~~F. Alcohol~~
- ~~G. Barbiturates (e.g. amobarbital, butabarbital, Phenobarbital, secobarbital)~~
- ~~H. Methaqualine (Quaalude)~~

7. An employee who receives a positive test may request that the same or split specimen be tested by another certified laboratory with the cost of such testing to be at the employee's expense.
8. When management has reasonable cause to believe an employee is using or is under the influence of alcohol or a controlled substance, the employee may be required to submit to an immediate drug and/or alcohol test. The test shall be administered by qualified personnel and shall involve proper procedures of specimen collection and testing.

## **SECTION V:**

### Procedures

The following procedures apply when a supervisor has reasonable cause to believe an employee is in violation of the County's Alcohol and Drug Free Workplace Policy.

1. Review the circumstances and actions which are the basis for the reasonable cause with the department head and the Human Resources Director.
2. The employee may be suspended for investigatory purposes in accordance with established policy.
3. In cases which involve possible manufacture, solicitation, distribution, dispensing, selling, or possession of controlled substances in the work place, the department head or designee should contact the local law enforcement agency and State Bureau of Investigation for assistance.
4. Document the situation in writing as fully as possible and instruct witnesses to reduce their observations to writing to the extent possible. Documentation should include specific dates, times, people involved, behavior, reactions, overall performance and a general discussion of the circumstances. Once reasonable cause has been established, the employee shall be advised of the following.

In addition to the above, the following is applicable to all County employees:

1. If, with the approval of the department head or designee, a test is warranted, the department head or designee, with a witness present, shall notify the Human Resources Director prior to informing the employee that as a condition of employment, management has the right to require him to submit to a drug or alcohol test. The employee shall be advised of:

- A. Basis for the reasonable cause and the requirement that the employee sign a test consent form;
  - B. Methods of testing which may be used;
  - C. Substances which may be identified;
  - D. Importance of cooperating with the collection site personnel;
  - E. Confidentiality of individual test results and
  - F. Consequences of refusing to sign consent form, failing to submit to immediate testing, failing to report for a specimen collection, or the receipt of positive test result.
2. Immediately after reviewing 1A through 1F above with the employee, employee shall be advised of the location of the test and shall sign a consent form.
3. County personnel shall transport the employee to the test site immediately after the consent form is signed if applicable.
4. If the employee refuses to sign the consent form or to undergo testing immediately as scheduled, the department head shall take appropriate disciplinary action.
5. If a non-positive test occurs, the employee shall be notified immediately by the department head or designee. If the employee has been placed on investigatory suspension he shall be reinstated in accordance with policy requirements. All records surrounding this incident shall be removed from the employee's personnel file. If the test is positive, the department head, within 5 days of the receiving the positive test confirmation, shall inform the employee, in writing, of the results and the proposed action to be taken.
6. Disciplinary action resulting from a confirmed positive test, refusal to participate in a test or of altering test results, shall be in accordance with established policies for disciplinary action.
7. Drug testing will be carried out by a laboratory certified by the U.S. DHHS and the Triangle J Council of Governments and will be conducted via urine specimen.
8. Alcohol testing will meet industry standards or applicable U.S. DHHS and Triangle J Council of Governments guidelines and will be conducted via a saliva, blood or breath specimen.
9. All specimens will be collected under chain of custody procedures which may include photo identification of the donor and protocols to assure specimen integrity.
10. A positive drug (controlled substance) test will undergo confirmatory testing.
11. A positive alcohol test will undergo confirmatory testing by either blood or breath.
12. All test results will be maintained in a secure and confidential manner in the County Human Resources Office and will not be released without written consent of the employee unless they are required as a result of action initiated by or on behalf of the employee.





# Chatham County, NC

## Text File

File Number: 18-2533

**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Human Resources

**File Type:** Resolution

Vote on a request to adopt a Resolution to Approve an Amendment to the Chatham County Personnel Policy

Action Requested: Vote on a Resolution to Approve an Amendment to the Chatham County Personnel Policy

Introduction & Background: The Chatham County Personnel Policy was first adopted by resolution on March 11, 1996. From time to time, it is necessary to review the current policy and recommend changes that further clarify intent or are no longer relevant or accurate. After careful review, three changes are proposed.

Discussion & Analysis: The following amendment to the policy is requested: Addition of Section 18 to Article VI to provide county employees with up to four (4) hours of volunteer service leave to perform volunteer service at approved non-profit agencies in Chatham County. This is a new leave policy, and will require employees to request volunteer service leave ahead of time and provide documentation that service was completed in order to qualify for the leave.

This proposal is in response to requests from employees as well as non-profits that benefit from volunteer hours.

How does this relate to the Comprehensive Plan: This relates to Goal #10: Foster a Healthy Community. This leave encourages volunteerism by employees and investment in community non-profits that work to improve the health and wellness of the citizens.

Budgetary Impact: None

Recommendation: Motion to approve the Resolution Amending the Chatham County Personnel Policy-August 2016



## CHATHAM COUNTY COMMISSIONERS

Diana Hales, Chair  
Mike Dasher, Vice Chair  
Jim Crawford  
Karen Howard  
Walter Petty

## COUNTY MANAGER

Renee Paschal

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P. O. Box 1809, Pittsboro, NC 27312-1809 • Phone: (919) 542-8200

# Resolution of the Chatham County Board of Commissioners

## Resolution Amending the Chatham County Personnel Policy March 2018

**WHEREAS**, the Chatham County Personnel Policy, adopted March 11, 1996, establishes the general guidelines for employees conduct; and

**WHEREAS**, from time to time it is necessary to amend the Personnel Policy for clarification or to better meet the needs of the employees and the County; and

**WHEREAS**, internal and external review of the policy identified needed modifications to the policy, and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of Chatham County, that Personnel Policy be amended as follows:

### **Amend Article VI to add the following:**

#### Section 18: Volunteer Service Leave

##### A. Scope

1. The purpose is to prescribe the policy and procedures by which an employee can participate in volunteer service leave; in order to give back to the community by volunteering at agencies that are licensed, certified, or accredited to service citizens in Chatham County. This policy applies to all regular full-time and part-time Chatham County employees with a minimum of one year of continuous employment with the county.

##### B. Procedure

1. The County will grant four (4) hours for the purpose of participating in volunteer activities with an approved list of non-profit agencies. The leave cannot be taken incrementally.
2. Employees must apply in advance for volunteer service leave.
3. The leave must be approved by the supervisor. Supervisors have the discretion to deny approval depending on the business needs of the department.
4. Employees must provide written evidence of the leave in order to receive the appropriate leave credit. Failure to provide the appropriate evidence document will result in the leave being credited as vacation leave. The Volunteer Service Leave Verification Form is required.

5. Supervisors who approve requests for leave will maintain a record for each employee and will insure time records are coded appropriately. Departmental requirements may dictate that the verification form be submitted with an employee's time sheet.
6. Employees will reflect the appropriate leave code on their timesheet.
7. Leave that is not taken will be forfeited at the conclusion of each fiscal year and will not be carried over into the next fiscal year.
8. Employee will not be paid for unused leave upon separation from employment.

Adopted, this the 19<sup>th</sup> day of March 2018.

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Diana Hales, Chair  
Chatham County Board of Commissioners

ATTEST:

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Lindsay K. Ray, NCCCC, Clerk to the Board  
Chatham County Board of Commissioners



# Chatham County, NC

## Text File

File Number: 18-2535

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Tax Office Assessor

**File Type:** Agenda Item

Vote on a request to approve Tax Releases and Refunds

Action Requested: Vote on a request to approve Tax Releases and Refunds.

Introduction & Background: The attached list of taxpayers have requested a release or refund of their tax bills.

Discussion & Analysis: In accordance with G.S. 105-381, the attached list of taxpayers have requested a release or refund of their tax bills.

Recommendation: Vote to approve Tax Releases and Refunds.



DATE	3/02/18	BOARD REVIEW OF CORRECTED RECEIPTS REPORT										PAGE	1
TIME	14:54:34	CHATHAM CO TAX DEPARTMENT										PROG#	CL2182
USER	AMY	DEPOSIT DATES 2/01/2018 THROUGH 2/28/2018											
SKIP	NEGATIVE ABATEMENTS	OMIT	ABATE	CODES	ERROR	BOER	CHGOF	PTC					
TAX	DEPOSIT												
YEAR	TAXPAYER NAME	DATE	RECEIPT	DIST	REAL	PERSONAL	M VEH	MV FEE	S WASTE	REASON	ABTCD		
=====													
2012	JONES CHARLES E DBA	2/20/2018	1932395	109		124.44				REMOVED OVERRIDE	PPVAL		
	** YEAR TOTALS **					124.44							
2013	JONES CHARLES E DBA	2/20/2018	2070822	109		124.44				REMOVE OVERRIDE	PPVAL		
	** YEAR TOTALS **					124.44							
2014	JONES CHARLES E DBA	2/20/2018	2154036	109		124.44				REMOVE OVERRIDE	PPVAL		
2014	SMITH HARRY LEE	2/09/2018	2148479	201	101.78					MH DBLST ON ACCT	DBLST		
	** YEAR TOTALS **				101.78	124.44							
2015	JONES CHARLES E DBA	2/20/2018	2218516	109		124.44				REMOVE OVERRIDE	PPVAL		
2015	SMITH HARRY LEE	2/09/2018	2213129	201	101.78					MH DBLST ON ACCT	DBLST		
	** YEAR TOTALS **				101.78	124.44							
2016	JONES CHARLES E DBA	2/20/2018	2283245	109		126.58				REMOVE OVERRIDE	PPVAL		
2016	RODGERS GATHIER JR	2/07/2018	2277617	106	850.84					ANNEX INTO PITTS	ANNEX		
2016	SMITH HARRY LEE	2/09/2018	2278075	201	102.92					MH DBLST ON ACCT	DBLST		
2016	WINDSTAR PROPERTIES LLC	2/07/2018	2248686	106	52.95					ANNEX INTO PITTS	ANNEX		
	** YEAR TOTALS **				1006.71	126.58							
2017	CAMPBELL LLOYD GREGORY	2/13/2018	2352412	109	200.95					ROLLOUT BILLED I	LUERR		
2017	CAMPBELL LLOYD GREGORY	2/13/2018	2352413	109	200.95					ROLLOUT BILLED I	LUERR		
2017	CAMPBELL LLOYD GREGORY	2/13/2018	2352414	109	200.95					ROLLOUT BILLED I	LUERR		
2017	CAMPBELL LLOYD GREGORY	2/13/2018	2352415	109	204.41					ROLLOUT BILLED I	LUERR		
2017	BARTLETT SELBE DANNE	2/07/2018	2320440	106	928.86					ANNEX INTO PITTS	ANNEX		
2017	BROWN PATRICIA W	2/19/2018	2291619	106					125.00	REMOVE 1 SWFEE P	SWFEE		
2017	CAMPBELL LLOYD GREGORY	2/13/2018	2352416	109	180.79					ROLLOUT BILLED I	LUERR		
2017	CHATHAM PARK INVESTORS LLC	2/05/2018	2310955	106	12848.49					ANNEX INTO PITTS	ANNEX		
2017	CHATHAM PARK INVESTORS LLC	2/26/2018	2310965	106	4883.04					ANNEX TO PITTS C	ANNEX		
2017	CHATHAM PARK INVESTORS LLC	2/23/2018	2311236	106	40.35					PARTIAL ANNEXATI	ANNEX		
2017	CHATHAM PARK INVESTORS LLC	2/23/2018	2311243	106	364.98					ANNEX TO PITTS C	ANNEX		
2017	CHATHAM PARK INVESTORS LLC	2/23/2018	2311270	106	4260.59					PARTIAL ANNEX PI	ANNEX		
2017	CHATHAM PARK INVESTORS LLC	2/26/2018	2314046	106	803.15					ANNEX INTO PITTS	ANNEX		
2017	CHATHAM PARK INVESTORS LLC	2/05/2018	2320345	106	787.00					ANNEX INTO PITTS	ANNEX		
2017	CHATHAM PARK INVESTORS LLC	2/23/2018	2320346	106	532.93					ANNEX INTO PITTS	ANNEX		
2017	JONES CHARLES E DBA	2/20/2018	2348473	109		125.56				REMOVE OVERRIDE	PPVAL		
2017	JORDAN THOMAS WAYNE	2/26/2018	2319354	113	49.84					SOLD 2/29/2016 P	PPSLD		
2017	KAREN KOVACS OBYRNE	2/13/2018	2336622	107	161.72					RELEASED TO WARR	OCNTY		
2017	LARRIETA JESUS HERNANDEZ	2/26/2018	2336921	106	122.22					WAKE COUNTY	OCNTY		
2017	LOVETT CATHERINE KISER	2/22/2018	2330421	108	177.17					RELEASED TO PEND	OCNTY		
2017	MCNAUGHTON LINDA F CARNES	2/12/2018	2296812	106					125.00	REMOVAL OF 1 SWF	SWFEE		
2017	PHILLIPS TERRY KYLE	2/26/2018	2322883	202		8.67				WRONG DISTRICT	WDIST		
2017	PHILLIPS TERRY KYLE	2/26/2018	2322884	202		72.12				WRONG DISTRICT	WDIST		
2017	REMAN PROPERTIES LLC	2/05/2018	2329089	106	3922.66					ANNEX INTO PITTS	ANNEX		
2017	ROBERSON RUSSELL DAVID	2/05/2018	2290541	109		32.79				VEHICLE TOEALED	RGVEH		
2017	STONE A HUGH	2/20/2018	2343653	107		34.96				ACCT 1320743	DBLST		

DATE 3/02/18	BOARD REVIEW OF CORRECTED RECEIPTS REPORT										PAGE 2
TIME 14:54:34	CHATHAM CO TAX DEPARTMENT										PROG# CL2182
USER AMY	DEPOSIT DATES 2/01/2018 THROUGH 2/28/2018										
SKIP NEGATIVE ABATEMENTS	OMIT ABATE CODES ERROR BOER CHGOF PTC										
TAX	DEPOSIT										
YEAR TAXPAYER NAME	DATE	RECEIPT	DIST	REAL	PERSONAL	M VEH	MV FEE	S WASTE	REASON	ABTCD	
=====											
2017 SWEPSON JANET G	2/02/2018	2336593	104					250.00	REMOVE FEES PER	SWFEE	
2017 TARHEEL RESTAURANTS	2/14/2018	2324199	201		222.09				SOLD TO TRIPLE C	PPSLD	
2017 TARHEEL RESTAURANTS	2/14/2018	2324200	201		190.70				SOLD TO TRIPLE C	PPSLD	
2017 TARHEEL RESTAURANTS	2/14/2018	2324201	201		10.56				SOLD TO TRIPLE C	PPSLD	
2017 TARHEEL RESTAURANTS	2/14/2018	2324202	201		2.92				SOLD TO TRIPLE C	PPSLD	
2017 WALDSCHMIDT ROBERT CHARLES	2/20/2018	2336751	107		281.31				RELEASED TO WAKE	OCNTY	
2017 WINDSTAR PROPERTIES LLC	2/07/2018	2312080	106	70.94					ANNEX INTO PITTS	ANNEX	
** YEAR TOTALS **				30431.04	1492.63			500.00			
*** FINAL TOTALS ***				31641.31	2116.97			500.00			
*** NORMAL END OF JOB ***											

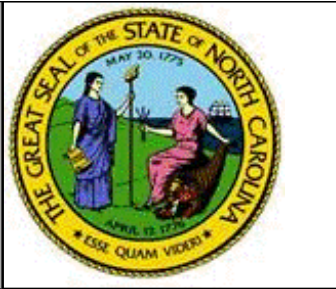


North Carolina Veh

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
ABELE, RICHARD DARWIN	ABELE, RICHARD DARWIN		63 ROCKS TRAIL WAY		PITTSBORO, NC 27312	Proration	0038526004	ELZ4884	AUTHORIZED	82373350	Refund Generated due to proration on Bill #0038526004-2017-0000-00
ACOSTA SALGADO, ANASTASIO	ACOSTA SALGADO, ANASTASIO		615 E FINCH ST		SILER CITY, NC 27344	Proration	0039336335	EJT1976	AUTHORIZED	122308476	Refund Generated due to proration on Bill #0039336335-2017-0000-00
AMELIO, ANTONIO LUIGI	AMELIO, ANTONIO LUIGI		627 FEARRINGTON POST		PITTSBORO, NC 27312	Proration	0023395437	ZFORZA	AUTHORIZED	80762090	Refund Generated due to proration on Bill #0023395437-2017-0000-00
ARCHAMBO, MARJORIE MARY	ARCHAMBO, MARJORIE MARY		638 HOLLY GLEN RD		PITTSBORO, NC 27312	Proration	0034267791	EDE8481	AUTHORIZED	81923500	Refund Generated due to proration on Bill #0034267791-2016-0000-00
BALLARD, DONNA FRANCES	BALLARD, DONNA FRANCES		109 WIMBERLY RD		MONCURE, NC 27559	Proration	0039276660	FBC3280	AUTHORIZED	81923330	Refund Generated due to proration on Bill #0039276660-2017-0000-00



North Carolina Veh

NCVTS Pending

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	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	02/28/2018	2/28/2018 12:50:32 PM
ie	Vehicle Sold	02/13/2018	2/13/2018 10:10:00 AM
ie	Vehicle Sold	02/02/2018	2/2/2018 4:48:44 PM
ie	Vehicle Sold	02/22/2018	2/22/2018 10:42:36 AM
ie	Tag Surrender	02/22/2018	2/22/2018 8:21:20 AM



North Carolina Ver

NCVTS Pending

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Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$59.38)	\$0.00	(\$59.38)
07	Tax	(\$9.74)	\$0.00	(\$9.74)
			Refund	\$69.12
00	Tax	(\$4.60)	\$0.00	(\$4.60)
22	Tax	(\$3.74)	\$0.00	(\$3.74)
22	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$8.34
00	Tax	(\$9.70)	\$0.00	(\$9.70)
07	Tax	(\$1.59)	\$0.00	(\$1.59)
			Refund	\$11.29
00	Tax	(\$3.81)	\$0.00	(\$3.81)
06	Tax	(\$0.74)	\$0.00	(\$0.74)
			Refund	\$4.55
00	Tax	(\$12.75)	\$0.00	(\$12.75)
05	Tax	(\$2.54)	\$0.00	(\$2.54)
			Refund	\$15.29



North Carolina Veh

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
BERTOCCHI, JOSEPH POMPEO	BERTOCCHI, JOSEPH POMPEO		1100 VENTNOR PL		CARY, NC 27519	Proration	0026518989	CMY4082	AUTHORIZED	121934538	Refund Generated due to proration on Bill #0026518989-2016-0000-00
BOSS, KAREN JEANNE	BOSS, KAREN JEANNE	BOSS, EDWARD JOHN	251 TURTLE CREEK FARM RD		APEX, NC 27523	Proration	0034730785	EEE5275	AUTHORIZED	81863046	Refund Generated due to proration on Bill #0034730785-2016-0000-00
BUTTS, MELODY GUYTON	BUTTS, MELODY GUYTON		306 DANBURY CT		PITTSBORO, NC 27312	Proration	0018807215	YYF9742	AUTHORIZED	80761488	Refund Generated due to proration on Bill #0018807215-2016-0000-00
CANTRELL, JANICE ALLEY	CANTRELL, JANICE ALLEY		791 RIVER FOREST RD		PITTSBORO, NC 27312	Proration	0018812859	NPD5215	AUTHORIZED	81923464	Refund Generated due to proration on Bill #0018812859-2016-0000-00
CARGILL, ROLAND LESLIE	CARGILL, ROLAND LESLIE	CARGILL, MARY NEELY	15 CARGILL LN		APEX, NC 27523	Proration	0026829658	MYZ1487	AUTHORIZED	82262090	Refund Generated due to proration on Bill #0026829658-2016-0000-00



North Carolina Veh

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	Refund Reason	Create Date	Authorization Date
ie	Tag Surrender	02/07/2018	2/7/2018 2:42:43 PM
ie	Tag Surrender	02/20/2018	2/27/2018 4:12:55 PM
ie	Vehicle Sold	02/01/2018	2/1/2018 4:52:49 PM
ie	Vehicle Totalled	02/22/2018	2/22/2018 10:06:42 AM
ie	Vehicle Sold	02/27/2018	2/27/2018 10:21:32 AM





North Carolina Ver

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Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$19.78)	\$0.00	(\$19.78)
23	Tax	(\$10.93)	\$0.00	(\$10.93)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$30.71
00	Tax	(\$285.20)	\$0.00	(\$285.20)
07	Tax	(\$46.35)	\$0.00	(\$46.35)
			Refund	\$331.55
00	Tax	(\$10.77)	\$0.00	(\$10.77)
21	Tax	(\$7.36)	\$0.00	(\$7.36)
			Refund	\$18.13
00	Tax	(\$2.64)	\$0.00	(\$2.64)
07	Tax	(\$0.43)	\$0.00	(\$0.43)
			Refund	\$3.07
00	Tax	(\$12.18)	\$0.00	(\$12.18)
08	Tax	(\$1.98)	\$0.00	(\$1.98)
			Refund	\$14.16



North Carolina Veh

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
COLVIN, GAIL SUZANNE	COLVIN, GAIL SUZANNE		2550 N LAKEVIEW AVE	UNIT 52902	CHICAGO, IL 60614	Proration	0039624605	DAW1124	AUTHORIZED	81862718	Refund Generated due to proration on Bill #0039624605-2017-0000-00
COPPOLA, DOUGLAS CHARLES	COPPOLA, DOUGLAS CHARLES		50 SAXAPAHAW RUN		CHAPEL HILL, NC 27516	Adjustment >= \$100	0039318030	CEL8598	AUTHORIZED	81862934	Refund Generated due to adjustment on Bill #0039318030-2017-0000-00
CROSS, DORIS GALLAGHER	CROSS, DORIS GALLAGHER		702 BURNABY CT		CARY, NC 27519	Proration	0021026607	YPA9962	AUTHORIZED	122793039	Refund Generated due to proration on Bill #0021026607-2016-0000-00
CULLER, DUANE STEPHEN	CULLER, DUANE STEPHEN	CULLER, PHYLLIS KEAGY	151 MCGOWAN LN		CHAPEL HILL, NC 27516	Proration	0001273005	YYK9884	AUTHORIZED	81862678	Refund Generated due to proration on Bill #0001273005-2016-0000-00
CURRAN, BRIAN JOHN	CURRAN, BRIAN JOHN	CURRAN, CLAIRE HECK	165 HEATHERWOOD DR		CHAPEL HILL, NC 27516	Proration	0036310570	YXM5534	AUTHORIZED	81539112	Refund Generated due to proration on Bill #0036310570-2016-0000-00



North Carolina Ver

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	Refund Reason	Create Date	Authorization Date
ie	Reg . Out of state	02/20/2018	2/27/2018 4:12:55 PM
ie	Mileage	02/20/2018	2/27/2018 4:12:45 PM
ie	Vehicle Sold	02/19/2018	2/19/2018 8:12:58 AM
ie	Vehicle Sold	02/20/2018	2/20/2018 8:49:05 AM
ie	Vehicle Totalled	02/13/2018	2/13/2018 11:51:16 AM



North Carolina Ver

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Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$116.27)	\$0.00	(\$116.27)
12	Tax	(\$17.40)	\$0.00	(\$17.40)
			Refund	\$133.67
00	Tax	(\$99.14)	\$0.00	(\$99.14)
07	Tax	(\$16.26)	\$0.00	(\$16.26)
			Refund	\$115.40
00	Tax	(\$31.87)	\$0.00	(\$31.87)
23	Tax	(\$17.60)	\$0.00	(\$17.60)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$49.47
00	Tax	(\$45.79)	\$0.00	(\$45.79)
07	Tax	(\$7.44)	\$0.00	(\$7.44)
			Refund	\$53.23
00	Tax	(\$27.78)	\$0.00	(\$27.78)
07	Tax	(\$4.52)	\$0.00	(\$4.52)
			Refund	\$32.30



North Carolina Veh

NCVTS Pending

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
DAVE, SANDEEP DINUBHAI	DAVE, SANDEEP DINUBHAI	DAVE, SANGITA SANDEEP	58 LYSTRA GRANT CT		CHAPEL HILL, NC 27517	Proration	0036509620	PEP2403	AUTHORIZED	81340970	Refund Generated due to proration on Bill #0036509620-2016-0000-00
DAVIS, EUGENE JOSEPH	DAVIS, EUGENE JOSEPH		44 COBBLE RIDGE DR		PITTSBORO, NC 27312	Proration	0038671778	PHA4948	AUTHORIZED	81923422	Refund Generated due to proration on Bill #0038671778-2017-0000-00
DAVIS, JOHN ROBERT	DAVIS, JOHN ROBERT		228 FALCONS WAY		PITTSBORO, NC 27312	Proration	0032758826	DHC3643	AUTHORIZED	81341028	Refund Generated due to proration on Bill #0032758826-2016-0000-00
DAVIS, RICHARD LOCKAMY	DAVIS, RICHARD LOCKAMY		6795 US HWY 15 501 N		PITTSBORO, NC 27312	Adjustment < \$100	0040862220	TPT4960	AUTHORIZED	121838337	Refund Generated due to adjustment on Bill #0040862220-2017-0000
DELMAR, LORETTA JEAN	DELMAR, LORETTA JEAN		12084 US HWY 64 W	LOT 3	SILER CITY, NC 27344	Adjustment < \$100	0040957543	PHL7982	AUTHORIZED	122404335	Refund Generated due to adjustment on Bill #0040957543-2017-0000



North Carolina Ver

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	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	02/08/2018	2/8/2018 8:49:26 AM
ie	Reg . Out of state	02/22/2018	2/22/2018 9:26:09 AM
ie	Vehicle Sold	02/08/2018	2/8/2018 9:35:41 AM
ie	Situs error	02/06/2018	2/6/2018 8:33:55 AM
ie	Situs error	02/14/2018	2/14/2018 9:25:37 AM



North Carolina Ver

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Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$12.55)	\$0.00	(\$12.55)
07	Tax	(\$2.04)	\$0.00	(\$2.04)
			Refund	\$14.59
00	Tax	(\$29.24)	\$0.00	(\$29.24)
21	Tax	(\$20.17)	\$0.00	(\$20.17)
			Refund	\$49.41
00	Tax	(\$38.66)	\$0.00	(\$38.66)
06	Tax	(\$7.47)	\$0.00	(\$7.47)
			Refund	\$46.13
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$13.87)	\$0.00	(\$13.87)
07	Tax	\$3.30	\$0.00	\$3.30
			Refund	\$10.57
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$9.14)	\$0.00	(\$9.14)
09	Tax	\$1.45	\$0.00	\$1.45
			Refund	\$7.69





North Carolina Ver

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
FARLEY, MILLER MCNEIL	FARLEY, MILLER MCNEIL		10000 FOUNTAIN		CHAPEL HILL, NC 27517	Proration	0030668118	EBC8720	AUTHORIZED	81538886	Refund Generated due to proration on Bill #0030668118-2016-0000-00
FARRELL, KELLY DAWN	FARRELL, KELLY DAWN		415 JAMES ST		CARRBORO, NC 27510	Adjustment >= \$100	0041064033	ACC5475	AUTHORIZED	122885166	Refund Generated due to adjustment on Bill #0041064033-2017-0000
FOWLER, THOMAS GENE JR	FOWLER, THOMAS GENE JR	PRATT, AUDREY VERA	462 HOLLY GLEN RD		PITTSBORO, NC 27312	Proration	0038797433	CLM4914	AUTHORIZED	81603396	Refund Generated due to proration on Bill #0038797433-2016-0000-00
GOSHAW, ALFRED THOMAS	GOSHAW, ALFRED THOMAS		350 THE PRESERVE TRL		CHAPEL HILL, NC 27517	Proration	0034132867	XZL7868	AUTHORIZED	81289308	Refund Generated due to proration on Bill #0034132867-2017-0000-00
GRABOWSKI, BRIAN CURTIS	GRABOWSKI, BRIAN CURTIS		240 THE GLADES		CHAPEL HILL, NC 27517	Proration	0018817503	PZL1640	AUTHORIZED	81923506	Refund Generated due to proration on Bill #0018817503-2016-0000-00



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	02/13/2018	2/13/2018 8:30:14 AM
ie	Situs error	02/22/2018	2/27/2018 4:12:45 PM
ie	Vehicle Sold	02/14/2018	2/14/2018 3:38:59 PM
ie	Vehicle Sold	02/07/2018	2/7/2018 10:21:51 AM
ie	Vehicle Sold	02/22/2018	2/22/2018 10:48:38 AM



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$4.21)	\$0.00	(\$4.21)
07	Tax	(\$0.68)	\$0.00	(\$0.68)
			Refund	\$4.89
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$190.65)	\$0.00	(\$190.65)
07	Tax	\$45.32	\$0.00	\$45.32
			Refund	\$145.33
00	Tax	(\$27.79)	\$0.00	(\$27.79)
06	Tax	(\$5.37)	\$0.00	(\$5.37)
			Refund	\$33.16
00	Tax	(\$62.81)	\$0.00	(\$62.81)
07	Tax	(\$10.30)	\$0.00	(\$10.30)
			Refund	\$73.11
00	Tax	(\$18.97)	\$0.00	(\$18.97)
07	Tax	(\$3.08)	\$0.00	(\$3.08)
			Refund	\$22.05



North Carolina Veh

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
GRIMM, JEFFREY THOMAS	GRIMM, JEFFREY THOMAS		85 PHOEBE LN		PITTSBORO, NC 27312	Adjustment < \$100	0041015571	CK41551	AUTHORIZED	81714338	Refund Generated due to adjustment on Bill #0041015571-2017-0000-00
HANCOCK, CYNTHIA BRADY	HANCOCK, ROLAND MACK		20224 NC HIGHWAY 902		BEAR CREEK, NC 27207	Proration	0014481060	BHN3272	AUTHORIZED	81225654	Refund Generated due to proration on Bill #0014481060-2016-0000-00
HANNERS, DAVID WAYNE	HANNERS, DAVID WAYNE		10050 FOUNTAIN		CHAPEL HILL, NC 27517	Proration	0032539430	DKF7043	AUTHORIZED	81289770	Refund Generated due to proration on Bill #0032539430-2017-0000-00
HANNON, MATTHEW JOSEPH	HANNON, MATTHEW JOSEPH	HANNON, DENYS ANN	36 SUMMERSWEET LN		CHAPEL HILL, NC 27516	Proration	0025382015	CLM1972	AUTHORIZED	81714354	Refund Generated due to proration on Bill #0025382015-2016-0000-00
HINGTGEN, SHAWN DAVID	HINGTGEN, SHAWN DAVID	HINGTGEN, ANNE MICHELLE	327 N SERENITY HILL CIR		CHAPEL HILL, NC 27516	Proration	0022360785	BJD7403	AUTHORIZED	80761896	Refund Generated due to proration on Bill #0022360785-2017-0000-00



North Carolina Ver

NCVTS Pending

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	Refund Reason	Create Date	Authorization Date
ie l -	Over Assessment	02/15/2018	2/15/2018 8:36:59 AM
ie -	Vehicle Sold	02/06/2018	2/6/2018 9:27:14 AM
ie -	Vehicle Sold	02/07/2018	2/7/2018 3:30:40 PM
ie -	Vehicle Sold	02/15/2018	2/15/2018 8:43:01 AM
ie -	Vehicle Sold	02/02/2018	2/2/2018 1:46:23 PM



North Carolina Ver

NCVTS Pending

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Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$37.81)	\$0.00	(\$37.81)
07	Tax	(\$6.20)	\$0.00	(\$6.20)
			Refund	\$44.01
00	Tax	(\$4.78)	\$0.00	(\$4.78)
13	Tax	(\$0.68)	\$0.00	(\$0.68)
			Refund	\$5.46
00	Tax	(\$35.05)	\$0.00	(\$35.05)
07	Tax	(\$5.75)	\$0.00	(\$5.75)
			Refund	\$40.80
00	Tax	(\$30.71)	\$0.00	(\$30.71)
07	Tax	(\$4.99)	\$0.00	(\$4.99)
			Refund	\$35.70
00	Tax	(\$45.03)	\$0.00	(\$45.03)
07	Tax	(\$7.38)	\$0.00	(\$7.38)
			Refund	\$52.41



North Carolina Veh

NCVTS Pending

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
HOBBS, GRIMSLEY TAYLOR JR	HOBBS, GRIMSLEY TAYLOR JR		200 TERRELLS TRCE		PITTSBORO, NC 27312	Proration	0014486278	XVS8030	AUTHORIZED	82261334	Refund Generated due to proration on Bill #0014486278-2016-0000-00
HUDSON, BRIAN KEVIN	HUDSON, BRIAN KEVIN		679 PINEY GROVE CH RD		SILER CITY, NC 27344	Proration	0001292856	YTM4698	AUTHORIZED	80761226	Refund Generated due to proration on Bill #0001292856-2017-0000-00
KEARNEY, WILLIAM JOSEPH	KEARNEY, WILLIAM JOSEPH	KEARNEY, MARY ANN	546 FEARRINGTON POST		PITTSBORO, NC 27312	Proration	0031658676	ECS2120	AUTHORIZED	81225778	Refund Generated due to proration on Bill #0031658676-2016-0000-00
LABELLA, PAUL CHARLES	LABELLA, PAUL CHARLES	LABELLA, PRISCILLA JEAN	1290 COVERED BRIDGE TRL		CHAPEL HILL, NC 27517	Proration	0036954530	ECD6276	AUTHORIZED	81923094	Refund Generated due to proration on Bill #0036954530-2016-0000-00
MAINOR, KENNY JAYE	MAINOR, KENNY JAYE	FOX, ELYSE	54508 CRAIG		CHAPEL HILL, NC 27517	Proration	0018813857	XZA6961	AUTHORIZED	81392404	Refund Generated due to proration on Bill #0018813857-2016-0000-00





North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	02/26/2018	2/26/2018 11:25:29 AM
ie	Vehicle Sold	02/01/2018	2/1/2018 2:06:54 PM
ie	Vehicle Sold	02/06/2018	2/6/2018 10:44:40 AM
ie	Reg . Out of state	02/21/2018	2/21/2018 3:17:07 PM
ie	Vehicle Sold	02/09/2018	2/9/2018 1:58:53 PM



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$2.53)	\$0.00	(\$2.53)
07	Tax	(\$0.41)	\$0.00	(\$0.41)
			Refund	\$2.94
00	Tax	(\$21.82)	\$0.00	(\$21.82)
01	Tax	(\$3.13)	\$0.00	(\$3.13)
			Refund	\$24.95
00	Tax	(\$23.81)	\$0.00	(\$23.81)
07	Tax	(\$3.87)	\$0.00	(\$3.87)
			Refund	\$27.68
00	Tax	(\$76.05)	\$0.00	(\$76.05)
07	Tax	(\$12.36)	\$0.00	(\$12.36)
			Refund	\$88.41
00	Tax	(\$47.91)	\$0.00	(\$47.91)
07	Tax	(\$7.78)	\$0.00	(\$7.78)
			Refund	\$55.69



North Carolina Veh

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
MANN, CHRISTOPHER JASON	MANN, CHRISTOPHER JASON		478 BEAR TREE CRK		CHAPEL HILL, NC 27517	Proration	0037604622	DAE1129	AUTHORIZED	81774668	Refund Generated due to proration on Bill #0037604622-2016-0000-00
MEEHAN, PRUDENCE FAIRBROTHER	MEEHAN, PRUDENCE FAIRBROTHER		50202 MANLY		CHAPEL HILL, NC 27517	Proration	0029569682	XRD5645	AUTHORIZED	81862706	Refund Generated due to proration on Bill #0029569682-2017-0000-00
MERRITT, RICHARD WAYNE	MERRITT, RICHARD WAYNE		1590 W 3RD ST		SILER CITY, NC 27344	Proration	0001321884	ZPA6000	AUTHORIZED	81714750	Refund Generated due to proration on Bill #0001321884-2017-0000-00
MUEHLBACH, JAMES JACOB	MUEHLBACH, JAMES JACOB		1352 NC HIGHWAY 87 N		PITTSBORO, NC 27312	Proration	0014488148	ACF9218	AUTHORIZED	82262108	Refund Generated due to proration on Bill #0014488148-2017-0000-00
MUHAMMAD, USMAN	MUHAMMAD, USMAN		48 ROBERTS ST		PITTSBORO, NC 27312	Proration	0031067653	PBZ9391	AUTHORIZED	81538924	Refund Generated due to proration on Bill #0031067653-2016-0000-00



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	02/16/2018	2/16/2018 2:16:04 PM
ie	Reg . Out of state	02/20/2018	2/27/2018 4:12:55 PM
ie	Vehicle Sold	02/15/2018	2/15/2018 2:12:51 PM
ie	Vehicle Sold	02/27/2018	2/27/2018 10:29:30 AM
ie	Vehicle Sold	02/13/2018	2/13/2018 9:00:06 AM



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$27.61)	\$0.00	(\$27.61)
07	Tax	(\$4.49)	\$0.00	(\$4.49)
			Refund	\$32.10
00	Tax	(\$123.19)	\$0.00	(\$123.19)
07	Tax	(\$20.20)	\$0.00	(\$20.20)
			Refund	\$143.39
00	Tax	(\$10.19)	\$0.00	(\$10.19)
01	Tax	(\$1.46)	\$0.00	(\$1.46)
			Refund	\$11.65
00	Tax	(\$40.95)	\$0.00	(\$40.95)
06	Tax	(\$7.99)	\$0.00	(\$7.99)
			Refund	\$48.94
00	Tax	(\$10.74)	\$0.00	(\$10.74)
21	Tax	(\$7.34)	\$0.00	(\$7.34)
			Refund	\$18.08



North Carolina Veh

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
MURRAY, CARLA MCMASTERS	MURRAY, CARLA MCMASTERS		653 HOPE HILLS DR		SILER CITY, NC 27344	Proration	0001319883	RPV3315	AUTHORIZED	81924464	Refund Generated due to proration on Bill #0001319883-2017-0000-00
NELL, CLAYTON PATRICK	NELL, CLAYTON PATRICK	NELL, ANDREA MORGAN	124 OAK ST		CARRBORO, NC 27510	Proration	0014480299	VSR7363	AUTHORIZED	81924476	Refund Generated due to proration on Bill #0014480299-2016-0000-00
NELL, CLAYTON PATRICK	NELL, CLAYTON PATRICK	NELL, BLAIR ELIZABETH	124 OAK ST		CARRBORO, NC 27510	Proration	0018810777	BCZ3322	AUTHORIZED	81924488	Refund Generated due to proration on Bill #0018810777-2016-0000-00
NELSON, TODD ANDREW	NELSON, TODD ANDREW		911 QUEENSDALE DR		CARY, NC 27519	Adjustment < \$100	0041034329	61154	AUTHORIZED	122887011	Refund Generated due to adjustment on Bill #0041034329-2017-0000-00
NEWKIRK, JEROME C JR	NEWKIRK, JEROME C JR		1381 LYSTRARD RD		CHAPEL HILL, NC 27517	Proration	0038877200	EFW1101	AUTHORIZED	81862648	Refund Generated due to proration on Bill #0038877200-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	02/23/2018	2/23/2018 12:57:03 PM
ie	Vehicle Sold	02/23/2018	2/23/2018 1:14:16 PM
ie	Vehicle Sold	02/23/2018	2/23/2018 1:23:00 PM
ie	Assessed In Err	02/23/2018	2/23/2018 3:57:32 PM
ie	Vehicle Sold	02/20/2018	2/20/2018 8:08:56 AM





North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$14.39)	\$0.00	(\$14.39)
09	Tax	(\$1.57)	\$0.00	(\$1.57)
			Refund	\$15.96
00	Tax	(\$2.64)	\$0.00	(\$2.64)
07	Tax	(\$0.43)	\$0.00	(\$0.43)
			Refund	\$3.07
00	Tax	(\$16.65)	\$0.00	(\$16.65)
07	Tax	(\$2.71)	\$0.00	(\$2.71)
			Refund	\$19.36
00	Tax	(\$61.93)	\$0.00	(\$61.93)
23	Tax	(\$34.51)	\$0.00	(\$34.51)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$96.44
00	Tax	(\$35.02)	\$0.00	(\$35.02)
07	Tax	(\$5.74)	\$0.00	(\$5.74)
			Refund	\$40.76



North Carolina Veh

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
ODELL, ROBERT STEPHEN	ODELL, ROBERT STEPHEN	ODELL, DIANE ROBINSON	183 WINTHROP RD		PITTSBORO, NC 27312	Proration	0040112828	6Z4990	AUTHORIZED	81923406	Refund Generated due to proration on Bill #0040112828-2017-0000-00
OQUAYE, NATHANIEL ATTEY	OQUAYE, NATHANIEL ATTEY		240 PLAZA DRIVE EXT	APT 5	CHAPEL HILL, NC 27517	Proration	0039054601	EMW8826	AUTHORIZED	81862682	Refund Generated due to proration on Bill #0039054601-2017-0000-00
PADILLA, REYES SALTO	PADILLA, REYES SALTO		2870 US HIGHWAY 421 S		SILER CITY, NC 27344	Adjustment < \$100	0040978887	PHL7991	AUTHORIZED	122296077	Refund Generated due to adjustment on Bill #0040978887-2017-0000-00
PARSONS, DEREK WADE	PARSONS, DEREK WADE		1240 PARKERS CREEK RD		APEX, NC 27523	Proration	0021650270	XZH3117	AUTHORIZED	81862342	Refund Generated due to proration on Bill #0021650270-2016-0000-00
PEARCE, JOE DAVID	PEARCE, JOE DAVID		4451 EDWARDS HILL CHURCH	ROAD	BEAR CREEK, NC 27207	Proration	0034225383	DLJ5204	AUTHORIZED	81530752	Refund Generated due to proration on Bill #0034225383-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

	Refund Reason	Create Date	Authorization Date
ie	Tag Surrender	02/22/2018	2/27/2018 4:12:55 PM
ie	Vehicle Sold	02/20/2018	2/20/2018 8:50:57 AM
ie	Situs error	02/12/2018	2/12/2018 4:26:37 PM
ie	Vehicle Sold	02/19/2018	2/19/2018 12:20:35 PM
ie	Vehicle Totalled	02/12/2018	2/12/2018 4:50:56 PM



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$152.90)	\$0.00	(\$152.90)
07	Tax	(\$25.07)	\$0.00	(\$25.07)
			Refund	\$177.97
00	Tax	(\$7.72)	\$0.00	(\$7.72)
07	Tax	(\$1.27)	\$0.00	(\$1.27)
			Refund	\$8.99
00	Tax	\$0.00	\$0.00	\$0.00
21	Tax	(\$5.37)	\$0.00	(\$5.37)
03	Tax	\$0.87	\$0.00	\$0.87
			Refund	\$4.50
00	Tax	(\$2.43)	\$0.00	(\$2.43)
07	Tax	(\$0.40)	\$0.00	(\$0.40)
			Refund	\$2.83
00	Tax	(\$29.39)	\$0.00	(\$29.39)
03	Tax	(\$3.27)	\$0.00	(\$3.27)
			Refund	\$32.66



North Carolina Veh

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
PETRUCELLI, ALEXIUS STANLEY	PETRUCELLI, ALEXIUS STANLEY		217 OLD PIEDMONT CIR		CHAPEL HILL, NC 27516	Proration	0028696310	BFV7297	AUTHORIZED	82373346	Refund Generated due to proration on Bill #0028696310-2017-0000-00
PLUMMER, ANN LAMM	PLUMMER, ANN LAMM		503 MAY FARM RD		PITTSBORO, NC 27312	Adjustment < \$100	0034816134	ZPH3960	AUTHORIZED	81341410	Refund Generated due to adjustment on Bill #0034816134-2017-0000-00
PREVOST, ANGELA DARLENE	PREVOST, ANGELA DARLENE		4249 DEVILS TRAMPING GROU		BEAR CREEK, NC 27207	Proration	0038636637	DFD5412	AUTHORIZED	81341504	Refund Generated due to proration on Bill #0038636637-2017-0000-00
REYES SOLIS, SIXTO BALDOMERO	REYES SOLIS, SIXTO BALDOMERO		5507 US HIGHWAY 421 N		STALEY, NC 27355	Adjustment < \$100	0040888210	EMD2754	AUTHORIZED	121838334	Refund Generated due to adjustment on Bill #0040888210-2017-0000-00
ROGAT, MARCIA LOU	ROGAT, MARCIA LOU		1220 MORRIS RD		PITTSBORO, NC 27312	Proration	0014488949	ZTK2539	AUTHORIZED	81539428	Refund Generated due to proration on Bill #0014488949-2016-0000-00



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

	Refund Reason	Create Date	Authorization Date
ie	Vehicle Sold	02/28/2018	3/1/2018 8:35:43 AM
ie	Mileage	02/08/2018	2/8/2018 3:40:25 PM
ie	Vehicle Sold	02/08/2018	2/8/2018 4:58:27 PM
ie	Situs error	02/06/2018	2/6/2018 8:32:14 AM
ie	Vehicle Sold	02/13/2018	2/13/2018 4:53:14 PM



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$128.05)	\$0.00	(\$128.05)
07	Tax	(\$21.00)	\$0.00	(\$21.00)
			Refund	\$149.05
00	Tax	(\$6.90)	\$0.00	(\$6.90)
21	Tax	(\$4.76)	\$0.00	(\$4.76)
			Refund	\$11.66
00	Tax	(\$15.83)	\$0.00	(\$15.83)
03	Tax	(\$1.76)	\$0.00	(\$1.76)
			Refund	\$17.59
00	Tax	\$0.00	\$0.01	\$0.01
21	Tax	(\$48.75)	(\$2.44)	(\$51.19)
10	Tax	\$11.25	\$0.56	\$11.81
			Refund	\$39.37
00	Tax	(\$1.55)	\$0.00	(\$1.55)
07	Tax	(\$0.25)	\$0.00	(\$0.25)
			Refund	\$1.80





North Carolina Veh

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
ROGERS, JOSEPH PATRICK	ROGERS, JOSEPH PATRICK	ROGERS, ROSEMARIE	703 NEVINS PL		CARY, NC 27519	Proration	0029426474	DDN1016	AUTHORIZED	122308917	Refund Generated due to proration on Bill #0029426474-2016-0000-00
RUSSILLO, DANTE JR	RUSSILLO, DANTE JR		14 COLLINS RD		ASHAWAY, RI 02804	Proration	0014495041	XNZ8724	AUTHORIZED	81341188	Refund Generated due to proration on Bill #0014495041-2016-0000-00
RUSSILLO, DANTE JR	RUSSILLO, DANTE JR	BEACH, CLAUDIA ELEANOR	14 COLLINS RD		ASHAWAY, RI 02804	Proration	0014492473	ACB4129	AUTHORIZED	81341184	Refund Generated due to proration on Bill #0014492473-2016-0000-00
SMITH, ERMA JEAN	SMITH, ERMA JEAN		85 MOCKINGBIRD CT		APEX, NC 27523	Proration	0001315089	T2824	AUTHORIZED	82373668	Refund Generated due to proration on Bill #0001315089-2016-0000-00
SNORTHEIM, BRIAN HAROLD	SNORTHEIM, BRIAN HAROLD		14 TARWICK AVE		CHAPEL HILL, NC 27516	Proration	0029194273	DLM1910	AUTHORIZED	81862546	Refund Generated due to proration on Bill #0029194273-2017-0000-00



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

	Refund Reason	Create Date	Authorization Date
ie	Tag Surrender	02/13/2018	2/13/2018 2:36:00 PM
ie	Reg . Out of state	02/08/2018	2/8/2018 11:49:44 AM
ie	Reg . Out of state	02/08/2018	2/8/2018 11:47:25 AM
ie	Vehicle Sold	02/28/2018	2/28/2018 4:56:02 PM
ie	Vehicle Sold	02/19/2018	2/20/2018 8:10:34 AM



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$20.56)	\$0.00	(\$20.56)
23	Tax	(\$11.35)	\$0.00	(\$11.35)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$31.91
00	Tax	(\$4.46)	\$0.00	(\$4.46)
07	Tax	(\$0.72)	\$0.00	(\$0.72)
			Refund	\$5.18
00	Tax	(\$13.88)	\$0.00	(\$13.88)
07	Tax	(\$2.25)	\$0.00	(\$2.25)
			Refund	\$16.13
00	Tax	(\$2.18)	\$0.00	(\$2.18)
07	Tax	(\$0.36)	\$0.00	(\$0.36)
			Refund	\$2.54
00	Tax	(\$138.60)	(\$6.94)	(\$145.54)
07	Tax	(\$22.72)	(\$1.13)	(\$23.85)
			Refund	\$169.39

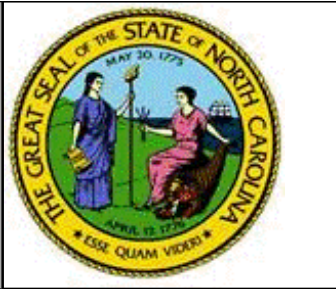


North Carolina Veh

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description
TATE, ANDREW	TATE, JAMES BRIAN	TATE, ANDREW RICHARD	6901 E BRIARWOOD DR		CENTENNIAL, CO 80112	Proration	0035890385	EJZ5714	AUTHORIZED	81863206	Refund Generated due to proration on Bill #0035890385-2016-0000-00
VESSEY, JOHN WILLIAM III	VESSEY, JOHN WILLIAM III	VESSEY, ALIDA ANDREA	825 FEARRINGTON POST		PITTSBORO, NC 27312	Proration	0032187576	BEARSBMW	AUTHORIZED	81539328	Refund Generated due to proration on Bill #0032187576-2016-0000-00
WOODRUFF, GARY MELVIN	WOODRUFF, GARY MELVIN	WOODRUFF, SANDRA LEE	1308 VENTNOR PL		CARY, NC 27519	Proration	0039280300	FAE4837	AUTHORIZED	122011590	Refund Generated due to proration on Bill #0039280300-2017-0000-00
ZUCCHINO, DAVID ALAN	ZUCCHINO, DAVID ALAN		264 CRIMSON OAK DR		DURHAM, NC 27713	Proration	0023548160	WSJ6576	AUTHORIZED	80762546	Refund Generated due to proration on Bill #0023548160-2016-0000-00



North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

	Refund Reason	Create Date	Authorization Date
ie	Reg . Out of state	02/20/2018	2/20/2018 4:11:26 PM
ie	Vehicle Totalled	02/13/2018	2/20/2018 8:10:34 AM
ie	Tag Surrender	02/08/2018	2/12/2018 4:26:59 PM
ie	Vehicle Sold	02/05/2018	2/5/2018 11:51:26 AM

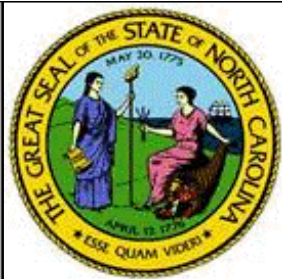


North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
00	Tax	(\$30.90)	\$0.00	(\$30.90)
07	Tax	(\$5.02)	\$0.00	(\$5.02)
			Refund	\$35.92
00	Tax	(\$178.97)	\$0.00	(\$178.97)
07	Tax	(\$29.08)	\$0.00	(\$29.08)
			Refund	\$208.05
00	Tax	(\$82.11)	\$0.00	(\$82.11)
23	Tax	(\$45.76)	\$0.00	(\$45.76)
23	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$127.87
00	Tax	(\$7.80)	\$0.00	(\$7.80)
12	Tax	(\$1.29)	\$0.00	(\$1.29)
			Refund	\$9.09
			Refund Total	\$3157.51

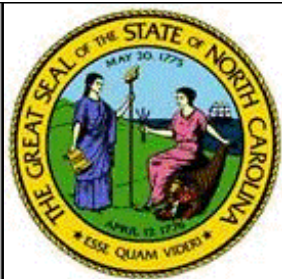


North Carolina Ver

NCVTS Pending

Report Date 3/2/2018 3:01:34 PM

Tax Jurisdiction	District Type	Net Change
00	COUNTY	(\$2,435.86)
21	CITY	(\$309.85)
22	CITY	(\$3.74)
23	CITY	(\$120.15)
01	FIRE	(\$4.59)
03	FIRE	(\$4.16)
05	FIRE	(\$2.54)
06	FIRE	(\$21.57)
07	FIRE	(\$245.39)
08	FIRE	(\$1.98)
09	FIRE	(\$0.12)
10	FIRE	\$11.81
12	FIRE	(\$18.69)
13	FIRE	(\$0.68)
Total		(\$3,157.51)

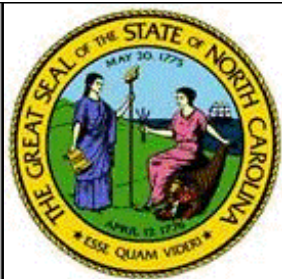


North Carolina Ver

**NCVTS Pending**

Report Date 3/2/2018 3:01:34 PM





North Carolina Ver

**NCVTS Pending**

Report Date 3/2/2018 3:01:34 PM

Report Parameters





# Chatham County, NC

## Text File

File Number: 18-2539

**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Board of Commissioners

**File Type:** Agenda Item

Vote on a request to approve the acceptance of the **NC Horse Council** grant funds in the amount of \$5000.00 and the subsequent increase to the Ag Center Budget by \$5000.00

Action Requested: Vote on a request to approve the acceptance of the **NC Horse Council** grant funds in the amount of \$5000.00 and the subsequent increase to the Ag Center Budget by \$5000.00

Introduction & Background: In September of 2017 Chatham County added a 140x240 outdoor arena to the Chatham County Agriculture & Conference Center with hopes of adding an indoor facility in the future. The facility is available for 4-H, Animal Control, and Chatham County Schools to use at no charge and may be rented to the public for a daily rate of \$200. Currently the footing is natural clay and will be drastically improved by adding sand to the natural footing. Improving the current arena conditions will provide a safer practice & competition area for our 4-H & FFA members. In addition, it will attract more producers & promoters of livestock events which will bring more visitors to Chatham County.

Discussion & Analysis: The contractor shall deliver and spread 312 tons of concrete sand in the 140x240 outdoor arena.

How does this relate to the Comprehensive Plan: Provides recreational opportunities and access to open space

Budgetary Impact: An increase of \$5,000.00 to the Agriculture and Conference Center budget.

Recommendation: Motion to approve the acceptance of the **NC Horse Council** grant funds in the amount of \$5000.00 and the subsequent increase to the Ag Center Budget by \$5000.00.

Foushee Grading, LLC  
PO Box 733  
Pittsboro NC 27312  
Phone:919-542-3233  
Fax:919-542-6911  
E-mail:jfoushee@embarqmail.com

## Estimate

Number E647

Date 1/29/2018

Bill To

Chatham County

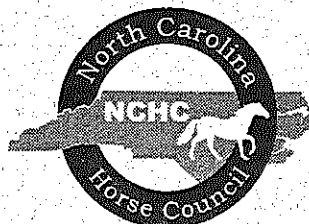
Ship To

Conference  
Center

Description	Amount
312 tons of sand delivered (14ea Loads @ \$323.00)	\$4,522.00
Grading of arena	\$478.00

Total \$5,000.00

4904 Waters Edge Drive  
Suite 290  
Raleigh, NC 27606



Tel 919.854.1990  
800.529.9206  
Fax 919.854.1989

*"A Voice in Every County"*

February 22, 2018

Ms. Larilee Isley  
Chatham County Agriculture &  
Conference Center  
1192 US 64 West Business  
Suite 500  
Pittsboro, NC 27312

Dear Ms. Isley:

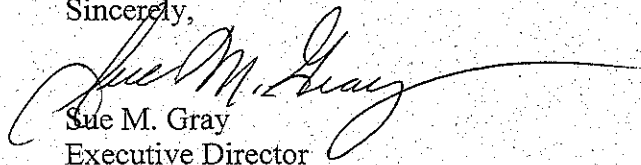
It is with great pleasure that the North Carolina Horse Council would like to inform you that we are funding your Education and Community Grant for the Chatham County Agriculture & Conference Center Outdoor Arena project. A check in the amount of \$5,000 will be mailed to you shortly.

We will ask for an evaluation report which will be due no later than December 31, 2018. The report should be sent to the NCHC office at: 4904 Waters Edge Drive, Suite 290, Raleigh, NC 27606. Please remember that we will require evaluations from past awarded grants in order for you to be considered for future funding. Feel free to include anything you would like to enhance your written report, such as pictures or videos.

We will also be sending you by separate package a sign that we would ask you to display prominently when you hold your event or conduct your project (if applicable). It will have the NCHC logo on it and state that your event/project has been sponsored with referendum dollars from the NCHC.

If you have any questions please do not hesitate to call me at 919-854-1990. Once again, congratulations, and thank you for your support of the North Carolina Horse Council.

Sincerely,

  
Sue M. Gray  
Executive Director

Enclosure

North Carolina Horse Council 4904 Waters Edge Drive, Suite 290 Raleigh, N.C. 27606	Phone: 919.854.1990 1.800.529.9206 Fax: 919.854.1989 Email: <a href="mailto:cheryl@nchorsecouncil.com">cheryl@nchorsecouncil.com</a>
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Horse Industry Grant Program  
"Your Referendum Dollars at Work!"

Instructions: To request grant money from the North Carolina Horse Council, please complete this Grant Request Cover Sheet and list the type of grant that you are applying for, complete the application and submit your completed proposal electronically to: [cheryl@nchorsecouncil.com](mailto:cheryl@nchorsecouncil.com) and also submit a written application to the address above. You will be required to complete an Evaluation Form at the completion of your grant.

OFFICE USE ONLY

Grant Category: _____ Project Title: _____  Amount Requested: _____ Date grant request received: _____ Name and email of requestor: _____ 
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Grant Review Committee

Date sent to Grant Review Committee: \_\_\_\_\_ Chair Signature: \_\_\_\_\_

Funding Decision: (Please Circle) Approved/ Not Approved Suggested Funding Amount: \_\_\_\_\_

Date: \_\_\_\_\_

Executive Committee

Date sent to Executive Committee: \_\_\_\_\_

Funding Decision: (Please Circle) Approved/Not Approved

Date: \_\_\_\_\_



# North Carolina Horse Council Grant Application Package

Check Issued: \_\_\_\_\_ Check amount: \_\_\_\_\_ Check # \_\_\_\_\_

Evaluation Form Due: \_\_\_\_\_ Evaluation Form Received: \_\_\_\_\_

## Education/Community Grant Application Cover Sheet

Please Check One:                      New Project: X    Renewal Project: \_\_\_\_\_

1. Project Title: Chatham County Agriculture & Conference Center Outdoor Arena
2. Contact Information of grant recipient:
  - a. Name: Larilee Isley
  - b. Address: 1192 US 64 West Business Ste. 500
  - c. City/State: Pittsboro, NC 27312
  - d. Phone: 919-545-8393
  - e. Email: Larilee.Isley@chathamnc.org
3. If the Grant money was utilized by an organization, write the organization name and information below:
  - a. Name: Chatham County
  - b. Location/Address: P.O. Box 1809 Pittsboro, NC 27312
  - c. Non-profit tax ID # (if applicable) \_\_\_\_\_
4. Amount of Funds Requested: \$5000  
(Attach an itemized budget indicating how all the funds will be spent)
5. Identify the Project Deliverables: 312 tons of concrete sand to be added to the new 140x240 outdoor arena at the Chatham County Agriculture & Conference Center that will help with drainage and create a safer footing for all equine events, including educational demonstrations, along with 4-H and FFA fundraisers.  
(Beginning in 2011, All Education and Community Grants must provide deliverables/project materials back to the NCHC)
6. Project Duration (Days, Weeks, Months etc.): 2 days
7. Please check one or more of the following criteria which the grant proposal addresses:

a. Unifies the Horse Community	x
b. Makes a lasting difference (systemic change)	x
c. Directly affects at least 50 people	x
d. Will develop expertise and information	x
e. Will increase awareness of NCHC	x
f. Will identify/provide revenue source	x

Preparation and format: Use a font size of 12 or greater (Times New Roman is recommended), single-spaced with one-inch margins and the pages numbered bottom center.

The Proposal must include the cover sheet; up to five (5) pages of narrative (must address lines 1-6), the budget page with justifications. Please be advised that proposals which do not list deliverables will not



be considered. In addition proposals that fail to follow the format guidelines and page limits will not be considered.

## Grant Proposal

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1. Need for Project: The arena floor is currently natural clay, adding 312 tons of concrete sand will create a much safer and preferred footing for equine events.
  
2. Specific Aim of the Project:  
Enhance the current arena conditions to attract more producers & promoters of equine events that would increase equine awareness & activities.
  
3. Statement of the Problem: (Not to exceed one page) Summarize the problem or issue and include critical discussion of existing knowledge and identification of gaps that will be addressed by the proposed project. Indicate the significance of the project to the NC equine community. Provide any relevant data (national, regional, local, or institutional/practice including any other programs, studies or situations) which support the grant request.  
In September of 2017 Chatham County added a 140x240 outdoor arena to the Chatham County Agriculture & Conference Center with hopes of adding an indoor facility in near future. The outdoor facility will hopefully show the need for an indoor facility. The facility is available for 4-H and Chatham County Schools to use at no charge and may be rented to the public for a daily rate of \$200. Currently the footing is made of pure clay and would be enhanced by concrete sand.
  
4. Project Design: (Not to exceed two pages) This section should include a complete project description including a timeline for completion of the project and identify the personnel responsible for completion of the project. This project would be completed in a maximum of 2 days. The 312 tons of concrete sand would be hauled and spread in the outdoor arena by a local contractor.

Describe the rationale or justification for conducting the project and accurately define the projects ability to be replicated for other groups. Include a description of how you or your organization will help others utilize your project results. Finally include a detailed description of your project's deliverables and their format.





## North Carolina Horse Council Grant Application Package

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5. Impact of project: In this section please address the special considerations listed in the RFP and how this grant will benefit the NCHC and the NC Equine Community as a whole. The Chatham County Agriculture & Conference Center Arena will provide a facility for our community to practice, compete, and become more educated about equines & equine activities.
6. References: Please list any supporting organizations or references which may enhance the success of your project.

Chatham County 4-H

Chatham County FFA

Multiple Horse Associations including all breeds & disciplines.

Local Equine Clinicians & Veterinarians

NCSU & CCCC Animal Science Programs



# North Carolina Horse Council Grant Application Package

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## BUDGET

Note: The grant award is limited to a maximum of \$5,000 per grant. If the budget request is more, please list other sources of income to successfully complete the grant.

1. Equipment, Materials/ Supplies: Itemize and describe:

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Subtotal: \$5000

2. Animal costs (including board and maintenance if applicable), rental costs or other expenditure not listed – Itemize

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Subtotal: \_\_\_\_\_

3. Printing or Production Costs: - Itemize

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Subtotal: \_\_\_\_\_

4. Miscellaneous Costs – Itemize

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Subtotal: \$5000

Final Total: \$5000

List other available support for the project (source and amount): \_\_\_\_\_

List other requested support for this project (source and amount): \_\_\_\_\_



# North Carolina Horse Council Grant Application Package

EVALUATION AND PROGRESS REPORT FORMS: A mid-year report on the progress and status of deliverables must be submitted to the NCHC at 6 months into the project. A final report is due one year after receiving the award.

# PROGRESS REPORT FORM

1. Title of Grant: \_\_\_\_\_
  2. Date of Report: \_\_\_\_\_
  3. Institution/Organization/Agency/Individual Name: \_\_\_\_\_
  4. Principal Project Director (name and email): \_\_\_\_\_
  5. Project Start Date: \_\_\_\_\_
  6. Project End Date: (Note any extensions) \_\_\_\_\_
  7. Summary of progress to date relative to each of the original objectives.
8. Describe any changes in the project
9. Report status of deliverables



# North Carolina Horse Council Grant Application Package

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## FINAL REPORT FORM

1. Title of Grant: \_\_\_\_\_
2. Date of Report: \_\_\_\_\_
3. Institution/Organization/Agency/Individual Name: \_\_\_\_\_
4. Principal Project Director (name and email): \_\_\_\_\_
5. Project Start Date: \_\_\_\_\_
6. Project Completion Date: (Note any extensions) \_\_\_\_\_
7. Statement of achievement of the original objectives. (Explain success of project as well as failures)
8. Explain the success of you or your organization to replicate and share your project: (Be specific with the steps taken to work with other individuals or organizations)
9. List major outcomes and clearly define your deliverables (attach or include any final documents or products funded through or by the grant award)
10. Other information pertinent to future funding from the NCHC



# Chatham County, NC

## Text File

File Number: 18-2540

**Agenda Date:** 3/19/2018

**Version:** 2

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** County Manager's Office

**File Type:** Agenda Item

Vote on a request to approve the attached loan commitment letters for Henry Siler School affordable rental housing project.

**Action Requested:**

Vote on a request to approve the attached loan commitment letters for Henry Siler School affordable rental housing project.

**Introduction & Background:**

On January 16, 2018, the Board of Commissioners approved the Purchase Contract for Henry Siler School. Part of that contract called for the county to provide a \$120,000 loan to the developers for the project.

**Discussion & Analysis:**

The attached letters detail the county's commitment to provide the loan for the project. Two letters are requested. Appendix E is precisely written in the format required by the NC Housing Finance Agency, which will consider whether to award the project Low Income Housing Tax Credits. The second letter is more detailed and would be used for other lenders if the project receives tax credits.

**How does this relate to the Comprehensive Plan:**

The plan calls for strategies to incentivize Affordable Housing. The loan provides an incentive to the developer of affordable rental housing.

**Budgetary Impact:**

\$120,000 (will be needed in FY 2019).

**Recommendation:**

Approve the attached loan commitment letters for Henry Siler School affordable rental housing project.

March 19, 2018

Mr. Richard Angino  
Third Wave Housing, LLC  
463 ½ Carolina Circle  
Winston-Salem, N.C. 27104

**RE: Loan Commitment for Siler School Square**

Dear Mr. Angino:

Chatham County (the “County”) is pleased to provisionally commit to loan \$120,000 toward the construction of forty-four (44) Affordable Rental Units on the former Henry Siler School property in Siler City, a key redevelopment for Chatham County (the “Project”). By this letter, the County indicates its intent to loan funds to After School, LLC, subject to the approval of your application for Low Income Housing Tax Credits from North Carolina Housing Finance Agency (NCHFA) for the Project.

The basic terms of our agreement will be as follows:

1. Loan Amount The County will loan \$120,000 to After School, LLC for the construction of the Project, provided a federal low income housing tax credit allocation is received from NCHFA.
2. Term The term of the non-recourse loan will be 30 years with interest accruing at the long-term adjusted Applicable Federal Rate (AFR) rate which is fixed at closing, currently 1.97%, per year provided that After School, LLC will agree to make the property affordable for low to moderate income residents for 30 years. The deed conveying the property shall contain covenants setting out the requirement that the property remain affordable for thirty (30) years.
3. Availability of Funds Chatham County will make one payment of the full Loan Amount at the time of closing on the subject property where the Project is to be constructed. Interest will not accrue until the earlier of 24 months after funding or the property’s conversion to permanent loan.
4. Security The loan will be secured by a promissory note and a deed of trust, providing the County a third lien security interest after the mortgagor and NCHFA, and subject to no other liens or encumbrance that have not been accepted by the County in writing..
5. Repayment The annual principal and interest payments on this loan are only paid from 50% (fifty percent) of cash flow when cash flow exceeds a 1.2 Debt Service Coverage

Ratio (DCR) after the deferred developer fee is paid in full and after the Partnership operating expenses. When repayment of the loan is required per these terms, the County will require annual payments once the Partnership audit is received which will be outlined in the promissory note. If the borrower defaults on the loan agreement, the loan will be due and payable in the full amount of the principal and accrued interest.

6. Affordable Housing RFP Application. The Chatham County Affordable Housing RFP Application dated 12/13/17 submitted by Third Wave Housing (the “RFP”) is incorporated herein by reference and shall govern the relationship between the parties with respect to this loan except as otherwise specifically set forth in this letter. In the event of any conflict between this letter and the RFP, the provisions of this letter shall control.
7. Expiration. This letter of commitment shall be valid until September 27, 2019.
8. Affordable Rental Units After School, LLC will agree to make the property affordable to Qualified Tenants for 30 years. A Qualified Tenant is a tenant whose income does not exceed the relevant limit set forth in Section 42(g)(1) of the Internal Revenue Code of 1986, as amended from time to time, or any corresponding provision or provisions of succeeding law. After School, LLC agrees that the relevant limit shall be 60% of the Area Median Income.

If you have any questions, please contact me at (919) 545-8300 or [renee.paschal@chathamnc.org](mailto:renee.paschal@chathamnc.org).

Sincerely,

Renee F. Paschal  
County Manager, Chatham County

## APPENDIX E

### Sample Permanent Lender Letter of Intent / Commitment (must be on lender's letterhead)

Attn: Low Income Housing Tax Credit Program

The undersigned (Lender) hereby makes the following representations to induce the N.C. Housing Finance Agency to reserve to After School, LLC (Applicant) Low Income Housing Tax Credits for the development located at or to be located at 502 West Third Street in Siler City, Chatham County, North Carolina, known as or to be known as Siler School Square, and consisting of or to consist of 44 units (Development):

1. The Lender has issued a letter of intent (Letter) to Applicant to provide permanent financing in the amount not to exceed \$120,000 (the Loan amount).
2. The Letter does not contain any conditions which are not customary and reasonable for loans of this nature and amount and which are not reasonably expected by the Lender to be met at the time of loan funding.
3. The loan, if made, shall have a term of at least 30 years, and shall be indexed to the long-term adjusted Applicable Federal Rate (AFR), which is at a current rate of 1.97 %. There shall be no balloon payments due for at least 15 years.
4. The amortization period of the loan shall be 30 years with the annual principal and interest payments on this loan only paid from 50% (fifty percent) of cash flow when cash flow exceeds a 1.2 Debt Coverage Ratio (DCR) after the deferred developer fee is paid in full and after annual partnership operational costs.
5. The anticipated security interest of the Lender shall be fee simple and the loan will be secured by a promissory note and deed of trust. The Lender is willing to hold a third position in its security interest after the mortgagor and NCHFA. .
6. The Letter shall be valid until September 29, 2019.
7. The total amount of fees associated with this permanent financing (i.e. origination) are \$0.00. The Lender understands that the Agency needs this information to determine the Development's eligible basis.

Chatham County

\_\_\_\_\_  
Name of Lender

By: \_\_\_\_\_

Renee F. Paschal  
County Manager  
Chatham County





# Chatham County, NC

## Text File

File Number: 18-2541

**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Board of Commissioners

**File Type:** Agenda Item

Vote on a request to approve a fine-free day during National Library Week in April.

Action Requested: Vote on a request to approve a fine-free day during National Library Week in April.

Introduction & Background: The purpose of charging fines is to incentivize borrowers to return materials so that they can be circulated to other library users. Sometimes the fines have the opposite effect and cause individuals to avoid using the library.

### Discussion & Analysis:

The library has had other fine-forgiveness days in the past. The borrowers were appreciative of the opportunity to return materials without having to pay a fine because they were forgetful in bringing things back to the library in a timely manner. The request is only for fines and does not include replacement costs for the loss of library materials.

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: Waiving fines for one day would potentially be the loss of no more than \$600.

Recommendation: Motion to approve a fine -free day at the library to promote regular use of the library.



# Chatham County, NC

## Text File

File Number: 18-2544

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Approval of Agenda and  
Consent Agenda

**In Control:** Board of Commissioners

**File Type:** Ordinance

**Agenda Number:**

Vote on a Request to Adopt Noise Ordinance as Amended

Action Requested:

Vote on a Request to Adopt Noise Ordinance as Amended

Introduction & Background:

The Board of Commissioners approved the amended Noise Ordinance on February 19, 2018. However, it was brought to staff's attention that some of the language may still create confusion. This Amendment better clarifies the Presumption in Prosecution for Noise Violations (§92.09) and removes Civil Penalties (§92.99).

Discussion & Analysis:

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: N/A

Recommendation:

Vote to Adopt Noise Ordinance as Amended

Chapter §92: Noise Ordinance (Approved \_\_\_\_\_, 2018)

Section:

- 92.01 Definitions
- 92.02 Noise; Generally
- 92.03 Sound Level Meter Not Required
- 92.04 Maximum permissible standards by receiving land
- 92.05 Exceptions
- 92.06 Sound measurement standards
- 92.07 Permit to exceed maximum permissible standards
- 92.08 Burden of proof of Noise Violations
- 92.09 Presumption in prosecution for noise violations
- 92.10 Abrogation
  
- 92.99 Penalty

**§92.01            DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

“A” Weighting Scale. The sound pressure level in decibels as measured with a sound level meter using the “A” weighted network. The standard unit notation is db(A).

db(A). Sound level in decibels determined by the “A” weighting scale of a standard sound level meter having characteristics defined by the American National Standards Institute (ANSI) Publications ANSI, S1.4 4, latest edition.

Ambient Base Noise Level. The average sound pressure level in db(A) during a reasonable period of time, as determined by employing a sound level meter as described in §92.06.

ANSI. American National Standards Institute or its successor organization.

CONSTRUCTION. On-site erection, fabrication, installation, alteration, demolition or removal of any structure, facility or addition thereto, including all related activities, including, but not restricted to, clearing of land, earth moving, blasting and landscaping.

DECIBEL. A unit of measure on a logarithmic scale, of the ratio of the magnitude of a particular sound pressure to a standard reference pressure, which for purposes of this chapter shall be 20 microneutons/meter.

DISTURBING. Noise that is perceived by a person of ordinary sensibilities as interrupting the normal peace and calm of daily life. In determining whether a noise is unreasonably loud and DISTURBING, the following factors incident to the noise are to be considered: time of day; proximity to occupied residential structures; whether the noise is recurrent, intermittent or constant; the volume and intensity; the character and zoning (if applicable) of the area; whether the noise is related to the normal

operations of a business or other labor activity and whether the noise is subject to being controlled without unreasonable effort or expense to the creator, thereof.

**DULY AUTHORIZED INVESTIGATING PERSON OR AGENT.** A person or agent is duly authorized if he or she is an employee of the Chatham County Sheriff's Office.

**EMERGENCY WORK.** Work made necessary to restore property to a safe condition; work required to protect, provide, or prevent persons or property from danger or potential danger; or work by a private or public utility when restoring utility service.

**IMPACT NOISE.** Sound that occurs intermittently rather than continuously.

**PERSON.** Any individual, corporation, partnership, firm, association, trust, estate, public or private institution, group, agency, political subdivision of the state any other state or political subdivision or agency thereof or any legal successor, employee, representative, agent or agency of the foregoing.

**SOUND LEVEL.** In decibels, a weighted sound pressure level determined by the use of a sound level meter whose characteristics and frequency weightings are specified in the ANSI Standard.

**SOUND LEVEL METER.** Any instrument certified to meet or exceed ANSI standards which includes an omni-directional microphone, an amplifier, an output meter, and frequency weighting network(s) for the measurement of sound level.

**SOUND PRESSURE LEVEL.** In decibels 20 times the logarithm to the base ten of the ratio of the magnitude of a particular sound to the standard pressure. The standard pressure is 20 micronewtons/meter.

UNREASONABLY LOUD. Noise which is substantially incompatible with the time and location where created to the extent that it interferes with peace or good order.

WEEKDAY. Any day except Sunday.

**§92.02 NOISE; GENERALLY.**

*Unreasonably loud and disturbing noises prohibited.* It shall be unlawful for any person or persons to make, permit, continue or cause to be made or to create any unreasonably loud and disturbing noise in the county regardless of its source.

**§92.03 SOUND LEVEL METER NOT REQUIRED.**

A sound meter shall not be required to determine whether a sound is unreasonably loud and disturbing. However, a sound meter may be used as evidence of a violation, provided it is properly calibrated and conforms to ANSI Standards.

**§92.04 MAXIMUM PERMISSIBLE STANDARDS BY RECEIVING LAND.**

(A) The maximum permissible daily standard shall not exceed 60 decibels without a permit by the receiving land. The maximum permissible daily standard with a permit shall not exceed 80 decibels by the receiving land, and shall be immediately reduced to 60 decibels as defined in the time table listed in Section B of this provision.

(B) Unless a permit has been issued no person shall exceed 60 decibels during the following hours:

MAXIMUM NOISE LIMITATION WITH A PERMIT

*Shall not exceed 80 decibels at any time:*

SUNDAY- THURSDAY	7:00 a.m.-9:00 p.m.	up to 80 decibels
FRIDAY- SATURDAY	7:00 a.m.-11:00 p.m.	up to 80 decibels

**§92.05**

**EXCEPTIONS.**

The following sounds shall be exempt from the provisions of this chapter:

(A) Construction operations from 7:00 a.m. to 9:00 p.m. on weekdays and 8:00 a.m. to 7:00 p.m. on Sundays for which building permits have been issued, or construction operations not

requiring permits during such hours, provided all equipment is operated in accordance with the manufacturer's specifications and with all standard equipment, manufacturer's mufflers and noise reducing equipment in use and in proper operating condition.

(B) Noises of safety signals, warning devices, emergency pressure relief valves and church bells.

(C) Noises resulting from any authorized emergency vehicle when responding to any emergency call or acting in time of emergency.

(D) Noises at street activities (such as fairs or parades) where the participants have a permit for the conduct of the activity and for the uses of the streets.

(E) All noises coming from the normal operation of properly equipped aircraft (not including scale model aircraft)

(F) All noises coming from motor vehicles properly equipped with the manufacturer's standard muffler and noise reducing equipment in use and in proper operating condition.

(G) Noise from lawful fireworks and noisemakers on holidays.

(H) Lawn mowers and residential landscaping equipment used between daylight and 9:00 p.m. when operated with all the manufacturer's standard mufflers and noise reducing equipment in use and in proper operating condition.

(I) Agriculture equipment operated for farming purposes including poultry farming, when operated in accordance with the manufacturer's specifications and with all standard



equipment, including manufacturer's mufflers and noise reducing equipment in use and in proper operating condition.

- (J) Any sound resulting from the natural behavior of farm animals or for animal husbandry purposes in areas where it does not violate local zoning regulations.
- (K) Any sound resulting from activities of a temporary duration permitted by law, and for which a license or permit has been granted by the county or a state or federal agency when the sounds do not exceed the conditions and limits stated in the license or permit.
- (L) Any sound resulting from activities to meet the requirements for training of sworn law enforcement officials and its members using county owned facilities or real property.
- (M) Any sound resulting from an explosive device, which, in the opinion of the Sheriff or Fire Marshal, or Director of Emergency Management, should be deliberately set off in order to secure the safety of the public.
- (N) Any sound resulting from the firing of weapons at a sport shooting range exempted from liability or prosecution under N.C. Gen. Stat. §14-409.46.

## **§92.06 SOUND MEASUREMENT STANDARDS.**

A sound meter may be used as evidence of a violation provided the following standards are followed:

(A) Sound level measurement shall be made with a sound level meter using the “A” weighting scale set on “slow response”.

(B) Sound level meters shall be of at least Type Three meeting American National Standards Institute (ANSI) S1.4, latest edition REQUIREMENTS. The entire sound measurement system shall be serviced and operated as recommended by the manufacturer. Persons using the sound level meter shall be trained in should level measurement and the operation of sound level meters.

(C) Except as provided in division (D) below, noise measurements shall be taken at a point on the complainant’s property line nearest the noise source, but when this location is not practicable in the opinion of the duly authorized law enforcement officer because of ambient noise at the complainant’s source, or some other factor that is distorting a proper reading, noise measurements shall be made at the boundary of the public or private right-of-way which adjoins the complainant’s property.

(D) In the case of noises emanating from within a multi-family structure and where the complainant is a resident of the same multi-family structure, noise measurements shall be made in the unit of the complainant at the height of at least four feet above the floor and at a point approximately equal distance from all walls.

(A) No person or group of persons shall operate or cause to be operated a source of sound in excess of sound levels as specified in §92.04 without first obtaining a permit as hereinafter set forth.

(B) Any person or persons desiring a permit shall apply as provided herein and provide all the information required.

(1) A legally responsible person of 18 years or older, must be listed on the permit.

(2) An application for a permit pursuant to this subsection shall be submitted to the Chatham County central permitting office at least seven (7) days prior to the event or activity. Upon tentative approval, the applicant for a permit shall be responsible for mailing or otherwise delivering to the occupants of each property within a one-thousand (1000) foot radius of the facility or property for which the permit is being considered, as shown on the tax maps of the County, a notice stating the date and hours of the event. The notice shall be delivered at least seventy-two (72) hours in advance of the event. The permit shall not be granted until the applicant submits an affidavit to central permitting that the notices have actually been mailed or delivered. An application may be accepted with less than seven (7) days' notice provided notice to property owners is achieved within 72 hours of the event.

(3) The applicant or applicant's designee shall have the permit present at the event and available for inspection upon request by any law enforcement officer otherwise the permit becomes null and void.

(4) The County Manager, or his or her designee, will act expeditiously upon all requests for a permit to exceed maximum permissible sound levels.

- (5) In considering and acting on all requests for permits pursuant to this section, the County Manager, or his or her designee, shall consider the following in issuing or denying the permit: the timeliness of the application; the nature of the requested activity or event; the time of the event, and other activities in the vicinity of the location proposed; the effect of the activity on surrounding areas and/or persons; previous noise ordinance violations or failure to provide any of the provisions in this subsection, if any, of the applicant, and any other relevant information at his or her disposal. Any person aggrieved by a permit decision may seek review by certiorari in the Superior Court of Chatham County.
- (6) Prior to obtaining a permit to exceed maximum permissible sound levels, the applicant will pay to the county an administrative fee of \$50, or the then current fee. The information included in the permit shall include the type of activity, purpose of the event, address of event, date of the event or activity.
- (7) Permit holders shall cooperate with the County Sheriff's office in enforcing this chapter by having the applicant or applicant's designee as indicated on the permit application physically present at the site of the event during the entire time for which a permit has been issued and shall agree to assist the Sheriff in enforcing this chapter. The permit holder shall allow the Sheriff's officer to enter the premises at any time during the prescribed activity in order to assess compliance. Failure of the applicant or designee to be present or to assist the Sheriff as herein prescribed shall be cause for revocation of the permit.

**§92.08 BURDEN OF PROOF OF NOISE VIOLATIONS.**

In any proceeding based upon this chapter, if an exception stated in this chapter would limit an obligation or limit liability, or eliminate an obligation or liability, the person seeking the exception shall have the burden of establishing that the exception applies and that the terms of the exception has been met.

#### **§92.09 PRESUMPTION IN PROSECUTION FOR NOISE VIOLATIONS.**

The complaints of two or more persons who have heard the noise, at least one of whom resides in a different home from the other complaining persons or persons, or the complaint of a duly-authorized law enforcement officer, shall be prima facie evidence that the sound is unreasonably loud and disturbing. Sound emission decibel measurements shall not be required for establishment of a prima facie case. While, complainants are encouraged to contact law enforcement to report an unreasonably loud and disturbing noise prior to swearing out a warrant or other criminal process from a magistrate; they are not required to do so. Prior to appearing before the Magistrate, Hhowever, a verbal or written request asking the offending party to stop the offending noise is required. Any magistrate shall upon hearing convincing evidence under oath of two or more persons who have heard the noise, and not speaking on behalf of another person, shall issue a citation or other enforcement mechanism. A verbal or written request is not required before contacting law enforcement.

## **§92.10 ABROGATION.**

This chapter is not intended to repeal, abrogate or impair any greater restrictions imposed by, covenants or deed restrictions. Wherever the provisions of any other law, ordinance, or regulation impose higher standards than are required by the provisions of this chapter, the provision of such other law, ordinance or regulation shall govern.

## **§92.99 CRIMINAL PENALTY.**

Any person who violates any provision of this chapter shall be guilty of a misdemeanor punishable by imprisonment not to exceed 30 days, or a fine not to exceed \$500 in accordance with §153A-123, or both. Each day of a continuing violation shall constitute a separate offense under this chapter.



# Chatham County, NC

## Text File

File Number: 18-2505

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Board Priorities

**In Control:** Board of Commissioners

**File Type:** Agenda Item

**Agenda Number:**

Present Certificate of Extended Volunteer Committee Service with County Advisory Committees to Jamie Fiocco.

Action Requested: Make presentation of certificate of Extended Volunteer Committee Service.

Introduction & Background: In Dec. 2015, the Board of Commissioners voted to approve a new certificate to honor people who serve at least two full terms on any commissioner-appointed boards, committees or commissions. Jamie Fiocco served on the Library Advisory Committee from 2008 to 2017.

Discussion & Analysis: NA

Budgetary Impact: NA

Recommendation: Present certificate



# Chatham County, NC

## Text File

File Number: 18-2536

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Public Hearing

**In Control:** Planning

**File Type:** Agenda Item

A Legislative Public Hearing request by Richard Broedell, Sr. to rezone Parcel No. 5576, being 5.92 acres, Cape Fear Township, located on New Elam Church Road, from R-1 Residential to Light Industrial.

**Action Requested:**

A Legislative Public Hearing request by Richard Broedell, Sr. to rezone Parcel No. 5576, being 5.92 acres, Cape Fear Township, located on New Elam Church Road, from R-1 Residential to Light Industrial.

**Introduction & Background:**

**Discussion & Analysis:**

**How does this relate to the Comprehensive Plan:**

**Recommendation:**





# Chatham County, NC

## Text File

File Number: 18-2520

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Board Priorities

**In Control:** Board of Commissioners

**File Type:** Agenda Item

**Agenda Number:**

Presentation by Johnson Mobile Home Park Residents.



# Chatham County, NC

## Text File

File Number: 18-2503

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**Agenda Date:** 3/19/2018

**Version:** 1

**Status:** Board Priorities

**In Control:** Board of Commissioners

**File Type:** Agenda Item

**Agenda Number:**

Discussion on the expansion of the Chatham County Board of Commissioners.