

**MINUTES OF BOARD OF COUNTY  
COMMISSIONERS  
OF GUILFORD COUNTY**

Greensboro, North Carolina  
May 5, 2016

The Board of County Commissioners met in a duly noticed regular meeting on May 5, 2016 at 5:30PM, in the Commissioners' Meeting Room, 301 W. Market St., Greensboro; North Carolina.

PRESENT: Chairman Jeff Phillips, presiding; Vice Chairman Alan Branson; Commissioners Kay Cashion, Carolyn Q. Coleman (in at 5:44PM), J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp and Hank Henning.

ABSENT: None.

ALSO PRESENT: County Manager Marty Lawing; County Attorney Mark Payne; Deputy County Manager Clarence Grier; Robin Keller, Clerk to Board; Ariane Webb, Deputy Clerk to Board; Reid Baker, Finance Director; Ben Chavis, Tax Director; J. Leslie Bell, Planning & Development Director; Heather Skeens, DHHS-Social Services Division Director; Merle Green, DHHS-Public Health Division Director; Jim Albright, Emergency Services; Jeff Fowler, Security Director; members of the community and media

**I. INVOCATION**

Board Chaplin Ben Chavis led those present in the invocation.

**II. PLEDGE OF ALLEGIANCE**

Chairman Phillips led those present in the Pledge of Allegiance

**III. WELCOME AND CALL TO ORDER**

Chairman Phillips called the meeting to order at 5:40PM and welcomed those present.

Phillips noted the addition of appointments and reappointments.

Chairman Phillips advised the Board of an addendum to the Agenda, removing item C from New Business "2016-186 PROPOSED ADMINISTRATIVE AMENDMENT TO GUILFORD COUNTY ECONOMIC DEVELOPMENT ALLIANCE (GCEDA) AGREEMENT". Phillips clarified that although the amendment was approved by the City of Greensboro it was not approved by the City of High Point, making the item moot.

**Through general consensus the Board amended the agenda to reflect the changes in the addendum.**

#### **IV. SPEAKERS FROM THE FLOOR**

Chairman Phillips opened the floor for speakers.

Luther Falls Jr., Greensboro resident spoke to it being National Small Business week. He spoke to the need for increased business opportunities for MWBE business. Falls spoke to ongoing efforts in building relationships with law enforcement officers in the Greensboro community. Mr. Falls thanked the Board for their support of small businesses.

Penn Wood, High Point resident spoke to his ongoing involvement in a citizen group entitled the Rich Fork Committee. He shared his support of the Hedgecock Farm property located on the County's Rich Fork Preserve. Wood spoke to concerns for additional opportunities for public forums regarding the future adoption of a master plan for the preserve. He urged the board to hold an additional public forum for comments prior to any decision on a final master plan.

Herb Goins, High Point resident shared that the Parks and Recreation committee continues to review and consider proposals for the Rich Fork preserve master plan. consideration of the Master Plan for the Rich Fork preserve. He expressed concerns for lack of opportunity for public input during the Parks and Recreation committee meeting. He urged the Board to consider not allowing biking on the Rich Fork preserve. He shared that there are currently 43 parks in High Point and he would urge the board to maintain the preserve without bike trails.

Ray Briggs, High Point resident stated that he walked the preserve from the entrance to the Hedgecock farm down to the existing bike trails on the property. He shared photographs he had taken from the property and of the existing bike trails for the Board to have as they deliberate on a future Master Plan for the property.

Damon Williams, Greensboro resident spoke to his travels to South Africa and cautioned the County on disparate treatment. He asked the board to launch an independent investigation regarding pending allegations from minority officers regarding the Guilford County Sheriff's Department. He also spoke to concerns with limited minority representation for successful contracts with the County.

Mc Elroy Hughes, Greensboro Resident expressed concerns with lack of decisions which affect minorities in our community.

#### **V. PRESENTATIONS**

##### **A. 2016-172 PROCLAMATION RECOGNIZING MAY AS NATIONAL FOSTER CARE MONTH**

Legislation Text

Commissioner Phillips invited foster parents in attendance of the meeting to come forward for recognition. Phillips read the proclamation into the record. Phillips thanked the foster parents for their work and powerful impact that they have for the children in foster care.

Marilyn Thorpe shared that she has been fostering children for 12 years and has since adopted 4 children and thanked the Board for recognition of foster parents and of the children in foster care.

Mr. Anderson thanked the Board for the proclamation and shared that he has fostering parenting since 1997 and spoke to the number of children who have come through his home. He spoke to the ups and downs of fostering. He shared his experiences with stigmas being placed on foster children and the challenges they face particularly in the school system. Mr. Anderson urged everyone to support foster children and consider fostering children in need.

[B. 2016-174 PROCLAMATION DECLARING MAY AS MENTAL HEALTH AWARENESS MONTH](#)

[Legislation Text](#)

Commissioner Cashion welcomed Anne Kimball with Sandhills Center and Dixie Branch local NAMI chapter representative.

Commissioner Cashion read the proclamation into the record.

Anne Kimball thanked the Board on behalf of Sandhills Center and the citizens they serve. She thanked the Board for their commitment to providing quality mental health services.

[C. 2016-179 DISTINGUISHED BUDGET PRESENTATION AWARD AND CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING](#)

[Legislation Text](#)

[GFOA Announcement 042716](#)

County Manager Marty Lawing introduced the Distinguished Budget Award. Lawing reviewed the criteria required to receive the award. He shared that this is the 17th year the County has received the award. Lawing stated that the department primarily responsible for receiving this award is the Guilford County Budget Department led by Mr. Michael Halford.

Halford thanked the Manager and the Board for recognizing the achievement. He stated that the award is due to the work of the departments and the County's commitment to making the budget process transparent to the public.

Chairman Phillips thanked Mr. Halford and his staff for their efforts.

Lawing introduced the Certificate of Achievement in Financial Reporting. He noted that this is the 35th consecutive year in receiving the Certificate of Achievement in Financial Reporting. Lawing thanked the members of the Finance Department lead by Mr. Reid Baker, Finance Director.

Reid Baker echoed Mr. Halford's sentiments in that that all departments play a role in receiving the award by following the established financial procedures. Baker noted the dedication of the Finance Department staff in their preparation of the report. Baker thanked the Commissioners for their ongoing support.

- D. 2016-081 NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NCDOT) DIVISION 7 UPDATE

### [Legislation Text](#)

#### [2016 05 05 Division 7 Board Update for Guilford County Commissioners.pptx](#)

Ms. Cheryl McQuery, NCDOT Board of Transportation Board Member thanked the Board for their time. She introduced local representative for Division 7 Mike Mills. Ms. McQuery reviewed her history with the Board of Transportation. She stated that division 7 is composed of 5 counties with over 1,00 bridges 3 airports 3 rail stations and 4 interstates. She reviewed the current projects that were approved through 2025 totaling 1.58 Billion projects in Division 7. Ms. McQuery reviewed the various aviation related projects.

Ms. McQuery explained the upcoming changes for the Piedmont Triad Airport. Ms. McQuery went on to review the ongoing and upcoming Highway projects.

Ms. McQuery spoke to the new Links system opening in June adding additional transportation resources between Greensboro and Gibsonville.

The Board thanked Ms. McQuery for her time and for providing the update.

### **VI. CONSENT AGENDA**

Chairman Phillips requested if any Commissioners wished to pull any items from the Consent Agenda for separate consideration.

No items were pulled for separate consideration.

**A. BUDGET AMENDMENTS**

1. 2016-171 GUILFORD COUNTY SCHOOLS (GCS) CAPITAL PROJECT TRANSFER - \$255,153

Approve increase of \$255,153 to the Guilford County Schools Roofing System-wide capital project by transferring \$254,494 from the Guilford County Board of Education High Point SCALE Site project and \$659 from Guilford County Schools FY2015-16 Capital Allocation.

[Legislation Text](#)

[Roofing System-wide - Amended 05-05-16 PENDING](#)

[BOE Memo - Grimsley roof project transfers](#)

[High Point SCALE Site - Amended 05-05-16 PENDING](#)

[GCS FY 2015-16 Capital Allocation - Amended 05-05.16 PENDING](#)

2. 2016-093 APPROVE RECEIPT OF DIVISION OF SOIL AND WATER CONSERVATION DISTRICT MATCHING AND TECHNICAL ASSISTANCE AGREEMENT AND ASSOCIATED GRANT FUNDS

Approve increase to Federal/State Revenues of \$6,490 and increase the FY 2016 Soil and Water Conservation Budget by \$6,490 for receipt of a Conservation Technology Acquisition Grant from the NC Department of Agriculture and Consumer Services. The funds represent 75% of the total cost to acquire all supporting software and equipment necessary for the Guilford County Soil and Water Conservation District to successfully use the technology to aid in design of conservation practices related to water resources.

[Legislation Text](#)

[DSWC Agreement](#)

[Quote Geo 7X](#)

**B. CONTRACTS**

1. 2016-155 APPROVE CONTRACT WITH EMS MANAGEMENT AND CONSULTANTS FOR EMS BILLING SERVICES

Approve contract, in substantial form, with EMS Management and Consultants, Inc. (located at 2540 Empire Dr. #100, Winston-Salem, NC 27103) for EMS billing services effective July 1, 2016 for a term of one (1) year, with the option for annual renewals.

[Legislation Text](#)

[EMS MANAGEMENT CONSULTING - Interim Agreement - 7-1-2016 FINAL with legal review 4-15-16.docx](#)

2. 2016-132 CONTRACT WITH PMA MANAGEMENT CORPORATION AS THIRD PARTY ADMINISTRATOR OF GUILFORD COUNTY LIABILITY AND WORKERS' COMPENSATION CLAIMS

Approve contract with PMA Management Corporation, in substantial form, for third party administration of Guilford County Liability and Workers' Compensation claims, not to exceed \$304,488.08 for a term of five (5) years.

[Legislation Text](#)

[PMA MANAGEMENT CORP - 3rd Party Admin Services Contract Scanned - 7-1-2016](#)

**C. MISCELLANEOUS**

1. 2016-187 APPROVE NON-WARRANTY DEED FROM GUILFORD COUNTY TO THE CITY OF GREENSBORO CONVEYING 0.392 +/- ACRES LOCATED ALONG CHARIOT DRIVE RIGHT-OF-WAY

Approve non-warranty deed, in substantial form, and conveyance of 0.392+/- acres located along the Chariot Drive right-of-way from Guilford County to the City of Greensboro, for the purpose of annexation. Authorize staff to take all reasonable steps to accomplish the transfer of any ownership of Guilford County to the City of Greensboro.

[Legislation Text](#)

[Non-Warranty Deed - Chariot Drive](#)

[ANNEX CHARIOT COG](#)

2. 2016-175 RECEIVE BUDGET AMENDMENT REPORT FOR BUDGET AMENDMENTS PROCESSED FOR BOND REFUNDING (GO BONDS SERIES 2016A)

Receive budget amendment report for budget amendments processed as required for the sale of Series 2016A General Obligation Bonds in accordance with Board adoption on March 17, 2016 of an authorizing resolution for issuance of refunding bonds and approval of all required appropriations and proceeds.

[Legislation Text](#)

[Budget Amends Report May 5 2016 \(Debt Refund\).pdf](#)

3. 2016-091 MINUTES APPROVAL

Review and approve the following sets of draft meeting minutes:  
04/21/2016 Work Session  
04/21/2016 Regular Meeting  
04/26/2016 Audit Committee

[Legislation Text](#)

[dmws042116](#)

[dm042116](#)

[Audit Committee 042616](#)

4. 2016-096 RESOLUTION ACKNOWLEDGING NORTH CAROLINA DEPARTMENT OF TRANSPORTATION REVISION OF AN EXISTING CONCRETE ISLAND ON GROOMETOWN ROAD BETWEEN INTERSTATE 85 AND GRANDOVER PARKWAY

Approve the resolution acknowledging North Carolina Department of Transportation's revision of an existing concrete island on Groometown Road between Interstate 85 and Grandover Parkway.

[Legislation Text](#)

[NCDOT Resolution Request – Groometown Road](#)

**A motion was made by Commissioner Kay Cashion, and seconded by Vice Chairman Alan Branson, to approve the Consent Agenda as presented.**

**VOTE: Motion carried 9 - 0**  
**AYES: H. Henning, J. Phillips, A. Branson, K. Cashion, C. Coleman, C. Foster, J. Conrad, A. Perdue, R. Trapp**  
**NOES: None**

## **VII. NEW BUSINESS**

### **A. 2016-141 CONTRACT FOR FIRE SERVICE MASTER PLAN**

Approve contract, in substantial form, with Fitch and Associates, LLC (2901 Williamsburg Terrace, Suite G., Platte City, MO 64079-0170) in the amount of \$69,950 for a Fire Service Master Plan for the County, bid under event #502.

#### Legislation Text

[FITCH AND ASSOCIATES LLC - Fire Master Plan Contract Scan - Part 1 - 2-22-2016.pdf](#)

[FITCH AND ASSOCIATES LLC - Fire Master Plan Contract Scan - Part 2 - 2-22-2016.pdf](#)

[Guilford County Fire Study Objectives FINAL 11-17-15.docx](#)

[FITCH & ASSOCIATES CONTRACT.docx](#)

[Attachment A - SPECIFICATIONS.doc](#)

[Attachment B - PROPOSAL.pdf](#)

[Attachment C - HIPAA BUSINESS ASSOCIATE ADDENDUM TEMPLATE.docx](#)

Emergency Services Director Jim Albright presented the item and spoke to the inclusive and transparent process used to prepare the bid for services associated with evaluating the County's existing fire service needs. He reported that, ultimately, the study will return recommendations and action items for sustainable fire services in Guilford County.

Albright reviewed the RFP and committee used to to select a consultant to complete the fire study assessment.

Albright reviewed the timeline of the study projecting six (6) to nine (9) months for completions.

Commissioner Trapp questioned the contract amount.

Albright stated that the contract was for sixty-nine thousand dollars. He stated that the review will targeted to return specific actionable items that were outside of the scope of the 2011 study and subsequent policy recommendations.

Commissioner Coleman questioned the timeline.

Albright stated no later than 9 months from approval of the contract and earlier if possible so that it is in line with the next budgetary cycle.

Commissioner Coleman spoke to the challenges with the 2011 study and adoption of recommendations by the fire chiefs.

Albright stated that they have been very transparent with the chiefs and have thus far, have their support and understanding of the study.

Vice Chairman Branson spoke to the water availability throughout the county and asked if this study would address those concerns.

Albright stated that the study will not address a solution to a comprehensive county wide water system, but rather that it will look at an impact to the rural water supplies. He stated that they are actively working with current extensions of water lines to address fire needs.

**Motion was made by Vice Chairman Alan Branson, seconded by Commissioner Alan Perdue, to approve the contract, in substantial form, with Fitch and Associates, LLC (2901 Williamsburg Terrace, Suite G., Platte City, MO 64079-0170) in the amount of \$69,950 for a Fire Service Master Plan for the County, bid under event #502.**

**VOTE: Motion carried 9 – 0**  
**AYES: H. Henning, J. Phillips, A. Branson, K. Cashion, C. Coleman, C. Foster, J. Conrad, A. Perdue, R. Trapp**  
**NOES: None**

B. 2016-191 MUNICIPAL TAX COLLECTION AGREEMENTS WITH ARCHDALE, BURLINGTON, GREENSBORO, HIGH POINT, JAMESTOWN, KERNERSVILLE, OAK RIDGE, PLEASANT GARDEN, SEDALIA, SUMMERFIELD AND WHITSETT

[Legislation Text](#)

[ARCHDALE CITY OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

[BURLINGTON CITY OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

[GREENSBORO CITY OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

[HIGH POINT CITY OF - Tax Collection Interlocal Agreement - Revised - Scan- 7-1-2016.pdf](#)

[JAMESTOWN TOWN OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

[KERNERSVILLE TOWN OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

[OAK RIDGE TOWN OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

[PLEASANT GARDEN TOWN OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

[SEDALIA TOWN OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

[SUMMERFIELD TOWN OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

[WHITSETT TOWN OF - Tax Collection Agreement Scanned - 7-1-2016.pdf](#)

County Manager Marty Lawing spoke to the agenda items. He spoke to the renewals of the five year agreements. He noted there are changes now that the DMV collects vehicle taxes. he noted that these are very similar to the contract that have been in place for several years.

County Attorney Mark Payne noted that the change to removing the DMV collection does result in lower revenue taking in and a decrease in contracting costs to the towns than to the County.

**Motion was made by Commissioner Justin Conrad, seconded by Commissioner Ray Trapp to approve the execution of the Tax Collection agreements, in substantial form as attached hereto, between the municipalities of Archdale, Burlington, Greensboro, High Point, Jamestown, Kernersville, Oak Ridge, Pleasant Garden, Sedalia, Summerfield and Whitsett; and Guilford County.**

**VOTE: Motion carried 9 – 0**  
**AYES: H. Henning, J. Phillips, A. Branson, K. Cashion, C. Coleman, C. Foster, J. Conrad, A. Perdue, R. Trapp**  
**NOES: None**

C. 2016-186 PROPOSED ADMINISTRATIVE AMENDMENT TO GUILFORD COUNTY ECONOMIC DEVELOPMENT ALLIANCE (GCEDA) AGREEMENT

**Item C. was removed from the Agenda by general consensus.**

D. APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS.

**Motion was made by Commissioner Kay Cashion, seconded by Commissioner Justin Conrad, to approve the following Appointments and Reappointments:**

**Parks and Recreation Commission**

Appoint Martin Spottl – BOCC Designee for District 7 (term expiring May 5, 2019)  
Reappoint Gilbert Vaugh – BOCC Designee District 5 (term expiring April 5, 2019)  
Reappoint Richard Feulner – BOCC Designee At-Large (term expiring April 4, 2019)  
Reappoint Frank Forde, Jr. – BOCC Designee District 3 (term expiring April 5, 2019)

**VOTE: Motion carried 9 - 0**  
**AYES: H. Henning, J. Phillips, A. Branson, K. Cashion, C. Coleman, C. Foster, J. Conrad, A. Perdue, R. Trapp**  
**NOES: None**

**VIII. COMMENTS FROM COMMISSIONERS**

Commissioner Henning extended condolences to the family of Ray McCallister family in his recent passing.

Commissioner Perdue noted his attendance at the High Point Convention & Visitor's Bureau (CVB), and noted the amount of work that has taken place recently in High Point. He commended Dr. Nido Qubein, with High Point University, on their steady increase in enrollment.

Commissioner Coleman made note of a correction to the MWBE report that was provided at a prior meeting. She stated that the largest contract listed in the report was improperly classified and was not actually a MWBE business. She shared her disappointment that the County's MWBE participation rating was significantly lower than what was reported at the last meeting.

Vice Chairman Branson noted the upcoming ribbon cutting and grand opening of the Cascades Preserve and an upcoming community event to be held at Hagan Stone park: "Pickin' in the Park". Branson spoke to the handi-capped accessible amenities at Hagan Stone, as well as the new pool, and urged residents to venture out to the park.

Commissioner Trapp shared his recent attendance at a State Conference held by US Department of Agriculture regarding Food & Nutrition Services (FNS) processing. He thanked staff for their participation as well and their efforts to put together an action plan based on information they learned during the conference.

Commissioner Conrad echoed his anticipation of the grand opening of the Cascades Preserve. He noted that for those who were able to attend there will be available parking at the Oak Ridge Town Hall. Conrad spoke to the upcoming Summerfield Founder's Day Parade on the 14th of May.

Commissioner Foster shared her attendance at the High Point CVB meeting and the exciting future of High Point University. Ms. Foster noted her recent experience with County staff, both EMS and Public Health Inspectors, and spoke to the quality of work and service that was provided. She commended Deputy Clerk Ariane Webb in her recent facilitation of two (2) community forums hosted by the County on Safe and Secure Communities.

Commissioner Cashion congratulated Commissioner Conrad in his support of his fund raising events for cancer research.

Commissioner Coleman spoke to the passing of Mr. McAlister and his efforts with the NAACP. She expressed her condolences to the McAlister family.

Chairman Phillips spoke to the new facility under construction for Hunter Elementary. He shared his participation in National Day of Prayer events held today and encouraged the Board to join him in participating next year. Phillips reminded the Board of the upcoming Salvation Army Boys and Girls Club reception.

Vice Chairman Branson spoke to the Metropolitan Planning Organization bike month events during the month of May.

#### **IX. COMMENTS FROM COUNTY MANAGER**

There were no comments from the Manager.

#### **X. HOLD CLOSED SESSION PURSUANT TO N.C.G.S. §143-318.11 FOR THE PURPOSE OF CONSULTING WITH THE COUNTY ATTORNEY.**

**Motion was made by Commissioner Alan Perdue, seconded by Vice Chairman Alan Branson to enter into closed session pursuant to N.C.G.S. §143-318.11 for the purpose of consulting with the County Attorney.**

**VOTE: Motion carried 9 - 0**  
**AYES: H. Henning, J. Phillips, A. Branson, K. Cashion, C. Coleman, C. Foster, J. Conrad, A. Perdue, R. Trapp**  
**NOES: None**

The Commissioners entered into closed session at 7:45PM.

The Board reconvened into Open Session at 8:20PM.

**XI.    ADJOURN**

There being no further business the Board adjourned the meeting by unanimous consent at 8:23PM.

---

Jeffrey M. Phillips  
Chairman

---

Robin Keller  
Clerk to Board