



Chatham County, NC

Meeting Minutes

Board of Commissioners

Monday, December 21, 2020

6:00 PM

Agriculture & Conference Center

Work Session - 2:00 PM - Agriculture and Conference Center

Present: 5 - Chair Mike Dasher, Vice Chair Diana Hales, Commissioner Jim Crawford, Commissioner Franklin Gomez Flores and Commissioner Karen Howard

PUBLIC INPUT SESSION

No one signed up to speak.

BOARD PRIORITIES

[21-3753](#)

Vote on a request by attorney Chad Riggsbee for a refund of \$533 of overpaid excise tax.

Attachments: [3BuckhornRoadCorrectiveAff.pdf](#)

Attorney Chad Riggsbee requested a tax refund based on an erroneous overpayment.

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3754](#)

2020 Cooperative Extension Sustainable Agriculture Program Update

Attachments: [December2020BOCPresentatio.pdf](#)

Due to technical difficulties, the Board agreed to move this item to a future meeting.

[21-3755](#)

Vote on a request to approve the 2020-2021 Housing Trust Fund Award Recommendations.

Attachments: [HTF20202021Summary.pdf](#)

Policy Analyst Stephanie Watkins-Cruz gave a presentation to the Board.

Vice Chair Hales asked how many homes the award to Habitat for Humanity was funding. Ms. Watkins-Cruz stated they are trying to acquire two lots in Siler City and build a total of 24 townhomes on those lots. The county's award will fund one of those lots.

Commissioner Crawford praised the success of this public-private partnership.

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

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3756](#)

Affordable Housing Advisory Committee Annual Report

Attachments: [2020AHACAnnualReport1.pdf](#)
[Present.pdf](#)
[AnnualUpdate Infographic 2.pdf](#)

Chair of the Affordable Housing Committee Richard Poole gave a presentation to the Board. (Presentation attached)

Vice Chair Hales asked if the Committee planned to work with Pittsboro housing codes as they had with Siler City. Mr. Poole stated that they are looking at housing codes in cities and towns around the sizes of Pittsboro and Siler City to inform new housing codes in both municipalities.

This Agenda Item was received and filed.

[21-3757](#)

Vote to approve an appropriation of \$250,000 for the FY22 Human Services Nonprofit Allocation funding process, and to approve the revisions to the Board of Commissioner Goals and Outcome for the FY22 Human Services Nonprofit Allocation funding process.

Attachments: [PresHumanServ.pdf](#)
[Handout.pdf](#)

Community Analyst Hilary Pollan gave a presentation to the Board. (Presentation attached)

Vice Chair Hales praised Ms. Pollan for all the work she has done to improve the county's collaboration with local nonprofits.

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

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3758](#)

Vote to approve revisions to the Chatham County Nonprofit Policy

Attachments: [Nonprofit Pres.pdf](#)
[14ChathamCountyNonprofitPolciy.pdf](#)
[15 - Chatham County Nonprofit Agency Funding Policy Track Changes.pdf](#)

Community Partners Analyst Hilary Pollan gave a presentation to the Board. (Presentation attached)

Vice Chair Hales asked if the Boards and Committees involved were all County-appointed Boards and Committees. Ms. Pollan stated that they were and they could add clarifying language to make that clear.

Vice Chair Hales asked if the language around reporting and monitoring corresponded with what was said in the Affordable Housing Trust Fund presentation. Ms. Pollan stated the intention of the language is that it allows reporting and monitoring to be specified in the contract and can be different for each type of funding.

Chair Dasher asked how the awarding of funds is announced. Ms. Pollan stated they do not make an announcement. The funding information is included in the annual budget.

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

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

CLOSED SESSION

[21-3783](#)

Closed session pursuant to G.S. 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses, including agreement on a tentative list of economic development incentives that may be offered.

A motion was made by Commissioner Crawford, seconded by Commissioner Howard, to go out of the work session and into Closed session pursuant to G.S. 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses, including agreement on a tentative list of economic development incentives that may be offered. The motion carried by the following vote:

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

RECESS

End of Work Session

Regular Session - 6:00 PM - Agriculture and Conference Center

INVOCATION and PLEDGE OF ALLEGIANCE

Chair Dasher asked everyone to pause for a moment of silence after which he invited everyone present to stand and recite the Pledge of Allegiance.

CALL TO ORDER

Chair Dasher called the meeting to order at 6:04 PM.

APPROVAL OF AGENDA and CONSENT AGENDA

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3759](#)

Vote on a request to approve a pyrotechnics display at Chatham Charter School, 2200 Hamp Stone Rd. Siler City NC 27344, on January 8, 2021.

Attachments: [ChathamCharterSchoolPermit.pdf](#)

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3762](#)

Vote on a request to approve the naming of three private roads in Chatham County.

Attachments: [SilverberryWoodLnPetition.pdf](#)
[SilverberryWoodLnMa.pdf](#)
[JaspersPointLnPetition.pdf](#)
[JaspersPointLnMa.pdf](#)
[KiddFamilyLnPetition.pdf](#)
[KiddFamilyLnMa.pdf](#)

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3763](#)

Vote on a request to adopt the 2020 Cape Fear Regional Hazard Mitigation Plan

Attachments: [PROCLAMATIONAdopting2020HM.pdf](#)

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3764](#)

Vote on a request to approve November 2020 Tax Releases and Refunds

Attachments: [NovemberRefunds.pdf](#)
 [NCVTSPendingRefundreportNo.pdf](#)

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3765](#)

Vote on a request to approve appointments to the Juvenile Crime Prevention Council (JCPC).

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

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3766](#)

Vote on a request to approve appointment of Dustin Maudlin 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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3767](#)

Vote on a request to approve re-appointments of Walter Harris and Joseph McEvoy to the Chatham County ABC Board.

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

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3768](#)

Memorandum of Understanding between the Town of Pittsboro, Chatham County, and the Board of Education for the disposition of the former Central Services facility once vacated.

Attachments: [36 - MOU PBO County and Schools V2 \(1\).docx](#)

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3769](#)

Vote on a request to approve Memorandum of Understanding (MOU) between Chatham County and NC Department of Health and Human services.

Attachments: [CountyMOU20212022Final1072.pdf](#)
[Attachment1PerfMeasures101.pdf](#)
[Attachment2PerfMeasures101.pdf](#)

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3770](#)

Vote on request to approve a grant application to Office on Violence Against Women (OVW) for federal funding through Office of Justice Programs and authorize County Manager to have final approval before submission

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3771](#)

Vote on a request to authorize to approve a grant application to Crime Victim Services of NC Governor's Crime Commission for VAWA funding and authorize County Manager to have final approval before submission.

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3772](#)

Vote on a request to adopt a Resolution Approving the Addition of Streets to the North Carolina System of Secondary Roads

Attachments: [20201124_ResolutionRequest.pdf](#)
[BurkePlaceResolution.pdf](#)

A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Resolution #2020-52 Approving the Addition of Streets to the North Carolina System of Secondary Roads, attached hereto and by reference made part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3773](#)

Vote on a request to adopt a Resolution Amending the 2021 Board of Commissioner Meeting Calendar

Attachments: [2021AmendedBOCMeetingCalen.pdf](#)
[2021REVISEDBOCMeetingCalen.pdf](#)

A motion was made by Commissioner Crawford, seconded by Commissioner Howard, that this Resolution #2020-53 Amending the 2021 Board of Commissioner Meeting Calendar, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3774](#)

Multi-year Contract for software services to serve multiple departments related to permitting & development.

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: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

End of Consent Agenda

SPECIAL PRESENTATION

[21-3775](#)

Vote on a Request to Adopt a Resolution Honoring Chatham County Schools Superintendent Dr. Derrick Jordan

Commissioner Howard read the Resolution into the record. Commissioner Howard thanked Dr. Jordan for his service to the county.

Dr. Jordan thanked the Commissioners for the good working relationship with the county. He said he looked forward to coming back for the ribbon cutting at Seaforth High School.

A motion was made by Commissioner Howard, seconded by Vice Chair Hales, that this Resolution #2020-54 Honoring Chatham County Schools Superintendent Dr. Derrick Jordan, attached hereto and by reference made a part hereof, be adopted. The motion carried by the following vote:

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[21-3776](#)

Presentation of the 2020 Chatham County Employee of the Year

County Manager Dan LaMontagne congratulated the following employees on the nominations they received for the 2020 Employee of the Year:

- Chatham County Agriculture and Conference Center Staff*
- Lindsay Ray*
- Steve Newton*
- Ginger Cunningham*
- Mike Zelek*
- Bonnie Dukeman*
- Front Office Staff at DSS*
- Sam Rauf*

Mr. Lamontagne stated it was almost impossible to choose one employee or group for

the award considering the challenges all staff has faced and overcome during the pandemic and the cyber incident. He also knows that all of the people nominated would say it was a team effort and would want their entire teams to receive recognition. Therefore Mr. LaMontagne said it was his pleasure to announce the 2020 Chatham County Employee of the Year was being awarded to all Chatham County employees.

Mr. LaMontagne gave a presentation listing every County employee's name while highlighting some of the innovative projects and events staff led throughout the year.

PUBLIC INPUT SESSION

No one signed up to speak.

BOARD PRIORITIES

[21-3777](#)

Vote on a request to approve the Recommended FY22-28 Capital Improvements Plan (CIP)

Attachments: [FY2228RecommendedCIP.pdf](#)

Budget Director Darrell Butts gave a presentation to the Board. (Presentation attached)

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

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

[20-3658](#)

Parks and Recreation Advisory Committee FY19-20 Annual Report

Attachments: [Recreation Advisory Committee End of Year report November 2020 FINAL](#)

Chair of the Recreation Advisory Committee Tim Mounce gave a presentation to the Board.

Commissioner Crawford asked about making use of the Stroud property. Parks and Recreation Director Tracy Burnett stated the Stroud property is a part of their strategic plan and they are working with the budget team on what projects they can fund moving forward.

This Agenda Item was received and filed.

[21-3781](#)

COVID Update

Attachments: [52 - BOC COVID Update 12'21'20.pptx](#)

Health Director Mike Zelek reviewed the current COVID statistics in the state and county.

Chair Dasher asked when vaccines would be distributed to nursing home residents. Mr. Zelek stated that was a separate initiative being executed by CVS and Walgreens and he expected it to come in the next couple of weeks.

Commissioner Crawford asked if there was a way to know how many asymptomatic positives there may be in the county. Mr. Zelek noted that the issue was also presymptomatic people. He stated he has heard estimates that pre- and asymptomatic people make up 20 to 80% of COVID cases so it is difficult to say. The public should assume it is out there and take appropriate precautions.

Management Analyst Courtney Cooper-Lewter gave a presentation on the county's use of Coronavirus Relief Funds.

This Agenda Item was received and filed.

21-3782

Review of the 2021 Board of Commissioner Committee Liaison Assignments

Attachments: [Board of Commissioner liaison table jan 2021](#)

The commissioners discussed the board and committee liaison assignments. The updated list agreed upon by the Board is attached.

CLERK'S REPORT

Clerk to the Board Lindsay Ray stated the North Carolina Association of County Commissioners Legislative Goals Conference will be held virtually January 14th and 15th. The Board voted to elect Commissioner Howard as Chatham County's voting delegate for the conference.

Ms. Ray reminded Commissioners that the retreat is on January 11th, 12th and possibly 15th and the next Board of Commissioners meeting is on Tuesday, January 19th due to the Martin Luther King Day, Jr. holiday.

A motion was made by Vice Chair Hales, seconded by Commissioner Crawford, to elect Commissioner Karen Howard as the voting delegate to the NCACC Legislative Goals Conference. The motion carried by the following vote:

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard

MANAGER'S REPORT

County Manager Dan LaMontagne stated that starting in January, they would begin recognizing all county retirements during the Board of Commissioners meetings.

Mr. LaMontagne also announced that Finance Director Vicki McConnell would be retiring in February after 45 years of service.

COMMISSIONERS' REPORTS

Commissioner Howard attended a School Board meeting about increasing in person attendance in Chatham County high schools.

Commissioner Crawford stated that staff has done a tremendous job during a very challenging year.

Chair Dasher congratulated all of County employees on being awarded Employee of the Year.

ADJOURNMENT

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

Aye: 5 - Chair Dasher, Vice Chair Hales, Commissioner Crawford, Commissioner Gomez Flores and Commissioner Howard