

MINUTES
CHATHAM COUNTY BOARD OF COMMISSIONERS
WORK SESSION, FEBRUARY 19, 2001

The Board of Commissioners (“the Board”) of the County of Chatham, North Carolina, met in the Henry H. Dunlap, Jr. Building Classroom, located in Pittsboro, North Carolina, at 4:00 PM on February 19, 2001.

Present: Chairman Gary Phillips; Vice Chair, Margaret Pollard; Commissioners Bob Atwater, Rick Givens, and Carl Outz, County Manager, Charlie Horne; County Attorney, Robert Gunn; Assistant County Manager, Paul Spruill; Finance Officer, Vicki McConnell; and Clerk to the Board, Sandra B. Lee

The meeting was called to order by the Chairman at 4:04 PM.

Work Session Agenda:

- I. Revaluation Update – Next Steps**
- II. Impact Fees - Exactions**
- III. Land Use Plan Coverage to Date: Changes/Revisions**
- IV. Economic Development Centers**
- V. Subdivision Amendments Discussion**
- VI. Recreation Update: American Tobacco Trail Proposal**
- VII. Personnel Items**

REVALUATION UPDATE

Kim Horton, Chatham County Tax Administrator, reported that the revaluation project was complete; that notices had been mailed on February 15, 2001; that some tax payers had begun receiving their notices; that more were expected over the next few days; and that the median percent of increases in property values was seventy percent.

Board of Equalization and Review:

The County Manager reviewed the specifics of appointing a board to sit as the Board of Equalization and Review.

Commissioner Phillips moved, seconded by Commissioner Pollard, to appoint five members, (one appointment from each Commissioner’s district) plus two alternates, to sit as the Board of Equalization and Review and that they be compensated for each meeting at a rate of \$15.00 per hour. The motion carried five (5) to zero (0).

The Board of Commissioners is to make appointments to the newly appointed Board of Equalization and Review at their March 12, 2001 Board of Commissioners’ meeting.

LAND USE PLAN COVERAGE

Discussion on this item was deferred until the March 12, 2001 work session.

SUBDIVISION AMENDMENTS

Keith Megginson, Chatham County Planning Director, explained the memorandum that had been sent to Charlie Horne regarding the subdivision process in that such subdivisions meeting specified criteria are required to have a public hearing.

The Board discussed the issue and decided not to revise the regulations at this time, because they think the opportunities for citizen input are adequate.

The Board discussed increasing the minimum lot size for lots that are dependent on individual wells and sewage systems from approximately 1 to 1½ acres. Mr. Megginson discussed the 1996 Lot Size Committee Report.

It was the general opinion of the Board that the one acre lot size was not sufficient to adequately protect ground water resources. Following the discussion, the Board decided to proceed with the public hearing for increasing the lot sizes to approximately two acres and to decide the amount of lot area increase following the public input.

ECONOMIC DEVELOPMENT CENTERS

The Board of Commissioners had scheduled time to discuss the Economic Development Centers portion of the draft Land Conservation and Development Plan, but decided that they wanted input on this specific portion from the Planning Board and the Economic Development Commission prior to their discussion. They instructed the Planning Director to provide the economic development section to the two boards for their comments.

IMPACT FEES – EXACTIONS

- The Planning Director reviewed a memo dated January 19, 2001 to Charlie Horne, County Manager, concerning exactions from developers for impacts on Chatham County. Mr. Megginson informed the Board that during the calendar year 2000, the educational impact fee had generated \$830,500.00. He also informed the Board of proposed increases in educational impact fees in Chapel Hill and Orange County. Following a discussion, the Board decided not to change the existing educational impact fee structure. The Board discussed impact fees for other items allowed in the 1987 Legislation, but decided not to pursue them at this time. They also discussed exactions for recreation and decided to proceed with a public hearing for an amendment to the County's subdivision regulations to allow for payments in lieu of land for recreational purposes. The payments to be advertised will be 1/35 of the value of an acre of land per dwelling unit, or, at the County's option to accept the dedication of land at least equal to 1/35 of an acre per dwelling unit. The public hearing is to be held on March 12, 2001.

RECREATION UPDATE

American Tobacco Trail:

- Tracy Burnett, Chatham County Recreation Director, explained that an earlier request by the Board directed her to develop a Master Plan that would better lay out the construction costs, operating costs, and potential funding sources for development of the Chatham County portion of the American Tobacco Trail; that this information would be necessary as the Board moves toward considering the signing of a lease for the portion of the trail that runs through Chatham County; that the School of Design at North Carolina State expects to use the project to enhance its curriculum for their students; that they would only request a grant

from the County to the School of Design based on their line item expenses in the amount of \$10,900; that the school arrived at this grant figure via the line item budget and intends to recover their costs while working on the Master Plan; that staff feels that this is an exciting proposal for the School of Design as well as the County given the cost; and that funds for grant matches are available in the current year in the Travel and Tourism Budget to promote the development of the trail. She asked for approval to use available funds to provide a \$10,900 grant to the School of Design in return for an American Tobacco Trail Development Master Plan specific to Chatham County.

Commissioner Pollard moved, seconded by Commissioner Givens, to approve funds to provide a \$10,900 grant to the School of Design in return for an American Tobacco Trail Development Master Plan specific to Chatham County. The motion carried four (4) to one (1) with Commissioner Outz dissenting.

PERSONNEL ITEMS

Request to Combine Part Time Positions at Pittsboro Memorial Library:

Linda Clarke, Director of Chatham County Library Services, explained that the Pittsboro Library currently employs a Library Assistant 1 in an existing part-time position at 60% capacity or 24 hours per week; that during the past six years, the position has turned over six different times; that in at least three circumstances the departing employee left for full-time employment; that the position is presently filled by an employee who is also seeking full-time employment, although she would prefer to continue working for Chatham County; that the library currently has a vacant position at thirty percent capacity or twelve hours per week; that on four occasions since the position was created in 1996, employees have left to find jobs that offer a greater number of hours per week with a more desirable work schedule.

She asked that the two existing position be combined into one position that offers an employee thirty-six hours of work per week. She further stated that taking this action would result in a budgetary impact of \$4,604.89 in the current year as a result of the increased benefits associated with a thirty-six hour position; and that the Library Department has enough flexibility in its current year budget to assume the added costs without additional appropriation.

Commissioner Pollard moved, seconded by Commissioner Givens, to approve the staff's request to combine the two existing part-time positions into one position at the Pittsboro Memorial Library. The motion carried five (5) to zero (0).

Reclassification of Geographical Information System Manager to Director of Technology Development:

The County Manager explained that for some time, the County has been in search of a person capable of leading the growing efforts in the area of technology development; that the Board approved a request last summer to downgrade the formerly vacant Director of Technology position to an Information Systems Technician position until the County could locate an individual ready to assume the challenging task of integrating the technology systems; that implementing the reclassification would allow for the new Director of Technology Development to fill the vacant Information Systems Technician position to proceed with the duties of GIS Development.

Commissioner Pollard moved, seconded by Commissioner Phillips, to approve the reclassification of the Geographical Information Systems (GIS) Manager to the Director of Technology Development and increase the salary from \$40,229 to \$46,722. The motion carried five (5) to zero (0).

Exempt Employee Compensation in Extreme Emergencies:

Carolyn Chandre, Chatham County Human Resources Director, explained that an amendment to the Personnel Policy needs to be made to institute a procedure in which exempt employees may be compensated and the County reimbursed by FEMA in the event of a disaster declaration in an emergency circumstance.

Commissioner Givens moved, seconded by Commissioner Atwater, to approve **Resolution #2001-02 Amending the Chatham County Personnel Policy to Provide for Exempt Employee Compensation in Extreme Emergencies**, attached hereto and by reference made a part hereof. The motion carried five (5) to zero (0).

CLOSED SESSION

Commissioner Givens moved, seconded by Commissioner Atwater, to go out of Regular Session and convene in Closed Session for the purpose of discussing Personnel. The motion carried five (5) to zero (0).

REGULAR SESSION

Commissioner Pollard moved, seconded by Commissioner Givens, to go out of Closed Session and reconvene in Regular Session. The motion carried five (5) to zero (0).

BOARDS AND COMMITTEES**Ag Advisory Committee:**

Commissioner Outz moved, seconded by Commissioner Givens, to appoint Craig Brady, 1115 Zeb Brooks Road, Bear Creek, NC, to the Ag Advisory Board. The motion carried five (5) to zero (0).

RECESS

Commissioner Pollard moved to recess the meeting. Commissioner Atwater seconded the motion, and the meeting was recessed at 6:44 PM.

Gary Phillips, Chairman

ATTEST:

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