



Chatham County, NC

Meeting Minutes Board of Commissioners

Monday, November 2, 2015

10:00 AM

Historic Courthouse Courtroom

Meeting to Present the CIP

Regular Session - 10:00 AM - Historic Courthouse Courtroom

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

INVOCATION and PLEDGE OF ALLEGIANCE

Commissioner Cross delivered the invocation after which the Chairman invited everyone present to stand and recite the Pledge of Allegiance.

CALL TO ORDER

Chairman Crawford welcomed those in attendance and called the meeting to order at 10:05 AM.

APPROVAL OF AGENDA and CONSENT AGENDA

The Chairman moved the presentation of the CIP as the last item under Board Priorities.

A motion was made by Vice Chair Cross, seconded by Commissioner Howard, that the Agenda and Consent Agenda be approved as amended. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

[15-1435](#)

Vote on a Request to approve competitive bid exemption for "sole source" and standardization, of the Chatham County Sheriff's Department including Detention Facility Staff uniforms manufactured by Fechheimer Brothers Company Uniforms with a current sole source distributor Galls, LLC DBA Century Uniforms.

Attachments: [Gall LLC Exclusives](#)
[NCGS 143-129-e-6](#)

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

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

[15-1463](#)

Vote on a request to approve competitive bid exemption for 'sole source' and standardization on behalf of Chatham County for the standardization of the 'Telephone system Replacement Project -Countywide' and authorize the standard vendor as TSM South.

Attachments: [NCGS 143-129-e-6](#)
[UnifiedPhoneSystemOrdinance_signed2015](#)

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

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

[15-1450](#)

Vote on a request to approve A Resolution Proclaiming November as Family Caregivers Month in Chatham County.

Attachments: [caregivermonth proclamation 2015 \(1\)](#)

A motion was made by Vice Chair Cross, seconded by Commissioner Howard, that Resolution #2015-43 Proclaiming November as Family Caregivers Month, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

[15-1453](#)

Vote on a request to approve the naming of a private road in Chatham County

Attachments: [LONG LEAF TRAIL PETITION](#)
[LONG LEAF TRAIL](#)

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

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

End of Consent Agenda

PUBLIC INPUT SESSION

There was no one present who wished to speak.

BOARD PRIORITIES

[15-1462](#)

Vote on a request to approve a Resolution Honoring Chatham Trades,

Inc. for Thirty-five Years of Service to Chatham County, North Carolina.

Attachments: [resolution honoring chatham trades \(2\)](#)

The Chairman read the resolution into the record.

The Chairman presented the resolution to Shawn Poe, Executive Director of Chatham Trades and several of Chatham Trade's consumers. They also posed for pictures.

A motion was made by Commissioner Petty, seconded by Commissioner Hales, that Resolution #2015-44 Honoring Chatham Trades, Inc. for Thirty-Five Years of Service to Chatham County, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

[15-1417](#)

Presentation on Affordable Housing by the Chatham County Housing Authority

Attachments: [Proofed CCHA Affordable Housing Committee jb 10 13 15-22](#)

Presentation. (Presentation Attached).

Ms. Davis stated it is hard for the Housing Authority to stay 100% leased because people can't come up with the deposits. The Housing Authority has to have 100% of their vouchers leased to get 73% administrative federal dollars.

Ms. Davis stated they are here today to ask the Commissioners to fund a Security Deposit Revolving Loan Assistance Pilot Program with \$13,000 to help with the deposits needed.

Commissioner Petty asked if they still get a percentage of the 73% funding if they don't get 100% of the leases. Ms. Davis stated they do get a percentage. He asked how they meet the shortfall. Ms. Davis stated they have no way to meet the shortfall at this time.

Commissioner Petty stated the Chatham Housing Initiative sounds like it is addressing the need to funnel people into one organization to help them with all of their housing needs.

Ms. Barrett continued the presentation by explaining how the Pilot Program will work.

Commissioner Howard clarified they would start out with the \$13,000 and someone would use the funds and then start paying the funds back to the account with the \$13,000. Ms. Barrett stated she was correct. She asked if this is a one-time request. Ms. Barrett stated they believe it can be if people pay the money back and if it is an interest account.

Commissioner Petty asked if the 220 active landlords were only apartments. Ms. Davis stated it was homes and apartments. He asked if there were enough properties for the vouchers. Ms. Davis stated there were.

Commissioner Hales asked what deposits this program would cover. Ms. Davis stated it would be the rental deposits or security deposits.

Dennis Vitolo, a landlord working with the Housing Authority, stated the security deposits have been a problem. The tenants he has had through the Housing Authority have been his best tenants. He believes the pilot program is a wonderful program.

Ted Edwards, a landlord working with the Housing Authority stated he has also had good success with the program. He too has had some of his best tenants through the Housing Authority. He also believes the pilot program is a good program.

Vice Chair Cross asked if the money would cover water and electric deposits. Ms. Davis stated no. Part of their requirements is that the applicant must have their water and electric turned on in order to move in.

Commissioner Petty asked if the landlord gets the security deposit. Ms. Davis stated the landlord doesn't get the security deposit. The Housing Authority is guaranteeing it. The landlord only gets it if there is damage.

Eugene Davis, a member of the CHI Board, stated it is a revolving guaranteed account. There will be a comprehensive inspection program and they do not anticipate there will be damages.

Commissioner Howard stated her previous statement was incorrect. The money will be paid as part of their rent to their landlord. Ms. Davis stated that is correct. Commissioner Howard stated if the tenant has no damages they will get their money back. Ms. Davis stated that is correct. Commissioner Howard clarified that the only way the fund grows is through interest. Ms. Davis stated that is correct.

County Manager Renee Paschal stated the County would need a contract if the Board approves the funding.

Commissioner Petty asked who reviews the applications to determines who qualifies for the vouchers. Ms. Davis stated staff reviews the applications. The staff is certified by the Department of Housing and Urban Development (HUD).

Vice Chair Cross asked if the people on the waiting list are qualified before they go on the waiting list. Ms. Davis stated they fill out a pre-application that determines that they go on the waiting list. When they get to the top of the waiting list they do income verification, criminal background checks, check sex offender status, verify if they are homeless, check disability status, evidence of six months of work if they are employed, and finally they look at their assets with the bank. HUD also cross references so the information can be shared between local housing authorities.

A motion was made by Commissioner Howard, seconded by Vice Chair Cross, to come to an agreement with the Chatham Housing Initiative to create a fund of \$13,000 to meet the need of security deposits with their customers and ask staff to draw up a contract and come back to the Board with how it impacts the budget. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

[15-1452](#)

Vote on a request to adopt a Resolution Setting the Time and Place for Meetings of the Chatham County Board of Commissioners for Calendar Year 2016 and set dates for January 2016 Board of

Commissioners Retreat.

Attachments: [2016 BOC Meeting Calendar Resolution](#)

The Commissioners set the Retreat dates for all day Tuesday, January 12, 2016, all day Wednesday, January 13, 2016 and prior to the Regular Meeting on Monday, January 19, 2016.

Commissioner Petty asked if the meetings scheduled for 10:00 AM on the first Monday of the month could be scheduled for 6:00 PM instead.

The Board agreed by consent to schedule meetings at 6:00 PM if a meeting needs to be called the first Monday of the month.

A motion was made by Commissioner Petty, seconded by Vice Chair Cross, that Resolution #2015-45 Setting the Time and Place for Meetings of the Chatham County Board of Commissioners for Calendar Year 2016, attached hereto and by reference made a part hereof, be adopted as amended. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

[15-1441](#)

Discuss Chatham Arts using space in the Performance Building.

County Manager Renee Paschal stated the new employee for the Agriculture Center is not using the space so it is available.

Vice Chair Cross asked if there would be a contract.

The County Manager stated there would need to be a lease.

Vice Chair Cross asked if they would be limited to use of the building during normal County business hours.

The County Manager stated that could be a condition of the lease.

Chairman Crawford stated other tenants probably have weekend access.

Commissioner Petty stated he doesn't think they should be there outside of business hours.

Chairman Crawford stated he believes they should operate under the rules of the Economic Development Corporation.

Commissioner Petty and Vice Chair Cross expressed concerns about the security of the building and giving people access outside of business hours.

The County Manager stated she hears one concern being restricting use of the office space from Monday through Friday from 8:00 AM to 5:00 PM. Another concern she hears is access to meeting rooms and there are a couple of meetings spaces that she believes would be available to the Arts Council just as they would be to any other group.

Commissioner Hales stated standard business hours should be part of the lease agreement.

Commissioner Howard stated the Arts Council is currently paying \$480/mo. The Executive Director works two days a week for six hours a day.

Commissioner Petty stated the space in the arts building in Siler City may be a possible option for the organization.

Commissioner Hales stated money would be an issue at that location and the goal is to help the Arts Council have an office space that they don't need five days a week and do not have to pay close to \$6,000 a year in rent.

Commissioner Howard stated the proximity to the EDC and the Convention and Visitors Bureau are important and the majority of the Board for the Arts Council is from the Eastern part of the County.

Commissioner Hales stated she believes \$75 a month a reasonable rent to be considered.

Commissioner Petty is worried what kind of precedent it will set if the Board starts subsidizing rent for nonprofits.

Vice Chair Cross suggested staff look at the square footage office rental rate in Pittsboro to come up with a rental rate.

A motion was made by Commissioner Hales, seconded by Commissioner Howard, that staff put together a lease with the Chatham Arts Council for a space in the Performance Building with staff looking at appropriate rent costs.. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

[15-1460](#)

Presentation of the Recommended FY 2017-2023 Capital Improvements Program

Attachments: [CIP Presentation to BOC- 2017-2023](#)

Lisa West, Budget Analyst, presented the Recommended Capital Improvements Program for FY 2017-2023. (Presentation Attached).

The Board agreed to move the CIP Work Session from November 17, 2015 to November 18, 2015 at 9:00 AM in the Historic Courthouse Courtroom.

The Board also agreed to move any Work Session items scheduled for the November 16, 2015 meeting to the Regular Session on November 16, 2015 or to another Work Session.

This Agenda Item was received and filed.

15-1470

Closed Session

A motion was made by Vice Chair Cross, seconded by Commissioner Hales, to go out of the Regular Session and convene in Closed Session for the purpose of discussing personnel. The motion carried by the following vote:

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty

MANAGER' S REPORTS

County Manager Renee Paschal reminded the Board of the Joint Elected Officials meeting Thursday, November 12, 2015 at 7:00 PM in the multi-purpose room at the Pittsboro CCCC campus. Peg Carlson and Marcia Perritt will come continue the discussion of affordable housing with the commissioners and the Town Boards.

The County Manager asked the Board to reserve the entire day on the November 18, 2015 for the CIP Work Session because extra agenda items will be added.

The County Manager stated The Council on Aging will be holding Candlelight Reflections event on Thursday, November 4, 2015 at 7:00 PM at CCCC to honor family caregivers. They would like one of the commissioners to present the resolution the Board approved this evening. Chairman Crawford agreed to attend the event and present the resolution.

The County Manager stated the Marines Toys for Tots will be using the old EDC office at 118 West Street in Pittsboro for about one month to collect and distribute the toys. Staff has drawn up a lease agreement.

COMMISSIONERS' REPORTS

There were no Commissioner Reports.

ADJOURNMENT

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

Aye: 5 - Chairman Crawford, Vice Chair Cross, Commissioner Hales, Commissioner Howard and Commissioner Petty