

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

Greensboro, North Carolina  
December 15, 2016

The Board of County Commissioners met in a duly noticed organizational meeting on December 15, 2016 at 5:30 PM, 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, Carolyn Q. Coleman (in at 5:45PM), J. Carlvena Foster, Justin Conrad, Alan Perdue and Ray Trapp.

**ABSENT:** None.

**ALSO PRESENT:** County Manager Marty Lawing, County Attorney Mark Payne, Deputy County Manager Clarence Grier; Robin Keller, Clerk to Board; Ariane Webb, Budget Analyst; Ben Chavis, Tax Director; Reid Baker, Finance Director; Michael Halford, Budget Director; members of the community and media.

**I. INVOCATION**

Board Chaplain Ben Chavis 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 welcomed those present and called the meeting to order at 5:35PM.

**IV. SPEAKERS FROM THE FLOOR**

Luther Falls, Jr., Greensboro resident wished the Board a Merry Christmas. Mr. Falls spoke to an upcoming small business conference coming March 10 at the Greensboro Coliseum. He shared that the event would be designed to help support and promote small business owners in our community.

Chairman Phillips noted updates received from the Clerk's Office regarding two items on the Agenda. For the first item, parties in the matter of the Public hearing for rezoning case #16-07-GCPL-03433 have jointly requested an extension to continue working on the matter for resolution.

Chairman Phillips invited the parties to the podium.

Attorney for Appellant, Margaret Chase shared that her clients are the opponents of the development are working with the developer to work out some of the specifics of the matter.

Mr. Patrick Donnelly, with Byron development shared his agreement with the request for extension.

Phillips asked the parties if the first meeting in February would be sufficient.

Both parties agreed

**Motion was made by Alan Perdue, and seconded by Alan Branson, to Approve Table the Public Hearing to consider rezoning appeal Case #16-07-GCPL-03433 to February 23, 2017.**

**VOTE: Motion carried 8-0**  
**AYES: Jeff Phillips; Alan Branson; Hank Henning; Kay Cashion; J. Carlvena Foster; Justin Conrad; Alan Perdue; Ray Trapp.**  
**ABSENT: Carolyn Q. Coleman.**

Phillips shared a similar request for extension for item A. New Business in the matter of Rezoning Case #16-06-GCPL-

Phillips noted that the Board reviewed this case at the November board meeting and were hoping that the matter would be resolved.

Henry Isaacson shared that his son Marc Isaacson is representing the Voight's in this matter and are requesting an extension until the January 19, 2017 meeting in order to consult with a civil engineer to resolve the matter.

Mr. Carl Sardi, opponent to the rezoning shared that he had no problem with the continuance.

**Motion was made by Kay Cashion, and seconded by Justin Conrad, to Table consideration of rezoning appeal Case #16-06-GCPL-03086 to January 19, 2017.**

**VOTE: Motion carried 9-0**

**AYES: Jeff Phillips; Alan Branson; Hank Henning; Kay Cashion; Carolyn Q. Coleman; J. Carlvena Foster; Justin Conrad; Alan Perdue; Ray Trapp.**

**V. PRESENTATIONS**

**A. [2016-442 GUILFORD COUNTY EMERGENCY MANAGEMENT \(EMAP\) ACCREDITATION](#)**

Deputy County Manager, Clarence Grier welcomed representatives from NC Emergency Management as they present Guilford County on their achievement of being the first County in the State to receive their Emergency Management Accreditation.

Director of North Carolina Emergency Management, Michael Sprayberry and Michael Daniska, Assistant Director of Planning and Homeland Security for North Carolina Division of Emergency Management

Mr. Daniska recognized the hard work and dedication to achieve the accreditation. He shared that EMAP is a voluntary accreditation program that requires 64 standards and over 100 elements of the emergency management program meeting national standards for prevention, preparedness, mitigation and recovery.

Mr. Daniska thanked the board and county leadership for their support of Guilford Emergency Management.

Director Sprayberry shared that the County has a great team and shared that Guilford County has set the bar for North Carolina. He shared that EMAP accreditation is equivalent to licensing in the medical field. He shared his congratulations of Guilford County Emergency Management staff for their efforts. He shared that as the state director he works to ensure that all counties are prepared and Guilford County has done a wonderful job.

Mr. Sprayberry presented Guilford County Emergency Management Director Don Campbell with their EMAP Accreditation.

Don Campbell shared that this is a great honor for Guilford County. He shared that there are over 120 partner agencies, such as fire department, public health and red cross. He thanked all of the partners. He thanked Commissioner Perdue for his foresight during his tenure as Emergency Services Director to start the Emergency Management program in 2003. He thanked the Board for their support of Emergency Management Services.

Phillips thanked the staff for all of their work.

**B. [2016-414 GUILFORD COUNTY ECONOMIC DEVELOPMENT ALLIANCE PRESENTATION](#)**

Laurin Hill, High Point Economic Development Director. Mr. Hill presented an updated on behalf of the Guilford County Economic Development Alliance. He reported that under the GCEDA the High Point and Greensboro Economic development programs work jointly, sharing leads and meeting together with clients. They are maintaining a Countywide site database. He shared that they have received an excellence in economic development award for their positive work and collaborative efforts. Mr. Hill reviewed projects completed over the past 13 months; 17 new projects brought to our community. Mr. Hill reported that they will provide 6 month updates moving forward.

Chairman Phillips shared his pride in the Guilford County Economic Development Alliance and all of their accomplishments.

C. [2016-435 RESOLUTION RECOGNIZING TW ANDREWS RED RAIDERS FOR THEIR ACHIEVEMENT OF RECEIVING FIRST PLACE AT THE HIGH STEPPING NATIONAL MARCHING BAND COMPETITION](#)

Commissioner Foster introduced the resolution. She shared her honor to present the resolution. Principle David Miller, Assistant Principle Courtney Blake-Smith along with Band Booster Ms. Miller were present to receive the presentation.

Ms. Foster shared her pride in the accomplishments of the band as well as the athletics programs at Andrews. She shared that Andrews High School also touts a very high graduation rate.

Ms. Foster read the resolution.

Principle Miller thanked commissioner Foster and the Board for recognizing the School. He shared his pride in their students for all of their efforts. He thanked the board for recognizing their accomplishments.

D. [2016-450 RESOLUTION IN SUPPORT OF GUILFORD COUNTY SCHOOLS AS A SAFE HAVEN FOR TEACHING AND LEARNING](#)

Commissioner Foster introduced the resolution. She noted that several organizations in High Point have raised concerns with some of the things happening at the school level.

Commissioner Foster thanked the Board for agreeing to make a statement in support of the Schools in creating a safe learning environment.

Commissioner Foster invited Mr. Adams, Second Vice-President of the NAACP and member of the Black Leadership Round Table.

Commissioner Foster read the resolution.

Mr. Adams thank the Board for the resolution in efforts to bring attention and support to the issues.

VI. [CONSENT AGENDA](#)

Chairman Phillips asked if any Commissioner wished to pull an item from the consent agenda for separate consideration.

Commissioner Coleman requested item C.4 for further discussion.

A. BUDGET AMENDMENTS

1. Approve the appropriation of \$27,560 of User Charges, \$20,400 of Other Revenues, and increase the FY 2016-17 Cooperative Extension Service appropriation by \$47,960 to allow for the transition of advisory account funds, and create an assigned fund balance for Cooperative Extension programs (Agriculture, Family and Consumer Science, 4H, and Shared Use Kitchen) to reflect the intent to use unexpended portions of Cooperative Extension program revenue received by the county only to support Cooperative Extension programs.
2. Approve the appropriation of \$16,041 of Appropriated Fund Balance, reduction of Other Revenues by \$3,000, increase the FY 2016-17 Law Enforcement appropriation by \$13,041 and create an assigned fund balance for Law Enforcement Explorer Post funds to reflect the intent to use unexpended portions of Explorer Post contributions received by the county only to support the Law Enforcement Explorer Post.
3. Approve an increase of \$21,000 in Federal/State Revenues and increase the DHHS - Public Health Division FY 2016-17 budget by the same amount to reflect marketing campaign funds received from the NCDHHS Epidemiology/Communicable Disease Branch for Integrated Targeted Testing Services.
4. Approve an increase of \$33,282 in Federal/State Revenues and increase the DHHS-Public Health Division FY2016-17 budget by the same amount to reflect funds received through an agreement with Wake Forest University Health Sciences to serve as an STD Prevention Training Center.
5. Approve the appropriation of \$34,000 of Fund Balance (Unauthorized Substance Tax Funds) and increase the FY 2016-17 Law Enforcement budget by \$34,000, and authorize staff to take the necessary steps to complete the purchase of the equipment.
6. Approve receipt of the FY 2017 Bureau of Justice State Criminal Alien Assistance Grant (SCAAP) in the amount of \$66,591, increase Federal/State Revenues by the amount of the grant and increase the FY2016-17 Law Enforcement budget by the same amount.

B. CONTRACTS

1. Approve lease agreement, in substantial form, with the Piedmont Triad Airport Authority, for use by Emergency Services, in the amount of \$2,520 per annum; to be effective January 1, 2017.
2. Approve the purchase of thirty-two (32) vehicles from North Carolina State Contract 070A, in substantial form, in the amount of \$666,279.07.

C. MISCELLANEOUS

1. Accept and approve property tax rebates and releases for the month ending November 30, 2016.
2. Accept and approve the tax collection and beverage license reports for the month ending November 30, 2016.
3. Receive Budget Amendment report for budget amendments processed under the authority granted to the County Manager in the FY 2016-17 Budget Ordinance.

**Item C.4 removed from Consent Agenda for Separate Consideration.**

4. *Approve the Guilford County Local Emergency Planning Committee (LEPC) officers and membership roster for the calendar year 2017 per LEPC bylaws.*
5. Approved the refund of \$130.00 to the Law office of Richard R Foust, due to the overpayment of tax stamps, per GS 105-228.37
6. Review and approve the following sets of draft meeting minutes: 11/17/2016 Work Session 11/17/2016 Regular Meeting 11/30/2016 Work Session 12/05/2016 Organizational Meeting

**Motion was made by J. Conrad, and seconded by Alan Perdue, to Approve the 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; Ray Trapp.**

**ITEMS REMOVED FROM CONSENT AGENDA FOR SEPARATE CONSIDERATION**

***C.4 Approve the Guilford County Local Emergency Planning Committee (LEPC) officers and membership roster for the calendar year 2017 per LEPC bylaws.***

Commissioner Coleman inquired as to the requirements for a business to serve on the Committee.

Don Campbell, Emergency Management Director, indicated that there was no federal requirement to create an LEPC. He noted that the LEPC was created many years ago to help the community plan for emergencies. He shared that any business can come to the meetings and that to become a member one must attend at least five meetings prior to submitting an application to the LEPC. Typically, businesses with Tier 2 inventories are invited to be included in the LEPC and is open to any organization interested in in Chemical Emergency Planning or those businesses that faces challenges with chemical matters. Campbell noted that the website is linked through myguilford.com and the group also offers an annual safety conference regarding chemical safety and osha safety and compliance.

Commissioner Coleman thanked Mr. Campbell for the additional information.

**Commissioner Carolyn Q. Coleman made a motion to approve Consent Agenda Item C.4, Approve the Guilford County Local Emergency Planning Committee (LEPC) officers and membership roster for the calendar year 2017 per LEPC bylaws; seconded by J. Carlvena Foster.**

**VOTE: Motion carried 9-0**  
**AYES: Jeff Phillips; Alan Branson; Hank Henning; Kay Cashion; Carolyn Q. Coleman; J. Carlvena Foster; Justin Conrad; Alan Perdue; Ray Trapp.**

## **VII. PUBLIC HEARINGS**

### **Agenda Item Tabled earlier in the meeting**

- A. *Conduct required public hearing for rezoning case #16-07-GCPL-03433. Scott's Grant Homeowner's Association, Inc. has filed an appeal of the Guilford County Planning Board's decision to approve a rezoning request on +/- 80 acres from AG & RS-40 to CZ RS-30, located approximately 1,250 ft. west from the intersection of NC Hwy 150 W and Sutter Road in Center Grove Township; being Guilford County Tax Parcel #0138218 owned by 527 NC 150, LLC with the following conditions: a maximum number of sixty-five (65) lots.*

## VIII. [NEW BUSINESS](#)

### **Agenda Item Tabled earlier in the meeting**

- A. *Consider rezoning case #16-06-GCPL-03086. Property owner Carl A. Sardi has filed appeal of the Guilford County Planning Board's decision to approve a rezoning request on +/- 20.02 acres located north of the intersection of Bernie Road and Monnett Road, and running approximately 1,991 feet west down Bernie Road. Tax Parcel #0123356 owned by Mark and Sandy Voigt.*
- B. Adopt the resolution in support of the NCDOT safety improvements to SR 1129 Groometown Road. 06:24 PM**

County Manager Lawing shared that this was a request received from the DOT for approval. The proposal includes closing and moving two driveways to Wiley Davis road. Lawing shared that staff were not able to secure a sketch of the proposal, but that there are no County funds included in the project.

Motion was made by Alan Branson, and seconded by Alan Perdue, to Adopt the resolution in support of the NCDOT safety improvements to SR 1129 Groometown Road.

Commissioner Trapp expressed concerns given that very little information was provided as to the project.

Commissioner Coleman asked for clarification as to the location of the proposed project.

Lawing clarified the location.

Commissioner Coleman asked if moving the entrance would prohibit access to the business at the location.

Lawing stated that due to the turning lane that was installed earlier in the year it has prohibited traffic from turning into the business property. He reported that the business effected is in favor of the change as it would improve access to the gas station.

Commissioner Perdue stated that the business to be effected is on the corner and the change in the driveway would reduce traffic risk and make it more advantages for the business.

Commissioner Foster questioned if any residents had any issue with the changes.

Lawing stated that there are no residential properties in the vicinity.

Commissioner Cashion noted that the correction needs to be made.

Commissioner Coleman noted that it was unusual that neither the DOT or the business involved was present for the request.



Lawing recognized that it was somewhat difficult to secure all of the specifics of the project.

Henning questioned if this item was a simple formality to acknowledge construction in the County, rather than a requirement for the DOT to move forward.

Trapp reiterated his concerns with lack of information provided on the assumption that the matter would be approved without information on the project.

Commissioner Coleman questioned why the County would be requested to adopt the resolution in the first place.

Lawing noted that it is an informational matter.

Perdue noted that road changes do impact emergency response and it is a requirement to make the local governments aware of work.

Conrad noted that the board understood the necessity of the project and do not necessarily disapprove the project; however, it was concerning that staff's request for additional information was not supplied.

**Substitute Motion was made by Ray Trapp, and seconded by J. Carlvena Foster, to Table Adopt the resolution in support of the NCDOT safety improvements to SR 1129 Groometown Road until additional information is submitted.**

**VOTE: Motion carried 5-4**  
**AYES: Kay Cashion; Carolyn Q. Coleman; J. Carlvena Foster; Justin Conrad; Ray Trapp.**  
**NOES: Jeff Phillips; Alan Branson; Hank Henning; Alan Perdue.**

**C. Approve proposed guidelines to be used to identify and allocate Susie's Fund dollars.**

Drew Brinkley Animal Services Director, presented the proposed Guidelines to the Board. He reviewed the selection criteria to be used when determining eligibility for Susie's funds to be used to provide medical care for animals.

**Motion was made by Justin Conrad, and seconded by Hank Henning, to Adopt proposed guidelines, to be used to identify and allocate Susie's Fund dollars.**

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

## **IX. HEALTH AND HUMAN SERVICES UPDATE**

- A. Receive report from Public Health and approve Cardiovascular/Heart Disease as a priority area for the Public Health Department. 06:51 PM

Merle Green, Public Health Director shared that they will be presenting on an item that they hope will gain board approval as a priority for Public Health, cardiovascular disease. She shared that nationally Heart Disease is the leading cause of death; being the number two cause of death for North Carolinians. Green reviewed the leading causes of heart disease and the financial implications of heart disease in Guilford County.

Cory Phillips and Sarah Jacobson with the American Heart Association shared information with the board. He noted that they have a 20/20 goal to reduce impact of heart disease in Guilford County by the year 2020.

Mr. Phillips noted that they are a research and data driven organization and reviewed the “Life Simple Seven” tools to help eliminate and reduce risk factors for heart disease. He noted that they are focusing heavily on the diet portion of the risk factors in Guilford County.

Green reviewed current public health activities to help address heart disease including smoking and physical activity.

Phillips reviewed the potential impacts that can be achieved in community by reducing risk factors. Phillips reviewed American Heart Association resource that they will and do provide to Guilford County and Guilford County schools for program integration and community partnerships.

Sarah Jacobson, Government Relations Director with the American Heart Association, reiterated that they are a partner for Guilford County and shared their excitement to be a resource to the Health Department.

Phillips thanked Ms. Green for her report.

Commissioner Trapp shared that he lost his father at a young age to heart disease and would be proud to support this as a priority area for the County.

**Motion was made by R. Trapp, and seconded by C. Q. Coleman, to Receive report from Public Health and approve Cardiovascular/Heart Disease as a priority area for the Public Health Department.**

**VOTE: Motion carried 9-0**

**AYES: Jeff Phillips; Alan Branson; Hank Henning; Kay Cashion; Carolyn Q. Coleman; J. Carlvena Foster; Justin Conrad; Alan Perdue; Ray Trapp.**

## **X. APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS.**

Chairman Phillips read the list of proposed appointments and reappointments:

### **Fire District Commission - Guilford Randolph**

Reappoint Eddie Causey - Randolph County Appointment (term expiring December 1, 2018)

Reappoint Beverly Nelson - Randolph County Appointment (term expiring December 1, 2018)

Reappoint Edith Reddick - Randolph County Appointment (term expiring December 1, 2018)

### **Sedgefield Sanitary District**

Appoint Stuart Tugman - Sedgefield Sanitary District Appointment (term expiring 2017)

**Motion made by Commissioner A. Perdue, seconded by C. Coleman, to approve the listed appointments and reappointments to various Guilford County Boards & Commissions.**

**VOTE: Motion carried 9-0**

**AYES: Commissioners H. Henning, J. Phillips, A. Branson, K. Cashion,  
C. Coleman, C. Foster, J. Conrad, A. Perdue, R. Trapp**

**NOES: None**

Trapp requested the status of the JCPC vacancies and asked if there were opportunity to

Commissioner Coleman questioned the potential to add an African American architect to the County's list of vendors.

Lawing shared that Mr. McNiece had made contact but was not aware of the status.

Commissioner Coleman shared that she would like to see some movement in adding additional options to the board approved listing.

## **XI. COMMENTS FROM COUNTY MANAGER**

County Manager Lawing reported that he had no additional updates at this time.

## **XII. COMMENTS FROM COMMISSIONERS**

Coleman shared that she was recently appointed to the Governor Elect transition team and shared that they recently had a meeting with the Governor Elect and shared that things are moving and that if they can be of any help the citizens or answer any questions that she is available.

The Board wished the residents of Guilford County Merry Christmas and happy holidays.

Commissioner Conrad noted that a memorandum of understanding for moving forward with a feasibility study for water resources for the Northwest community.

Commissioner Foster congratulated the elected and re-elected Guilford County School Board members who were sworn in last Tuesday. She shared that she was recently appointed to the School Superintendents transition team.

She invited residents to a program meet and greet in High Point with Dr. Contreras over the weekend. She also shared that the annual Martin Luther King, Jr. parade in High Point is upcoming.

Commissioner Cashion shared her attendance in the Gibsonville parade and shared that it was a wonderful event that was very well attended. She also shared her recent attendance and re-election to the Shandhills LME Board. She shared that the Randolph County Board of Commissioners have accepted an offer to create a 24/7 crisis center for mental health and substance abuse services. She shared that this change should help relieve the pressure on the emergency rooms.

She shared her attendance at the MHL annual conference and is happy to bring back ideas and recommendations for stronger wrap around services for inmates and those coming out of the jail system.

Cashion thanked the American Legion Post 53 along with the Dolley Madison Women's Club in their support of the Arts program and Christmas program for the juvenile detention center.

**XIII. HOLD CLOSED SESSION PURSUANT TO N.C.G.S. §143-318.11(3) (5) (6) FOR THE PURPOSE OF CONSULTING WITH THE COUNTY ATTORNEY, CONSIDERATION OF PROPERTY ACQUISITION AND TO CONSIDER QUALIFICATIONS AND OR PERFORMANCE OF THE BOARDS DIRECT REPORTS.**

**Motion made by Commissioner R. Trapp, seconded by Commissioner A. Branson, to hold closed session pursuant to N.C.G.S. 143-318.11 for the purpose of consulting with the County Attorney; consideration of property acquisition and to consider qualifications and/or performance of the Board's direct reports.**

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

The Board entered into closed session at 7:19PM

The Board reconvened from closed session into Open Session at 8:58PM

**Motion was made by H. Henning, and seconded by J. Conrad, to approve the following merit adjustments for the Board's direct reports and salary adjustments for the following positions, to be made effective, and in conjunction with, the County's annual performance review schedule.**

**County Attorney: 2.1035%**

**County Manager: 2.0592%**

**Clerk to Board: 2.5685%**

**Finance Director: 2.3913%**

**Tax Director: 2.3913%**

**Elections Director: 2.25%**

**Register of Deeds: 2.25%**

**Sheriff: 2.25%**

**VOTE: Motion carried 6-0**

**AYES: Jeff Phillips; Alan Branson; Hank Henning; Kay Cashion; Justin Conrad; Alan Perdue.**

**ABSENT: Carolyn Q. Coleman; J. Carlvena Foster; Ray Trapp.**

#### **XIV. ADJOURN**

There being no further business the Board adjourned the meeting by unanimous consent at 9:00PM.

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Clerk, Robin B. Keller

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Chairman, Jeffrey M. Phillips