

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

Greensboro, North Carolina  
November 30, 2016

The Board of County Commissioners met in a duly noticed work session on November 30, 2016 at 3:00PM in the Blue Room located on the first floor of the Old County Courthouse, 301 W. Market St., Greensboro, North Carolina.

**PRESENT:** Chairman Jeff Phillips, presiding; Vice Chairman Alan Branson; Commissioners Kay Cashion, Carolyn Q. Coleman, Alan Perdue, Justin Conrad, Hank Henning, Ray Trapp and J. Carlvena Foster (in at 3:45PM).

**ABSENT:** None.

**ALSO PRESENT:** County Manager Marty Lawing; County Attorney Mark Payne, Deputy County Manager Clarence Grier; Robin Keller, Clerk to Board; Robert McNiece, Property Management/Facilities/Parks Director; members of the community and media.

**I. WELCOME AND CALL TO ORDER**

Chairman Phillips called the meeting to order at 3:10PM and welcomed those present.

County Manager Marty Lawing reviewed the agenda and noted the purpose of the meeting was to provide updates regarding the High Point parking deck and Independence Building parking lot capital projects, as well as, discuss the status of renovations to the Old County Courthouse.

**II. NEW BUSINESS**

**A. 2016-438 REVIEW CAPITAL PROJECTS**

Robert McNiece, Property Management/Facilities/Parks Director reviewed the repairs of the High Point parking deck, and noted twenty-five (25) spaces will be impacted. He stated the total cost estimate of the project is approximately \$2.4 million.

Commissioner Coleman questioned the completion date.

McNiece reported the estimated completion date is August 21, 2017, due to the phasing of construction. He noted the proposed start date for construction on the Independence Building parking deck as spring 2016, with an estimated total project cost of approximately \$600,000. McNiece stated the project would require closing the entire deck during construction.

McNiece introduced the structural report for the Old County Courthouse and presented a plan to reuse as many of the existing materials as possible, with estimated project costs in the range of \$3.7 - \$4.2 million.

Ellen Harris with Harris Architectural Firm, reviewed the scope of work for the Old County Courthouse, specific to the external façade of the building. She stated the main walls of the building are granite; however, the columns and upwards are composed of architectural terra cotta due to their lighter weight and lower cost. Harris shared her review of historic photographs to identify specific exterior elements and noted the granite is in good condition.

Harris noted the modillions previously replaced with wooden anchors are now failing, and spoke to issues with mortar joints. She discussed the structural elements under consideration, and noted the costs associated with restoring the building doors to their original design. Harris noted the base construction costs for stone, terra cotta, brick and moisture repair would average \$3 - \$3.5 million, estimated \$600,000 to replace doors, approximately \$2.5 million to replace windows and \$30,000 to update electrical lighting.

McNiece stated the annual energy costs for the courthouse averages \$75,000, and noted window replacement would not cost efficient. He stated staff recommendations include replacing doors and repairing outside lighting, which would bring the total cost of the project to \$4.3 - \$4.8 million.

Commissioner Cashion questioned if staff recommended replacing windows.

McNiece reiterated they are not recommending window replacement at this time.

Commissioner Coleman questioned the recommendation.

Harris stated her firm recommended window replacement due to the age, poor quality, and they are not historically appropriate. She spoke to concerns with certain window mechanisms failing and noted work is needed to repair sealants on window parameters.

Commission Coleman opined on preserving the building properly, despite the potential for increased initial costs.

Commissioner Cashion echoed her support for repairing the facility properly.

Chairman Phillips clarified the original intent of the renovation is to address safety concerns related to exterior portions of the building.

Commissioner Foster arrived to the meeting at 3:45PM.

Chairman Phillips shared he could not support window replacement at this time, but expressed his willingness to consider door replacements.

Vice Chairman Branson expressed his willingness to replace doors and spoke to the need to address interior repairs prior to window replacement.

Commissioner Coleman questioned the integrity of the windows.

McNiece shared the windows seal well, but are constructed of low energy glass.

Commissioner Coleman questioned if staff had researched the level of energy consumption from the interior lights located throughout the building.

McNiece confirmed staff are systematically repairing and replacing light fixtures, and securing rebates.

Vice Chairman Branson requested clarification regarding the mortar joints.

Harris stated the mortar joint should be compatible with the brick or stone exterior, and should match the façade. She shared they would replace the existing joints with new material that matches the original mortar, and ensure it adheres properly to the building.

McNiece requested the Board approve staff moving forward with the design phase and construction drawings, and allow staff to solicit vendors. He reported that he has spent approximately \$350,000 during the initial phase of the project.

**Commissioner Justin Conrad made a motion to approve staff moving forward with the design phase of the structural repairs project for the Old County Courthouse. The motion was seconded by Commissioner Ray Trapp with a friendly amendment to include repairs discussed in Alternate 3 of the presentation “Electrical Lighting”.**

**Conrad accepted the friendly amendment to the motion.**

<b>VOTE:</b>	<b>Motion carried 9:0</b>
<b>AYES:</b>	<b>Jeff Phillips, Alan Branson, Kay Cashion, Carolyn Q. Coleman, Hank Henning, Justin Conrad, Ray Trapp, J. Carlvena Foster, Alan Perdue</b>
<b>NOES:</b>	<b>None</b>

**Commissioner Conrad made a motion to move forward with the design phase for Alternate 1: To replace the exterior doors, door frames and transoms in the estimated amount of \$600,000. Commissioner Cashion seconded the motion.**

Vice Chairman Branson requested staff provide two (2) options for door design.

McNiece confirmed they would provide two (2) different door model options.

<b>VOTE:</b>	<b>Motion carried 8:1</b>
<b>AYES:</b>	<b>Jeff Phillips, Alan Branson, Kay Cashion, Carolyn Q. Coleman, Hank Henning, Justin Conrad, J. Carlvena Foster, Alan Perdue</b>
<b>NOES:</b>	<b>Ray Trapp</b>

**Commissioner Cashion made a motion to approve the design phase of Alternate 2 to replace the windows with a total estimated project cost of 2.5M. Commissioner Coleman seconded the motion.**

**VOTE: Motion failed 2:7**  
**AYES: Kay Cashion, Carolyn Q. Coleman**  
**NOES: Jeff Phillips, Alan Branson, Hank Henning, Justin Conrad, J. Carlvena Foster, Alan Perdue, Ray Trapp**

#### **B. UPDATES ON FLSA CHANGES**

Lawing provided an update regarding the changes to FLSA overtime, and reported staff were notified of the status changes as of November 3, 2016. He stated a federal judge in Texas issued an injunction order to block the changes to FLSA overtime rules. Lawing noted the Board has the option to move forward with the proposed salary and status changes, or wait until a final decision is made by the courts. He recommended moving forward with the proposed changes for the environmental health specialist and awaiting court decisions before implementing changes to the remaining positions.

Commissioner Coleman noted the changes to the environmental health specialist positions were included with the FLSA proposal.

Commissioner Conrad noted these positions are included in the county's hard-to-fill listing.

Commissioner Coleman questioned the status of employees making \$47,000.

Lawing shared the county's efforts to address compression issues, and noted the specialists hired as trainees at a salary of \$43,500 would receive increased pay if they received their certification.

**Motion made by Commissioner Conrad, seconded by Commissioner Cashion, to move forward with the FLSA position changes for the Environmental Health positions.**

**VOTE: Motion carried 8:1**  
**AYES: Jeff Phillips, Alan Branson, Kay Cashion, Hank Henning, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp**  
**NOES: Carolyn Q. Coleman**

**III. HOLD CLOSED SESSION PURSUANT TO N.C.G.S 143-318.11 (a) (3) (5) (6) FOR THE PURPOSE OF CONSULTING WITH THE COUNTY ATTORNEY, TO CONSIDER REAL PROPERTY ACQUISITION AND TO CONSIDER QUALIFICATIONS/PERFORMANCE REVIEWS OF THE BOARD'S DIRECT REPORTS.**

Motion made by Vice Chairman Alan Branson, seconded by Commissioner Kay Cashion, to hold closed session pursuant to N.C.G.S. 143-318.11 (a) (3) (5) (6) for the purpose of consulting with the County Attorney, to consider real property acquisition and to consider qualifications/performance reviews of the Board's direct reports.

**VOTES:** Motion carried 9:0  
**AYES:** Jeff Phillips, Alan Branson, Kay Cashion, Carolyn Q. Coleman, Hank Henning, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp  
**NOES:** None

By unanimous consent, the Board entered into closed session at 4:18PM.

The Board reconvened from closed session at 6:04PM.

**IV. ADJOURN**

There being no further business, the Board adjourned the meeting by unanimous consent at 6:06PM.

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Jeffrey M. Phillips  
Chairman

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Robin Keller  
Clerk to Board