

MINUTES
CHATHAM COUNTY BOARD OF COMMISSIONERS
SPECIAL MEETING
FEBRUARY 06, 2012

The Board of Commissioners (“the Board”) of the County of Chatham, North Carolina, met in the Agricultural Building Conference Room, 45 South Street, Pittsboro, North Carolina, 11:30 AM on February 06, 2012.

Present: Brian Bock, Chairman; Walter Petty, Vice Chair;
Commissioners Mike Cross and Sally Kost

Absent: Commissioner Pamela Stewart

Staff Present: Charlie Horne, County Manager; Vicki McConnell, Finance Officer, Sandra B. Sublett, Clerk to the Board; and Lindsay Ray, Deputy Clerk to the Board

CALL TO ORDER

Chairman Bock welcomed those in attendance, and called the meeting to order at 11:30 AM.

AGENDA

1. **Annual Tax Lien Advertisement**
2. **Urgent Repair Program (URP) Grant**
3. **Resolution Approving the Board of Commissioners’ 2012 Meeting Calendar**

ANNUAL TAX LIEN ADVERTISEMENT

Charlie Horne, County Manager, explained that each year, the Tax Collector is required to provide to the County Board of Commissioners a total of unpaid taxes which are liens against real estate and the governing body shall thereupon order the tax collector to advertise such tax liens. As of January 13, 2012, the total amount of liens against real estate was \$4,341,928.93. The Tax Collector shall advertise County liens by publishing each lien at least once in a newspaper having general circulation within the County. North Carolina General Statute 105-369 explains the requirements for the lien advertisement.

In the past, the governing body has directed the Tax Collector to advertise the unpaid tax liens in the *Chatham News and Record*. In order for the advertisement to be effective, the recommendation has been made to advertise for two weeks beginning March 7, 2012. The cost for the advertisement is assessed to each parcel and is added to each unpaid tax bill. The cost of the advertising shall be determined by the Tax Collector. The Tax Collector has determined that the cost of \$4.00 shall be added to each parcel of real property having unpaid taxes.

Commissioner Kost asked if the \$4.00 was recouped and charged back to each collection so the County is only out what it does not collect. The Finance Officer replied that was correct.

Commissioner Kost moved, seconded by Commissioner Cross, to approve the unpaid lien advertisement for a two-week period beginning March 7, 2012 in the *Chatham News and Record* at a cost of \$4.00 per parcel. The motion carried four (4) to zero (0).

URGENT REPAIR PROGRAM (URP) GRANT

Sybil Tate explained that the NC Housing Finance Agency solicits grant applications for the Urgent Repair Program (SFR) funding from Chatham County every three years. In 2009, Chatham County received \$75,000 from NCHFA for the URP Program. These funds were used to fix urgently needed repairs, such as a leaky roof, installation of heating element, etc. on sixteen homes in Chatham County. County staff maintains a list of those who have expressed interest in housing rehabilitation funds. Currently, there are almost 250 homeowners on the list.

If selected, the URP 2012 grant would provide funds to rehabilitate thirteen homes (\$75,000). As in previous years, URP funds are targeted towards low to very-low income, elderly and disabled residents whose home is in need of repairs that cost no more than \$6,000. Ten percent or \$7,500 can be used for administrative expenses.

On previous housing rehabilitations grants, all of the administrative fees (up to 10% of the total grant) have been paid to an administrative consultant. With the URP 2012 grant, staff has negotiated with the consultant to receive some of the administrative fees. If Chatham County receives the grant, staff will earn an hourly rate.

Chairman Bock asked how many homes we normally repair. Ms. Tate replied that it is usually around thirteen homes.

Chairman Bock asked if there were a lot more waiting. Ms. Tate replied that there was a waiting list of over two hundred plus people. They have to be qualified and meet the criteria in order to be selected.

Commissioner Kost asked when we get the grant, if Ms. Tate would return the qualifying criteria to the Board. Ms. Tate stated that she would do so.

Commissioner Petty asked if there were more people that meet the criteria, how it the selection process is narrowed down to the actual recipients. Ms. Tate responded that there is a contractor who will help them narrow down the selection. Also helping will be people from the towns and herself.

Commissioner Cross asked which contractor will be used. Ms. Tate responded the contractor is Sandy Ridley.

Commissioner Kost moved, seconded by Commissioner Petty, to authorize Staff to pursue the URP 2012 grant. The motion carried four (4) to zero (0).

RESOLUTION APPROVING THE BOARD OF COMMISSIONERS' 2012 MEETING CALENDAR

The County Manager explained that at their retreat on January 19, 2012, the Board of Commissioners voted unanimously to hold one meeting, instead of the previously held two meetings, per month.

Commissioner Kost asked for the Chairman, Vice-Chair, and Staff to come up with a schedule so that the agenda can be released sooner to the public.

Chairman Bock stated that they would be working on that issue at an upcoming agenda review meeting.

Commissioner Kost stated that it would be helpful to have the minutes earlier since there will now be only one meeting per month and they will be reviewed later.

Commissioner Petty asked if the agenda review meetings would be held as originally scheduled or would be backed up another week.

The County Manager stated that it would be helpful in order to get the agenda out to the public earlier.

Commissioner Kost asked that the agendas also be sent out earlier since they probably will be longer and there will be more “homework” involved.

Commissioner Petty moved, seconded by Commissioner Kost, to adopt **Resolution #2012-_____ Approving the Board of Commissioners’ 2012 Meeting Calendar**, attached hereto and by reference made a part hereof. The motion carried four (4) to zero (0).

Chairman Bock reiterated that the Board of Commissioners’ meetings will be held once a month; however, if the meetings become too long, the Board reserves the right to hold a second meeting.

Commissioner Kost stated that, for clarification, if the Board holds a second meeting, the meeting not be charged as a special meeting for supplemental pay. She stated that the pay includes if they were to have two meetings and two work sessions and they are not treated as “special” meetings. With regard to the day’s meeting, the Board will receive no pay for this meeting but will receive pay for the Annual Report of the Cooperative Extension Service. She stated that the “Special Meeting” pay should not kick in unless it is over and above two meetings per month and two work sessions per month.

By consensus, the Board agreed.

ADJOURNMENT

Commissioner Cross moved, seconded by Commissioner Petty, to adjourn the meeting. The motion carried four (4) to zero (0), and the meeting adjourned at 11:39 AM in order to receive the Cooperative Extension Service Annual Report at a luncheon in the Agricultural Building Auditorium.

Brian Bock, Chairman

ATTEST:

Sandra B. Sublett, CMC, NCCCC, Clerk to the Board
Chatham County Board of Commissioners