

**MINUTES**  
**CHATHAM COUNTY BOARD OF COMMISSIONERS**  
**WORK SESSION**  
**SEPTEMBER 17, 2001**

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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 September 17, 2001.

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

The Chairman called the meeting to order at 4:00 PM.

*Work Session Agenda*

- 1.) **Land Use Plan Draft Completion**
- Time Permitting, Other Items for Consideration:**
- 2.) **Fleet Management Plan**
- 3.) **Goldston Library Request**
- 4.) **Financing Industrial Site at Siler City**
- 5.) **Agenda for Joint Meeting with Board of Education**
- 6.) **Health Director Hiring Salary**
- 7.) **Health Department Social Worker**
  - \* **CAP/DA Position (\$34,341 Salary; Step 6 Hire Request)**
- 8.) **Council on Aging Request: \$10,000.00**
- 9.) **Personnel Advisory Committee Appointments**
- 10.) **Bailiff Requirement for the District Courts in Chatham County**

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**BAILIFF REQUIREMENTS FOR DISTRICT COURTS IN CHATHAM COUNTY**

Chief District Court Judge, Joe Buckner, gave an overview of the history of safety in North Carolina's Courts stating that it was the government's duty to provide effective court security in the courtroom. He stated that he was speaking only for the district courts; that determining who is responsible for court security is the structure that was put in place in 1962 when the General Assembly and the people of the State established the current uniform court system in the State constitution; that at the local level, responsibility for court security rests with both the County Commissioners (and the County's chief executive, the County Manager) and the Sheriff; and that Chatham County is having a district court session every day.

Judge Bucker reviewed requirements for the assorted types of district courts in Chatham County. He stated that these numbers were reached by polling the district judges, consulting judges from other districts, reviewing US Department of Justice Security Guidelines, reviewing the State task force's report on courthouse security, and on their own experiences given their particular history and building designs; that they have tried very hard to come to the absolute minimum number of bailiffs required to conduct court in a safe and efficient manner; and that more bailiffs are almost always better in maintaining decorum of increasing courtroom populations as well as having enough manpower on hand to deal with fights and escapes.

He reviewed the Chatham County District Courts, which are in session in Chatham County every week as follows:

<b><u>Courts in session every week</u></b>	<b><u>Bailiff Requirements</u></b>
Domestic Violence/Civil <i>Every Monday, Pittsboro</i>	2+
Criminal/Traffic Session <i>Every Tuesday, Siler City</i> <i>Every Wednesday, Pittsboro</i>	4 or more
<b><u>Courts in session monthly or twice a month</u></b>	
Juvenile Abuse Neglect and Dependency (DSS) <i>2<sup>nd</sup> and 4<sup>th</sup> Thursdays</i>	2
Juvenile Delinquency <i>3<sup>rd</sup> Thursday</i>	2 or more
Traffic Administrative <i>1<sup>st</sup> Thursday AM, Siler City</i> <i>1<sup>st</sup> Thursday PM, Pittsboro</i>	3
Child Support <i>1<sup>st</sup> and 3<sup>rd</sup> Fridays, Pittsboro</i>	3+
Civil Court	1 or 2

Judge Buckner closed by asking the Board for an adequate amount of support for the Sheriff in providing bailiffs for the court system.

Commissioner Givens asked to see a breakdown of the Sheriff's Department personnel and their job duties.

Chairman Phillips asked that the staff, in cooperation with the judges and/or their representatives, meet and discuss with Sheriff Gray staffing and return to the Board with a proposal for budgetary impact discussion.

A discussion ensued with regard to charging a facility fee to cover the costs of additional bailiffs.

### **CLOSED SESSION**

- Commissioner Givens moved, seconded by Commissioner Pollard, 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).

### **HEALTH DIRECTOR HIRING SALARY**

#### **Health Director:**

Commissioner Pollard moved, seconded by Commissioner Outz, to authorize the staff to offer a salary of up to \$72,000 for the Chatham County Health Director. The motion carried five (5) to zero (0).

### **HEALTH DEPARTMENT SOCIAL WORKER**

#### **Health Department Social Worker – CAP/DA Position:**

Commissioner Outz moved, seconded by Commissioner Pollard, to approve the CAP/DA Position, at a Step 6, with a salary of \$34,341. The motion carried five (5) to zero (0).

#### **Environmental Health Director Meeting:**

The Chairman stated that he would like to have another meeting with the Environmental Health Director in the near future.

### **AGENDA FOR JOINT MEETING WITH BOARD OF EDUCATION**

After considerable discussion, the Board listed the following topics for discussion at their upcoming meeting on Thursday, September 20, 2001 to be held at the Little Farm Creek Deli on Hillsboro Street, Pittsboro, NC at 6:30 PM:

- 1) Review of cost of sewage at school by Governors Club (Outz)
- 2) Capital needs for renovation for various buildings (Givens)
- 3) Hiring of personnel (Givens)
- 4) Coordinated process of two budgets (Phillips)
- 5) Plan for how they're going to achieve closing the gap between poor children and others and how they are going to bring certain schools up to standard (Pollard)/Funding of Chatham

- Advantage and if they want to support it in the future (Phillips)
- 6) Round-robin table discussion with each member of the Board of Commissioners and the Board of Education having the opportunity to make comments at the beginning and end of the meeting (Phillips)
  - 7) Multiple use of school facilities (Pollard)
  - 8) CIP for schools (Horne)
  - 9) Joint planning of future school facilities (Phillips)

#### **FLEET MANAGEMENT PLAN**

- This item was deferred until the Board of Commissioners' work session on October 1, 2001.

#### **FINANCING INDUSTRIAL SITE AT SILER CITY**

This item was deferred until a later date.

#### **COUNCIL ON AGING REQUEST**

- This item was deferred until a later date.

#### **LAND USE PLAN DRAFT COMPLETION**

- The Board reviewed additional changes to the Draft Land Use Plan. A copy of the report in its entirety with the changes is attached hereto and by reference made a part hereof.

Commissioner Givens moved, seconded by Commissioner Pollard, to apply for an affordable housing grant. The motion carried five (5) to zero (0).

#### **PERSONNEL ADVISORY COMMITTEE APPOINTMENTS**

This item was deferred until a later date.

#### **GOLDSTON LIBRARY REQUEST**

This item was deferred until a later date.

#### **RECESS**

Commissioner Givens moved, seconded by Commissioner Pollard, that the meeting be recessed to the regularly scheduled Board of Commissioners' meeting in the District Courtroom. The motion carried five (5) to zero (0), and the meeting was recessed at 6:48 PM.

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Gary Phillips, Chairman

ATTEST:

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