

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
THURSDAY, MARCH 12, 2020 – 1:00 P.M.
JUDGE E. MAURICE BRASWELL CUMBERLAND COUNTY COURTHOUSE
117 DICK STREET, 5TH FLOOR, ROOM 564
AGENDA SESSION REGULAR MEETING MINUTES

PRESENT: Commissioner Marshall Faircloth, Chairman
Commissioner Glenn Adams, Vice Chairman
Commissioner Jeannette Council
Commissioner Jimmy Keefe (arrived at 1:10 p.m.)
Commissioner Larry Lancaster
Amy Cannon, County Manager
Melissa Cardinali, Assistant County Manager
Duane Holder, Deputy County Manager
Sally Shutt, Assistant County Manager
Rick Moorefield, County Attorney
Vicki Evans, Finance Director
Deborah Shaw, Senior Budget Management Analyst
Heather Harris, Budget and Data Performance Analyst
Andrew Jakubiak, Budget Analyst
Brenda Jackson, Social Services Director
Dr. Jennifer Green, Public Health Director
Jeffery Brown, Engineering and Infrastructure Director
Amanda Bader, Solid Waste Director
Candice H. White, Clerk to the Board
Kellie Beam, Deputy Clerk
Press

ABSENT: Commissioner Michael Boose
Commissioner Charles Evans

Chairman Faircloth called the meeting to order.

Amy Cannon, County Manager, asked for consideration to remove from the agenda Item 4.D. Amended Memorandum of Agreement for State Acquisition Relocation Funds with the North Carolina Department of Public Safety-Division of Emergency Management and forward the item to the April 9, 2020 agenda.

1. APPROVAL OF AGENDA

MOTION: Commissioner Lancaster moved to approve the agenda to include the removal and forward of Item 4.D. as requested.
SECOND: Commissioner Council
VOTE: UNANIMOUS (4-0)

2. APPROVAL OF MINUTES

A. December 12, 2019 Agenda Session Regular Meeting Minutes

MOTION: Commissioner Lancaster moved to approve the December 12, 2019 Agenda Session regular meeting minutes.
SECOND: Commissioner Council
VOTE: UNANIMOUS (4-0)

3. PRESENTATIONS

A. Update on COVID-19 (Coronavirus) Local Activities and Public Health Emergency Preparedness

BACKGROUND

The Board will receive an update on the status of COVID-19 (Coronavirus) and the Public Health Department response. Additionally, Management will brief the Board on internal measures taken to notify and inform the public and safeguard the health and wellness of the County workforce.

RECOMMENDATION / PROPOSED ACTION

No action needed. For presentation purposes only.

Ms. Cannon recognized Dr. Jennifer Green, Public Health Director, for the coronavirus (COVID-19) update. Dr. Green stated this is a rapidly evolving situation, recommendations will change and data she will be presenting is from the Centers for Disease Control and Prevention (CDC) and NC Department of Health and Human Services. Dr. Green explained what the novel coronavirus is and its associated spread and symptoms. Dr. Green stated general prevention recommendations for the coronavirus are the same as those to prevent the spread of flu and other respiratory viral infections.

Dr. Green stated the majority of COVID-19 cases are in mainland China but as of this presentation, there are more than 118,000 cases globally with over 4,000 deaths. Dr. Green stated there are 938 cases in the United States with 29 deaths, twelve cases in North Carolina and zero cases in Cumberland County. For context, Dr. Green provided statistics for the 2019-2020 flu season.

Dr. Green presented actions taken thus far at the federal and state level and reviewed NCDHHS mitigation guidance. Dr. Green stated the purpose of NC DHHS mitigation guidance is to slow the spread of the outbreak and reduce the number of infections.

Dr. Green outlined the travel recommendations recorded below and stated all travelers returning from countries and U.S. states impacted by COVID-19 should follow DHHS guidance on self-monitoring which include the following:

- Monitor for fever by taking temperatures 2X a day
- Remain alert for cough or difficulty breathing
- If symptoms develop, self-isolate and limit contact with others
- Seek advice from your healthcare provider or health department

Dr. Green stated if you have traveled to an area with widespread, ongoing community spread, practice social distancing, stay home for the next 14 days and monitor your health and take your temperature with a thermometer two times a day and watch for symptoms.

Dr. Green presented information on COVID-19 testing and stated if a confirmed positive or presumptive positive case of COVID-19 is identified in Cumberland County, the Cumberland County Department of Public Health and the State Department of Public Health will notify the public. Dr. Green explained what is meant by isolation and quarantine:

- Isolation separates sick people with a contagious disease from people who are not sick.
- Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick

Dr. Green stated NCDHHS is preparing and responding, and developing and disseminating guidance for healthcare partners and working with local communities. Dr. Green stated Cumberland County is working with partners to monitor returned travelers from China and other outbreak areas; to ensure communication with local EMS, hospitals and healthcare providers; and to ensure wraparound services for persons under monitoring and investigation. Dr. Green stated Cumberland County is also working with partners through:

Meetings with local partners

- County Management
- Cape Fear Valley Hospital
- Cumberland County School District
- Cumberland County Emergency Management
- Fayetteville Regional Airport
- Fayetteville State University

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- Fayetteville Technical Community College
- Methodist University

Information sharing

- Local providers
- Long term care facilities
- Childcare providers
- Spectra
- Fayetteville VA Hospital
- Segra Stadium
- General public
- And many more

Dr. Green concluded her presentation and responded to questions that followed.

Chairman Faircloth called for a five-minute recess following which he reconvened the meeting.

Ms. Cannon stated the county has emergency operations plans in place and management is reviewing and revising existing internal county policies and procedures with the primary goal to continue to provide services without interruption while protecting the safety and well-being of citizens and employees. Ms. Cannon reported there are also efforts underway with the court system to identify essential county and court services that will need to continue in the event of a closure. Ms. Cannon stated other measures underway include enhanced cleaning protocols in all county facilities; working with department heads on event and travel cancellation decisions; the installation of informational posters and digital signage in county facilities about COVID-19 precautions, including handwashing signs in restrooms; installation of additional hand sanitizer stations in buildings; and creation of a COVID-19 webpage on the County's website and outreach efforts to educate the public. Commissioner Keefe posed questions about the provision of services and communication efforts for departments and agencies that assist the elderly.

B. Solid Waste Anti-Litter Campaign

BACKGROUND

Litter is a problem that belongs to all of us. Some of it is unintentional such as the can flying out of a pickup bed or the paper flying out of a trash truck. Incredibly, much of it is deliberate. It impacts our mood, the economic health of our community, and the crime rates in our neighborhoods. We are all aware of the cumulative impacts to our oceans. In recent years, DOT has developed a massive program to assist with litter. It costs millions of dollars and keeps interstates and most primary roads presentable but does not adequately address our secondary roads.

Cumberland County's current response to litter is reporting and enforcement where possible. The County's newest response to litter is a grassroots campaign called "Five for Friday." It is based on the concept of "reverse litter." Everyone should do their part to pick up litter that makes its way to our roads, playgrounds, parking lots, yards, and waterways. If 5,000 people would chunk five pieces of litter into the trash or recycle bin every week, that would eliminate 1.3 million pieces of litter every year. The campaign aims to capture that "getting ready for the weekend" vibe.

The campaign is a call to action. Its objectives are to educate children, to remind adults of their responsibility, and to attack our litter problem five pieces at a time. The campaign promotes awareness, responsibility, ownership, and pride with a fresh approach to a nasty problem.

We plan to launch the program the week of Earth Day, April 20-24. The campaign will target second graders, County employees, and our citizens through festivals, promotional materials, and social media.

RECOMMENDATION / PROPOSED ACTION

For Information Purposes Only

Ms. Cannon recognized Amanda Bader, Solid Waste Director, who presented the background information recorded above and a PowerPoint presentation that introduced the logo for the "Five

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for Friday” campaign and the campaign mascot, Stan the Can. Ms. Bader stated the target of the campaign is children because educating children at a young age about the damage than can occur to the environment and surroundings and how it correlates to their own health and well-being can create a culture that no longer allows litter to be acceptable.

Dan Grubb, Communications and Outreach Coordinator, distributed a campaign handout and provided the following information about the schedule of activities for the campaign launch during the week of Earth Day, April 17-27.

- Friday, April 17
Press Release/Press Kit/Media Invite to all events below
- Tuesday, April 21 / Wednesday, April 22
Earth Day Festival at Arnette Park. 700 Elementary school children with branded 5 for Friday litter collection pails and coloring books.
- Friday, April 24
2020 Dogwood Festival –Mascot Stan the Can appears on the main stage along with the announcement of county’s new 5 for Friday campaign. Invite to 5 for Friday Dogwood Festival setup Saturday.
- Saturday, April 25
Dogwood Festival footprint includes branded *Waste Baskets* game, Stan the Can mascot, coloring books, branded litter pails, educational information. Dogwood Festival Mascot Race featuring Stan the Can and other County campaign mascots.
 - Monday April 27
Video release regarding 5 for Friday launch week appears on County social media and Brightsigns.

Ms. Bader concluded the presentation by sharing future events based on the campaign and responding to questions and comments from Commissioners.

4. CONSIDERATION OF AGENDA ITEMS

A. Health Insurance Plan for Fiscal Year 2021 Presented by USI

BACKGROUND

Kevin Quinn of USI will present health insurance renewal options for the plan year beginning July 1, 2020. The Board is requested to consider the options and provide consensus to allow for the chosen options to be incorporated into the fiscal year 2021 budget process.

RECOMMENDATION / PROPOSED ACTION

Staff recommend forwarding this item to the full Board of Commissioners for approval as a consent agenda item at the March 16, 2020 regular meeting with the following action:

- Approve the selected renewal options as presented by USI to be effective July 1, 2020.

Vicki Evans, Finance Director, introduced Kevin Quinn with USI Insurance Services, LLC who stated in a self-funded plan, there are two pieces which are administrative and claims costs. Mr. Quinn stated this year \$1,943,693 is the expected cost of the administrative and individual stop loss pieces. Mr. Quinn stated the second piece is the projected claims liability or projections based on underwriting guidelines which is expected to be \$16,550,004 this year. Mr. Quinn stated this brings the expected total gross spend is expected to be \$18,493,697. Mr. Quinn presented the projections for the costs of the county’s self-insured plan in the following table:

Self-Insured Plan: BCBS			
Coverage	2016 Enrolled	CURRENT Expected BCBS NC	Renewal BCBS NC
Fixed Cost Comparison			
PEPY Annual		\$964	\$1,106
Differential from Current		\$1,943,653	\$2,228,906
			\$285,253
			14.7%
			0.5%
			Change to \$175k ISL
Expected Claims Cost Comparison			
PEPY Annual		\$8,209	\$8,374
Differential from Current		\$16,550,044	\$16,881,045
		Expected Year End	\$331,001
			2.0%
			2.9%
Fixed Costs + Expected Claims			
PEPY Annual		\$9,173	\$9,479
Differential from Current		\$18,493,697	\$19,109,951
			\$616,254
			3.3%
			2.7%

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- Claims are expected to end at 3% above initial projection.
- Because self-funding claims fluctuate, we recommend CC include a margin of an additional 3%.

Mr. Quinn stated for the period of July 1, 2020 – June 30, 2021, there was a change to the stop loss calculation or insurance to protect against large claims and it will go up \$285,253. Mr. Quinn stated the projected claims cost is expected to see an increase of \$331,000 so the total budget projection for next year is \$19,109,000 or a 3.3% increase. Mr. Quinn stated the recommendation is to adjust the stop loss from \$150,000 to \$175,000. Mr. Quinn stated the new package being recommended will come to \$18,493,697 or 2.7%. Mr. Quinn stated since this is a self-funded plan and because claims dollars are projected each year, it is prudent to build in a margin for budgeting purposes. Mr. Quinn stated for an organization the size of the county, a 3% margin is fair and reasonable.

Mr. Quinn stated BCBS currently charges \$1,943,653 for a stop loss of \$150,000 which means if the county has a claim of \$1 million, the county pays \$150,000 and BCBS pays \$850,000. Mr. Quinn stated insurance companies are feeling the heat of large claims and after looking at several iterations, the recommendation is to move the stop loss up to \$175,000. Mr. Quinn provided a review of the table below. Questions followed.

Self-Insured Plan: BCBS / Individual Stop Loss				
	Enrolled	Current BCBS NC	Renewal BCBS	Alternates BCBS
Total	2016			
Fixed Costs: Admin + ISL		\$150,000	\$150,000	\$175,000
Annual Total		\$1,943,653	\$2,228,906	\$1,954,017
Cost Differential			\$285,253 15%	\$10,364 1%
Estimated Additional Claimants At Higher ISL		\$0	\$0	*6 Claimants \$150,000
Fixed Costs: Admin + ISL + Estimated Addtl Agg Claims				
Annual Total		\$1,943,653	\$2,228,906	\$2,104,017
Cost Differential from \$150,000 ISL			\$285,253 15%	\$160,364 8%
Savings from \$150,000 ISL Renewal				-\$124,889 -5.6%

- *Estimated savings from fixed costs if 6 claimants exceed the current ISL of \$150,000 to the newly designated ISL.
- Actual costs and claims will vary.

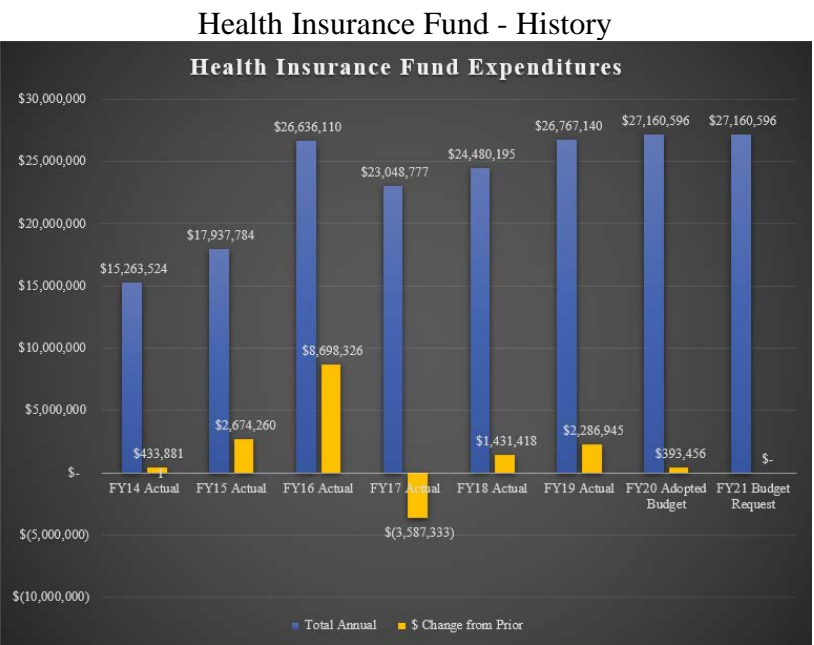
MOTION: Commissioner Lancaster moved to approve an increase in Individual Stop Loss from \$150,000 to \$175,000 effective July 1, 2020 and forward to the March 16, 2020 regular meeting as a consent agenda item.

SECOND: Commissioner Council

VOTE: UNANIMOUS (5-0)

Ms. Evans stated the graph below shows the health insurance fund over a number of years and shows that the plan is to budget the same amount for FY21 that was budgeted for FY20. Ms. Evans stated over the past year there have been questions about changing a specialist visit from deductible to co-pay. Ms. Evans stated because the dollar amount of claims is based on projections, there is not a finite answer as to the impact of that change. Ms. Evans stated the graph below shows FY16, the year in which the change was made for a specialist visit to go to deductible, and FY17, the year in which county costs dropped by almost \$3.6 million. Ms. Evans stated because claims deal with human actions, it is not possible to say whether claims will increase were there a change for a specialist visit to go to co-pay. Ms. Evans stated the county’s plan has been fairly stable since FY19 and management does not feel comfortable taking on the risk of going back to co-pay for a specialist visit based on a projection. Mr. Quinn stated from an underwriting and utilization perspective, there is a lot of study being conducted that indicates when the incentive to go to a primary physician is taken away, individuals will use their specialist as a primary physician. Mr. Quinn stated when there is 70% engagement with a primary physician, emergency room visits go down and individuals get better preventive health. Mr. Quinn stated the recommendation is to keep the plan where it is as it relates to a specialist visit. A brief discussion followed.

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Mr. Quinn stated last year retirees age 65 and over who were Medicare eligible were pulled out of the BCBS program and the current estimated annual premium without any changes is \$1,750,000. Mr. Quinn stated comparatively \$3.2 million was spent on that retiree population under the BCBS program which included administrative costs and stop loss. Mr. Quinn stated the change to the AMWINS fully insured plan worked well from a financial standpoint and overhead costs were reduced. Mr. Quinn stated feedback from retirees was that they had enjoyed using the county pharmacy with a \$0 co-pay for preferred generics which could not continue under the AMWINS plan. Mr. Quinn stated if no changes are made, there is an approximate 3% or \$52,500 increase or impact to FY July 2020 through June 2021. Mr. Quinn stated if the only change is for an enhanced prescription benefit so retirees can go to any participating pharmacy for preferred generics with a \$0 co-pay, it will increase another \$57,000. Mr. Quinn noted 94% of the retiree claims are generically filled.

Mr. Quinn discussed the fully insured retiree plan with the data presented below:

Fully Insured Plan: AMWINS

CURRENT PRESCRIPTION DRUG PLAN: RATE VALID THROUGH 12/31/2020			PROPOSED PRESCRIPTION DRUG PLAN: RX ONLY RATE VALID 7/1/2020 THROUGH 12/31/2021		
Enhanced Medicare Part D Plan Annual Deductible: \$150.00			Enhanced Medicare Part D Plan Annual Deductible: \$150.00		
Copay Tier	31-Days Retail Pharmacy	90 Day Mail Order† Copay	Copay Tier	31-Days Retail Pharmacy	90 Day Mail Order† Copay
Tier 1:			Tier 1:		
Preferred Generic	\$10	\$25	Preferred Generic	\$0	\$0
Also Tier 1			Tier 2:		
Non- Preferred Generic	\$10	\$25	Non-Preferred Generic	\$10	\$25
Tier 2:			Tier 3:		
Preferred Brand	\$55	\$137.50	Preferred Brand	\$55	\$137.50
Tier 3:			Tier 4:		
Non-Preferred Brand	\$70	\$175	Non-Preferred Brand	\$70	\$175
Tier 4:			Tier 5:		
Specialty (copay or coins)	25% (\$50 min, \$100 max)	25% (\$125 min, \$250 max)	Specialty (copay or coins)	25% (\$50 min, \$100 max)	25% (\$125 min, \$250 max)

- Current estimated annual premium without any changes is \$1,750,000. Plan renewal is on January 1st.
- Total Estimated Impact to Fiscal year July 2020 through June 2021:
 - IF no changes: approximate 3% increase (+\$52,500)
 - IF \$0 Preferred Generic July 1 change: 6.3% increase (+\$110,250).
 - Per Express Scripts: **94% of prescriptions filled fall into the new Tier 1, \$0 category.**

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MOTION: Commissioner Lancaster moved to accept the enhanced prescription benefit specific to retirees age 65 and over with \$0 co-pay for preferred generics effective July 1, 2020 and forward to the March 16, 2020 regular meeting as a consent agenda item.

SECOND: Commissioner Council

VOTE: PASSED (4-1) (Commissioners Lancaster, Keefe, Council and Adams voted in favor; Commissioner Faircloth voted in opposition.

Ms. Cannon stated the practice has been that without a unanimous vote, items are moved forward as an item of business as opposed to being moved forward a consent agenda item.

B. Revised Subrecipient Agreement with Family Endeavors, Inc.

BACKGROUND

On June 1, 2018, a Sub-recipient Agreement was made between Cumberland County and Family Endeavors, Inc. for \$200,000 in Homeless Initiative funds (\$100,000 County / \$100,000 City of Fayetteville) to provide housing stabilization assistance to homeless and at-risk families and individuals. Family Endeavors, Inc. was able to provide services to 158 households.

The County and City continue to appropriate \$200,000 jointly on a recurring basis for this initiative. There is approximately \$105,000 in County/City Homeless Initiative funds available, which accumulated prior to the initiation of the contract, for homeless and at-risk services. In addition, the agreement between Cumberland County and Family Endeavors, Inc. is still active with the term ending June 30, 2020. Cumberland County Community Development is requesting to continue and expand its partnership with Family Endeavors, Inc. and utilize these available funds to provide services to additional families and individuals experiencing homelessness or at-risk of experiencing homelessness.

RECOMMENDATION / PROPOSED ACTION

Community Development recommends that the proposed action be placed on the March 16, 2020 Board of Commissioners consent agenda:

- Approve the revised Sub-recipient Agreement made between Cumberland County and Family Endeavors, Inc. in the amount not to exceed \$305,000 for the provision of homeless services and signature by the Chairman of the Board of Commissioners.

Duane Holder, Deputy County Manager, stated this item references the interlocal agreement between Cumberland County and the City of Fayetteville to address homelessness. Mr. Holder presented the background information recorded above and stated the \$200,000 purchases the Homeless Information Management System (HMIS), the data base used by all local providers to track high level data and resources used in the community; funds a full time data evaluation analysis position which is housed in the county's Community Development department that services the City and County; and provides homeless initiative services which provide housing stabilization, assistance to homeless individuals and families and case management services. Mr. Holder stated this item is to request an additional \$105,000 to the existing contract with Family Endeavors, Inc. and there is residual funding available in the Community Development budget. Mr. Holder stated these are local county and city dollars and the \$105,000 currently available in the budget is funding left over before a contract was initiated.

Commissioner Adams stated it needs to be made abundantly clear that it is not \$305,000 henceforth and that the contract is \$200,000 with a one-time addition of \$105,000. Commissioner Adams stated the motion should reflect that as well. Mr. Holder stated the \$200,000 has been expended and the \$105,000 has to be expended by June 30, 2020 because that is the date the contract ends. Commissioner Adams stated he still does not think it is clear at \$305,000 because what is being requested for approval is \$105,000. Rick Moorefield, County Attorney, advised to use language to add \$105,000 to the existing contract. Commissioner Adams stated that clarified it for him.

MOTION: Commissioner Council moved to add \$105,000 to the existing contract with Family Endeavors, Inc. and forward to the March 16, 2020 regular meeting as a consent agenda item.

SECOND: Commissioner Adams

DISCUSSION: Commissioner Keefe asked how long the county and city have had this agreement. Mr. Holder responded since 2017 so it is approaching four years. Commissioner Keefe stated when considering the contract costs and data collection over the four years, what the city is looking for, what the Continuum of Care is looking for and with what Community Development is doing, he is not clear as to what the plan is to help with homelessness. Mr. Holder clarified next year will be the fourth year and this is the third year of allocation.

VOTE: PASSED (4-1) (Commissioners Faircloth, Adams, Council and Lancaster voted in favor; Commissioner Keefe voted in opposition)

Mr. Holder recognized Mr. Jessie Gardner who provided information on his work through the Fayetteville-Cumberland Reentry Council with individuals and families assisted by the Community Development funds. Chairman Faircloth asked Mr. Holder to put a report in writing so the Board can have a better understanding of what is happening with the funds it appropriates. A brief discussion followed. Commissioner Keefe stated for the record that when the item goes forward, he will change his vote to support it so it can go forward to the March 16, 2020 regular meeting as a consent agenda item.

C. Opening Ft. Bragg Under Used Facilities to Local Community Residents

BACKGROUND

Chairman Faircloth received correspondence from the Ft. Bragg Garrison Commander. The correspondence is seeking written agreement from local authorities to offer local community residents the use of under used facilities on Ft. Bragg. These facilities include McKellar's Lodge, Dragon Lanes, Airborne Lanes, Iron Mike Conference Center, Smoke Bomb Grille, Clay Target Center, Smith Lake, Arts and Crafts and Cleland Ice Rink.

RECOMMENDATION / PROPOSED ACTION

Consider the request of the Ft. Bragg Garrison Commander and provide a written response.

Chairman Faircloth referenced the correspondence from the Ft. Bragg Garrison Commander and asked the Board for input. Chairman Faircloth stated to agree to the request would let community residents utilize facilities on Ft. Bragg that do not pay taxes and therefore not patronize local businesses. Commissioner Adams stated he was opposed for the reasons expressed by Chairman Faircloth and because eventually the same request will be made for the new Ft. Bragg shopping center. Ms. Cannon stated the Crown facilities could also be at risk if facilities on Ft. Bragg were opened to local community residents. Following a brief discussion, there was consensus for the Public Information Office to draft a letter from Chairman Faircloth to the Ft. Bragg Garrison Commander stating the Board of Commissioners was not in agreement with the request.

D. Removed from agenda.

E. Contract for Detention Center Grinder Pump

BACKGROUND

The Phase II Detention Center Sewer Grinder Pump Project was included in the FY20 Capital Improvement (CIP). This project includes the installation of a grinder pump in an additional location where sewer leaves the facility and enters the sewer main on Gillespie Street. Last fiscal year, a grinder pump was installed on the west side of the facility where sewer enters the sewer main on Worth Street. Grinder pumps are required to eliminate sewer blockages within the sewer collection system owned and operated by the Public Works Commission (PWC) due to inappropriate waste being discharged into the sewer system by inmates. In July 2019, Engineering

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& Infrastructure (E&I) staff contacted Progressive Design Collaborative, LTD (PDC), to perform the design for the Detention Center sewer grinder pump for a fee of \$17,400.

The project was advertised electronically on the Cumberland County Vendor Self Service site. The project pre-bid meeting was held on January 23, 2020. The bid opening was held on February 4, 2020. The certified bid tab and letter of recommendation to award the project from PDC are attached. The lowest, responsible, and responsive bidder was provided by Haire Plumbing and Mechanical Company, Inc. in the amount of \$200,000. Budgeted funds are available for the completion of this project. This project was budgeted within the CIP for \$215,000 which included engineering and construction. The Detention Center Building Exterior Repair Project was budgeted at \$162,500 and was completed for \$111,507. Therefore, a portion of the remaining funds from the Building Exterior Repair Project will be used for the overage in the Sewer Grinder Pump Project.

RECOMMENDATION / PROPOSED ACTION

The Engineering and Infrastructure Director and County Management recommend that the proposed actions below be placed on the March 16th Board of Commissioners agenda as a consent item:

1. Accept the bids and award a contract to the lowest, responsible, and responsive bidder Haire Plumbing and Mechanical Company, Inc. in the amount of \$200,000.
2. Establish a contingency in the amount of \$15,000 to be used for additional work recommended by the E&I Director and approved by the County Manager.

Jeffery Brown, Engineering and Infrastructure Director, referenced the background information and recommendation/proposed action recorded above. Mr. Brown stated a grinder pump was installed in one part of the Detention Center last year and this one is the second grinder pump for the other side of the Detention Center.

MOTION: Commissioner Adams moved to accept the bids and award a contract to the lowest, responsible, and responsive bidder Haire Plumbing and Mechanical Company, Inc. in the amount of \$200,000, establish a contingency in the amount of \$15,000 to be used for additional work recommended by the E&I Director and approved by the County Manager, and forward to the March 16, 2020 regular meeting as a consent agenda item.

SECOND: Commissioner Council

VOTE: UNANIMOUS (5-0)

F. Contract for Crown Complex Parking Lot Improvements

BACKGROUND

The Capital Improvement Plan (CIP) identified repairs for the North, West and Agricultural Extension Staff/Expo Loading Dock parking lots and these improvements were funded in the FY 20 CIP budget in the amount of \$800,500. The project consists of asphalt removal, asphalt paving, concrete sidewalk for ADA pathways and pavement markings for the parking lots. At the November 18th Board of Commissioners meeting, the Board approved utilizing \$160,414 of this funding for the West VIP entrance repairs to prevent water from entering the Crown Coliseum causing structural damage to the facility. Also, repairs were necessary to the stormwater detention pond at the Crown Complex which had been rebuilt following Hurricane Matthew. These repairs were also funded from the parking lot improvement funds. There is \$623,061 available for the parking lot improvement project from the original \$800,500 in funding. In addition to the \$623,061, there is \$50,000 remaining from the boiler repair and \$50,000 that was budgeted for the fire alarm upgrade within the Coliseum that can also be used for paving improvements.

A pre-bid meeting was held on February 13, 2020, in which all local contractors were invited to attend. The project was also advertised on the State Interactive Purchasing Site (IPS) and Cumberland County Vendor Self-Service site. The bid opening was held on February 26, 2020. The lowest, responsible, and responsive bidder for the base bid was provided by Highland Paving Company, LLC., in the amount of \$689,371.75. The attached map depicts the areas that were

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included in the base bid as well as the area that was an alternate. If we elect not to perform the improvements for Area 1A at this time, then this will reduce the base bid amount by \$35,395.15 for a revised total base bid of \$653,976.60. There are available funds to cover this amount along with establishing a contingency amount for the project. If contingency funds are available at the end of the work included in the contract amount, these funds can then be used to make the improvements for Area 1A.

RECOMMENDATION / PROPOSED ACTION

The Engineering and Infrastructure Director and County Management recommend that the proposed actions below be placed on the March 16th Board of Commissioners agenda as a consent item:

1. Accept the bids and award a contract to the lowest, responsible, and responsive bidder Highland Paving Company, LLC excluding Area 1A in the amount of \$653,976.60.
2. Establish a contingency in the amount of \$66,000 to be used for additional work recommended by the E&I Director and approved by the County Manager.

Mr. Brown presented the background information recorded above and reviewed slides that provided a visual overview of the parking lot areas. Mr. Brown stated there is \$623,061 available out of the initial \$800,500, \$50,000 remaining from a boiler repair and \$50,000 that was budgeted for the fire alarm upgrade for a total of \$723,061 available for this parking lot project. Mr. Brown stated it is not in the county's best interest to perform the improvements for Area 1A at this time and not doing so will reduce the base bid amount by \$35,395.15 for a revised total base bid and contract amount of \$653,976.60. Commissioner Adams asked why Area 1A was not included since the funds appear to be available. Mr. Brown stated not making improvements to Area 1A will enable a contingency amount of \$66,000 to be established for the project which will bring the total up to \$719,952. Mr. Brown stated if contingency funds are available at the end of the work included in the contract amount, those funds can then be used to make the improvements for Area 1A. Mr. Brown responded to questions that followed.

MOTION: Commissioner Adams moved to accept the bids and award a contract to the lowest, responsible, and responsive bidder Highland Paving Company, LLC excluding Area 1A in the amount of \$653,976.60, and establish a contingency in \$66,000 to be used for additional work through a contract change order recommended by the E&I Director and approved by the County Manager, and forward this item to the March 16, 2020 regular meeting as a consent agenda item.

SECOND: Commissioner Council

VOTE: UNANIMOUS (5-0)

At the request of Chairman Faircloth, Mr. Brown provided an update on the recent fire outside the entrance to the Crown Complex arena theatre. Mr. Brown stated staff are in the process of taking bids on a roof replacement for the theatre bridgeway which was damaged during Hurricane Matthew and repairs resulting from the fire will be included as part of that project.

- G. Encroachment Agreement with North Carolina Department of Transportation (NCDOT) for NORCRESS Water & Sewer District

BACKGROUND

The NORCRESS sewer system was constructed in 2004. A sewer lateral within the system is no longer functioning and is causing sanitary sewer to back up into an office building in Wade. The Public Works Commission (PWC) has been going to this property weekly and blowing out the line to push the sewer through the line to prevent it from backing up into the building. This service is above and beyond the scope of work in the operation and maintenance agreement. PWC has stated that a new service lateral must be installed in order to properly serve this property. An Encroachment Agreement is required by NCDOT since the sewer main is on the opposite side of the street.

The County Attorney has reviewed the attached Encroachment Agreement. There is available funding within the NORCRESS operating budget to pay for the installation of the service lateral.

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RECOMMENDATION / PROPOSED ACTION

The Engineering and Infrastructure Director and County Management recommend that the proposed action below be placed on the March 16, 2020 Board of Commissioners agenda and the NORCRESS Governing Board agenda as a consent item:

- Approve the attached NCDOT Encroachment Agreement that would allow PWC to replace the failing sewer lateral.

Mr. Brown referenced the background information and recommendation/proposed action recorded above.

MOTION: Commissioner Council moved to approve the NCDOT Encroachment Agreement that would allow PWC to replace the failing sewer lateral and forward to the March 16, 2020 regular meeting as a consent agenda item.

SECOND: Commissioner Adams

VOTE: UNANIMOUS (5-0)

5. OTHER ITEMS

There were no other items of business.

6. MONTHLY REPORTS

A. Community Development-Disaster Recovery Update

BACKGROUND

Cumberland County, in partnership with the North Carolina Office of Recovery & Resiliency (NCORR), is implementing a Community Recovery Infrastructure activity funded through the Community Development Block Grant Disaster Recovery Program. The attached report is an update on the status of the activity (Robin's Meadow Permanent Supportive Housing) undertaken by Cumberland County. In addition, the report includes an update on activities funded through DRA 17 and HMGP.

RECOMMENDATION / PROPOSED ACTION

No action is needed. This item is provided for informational purposes only.

CUMBERLAND COUNTY DISASTER RECOVERY PROGRAMS UPDATE FOR THE MARCH 12, 2020 BOARD OF COMMISSIONER'S AGENDA SESSION

Status as of March 5, 2020:

Milestones/Activities:

- NCORR executed SRA with County December 17, 2019;
- Robins Meadow Permanent Supportive Housing Project/Community Recovery Infrastructure – received project specific award letter January 23, 2020;
- Robins Meadow Permanent Supportive Housing Project/Community Recovery Infrastructure - A/E Services – The Wooten Co. working with staff on initial schematic design and project timeline schedule;
- DRA-17 & HMGP Projects – County completed acquisition 10 properties; demolition bids under review

Current Staffing:

- State POC: John Ebbighausen – Director of Disaster Recovery Programs, NC Office of Recovery & Resiliency (NCORR); Mary Glasscock; Infrastructure Manager (NCORR)
- Cumberland County:
 - o Sylvia McLean, P.T. Community Development (CD) Consultant

B. Financial Report

BACKGROUND

The financial report is included which shows results of the general fund for fiscal year 2020, January year-to- date. Additional detail has been provided on a separate page explaining any percentages that may appear inconsistent with year-to-date budget expectations.

RECOMMENDATION / PROPOSED ACTION

For information/discussion purposes only.

County of Cumberland General Fund Revenues						
REVENUES	FY18-19 AUDITED	FY19-20 ADOPTED BUDGET	FY19-20 REVISED BUDGET	YTD ACTUAL AS OF January 31, 2020	PERCENT OF BUDGET TO DATE	*
Ad Valorem Taxes						
Current Year	\$ 165,634,524	\$ 165,517,000	\$ 165,517,000	\$ 160,097,877	96.7% (1)	
Prior Years	1,252,112	1,186,000	1,186,000	609,404	51.4%	
Motor Vehicles	19,996,530	19,937,832	19,937,832	10,019,809	50.3% (2)	
Penalties and Interest	699,244	742,000	742,000	372,789	50.2%	
Other	1,057,248	993,000	993,000	613,156	61.7%	
Total Ad Valorem Taxes	188,639,658	188,375,832	188,375,832	171,713,036	91.2%	
Other Taxes						
Sales	45,124,463	43,327,484	43,327,484	15,400,398	35.5% (3)	
Real Estate Transfer	1,351,286	700,000	700,000	1,083,602	154.8%	
Other	990,033	929,726	929,726	284,617	30.6%	
Total Other Taxes	47,465,781	44,957,210	44,957,210	16,768,617	37.3%	
Unrestricted & Restricted Intergovernmental Revenues	59,774,565	62,157,523	64,934,034	26,614,336	41.0% (4)	
Charges for Services	14,213,771	13,255,898	13,710,334	6,399,721	46.7% (5)	
Other Sources (includes Transfers In)	3,880,475	2,668,738	2,782,305	1,745,441	62.7%	
Lease Land CFVMC	3,871,987	3,871,986	3,871,986	4,012,056	103.6% (6)	
Total Other	7,752,461	6,540,724	6,654,291	5,757,497	86.5%	
Total Revenue	\$ 317,846,236	\$ 315,287,187	\$ 318,631,701	\$ 227,253,208	71.3%	
Fund Balance Appropriation		8,667,646	24,019,826	-	0.0%	
Total Funding Sources	\$ 317,846,236	\$ 323,954,833	\$ 342,651,527	\$ 227,253,208	66.3%	

County of Cumberland General Fund Expenditures						
DEPARTMENTS	FY18-19 AUDITED	FY19-20 ADOPTED BUDGET	FY19-20 REVISED BUDGET	YTD ACTUAL AS OF January 31, 2020	PERCENT OF BUDGET TO DATE	**
Governing Body	\$ 610,121	\$ 662,458	\$ 662,458	\$ 387,218	58.5%	
Administration	1,448,887	1,837,782	1,837,782	904,032	49.2%	
Public Affairs/Education	455,570	847,376	863,546	338,676	39.2% (1)	
Human Resources	893,308	1,169,176	1,169,176	621,881	53.2%	
Print, Mail, and Design	719,586	775,255	775,255	380,025	49.0%	
Court Facilities	121,286	203,470	211,970	100,085	47.2%	
Facilities Maintenance	808,708	1,102,362	1,138,810	579,511	50.9%	
Landscaping & Grounds	622,743	724,187	724,187	364,907	50.4%	
Carpentry	152,063	230,045	230,045	110,798	48.2%	
Facilities Management	1,172,046	1,435,808	1,435,808	652,920	45.5%	
Public Buildings Janitorial	680,038	857,847	857,847	426,903	49.8%	
Central Maintenance	881,695	706,587	735,477	295,028	40.1% (2)	
Information Services	4,455,373	4,812,492	7,057,366	2,947,007	41.8% (3)	
Board of Elections	1,618,420	2,022,011	2,022,011	631,847	31.2% (4)	
Finance	1,175,657	1,412,532	1,412,532	708,042	50.1%	
Legal	705,449	873,883	873,883	381,275	43.6%	
Register of Deeds	2,095,487	2,462,240	3,137,006	1,342,310	42.8%	
Tax	5,550,502	5,913,536	5,941,085	2,973,480	50.0%	
General Government Other	3,295,143	4,126,674	4,782,896	1,771,575	37.0% (5)	
Sheriff	48,326,988	54,114,179	54,827,852	26,851,354	49.0%	
Emergency Services	3,337,827	3,806,111	4,330,883	1,978,480	45.7%	
Criminal Justice Pretrial	491,622	587,684	587,684	310,195	52.8%	
Youth Diversion	22,768	37,027	37,027	14,446	39.0% (6)	
Animal Control	3,101,494	3,462,878	3,737,812	1,849,613	49.5%	
Public Safety Other (Medical Examiners, NC Detention Subsidy)	1,070,647	1,554,236	1,554,236	523,769	33.7% (7)	
Health	22,490,684	23,325,572	23,949,483	11,843,526	49.5%	
Mental Health	5,290,783	5,468,948	5,630,923	3,866,996	68.7%	
Social Services	56,140,773	62,535,270	63,531,084	29,752,541	46.8%	
Veteran Services	369,584	454,308	454,308	246,606	54.3%	
Child Support	4,805,597	5,412,018	5,412,018	2,753,804	50.9%	

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County of Cumberland General Fund Expenditures					
DEPARTMENTS	FY18-19 AUDITED	FY19-20 ADOPTED BUDGET	FY19-20 REVISED BUDGET	YTD ACTUAL AS OF January 31, 2020	PERCENT OF BUDGET TO DATE **
Spring Lake Resource Administration	30,226	34,542	34,542	13,651	39.5% (8)
Library	10,215,040	10,739,461	10,950,422	5,775,030	52.7%
Stadium Maintenance	93,284	10,000	10,000	465	4.7% (9)
Culture Recreation Other (Some of the Community Funding)	260,569	260,569	260,569	241,160	92.6%
Planning	2,910,536	3,315,834	3,341,686	1,481,361	44.3%
Engineering	1,113,724	699,048	1,076,471	691,304	64.2%
Cooperative Extension	602,184	773,148	773,148	266,695	34.5% (10)
Location Services	176,925	211,911	211,911	93,242	44.0%
Soil Conservation	194,174	145,291	608,174	83,932	13.8% (11)
Public Utilities	83,287	88,106	88,106	48,876	55.5%
Economic Physical Development Other	20,000	20,000	20,000	20,000	100.0%
Industrial Park	9,020	1,427	3,415	1,037	30.4% (12)
Economic Incentives	429,724	521,677	521,677	28,749	5.5% (13)
Water and Sewer	-	250,000	250,000	-	0.0% (14)
Education	93,502,807	94,047,126	94,047,126	54,094,907	57.5%
Other Uses:					
Transfers Out	34,241,477	19,902,741	30,531,830	530,354	1.7% (15)
TOTAL	\$ 316,793,829	\$ 323,954,833	\$ 342,651,527	\$ 159,279,613	46.5%

Expenditures by Category	FY17-18 UNAUDITED	FY19-20 ADOPTED BUDGET	FY19-20 REVISED BUDGET	AS OF January 31, 2020	PERCENT OF BUDGET TO DATE
Personnel Expenditures	\$ 128,499,408	\$ 145,632,904	\$ 146,017,236	\$ 71,699,272	49.1%
Operating Expenditures	151,804,878	156,762,673	163,396,936	86,386,537	52.9%
Capital Outlay	2,248,067	1,656,515	2,705,525	663,449	24.5% (16)
Transfers To Other Funds	34,241,477	19,902,741	30,531,830	530,354	1.7% (15)
TOTAL	\$ 316,793,829	\$ 323,954,833	\$ 342,651,527	\$ 159,279,613	46.5%

COUNTY OF CUMBERLAND	
Fiscal Year 2020 - January Year-to-Date Actuals (Report Run Date: March 3, 2020)	
Additional Detail	
General Fund Revenues	
*	
(1)	Current Year Ad Valorem 96.7% - The bulk of revenues are typically recorded between November - January.
(2)	Motor Vehicles 50.3% - YTD Actual reflects 6 months of collections.
(3)	Sales Tax 35.5% - YTD Actual reflects 4 months of collections.
(4)	Unrestricted/Restricted Intergovernmental 41.0% - There is typically a one to two month lag in receipt of this funding which is directly impacted by expenditures (reimbursement based).
(5)	Charges for services 46.7% - There is a lag in billing the Board of Education for security. The second fiscal quarter payment will be paid by end of February.
(6)	Lease Land CFVMC 103.6% - Paid in full.
General Fund Expenditures	
**	
(1)	Public Information 39.2% - Personnel costs are low caused by two positions being vacant through November 2019 and another remaining vacancy.
(2)	Central Maintenance 40.1% - Personnel costs are low as the fleet supervisor position has been vacant since the beginning of FY20.
(3)	Information Services 41.8% - Personnel costs are low as there are five vacancies within the department.
(4)	Board of Elections 31.2% - Capital outlay in the amount of \$294,305 has not yet been purchased.
(5)	General Government Other 37.0% - The percentage of expenditures is in line with past fiscal year trends.
(6)	Youth Diversion 39.0% - Operating costs are lower as new staff transition into the position.
(7)	Public Safety Other 33.7% - Outside agency invoices are typically paid quarterly. The second quarter is usually paid in February.
(8)	Spring Lake Resource Administration 39.5% - The cleaning contract invoice lags by a month. The fire alarm monitoring contract is an annual payment, which is billed in May.
(9)	Stadium Maintenance 4.7% - Swampco last submitted a telephone reimbursement request for the month of August 2019. Additional costs are not expected.
(10)	Cooperative Extension 34.5% - Personnel costs are low caused by vacancies within the department.
(11)	Soil Conservation 13.8% - Approximately \$452K in NC Disaster Recovery Act 2018 funds remain unexpended.
(12)	Industrial Park 30.4% - Expenditures include grounds maintenance costs through December.
(13)	Economic Incentives 5.5% - Economic incentives are paid when the company complies.
(14)	Water and Sewer 0% - There has not been an expenditure need to date this fiscal year.
(15)	Transfers Out 1.7% - Transfers are generally recorded toward the end of the fiscal year.
(16)	Capital Outlay 24.5% - Most capital items are typically purchased during the second and third quarters of the fiscal year.

C. Project Updates

BACKGROUND

Please find attached the monthly project update report for your review.

RECOMMENDATION / PROPOSED ACTION

This is for information purposes only as there is no action required for this item.

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MONTHLY PROGRESS REPORT				
Project Location	Contract Amount	Project Status	Contract Start Date	Contract Duration
Crown Coliseum Ice Plant, Chiller and Ice Floor Replacement	\$3,441,390.00	Project is complete.	3/22/2019	150 days
Detention Center Roof Replacement	\$1,238,351.00	The contractor is continuing performing membrane installation on additional housing pods. The contractor is working on installing the roof drains and metal cap flashing on the completed roof areas. The contractor is requesting additional contract time due to weather delays.	11/18/2019	120 days
Department of Social Services Chiller and Cooling Tower Replacement Project	\$741,215.00	The contractor is awaiting materials. The cooling tower is anticipated to be delivered in May 2020. The chiller is ordered and manufacturing time is approximately 18 weeks.	Not Started	120 days
Judge E. Maurice Braswell Courthouse Generator	\$2,828,700.00	The contractor is pursuing constructing the mechanical yard and block/brick wall enclosure.	10/23/2019	179 days
LEC Elevator Modernization Project	\$1,362,557.00	The contractor is providing submittals to the engineering team and has obtained permits from the City of Fayetteville to begin the project.	Not Started	Design Pending
Department of Social Services Carpet	\$348,000.00	The contractor was provided the purchase order on 2/24/2020. Staff has received recommendations for code compliant and best practices for Elevator Modernization. Staff will meet to discuss proposed recommendations and initiate a project design scope with the engineer.	Not Started	120 days
Department of Social Services Elevator Modernization Project	\$9,680.00		Not Started	Design Pending
Crown Coliseum Cooling Tower Replacement - Engineering Services	\$66,000.00	The consultant engineering team met on 3/3/2020 for a design team kick-off. The project goes before the Board of Commissioners Agenda Session on 3/12/2020 and before the BOC for approval on 3/23/2020.	Not Started	Design Pending
Detention Center Grinder Pump	\$232,400.00	The contract went to the County Attorney's office on 2/24/2020. Staff will request a purchase order upon approval.	Not Started	Design Pending
Hope Mills Library Boiler Replacement	\$120,265	Bids were opened on 2/26/2020. The project will go before the BOC Agenda Session on 3/12/2020 and before the BOC for approval on 3/23/2020.	Not Started	179 days
Crown Coliseum Parking Lot Improvement Project	\$653,976.60		Not Started	120 days

D. Health Insurance Update

BACKGROUND

As of July 1, 2019, retirees who are 65 and older became covered by a County funded fully insured plan through AmWINS. All other covered members remained insured by the County’s self-funded plan through BCBS. The information provided below and within the graphs has been updated to include the monthly premium amount paid to fund the fully insured plan and the actual monthly claims amounts for all other covered members. Combining these amounts for FY20 and beyond is necessary to ensure a complete picture when comparing the claims results to prior years.

Total health insurance claims plus the fully insured premium amount for FY20 are down 16.56% for the month of January as compared to the same month in FY19. To provide some perspective, below is the seven-month average for the past five fiscal years. This average represents the average monthly year-to-date claims for each fiscal year and includes the fully insured premium for FY20. Additionally, graphs are provided in the attachment to aid in the analysis.

Year to date claims and premium payment through January	\$10,885,719
Less year to date stop loss credits	<u>(\$342,604.26)</u>
Net year to date claims and premium payment through January	\$10,543,115

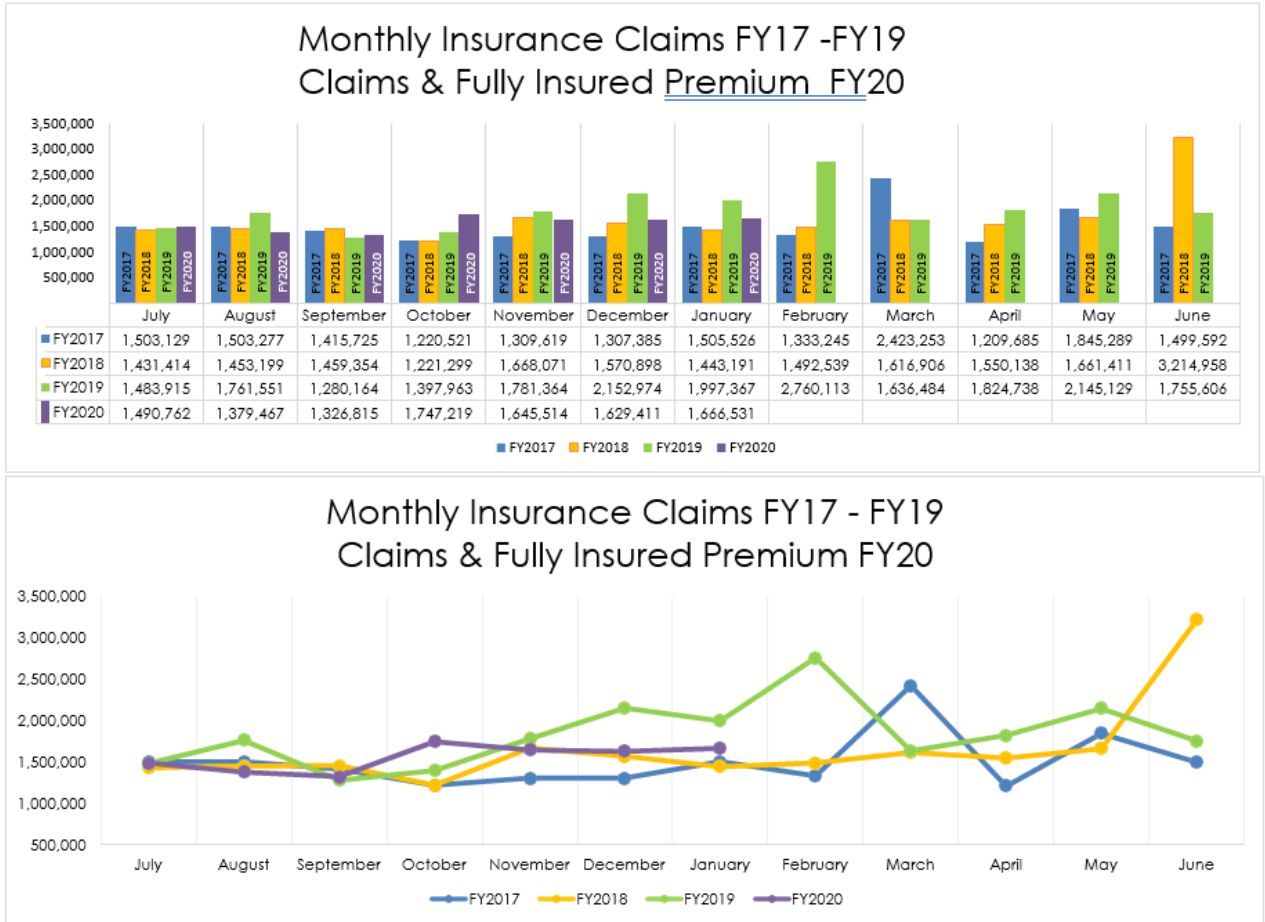
Average monthly claims and fully insured premium (before stop loss) per fiscal year through January:

FY16	\$1,750,837
FY17	\$1,395,026
FY18	\$1,463,919
FY19	\$1,693,614
FY20	\$1,555,103

RECOMMENDATION / PROPOSED ACTION

For information only – no action needed.

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7. CLOSED SESSION

A. Attorney-Client Matter(s) Pursuant to NCGS 143-318.11(a)(3)

MOTION: Commissioner Lancaster moved to go into closed session for Attorney-Client Matter(s) Pursuant to NCGS 143.318.11(a)(3).

SECOND: Commissioner Council

VOTE: UNANIMOUS (5-0)

MOTION: Commissioner Adams moved to reconvene in open session.

SECOND: Commissioner Council

VOTE: UNANIMOUS (5-0)

MOTION: Commissioner Council moved to adjourn.

SECOND: Chairman Faircloth

VOTE: UNANIMOUS (5-0)

There being no further business, the meeting adjourned at 4:00 p.m.

Approved with/without revision:

Respectfully submitted,

Candice H. White
Clerk to the Board