



MOORE COUNTY BOARD OF COMMISSIONERS

TUESDAY, OCTOBER 20, 2015

REGULAR MEETING

The Moore County Board of Commissioners met for a Regular Meeting at 5:30 p.m., Tuesday, October 20, 2015 in the Commissioners' Meeting Room, Second Floor, Historic Courthouse in Carthage, North Carolina.

Commissioners Present: Chairman Nick Picerno, Vice Chairman Otis Ritter, Jerry Daeke, Catherine Graham, Randy Saunders

Commissioners Absent: None

Chairman Picerno called the meeting to order at 5:30 p.m.

Reverend David Pratt of Grace Church provided the invocation and Veterans Services Director Jim Pedersen led the Pledge of Allegiance.

The Chairman asked whether any commissioner had a conflict of interest concerning agenda items the Board would address during the meeting and no conflicts were stated.

PUBLIC COMMENT PERIOD

Ms. Linda Parsons, Chamber of Commerce President, complimented the commissioners on their collaboration and conversation with the Board of Education in a special meeting earlier in the day regarding capital needs. She said she looked forward to progress and offered the Chamber's assistance if needed.

Mr. Ernie Hussey discussed issues he had with facilities plans for Moore County Schools. Chairman Picerno recommended Mr. Hussey share his concerns with the Board of Education as the commissioners' responsibility was for the funding.

Mr. Bob Zschoche, Mayor of Whispering Pines, stated his support for a proposed Article 46 sales tax in Moore County. He said, however, that he was not in favor if a property tax reduction as a corollary of the sales tax.

Ms. Karin Kent said she was delighted at the spirit of cooperation between the commissioners and the Board of Education. She said she appreciated the commissioners' financial concern and would do her best to keep the Board of Education accountable.

ADDITIONAL AGENDA

Upon motion made by Chairman Picerno, seconded by Commissioner Saunders, the Board voted 5-0 to add consideration of an additional budget amendment to the agenda.

PRESENTATIONS

Health Department – Medical Records Scanning Project

Health Director Robert Wittmann thanked the Board and staff for their support of the Health Department, and then introduced Health Educator/Deputy Health Director Matt Garner to provide a presentation on a medical records scanning project proposed for the Department. Mr. Garner was accompanied in his presentation by a representative of Advanced Imaging Systems. The presentation is hereby incorporated as a part of these minutes by attachment as Appendix A. Discussion followed regarding the feasibility of staff scanning records, the cost of the project, and the funding for the project.

Sheriff's Office – Facilities Security Update

Sheriff Neil Godfrey introduced Chief Deputy Jerrell Seawell who reviewed recommendations for improvement to the security of the historic courthouse. The staff report outlining these recommendations is hereby incorporated as a part of these minutes by attachment as Appendix B.

Chairman Picerno said that the security of County employees was of utmost importance to him. He inquired about the level of security measures in place for other County buildings and asked about alternatives that would not require such a big expenditure. Chief Deputy Seawell said he understood the concerns and believed there were some options. Regarding a recommendation for a deputy to be stationed in the historic courthouse, with another deputy employed as back-up, Commissioner Graham asked if it would be possible to share the position with the Courts. Chief Deputy Seawell confirmed this was a possibility but said the trend had been that it was difficult to find part time employees. Commissioner Graham said the historic courthouse was the only facility directly across from the courts, and the historic courthouse housed attorneys who handled sensitive issues. She said there had already been incidents within the building that made employees feel ill at ease and that the historic courthouse could not be compared to other county facilities. Commissioner Saunders stated his agreement with Chairman Picerno's comments and said the annual cost for the Sheriff's recommendations could be problematic. He discussed whether there would be a way to make buildings as safe as possible while cognizant that they could not be made completely safe. Chairman Picerno said that he respected Commissioner Graham's comments and he recommended tabling the item until the next meeting as he knew of some ex-military members of the community who he could consult for their input based on their security experience. Upon motion made by Chairman Picerno, seconded by Commissioner Graham, the Board voted 5-0 to table the matter until the next regular meeting.

CONSENT AGENDA

Upon motion made by Commissioner Saunders, seconded by Vice Chairman Ritter, the Board voted 5-0 to approve the following consent agenda items:

Budget Amendments
Moore County Schools Digital Learning Invoices

Tax Releases/Refunds – September 2015
Forestry Services Agreement
Amended Environmental Health Fee Schedule
Minutes: October 6, 2015 Regular Meeting

The budget amendments and tax releases/refunds resolutions are hereby incorporated as a part of these minutes by attachment as Appendices C and D, respectively.

PUBLIC HEARINGS

Public Hearing/Monarch – FY 17 Application for Grant for Enhanced Mobility of Seniors and Individuals with Disabilities

Ms. Rahnelle Rosado, representing Monarch, reviewed information about Monarch's proposed application for NC Department of Transportation 5310 Enhanced Mobility of Seniors and Individuals with Disabilities program funding for FY 2017. Chairman Picerno opened a public hearing on this matter. There were no speakers. Chairman Picerno closed the public hearing.

Public Hearing/Planning – FY 17 Community Transportation Program Grant Application

Lydia Cleveland, Administrative and Transportation Program Manager in the Planning Department, reviewed information regarding the proposed FY 2017 Community Transportation Program grant application. Chairman Picerno opened the public hearing on this matter. There were no speakers. Chairman Picerno closed the public hearing. Upon motion made by Commissioner Saunders, seconded by Commissioner Graham, the Board voted 5-0 to approve the submittal of the FY 2017 Community Transportation Program 5311 application.

Call to Public Hearing/Planning – Request for Conditional Use Permit to Construct a Veterinary Clinic

Planning Director Debra Ensminger requested the Board call a public hearing regarding a request for a Conditional Use Permit for operation of a veterinary clinic in an existing building located at 125 West Plaza Drive, West End. Upon motion made by Commissioner Saunders, seconded by Vice Chairman Ritter, the Board voted 5-0 to call a public hearing on November 17, 2015 at 5:30 p.m. to solicit public participation relative to a Conditional Use Permit request by the applicant, David Garza, for the use of a veterinary clinic on the parcel known as ParID# 97000323.

NEW BUSINESS

Planning:

Approval of 2015 System Safety Program Plan

Administrative and Transportation Program Manager Lydia Cleveland requested approval of the 2015 System Safety Program Plan for Moore County Transportation Services. Ms. Cleveland noted one minor change to be made to the plan before it would be submitted to DOT. She said this change would be on page one of section one, whereby the vision specification would be designated for each eye, not just one eye. Upon motion made by Commissioner Saunders, seconded by Commissioner Graham, the

Board voted 5-0 to approve the 2015 System Safety Program Plan as amended for Moore County Transportation Services.

Approval of FY15/16 Rural Operating Assistance Program Application

Ms. Cleveland reviewed information regarding the FY 2016 Rural Operating Assistance Program (ROAP) grant and requested the Board's approval. Upon motion made by Commissioner Saunders, seconded by Commissioner Daeke, the Board voted 5-0 to approve and authorize the Chairman to sign the FY 2016 ROAP application.

Public Works:

Approval of Lift Station 3-4 Change Order # 4

Public Works Director Randy Gould asked the Board to approve change order # 4 with Gilbert Engineering for the rehabilitation of Lift Station 3-4. Chairman Picerno inquired about the total project cost. Mr. Gould explained that the County was originally awarded a \$1,000,000 low interest loan from the Department of Environment and Natural Resources (DENR). The lowest bid for the project was submitted by Gilbert Engineering and a construction contract was awarded for the negotiated amount of \$955,000 (change order # 1) resulting in a total project cost of \$1,122,000. The DENR loan amount was increased to \$1,100,000. Change orders # 2 and # 3 increased the total construction contract price to \$975,147. Change order # 4 would increase the contract amount by \$3,796.66 for a final construction contract price of \$978,943.66 and add 95 days to the substantial completion date and 105 days to the final completion date. Upon motion made by Commissioner Graham, seconded by Vice Chairman Ritter, the Board voted 5-0 to approve change order # 4 with Gilbert Engineering for the rehabilitation of Lift Station 3-4 and authorize the Chairman to sign.

Rejection of Bar Rake Bid

Mr. Gould requested the Board's rejection of the formal bid IFB 2016-02 for a bar rake at the Water Pollution Control Plant due to all bids being non-responsive. Upon motion made by Chairman Picerno, seconded by Commissioner Saunders, the Board voted 5-0 to reject the formal bid for the bar rake.

Public Safety:

Approval of Fort Bragg/Moore County Renewal of Mutual Aid/Automatic Aid

Public Safety Director Bryan Phillips requested the Board's approval of the renewal of a mutual aid/automatic aid agreement with the US Army Garrison, Fort Bragg. Upon motion made by Chairman Picerno, seconded by Vice Chairman Ritter, the Board voted 5-0 to approve the request from the US Army Garrison, Fort Bragg and the County of Moore on the renewal of a mutual aid/automatic aid agreement and authorize the Chairman to sign any and all necessary documents.

Approval for Purchase of Ambulance – IFB No. 2016-03

Mr. Phillips requested the Board's authorization for purchase of 2 ambulance chassis and remounts from Northwestern Emergency Vehicles. Vice Chairman Ritter made a motion, seconded by Commissioner Daeke, to approve a purchase contract, contingent upon the approval of the County Attorney and the

Finance Director, for two ambulances fitted with remounted ambulance boxes from Northwestern Emergency Vehicles and authorize the Chairman to sign all necessary documents. Commissioner Saunders asked if this was budgeted for and Mr. Phillips said yes. Vice Chairman Ritter asked if these would be medium duty ambulances and Mr. Phillips said yes. County Manager Wayne Vest noted that \$240,000 was budgeted and the contract would be for \$241,727.10, so the additional funds would be moved from another capital line item. The motion to approve the purchase carried 5-0.

Sheriff:

Approval of Full Time Equivalent Position for 2015 Prescription Drug Program/Governor's Crime Commission Grant

Chief Deputy Jerrell Seawell asked the Board to approve the addition of one Full Time Equivalent position for the Sheriff's Office for a Drug Diversion Investigator position, which would be funded by a Governor's Crime Commission grant. This would increase the total number of FTEs from 77 to 78. Upon motion made by Commissioner Saunders, seconded by Chairman Picerno, the Board voted 5-0 to increase the number of Full Time Equivalent positions at the Moore County Sheriff's Office by one position to be utilized as a Drug Diversion Investigator and initiate the 2015 Moore County Sheriff's Office Prescription Drug program.

Legal:

Sandhills Center/Governor's Crime Commission – Consideration of Grant Match Funds

County Attorney Misty Leland reviewed that at the September 15, 2015 meeting, while considering the approval of a Governor's Crime Commission grant, which required the County to provide a local match of \$21,628.79 (or 25% of the grant), Chairman Picerno requested the County Attorney to research whether the County could take a portion of the funding designated in a grant for the Sandhills Center for Mental Health/Developmental Disabilities/Substance Abuse Services to use as the local match. Ms. Leland presented three options for the Board to consider: 1) take no action; 2) terminate the agreement and use the remaining portion of the grant funds to provide the local match; 3) request an amendment to the agreement reducing the remaining portion due in February by the amount of the local match. Chairman Picerno said the function of the Sheriff's work through this grant would be to solve problems before they got to Sandhills Center. Upon motion made by Chairman Picerno, seconded by Commissioner Saunders, the Board voted 5-0 to move forward with the option to amend the agreement, reducing the remaining portion due in February by the amount of the local match.

Adoption of Resolution Requesting the General Assembly to Abolish the Tier Designation System

Ms. Leland reviewed a resolution she was requested to prepare requesting the NC General Assembly to abolish the current tier designation system in North Carolina under G.S. 143B-437.08. Commissioner Daeke made a motion, seconded by Commissioner Saunders, to approve and adopt the Resolution Requesting the North Carolina General Assembly to Abolish the Current Tier Designation System in North Carolina under G.S. 143B-437.08 and authorize the Chairman to sign the same. Commissioner Saunders recalled that during the Board's town hall meeting in September, the local legislative delegation stated disagreement with the tier system and expressed the desire for it to be eliminated. Commissioner Saunders said it was time to speak for the people of Moore County. Chairman Picerno said a recent decision regarding the redistribution of sales tax negatively impacted the County as those

funds could have paid for schools. The motion to approve the resolution carried 5-0. The resolution is hereby incorporated as a part of these minutes by attachment as Appendix

Administration:

Consideration of Referendum for Article 46 Sales Tax

County Manager Wayne Vest provided information regarding a potential advisory referendum on the question of whether to levy a ¼ cent local sales and use tax in Moore County. A presentation provided by Mr. Vest is hereby incorporated as a part of these minutes by attachment as Appendix F. Chairman Picerno said the County historically budgeted a healthy figure for sales tax, but also historically exceeded it by a rather healthy figure, and the Article 46 tax had the potential to grow even faster because all of the revenues would come to the County (rather than being shared with the municipalities). Mr. Vest reported that Senate Bill 605 would allow an additional ¼ cent to be collected. The bill was referred to committee and Mr. Vest said there had been discussion regarding contacting legislators to encourage their continued support for the bill. Commissioner Graham made a motion, seconded by Commissioner Saunders, to direct the County Board of Elections to conduct an advisory referendum on the question of whether to levy a local sales and use tax in Moore County. The election shall be held in accordance with the procedures of G.S. 163-287. Chairman Picerno said when he was running for commissioner, the League of Women Voters had an event and there was a question of whether candidates would support a sales tax increase, which he did not at the time because he did not see a proven need for additional revenue. Chairman Picerno said now, however, there was such a need. The motion for the referendum carried unanimously.

MANAGER'S REPORT

County Manager Wayne Vest discussed potential dates for an upcoming reception to honor all County employees, with special recognition of longevity recipients. The Board agreed that November 16, 2015 would be the best day to hold this event.

COMMISSIONERS' COMMENTS

The commissioners concurred that it had been a productive but long day.

CLOSED SESSION

Upon motion made by Chairman Picerno, seconded by Commissioner Saunders, the Board voted 5-0 to enter into closed session pursuant to N.C.G.S. 143-318.11(a)(3) to preserve the attorney-client privilege.

Upon returning from closed session, Commissioner Daeke made a motion, seconded by Vice Chairman Ritter, to approve a settlement agreement and release between Moore County and Harnett County regarding a September 17, 2013 water agreement. The motion carried 5-0.

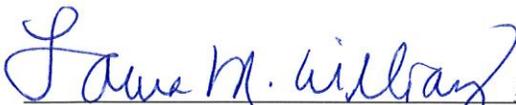
Upon motion made by Commissioner Saunders, seconded by Vice Chairman Ritter, the Board voted 5-0 to come out of closed session and seal the minutes.

ADJOURNMENT

Upon motion made by Commissioner Graham, seconded by Commissioner Daeke, the Board voted 5-0 to adjourn the October 20, 2015 regular meeting of the Moore County Board of Commissioners at 7:50 p.m., with the next regular meeting scheduled for November 17, 2015.



Nick J. Picerno, Chairman



Laura M. Williams, Clerk to the Board



Appendix A
10-20-2015

Integrating Bulk Scanning of Medical Records with the Patagonia Clinical Management System

Walter Bennett, MD, County Health Department
Derek Hines, Advanced Imaging Systems, LLC
Robert Wittmann, MPH, County Health Department

Agenda

- Introductions
- Electronic Medical Records
- Why Scan Medical Records?
- Patagonia Health
- Timeline
- Why Advanced Imaging Systems (AIS)?
- Bulk Scanning Process Review
- Questions

What are Electronic Medical Records? (EMR)

- Digital (computerized) versions of patients' paper records.
- Real-time, patient-centered records.
- Information is available instantly in a clinical setting .
- EMRs can contain medical history, diagnoses, medications, immunization dates, allergies, radiology images, and lab and test results
- Automate and streamline workflow
- Coordination of patient care by authorized staff between multiple health care organizations
- Ability to access information from current and past medical providers through the NC Health Information Exchange (NCHIE)

EMR History & Background

- Federal Legislation enacted in 2009 – "The Health Information Technology for Economic and Clinical Health (HITECH) Act."
- This legislation set forth "Stages" for implementing EMR for health care providers and settings.
- Each Stage focused on a January 2014 implementation date.
- Hospitals, private practices, and community health centers were first, followed by public health departments and districts.
- The Office of the National Coordinator for Health Information Technology (ONC) established the essential guidelines of the HITECH implementation timeline.
- All Vendors must be ONC certified.
- EMR Guidelines for public health were not made available until December 2012.

EMR History & Background Cont.

- North Carolina Dept. of Health and Human Services (DHHS) established the North Carolina Health Information Exchange (NC HIE) in response to HITECH legislation.
 - DHHS-HIE is the state-designated entity for health information exchange, submission of clinical quality measures, and the reporting of required public health information.
- DHHS-HIE is charged to meet Stage 2 "Meaningful Use" objectives for the conversion of public health in North Carolina to EMR.
 - "Meaningful use" is a term referring to healthcare providers who have implemented HITECH HIE certified systems.
 - Meaningful Use means that a provider is compliant with HITECH and DHHS-HIE and can bill Medicaid and Medicare electronically.
 - Beginning in 2015, eligible healthcare professionals that were not meaningful users were subject to penalties.

Why Scan Medical Records?

- Security (HIPAA Compliance)
- Integrity of Records
- Compliance with State and Federal Regulations based on the 2009 law
- Provide Disaster Recovery Capability for Medical Records
- Improved Staff Efficiency
- Gain More Control of the Data/Records
 - Medical Records must be retained anywhere from 11 to 90+ years
 - Medical Records are accessed daily; approximately 11,770 times per year (45+ times per day)
- Improved Customer Service
- Ability to Reclaim Valuable Space
 - Workstations for Staff
 - Additional Clinical Rooms
 - Organization and Storage for Patient Literature

Patagonia Health

- Patagonia Health is a public health focused clinical management and electronic health record system designed for meeting the electronic medical record, practice management, and billing needs of a public health department.
 - Began initial implementation with MCHD in January 2014.
- The system continues to evolve with added features relative to emerging needs within public health for patient medical record maintenance, billing for services, State reports, custom reports, clinic management, data collection, and patient care co-ordination.
 - Feedback from staff has been positive – due in large part to the system's intuitive design, ease of use, and varied features.

Patagonia Timeline

- **August 13, 2013** – Board of Health votes to recommend funding and purchase of an EMR system.
- **September 17, 2013** – Presentation to the Moore County BOC on the need for and requirement to convert all records to an electronic health record system.
- **October 21, 2013** – Presentation to BOH by Patagonia Health. Vote by BOH to recommend Patagonia Health to the BOC.
- **December 16, 2013** – Execution of a contract with Patagonia Health by Moore County.
- **January 06, 2014** – Initial implementation and Training Scheduled for Patagonia installation.
- **April 7, 2014** – "Go Live" Phase 1 - Management Support function of the Patagonia system.
- **June 19, 2014** – "Go Live" Phase 1 - Clinical Care function of the Patagonia Health system.

Patagonia Timeline (Cont.)

- **October 16, 2014** – Receipt of \$21,250 in Medicaid incentive funds for EMR implementation.
- **October 24, 2014** – Transition from NC HIS to "Office Ally" for all billing thru Patagonia Health to NC Tracks.
- **November 05, 2014** – Request to Moore County IT for 5 routers to enhance Patagonia connectivity.
- **January 2, 2015** – Begin back billing all claims not paid by NC Tracks thru HIS.
- **January 23, 2015** – Installed 5 new routers paid for from Medicaid Incentive funds.
- **February 5, 2015** – Initial 6-month Data Report on service utilization using Patagonia Health.
- **February 9, 2015** – Transfer of HIS billing data for 20,994 persons into the Patagonia Health system.

Patagonia Timeline (Cont.)

- **March 13, 2015** – Integration of LabCorp patient laboratory results to the Patagonia system.
- **April 30, 2015** – MCHD staff begin purging outdated patient paper records.
- **June 22, 2015** – Finalize the development of the electronic medical record architecture with County IT and consultants.
- **August 1, 2015** – Begin test scanning new and current patient records into the Patagonia system.
- **August 27, 2015** – Initial Purging completed; 33,386 paper patient records purged from MCHD file storage.
- **September 25, 2015** – Purging completed; 35,131 paper patient records purged from MCHD file storage.
- **September 28, 2015** – Testing completed; began opening an electronic record on every patient as they present for service.

Why Advanced Imaging Systems Inc.?

- Moore County utilized the Charlotte Cooperative Purchasing Alliance's (CCPA) bid process outcomes, which vetted Advanced Imaging Systems Inc. (AIS) and determined them to be a high quality, viable bidder.
- CCPA is managed and operated by the City of Charlotte Procurement Management. Procurement Management began developing a cooperative purchasing program in 2007 with the primary objective of serving the needs of the City while also providing leadership and contract opportunities to other government entities.
- All CCPA contracts are competitively solicited by the City of Charlotte and may be utilized by all other states, local governments, school districts, and higher education institutions in the United States of America, and other government agencies and nonprofit organizations, and in compliance with the competitive bidding laws of the state of North Carolina.

Proposed Future Timeline

- **October 12, 2015** – Present information for bulk scanning of medical records by Health Department staff and Advanced Imaging Systems (AIS) Inc. to Moore County BOH. Request BOH resolution recommending that the Moore County Board of Commissioners appropriate \$197,604 to fund a contract with Advanced Imaging Systems as the vendor of choice and an additional onetime fee of \$4,000 for an amendment to the existing Patagonia Health contract to cover the receipt of approximately 2,953,000 images; for a total not to exceed cost for this project of \$201,604.
- **October 20, 2015** – Present information for bulk scanning of medical records by Advanced Imaging Systems (AIS) Inc. and uploading them into the Department's Patagonia Health system Moore County BOC.
- **November, 2015** – Health Department staff will begin to inventory and box paper medical records in anticipation of pick up by AIS.
- **December 8, 2015** – Request that the MCBOC appropriate \$197,604.00 to fund a contract with AIS as the vendor of choice and an addition onetime fee of \$4000 for an amendment to the existing Patagonia Health contract to cover the receipt of 2,953,000 images. Further, to approve necessary budget transfers and/or budget amendment to allocate the approved funds and to execute the above mentioned contract and contract amendment.
- **December, 2015** – Health Department staff to complete inventory and boxing of paper medical records for pick up by AIS.
- **January 4, 2016** – AIS will pick up medical records and initiate scanning of medical records.

Who is Advanced Imaging Systems (AIS)?

- Certified HUB (Woman Owned) in Business since 1972
- 99.999% Accuracy Rating within quality control process
- Worked with 40+ Health Departments in NC
- 100% Guarantee on all Services Offered
- **Proven Established Process for Scanning into Patagonia**
- Been working with NC Health Departments for over 35 years

AIS References

- Moore County
 - Moore County DSS – John Benton
 - Moore County Sheriff's Dept. – Neil Godfrey
 - Moore County Register of Deeds – Judy Martin
- NC Health Departments (Using Patagonia EMR)
 - Harnett County – John Rouse
 - Montgomery County – Mary Perez
 - Halifax County – Cardra Burns
 - Dare County – Jay Burris
 - Wilkes County – Ann Absher
- Other NC Health Departments (Non-Patagonia)
 - Mecklenburg, Union, Iredell, Lincoln, Forsyth, Stanly, Rowan, Yadkin, Franklin, Durham, and Lenoir

MCHD File Room



- 26,495 charts stored in paper format
- Occupying 1,156 sq. ft.
- Limited sharing
- No disaster recovery capability possible with paper records
- Limited security



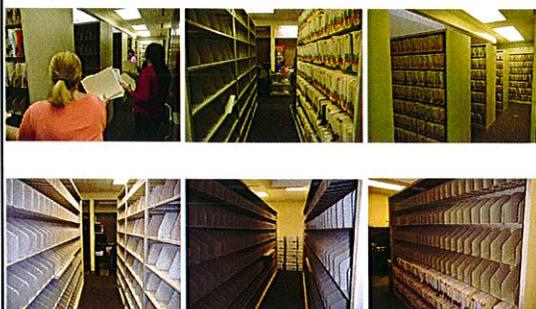
Scanning In-House Vs. Vendor Bulk Scanning

- If 2 Processing Assistant IIIs were tasked with scanning full-time, 40 hours per week at approximately 2 hours per chart/medical record...
 - (26,495 charts) X (2 hours scan time/chart) = 52,990 project hours
 - (80 employee hours) X (52 weeks) = 4,160 hours per year
 - (52,990 hour project) / (4,160 hours/year) = **12.7 years**
- Processing Asst. III Annual Salary (Step 1): \$22,900
 - 2 Processing Asst. IIIs = \$45,800
 - (\$45,800) X (12.7 years) = **\$581,660**
- With a January 4, 2016 start date, AIS could fully execute a contract and scan all 26,495 charts by June 30, 2016 (**6 months**) at a total cost of **\$197,604.00**

Record Purging



Record Purging

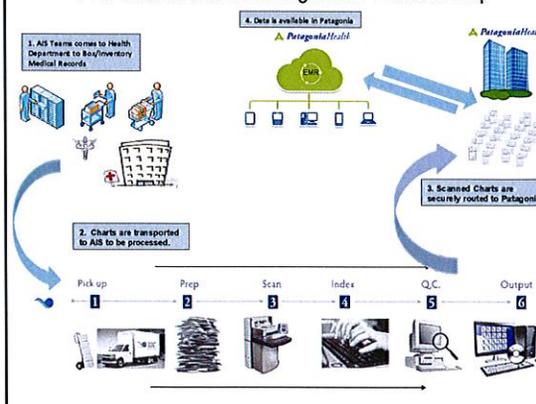


Cost Saving of Purging

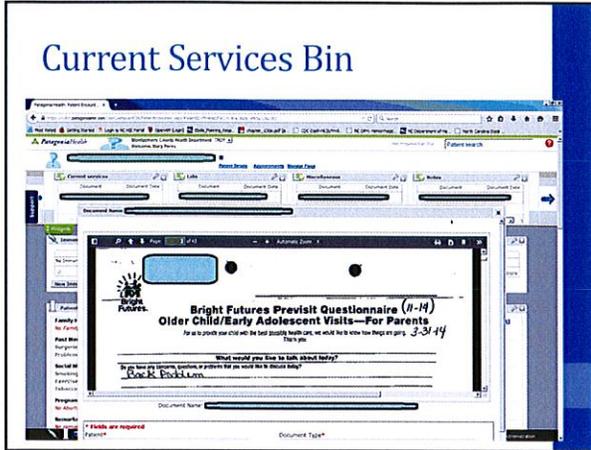
- Began purging records on April 30, 2015.
- Purged a total of **35,131** records as of October 9th, 2015.
- Translates to **57%** of records purged from an original total of 61,626 records.
- Potential cost savings: **\$262,077.26**



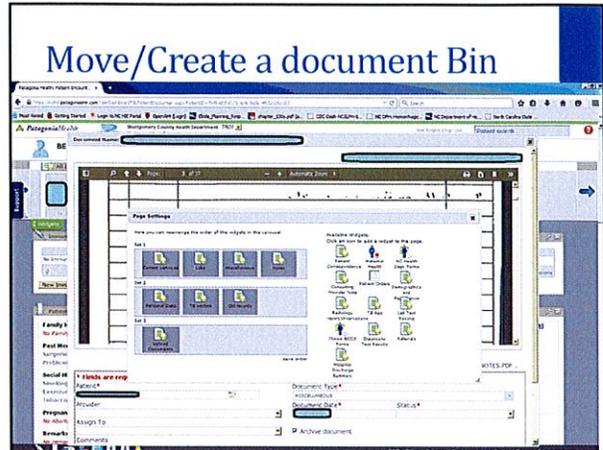
AIS Outsourced Scanning Model Process Map



Current Services Bin



Move/Create a document Bin



Summary

- The importance of this project
 - Security (HIPAA Compliance)
 - Integrity of Records
 - Compliance with State and Federal Regulations based on the 2009 law
 - Provide Disaster Recovery Capability for Medical Records
 - Improved Staff Efficiency
 - Gain More Control of the Data/Records
 - Improved Customer Service
 - Ability to Reclaim Valuable Space
- Selection of AIS as vendor of choice

Questions?

Appendix B
10-20-2015

Agenda Item: IV. B.
Meeting Date: October 20, 2015

MEMORANDUM TO BOARD OF COMMISSIONERS:

FROM: Sheriff Neil Godfrey
DATE: October 19, 2015
SUBJECT: Security for Old Courthouse

REQUEST:

{What action are you asking for?}

Sheriff Neil Godfrey is recommending the following in order to provide adequate security to the Old Courthouse.

BACKGROUND:

{Research and justification of proposal and need; Alternatives evaluated; Legal Basis; Outcome - What will be achieved and how will it be Measured?}

Sheriff Godfrey has been requested by the Board of Commissioners to provide a recommendation for improving the security at the Old Court House.

Sheriff Godfrey is making the following recommendations pursuant to that request.

1. That the entrances on the North, South and East sides of the building be converted to card access entrances. Employees with access cards with the proper codes will be able to use these doors to access the building. The public will not be able to access the building thru these doors.
2. That the West entrance with the handicap ramp be dedicated as the Public Entrance to the Old Courthouse with a security station monitored by a deputy sheriff during working hours and meetings. The security station will have a walk thru scanner for searching individuals for weapons and an X-Ray baggage machine for scanning pocketbooks, briefcases and other items into the courthouse.
3. That distress devices be provided to employees in all areas of the building that employees could use to notify our 911 Center of an emergency inside the courthouse.

IMPLEMENTATION PLAN:

{How and when staff will undertake the action?}

If approved, our goal is to implement this security upgrade on or about January 1, 2016.

FINANCIAL IMPACT STATEMENT:

{What is the cost? / Where is the money coming from? / Optional or mandated?}

The total first year cost for implementing this program starting on or about January 1, 2016 is approximately \$114,331.00.

1. Two deputy positions for six months with salary and benefits	\$ 54,200.00
2. Uniforms & equipment (radio, gun, taser & etc.for two officers	\$ 11,300.00
3. X-Ray Baggage Machine and Scanner	\$ 40,131.00
4. Converting entrance doors and interior doors to card access	\$ 10,000.00
5. Panic Alarm System	<u>\$ 10,000.00</u>
Total Cost FY2016	\$114,331.00

The annual reoccurring cost will be for deputy salaries and benefits	\$108,400.00
Equipment maintenance	<u>\$ 5,000.00</u>
	\$113,400.00

RECOMMENDATION SUMMARY:

Sheriff Godfrey recommends that the Board approve this request for funding for two deputies, law enforcement equipment and the listed security equipment for the Old Courthouse.

SUPPORTING ATTACHMENTS:

Appendix C
10-20-2015

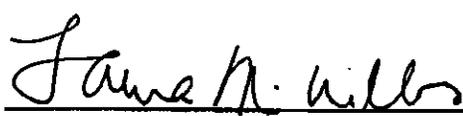
Fiscal Year 2015/2016

	Budget Line Item Number		Budgeted Amount	Increase/ (Decrease)	Revised Budget
Sheriff - Union Pines High School					
Revenue	10024005 30520	Special Assignment	2,880	420	3,300
Expense	10019505 51205	Special Assignment	2,880	420	3,300

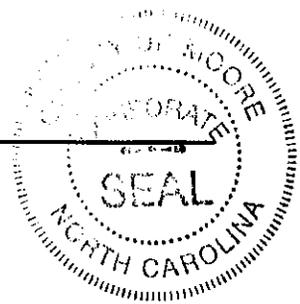
Approved this 20 day of October, 2015



Nicholas J. Picerno
Moore County Board of Commissioners



Laura Williams
Clerk to the Board



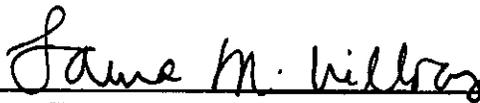
Fiscal Year 2015/2016

Budget Line Item Number	Budgeted Amount	Increase/ (Decrease)	Revised Budget	
MV Fire Districts - Capital Reserve Fund Balance in Fund 212 for Fire District Tax Collections				
Revenue 21219000 32950	Appropriated fund Balance	0	89,094	89,094
Expense 21256000 56054	Aberdeen	0	5,120	5,120
Expense 21256000 56058	Crain's Creek	0	797	797
Expense 21256000 56040	Eagle Springs	0	2,390	2,390
Expense 21256000 56032	Eastwood	0	8,102	8,102
Expense 21256000 56038	High Falls	0	5,510	5,510
Expense 21256000 56046	Pinebluff	0	23,109	23,109
Expense 21256000 56050	Robbins	0	11,985	11,985
Expense 21256000 56034	Seven Lakes	0	372	372
Expense 21256000 56044	Southern Pines	0	13,947	13,947
Expense 21256000 56056	West End	0	6,785	6,785
Expense 21256000 56062	Westmoore	0	8,360	8,360
Expense 21256000 56060	Whispering Pines	0	2,617	2,617

Approved this 20 day of October, 2015



Nicholas J. Picerno
Moore County Board of Commissioners


Laura Williams
Clerk to the Board



Fiscal Year 2015/2016

Budget Line Item Number	Budgeted Amount	Increase/ (Decrease)	Revised Budget
----------------------------	--------------------	-------------------------	-------------------

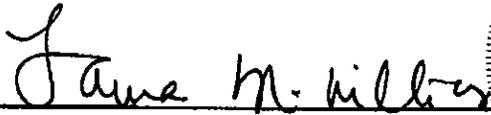
Health - STD Prevention Grant Funds Provided Through NC DHHS Division of
Public Health Agreement Addendum for FY2015-2016

Revenue	10032071 35211	STD Prevention Grant	0	2,461	2,461
Expense	10039049 53965	STD Prevention Grant	0	2,461	2,461

Approved this 20 day of October, 2015



Nicholas J. Picerno
Moore County Board of Commissioners



Laura Williams
Clerk to the Board



Appendix D
10-20-2015

**RESOLUTION AUTHORIZING AND APPROVING
(CURRENT) RELEASES AND REFUNDS BY THE
TAX ADMINISTRATOR**

WHEREAS, Gary E. Briggs, Moore County Tax Administrator, has certified a list comprised of various county taxes illegally levied and assessed, the amount certified as being in excess of the amount legally due by the taxpayer and therefore should be released or refunded in accordance with General Statute 105-381.

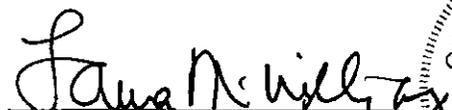
BE IT RESOLVED by the Board of Commissioners of Moore County that the taxpayers shown on said list of releases and refunds submitted by Gary E. Briggs, Tax Administrator, are hereby granted such tax release or refund of the county taxes shown and the County Finance Director is directed to make said refunds.

Adopted this the 20 day of October, 2015.

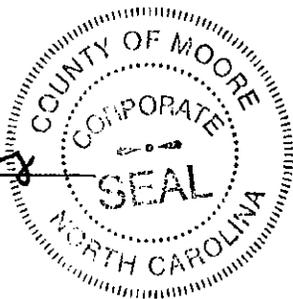


Nicholas J. Picerno, Chairman

ATTEST:



Laura M. Williams
Clerk to the Board

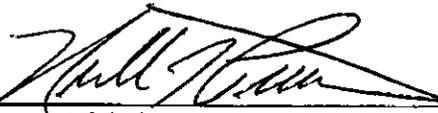


**RESOLUTION AUTHORIZING AND APPROVING
(DELINQUENT) RELEASES AND REFUNDS BY THE
TAX ADMINISTRATOR**

WHEREAS, Gary E. Briggs, Moore County Tax Administrator, has certified a list comprised of delinquent taxes illegally due by the taxpayer and therefore should be released or refunded in accordance with General Statute 105-381.

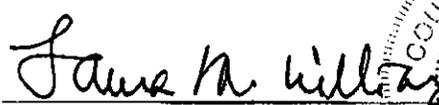
BE IT RESOLVED by the Board of Commissioners of Moore County that the taxpayers shown on said list of releases and refunds submitted by Gary E. Briggs, Tax Administrator, are hereby granted such tax release or refund of the county taxes shown and the County Finance Director is directed to make said refunds.

Adopted this the 20 day of OCTOBER, 2015.



Nicholas J. Picerno, Chairman

ATTEST:



Laura M. Williams
Clerk to the Board



The seal is circular with a double-line border. The outer ring contains the text "COUNTY OF MOORE" at the top and "NORTH CAROLINA" at the bottom. The inner ring contains the text "CORPORATE SEAL". In the center of the seal is a small emblem featuring a plow and a sheaf of wheat.

**REAL ESTATE / PERSONAL PROPERTY / MOTOR VEHICLE
RELEASES
OVER - \$100
September-15**

<u>YEAR</u>	<u>BILL NUMBER</u>	<u>NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
2015	168	ALLRED, LARRY R & LOUISE	BUSINESS EQUIPMENT DOUBLE-BILLED	-\$151.68
2015	21619	GALLAGHER, THOMAS & ELEANOR	PER ORDER OF PROPERTY TAX COMMISSION	-\$118.25
2015	31643	JUDITH SEABOLT REVOCABLE LIVING TRUST	STRUCTURE FIRE IN JANUARY 2012	-\$373.07
2015	37426	MANESS, CLYDE ROGER	EXEMPTION CODE REMOVED IN ERROR	-\$218.99
2015	5147	POLLITT, KIRK DOUGLAS	BILLED IN INCORRECT DISTRICT	-\$116.83
2015	64222	VAN CAMP, ROBERT W TRUSTEE	PROPERTY ANNEXED IN SOUTHERN PINES	-\$265.32
2015	6894	WELLS FARGO FINANCIAL LEASING	INCORRECT VALUE KEYED FOR ASSETS	-\$1,124.65
			TOTAL	-\$2,368.79

**VTS/MUNIS MOTOR VEHICLES
RELIEF - REFUNDS
OVER - \$100
September-15**

<u>Bill Year</u>	<u>Bill Number</u>	<u>Name</u>	<u>Reason</u>	<u>Refund Amount</u>
2014	VTS - 0022606685	BEARD, JON	SUBMITTED TAG TO DMV	\$174.51
2014	VTS - 0015935841	CROFFY, BRUCE	SUBMITTED TAG TO DMV	\$108.63
2014	VTS - 0018641461	EDWARDS, ROBERT	SUBMITTED TAG TO DMV	\$167.78
2014	VTS - 0015942569	FERRIS, BRIGIDA	SUBMITTED TAG TO DMV	\$243.56
2014	VTS - 0018641731	HARTMAN, AARON	MILITARY	\$109.70
2014	VTS - 0026252429	HENDERSON, GREGORY	SUBMITTED TAG TO DMV	\$134.83
2015	29857	IVERSON, SUSAN E	PROPERTY ANNEXED IN SOUTHERN PINES	\$106.97
2015	VTS - 0028230627	JUD KUHN CHEVROLET	SUBMITTED TAG TO DMV	\$207.92
2014	VTS - 0010559764	LEDBETTER, ROBERT	SUBMITTED TAG TO DMV	\$135.41
2014	VTS - 0018660951	LONGANBACH, PETER	SUBMITTED TAG TO DMV	\$155.24
2014	VTS - 0018660951	LUPPENS, MARY	SUBMITTED TAG TO DMV	\$108.94
2014	VTS - 0024417665	MATHIAS, SHARON	SUBMITTED TAG TO DMV	\$107.27
2013	VTS - 0020361542	MCDUFFIE, GREGORY	SUBMITTED TAG TO DMV	\$316.41
2015	43323	MLE PROPERTIES LLC	PROPERTY ANNEXED IN SOUTHERN PINES	\$329.88
2014	VTS - 0027200626	MORRIS, CHRISTINE	SUBMITTED TAG TO DMV	\$190.78
2014	VTS - 0018658323	NEIGHBORHOOD YOUTH LEADERSHIP	EXEMPT	\$541.95
2014	VTS - 0018658324	NEIGHBORHOOD YOUTH LEADERSHIP	EXEMPT	\$541.95
2015	48452	PCC REALTY CORP	PROPERTY ANNEXED IN ABERDEEN	\$374.89
2015	48455	PCC REALTY CORP	PROPERTY ANNEXED IN ABERDEEN	\$165.58
2015	48456	PCC REALTY CORP	PROPERTY ANNEXED IN ABERDEEN	\$137.35
2015	49647	PINEFOREST INVESTMENTS	PROPERTY ANNEXED IN SOUTHERN PINES	\$266.38
2015	VTS - 0028252544	SATTERWHITE, MARTHA	SITUS	\$191.75
2014	VTS - 0019949431	SEVEN LAKES CONTRACTING LLC	SUBMITTED TAG TO DMV	\$141.13
2014	VTS - 0018643280	TRUEMPER, JAMES	SUBMITTED TAG TO DMV	\$100.46
2015	64223	VAN CAMP, ROBERT W	PROPERTY ANNEXED IN SOUTHERN PINES	\$457.17
TOTAL				5,516.44

Appendix E 10/20/2015

RESOLUTION REQUESTING THE NORTH CAROLINA GENERAL ASSEMBLY TO ABOLISH THE
CURRENT TIER DESIGNATION SYSTEM IN NORTH CAROLINA
UNDER G.S. § 143B-437.08

WHEREAS, the North Carolina Department of Commerce administers the tier designations established under G.S. § 143B-437.08 and annually ranks all 100 counties into Tiers 1-3; and

WHEREAS, the 40 most distressed counties in NC are ranked as Tier 1 counties, the next 40 as Tier 2 counties and the remaining 20 counties are considered the least distressed and are ranked as Tier 3 counties. State economic incentives are available based upon the tier designation with Tiers 1 and 2 receiving incentives to encourage prosperity within these distressed counties; and

WHEREAS, the current tier system does not take into account very distressed areas within every county including Tier 3 counties since poverty transcends all counties; and

WHEREAS, the Moore County Board of Commissioners requests the North Carolina General Assembly to abolish the current tier system under G.S. § 143B-437.08 since some counties benefit from economic incentives from the current tier system while other counties receive no benefits, despite the fact all counties contain areas that are markedly distressed; and

WHEREAS, if the General Assembly will not eliminate the current tier system, the Moore County Board of Commissioners requests that a more equitable system is established that benefits all distressed areas within the state instead of categorizing distressed areas by county.

NOW THEREFORE BE IT RESOLVED the Moore County Board of Commissioners requests the North Carolina General Assembly to abolish the current unequitable tier system under G.S. § 143B-437.08; and

FURTHER, BE IT RESOLVED if the General Assembly will not eliminate the current tier system, the Moore County Board of Commissioners requests that a more equitable system is established that benefits all distressed areas within the state; and

FURTHER, BE IT RESOLVED the Clerk to the Board shall send a copy of this Resolution to the Moore County delegation at the North Carolina General Assembly, NCACC and the League of Municipalities.

This the 20 day October 2015.


Chairman Nick Picerno


Vice Chairman Otis Ritter




Commissioner Jerry Daeke


Commissioner Catherine Graham


Commissioner Randy Saunders

Appendix F
10-20-2015

October 20, 2015
Regular Board of Commissioners
Meeting

Agenda Item:
Article 46 Sales and Use Tax/Potential Voter Referendum

October 20, 2015
Regular Board of Commissioners
Meeting

Request:
To consider making a motion to direct the County Board of Elections to conduct an advisory referendum on the question of whether to levy a local sales and use tax in Moore County. The election shall be held in accordance with the procedures of G.S. 163-287.

Funding Opportunities

With a number of capital projects on the horizon, opportunities to increase revenue and allow for funding of capital needs while, at the same time, maintaining or reducing property tax were explored

PROJECTS RELATED TO:

- Schools
-Capital Project List
- County
-Courts, Parks & Recreation, County General
- Public Safety/Emergency Management
-Advanced Life Support Projects

Article 46, One-Quarter Cent (¼ cent) Local Sales and Use Tax was identified as a potential opportunity

Fiscal Year 2016 Budget

KEY POINTS REGARDING EACH FUND

Fund 100: General Fund

General Fund Revenues Source	FY16 Budget
Property Tax	\$55,023,789
Sales Tax (\$14.7m for article 39, 40, 42)	\$15,700,000
Other Taxes	\$652,000
Interest	\$145,000
Departmental Fees	\$7,446,433
Grants	\$10,819,086
Transfers In	<u>\$10,000</u>
Total Revenues - GF	\$89,796,308

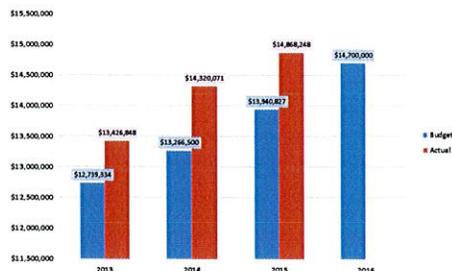
Fiscal Year 2016 Budget

KEY POINTS REGARDING EACH FUND

Fund 200: Advance Life Support: EMS

ALS Fund Revenues		FY16 Budget
Source		
Property Tax		\$2,349,115
Property Taxes (Prior years)		\$20,000
Fees and Other Revenue		\$3,230,000
Appropriated Fund Balance		<u>\$833,355</u>
Total Revenues		\$6,432,470

Sales Tax (Article 39, 40 & 42)



October 20, 2015 Regular Board of Commissioners Meeting

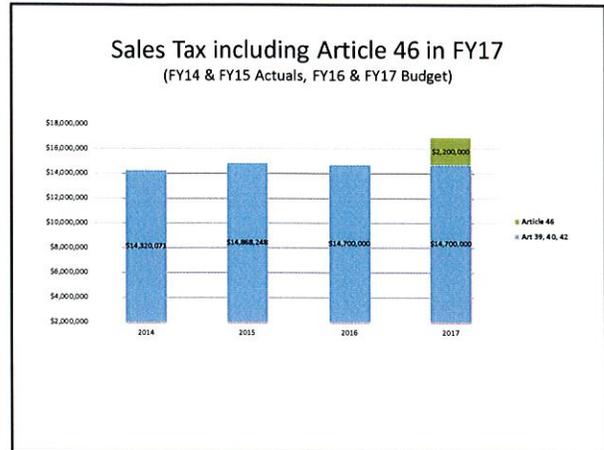
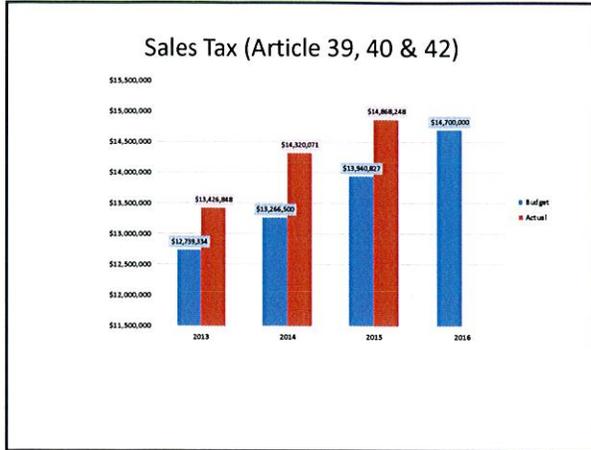
Background:

- The proposed local sales and use tax is covered under Article 46 of Chapter 105 of North Carolina General Statutes, referred to as Article 46.
- Is a One Quarter Cent (¼ cent) point of sale, sales tax.
- Requires voter approval
- Allows an additional .25% local sales and use tax on transactions subject to the general state rate of sales and use tax pursuant to G.S. 105-164.4
- Will be distributed based upon point of sale to the counties that enact this Article.
- Revenue is not shared with municipalities within these counties
- As of October 2014, 27 NC counties are authorized to levy the additional .25% Article 46 tax

October 20, 2015 Regular Board of Commissioners Meeting

Financial Impact:

If approved by voters, there will be an estimated \$2.2 million dollars in additional revenues to the General Fund annually



October 20, 2015 Regular Board of Commissioners Meeting

Implementation Plan:

- Upon direction from the Board of Commissioners, the Article 46 initiative will be added to the March 15, 2016 ballot.
- If approved by Moore County voters, collections would begin on July 1, 2016 with the beginning of the FY16/17 Moore County budget year.

October 20, 2015 Regular Board of Commissioners Meeting

Implementation Plan: Important Dates

- 10/20/2015: BOC considers adding measure to March 15, 2016 ballot
- 11/17/2015: BOC considers adopting resolution supporting Article 46 and potentially determines how funds will be allocated
- 03/15/2016: Voters cast vote For or Against
- 03/22/2016: Election results certified
- 03/23/2016 to 03/31/2016: BOC must provide 10 days public notice of intent to adopt a resolution to levy the tax, BOC must adopt resolution to levy the tax, BOC must send certified copy of resolution along with certified copy of election results to Secretary of Department of Revenue
- 03/31/2016: Last day to send letter to Secretary of Revenue notice of intent to levy the ¼ cent tax
- 07/01/2016 : First day Article 46 becomes effective

**October 20, 2015
Regular Board of Commissioners
Meeting**

Implementation Plan: Continued

The election shall be held in accordance with procedures of G.S. 163-287. The Ballot Question - The form of the question to be presented on a ballot for a special election concerning the levy of the tax authorized for this Article shall be:

“ FOR AGAINST

Local sales and use tax at the rate of one-quarter percent (0.25%) in addition to all other State and local sales and use taxes.”

**October 20, 2015
Regular Board of Commissioners
Meeting**

Implementation Plan: Continued

- The potential uses and allocations of funds generated by the Article 46 sales and use tax will be an agenda item as directed by the Board of Commissioners
- An initiative to inform and educate voters will begin immediately if the Board of Commissioners approve adding Article 46 sales and use tax to the March 16, 2015 Ballot

Facts on Local Option Sales Tax

- All counties must contact their local Board of Elections and the State Board of Elections in order to have the advisory referendum included on the ballot during a regularly scheduled election. An advisory referendum may be held only on the same date as a county or statewide general election, the primary election in even-numbered years, or in any other election during which all precincts in a county are open.
- A Board of County Commissioners is not obligated to levy the tax even if the majority of those voting in a referendum vote in support of a levy.
- A County may not stipulate the use of the money on the ballot. A County Board of Commissioners may adopt a resolution that stipulates how they plan to use the revenues.

Facts on Local Option Sales Tax (continued)

- Legislation specifies how the question must be presented on the ballot:

Ballot Question. – The form of the question to be presented on a ballot for a special election concerning the levy of the tax authorized by this Article shall be:

“ FOR AGAINST

Local sales and use tax at the rate of one-quarter percent (0.25%) in addition to all other State and local sales and use taxes.”

- The sales tax may become effective on the first day of any calendar quarter so long as the county gives the Secretary of Revenue at least 90 days' advance notice. For example, if a referendum is held in November during the general election and passes, the earliest a county could begin collecting the revenue would be April 1 of the following year, provided it adopts a resolution levying the tax and forwards it to the Department of Revenue prior to December 31.

Facts on Local Option Sales Tax (continued)

- If the Board of Commissioners wishes to levy the tax, it must provide 10 days public notice of its intent to adopt a resolution to levy the tax. After it adopts the resolution, it must send a certified copy of the resolution along with a certified copy of the election results of the referendum to Lyons Gray, Secretary of the Department of Revenue, P.O. Box 25000, Raleigh, NC 27640. (A model resolution has been prepared by the NCACC).
- The sales tax is not restricted or earmarked and can therefore be used for any allowed use by counties.
- There are no restrictions on resubmitting the sales tax option to the voters again after an unsuccessful referendum.

Facts on Local Option Sales Tax (concluded)

- Similar to an election for a general obligation bond, a county may spend money to educate the public on issues related to the sales tax referendum. However, a county may not spend money advocating for or against the sales tax.
- The Board of Commissioners may approve resolutions in support of the passage of a referendum for the sales tax. A County Commissioner may publicly endorse and support the sales tax. A County may not reimburse any expenses incurred by an elected official while the official is advocating either for or against the tax measure.
- The local-option sales tax does not apply to unprepared food (i.e. groceries) or gas purchases. There is no local sales tax on gas purchases.

October 20, 2015 Regular Board of Commissioners Meeting

Recommendation Summary:

To consider making a motion to direct the County Board of Elections to conduct an advisory referendum on the question of whether to levy a local sales and use tax in Moore County. The election shall be held in accordance with the procedures of G.S. 163-287.