

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

Greensboro, North Carolina  
May 4, 2017

The Board of County Commissioners met in a duly noticed regular meeting on May 4, 2017 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 Hank Henning, Kay Cashion, Alan Perdue, J. Carlvena Foster, Justin Conrad, Carolyn Q. Coleman, and Melvin "Skip" Alston

ALSO PRESENT: County Manager Marty Lawing; County Attorney Mark Payne; Deputy County Manager Clarence Grier; Robin Keller, Clerk to Board; Scott Baillargeon, Deputy Clerk to the Board; Property Management/Facilities/Parks Director; J. Leslie Bell; Jeff Fowler, Security Director; members of the community and media.

**I. INVOCATION**

Chairman Phillips offered 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 5:50PM

**IV. NOMINATION OF COUNTY COMMISSIONER**

A. 2017-123 NOMINATION OF COUNTY COMMISSIONER

Receive and Approve Nomination of Melvin "Skip" Alston for the County Commissioner District 8 Seat.

[Legislation Text](#)

[Democratic Party Nomination Letter - District 8.pdf](#)

**Motion was made by Carolyn Q. Coleman, and seconded by J.Carlvena Foster to Receive and Approve Nomination of Melvin "Skip" Alston for the County Commissioner District 8 Seat.**

**VOTE: Motion carried 8 - 0**  
**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J.Carlvena Foster, Justin Conrad, Alan Perdue**  
**NOES: None**

**V. ADMINISTER THE OATH OF OFFICE**

**A. 2017-136 APPOINTMENT OF COMMISSIONER MELVIN 'SKIP' ALSTON WILL BE ADMINISTERED OATH OF OFFICE (The Honorable Patrice A. Hinnant, Guilford County Resident Superior Court Judge presiding)**

Legislation Text

The Honorable Patrice A. Hinnant administered the Oath of Office to Melvin Skip Alston.

Chairman Phillips welcomed newly appointed Commissioner Alston.

Commissioner Alston thanked his family, the constituents, and candidates of District 8 in support of his candidacy.

**VI. SPEAKERS FROM THE FLOOR**

There being none, that portion of the meeting was closed by the Chairman.

**VII. CONSENT AGENDA**

Chairman Phillips offered the commissioners an opportunity to pull any consent agenda items for separate consideration. No items were pulled.

**Motion was made by Justin Conrad, and seconded by Alan Branson to adopt VII. CONSENT AGENDA**

**VOTE: Motion carried 9 - 0**  
**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Melvin "Skip" Alston**  
**NOES: None**

**A. CONTRACTS**

1. 2017-117 COST-SHARE AND MEMORANDUM OF AGREEMENT WITH  
PIEDMONT AUTHORITY FOR REGIONAL TRANSPORTATION (PART):  
COMMUNITYVIZ MODEL FOR LONG-RANGE TRANSPORTATION  
PLANNING

Approve \$1,100 cost-share and memorandum of agreement, in substantial form, between Piedmont Authority for Regional Transportation (PART) and Guilford County to study the merits of a CommunityViz model as a method to link adopted land use plans and other potential future land use scenarios across the Piedmont region for long-range transportation planning.

[Legislation Text](#)

[PART - Regional Scenario Modeling Guidebook Agreement - Version2 - 4-21-2017.docx](#)

[PART - Regional Scenario Modeling Guidebook Agreement - Version2 - 4-21-2017.pdf](#)

2. 2017-127 2017 HISTORIC PRESERVATION FUND PASS-THROUGH GRANT

Authorize Planning staff to submit, and if approved by the State Historic Preservation Office, administer the 2017 Historic Preservation Fund Pass-Through Grant to repair the northeast corner main house porch support timber and replacement of the roof shingles at the Mendenhall Home Place.

[Legislation Text](#)

[2017\\_SHPO Grant\\_Mendenhall](#)

[GCHPC 3-21-17 Draft](#)

3. 2017-129 PURCHASE OF MATERIALS AND EQUIPMENT FOR NEW K9  
FACILITY AND RANGE

Approve an increase in appropriated fund balance (Federal Forfeiture Funds) by \$57,200 and increase the FY 2017 Law Enforcement budget by \$57,200. Direct staff to take such actions necessary to secure the purchase of the equipment and enter into any necessary agreements, as directed by state and county policy and/or law.

[Legislation Text](#)

4. 2017-130 APPROPRIATION TO LAW ENFORCEMENT OF RECEIPT OF  
INSURANCE FUNDS

Approve an increase in Other Revenues of \$35,823 and increase the FY 2017 Law Enforcement budget by \$35,823, to reflect receipt of funds from insurance claims.

[Legislation Text](#)

**B. MISCELLANEOUS**

1. 2017-128 APPROVE ONE (1) VOLUNTARY AGRICULTURAL DISTRICT (VAD) APPLICATION

Approve one (1) VAD application.

[Legislation Text](#)

[2017-01](#)

[Brochure](#)

2. 2017-119 RESOLUTION DELEGATING CERTAIN AUTHORITY TO DEPUTY FINANCE OFFICER

Approve resolution delegating certain authority to Harley Will as Deputy Finance Officer for Guilford County.

[Legislation Text](#)

3. 2017-124 RESOLUTION AMENDING POLICY OF UNIFORM STANDARDS FOR CLAIMS AGAINST GUILFORD COUNTY EMPLOYEES, OFFICERS, AND OFFICIALS

Approve Resolution Amending policy of uniform standards for claims against Guilford County Employees, Officers and Officials.

[Legislation Text](#)

4. 2017-135 BUDGET AMENDMENT REPORT FOR BUDGET AMENDMENTS PROCESSED UNDER THE AUTHORITY GRANTED TO THE COUNTY MANAGER IN THE FY 2017 BUDGET ORDINANCE

Receive Budget Amendment report for budget amendments processed under the authority granted to the County Manager in the FY 2017 Budget Ordinance.

[Legislation Text](#)

[Budget Amends Report 2017-05-04](#)

## VIII. NEW BUSINESS

### A. 2017-131 ADOPTION OF THE NC DEFERRED COMPENSATION 457(b) PLAN

Authorize the County Manager to execute any and all documents required to adopt the NC Deferred Compensation 457(b) Plan. Under this proposal, the County will still match 401(k) contributions up to a maximum of 5% for regular employees and non-sworn Law Enforcement employees (Law Enforcement employees get a statutory 5% contribution to the 401(k) plan). It is proposed that the County continue participation under the current International City/County Management Association (ICMA) 457(b) plan at this time.

#### Legislation Text

Human Resources Director John Dean introduced the item. He outlined the participation in the current plan through ICMA, and spoke to the state's recent adoption of an NC 457(b) Plan.

Chairman Phillips questioned the costs as being the primary reason for the recommendation.

Dean stated that there was no cost to the County; however, anticipated greater participation.

Commissioner Coleman inquired about coverage extending to elected officials.

Dean confirmed that it does.

Commissioner Cashion asked about the negative impacts to the current ICMA plan members, including the number of employees on the current ICMA plan, and suggested a correction to the wording to reflect that coverage for elected officials is provided.

Dean stated that employees could either transfer or keep their ICMA plan of choice. He asserted that there were 13 employees who were actively contributing to the current ICMA plan.

Commissioner Foster inquired about the anticipated increase in participation.

Dean affirmed that the County had a strong representative from the Prudential plan who was advocating for increased employee support for investments into the NC 457(b) Plan.

Commissioner Coleman expressed support for the additional NC 457(b) Plan, and inquired about the age requirement of 59.5 to withdraw.

Commissioner Alston requested additional information regarding the absence of a withdrawal penalty.

Benefits Manager Carol Campbell outlined the withdrawal requirements for the NC 457(b) Plan. She discussed the similarities with the 401K plan, and spoke to reducing the confusion for retirement benefits among new hires.

Chairman Phillips spoke to his experiences managing an NC 457(b) Plan, and noted that the Prudential plan had lower administration fees than the ICMA 457 plan.

**Motion was made by Melvin "Skip" Alston, and seconded by Alan Perdue to adopt Authorize the County Manager to execute any and all documents required to adopt the NC Deferred Compensation 457(b) Plan. Under this proposal, the County will still match 401(k) contributions up to a maximum of 5% for regular employees and non-sworn Law Enforcement employees (Law Enforcement employees get a statutory 5% contribution to the 401(k) plan). It is proposed that the County continue participation under the current International City/County Management Association (ICMA) 457(b) plan at this time.**

**VOTE: Motion carried 9 - 0**

**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Melvin "Skip" Alston**

**NOES: None**

**B. 2017-134 THE GUILFORD COUNTY AND GUILFORD COUNTY SCHOOLS  
JOINT CAPITAL / FACILITIES PLANNING COMMITTEE CHARTER**

Approve the Charter of the Guilford County and Guilford County Schools Joint Capital / Facilities Planning Committee.

[Legislation Text](#)

Commissioner Coleman questioned the term “Charter”. She then addressed the list of duties and responsibilities included. And, questioned the School Board's comfort with the role and whether or not the duties contained any County overreach.

County Attorney Mark Payne clarified that it was a committee, and confirmed that the term does not negatively impact what the committee does—or provide any additional formalities. He stated that it was simply a term synonymous with “by-laws” or “guidelines”.

Chairman Phillips addressed the organizational discussion with key members of the School Board on the creation of the document.

Lawing reported the intent of the committee was to have additional County involvement moving forward. He asserted that there were significant needs to be met with the schools, but the goal was to ensure that the County Board was fully aware of their needs, and that the School Board was fully aware of the County's fiscal capacity. He further stated that the committee, including its duties, was not uncommon among larger counties and school districts.

Chairman Phillips shared his communications with Chairman Duncan.

Chairman Phillips introduced School Board Member Byron Gladden.

Gladden stated that the bylaws were shared and discussed among the school board; however, no vote had been counted.

Commissioner Coleman recommended a removal of the term “Charter”, and expressed the difference in practice between the Board of County Commissioners and the School Board. She voiced concern for its impact on future committees.

Commissioner Cashion offered support for the content; however, echoed Commissioner Coleman’s request to remove the term “Charter”. She claimed that it could be perceived as litigious. And, she favored exchanging the term for “Guidelines”.

Commissioner Conrad expressed his appreciation for both leadership boards and their willingness to hold very open discussions.

Commissioner Alston questioned the County’s role in the committee and if the School Board as a whole was comfortable with the role the County would assume, and inquired about the final decision-making authority of the committee.

Payne stated that it would be an advisory committee, and in such its authority would only be to make recommendations. Any final decisions would be left to the respective boards. He addressed the friendly amendment to exchange the term “Charter” with “Guideline”.

Chairman Phillips noted that he had asked Commissioner Henning and Commissioner Perdue to serve at this time.

Commissioner Alston questioned if the School Board had a similar committee to internally review these projects.

Chairman Phillips stated that he understood that they did.

Commissioner Alston questioned the ability for the two committees to work together.

Chairman Phillips noted that all conversations had been open and displayed collaborative approach to addressing needs.

The board discussed the total size.

Gladden addressed concerns for the lack of diversity on the committee.

Commissioner Foster emphasized similar concerns for the committee.

Commissioner Alston noted that Commissioner Foster had experience on the School Board.

Commissioner Coleman made a Motion to add a friendly amendment to change the term “Charter” to “Guideline, it was Seconded by Commissioner Conrad.

Commissioner Conrad stated that if there were concerns from the School Board they would have an opportunity for discussions. He noted further that the recommendation of the committee was the vision of the superintendent, and the County was approached to participate.

Commissioner Henning echoed Commissioner Conrad’s statements and spoke to the leadership of the school board and the willingness of the superintendent to engage both boards. And, he stressed the need for the County to look outside the box in order to provide the best service to citizens.

Commissioner Cashion supported the friendly amendment to the term “Charter”; and expressed a willingness for flexibility.

Commissioner Alston thanked the board for clarification on the creation of the board, and expressed optimism that the board would consider diversity moving forward.

Vice Chairman Branson spoke to frustrations over the wording, and emphasized the need to keep focus on the students of Guilford County Schools.

**A Motion was made by Alan Branson, and Seconded by Justin Conrad to adopt Approve the Charter of the Guilford County and Guilford County Schools Joint Capital / Facilities Planning Committee.**

**VOTE: Motion carried 9 - 0**

**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Melvin "Skip" Alston**

**NOES: None**

C. 2017-133 LYNWOOD LAKES ESTATES SUBDIVISION & C.V. DICK  
SUBDIVISION FINAL ASSESSMENT ROLL RESOLUTION

Adopt Resolution Confirming the Assessment Roll for Local Improvements in the  
Lynwood Lakes Estates Subdivision.

[Legislation Text](#)

[Lynwood Lakes Summary Resolution for Commissioners](#)

[Lynwood Lakes Assessment Roll Resolution](#)

[Lynwood Lakes Summary Revised May 2017](#)



[Map Lynwood Lakes WSP.pdf](#)

[Lynwood Lakes WSP Property Owner Assessment Roll Revised](#)

[Notice of Public Hearing Held in February.doc](#)

Planning and Development Director Leslie Bell reviewed the history of the item, and outlined the revised assessment summary review in the Board's packet. He introduced City of Greensboro Project Engineers Teresa Beasley, Melinda King, and Bethanne Aheron.

Commissioner Henning questioned the details of the previous vote.

Bell reviewed the history of the vote, and the summary assessment of the project.

Chairman Phillips spoke to the previous meetings' discussion.

Bethanne Aheron reviewed some of the concerns brought forward by the property owners at the last meeting. She stated that some assessments were reviewed and revised based on frontage changes, and discussed the \$9K reduction of the assessment and requested a final assessment be made from the Board.

Commissioner Coleman questioned if the City of Greensboro had completed all of the work on the projects, and if the City was holding the initial contractors responsible for completion of the work.

Project engineer Melinda King indicated that as of last week the project had been completed. She noted that the outstanding concerns had been referred to the City's insurance adjuster, and that the City was moving forward with final repairs.

Payne stated that the board's roll was to complete the final assessment rate and that the County's role was complete and discussed that the City's role of construction was an ongoing process. The Board's role was to complete the actual assessment of fees based on the installation of the project.

The Board reviewed the outstanding construction projects.

King noted that the remaining shoulder barrow need completion. She stated that the city is currently working with NCDOT to hire a contractor to complete the shoulder barrow.

Commissioner Perdue expressed concerns regarding the large fees for those property owners on the corner lots.

Commissioner Alston questioned the statement that a property owner would be charged two hook-up fees.

Commissioner Cashion reviewed some of the complaints that were brought prior to the board.

Discussion ensued among the Board regarding the \$150 assessment exemption fee, and sought clarification for assessment procedures.

**Motion was made by Commissioner Melvin "Skip" Alston, and seconded by Vice Chairman Alan Branson to adopt Resolution Confirming the Assessment Roll for Local Improvements in the Lynwood Lakes Estates Subdivision.**

**VOTE: Motion carried 7 – 2**  
**AYES: Jeff Phillips, Alan Branson, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Melvin "Skip" Alston**  
**NOES: Hank Henning, Alan Perdue**

**IX. APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS.**

**A. 2017-122 APPOINTMENTS AND REAPPOINTMENTS TO GUILFORD COUNTY BOARDS & COMMISSIONS**

Review and approve the recommended appointments and reappointments to the listed Guilford County Boards & Commissions.

[Legislation Text](#)

[ACH-CAC Roster](#)

[AThompson Application](#)

[AThompson Resume](#)

[ACH-CAC Reappointment Letter-D. Fulmore](#)

[ACH-CAC Reappointment Letter-C. Johnson](#)

[ACH-CAC Reappointment Letter-K. Dollard](#)

[GTCC Board of Trustees Roster](#)

[GTCC Board of Trustees Reappointment Letter](#)

[JCPC Roster](#)

[DTyler JCPC Application](#)

[DTyler JCPC Resume](#)

Chairman Phillips read the appointments.

Commissioner Foster stated a Friendly Amendment to add Ed Price to the Equalization and Review Committee as alternate.

**Motion was made by Kay Cashion, and seconded by Justin Conrad to adopt Review and approve the recommended appointments and reappointments to the listed Guilford County Boards & Commissions.**

**VOTE: Motion carried 9 - 0**

**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Melvin "Skip" Alston**

**NOES: None**

#### **X. COMMENTS FROM COUNTY MANAGER**

Lawing had no comments to provide.

Commissioner Coleman asked about a report from the Greensboro Partnership and requested an update be provided.

Lawing confirmed that the Alliance Partnership was now the Greensboro Chamber of Commerce.

#### **XI. COMMENTS FROM COUNTY COMMISSIONERS**

The Board welcomed Commissioner Alston.

Commissioner Henning expressed pleasure with the invocation of Commissioner Alston.

Commissioner Perdue noted that today was international firefighter day, and he expressed appreciation for all of the current and past Board members.

Vice Chairman Branson echoed the statement made by Commissioner Perdue, and thanked all the firefighters for their continued service. He spoke to the parents who were moving their students home from colleges today, and expressed prayers to parents for patience for their newly educated students.

Commissioner Alston stated that he was glad to be back, and that it felt like old times.

Commissioner Conrad shared his attendance in the Aging and Adult Center for enrichment. He reminded everyone that the Summerfield Founders day celebration will be May 13. Conrad

shared that the Reeling for Research raised over 500K a total of 2.4M dollars for research for children's cancer.

Commissioner Foster spoke to her attendance in the awards ceremony, her attendance at High Point University where five full scholarships were awarded to local students. She recognized Catherine Johnson and the FJC for receiving the 2017 Achievement Award, and expressed optimism for the FJC's future expansion into High Point.

Commissioner Cashion echoed congratulations to the FJC and noted the UNCG Commencement Ceremonies, and their work with the FJC. She addressed the Dolley Madison's Women's Club for celebrating Federation Day honoring all of the public libraries in Guilford County.

Chairman Phillips thanked the Board and the citizens present, and emphasized the importance of communication between the Board and the citizenry. Phillips stated that it was an honor to work together on behalf of the County.

Commissioner Alston asked about Legislative Day, or County Assembly Day, on May 10.

Chairman Phillips stated that an invitation had been sent for Board participation.

Clerk to the Board, Robin Keller, spoke to the participation guidelines of County Assembly Day, and stated that with the addition of ICMA Fellows, the Board would be taking a few more staff this time.

Commissioner Coleman asked in lieu of a legislative agenda, what the commissioners would likely lobby for.

Keller stated that she was not aware of any specific items.

Chairman Phillips suggested that it would be a matter of personal preference.

Commissioner Coleman stated that while in the company of a legislator it was good policy to lobby them.

Commissioner Cashion spoke to the North Carolina Association of Counties possesses a list of priorities and would serve as the targeted priorities that need legislative address. However, stated that changes could be made to the list between now and then.

Commissioner Coleman voiced concerns for the lack of items for Guilford County included.

Commissioner Alston inquired about the legislative agenda.

Chairman Phillips stated that as a Board of Commissioners no legislative agenda was drafted; however, stated the possibility to establish one in the future.

## **XII.    ADJOURN**

**There being no further business the Board adjourned the meeting at 7:30PM by general consensus.**

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Chairman, Jeffrey M. Phillips

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Clerk to Board, Robin Keller