

# **RANDOLPH COUNTY COMMISSIONERS MEETING AGENDA**

**6:00 P.M. – August 1, 2022**

Historic Courthouse – 145 Worth Street, Asheboro NC

- I. Call to Order – *Chairman Frye***
- II. Pledge of Allegiance**
- III. Special Recognitions**
  - A. Teresa Stinson retiring with 19 Years of Service in the Social Services department
  - B. Michael Rowland retiring with 31 Years of Service in the Information Technology department
  - C. Wheatmore High School Lady Warriors Soccer Team
  - D. Trinity High School Wrestling State Champion
  - E. Randleman High School Baseball Team
  - F. Southwest Randolph High School Volleyball Team
  - G. Youth Voice 4-H Representative Alyson Kidd
  - H. Julie Miller and Juvenile Day Reporting Center
  - I. Dr. Shackelford – Recognition of Service
- IV. Public Comment Period (Pursuant to N.C.G.S. § 153A-52.1)**
- V. Consent Agenda**
  - A. Approve Board of Commissioners Regular Meeting Minutes of July 11, 2022, Closed Session Meeting Minutes of July 11, 2022, and Special Meeting Minutes of June 20, 2022
  - B. Approve Budget Amendment – Historic Courthouse (\$44,950)
  - C. Reappoint Jason Balder, JR Beard, Cynthia Grantham, Lisa Sparks, and Lou Wilson to the Animal Services Advisory Board
  - D. Appoint Renee Bryant (Rescue/Volunteer), Jennifer Layton (Commissioner Appointee, replacing April Wilburn), and James Moore (Sheriff's Office) to the Animal Services Advisory Board, and appoint Nathan Small as the Alternate Sheriff's Office Representative
  - E. Reappoint Melinda Vaughn and Reggie Beeson to the Randolph County Planning and Zoning Board
  - F. Approve Budget Amendment – LSTA Grant (\$78,425)
  - G. Approve Budget Amendment – Storywalks 22-23 (\$16,300)
  - H. Approve Budget Amendment – Library Resource Fund (\$12,270)
  - I. Approve Budget Amendment – Low Income House Water Assistance Program (\$212,243)
  - J. Approve Budget Amendment – Encumbrances
  - K. Approve Budget Amendment – Deep River Trail (\$125,000)
  - L. Approve Budget Amendment – JDRC (\$17,349)
  - M. Approve Addition of County Trail Coordinator Position to the 2022-2023 County Classification Pay Plan

# RANDOLPH COUNTY COMMISSIONERS MEETING AGENDA

**6:00 P.M. – August 1, 2022**

Historic Courthouse – 145 Worth Street, Asheboro NC

## **VI. New Business**

- A. State of Emergency Termination – *Chairman Darrell Frye*
- B. Animal Services Ordinance and Bylaws Update and Approve Associated Resolution – *Jonathan Moody, Animal Services Director*
- C. Workforce Development Board Realignment Resolution – *Chairman Darrell Frye*
- D. Sheriff's Office Additional Positions Request – *Justin Brubaker, Business Manager*
- E. Consider USDA Loans Through REMC for Farm Food and Family Event Center (F3EC) - *Will Massie, Assistant County Manager/Finance Officer*
  - 1. 6:00 Public Hearing for USDA Loans
  - 2. Consider Resolution Making Required Findings and Authorizing and Approving An Installment Financing Agreement and Authorizing the Execution and Delivery of Documents In Connection Therewith
  - 3. Approve Associated Project Budget Amendment
- F. Consider Rural Transformation Grant for F3EC Project – *Will Massie, Assistant County Manager/Finance Officer*
  - 1. Accept NC Department of Commerce Grant
  - 2. Approve Associated Project Budget Amendment
- G. Wellness Update – *Sam Varner, Wellness Administrator*
- H. Juvenile Day Reporting Center Project Change Order – *Paxton Arthurs, County Engineer*
- I. County Manager's Update
- J. Commissioner's Updates
- K. Closed Session [NCGS 143-318.11(a)(5)] Real Property Acquisition and [NCGS 143-318.11(a)(4)] Economic Development

## **Upcoming Board Term Expirations**

### **October**

**Randolph County Public Facilities Corporation** – Suzanne Dale, Will Massie, and Dana Crisco;

**Randolph County Tourism Development Authority** – Barbara Gallimore, Luke Hollingsworth, and

Pam Brown; **Randolph County Child Fatality Review/Community Child Protection Team** – Bradley Beck

### **November**

**Liberty Planning and Zoning Board** – David Staley and Chris Turner; **Randolph County Planning and Zoning Board** – Reggie Beeson

Teresa Stinson is retiring!

May 31, 2022

Teresa Cheek Stinson is celebrating her retirement from the Department of Social Services as of June 1, 2022, with a total of nineteen years with the department.

Teresa is a 1978 graduate of Eastern Randolph High School and worked for 14 years with the Randolph County Schools as the ISS Coordinator and Teacher Assistant. She started her career with Social Services on June 9, 2003 as an Income Maintenance Technician in the Specialty Unit.

While an employee at DSS, Teresa has been a great asset. She has a positive attitude, treats people with respect, compassion, and understanding, and she maintains a high level of standards when completing her work.

Teresa is adopting a two-year-old baby girl into her family named Phoenix, of which, she already has custody, they enjoy breaking in the new swing set. Teresa plans on teaching Phoenix the things of the Lord and homeschooling her. Teresa lives and takes care of her handicapped Mom, has a son, Andrew, two daughters, Barbara and Sarah, a grandson, Cole, and two granddaughters, Sarah and Bailey. Teresa is active at New Life Family Fellowship and is a member of a fun-loving group of ladies called the Hallelujah Honey Bees. Teresa also enjoys spending time with family and anything water related like swimming, boating, and more.

Teresa states that her time at DSS turned into one of God's greatest blessings in life. She has met some life-long friends and has been able to assist others when they needed it most. While in Libby Davis' unit, she was part of the groundbreaking of the Generic Intake Unit now called Universal Intake. Teresa's advice for any new hire is to learn all you can about the programs available in and outside of the agency and help the citizens of this county find the assistance they need.

Her retirement plans are to continue to care for the ones in her life that need her. Teresa would also like for herself and Phoenix to spend more time with family in St. Augustine, Florida, as well as the pool, lake, beach or wherever they find water!

Congratulations Teresa. Best wishes for a very long and very happy retirement!



On June 30, 2022, after 31 years of service, IT Director Michael (Mike) Rowland will retire.

Mike began his career with Randolph County in February of 1991 as a temporary backup operator. At this time, PICK was used for most Randolph County applications; personal/desktop computers were still a new thing that only IBM made and Microsoft was still developing Windows 3.1. As Randolph County changed, so did its technology and Mike was there for it all.

As the backup operator, Mike was responsible for the backup of the PICK software. This role changed when he became a permanent employee in 1992 and began supporting PICK applications as a programmer. In this role, he worked on business applications for the Tax, Emergency Services, Elections, Human Resources, Finance,

Environmental Health, Planning and Zoning, and the Building Inspection departments.

Mike was instrumental for Randolph County in developing the first Animal Control software, and assisted in creating the first GIS User interface and integrations, as well as the first Pick/Cama interface.

In 1999, Mike officially became the first Network Administrator for Randolph County. As personal computers became the way of the future, Randolph County needed someone to plan and build connectivity for its growing network. Mike was responsible for implementing the infrastructure necessary for:

- Randolph County's first website
- Email
- The original remodel of the 9-1-1 center
- Randnet
- The Mitel voice system
- Laserfiche Document Imaging
- Cerenade eForms, the first electronic forms software used by Randolph County
- Tax Billing and Collections software replacement
- New World, now Tyler New World
- By 2007, it became evident that the need for servers far exceeded the capacity of the data centers used to power them. Mike led the effort to consolidate servers using virtualization.

In 2009, Mike became the IT Director and led the efforts to:

- Convert the Tax mass appraisal system to NCPTS
- Convert the Central Permitting system from Pick to New World Community Development
- Implement Executime
- Implement Office 365
- Redesign of the County's website

He helped form the Central Permitting Advisory committee and served as its first chairman, he also served on the Facilities committee, Crisis Management Team, Business Continuity Planning team, and Safety committee.

During the COVID pandemic, Mike was instrumental in developing the emergency teleworking policy used for employee's who transitioned to working from home, managing the equipment and software necessary, and was instrumental to the implementation of streaming County board meetings.

Mike has always possessed strong work ethics and could be counted on to take care of any issue - night or day. Mike plans to ride his Harley as much as possible, travel with his wife Judy, and always be somewhere that is warm!

Mike has been an invaluable asset to Randolph County and will be greatly missed.

Wheatmore High School Lady Warriors Soccer Team-2021-22 Girls Soccer State 2A Champions, overall season 25-0 wins/loss and in conference 12-0 wins/loss; Coach Rick Maness

Trinity High School Wrestling David Makupson (Trinity High School) At the North Carolina High School Athletic Association's state wrestling tournament on February 18-19, 2022 at the Greensboro Coliseum, David Makupson won 2A state championship - 138-Pound Weight Class; Coach Brandon Coggins

Randleman High School Baseball Team 2A State Champions, overall season 33-1 wins/loss and conference 12-0 wins/loss; Coach Jake Smith

Southwest Randolph High School Volleyball Team 2A State Champions, overall season 28-5 wins/losses; conference 12-0 wins/loss; Coach Darby Kennedy

Alyson Kidd, of Franklinville, graduated from Randolph Early College High School in May. She is the daughter of Bruce and Amy Kidd. Alyson had an impressive 4.82 high school GPA. She will be attending Campbell University and is planning to major in Kinesiology. Alyson is an active 4-Her and member of the Clever Clovers 4-H Club. She held various leadership roles, most recently serving as the club's President. She helped to plan the club meetings and community service projects.

We are proud to have Alyson represent Randolph County 4-H and Randolph County at the North Carolina Association of County Commissioners (NCACC) Youth Voice program!



# Juvenile Day Reporting Center

## S.T.E.P. Center

*Strengthening Teens, Empowering Parents*

Pamela Resch, DIRECTOR  
355 SOUTH FAYETTEVILLE STREET UNIT B  
ASHEBORO, NORTH CAROLINA 27203  
Tel: (336) 683-8226  
Fax: (336) 683-8217

The Juvenile Day Reporting Center is committed to performing the best job possible, and respectfully carries the mission of Randolph County's vision of "serving with heart from the heart" in our every day lives.

Our employees are qualified, professional individuals, who are trained, certified, and held to high standards of professionalism, growth, development, and public service. Being in public service means selflessly committing yourself to your community in a variety of ways, and holding yourself accountable to the people we serve. All of our employees are certified and trained in CPR, and first aid, ready to assist our clients, and community should we need to.

On July 13th 2022 the Juvenile Day Reporting Center toured the Emergency Management Department with our Summer camp participants, and spoke with our community partners about a variety of services their agency provides to our community, as well as job opportunities available. Our youth engaged in a short training in reference to hands only CPR. It was an educational, and informational experience for our youth and my team.

Later on in the day, one of my employees; Julie Miller who has been with the department a year, and recently promoted to full time; was performing her job duty driving a youth back home. On her way back to the office, she encountered a vehicle stopped in her lane. She stopped behind them and honked her horn, to which there was no response from the driver. She walked up to the driver's window and saw an elderly women slumped over on the steering wheel. The Driver's side window was cracked some and she attempted to wake the person up. When she got no response she immediately contacted 911 and informed them of her location and the situation. Two bystanders came over to her aide and together they were instructed by 911 to remove the women from the vehicle and immediately check her for a pulse. Ms. Miller did exactly as they instructed and stayed on the phone with them as they instructed her to perform CPR. Ms. Miller immediately began hands only CPR that she was witnessing earlier in the day at the EMS tour, and was able to perform until help arrived. When EMS arrived, they stayed with Ms. Miller, and switched out with chest compressions. A few more moments later, they were able to revive the women. Ms. Miller stayed and gave a statement to police, and EMS, and contacted me immediately to inform me of what had occurred. I waited for Ms. Miler to arrive back to the office, and sat with her allowing her to decompress from the situation that had occurred. I provided Ms. Miller with the County's Wellness Hotline and informed her of the services available to her through the County. I am truly proud of Ms. Miller, and thankful for her and her training. Ms. Miller's selfless actions, and training we provide to all of our employees assisted her in saving a life in our County. Truly Serving with Heart from the Heart of North Carolina.

July 11, 2022

The Randolph County Board of Commissioners met in regular session at 6:00 p.m. in the 1909 Randolph County Historic Courthouse Meeting Room, 145 Worth Street, Asheboro, NC. Chairman Darrell Frye, Vice-Chairman David Allen, Commissioner Kenny Kidd, Commissioner Maxton McDowell, and Commissioner Hope Haywood were present. Also present were County Manager Hal Johnson, Assistant County Manager/Finance Officer Will Massie, County Attorney Ben Morgan, Deputy Clerk to the Board Sarah Pack, and Clerk to the Board Dana Crisco. Chaplain Michael Trogdon from the Randolph County Sheriff's Office gave the invocation and everyone recited the Pledge of Allegiance. The meeting was livestreamed on Facebook and YouTube.

### **Public Comment Period**

Pursuant to N.C.G.S. § 153A-52.1, Chairman Frye opened the floor for public comment and closed it after everyone wishing to speak had done so. County Attorney Ben Morgan read aloud the Public Comment Rules of Procedure.

**Jane Ledwell-Gant**, 2713 Ledwell Road, Asheboro, said she would like to discuss respect and disrespect. The National Association for the Advancement of Colored People (NAACP) has been respectful to the Board. She feels that the Board has treated the NAACP with disrespect. She said that the Board should care for more than just the 90% of the citizens who voted for Donald Trump in the last presidential election. They have not asked for the Confederate monument to be destroyed; simply removed. A whole community of people would like this issue to be addressed.

**Franklin Suggs**, 412 Ivy Rock Court, Randleman, said the term "southern heritage" is often used when discussing the monument in front of the Historic Courthouse. The monument only celebrates the heritage of those associated with the Confederate cause. There were many others involved in the true heritage of the South, and their influence is still felt in Randolph County. African American history is woven into southern heritage as well. He suggested commemorating all groups who truly contributed to southern heritage rather than glorifying a group who excluded so much of history. He asked the Board to remove the monument.

**Kevin Price**, 1819 Old Cedar Falls Road, Asheboro, read an excerpt from the book of Luke from the Bible, including the phrase "love your neighbor as yourself." He shared the story of the Good Samaritan. He asked the Board to consider if they would like to be treated as a black person in America.

### **Consent Agenda**

Chairman Frye asked that David Allen be approved as the voting delegate for the North Carolina Association of County Commissioners annual conference. Chairman Frye will be the alternate.

Vice-Chairman Allen said an item is being added to the Consent Agenda, approving authorized banking institutions.

Assistant County Manager/Finance Officer Will Massie explained the need for approving authorized banking institutions.

On motion of McDowell, seconded by Allen, the Board voted 5-0 to approve the Consent Agenda as amended, as follows:

- approve Board of Commissioners Regular Meeting Minutes of June 6, 2022, Special Meeting Minutes of May 31, 2022, June 9, 2022, and June 13, 2022;
- reappoint Zeb Holden to the RCC Board of Trustees;
- appoint Ken Austin to replace Keith Slusher on the Planning Board;
- reappoint Lydia Walton to the Regional Partnership Workforce Development Board;
- appoint Pam Webb to replace Cathy Hayes on the City of Randleman Planning Board;
- elect David Allen as the Voting Delegate and Darrell Frye as the Alternate for the NCACC Annual Conference;
- approve Budget Amendment – Public Health (\$221,416)

| <b>2022-2023 Budget Ordinance<br/>General Fund—Budget Amendment #2</b> |                 |                 |
|------------------------------------------------------------------------|-----------------|-----------------|
| <b>Revenues</b>                                                        | <b>Increase</b> | <b>Decrease</b> |
| <i>Restricted Intergovernmental</i>                                    | \$221,416       |                 |
| <b>Appropriations</b>                                                  | <b>Increase</b> | <b>Decrease</b> |
| <i>Public Health</i>                                                   | \$221,416       |                 |

- approve Budget Amendment – P Card Encumbrances (\$362,025)

| <b>2022-2023 Budget Ordinance<br/>General Fund—Budget Amendment #1</b> |                 |                 |
|------------------------------------------------------------------------|-----------------|-----------------|
| <b>Revenues</b>                                                        | <b>Increase</b> | <b>Decrease</b> |
| <i>Appropriated Fund Balance</i>                                       | \$362,025       |                 |
| <b>Appropriations</b>                                                  | <b>Increase</b> | <b>Decrease</b> |
| <i>Administration</i>                                                  | \$16,100        |                 |
| <i>Information Technology</i>                                          | \$12,000        |                 |
| <i>Tax</i>                                                             | \$14,000        |                 |
| <i>Elections</i>                                                       | \$7,000         |                 |
| <i>Register of Deeds</i>                                               | \$4,000         |                 |
| <i>Public Buildings</i>                                                | \$148,000       |                 |
| <i>Sheriff</i>                                                         | \$28,700        |                 |
| <i>Animal Services</i>                                                 | \$9,000         |                 |
| <i>Emergency Services</i>                                              | \$17,700        |                 |
| <i>Building Inspections</i>                                            | \$4,500         |                 |
| <i>Adult DRC</i>                                                       | \$500           |                 |
| <i>Juvenile DRC</i>                                                    | \$3,000         |                 |
| <i>Planning and Zoning</i>                                             | \$1,300         |                 |
| <i>Cooperative Extension</i>                                           | \$8,875         |                 |
| <i>Soil and Water</i>                                                  | \$1,500         |                 |
| <i>Public Works</i>                                                    | \$2,000         |                 |
| <i>Public Health</i>                                                   | \$37,100        |                 |

|                               |                 |  |
|-------------------------------|-----------------|--|
| <i>Social Services</i>        | <i>\$15,500</i> |  |
| <i>Veteran Services</i>       | <i>\$500</i>    |  |
| <i>Child Support Services</i> | <i>\$1,000</i>  |  |
| <i>Public Library</i>         | <i>\$29,750</i> |  |

- approve Budget Amendment – Strategic Planning Grants (\$725,000)

| <b>2022-2023 Budget Ordinance<br/>General Fund—Budget Amendment #3</b> |                  |                 |
|------------------------------------------------------------------------|------------------|-----------------|
| <b>Revenues</b>                                                        | <b>Increase</b>  | <b>Decrease</b> |
| <i>Transfer from Well-Being Reserve</i>                                | <i>\$725,000</i> |                 |
| <b>Appropriations</b>                                                  | <b>Increase</b>  | <b>Decrease</b> |
| <i>Other Human Services</i>                                            | <i>\$225,000</i> |                 |
| <i>Other Cultural and Recreational Appropriations</i>                  | <i>\$500,000</i> |                 |

- approve Budget Amendment for TDA (\$120,000), as follows:

| <b>2021-2022 Budget Ordinance<br/>General Fund—Budget Amendment #67</b> |                  |                 |
|-------------------------------------------------------------------------|------------------|-----------------|
| <b>Revenues</b>                                                         | <b>Increase</b>  | <b>Decrease</b> |
| <i>Occupancy Tax</i>                                                    | <i>\$120,000</i> |                 |
| <b>Appropriations</b>                                                   | <b>Increase</b>  | <b>Decrease</b> |
| <i>Salaries and Marketing</i>                                           | <i>\$120,000</i> |                 |

- establish StRAP Grant Project Fund (\$422,194), as follows:

**RANDOLPH COUNTY StRAP GRANT PROJECT ORDINANCE**

BE IT ORDAINED by the Board of the Randolph County Commissioners that, pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. This ordinance is to establish a budget for projects and programs to be funded by the Streamflow Rehabilitation Assistance Program (StRAP), intended to improve waterways in the County.

Section 2. The following amounts are anticipated to be available to complete this project:

|                            |                   |
|----------------------------|-------------------|
| <i>StRAP Grant</i>         | <i>\$ 422,194</i> |
| <i>Investment Earnings</i> | <i>106</i>        |
|                            | <i>\$ 422,300</i> |

Section 3. The following amounts are appropriated for expenditures for the grant project:

|                                  |                   |
|----------------------------------|-------------------|
| <i>Streamflow Rehabilitation</i> | <i>\$ 422,300</i> |
|----------------------------------|-------------------|

Section 4. The officers of Randolph County are hereby authorized to proceed with approved project costs in accordance with all General Statutes of North Carolina and within terms of the contracts approved by the Randolph County Board of Commissioners.

Section 5. The Finance Officer is hereby directed to maintain within the Project Fund sufficient specific detailed accounting records to satisfy the requirements of General Statutes of North Carolina and of the grantor agency and the grant agreements.

*Section 6. Funds may be disbursed from the Project Fund for the purpose of making payments as due.*

*Section 7. This Project Ordinance shall be entered in the minutes of the Board of the Randolph County Commissioners and after adoption copies of this Ordinance shall be filed with the finance officer, the budget officer, and the clerk to the board.*

*Section 8. This Project Ordinance is adopted on July 11, 2022 and expires two years following receipt of the grant distribution.*

- *authorized Banking Institutions.*

### **Request from Bordeaux Construction**

Paxton Arthurs, County Engineer, said recently, the County received approval from the State to move forward into Phase 3 of the Detention Center construction/renovation. Unfortunately, the Contractor needs more time than they anticipated and they have realized that the project will take longer to complete now that the Maintenance building needs to be postponed until Phase 4. Additionally, the Contractor has funded multiple expenses from their contingency and are requesting a change order to replace these funds.

John Witcher, Bordeaux Construction Project Manager, said Bordeaux is requesting \$322,796 in additional funding, as well as a four-month time extension on project completion. He described the funding request and explained the need for additional funding.

Chairman Frye explained what the funding is needed for and where it would come from.

Vice-Chairman Allen reminded the Board that this project is seven years in the making.

Chairman Frye said members of the Board had met with the architects more than once to share concerns about this project. Major Philip Cheek had also brought up some issues. Chairman Frye said some of the issues started when the project began.

Commissioner McDowell asked where the funding is coming from.

Chairman Frye said there is additional contingency money available.

Mr. Massie said there will be an associated budget amendment.

Vice-Chairman Allen said this is not approving any additional money; the funding has already been allocated to the project.

Mr. Witcher said the most difficult part of the project is the part that is about to be undertaken.

Chairman Frye said there have been turnover issues at the State inspections level that have also caused delays to the project.

Commissioner McDowell said he wants the public to know that some of the changes and required costs are beyond the control of Bordeaux.

Chairman Frye recognized Mr. Arthurs for his work with this project.

Commissioner Kidd said the meetings to get to this point have been difficult but he appreciates the contributions of all involved.

*On motion of Kidd, seconded by Allen, the Board voted 5-0 to 1) award a change order to Bordeaux Construction to add \$322,796 in funds and a 4-month time extension to the contract, 2) authorize the County Manager to sign the change order, and 3) approve the associated budget amendment to the Detention Center Capital Project Fund in the amount of \$322,796, as follows:*

| <b>Randolph County Detention Center Capital Project Fund<br/>Budget Amendment #11</b> |                 |                 |
|---------------------------------------------------------------------------------------|-----------------|-----------------|
| <b>Revenues</b>                                                                       | <b>Increase</b> | <b>Decrease</b> |
| <i>None</i>                                                                           | -               |                 |
| <b>Appropriations</b>                                                                 | <b>Increase</b> | <b>Decrease</b> |
| <i>Construction</i>                                                                   | \$322,796       |                 |
| <i>Contingency</i>                                                                    |                 | \$322,796       |

#### **Consider Public Health Space Needs Study**

Mr. Arthurs said at the height of the COVID-19 pandemic, he was made aware of space needs at Public Health. Public Health Director Tara Aker hired Smith Sinnett Architecture to complete a study.

Robert Carmac, Principal Architect with Smith Sinnett Architecture, gave an overview of the original health department building which is approximately 40 years old. It has had minor renovations to its 35 offices, 2 dental exam rooms, 10 traditional exam rooms, pharmacy, laboratory, and storage areas. The pandemic has brought to light new needs for Public Health (PH).

Mr. Carmac showed a layout of the PH building and described several traffic and security challenges presented by the layout. There are several outdated exam rooms and several rooms have been repurposed. There are privacy concerns and more exam space is needed. The dental area is in a remote location with no organized traffic flow. The existing Women Infants and Children (WIC) program will be moved to a different location. Storage space is limited and spread out; there is no centralized storage location. Offices are spread out and disconnected with public and private spaces being intermixed. There is no conference space.

Mr. Carmac described the proposed renovation that includes relocation and expansion of the dental area, renovation of the waiting/triage area, centralized and enlarged storage, renovation of an existing training/conference area, addition of a new conference and break room, and partial renovation partial to exam rooms and vaccine storage areas that are non-compliant. He showed five “alternates” to the proposed renovation and gave an overview of the stages of project completion.

An estimate for the total construction costs will add up to \$2,163,000. The project is projected to be completed in late 2023 or early 2024.

Chairman Frye said PH received federal recovery funds.

Mr. Massie said those funds will cover the costs of the contract.

Commissioner Haywood said the building appears structurally sound and well maintained. It is fortunate that the County can address these space concerns. There are renovations that definitely need to be done.

Mr. Carmac said PH staff have done the best they can with the space they have.

*On motion of Haywood, seconded by Allen, the Board voted 5-0 to 1) approve an Addendum to the contract with Smith Sinnett to add \$185,000 for the Design, Bidding, and Construction Administration of the Health Department, and 2) authorize the County Manager to sign the contract addendum.*

#### **Historic Courthouse Museum Design Addendum**

Mr. Arthurs said the Board awarded a contract to Hobbs Architects in 2021 for Design, Bidding, and Construction Administration for the Historic Courthouse Museum. Since that time the designers have been working on developing the design. Due to the age of the heating, ventilation, and air conditioning (HVAC) unit in the attic, the architects have been asked to give a proposal to include the replacement of this unit in the design. Additionally, the area of the proposed elevator addition was surveyed. After the survey, it was discovered that the new addition would cause the need for relocation of an existing drainage catch basin and modification of the existing parking area. Those changes will require a Civil Engineer. Mr. Arthurs displayed anticipated costs for the design amendment.

Vice-Chairman Allen asked if the HVAC unit services the entire top floor and Mr. Arthurs said yes.

Commissioner Haywood said she appreciates the work that has been completed in the Historic Courthouse to allow a great meeting place. It was a wise decision to use this space and the renovations will only make it more accessible.

Mr. Arthurs said if the original budget for renovations had not been so tight, these updates would have been completed at that time.

Chairman Frye commended the County's maintenance staff for their work on renovations.

*On motion of Haywood, seconded by Allen, the Board voted 5-0 to approve an addendum to the contract with Hobbs Architects for the Historic Courthouse to add \$44,950 for designing the replacement of the upstairs HVAC as well as including Civil design to the contract, and authorize the County Manager to sign the contract addendum.*

### **Lancaster Customworks, Inc.**

Kevin Franklin, Randolph County Economic Development Corporation (EDC) President, explained that Lancaster is a high-end upholstery manufacturer currently located in an 18,000 square foot (sf) facility in Archdale. The 30+ year old company has enjoyed multiple consecutive years of double-digit sales growth and has outgrown the current facility. There is no room at the current location for expansion, so the company is considering construction of a new building on a greenfield site. Two locations have been shortlisted for the project: a site on Archdale Road adjacent to the Archdale Industrial Park and a location in Virginia.

If the Archdale Rd site is selected, the full investment in the project is anticipated to exceed \$5 million, including \$4.295 million in real property and \$731,000 in new machinery and equipment. The company will retain the current full-time workforce of twenty-five employees and plans to create twenty-seven new jobs over a five-year period related to the expansion project. The average annual wage of the new jobs will be at least \$46,000, exceeding Randolph County's average annual private sector wage of \$40,522.

The company has requested consideration of local incentives from Archdale and Randolph County to aid in the decision between the Archdale and Virginia locations sites.

Based on the incentive calculation equivalent to 60% of anticipated tax revenue over a five-year period and additional considerations by the City of Archdale, Lancaster is eligible for a total cash incentive from the City of Archdale and Randolph County of up to \$120,700 over five years. Because of the differing tax rates, Randolph County's portion of the incentive would be \$79,000 and Archdale's would be up to \$41,700.

The EDC believes that this is a good economic development project, promoting retention of jobs, reinforcing a legacy industry, supporting the creation of new high-quality jobs and generating new taxable investment in Archdale and Randolph County. Therefore, the EDC requests that Randolph County approve the above-stated incentive offer as an enticement for Lancaster to expand in Archdale and Randolph County.

### **Public Hearing**

Chairman Frye opened the floor for a public hearing and closed it after no one wished to speak.

*On motion of Frye, seconded by Kidd, the Board voted 5-0 to approve the Resolution Authorizing the County of Randolph to Enter into an Economic Development Incentives Contract for Lancaster Customworks, Inc., as follows:*

#### ***RESOLUTION AUTHORIZING THE COUNTY OF RANDOLPH TO ENTER INTO AN ECONOMIC DEVELOPMENT INCENTIVES CONTRACT***

*WHEREAS, Section 158-7.1 of the North Carolina General Statutes authorizes a county to undertake an economic development project by extending assistance to a company in order to cause the company to locate or expand its operations within the county; and*

*WHEREAS, the Board of Commissioners of Randolph County has held a public hearing to consider whether to participate in an economic development project that will result in the County of Randolph (the "County"), the City of Archdale (the "City"),*

*and Lancaster Customworks, Inc. (the “Company”) approving an economic development incentives package whereby the County would contribute up to seventy-nine thousand dollars (\$79,000.00) and the City would contribute up to forty-one thousand seven hundred dollars (\$41,700.00) for a total expenditure of up to one hundred twenty thousand seven hundred dollars (\$120,700.00) to or on behalf of the Company to offset the costs of the Company’s acquisition and expansion of manufacturing operations in the City of Archdale, Randolph County, North Carolina; and*

*WHEREAS, upon the completion by the Company of this expansion project, the Company will have generated new value/investment in real and personal property and equipment associated with the project in an amount equal to or in excess of five million twenty-six thousand dollars (\$5,026,000.00) and created a minimum of twenty-seven (27) new full-time jobs in the County and City while retaining twenty-five (25) existing full-time positions; and*

*WHEREAS, this economic development project will stimulate and stabilize the local economy, promote business in the County and City, and result in the creation of a significant number of jobs in the County and City; and*

*WHEREAS, the County has in its General Fund available revenues sufficient to fund this economic development project;*

*NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Randolph County, this 11<sup>th</sup> day of July, 2022, as follows:*

*Section 1. The County is authorized to expend up to seventy-nine thousand dollars (\$79,000.00) of County funds for the Lancaster Customworks, Inc. economic development project.*

*Section 2. The appropriation outlined in Section 1 above will be paid to or on behalf of the Company pursuant to a performance-based incentive contract. In addition to the standard terms found in contracts that the County routinely executes in the ordinary course of business, the economic development incentives contract entered into by and between the County, the City, and the Company must contain the following essential terms and conditions:*

- a. The total payment made to or on behalf of the “Company” under this contract shall not exceed one hundred twenty thousand seven hundred dollars (\$120,700.00).*
- b. Up to seventy-nine thousand dollars (\$79,000.00) of the contract amount will be paid by the County, and up to forty-one thousand seven hundred dollars (\$41,700.00) of the contract amount will be paid by the City.*
- c. The contract amount will be paid over a period of five (5) years to coincide with the Company’s satisfactory completion of certain performance requirements. The said performance requirements include, but are not limited to, the following:*
  - i. The Company must deliver to the County and the City written certification that, the actual value of new investment by the Company in real and personal property and equipment in connection with this project equals or exceeds five million twenty-six thousand dollars (\$5,026,000.00), at least four million two hundred ninety-five thousand (\$4,295,000.00) of which shall be in real property and seven hundred*

*thirty-one thousand (\$731,000.00) of which shall be in personal property, machinery and equipment. The written certification of the actual value of the new investment shall further certify that said new investment is located within the corporate limits of the City of Archdale in Randolph County; and*

- ii. The Company must provide Employment Security Reports to the County and the City evidencing the creation of twenty-seven (27) new full-time jobs having an average annual wage of forty-six thousand dollars (\$46,000.00), while retaining the twenty-five (25) full-time jobs that existed before the start of the project.*
- d. The contract must provide the County and the City with a means of recouping a portion of the contract amount if the Company's facilities, as expanded, do not remain in full operation, maintaining the newly created jobs referenced above, for a period of five (5) years immediately following the date on which the final installment of the contract amount is paid to the Company.*
- e. If the Company does not remain in full operation during this five (5) year period, a portion of the incentive money must be returned. The amount to be returned shall decrease on a pro-rated amount for each year of said period that the Company remains in full operation in the City and County. Any amounts returned by the Company in this manner shall be divided proportionately between the County and the City based on the payments made to the Company by the County and the City.*

*Section 3. The Chairman of the Randolph County Board of Commissioners is hereby authorized to execute on behalf of the County of Randolph a contract drafted in accordance with Section 2 of this resolution and any other documents necessary for the implementation of this economic development project. The County's participation in this economic development project is expressly contingent upon participation by the City as outlined herein.*

### **Tax Assessor/Collector Matters**

Debra Hill, Tax Assessor/Collector gave a report on the 2021-2022 tax collection, as follows:

- The 2020-2021 overall collection percentage for all tax districts was 99.24% for real estate, business, and individual personal property. The collection percentage for the County was 99.18%.
- 2021-2022 delinquent tax is \$823,331.62. Total delinquent taxes for all years is \$2,271,521.79. These amounts include \$116,526.33 due to bankruptcy.
- The Registered Motor Vehicle collection percentage was 99.72%. This percentage is for the taxes at the time of tag renewal.
- The average statewide tax collection percentage from the Local Government Commission for annual taxes for 2019-2020 was 99.10%.
- The amount of discount given for early payment was \$1,517,439. This represents 69.65% of annual taxes paid during the discount period.
- The total amount released for \$3.50 or less original principal amount tax bill was \$4,558.
- Total number of property tax bills for 2021-2022 was 101,287 and Property taxes were paid on 154,665 registered motor vehicles at the time of tag renewal.

- A total of 50 properties were posted for foreclosure sale but only 10 actually sold. The remaining were paid before their sale date.
- The net levy was \$108,940,683. Total collections were \$108,749,909.

Commissioner Haywood asked how long can a property be delinquent on taxes before a sale is imminent. Ms. Hill said the time varies; after the property is advertised in the newspaper the process can begin. Due to the legal process, it can take three years.

Commissioner McDowell said a collection rate over 99% is amazing. In his prior work auditing towns and cities, he has seen some local governments with rates as low as an 80% collection rate.

Chairman Frye administered Ms. Hill's oath as Tax Assessor/Collector.

*On motion of Allen, seconded by McDowell the Board voted 5-0 to reappoint Debra Hill as the Tax Assessor/Collector for a new four-year term ending in July of 2026 and to charge Debra Hill to collect the FY2022-23 Taxes per NCGS 105-321(b), as follows:*

*To Debra P. Hill, Tax Collector of the County of Randolph:*

*You are hereby authorized, empowered and commanded to collect the taxes set forth in the tax records filed in the office of the County Assessor and in the tax records herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Randolph, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.*

### **Human Resources Updates**

Human Resources Director Jill Williams requested the Board's approval of the 2022-2023 Randolph County Classification Plan to be effective July 1, 2022. The Board's approval is required pursuant to the Randolph County Employee Policies and Procedures Manual and in order to be in compliance with the Office of State Human Resources requirements for filing the County's Pay Plan under G.S. 126 provisions known as the State Human Resources Act. Five (5) unique tables make-up the complete classification plan: Emergency Services, General Employees, Law Enforcement, Medical, and Tourism Development Authority (TDA).

The Emergency Services portion of the plan is currently called the Emergency Medical Services Classification Plan because it consists only of classes/positions in Emergency Medical Services, including Emergency Medical Technicians, Paramedics, and such. All other Emergency Services classifications are included with the General Employees. In order to efficiently implement the 7% Cost of Living / Market Adjustment for Emergency Services, all Emergency Services classifications that are in the General Employees portion of the plan are being moved to the Emergency Services portion of the classification plan and being assigned new grade numbers effective July 1, 2022.

The following positions were added and/or removed:

- Added: 911 Assistant Shift Supervisor, Grade E213
- Added: Digital Content Coordinator, Grade 313 (TDA)

- Added: Emergency Services Office Assistant, Grade 209
- Added: Emergency Services Office Manager, Grade E216
- Added: Fire Plans Examiner, Grade E220
- Added: Lead Child Support Specialist, Grade 116
- Added: Reporting Specialist, Grade 119
- Removed: Emergency Intake Specialist, Grade 111

Ms. Williams explained the changes to the Emergency Services table. All positions are being assigned a new grade number. Two of these positions are being assigned a new grade number and job title.

The following reclassifications/grade reassignments were approved for the FY22/23, effective July 1, 2022:

- Assistant County Manager/Finance Officer – Grade 132 to Grade 135
- Child Support Services Director – Grade 120 to Grade 123
- ES Logistics Coordinator – Grade 114 to Grade E214
- Extension Support Specialist – Grade 110 to Grade 111
- Juvenile Day Reporting Center Program Director – Grade 119 to Grade 125

Ms. Williams requested that the Board approve the 2022-2023 Randolph County Classification Plan effective July 1, 2022.

*On motion of Allen, seconded by Haywood, the Board voted 5-0 to adopt the 2022-2023 Classification Plan as presented.*

Ms. Williams said the Randolph County Board of Elections is requesting approval from the Board of Commissioners to reclassify its part-time Office Assistant III position to full-time Elections Program Specialist. The former employee announced her retirement on June 7, 2022, following the May 17th Primary Election. This did not allow time to request reclassification for the 2023 budget.

This position now requires a higher skill set than in year's past, needed to handle Airtable databases, TextMyGov voter communication and notification system, social media and the website, and our State Elections Information Management System. The position will be responsible for managing the campaign finance reporting requirements for all candidates, the Multi-partisan Assistance Team program that coordinates voting in nursing and assisted living facilities, and polling place management and ADA compliance. This reclassified position will also allow for cross training and will serve as backup for the absentee balloting program, precinct official training and preparation, operation and maintenance of voting equipment – hardware and software (tabulators, high-speed tabulators, laptops, ballot on demand ballot-marking machines, etc.).

Over the past several years, Elections has experienced an increased reliance on computers and other technology, increasing voter turnout, and the need for improved physical security and cybersecurity. The work of elections is no longer administrative but very technical in nature,

requiring a higher skill set than ever before to efficiently and successfully conduct up to three elections and as much as 54 days of voting a year.

If approved, the Board of Elections has the needed reclassification funding in the fiscal year 2022 budget, if it is possible to carry over that funding to FY 2023. This reclassified position may also free-up funding usually needed to hire some additional part-time employees during election season.

*On motion of Haywood, seconded by Allen, the Board voted 5-0 to approve the reclassification of a part-time Office Assistant III to full-time Elections Program Specialist.*

### **Fire Protection County Service Districts**

Associate County Attorney Aimee Scotton said several years ago, the Board created county service districts for fire protection and first responder, rescue and emergency services. These districts were created with a fifteen-cent cap on the tax rate in order to mirror the rural fire protection districts that they were replacing. Recently a few of the fire departments servicing these districts indicated the need to request a tax rate in excess of the fifteen-cent cap, and it is expected that others will need to do so in the future. In order to remove the fifteen-cent tax cap, the current districts need to be abolished and replaced with districts that do not have the cap.

The abolishment of the current districts is fairly simple. The Board will need to set a public hearing to consider the matter, and at the close of the public hearing, the Board can pass a resolution abolishing the district. Notice of the public hearing must be published at least one week before the date of the hearing.

The creation of the new uncapped districts is slightly more complicated. For each of the requesting districts, the Board will be creating a new county service district for fire protection and for first responder, rescue and emergency services pursuant to North Carolina General Statute 153A-301(a)(2) and (7). The process for the creation of these districts is found in NCGS 153A-302. The Board has already followed this process for four fire districts. Ms. Scotton requested that the Board begin this process for East Side, Level Cross, Randleman-Sophia, and Tabernacle. The process is outlined below:

First, the Board will need to consider the following for each proposed district:

- a. the resident or seasonal population and population density of the proposed district;
- b. the appraised value of property subject to taxation in the proposed district;
- c. the present tax rates of the County and any cities or special districts in which the district or any portion thereof is located;
- d. the ability of the proposed district to sustain the additional taxes necessary to provide the services planned for the district; and
- e. any other matters that the Commissioners believe to have a bearing on whether or not the district should be established.

Fire Marshal Erik Beard has provided a fact sheet for each district containing the items that are required to be considered. The Board may also consider any other item deemed relevant to the matter.

Resolutions may be passed if the Board finds that the following apply for each respective district:

- a. there is a demonstrable need for providing fire protection services in the district. For each of these districts, we have provided the number of calls received during the past year, so that you can see the need;
- b. it is impossible or impracticable to provide these services on a countywide basis;
- c. it is economically feasible to provide the proposed services in the district without unreasonable or burdensome tax levies; and
- d. there is a demonstrable demand for the proposed services by persons residing in the district. The number of calls in the past year is also information that can indicate the demand for these services.

The resolutions make certain the findings, call for the creation of a report that must be made available for public inspection and set public hearings on the creation of the respective new districts for the regular Board of Commissioners meeting on September 6, 2022. The resolutions also set the public hearing for the abolition of the current districts. Notice of the public hearing must be published at least one week before the hearing and must be mailed to property owners within the affected district at least four weeks before the hearing. The resolutions also direct the County Associate Attorney to oversee these mailings.

Chairman Frye noted that this process does not include a tax increase.

Commissioner Kidd said none of these four departments requested a tax increase for the FY22/23.

*On motion of Kidd, seconded by McDowell, the Board voted 5-0 to adopt a Resolution Making the Required Findings, Setting a Public Hearing on the Matter, and Directing the Associate County Attorney to Oversee the Publication and Mailing of Required Notices and Preparation of Required Reports for the East Side Fire District, as presented, as follows:*

**RESOLUTION MAKING CERTAIN FINDINGS AND CALLING FOR A  
PUBLIC HEARING ON THE ABOLISHMENT OF THE CURRENT FIFTEEN  
CENT CAPPED EAST SIDE FIRE PROTECTION COUNTY SERVICE  
DISTRICT AND THE CREATION OF A NEW SERVICE DISTRICT WITHOUT  
THE CAP**

**WHEREAS**, the East Side Fire Protection County Service District was formed under 153A-309.2 for the provision of fire protection services and emergency medical, rescue and ambulance services with a tax rate limitation of fifteen (15) cents per one hundred dollars (\$100) valuation, said district hereinafter referred to as the "Capped District"; and

**WHEREAS**, it has become necessary for the fifteen (15) cent cap on the tax rate in the district to be removed; and

**WHEREAS**, North Carolina General Statute 153A-306 allows for the current Capped District to be abolished upon a finding that the need for the district no longer exists and a public hearing on the matter; and

**WHEREAS**, North Carolina General Statute 153A-301 allows a County to establish a county service district for the provision of fire protection services and for the provision of emergency, medical, rescue and ambulance services within the district that has no cap except for the general rule that all tax rates in the district, taken together, cannot exceed one dollar and fifty cents (\$1.50) per one hundred dollars (\$100) valuation, hereinafter the "Proposed New District"; and

**WHEREAS**, it has been requested that the Board of County Commissioners abolish the current Capped District and create the Proposed New District, said Proposed New District having the same boundaries and containing the same properties as the current Capped District; and

**WHEREAS**, the Board has considered the current or future need for the Current District to be able to request a tax rate in excess of its current limitation, the population of the Proposed New District, the appraised value of property in the Proposed New District, the present tax rates in effect in the Proposed New District, the ability of the Proposed New District to sustain the taxing of the Proposed New District, the call history of the Proposed New District and other matters that the Board deemed relevant; and

**WHEREAS**, the Board, having considered such matters, makes the following findings:

1. The limitation on the tax rate of the Current District have rendered or will soon render it obsolescent to the provision of fire protection and emergency medical, rescue and ambulance services in the district; and
2. There is a demonstrable need for providing fire protection and emergency medical, rescue and ambulance services in the Proposed New District; and
3. It is impossible or impracticable to provide these services on a countywide basis; and
4. It is economically feasible to provide these services in the Proposed New District without unreasonable or burdensome annual tax levies; and
5. There is a demonstrable demand for fire protection and emergency medical, rescue and ambulance services in the Proposed New District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board intends to pursue the abolition of the Current District and the creation of the Proposed New District and therefore sets a public hearing on the matter for 6:00 p.m. on September 6, 2022; and

**BE IT FURTHER RESOLVED** that notice of the public hearing shall be published at least one week before the hearing and that notice shall be mailed to the owners of property in the district at least four weeks before the hearing, and the Board directs the Associate County Attorney to oversee and certify the mailing and publication of said notice; and

**BE IT STILL FURTHER RESOLVED** that a report shall be prepared containing a map of the Proposed New District, a statement that the Proposed New District meets the findings contained herein, and a plan for providing fire service to the Proposed New District, said report to be available for public inspection in the Office of the Clerk to the Board at least four weeks before the date of the public hearing referenced above.

On motion of Haywood, seconded by Allen, the Board voted 5-0 to adopt a Resolution Making the Required Findings, Setting a Public Hearing on the Matter, and Directing the Associate

County Attorney to Oversee the Publication and Mailing of Required Notices and Preparation of Required Reports for the Level Cross Fire District, as presented, as follows:

**RESOLUTION MAKING CERTAIN FINDINGS AND CALLING FOR A PUBLIC HEARING ON THE ABOLISHMENT OF THE CURRENT FIFTEEN CENT CAPPED LEVEL CROSS FIRE PROTECTION COUNTY SERVICE DISTRICT AND THE CREATION OF A NEW SERVICE DISTRICT WITHOUT THE CAP**

*WHEREAS*, the Level Cross Fire Protection County Service District was formed under 153A-309.2 for the provision of fire protection services and emergency medical, rescue and ambulance services with a tax rate limitation of fifteen (15) cents per one hundred dollars (\$100) valuation, said district hereinafter referred to as the "Capped District"; and

*WHEREAS*, it has become necessary for the fifteen (15) cent cap on the tax rate in the district to be removed; and

*WHEREAS*, North Carolina General Statute 153A-306 allows for the current Capped District to be abolished upon a finding that the need for the district no longer exists and a public hearing on the matter; and

*WHEREAS*, North Carolina General Statute 153A-301 allows a County to establish a county service district for the provision of fire protection services and for the provision of emergency, medical, rescue and ambulance services within the district that has no cap except for the general rule that all tax rates in the district, taken together, cannot exceed one dollar and fifty cents (\$1.50) per one hundred dollars (\$100) valuation, hereinafter the "Proposed New District"; and

*WHEREAS*, it has been requested that the Board of County Commissioners abolish the current Capped District and create the Proposed New District, said Proposed New District having the same boundaries and containing the same properties as the current Capped District; and

*WHEREAS*, the Board has considered the current or future need for the Current District to be able to request a tax rate in excess of its current limitation, the population of the Proposed New District, the appraised value of property in the Proposed New District, the present tax rates in effect in the Proposed New District, the ability of the Proposed New District to sustain the taxing of the Proposed New District, the call history of the Proposed New District and other matters that the Board deemed relevant; and

*WHEREAS*, the Board, having considered such matters, makes the following findings:

1. The limitation on the tax rate of the Current District have rendered or will soon render it obsolescent to the provision of fire protection and emergency medical, rescue and ambulance services in the district; and
2. There is a demonstrable need for providing fire protection and emergency medical, rescue and ambulance services in the Proposed New District; and
3. It is impossible or impracticable to provide these services on a countywide basis; and
4. It is economically feasible to provide these services in the Proposed New District without unreasonable or burdensome annual tax levies; and

5. *There is a demonstrable demand for fire protection and emergency medical, rescue and ambulance services in the Proposed New District.*

***NOW, THEREFORE, BE IT RESOLVED***, that the Board intends to pursue the abolition of the Current District and the creation of the Proposed New District and therefore sets a public hearing on the matter for 6:00 p.m. on September 6, 2022; and

***BE IT FURTHER RESOLVED*** that notice of the public hearing shall be published at least one week before the hearing and that notice shall be mailed to the owners of property in the district at least four weeks before the hearing, and the Board directs the Associate County Attorney to oversee and certify the mailing and publication of said notice; and

***BE IT STILL FURTHER RESOLVED*** that a report shall be prepared containing a map of the Proposed New District, a statement that the Proposed New District meets the findings contained herein, and a plan for providing fire service to the Proposed New District, said report to be available for public inspection in the Office of the Clerk to the Board at least four weeks before the date of the public hearing referenced above.

*On motion of Haywood, seconded by Frye, the Board voted 5-0 to adopt a Resolution Making the Required Findings, Setting a Public Hearing on the Matter, and Directing the Associate County Attorney to Oversee the Publication and Mailing of Required Notices and Preparation of Required Reports for the Randleman-Sophia Fire District, as presented, as follows:*

***RESOLUTION MAKING CERTAIN FINDINGS AND CALLING FOR A  
PUBLIC HEARING ON THE ABOLISHMENT OF THE CURRENT FIFTEEN  
CENT CAPPED RANDLEMAN-SOPHIA FIRE PROTECTION COUNTY  
SERVICE DISTRICT AND THE CREATION OF A NEW SERVICE DISTRICT  
WITHOUT THE CAP***

***WHEREAS***, the Randleman-Sophia Fire Protection County Service District was formed under 153A-309.2 for the provision of fire protection services and emergency medical, rescue and ambulance services with a tax rate limitation of fifteen (15) cents per one hundred dollars (\$100) valuation, said district hereinafter referred to as the "Capped District"; and

***WHEREAS***, it has become necessary for the fifteen (15) cent cap on the tax rate in the district to be removed; and

***WHEREAS***, North Carolina General Statute 153A-306 allows for the current Capped District to be abolished upon a finding that the need for the district no longer exists and a public hearing on the matter; and

***WHEREAS***, North Carolina General Statute 153A-301 allows a County to establish a county service district for the provision of fire protection services and for the provision of emergency, medical, rescue and ambulance services within the district that has no cap except for the general rule that all tax rates in the district, taken together, cannot exceed one dollar and fifty cents (\$1.50) per one hundred dollars (\$100) valuation, hereinafter the "Proposed New District"; and

***WHEREAS***, it has been requested that the Board of County Commissioners abolish the current Capped District and create the Proposed New District, said Proposed New District having the same boundaries and containing the same properties as the current Capped District; and

***WHEREAS**, the Board has considered the current or future need for the Current District to be able to request a tax rate in excess of its current limitation, the population of the Proposed New District, the appraised value of property in the Proposed New District, the present tax rates in effect in the Proposed New District, the ability of the Proposed New District to sustain the taxing of the Proposed New District, the call history of the Proposed New District and other matters that the Board deemed relevant; and*

***WHEREAS**, the Board, having considered such matters, makes the following findings:*

- 1. The limitation on the tax rate of the Current District have rendered or will soon render it obsolescent to the provision of fire protection and emergency medical, rescue and ambulance services in the district; and*
- 2. There is a demonstrable need for providing fire protection and emergency medical, rescue and ambulance services in the Proposed New District; and*
- 3. It is impossible or impracticable to provide these services on a countywide basis; and*
- 4. It is economically feasible to provide these services in the Proposed New District without unreasonable or burdensome annual tax levies; and*
- 5. There is a demonstrable demand for fire protection and emergency medical, rescue and ambulance services in the Proposed New District.*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board intends to pursue the abolition of the Current District and the creation of the Proposed New District and therefore sets a public hearing on the matter for 6:00 p.m. on September 6, 2022; and*

***BE IT FURTHER RESOLVED** that notice of the public hearing shall be published at least one week before the hearing and that notice shall be mailed to the owners of property in the district at least four weeks before the hearing, and the Board directs the Associate County Attorney to oversee and certify the mailing and publication of said notice; and*

***BE IT STILL FURTHER RESOLVED** that a report shall be prepared containing a map of the Proposed New District, a statement that the Proposed New District meets the findings contained herein, and a plan for providing fire service to the Proposed New District, said report to be available for public inspection in the Office of the Clerk to the Board at least four weeks before the date of the public hearing referenced above.*

*On motion of McDowell, seconded by Kidd, the Board voted 5-0 to adopt a Resolution Making the Required Findings, Setting a Public Hearing on the Matter, and Directing the Associate County Attorney to Oversee the Publication and Mailing of Required Notices and Preparation of Required Reports for the Tabernacle Fire District, as presented, as follows:*

***RESOLUTION MAKING CERTAIN FINDINGS AND CALLING FOR A  
PUBLIC HEARING ON THE ABOLISHMENT OF THE CURRENT FIFTEEN  
CENT CAPPED TABERNACLE FIRE PROTECTION COUNTY SERVICE  
DISTRICT AND THE CREATION OF A NEW SERVICE DISTRICT WITHOUT  
THE CAP***

***WHEREAS**, the Tabernacle Fire Protection County Service District was formed under 153A-309.2 for the provision of fire protection services and emergency medical, rescue and ambulance services with a tax rate limitation of fifteen (15) cents per one hundred*

dollars (\$100) valuation, said district hereinafter referred to as the “Capped District”; and

**WHEREAS**, it has become necessary for the fifteen (15) cent cap on the tax rate in the district to be removed; and

**WHEREAS**, North Carolina General Statute 153A-306 allows for the current Capped District to be abolished upon a finding that the need for the district no longer exists and a public hearing on the matter; and

**WHEREAS**, North Carolina General Statute 153A-301 allows a County to establish a county service district for the provision of fire protection services and for the provision of emergency, medical, rescue and ambulance services within the district that has no cap except for the general rule that all tax rates in the district, taken together, cannot exceed one dollar and fifty cents (\$1.50) per one hundred dollars (\$100) valuation, hereinafter the “Proposed New District”; and

**WHEREAS**, it has been requested that the Board of County Commissioners abolish the current Capped District and create the Proposed New District, said Proposed New District having the same boundaries and containing the same properties as the current Capped District; and

**WHEREAS**, the Board has considered the current or future need for the Current District to be able to request a tax rate in excess of its current limitation, the population of the Proposed New District, the appraised value of property in the Proposed New District, the present tax rates in effect in the Proposed New District, the ability of the Proposed New District to sustain the taxing of the Proposed New District, the call history of the Proposed New District and other matters that the Board deemed relevant; and

**WHEREAS**, the Board, having considered such matters, makes the following findings:

1. The limitation on the tax rate of the Current District have rendered or will soon render it obsolescent to the provision of fire protection and emergency medical, rescue and ambulance services in the district; and
2. There is a demonstrable need for providing fire protection and emergency medical, rescue and ambulance services in the Proposed New District; and
3. It is impossible or impracticable to provide these services on a countywide basis; and
4. It is economically feasible to provide these services in the Proposed New District without unreasonable or burdensome annual tax levies; and
5. There is a demonstrable demand for fire protection and emergency medical, rescue and ambulance services in the Proposed New District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board intends to pursue the abolition of the Current District and the creation of the Proposed New District and therefore sets a public hearing on the matter for 6:00 p.m. on September 6, 2022; and

**BE IT FURTHER RESOLVED** that notice of the public hearing shall be published at least one week before the hearing and that notice shall be mailed to the owners of property in the district at least four weeks before the hearing, and the Board directs the Associate County Attorney to oversee and certify the mailing and publication of said notice; and

***BE IT STILL FURTHER RESOLVED*** that a report shall be prepared containing a map of the Proposed New District, a statement that the Proposed New District meets the findings contained herein, and a plan for providing fire service to the Proposed New District, said report to be available for public inspection in the Office of the Clerk to the Board at least four weeks before the date of the public hearing referenced above.

### **Consider Ambulance Purchase**

Donovan Davis, Emergency Services (ES) Chief, said pursuant to G.S. 143-129 (e)(3), which authorizes the County's participation in a competitive group purchasing program, ES is requesting approval to purchase two (2) 2022 Type I Ford F-450 4x4 Trauma Hawk ambulances through the Houston-Galveston Area Council's (HGAC) competitive bidding program. The HGAC is a formally organized program like the contract program through the State of North Carolina. The HGAC has competitively bid this ambulance type as required for the lowest available pricing. Other competitive bid organizations like the NC Sheriff's Association and the Savvik Buying Group have been researched. In comparison to other contracts, the HGAC contract is at least ten percent cheaper, or the other contracts only offer bids for chassis, not including the patient compartment and specialized medical equipment.

The most cost-effective price found that met our requirements, after adding the patient compartment and specialty equipment, is \$286,541 per ambulance, from Northwestern Emergency Vehicles. The funds are allocated in the current ES budget and Northwestern is an authorized dealer through the HGAC. Total price has increased \$41,767 per ambulance since last year.

Assistant County Manager/Finance Officer Will Massie said the US Treasury Final Rule for American Rescue Plan Act (ARPA) funds allowed local governments to treat up to \$10 million as Revenue Loss, available for any government purpose. However, any use of this designation of ARPA funds is still subject to federal rules, such as Uniform Guidelines.

If the Board wishes to purchase two additional replacement ambulances, the County can claim additional public safety salaries with Coronavirus Recovery funds and use General Fund monies for the ambulances. In the adopted FY23 budget, the Board originally planned to transfer \$500,000 for public safety salaries. The addition of the ambulances will make the transfer \$1,100,000.

When the Coronavirus Recovery Fund was established, the Board provided an initial budget of \$4 million for future County health responses. The \$1,100,000 will be out of that portion, leaving most of the ARPA funding available as previously discussed.

Chairman Frye asked how long it will take for the ambulances to be available. Chief Davis said due to economic issues, it will likely be early 2023.

Chairman Frye asked if ES is capable of staffing four ambulances. Chief Davis said every year two ambulances are retired. Three ambulances have already had to be taken out of service due to wrecks this year. This request is to maintain a regular service rate.

Commissioner Haywood said it would serve the County better to purchase four ambulances. There is not much to be accomplished by waiting.

Commissioner Kidd said it makes sense to transfer ARPA funds to allow the purchase of these ambulances using the General Fund and Vice-Chairman Allen agreed.

*On motion of Kidd, seconded by Allen, the Board voted 5-0 to move \$1,100,000 from the Coronavirus Recovery Fund to fund public safety salaries, as follows:*

| <b>2022-2023 Budget Ordinance<br/>General Fund—Budget Amendment #4</b> |                 |                 |
|------------------------------------------------------------------------|-----------------|-----------------|
| <b>Revenues</b>                                                        | <b>Increase</b> | <b>Decrease</b> |
| <i>Transfer from Coronavirus Recovery Fund</i>                         | \$600,000       |                 |
| <b>Appropriations</b>                                                  | <b>Increase</b> | <b>Decrease</b> |
| <i>Emergency Services</i>                                              | \$600,000       |                 |

| <b>Coronavirus Recovery Grant Project Ordinance<br/>Budget Amendment #6</b> |                 |                 |
|-----------------------------------------------------------------------------|-----------------|-----------------|
| <b>Revenues</b>                                                             | <b>Increase</b> | <b>Decrease</b> |
|                                                                             | -               |                 |
| <b>Appropriations</b>                                                       | <b>Increase</b> | <b>Decrease</b> |
| <i>Transfer to General Fund</i>                                             | \$1,100,000     |                 |
| <i>Public Health</i>                                                        |                 | \$1,100,000     |

*On motion of Haywood, seconded by Allen, the Board voted 5-0 to approve the purchase of four 2022 Ford F-450 4x4 Trauma Hawk Type I ambulances from Northwestern Emergency Vehicles, Inc., of West Jefferson, NC, for the total amount of \$1,146,164 under HGAC contract AM10-20.*

### **Proposed USDA/REMC Loan for the Farm Food and Family Education Center**

Assistant County Manager/Finance Officer Will Massie said during the initial planning phases for the Agricultural Center, Randolph Electric Membership Corporation (REMC) had applied for two United States Department of Agriculture (USDA) Rural Development loans for the project (\$2 million each): one for the arena facility and one for the event center. The County has received approval to move forward to use these proceeds for the revised Farm, Food and Family Education Center.

The loans are expected to be repaid to REMC over ten years, with zero percent interest. There is an administrative fee of one percent each year of the outstanding balance. The proceeds can be used for soft costs such as architectural fees, equipment, and other project expenses.

These debt contracts must follow the regular statutory approval processes. Mr. Massie asked the Board to approve submission of applications to the Local Government Commission (LGC) for both \$2 million loans. He also requested the Board set a public hearing on the proposed debt for the August 1<sup>st</sup> regular Board of Commissioners meeting.

The LGC will consider these applications at its September 22<sup>nd</sup> meeting. The loans could close soon thereafter.

Vice-Chairman Allen requested that HH Architecture come before the Board in September with an update.

Commissioner Kidd said REMC is a very eager partner in this project.

*On motion of Allen, seconded by Kidd, the Board voted 5-0 to set a public hearing on the proposed debt for the August 1<sup>st</sup> meeting and approve submission of applications to the Local Government Commission for both \$2 million loans.*

### **County Manager's Update**

County Manager Hal Johnson said there will be a Special Meeting on July 25<sup>th</sup>. This meeting will concern updates to the Unified Development Ordinance and will address realignment of the Workforce Development Board.

Mr. Johnson introduced RJ Williamson as the new director of Information Technology.

### **Commissioners Update**

Chairman Frye said there was a State Board meeting a few weeks ago.

Vice-Chairman Allen said the annual conference is upcoming in approximately one month.

Chairman Frye said options are being reviewed in order to use federal recovery funds most efficiently and effectively in the county. The first meeting has been held for the opioid settlement funding. Options for use of that funding are being explored as well.

Commissioner Haywood said the North Carolina Association of County Commissioners has a course in August to train commissioners for emergency response. This will help commissioners to be assets to emergency response teams. Commissioners who participate will get training credit.

### **Closed Session**

*At 7:56 p.m., on motion of Allen, seconded by Kidd, the Board voted 5-0 to enter into closed session pursuant to NCGS 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations.*

### **Resume Open Session**

At 8:36 p.m., open session resumed.

### **Adjournment**

*At 8:36 p.m. on motion of Allen, seconded by McDowell, the Board voted 5-0 to adjourn.*

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Darrell Frye, Chairman

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David Allen

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Kenny Kidd

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Maxton McDowell

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Hope Haywood

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Sarah Pack, Deputy Clerk to the Board

## June 20, 2022 Budget Adoption

The Randolph County Board of Commissioners met in special session at 6:00 p.m. in the 1909 Randolph County Historic Courthouse Meeting Room, 145 Worth Street, Asheboro, NC. Chairman Darrell Frye, Vice-Chairman David Allen, Commissioner Maxton McDowell, and Commissioner Hope Haywood were present. Commissioner Kenny Kidd was absent. Also present were County Manager Hal Johnson, Assistant County Manager/Finance Officer Will Massie, County Attorney Ben Morgan, Deputy Clerk Sarah Pack, and Clerk to the Board Dana Crisco. The meeting was livestreamed on Facebook and YouTube.

Chairman Frye said this has been a very difficult budget. Dealing with post-pandemic inflation, addressing issues with law enforcement needs, and responding to issues with recruiting and retention has been the focus of this budget. Chairman Frye explained what items would be discussed in this meeting.

Chairman Frye explained new State requirements that say a commissioner cannot vote on appropriations for non-County boards they sit on.

### **Approval of Budget Amendments for FY 2021-2022 Close-out**

Will Massie, Assistant County Manager/Finance Officer, reviewed the budget amendments presented to close out the fiscal year (FY) 2021-2022.

*On motion of Allen, seconded by McDowell, the Board voted 4-0 to approve Budget Amendment #63 for Occupancy Tax Distributions, Budget Amendment #64 for 2022 Timber Receipts, Budget Amendment #65 for Fire Districts Tax Fund, and Budget Amendment #66 for School Districts Tax Fund, as follows:*

| <b>2021-2022 Budget Ordinance<br/>General Fund—Budget Amendment #63</b> |                 |                 |
|-------------------------------------------------------------------------|-----------------|-----------------|
| <b>Revenues</b>                                                         | <b>Increase</b> | <b>Decrease</b> |
| <i>Other Taxes</i>                                                      | \$400,000       |                 |
| <b>Appropriations</b>                                                   | <b>Increase</b> | <b>Decrease</b> |
| <i>Other Economic and Physical Development Appropriations</i>           | \$400,000       |                 |

| <b>2021-2022 Budget Ordinance<br/>General Fund—Budget Amendment #64</b> |                 |                 |
|-------------------------------------------------------------------------|-----------------|-----------------|
| <b>Revenues</b>                                                         | <b>Increase</b> | <b>Decrease</b> |
| <i>Restricted Intergovernmental</i>                                     | \$833           |                 |
| <b>Appropriations</b>                                                   | <b>Increase</b> | <b>Decrease</b> |
| <i>Education</i>                                                        | \$833           |                 |

| <b>2021-2022 Budget Ordinance<br/>Fire District Tax Fund—Budget Amendment #65</b> |  |  |
|-----------------------------------------------------------------------------------|--|--|
|-----------------------------------------------------------------------------------|--|--|

| <b>Revenues</b>                  | <b>Increase</b>  | <b>Decrease</b> |
|----------------------------------|------------------|-----------------|
| <i>Ad Valorem Property Taxes</i> | <i>\$200,000</i> |                 |
| <b>Appropriations</b>            | <b>Increase</b>  | <b>Decrease</b> |
| <i>Tax Distributions</i>         | <i>\$200,000</i> |                 |

| <b>2021-2022 Budget Ordinance<br/>School Districts Tax Fund—Budget Amendment #66</b> |                  |                 |
|--------------------------------------------------------------------------------------|------------------|-----------------|
| <b>Revenues</b>                                                                      | <b>Increase</b>  | <b>Decrease</b> |
| <i>Ad Valorem Property Taxes</i>                                                     | <i>\$100,000</i> |                 |
| <b>Appropriations</b>                                                                | <b>Increase</b>  | <b>Decrease</b> |
| <i>Tax Distributions</i>                                                             | <i>\$100,000</i> |                 |

### **Capital Improvement Plan**

Chairman Frye said no new capital projects have been added this fiscal year. The existing projects have been ongoing for the last several years. Randolph Electric Membership Corporation has agreed to a low-interest loan from the USDA of \$4 million towards the Farm, Food, and Family Education Center.

### **Approval of School and Fire District Tax Rates**

*On motion of Frye, seconded by Haywood, the Board voted 4-0 to approve the Archdale-Trinity Supplemental Tax District at \$.0922.*

*On motion of Haywood, seconded by Allen, the Board voted 4-0 to approve the Asheboro City Schools Supplemental Tax District rate at \$.1439.*

Vice-Chairman Allen said he appreciated the Climax Fire Department being the first to step above the recently abolished 15 cent cap. He cautioned them that this tax rate is the highest in the County and the department should work to keep expenses down.

*On motion of Allen, seconded by McDowell, the Board voted 4-0 to set the Climax Fire Protection Service District Tax Rate at \$.1763.*

Commissioner McDowell said Farmer runs its department efficiently with one of the lowest rates in the County and does a good job.

*On motion of McDowell, seconded by Frye, the Board voted 4-0 to set the Farmer Fire Protection Service District Tax Rate at \$.1200.*

*On motion of Allen, seconded by Haywood, the Board voted 4-0 to maintain the current fire district tax rates for Bennett, Coleridge, Eastside, Fairgrove, Franklinville, Guil-Rand, Julian, Level Cross, Northeast (Liberty), Randleman-Sophia, Seagrove, Southwest (New Hope), Staley, Tabernacle, Ulah, and Westside Fire Districts.*

### **Adoption of Departmental Fee Schedules**

Chairman Frye asked Public Health Director Tara Aker if any Public Health fee changes are related to the COVID-19 pandemic. Ms. Aker said an administrative fee has been added for giving vaccinations.

Commissioner Haywood said StarMed is closing their vaccination locations. Ms. Aker said this is due to entering the recovery phase of the pandemic. Costs are increasing which is another contributing factor. Commissioner Haywood thanked staff at Public Health for their leadership during a challenging and uncertain time.

Vice-Chairman Allen pointed out that several of the Public Health fees decreased. Ms. Aker said fees are compared to neighboring counties and providers.

*On motion of Haywood, seconded by Allen, the Board voted 4-0 to adopt the Building, Electrical, Plumbing, Ambulance, Planning and Zoning, and Public Health departmental fee schedules effective July 1, 2022, as presented.*

The Public Health fee schedule is listed as follows:

## ***HEALTH DEPARTMENT***

## ***CLINIC FEES***

| <b>CPT Code</b> | <b>Modifier</b> | <b>Description</b> | <b>Current</b> | <b>Manager's Recommended Fee Change for FY 2022-23</b> | <b>Last Revision</b> |
|-----------------|-----------------|--------------------|----------------|--------------------------------------------------------|----------------------|
|-----------------|-----------------|--------------------|----------------|--------------------------------------------------------|----------------------|

| <b><i>PROCEDURES</i></b>                  |  |                                         |          |              |         |
|-------------------------------------------|--|-----------------------------------------|----------|--------------|---------|
| 11981                                     |  | Insert Nexplanon                        | \$304.00 | <b>\$250</b> | 2016    |
| 11982                                     |  | Remove Nexplanon                        | \$345.00 | <b>\$250</b> | 2016    |
| 11983                                     |  | Nexplanon Insert & Removal              | \$450.00 | <b>\$400</b> | 2016    |
| 54050                                     |  | DESTRUCTION PENIS LESION(S)             | \$160.00 |              | 5/10/21 |
| 56501                                     |  | TREATMENT OF CONDYLOMA                  | \$160.00 |              | 5/10/21 |
| 58300                                     |  | IUD IN                                  | \$174.00 | <b>\$150</b> | 2016    |
| 58301                                     |  | IUD OUT                                 | \$222.00 | <b>\$175</b> | 2016    |
| 59430                                     |  | POSTPARTUM CARE ONLY SEPARATE PROCEDURE | \$200.00 |              | 2017    |
| <b><i>EVALUATION &amp; MANAGEMENT</i></b> |  |                                         |          |              |         |
| LU102                                     |  | COMPLETION OF RECORD OF TB SCREEN       | \$25.00  |              | 2016    |
| T1002                                     |  | RN SERVICES UP TO 15 MINUTES            | \$75.00  |              | 2016    |
| 99202                                     |  | New Expanded - 15-29 min.               | \$164.00 |              | 2016    |
| 99203                                     |  | New Detailed - 30-44 min.               | \$210.00 |              | 2016    |
| 99204                                     |  | New Comprehensive-45-59 min             | \$307.00 |              | 2016    |
| 99205                                     |  | New Complex-60-74 min                   | \$386.00 |              | 2016    |
| 99211                                     |  | Est. (Nurses) 5-min.                    | \$70.00  |              | 7/13/20 |

|                                |  |                                                                                                                           |          |              |            |
|--------------------------------|--|---------------------------------------------------------------------------------------------------------------------------|----------|--------------|------------|
| 99212                          |  | Est. Prob. Focused - 10 - 19 min.                                                                                         | \$117.00 |              | 7/13/20    |
| 99213                          |  | Est. Expanded - 20 29 min.                                                                                                | \$140.00 |              | 2016       |
| 99214                          |  | Est. Detailed - 30 - 39 min.                                                                                              | \$207.00 |              | 2016       |
| 99215                          |  | Est. Comprehensive-40 - 54 min.                                                                                           | \$279.00 |              | 2016       |
| <b>PREVENTIVE</b>              |  |                                                                                                                           |          |              |            |
| 99383                          |  | PREV VISIT NEW AGE 5-11                                                                                                   | \$258.00 |              | 2016       |
| 99384                          |  | REV VISIT NEW AGE 12-17                                                                                                   | \$261.00 |              | 2016       |
| 99385                          |  | PREV VISIT NEW AGE 18-39                                                                                                  | \$255.00 |              | 2016       |
| 99386                          |  | PREV VISIT NEW AGE 40-64                                                                                                  | \$409.00 | <b>\$300</b> | 7/13/20    |
| 99393                          |  | PREV VISIT EST AGE 5-11                                                                                                   | \$205.00 |              | 2016       |
| 99394                          |  | PREV VISIT EST AGE 12-17                                                                                                  | \$223.00 |              | 2016       |
| 99395                          |  | PREV VISIT EST AGE 18-39                                                                                                  | \$229.00 |              | 2016       |
| 99396                          |  | PREV VISIT EST AGE 40-64                                                                                                  | \$244.00 |              | 2016       |
| <b>COUNSELING/INTERVENTION</b> |  |                                                                                                                           |          |              |            |
| 99401                          |  | Preventative Medicine Counseling and/or risk factor reduction intervention(s) provided to an individual, up to 15 minutes |          | <b>\$50</b>  | <b>NEW</b> |
| 99406                          |  | BEHAV CHNG SMOKING 3-10 MIN                                                                                               | \$20.00  |              | 2017       |
| 99407                          |  | BEHAV CHNG SMOKING > 10 MIN                                                                                               | \$35.00  |              | 5/10/21    |
| <b>LABS</b>                    |  |                                                                                                                           |          |              |            |
| LU125                          |  | TB skin test reading fee                                                                                                  | \$10.00  |              | 1/14/2019  |
| 36415                          |  | VENIPUNCTURE ONLY                                                                                                         | \$16.00  |              | 2018       |
| 80048                          |  | METABOLIC PANEL (CA, TOTAL)                                                                                               | \$20.00  |              | 5/10/21    |
| 80051                          |  | ELECTROLYTE PANEL                                                                                                         | \$15.00  |              | 5/10/21    |
| 80053                          |  | COMPREHEN METABOLIC PANEL                                                                                                 | \$20.00  |              | 5/10/21    |
| 80061                          |  | LIPID PANEL                                                                                                               | \$30.00  |              | 5/10/21    |
| 80074                          |  | ACUTE HEPATITIS PANEL                                                                                                     | \$90.00  |              | 5/10/21    |
| 80076                          |  | HEPATIC FUNCTION PANEL                                                                                                    | \$20.00  |              | 5/10/21    |
| 80156                          |  | DRUG SCREEN QUANTITATIVE CARBAMAZEPINE TOTAL                                                                              | \$30.00  |              | 5/10/21    |
| 80164                          |  | DRUG SCREEN QUANT DIPROPYLACETIC ACID TOTAL                                                                               | \$30.00  |              | 5/10/21    |
| 80178                          |  | DRUG SCREEN QUANTITATIVE LITHIUM                                                                                          | \$20.00  | <b>\$25</b>  | 5/10/21    |
| 80183                          |  | DRUG SCREEN OXCARBAZEPINE                                                                                                 | \$95.00  |              | 5/13/19    |
| 80184                          |  | ASSAY PHENOBARBITAL                                                                                                       | \$25.00  |              | 5/10/21    |
| 80185                          |  | ASSAY PHENYTOIN TOTAL                                                                                                     | \$30.00  |              | 5/10/21    |
| 81005                          |  | URINALYSIS                                                                                                                | \$10.00  |              | 5/10/21    |
| 81025                          |  | URINE PREGNANCY TEST                                                                                                      | \$20.00  |              | 5/11/20    |
| 82150                          |  | ASSAY OF AMYLASE                                                                                                          | \$15.00  |              | 5/10/21    |
| 82306                          |  | VITAMIN D TOTAL                                                                                                           | \$60.00  |              | 5/10/21    |
| 82465                          |  | ASSAY BLD/SERUM CHOLESTEROL                                                                                               | \$12.00  |              | 5/11/20    |
| 82565                          |  | ASSAY CREATININE                                                                                                          | \$15.00  |              | 5/10/21    |
| 82607                          |  | VITAMIN B-12                                                                                                              | \$30.00  |              | 5/10/21    |

|       |  |                                             |          |              |         |
|-------|--|---------------------------------------------|----------|--------------|---------|
| 82728 |  | ASSAY FERRITIN                              | \$30.00  |              | 5/10/21 |
| 82746 |  | FOLIC ACID                                  | \$30.00  |              | 5/10/21 |
| 82747 |  | FOLIC ACID; RBC                             | \$30.00  |              | 5/10/21 |
| 82947 |  | GLUCOSE                                     | \$12.00  |              | 2016    |
| 83036 |  | HgB A1C                                     | \$25.00  |              | 5/11/20 |
| 83540 |  | ASSAY IRON                                  | \$15.00  |              | 5/11/20 |
| 83550 |  | IRON BINDING TEST                           | \$20.00  |              | 5/11/20 |
| 83655 |  | ASSAY LEAD                                  | \$45.00  |              | 2016    |
| 83690 |  | LIPASE                                      | \$15.00  |              | 5/11/20 |
| 83718 |  | HDL CHOLESTEROL                             | \$20.00  |              | 5/10/21 |
| 83986 |  | PH BODY FLUID                               | \$12.00  |              | 5/10/21 |
| 84132 |  | ASSAY SERUM POTASSIUM                       | \$15.00  |              | 5/10/21 |
| 84146 |  | PROLACTIN                                   | \$40.00  |              | 5/10/21 |
| 84295 |  | ASSAY SERUM SODIUM                          | \$12.00  |              | 5/11/20 |
| 84436 |  | ASSAY OF THYROXINE TOTAL (T4)               | \$15.00  |              | 5/10/21 |
| 84439 |  | FREE T-4                                    | \$20.00  |              | 5/11/20 |
| 84443 |  | ASSAY THYROID STIM HORMONE                  | \$35.00  |              | 5/10/21 |
| 84450 |  | TRANSFERASE (AST) (SGOT)                    | \$12.00  |              | 5/11/20 |
| 84460 |  | ALANINE AMINO (ALT) (SGPT)                  | \$12.00  |              | 5/11/20 |
| 84478 |  | TRIGLYCERIDES                               | \$10.00  |              | 5/11/20 |
| 84479 |  | ASSAY THYROID (T3 OR T4)                    | \$12.00  |              | 2016    |
| 84481 |  | FREE ASSAY (FT-3)                           | \$45.00  |              | 2016    |
| 84520 |  | ASSAY UREA NITROGEN                         | \$10.00  |              | 2016    |
| 84550 |  | ASSAY BLOOD/URIC ACID                       | \$10.00  |              | 2016    |
| 85018 |  | HEMOGLOBIN                                  | \$8.00   |              | 2016    |
| 85025 |  | COMPLETE CBC W/AUTO DIFF WBC                | \$20.00  |              | 5/10/21 |
| 85027 |  | COMPLETE CBC AUTOMATED                      | \$15.00  |              | 2016    |
| 85046 |  | RETIC COUNT                                 | \$15.00  |              | 5/10/21 |
| 86382 |  | RABIES SCREEN                               | \$40.00  | <b>\$100</b> | 5/13/19 |
| 86480 |  | QuantIFERON                                 | \$300.00 |              | 5/10/21 |
| 86580 |  | TB SKIN TEST-Patient Pay( <b>TUBERSOL</b> ) | \$20.00  |              | 5/11/20 |
| 86592 |  | SYPHILIS                                    | \$9.00   |              | 5/11/20 |
| 86704 |  | HEP B CORE ANTIBODY TOTAL                   | \$25.00  |              | 5/10/21 |
| 86706 |  | HEP B SURFACE ANTIBODY                      | \$25.00  |              | 5/10/21 |
| 86707 |  | HEP B ANTIBODY                              | \$30.00  |              | 2018    |
| 86787 |  | VARICELLA-ZOSTER ANTIBODY                   | \$35.00  |              | 5/10/21 |
| 86803 |  | HEPATITIS C AB TEST                         | \$30.00  |              | 5/10/21 |
| 87081 |  | GONORRHEA SCREENING CULTURE                 | \$15.00  |              | 5/11/20 |
| 87149 |  | CULTURE TYPE NUCLEIC ACID                   | \$40.00  |              | 5/10/21 |

|                               |       |                                                                                      |         |             |            |
|-------------------------------|-------|--------------------------------------------------------------------------------------|---------|-------------|------------|
| 87177                         |       | OVA AND PARASITES SMEARS                                                             | \$34.00 |             | 5/11/20    |
| 87205                         |       | STAT MALE SMEAR/GONORRHEA                                                            | \$11.00 |             | 2016       |
| 87210                         |       | SMEAR WET MOUNT SALINE/INK                                                           | \$15.00 |             | 2016       |
| 87252                         |       | HERPES SIMPLEX VIRUS                                                                 | \$40.00 |             | 2016       |
| 87255                         |       | GENET VIRUS ISOLATE HSV                                                              | \$50.00 |             | 5/10/21    |
| 87340                         |       | HEP B SCREEN                                                                         | \$20.00 |             | 2016       |
| 87341                         |       | HEPATITIS B SURFACE AG EIA                                                           | \$20.00 |             | 2016       |
| 87491                         |       | CHLAMYDIA                                                                            | \$50.00 |             | 2016       |
| 87517                         |       | HEPATITIS B DNA QUANT                                                                | \$65.00 |             | 5/10/21    |
| 87591                         |       | GONORRHEA                                                                            | \$52.00 |             | 2016       |
| 87624                         |       | HPV REFLEX TESTING                                                                   | \$64.00 |             | 7/13/20    |
| 88141                         |       | Pap, MD Interpretation                                                               | \$50.00 |             | 7/13/20    |
| 88142                         |       | CYTYC PAP (THIN PREP, PAP PROCESSING FEE)                                            | \$53.00 |             | 7/13/20    |
| 88175                         |       | THIN PREP, PAP PROCESS FEE                                                           | \$68.00 |             | 7/13/20    |
| <b>VACCINE ADMINISTRATION</b> |       |                                                                                      |         |             |            |
| 91300                         | 0001A | Pfizer-BioNTech Vaccine Ages 12-up - Immunization Admin. (1st dose)                  | \$20.00 | <b>\$80</b> | 5/10/21    |
| 91300                         | 0002A | Pfizer-BioNTech Vaccine Ages 12 up - Immunization Admin. (2nd dose)                  | \$30.00 | <b>\$80</b> | 5/10/21    |
| 91300                         | 0003A | Pfizer-BioNTech Vaccine Ages 12 up - Immunization Admin. (3rd dose)                  |         | <b>\$80</b> | <b>NEW</b> |
| 91300                         | 0004A | Pfizer-BioNTech Vaccine Ages 12 up - Immunization Admin. (booster dose)              |         | <b>\$80</b> | <b>NEW</b> |
| 91305                         | 0051A | Pfizer-BioNTech READY TO USE Vaccine Ages 12-up - Immunization Admin. (1st dose)     |         | <b>\$80</b> | <b>NEW</b> |
| 91305                         | 0052A | Pfizer-BioNTech READY TO USE Vaccine Ages 12-up - Immunization Admin. (2nd dose)     |         | <b>\$80</b> | <b>NEW</b> |
| 91305                         | 0053A | Pfizer-BioNTech READY TO USE Vaccine Ages 12-up - Immunization Admin. (3rd dose)     |         | <b>\$80</b> | <b>NEW</b> |
| 91305                         | 0054A | Pfizer-BioNTech READY TO USE Vaccine Ages 12-up - Immunization Admin. (booster dose) |         | <b>\$80</b> | <b>NEW</b> |
| 91307                         | 0071A | Pfizer-BioNTech Vaccine Ages 5-11 - Immunization Admin. (1st dose)                   |         | <b>\$80</b> | <b>NEW</b> |
| 91307                         | 0072A | Pfizer-BioNTech Vaccine Ages 5-11 - Immunization Admin. (2nd dose)                   |         | <b>\$80</b> | <b>NEW</b> |
| 91307                         | 0073A | Pfizer-BioNTech Vaccine Ages 5-11 - Immunization Admin. (3rd dose)                   |         | <b>\$80</b> | <b>NEW</b> |
| 91301                         | 0011A | Moderna - Immunization Administration (1st dose)                                     | \$20.00 | <b>\$80</b> | 5/10/21    |
| 91301                         | 0012A | Moderna - Immunization Administration (2nd dose)                                     | \$30.00 | <b>\$80</b> | 5/10/21    |
| 91301                         | 0013A | Moderna - Immunization Administration (3rd dose)                                     |         | <b>\$80</b> | <b>NEW</b> |
| 91306                         | 0064A | Moderna - Immunization Administration (booster dose)                                 |         | <b>\$80</b> | <b>NEW</b> |
| 91303                         | 0031A | Janssen - Immunization Administration (single dose)                                  |         | <b>\$80</b> | <b>NEW</b> |
| 91303                         | 0034A | Janssen - Immunization Administration (booster dose)                                 |         | <b>\$80</b> | <b>NEW</b> |
| 90471                         |       | ADMIN: 1 VACCINE                                                                     | \$48.00 |             | 2016       |
| 90472                         |       | ADMIN: 2 OR MORE VACCINES                                                            | \$27.00 |             | 2016       |

|                 |  |                                                                                                                    |            |                |           |
|-----------------|--|--------------------------------------------------------------------------------------------------------------------|------------|----------------|-----------|
| 90473           |  | ADMIN: ORAL VACCINE                                                                                                | \$35.00    |                | 2016      |
| 90474           |  | ADMIN: ORAL AND INJECTIBLE                                                                                         | \$25.00    |                | 2016      |
| 96372           |  | ADMIN: DEPO PROVERA                                                                                                | \$30.00    |                | 4/14/2019 |
| <b>VACCINES</b> |  |                                                                                                                    |            |                |           |
| 90620           |  | BEXSERO (Men-B)                                                                                                    | \$204.00   |                | 2018      |
| 90632           |  | HEP A-ADULT ( <b>HAVRIX</b> )                                                                                      | \$75.00    |                | 5/11/20   |
| 90633           |  | HEP A (Peds)                                                                                                       | \$39.00    |                | 5/13/19   |
| 90636           |  | HEP A - HEP B (ADULT) , ( <b>TWINRIX</b> )                                                                         | \$123.00   |                | 5/13/19   |
| 90648           |  | HIB (4-dose)                                                                                                       | \$20.00    |                | 5/11/20   |
| 90651           |  | HPV, 9 ( <b>GARDASIL-9</b> )                                                                                       | \$302.00   |                | 5/13/19   |
| 90670           |  | PNEUMOCOCCAL ( <b>PREVNAR-13 VALENT</b> )                                                                          | \$277.00   |                | 5/13/19   |
| 90675           |  | RABIES VACCINE IM                                                                                                  | \$405.00   | <b>\$450</b>   | 5/13/19   |
| 90680           |  | ROTATEQ (Oral)                                                                                                     | \$118.00   |                | 5/13/19   |
| 90686           |  | Influenza virus vaccine, quadrivalent (IIV4), split virus, preservative free, 0.5 mL dosage, for intramuscular use | \$20.00    |                | 5/10/21   |
| 90696           |  | KINRIX (Dtap/IPV)                                                                                                  | \$59.00    |                | 5/13/19   |
| 90698           |  | PENTACEL (Dtap/Hib/IPV)                                                                                            | \$100.00   |                | 5/11/20   |
| 90700           |  | DTaP                                                                                                               | \$61.00    |                | 5/13/19   |
| 90707           |  | MMR, Measles, Mumps, Rubella ( <b>MMRII</b> )                                                                      | \$105.00   |                | 5/13/19   |
| 90710           |  | MMRV, Measles, Mumps, Rubella, Varicella( <b>ProQuad</b> )                                                         | \$308.00   |                | 5/13/19   |
| 90713           |  | IPV                                                                                                                | \$37.00    |                | 5/13/19   |
| 90714           |  | Td, Tetanus, Diphtheria toxoid, no presv( <b>TENIVAC</b> )                                                         | \$34.00    |                | 5/13/19   |
| 90715           |  | Tdap,Tenanus,Diphtheria & Pertussis ( <b>BOOSTRIX</b> )                                                            | \$47.00    |                | 5/13/19   |
| 90716           |  | VARICELLA-CHICKEN POX VACCINE SC- ( <b>VARIVAX</b> )                                                               | \$185.00   |                | 5/13/19   |
| 90723           |  | PEDIARIX (Dtap/Hep B/IPV)                                                                                          | \$91.00    |                | 5/13/19   |
| 90732           |  | PNEUMOCOCCAL 23-Valent ( <b>PNEUMOVAX 23</b> )                                                                     | \$146.00   |                | 5/13/19   |
| 90734           |  | MENINGOCOCCAL -( <b>MENACTRA (MCV4)</b> )                                                                          | \$130.00   |                | 5/11/20   |
| 90736           |  | ZOSTER (Shingles) live ( <b>ZOSTAVAX</b> )                                                                         | \$300.00   | <b>REMOVE</b>  | 5/11/20   |
| 90744           |  | HEP B Ped/ Adol                                                                                                    | \$30.00    |                | 5/11/20   |
| 90746           |  | HEP B ( <b>ENGRIX-B</b> )                                                                                          | \$70.00    |                | 5/13/19   |
| <b>PHARMACY</b> |  |                                                                                                                    |            |                |           |
| J1050           |  | DEPO (fee must be divisible by 150)                                                                                | \$57.00    | <b>\$90</b>    | 7/12/21   |
| S5001           |  | PLAN B                                                                                                             | \$35.00    | <b>\$50</b>    | 5/11/20   |
| J7296           |  | KYLEENA                                                                                                            | \$1,150.00 | <b>\$1,200</b> | 5/13/19   |
| J7297           |  | LILETTA                                                                                                            | \$825.00   | <b>\$925</b>   | 5/11/20   |
| J7298           |  | LEVONORGESTREL 52 MG 5 YEAR( <b>Mirena</b> )                                                                       | \$1,050.00 | <b>\$1,200</b> | 5/11/20   |
| J7300           |  | IUD Device-Paragard                                                                                                | \$900.00   | <b>\$1,200</b> | 5/13/19   |
| J7307           |  | NEXPLANON                                                                                                          | \$1,025.00 | <b>\$1,200</b> | 5/13/19   |

|                                                 |  |                                                                      |          |             |         |
|-------------------------------------------------|--|----------------------------------------------------------------------|----------|-------------|---------|
| S4993                                           |  | BC Pills (Birth Control Pills)                                       | \$15.00  | <b>\$30</b> | 5/10/21 |
| <b>OTHER</b>                                    |  |                                                                      |          |             |         |
| <b>CPR</b>                                      |  | CPR/First Aid Education Training-(cost is per participant)           | \$40.00  |             | 5/11/20 |
| <b>SID</b>                                      |  | SIDS(Sudden Infant Death Syndrome)Training-(cost is per participant) | \$5.00   |             | 5/11/20 |
| <b>VIRTUAL PATIENT COMMUNICATION/TELEPHONIC</b> |  |                                                                      |          |             |         |
| 99441                                           |  | PHONE E/M PHYS/QHP- 5-10 MIN                                         | \$94.00  |             | 7/13/20 |
| 99442                                           |  | PHONE E/M PHYS/QHP-11-20 MIN                                         | \$130.00 |             | 7/13/20 |
| 99443                                           |  | PHONE E/M PHYS/QHP-21-30 MIN                                         | \$201.00 |             | 7/13/20 |

**Consideration of Budget Inclusion of Outside Agencies with Commissioner Involvement (N.C.G.S. §14-234.3)**

Chairman Frye asked to recuse himself for voting for funding for the Randolph County Economic Development Corporation (RCEDC) as he sits on the board.

*On motion of Frye, seconded by McDowell, the Board voted 3-0 to allow Darrell Frye to recuse himself from voting on the RCEDC appropriation.*

Commissioner Haywood said the County gets a good return on their investment.

Vice-Chairman Allen said this is a ten percent increase but other funding agencies have been asked to increase their appropriation amounts as well.

*On motion of Haywood, seconded by McDowell, the Board voted 3-0 to approve the RCEDC appropriation of \$367,950.*

Vice-Chairman Allen asked to recuse himself for voting for funding for the Sandhills Center as he sits on the board.

*On motion of Allen, seconded by Haywood, the Board voted 3-0 to allow David Allen to recuse himself from voting on the Sandhills Center appropriation.*

Chairman Frye said he supports the work Sandhills Center does. Their request amount has not increased in many years. They are well managed.

*On motion of McDowell, seconded by Haywood, the Board voted 3-0 to approve the Sandhills Center appropriation of \$844,000.*

**Budget Discussion and Recommended Changes**

Chairman Frye said the Board has been working with County Administration to discuss proposed adjustments to the budget. Each commissioner has issues that are more important to them. Chairman Frye is very supportive of education. The Board would like to keep the ad valorem tax rate the same. He discussed several proposed changes, including funding for the Ramseur Library, Juvenile Day Reporting Center, position reclassifications, cost of living

increases and additional merit increases, increased funding for schools, and funding for community agencies. The total adjustment to the proposed budget adds up to \$2,223,219.

Vice-Chairman Allen said the appropriation for the Ramseur Library may not be timely in considering rising costs and inflation. In order to address recruitment and retention issues, compensation increases have to be made. He cautioned the Board that next year will likely be difficult to maintain the same tax rate because some of the increases are using various one-time funding sources. Departments are often frugal, but going forward if sales tax does not reach the projected amount and the economy trends downwards, it will be difficult to reach sales tax figures which is where a lot of this funding comes from. This is a year for funding a lot of necessary items, but it will be difficult to refrain from increasing taxes in future years if the economy does not grow. We have dealt with budgeting difficulties in the past, but Vice-Chairman Allen cautioned the Board that the County will need to be frugal.

Chairman Frye said counties had been encouraged by the State to budget sales tax at a rate of 2.7%, but the County budgeted 5%. During the pandemic, the sales tax rate was at 14%. Our receipts were very good and money was able to be added to capital projects from this increased funding. Counties can now collect sales tax from online purchases; this amount is more difficult to estimate. County Administration and the Commissioners have worked hard to be good stewards of taxpayer dollars. Thirty-three positions were requested; eighteen were funded.

#### **Adoption of FY 21-22 County Budget and Property Tax Rate**

*On motion of Allen, seconded by McDowell, the Board voted 4-0 to adopt the FY 2022-2023 Budget Ordinance (which follows below) with the following changes; and includes setting the Ad Valorem Tax Rate at 63.27 cents per \$100 valuation; and produces a budget of \$156,815,509 for FY 2022-2023, as follows:*

#### ***RANDOLPH COUNTY***

##### ***Budget Ordinance***

***Fiscal Year 2022-2023***



***Be It Ordained*** by the Board of Commissioners of Randolph County, North Carolina:

***Section 1.*** *The following amounts are hereby appropriated in the General Fund of Randolph County for the fiscal year beginning July 1, 2022 and ending June 30, 2023:*

|                            |                       |                   |
|----------------------------|-----------------------|-------------------|
| <i>General Government:</i> | <i>Governing</i>      | <i>\$ 207,525</i> |
|                            | <i>Body</i>           |                   |
|                            | <i>Administration</i> | <i>4,241,500</i>  |
|                            | <i>Information</i>    | <i>3,212,517</i>  |
|                            | <i>Technology</i>     |                   |
|                            | <i>Tax</i>            | <i>3,260,061</i>  |
|                            | <i>Elections</i>      | <i>625,779</i>    |
|                            | <i>Register of</i>    | <i>795,977</i>    |
|                            | <i>Deeds</i>          |                   |

|                                           |                                                               |            |
|-------------------------------------------|---------------------------------------------------------------|------------|
|                                           | <i>Public Buildings</i>                                       | 3,530,403  |
| <i>Public Safety:</i>                     | <i>Sheriff</i>                                                | 27,111,477 |
|                                           | <i>Animal Services</i>                                        | 1,123,820  |
|                                           | <i>Emergency Services</i>                                     | 14,911,094 |
|                                           | <i>Building Inspections</i>                                   | 999,268    |
|                                           | <i>Adult Day Reporting Center</i>                             | 290,349    |
|                                           | <i>Juvenile Day Reporting Center</i>                          | 737,472    |
|                                           | <i>Other Public Safety Appropriations</i>                     | 412,877    |
| <i>Economic and Physical Development:</i> | <i>Planning and Zoning</i>                                    | 867,670    |
|                                           | <i>Cooperative Extension Service</i>                          | 761,158    |
|                                           | <i>Soil and Water Conservation</i>                            | 322,356    |
|                                           | <i>Other Economic and Physical Development Appropriations</i> | 1,746,104  |
| <i>Environmental Protection:</i>          | <i>Public Works</i>                                           | 442,203    |
| <i>Human Services:</i>                    | <i>Public Health</i>                                          | 7,139,921  |
|                                           | <i>Social Services</i>                                        | 21,346,542 |
|                                           | <i>Veteran Services</i>                                       | 304,580    |
|                                           | <i>Child Support Services</i>                                 | 1,435,048  |
|                                           | <i>Other Human Services Appropriations</i>                    | 2,546,137  |
| <i>Cultural and</i>                       | <i>Public Library</i>                                         | 3,059,843  |
| <i>Recreational:</i>                      | <i>Other Cultural and Recreational Appropriations</i>         | 40,000     |
| <i>Education</i>                          |                                                               | 36,360,159 |
| <i>Debt Service</i>                       |                                                               | 17,202,669 |
| <i>Other Financing</i>                    |                                                               |            |
| <i>Uses:</i>                              | <i>Interfund Transfers Out</i>                                | 1,781,000  |

*Total* \$156,815,509

*Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                                  |               |
|----------------------------------|---------------|
| <i>Ad Valorem Property Taxes</i> | \$ 78,459,208 |
| <i>Local Option Sales Taxes</i>  | 41,514,067    |
| <i>Other Taxes</i>               | 2,193,500     |

|                                       |                      |
|---------------------------------------|----------------------|
| <i>Unrestricted Intergovernmental</i> | 305,000              |
| <i>Restricted Intergovernmental</i>   | 17,607,123           |
| <i>Permits and Fees</i>               | 1,652,200            |
| <i>Sales and Services</i>             | 9,199,225            |
| <i>Investment Earnings</i>            | 525,000              |
| <i>Miscellaneous</i>                  | 526,323              |
| <i>Other Financing Sources:</i>       |                      |
| <i>Appropriated Fund Balance</i>      | 3,405,621            |
| <i>Interfund</i>                      | 1,428,242            |
| <i>Transfers In</i>                   |                      |
| <b>Total</b>                          | <b>\$156,815,509</b> |

*Section 3. There is hereby levied for the fiscal year beginning July 1, 2022 and ending June 30, 2023, a county-wide tax rate of \$ 0.6327 per \$100 valuation of estimated taxable property situated in the County. The ad valorem tax is based on a total estimated property valuation of \$12,415,000,000, with an expected collection rate of 99.0%.*

*Section 4. For the fiscal year beginning July 1, 2022, and ending June 30, 2023, there is hereby levied in the County of Randolph a dog license fee at the rate of \$5.00 per dog.*

*Section 5. There is hereby levied for the fiscal year beginning July 1, 2022, and ending June 30, 2023, the following School District property tax rates per \$100 valuation of estimated taxable property situated in the special district. These levies are for the purpose of raising revenues to supplement school programs within each respective district.*

|                                         | <b><i>Net Valuation</i></b> | <b><i>Tax Rate</i></b> |
|-----------------------------------------|-----------------------------|------------------------|
| <i>School District</i>                  | <i>Estimated</i>            | <i>Approved</i>        |
| <i>Asheboro City</i>                    | <i>\$ 2,508,600,000</i>     | <i>\$ 0.1439</i>       |
| <i>School District</i>                  |                             |                        |
| <i>Archdale-Trinity School District</i> | <i>\$ 2,829,500,000</i>     | <i>\$ 0.0922</i>       |

*Section 6. The following amounts are hereby appropriated in the School Districts Tax Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                      |                     |
|----------------------|---------------------|
| <i>Tax</i>           | <i>\$ 6,308,000</i> |
| <i>Distributions</i> |                     |

*Section 7. It is estimated that the following School District revenues will be available during the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                                  |                     |
|----------------------------------|---------------------|
| <i>Ad Valorem Property Taxes</i> | <i>\$ 6,308,000</i> |
|----------------------------------|---------------------|

Section 8. There is hereby levied for the fiscal year beginning July 1, 2022, and ending June 30, 2023, the following property tax rates for Fire Protection, per \$100 valuation of estimated taxable property situated in the special district. These levies are for the purpose of raising revenues for fire protection within each respective district.

|                                       | <i>Net Valuation</i> | <i>Rural Fire Tax District</i> | <i>Fire Service District</i> |
|---------------------------------------|----------------------|--------------------------------|------------------------------|
|                                       |                      | <i>Tax Rate</i>                | <i>Tax Rate</i>              |
| <i>Fire Service District</i>          | <i>Estimated</i>     | <i>Approved</i>                | <i>Approved</i>              |
| <i>Bennett Fire District</i>          | \$ 51,381,393        | 0.0000                         | 0.1100                       |
| <i>Climax Fire District</i>           | \$ 560,665,070       | 0.0000                         | 0.1763                       |
| <i>Coleridge Fire District</i>        | \$ 312,751,438       | 0.0000                         | 0.1000                       |
| <i>Eastside Fire District</i>         | \$ 548,807,233       | 0.0000                         | 0.1500                       |
| <i>Fairgrove Fire District</i>        | \$ 492,350,838       | 0.0000                         | 0.1020                       |
| <i>Farmer Fire District</i>           | \$ 267,136,669       | 0.0000                         | 0.1200                       |
| <i>Franklinville Fire District</i>    | \$ 584,559,201       | 0.0000                         | 0.1400                       |
| <i>Guil-Rand Fire District</i>        | \$ 2,446,278,334     | 0.0000                         | 0.1500                       |
| <i>Julian Fire District</i>           | \$ 104,301,701       | 0.0000                         | 0.1350                       |
| <i>Level Cross Fire District</i>      | \$ 257,453,738       | 0.0000                         | 0.1500                       |
| <i>Northeast Fire District</i>        | \$ 162,555,487       | 0.0000                         | 0.1500                       |
| <i>Randleman Sophia Fire District</i> | \$ 460,308,380       | 0.0000                         | 0.1500                       |
| <i>Seagrove Fire District</i>         | \$ 229,381,732       | 0.0000                         | 0.1200                       |
| <i>Southwest Fire District</i>        | \$ 91,932,832        | 0.0000                         | 0.1200                       |
| <i>Staley Fire District</i>           | \$ 201,390,713       | 0.0000                         | 0.1000                       |
| <i>Tabernacle Fire District</i>       | \$ 417,362,333       | 0.0000                         | 0.1225                       |
| <i>Ulah Fire District</i>             | \$ 669,857,420       | 0.0000                         | 0.1200                       |
| <i>Westside Fire District</i>         | \$ 803,575,364       | 0.0000                         | 0.1500                       |

Section 9. The following amounts are hereby appropriated in the Fire Districts Tax Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

|               |               |
|---------------|---------------|
| Tax           | \$ 12,120,606 |
| Distributions |               |

Section 10. It is estimated that the following Fire District revenues will be available during the fiscal year beginning July 1, 2022, and ending June 30, 2023:

|                           |               |
|---------------------------|---------------|
| Ad Valorem Property Taxes | \$ 12,120,606 |
|---------------------------|---------------|

Section 11. The following amounts are hereby appropriated in the Emergency Telephone System Fund of Randolph County for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

|              |       |            |
|--------------|-------|------------|
| E-911 System | Total | \$ 573,979 |
|--------------|-------|------------|

Section 12. *It is estimated that the following revenues will be available in the Emergency Telephone System Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                            |            |
|----------------------------|------------|
| NC 911 Board Distributions | \$ 571,479 |
| Investment Earnings        | 2,500      |
| Appropriated Fund Balance  | -          |

|       |            |
|-------|------------|
| Total | \$ 573,979 |
|-------|------------|

Section 13. *The following amounts are hereby appropriated in the Solid Waste Management Fund of Randolph County for the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                        |           |
|------------------------|-----------|
| Solid Waste Management | \$ 82,000 |
|------------------------|-----------|

Section 14. *It is estimated that the following revenues will be available in the Solid Waste Management Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                           |          |
|---------------------------|----------|
| Investment Earnings       | \$ 1,000 |
| Appropriated Fund Balance | 81,000   |

|       |           |
|-------|-----------|
| Total | \$ 82,000 |
|-------|-----------|

Section 15. *The following amounts are hereby appropriated in the Library Resource Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                 |            |
|-----------------|------------|
| Library Support | \$ 266,238 |
|-----------------|------------|

Section 16. *It is estimated that the following Library Resource Fund revenues will be available during the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                           |         |
|---------------------------|---------|
| Investment Earnings       | \$ 500  |
| Miscellaneous             | 261,238 |
| Appropriated Fund Balance | 4,500   |

|       |            |
|-------|------------|
| Total | \$ 266,238 |
|-------|------------|

Section 17. *The following amounts are hereby appropriated in the Social Services Representative Payee Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                                    |              |
|------------------------------------|--------------|
| Representative Payee Disbursements | \$ 1,600,000 |
|------------------------------------|--------------|

Section 18. *It is estimated that the following Social Services Representative Payee Fund revenues will be available during the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                              |              |
|------------------------------|--------------|
| Restricted Intergovernmental | \$ 1,600,000 |
|------------------------------|--------------|

Section 19. *The following amounts are hereby appropriated in the Fines & Forfeitures Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|           |              |
|-----------|--------------|
| Education | \$ 1,500,000 |
|-----------|--------------|

Section 20. *It is estimated that the following Fines & Forfeitures Fund revenues will be available during the fiscal year beginning July 1, 2022, and ending June 30, 2023:*

|                    |                                                                                                                                                                                                                                                                                                                                                               |                     |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
|                    | <i>Restricted Intergovernmental</i>                                                                                                                                                                                                                                                                                                                           | <i>\$ 1,500,000</i> |
| <i>Section 21.</i> | <i>The following amounts are hereby appropriated in the Deed of Trust Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:</i>                                                                                                                                                                                                          |                     |
|                    | <i>Distributions to State of NC</i>                                                                                                                                                                                                                                                                                                                           | <i>\$ 130,000</i>   |
| <i>Section 22.</i> | <i>It is estimated that the following Deed of Trust Fund revenues will be available during the fiscal year beginning July 1, 2022, and ending June 30, 2023:</i>                                                                                                                                                                                              |                     |
|                    | <i>Permits and fees</i>                                                                                                                                                                                                                                                                                                                                       | <i>\$ 130,000</i>   |
| <i>Section 23.</i> | <i>The following amounts are hereby appropriated in the Tourism Development Authority Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:</i>                                                                                                                                                                                          |                     |
|                    | <i>Tourism Development</i>                                                                                                                                                                                                                                                                                                                                    | <i>\$ 1,086,516</i> |
| <i>Section 24.</i> | <i>It is estimated that the following Tourism Development Authority Fund revenues will be available during the fiscal year beginning July 1, 2022, and ending June 30, 2023:</i>                                                                                                                                                                              |                     |
|                    | <i>Other Taxes - Occupancy</i>                                                                                                                                                                                                                                                                                                                                | <i>\$ 800,000</i>   |
|                    | <i>Sales and Services</i>                                                                                                                                                                                                                                                                                                                                     | <i>185,716</i>      |
|                    | <i>Investment Earnings</i>                                                                                                                                                                                                                                                                                                                                    | <i>800</i>          |
|                    | <i>Appropriated Fund Balance</i>                                                                                                                                                                                                                                                                                                                              | <i>100,000</i>      |
|                    | <i>Total</i>                                                                                                                                                                                                                                                                                                                                                  | <i>\$ 1,086,516</i> |
| <i>Section 25.</i> | <i>The following amounts are hereby appropriated in the Water Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:</i>                                                                                                                                                                                                                  |                     |
|                    | <i>Bulk Water</i>                                                                                                                                                                                                                                                                                                                                             | <i>\$ 1,862,000</i> |
| <i>Section 26.</i> | <i>It is estimated that the following Water Fund revenues will be available during the fiscal year beginning July 1, 2022, and ending June 30, 2023:</i>                                                                                                                                                                                                      |                     |
|                    | <i>Investment Earnings</i>                                                                                                                                                                                                                                                                                                                                    | <i>\$ 1,000</i>     |
|                    | <i>Appropriated Fund Balance</i>                                                                                                                                                                                                                                                                                                                              | <i>580,000</i>      |
|                    | <i>Transfer from General Fund</i>                                                                                                                                                                                                                                                                                                                             | <i>1,281,000</i>    |
|                    | <i>Total</i>                                                                                                                                                                                                                                                                                                                                                  | <i>\$ 1,862,000</i> |
| <i>Section 27.</i> | <i>For the fiscal year beginning July 1, 2022, and ending June 30, 2023, the Board of County Commissioners commits the annual lease revenues to be received from the regional landfill to support strategic planning initiatives, in the following designated amounts, and reserved for specific projects as may be approved by the County Commissioners:</i> |                     |

Health and                      \$     1,214,063  
Well-being

Section 28.     Pursuant to the requirements of North Carolina General Statute §159-9, the County Manager is appointed to serve as Budget Officer. The County Manager and the Assistant County Manager, as his designee, are hereby authorized to transfer appropriations as contained herein under the following conditions:

- a.                      The Budget Officer, or his designee, may transfer amounts between line item expenditures within a department without limitation and without a report being required.
- b.                      The Budget Officer, or his designee, may not transfer amounts between departments of the General Fund or between funds, except as approved by the Board of County Commissioners in the Budget Ordinance, as amended.

Section 29.     The Budget Officer, or his designee, may make cash advances between funds for periods not to exceed one hundred eighty days without reporting to the Board of Commissioners. Any advances that extend beyond one hundred eighty days must be approved by the Board. All advances that will be outstanding at the end of the fiscal year must be approved by the Board.

Section 30.     Copies of this Budget Ordinance shall be filed with the Clerk to the Board of Commissioners of Randolph County and furnished to the Assistant County Manager/Finance Officer for direction in the collection of revenues and the expenditure of amounts appropriated.

Section 31.     This Budget Ordinance will be effective on July 1, 2022.

Upon motion of Commissioner Allen, seconded by Commissioner McDowell, the foregoing Budget was passed with the following vote:

Ayes:                      Commissioner  
                                 David Allen  
                                 Commissioner Darrell Frye  
                                 Commissioner Hope Haywood  
                                 Commissioner Maxton McDowell

Noes:                      None

I, Dana S. Crisco, Clerk to the Randolph County Board of Commissioners, do hereby certify that the foregoing Ordinance was duly adopted by the governing body of Randolph County at a special meeting on June 20, 2022, a quorum being present.

The 20th day of June, 2022.

Clerk to the Board

### **Consideration of Strategic Planning Funding Requests**

Chairman Frye said Strategic Planning Funds come from Waste Management's payments for use of the land for the landfill. He explained how these funds can be used.

On motion of McDowell, seconded by Frye, the Board voted 4-0 to approve the Shelter of Hope appropriation of \$30,000 using Strategic Planning Funds.

On motion of Haywood, seconded by Frye, the Board voted 4-0 to approve the Emmy's House appropriation of \$95,000.

### **McCrary Ballpark**

Chairman Frye explained the request from the City of Asheboro for funding for renovations at McCrary Park.

Vice-Chairman Allen said he is concerned about the three-year commitment, especially with anticipated budget pressure next fiscal year. He would prefer to move around strategic planning funds rather than increase taxes if needed. The County is already funding Randolph Health; the county has to have a hospital and he said it would be nice to have allocations from other agencies going towards the hospital as well.

Chairman Frye said the County is paying for the hospital for the next ten years; the City of Asheboro is not contributing any funding. The City of Asheboro also got American Rescue Plan Act (ARPA) funds.

Commissioner McDowell said he enjoys visiting McCrary Park and there are wonderful programs available. He would like to see the County fund this request. Randolph County does benefit from having this venue available. Without this park, there is a possibility of losing programming. The facility needs to be improved in order to be able to host more and larger tournaments.

Chairman Frye said the facility is in definite need of repair.

Commissioner Haywood clarified that this request would be revisited next year and Chairman Frye said yes.

Vice-Chairman Allen suggested Randolph County signage be present at the facility.

*On motion of McDowell, seconded by Frye, the Board voted 4-0 to approve the request of the City of Asheboro of \$500,000 using Strategic Planning Funds.*

### **Lydia's Place**

Commissioner Haywood said the county is very fortunate to have this resource available, backed by a faith-based group to get this program up and running. It is valuable to have government working with faith-based groups. This would be an excellent investment to have a shelter for families to avoid splitting them up in times of crisis. Commissioner Haywood said she was shocked by the number of homeless children in the county. This is a wonderful opportunity to get a much-needed program in the county.

Commissioner McDowell said he agrees with Commissioner Haywood's sentiments. This type of facility is sorely needed. This is a great thing for the county.

Chairman Frye said he had heard that more funding for Lydia's Place may be available from the General Assembly.

*On motion of Haywood, seconded by McDowell, the Board voted 4-0 to approve the Lydia's Place appropriation of \$100,000 using Strategic Planning Funds.*

### **TogetherWorks**

Chairman Frye said the last request is another new and multi-year request. This program deals with foster children, as does Social Services. This is a pilot program, so there is no history available. It is not evidence-based. Chairman Frye said he would suggest this be a one-year funding agreement. This program did not receive any additional State monies.

Commissioner Haywood said she sees this as a "megasite moment" in Randolph County for human services. The commitment was made to buy the land for the Greensboro-Randolph Megasite with no idea of what may come; it was an economic opportunity. This is an opportunity to gain expertise that we do not currently have in the field of family work. There are a large number of community agencies and departments in this proposal that are already funded by the County. These agencies have already given input into what is needed, which allows TogetherWorks to address these issues. The number of children in foster care has drastically increased; we are missing something.

Commissioner Haywood advocated for Randolph County when the Children's Home Society (parent organization of TogetherWorks) was looking for a home base for this program. She feels very strongly that the community and the County can partner strongly with the Children's Home Society for a successful program. Commissioner Haywood said if this program works, it will reduce the funding everywhere else. It is worth the commitment for three years; the program will just be started after year one. The first year, \$40,000 will be contributed back to the community through various programs. In years two and three, \$200,000 will be invested back into the community. This is a good return for the money. She does not want this situation to mirror the Education Lottery situation with the General Assembly.

Commissioner Haywood said she would like for citizens to realize all of the projects and programs that are funded by the revenue from Waste Management.

*Commissioner Haywood made a motion to approve the TogetherWorks appropriation of \$200,000 per year for 3 years using Strategic Planning Funds. There was no second and the motion died.*

Chairman Frye said this agency was unable to get funding from the General Assembly and they are telling the County things we already know from Social Services. They have not proven their ability to follow through with their proposal.

Commissioner Haywood said a private funder committed funding, as did an anonymous family foundation. This agency does have additional funding sources.

Vice-Chairman Allen asked for the issue to be tabled until more information could be received. Denying the request will give a negative connotation.

Commissioner McDowell asked where additional information would come from. Vice-Chairman Allen said an assessment has been completed and the results could clear up any confusion.

*On motion of McDowell, seconded by Frye, the Board voted 2-2 with Haywood and Allen opposing to deny the TogetherWorks appropriation of \$200,000 per year for 3 years using Strategic Planning Funds. The motion died.*

Chairman Frye said there are many issues addressed in this budget. There are outside agencies funded through the budget. The strategic planning issues presented give the County the opportunity to be flexible with responding to requests.

**Adjournment**

*At 7:12 p.m., on motion of Allen, seconded by Haywood, the Board voted 4-0 to adjourn.*

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Darrell Frye, Chairman

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David Allen

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Kenny Kidd

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Maxton McDowell

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Hope Haywood

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Sarah Pack, Deputy Clerk to the Board

# Randolph County Administration



## Memo

To: Randolph County Board of Commissioners

From: William Massie, Finance Officer

Date: 7/30/2022

Re: Budget Amendment - Historic Courthouse Capital Project Amendment #3

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A multi-year capital project fund, separate from the General Fund, has already been established to account for the design costs related to the renovation of the Historic County Courthouse. The design contract costs of \$44,950 can be moved from the initial construction budget, to keep the project moving forward.

Please approve the following amendment to the Historic Courthouse Capital Project ordinance.

**Historic Courthouse Capital Project Fund  
Amendment #3**

| Revenues              | Increase | Decrease |
|-----------------------|----------|----------|
|                       |          |          |
| Appropriations        | Increase | Decrease |
| Professional Services | \$44,950 |          |
| Construction          |          | \$44,950 |

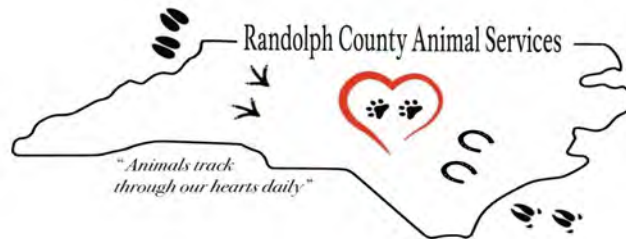
## Animal Services Membership Roster

| Name             | Board Seat         | Date of Appointment | Term Ends (2yr terms) |
|------------------|--------------------|---------------------|-----------------------|
| Jason Balder     | District 2         | 8/5/2019            | 8/5/2020              |
| JR Beard         | District 3         | 8/5/2019            | 8/5/2020              |
| Cynthia Grantham | District 1         | 8/5/2019            | 8/5/2020              |
| April Wilburn    | District 5         | 8/5/2019            | 8/5/2020              |
| Lou Wilson       | District 4         | 8/5/2019            | 8/5/2020              |
| Lisa Sparks      | Rescue/Volunteer   | 8/5/2019            | 8/5/2021              |
|                  | Rescue/Volunteer   | 8/5/2019            | 8/5/2021              |
|                  | Sheriff's Office   | 8/5/2019            | 8/5/2021              |
| Darrell Frye     | Chairman, BoC      | 8/5/2019            | 8/5/2021              |
| David Allen      | Vice-Chairman, BoC | 8/5/2019            | 8/5/2021              |
| Hal Johnson      | Ex Officio         | 8/5/2019            | 8/5/2021              |
|                  | Board Veterinarian |                     |                       |

|                    |                     |                   |
|--------------------|---------------------|-------------------|
| District 1         | Term start - 8/5/22 | Term end - 8/5/23 |
| District 2         | Term start - 8/5/22 | Term end - 8/5/23 |
| District 3         | Term start - 8/5/22 | Term end - 8/5/23 |
| District 4         | Term start - 8/5/22 | Term end - 8/5/23 |
| District 5         | Term start - 8/5/22 | Term end - 8/5/23 |
| Rescue/Volunteer   | Term start - 8/5/22 | Term end - 8/5/24 |
| Rescue/Volunteer   | Term start - 8/5/22 | Term end - 8/5/24 |
| Sheriff's Office   | Term start - 8/5/22 | Term end - 8/5/24 |
| Chairman, BoC      | Term start - 8/5/22 | Term end - 8/5/24 |
| Vice-Chairman, BoC | Term start - 8/5/22 | Term end - 8/5/24 |
| Veterinarian       | Term start - 8/5/22 | Term end - 8/5/24 |

Jonathan Moody  
Randolph County Animal Services Director  
1370 County Land Rd  
Randleman, NC 27317

Office(336) 683-8237  
Cell (336) 963-6650  
Fax (336) 629-5965



I am recommending Detective Small from the Sheriff's office as our alternate for the law Enforcement seat on the Animal Advisory Board. He has showed a lot of interest in getting to know how Animal Services operates and he wants to be able to know more of how the Sheriff's Office can help us. James Moore a Detective from the Sheriff's Office is who will be primary attended the meeting on 07/21/2022. James is wanting to be apart of the board as well due to having criminal cases with Animal Services and working with me directly. He wants to learn more about Animal Services and help be apart of the change and working on how the Sheriffs Office can help.

Also, I would like to recommend Renee Bryant from RCSPCA to sit on the board as one of the Rescues seats. She has helped Animal Services out so much in the past 2 years and is continuing to help with rescues and transport as well with donations to help the animals in the shelter.

Tara Akers Health Director has nominated Jennifer Layton to represent the Health Department on the Animal Services Advisory Board.

I believe these candidates will help with giving us guidance and moving forward in the future with our board and help making Animal Services better as a whole.

Thank you,  
Director Jonathan Moody  
Randolph County Animal Services



**RANDOLPH COUNTY**  
**DEPARTMENT OF PLANNING & DEVELOPMENT**  
204 East Academy Street • Post Office Box 771  
Asheboro, North Carolina 27204-0771  
Telephone: (336) 318-6555 • Fax: (336) 318-6550

July 19, 2022

TO: Dana Crisco

FROM: Kim Heinzer

SUBJECT: Continued Service on Planning Board

**Melinda Vaughan and Reggie Beeson** have both indicated their interest in continuing to serve on the Randolph County Planning Board.

Thank you,  
Kim Heinzer



# RANDOLPH COUNTY PUBLIC LIBRARIES

## Memorandum

Date: July 5, 2022

**TO:** Randolph County Board of Commissioners  
**FROM:** Ross Holt, Library Director  
**RE:** LSTA Radio Frequency ID Grant budget amendment request

The library has been awarded a \$78,425 Library Services and Technology Act grant from the State Library of North Carolina to implement Radio Frequency Identification (RFID) for items in the library collection, enabling us to further automate checkout, check-in and inventory of library materials.

This grant is the initial installment of an anticipated two-year project. In the first year, the barcode on each item will be replaced by a short-range radio transponder chip, and scanners at service desks will be replaced by chip readers. As a result, multiple items can be checked out or checked in at once, without each item being handled. Inventory also can be carried out without touching individual items.

The change will create labor savings that will free staff for more substantive interactions with patrons (in particular, providing more staff support to meet growing demand for Mobile Library stops). The libraries also will be able to provide a self-checkout option at each branch. Materials tracking will improve with far less labor-intensive inventory capabilities. The second year of the project, which will require a subsequent LSTA grant proposal, will focus on anti-theft security for library materials.

This year's grant requires a 25 percent local match of \$26,142, which we have carried forward from unexpended 2021-2022 funds.

We respectfully request that you approve a budget amendment in the amount of \$78,425.

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2022-2023 Budget Ordinance  
General Fund  
Budget amendment # \_\_\_\_\_

| Revenues                     | Increase | Decrease |
|------------------------------|----------|----------|
| Restricted Intergovernmental | \$78,425 |          |
| Appropriations               | Increase | Decrease |
| Public Library               | \$78,425 |          |

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RANDOLPHLIBRARY.ORG  
RANDQUEST.ORG



## RANDOLPH COUNTY PUBLIC LIBRARIES

# Memorandum

Date: July 5, 2022

**TO: Randolph County Board of Commissioners**  
**FROM: Ross Holt, Library Director**  
**RE: LSTA Storywalk budget amendment request**

I am pleased to report that the Randolph County Public Library has received a federal Library Services and Technology Act (LSTA) grant from the State Library of North Carolina in the amount of \$16,300 to continue our Storywalk project begun in 2021-2022.

The grant will fund the placement of StoryWalks at Creekside Park in Archdale; Presnell Park in Seagrove; and one of two parks in Randleman, to be determined. StoryWalks are weatherproof panels placed sequentially along a trail, each panel featuring a page spread from a children's storybook, so that you read the story as you walk along the trail. The books are English/Spanish bilingual, and panels also feature additional information about early literacy, such as tips for parents and caregivers. The municipalities of Archdale, Randleman and Seagrove are partners in the project, as is the Randolph Partnership for Children.

There is a \$1,900 local match, which will come from the library budget.

We respectfully request that you approve a budget amendment in the amount of \$16,300.

Thank you.

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2022-2023 Budget Ordinance  
General Fund  
Budget amendment # \_\_\_\_\_

| Revenues                     | Increase | Decrease |
|------------------------------|----------|----------|
| Restricted Intergovernmental | \$16,300 |          |
| Appropriations               | Increase | Decrease |
| Public Library               | \$16,300 |          |

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**RANDOLPHLIBRARY.ORG**  
**RANDQUEST.ORG**



## RANDOLPH COUNTY PUBLIC LIBRARIES

# Memorandum

July 15, 2022

**TO:** Randolph County Board of Commissioners  
**FROM:** Ross Holt, Library Director  
**RE:** Budget Amendment - Library Resource Fund

A library trust was established by the Randolph County Board of Commissioner in 1992 for the deposit of bequests and gifts to the Randolph County Public Library. The Board of Commissioners also authorized the Randolph County Public Library Board of Trustees to control, use and dispose of all funds from such bequests and gifts for the benefit of the Library.

The library trust now is included as part of the Library Resource Fund in the county budget ordinance, with an amount available for expenditure based on funding requests from the director that the trustees have previously approved. The remainder of the trust is held as fund balance. If newly-approved expenditures exceed the budgeted amount, a budget amendment is necessary to move additional trust monies into the Library Resource Fund in the spendable budget.

There is approximately \$165,000 available in the trust. On July 14, 2022, the Trustees approved the use of up to \$12,270 from the trust to provide uniform exterior signage for the Archdale, Franklinville, Ramseur and Seagrove libraries, identifying each library as the local library and as part of the Randolph County Public Libraries system.

Therefore, please approve a budget amendment to authorize \$12,270 from Appropriated Fund Balance to move these projects forward.

Thank you.

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**2022-2023 Budget Ordinance**  
**Library Resource Fund**  
Budget amendment # \_\_\_\_\_

| Revenues                  | Increase | Decrease |
|---------------------------|----------|----------|
| Appropriated Fund Balance | \$12,270 |          |
| Appropriations            | Increase | Decrease |
| Library Support           | \$12,270 |          |

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**RANDOLPHLIBRARY.ORG**  
**RANDQUEST.ORG**

*Randolph County*  
*Department of Social Services*

TRACIE MURPHY  
DIRECTOR

P.O. BOX 3239  
ASHEBORO, NORTH CAROLINA  
27204-3239

SUSAN STEVENSON, CHAIR  
SOCIAL SERVICES BOARD

## Memo – Budget Amendment

To: Randolph County Board of Commissioners

From: Randolph County Department of Social Services

Date: 7/30/2022

Re: Budget Amendment – Social Services Grant

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DSS has received an allocation from the Consolidated Appropriations Act for the Low-Income Household Water Assistance Program (LIHWAP.) LIHWAP is a temporary program that does not require any local funds. This increase will update the DSS budget for this new 2022-2023 allocation.

Please make the following budget amendment to the General Fund:

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**2022-2023 Budget Ordinance**

**General Fund**

Budget amendment # \_\_\_\_\_

| <b>Revenues</b>              | <b>Increase</b> | <b>Decrease</b> |
|------------------------------|-----------------|-----------------|
| Restricted Intergovernmental | \$ 212,243      |                 |
| <b>Appropriations</b>        | <b>Increase</b> | <b>Decrease</b> |
| Social Services              | \$ 212,243      |                 |



# DIVISION OF SOCIAL SERVICES

## Low-Income Household Water Assistance Program (LIHWAP)

FUNDING SOURCE: American Rescue Plan Act (ARPA)

EFFECTIVE DATE: 7/01/2022

AUTHORIZATION NUMBER: 1

### ALLOCATION PERIOD

FROM JUNE 2022 THRU MAY 2023 SERVICE MONTHS

FROM JULY 2022 THRU JUNE 2023 PAYMENT MONTHS

| Co. No. | COUNTY     | Initial (or Previous) Allocation<br>Funding Authorization |         | Additional Allocation |       | Grand Total Allocation |         |
|---------|------------|-----------------------------------------------------------|---------|-----------------------|-------|------------------------|---------|
|         |            | Federal                                                   | Total   | Federal               | Total | Federal                | Total   |
| 01      | ALAMANCE   | 257,630                                                   | 257,630 | 0                     | 0     | 257,630                | 257,630 |
| 02      | ALEXANDER  | 44,021                                                    | 44,021  | 0                     | 0     | 44,021                 | 44,021  |
| 03      | ALLEGHANY  | 18,657                                                    | 18,657  | 0                     | 0     | 18,657                 | 18,657  |
| 04      | ANSON      | 59,396                                                    | 59,396  | 0                     | 0     | 59,396                 | 59,396  |
| 05      | ASHE       | 41,054                                                    | 41,054  | 0                     | 0     | 41,054                 | 41,054  |
| 06      | AVERY      | 22,604                                                    | 22,604  | 0                     | 0     | 22,604                 | 22,604  |
| 07      | BEAUFORT   | 93,279                                                    | 93,279  | 0                     | 0     | 93,279                 | 93,279  |
| 08      | BERTIE     | 46,707                                                    | 46,707  | 0                     | 0     | 46,707                 | 46,707  |
| 09      | BLADEN     | 78,513                                                    | 78,513  | 0                     | 0     | 78,513                 | 78,513  |
| 10      | BRUNSWICK  | 166,742                                                   | 166,742 | 0                     | 0     | 166,742                | 166,742 |
| 11      | BUNCOMBE   | 367,752                                                   | 367,752 | 0                     | 0     | 367,752                | 367,752 |
| 12      | BURKE      | 150,758                                                   | 150,758 | 0                     | 0     | 150,758                | 150,758 |
| 13      | CABARRUS   | 206,871                                                   | 206,871 | 0                     | 0     | 206,871                | 206,871 |
| 14      | CALDWELL   | 124,661                                                   | 124,661 | 0                     | 0     | 124,661                | 124,661 |
| 15      | CAMDEN     | 8,502                                                     | 8,502   | 0                     | 0     | 8,502                  | 8,502   |
| 16      | CARTERET   | 71,539                                                    | 71,539  | 0                     | 0     | 71,539                 | 71,539  |
| 17      | CASWELL    | 39,821                                                    | 39,821  | 0                     | 0     | 39,821                 | 39,821  |
| 18      | CATAWBA    | 208,051                                                   | 208,051 | 0                     | 0     | 208,051                | 208,051 |
| 19      | CHATHAM    | 64,783                                                    | 64,783  | 0                     | 0     | 64,783                 | 64,783  |
| 20      | CHEROKEE   | 46,342                                                    | 46,342  | 0                     | 0     | 46,342                 | 46,342  |
| 21      | CHOWAN     | 27,812                                                    | 27,812  | 0                     | 0     | 27,812                 | 27,812  |
| 22      | CLAY       | 18,164                                                    | 18,164  | 0                     | 0     | 18,164                 | 18,164  |
| 23      | CLEVELAND  | 191,900                                                   | 191,900 | 0                     | 0     | 191,900                | 191,900 |
| 24      | COLUMBUS   | 120,506                                                   | 120,506 | 0                     | 0     | 120,506                | 120,506 |
| 25      | CRAVEN     | 136,405                                                   | 136,405 | 0                     | 0     | 136,405                | 136,405 |
| 26      | CUMBERLAND | 677,284                                                   | 677,284 | 0                     | 0     | 677,284                | 677,284 |
| 27      | CURRITUCK  | 24,119                                                    | 24,119  | 0                     | 0     | 24,119                 | 24,119  |
| 28      | DARE       | 32,356                                                    | 32,356  | 0                     | 0     | 32,356                 | 32,356  |
| 29      | DAVIDSON   | 235,080                                                   | 235,080 | 0                     | 0     | 235,080                | 235,080 |
| 30      | DAVIE      | 44,224                                                    | 44,224  | 0                     | 0     | 44,224                 | 44,224  |
| 31      | DUPLIN     | 98,286                                                    | 98,286  | 0                     | 0     | 98,286                 | 98,286  |
| 32      | DURHAM     | 402,610                                                   | 402,610 | 0                     | 0     | 402,610                | 402,610 |
| 33      | EDGECOMBE  | 142,477                                                   | 142,477 | 0                     | 0     | 142,477                | 142,477 |
| 34      | FORSYTH    | 546,927                                                   | 546,927 | 0                     | 0     | 546,927                | 546,927 |
| 35      | FRANKLIN   | 90,421                                                    | 90,421  | 0                     | 0     | 90,421                 | 90,421  |
| 36      | GASTON     | 331,327                                                   | 331,327 | 0                     | 0     | 331,327                | 331,327 |
| 37      | GATES      | 16,572                                                    | 16,572  | 0                     | 0     | 16,572                 | 16,572  |
| 38      | GRAHAM     | 14,564                                                    | 14,564  | 0                     | 0     | 14,564                 | 14,564  |
| 39      | GRANVILLE  | 85,411                                                    | 85,411  | 0                     | 0     | 85,411                 | 85,411  |
| 40      | GREENE     | 41,553                                                    | 41,553  | 0                     | 0     | 41,553                 | 41,553  |
| 41      | GUILFORD   | 831,312                                                   | 831,312 | 0                     | 0     | 831,312                | 831,312 |
| 42      | HALIFAX    | 142,273                                                   | 142,273 | 0                     | 0     | 142,273                | 142,273 |
| 43      | HARNETT    | 193,524                                                   | 193,524 | 0                     | 0     | 193,524                | 193,524 |
| 44      | HAYWOOD    | 90,118                                                    | 90,118  | 0                     | 0     | 90,118                 | 90,118  |
| 45      | HENDERSON  | 123,101                                                   | 123,101 | 0                     | 0     | 123,101                | 123,101 |
| 46      | HERTFORD   | 54,708                                                    | 54,708  | 0                     | 0     | 54,708                 | 54,708  |
| 47      | HOKE       | 91,150                                                    | 91,150  | 0                     | 0     | 91,150                 | 91,150  |

**Low-Income Household Water Assistance Program (LIHWAP)**
**AUTHORIZATION NUMBER: 1**

|     |              | Initial (or Previous) Allocation<br>Funding Authorization |                   | Additional Allocation |          | Grand Total Allocation |                   |
|-----|--------------|-----------------------------------------------------------|-------------------|-----------------------|----------|------------------------|-------------------|
|     | COUNTY       | Federal                                                   | Total             | Federal               | Total    | Federal                | Total             |
| 48  | HYDE         | 9,443                                                     | 9,443             | 0                     | 0        | 9,443                  | 9,443             |
| 49  | IREDELL      | 163,816                                                   | 163,816           | 0                     | 0        | 163,816                | 163,816           |
| 50  | JACKSON      | 58,251                                                    | 58,251            | 0                     | 0        | 58,251                 | 58,251            |
| 51  | JOHNSTON     | 258,303                                                   | 258,303           | 0                     | 0        | 258,303                | 258,303           |
| 52  | JONES        | 19,256                                                    | 19,256            | 0                     | 0        | 19,256                 | 19,256            |
| 53  | LEE          | 95,715                                                    | 95,715            | 0                     | 0        | 95,715                 | 95,715            |
| 54  | LENOIR       | 121,081                                                   | 121,081           | 0                     | 0        | 121,081                | 121,081           |
| 55  | LINCOLN      | 105,857                                                   | 105,857           | 0                     | 0        | 105,857                | 105,857           |
| 56  | MACON        | 46,886                                                    | 46,886            | 0                     | 0        | 46,886                 | 46,886            |
| 57  | MADISON      | 32,116                                                    | 32,116            | 0                     | 0        | 32,116                 | 32,116            |
| 58  | MARTIN       | 49,722                                                    | 49,722            | 0                     | 0        | 49,722                 | 49,722            |
| 59  | MCDOWELL     | 78,617                                                    | 78,617            | 0                     | 0        | 78,617                 | 78,617            |
| 60  | MECKLENBURG  | 1,340,215                                                 | 1,340,215         | 0                     | 0        | 1,340,215              | 1,340,215         |
| 61  | MITCHELL     | 22,953                                                    | 22,953            | 0                     | 0        | 22,953                 | 22,953            |
| 62  | MONTGOMERY   | 42,000                                                    | 42,000            | 0                     | 0        | 42,000                 | 42,000            |
| 63  | MOORE        | 101,310                                                   | 101,310           | 0                     | 0        | 101,310                | 101,310           |
| 64  | NASH         | 160,322                                                   | 160,322           | 0                     | 0        | 160,322                | 160,322           |
| 65  | NEW HANOVER  | 268,028                                                   | 268,028           | 0                     | 0        | 268,028                | 268,028           |
| 66  | NORTHAMPTON  | 48,847                                                    | 48,847            | 0                     | 0        | 48,847                 | 48,847            |
| 67  | ONSLOW       | 220,572                                                   | 220,572           | 0                     | 0        | 220,572                | 220,572           |
| 68  | ORANGE       | 133,923                                                   | 133,923           | 0                     | 0        | 133,923                | 133,923           |
| 69  | PAMLICO      | 18,487                                                    | 18,487            | 0                     | 0        | 18,487                 | 18,487            |
| 70  | PASQUOTANK   | 67,073                                                    | 67,073            | 0                     | 0        | 67,073                 | 67,073            |
| 71  | PENDER       | 77,552                                                    | 77,552            | 0                     | 0        | 77,552                 | 77,552            |
| 72  | PERQUIMANS   | 21,751                                                    | 21,751            | 0                     | 0        | 21,751                 | 21,751            |
| 73  | PERSON       | 63,148                                                    | 63,148            | 0                     | 0        | 63,148                 | 63,148            |
| 74  | PITT         | 330,582                                                   | 330,582           | 0                     | 0        | 330,582                | 330,582           |
| 75  | POLK         | 23,903                                                    | 23,903            | 0                     | 0        | 23,903                 | 23,903            |
| 76  | RANDOLPH     | 212,243                                                   | 212,243           | 0                     | 0        | 212,243                | 212,243           |
| 77  | RICHMOND     | 120,751                                                   | 120,751           | 0                     | 0        | 120,751                | 120,751           |
| 78  | ROBESON      | 382,338                                                   | 382,338           | 0                     | 0        | 382,338                | 382,338           |
| 79  | ROCKINGHAM   | 149,537                                                   | 149,537           | 0                     | 0        | 149,537                | 149,537           |
| 80  | ROWAN        | 212,118                                                   | 212,118           | 0                     | 0        | 212,118                | 212,118           |
| 81  | RUTHERFORD   | 130,004                                                   | 130,004           | 0                     | 0        | 130,004                | 130,004           |
| 82  | SAMPSON      | 130,332                                                   | 130,332           | 0                     | 0        | 130,332                | 130,332           |
| 83  | SCOTLAND     | 102,976                                                   | 102,976           | 0                     | 0        | 102,976                | 102,976           |
| 84  | STANLY       | 91,316                                                    | 91,316            | 0                     | 0        | 91,316                 | 91,316            |
| 85  | STOKES       | 58,316                                                    | 58,316            | 0                     | 0        | 58,316                 | 58,316            |
| 86  | SURRY        | 118,379                                                   | 118,379           | 0                     | 0        | 118,379                | 118,379           |
| 87  | SWAIN        | 20,648                                                    | 20,648            | 0                     | 0        | 20,648                 | 20,648            |
| 88  | TRANSYLVANIA | 41,361                                                    | 41,361            | 0                     | 0        | 41,361                 | 41,361            |
| 89  | TYRRELL      | 7,649                                                     | 7,649             | 0                     | 0        | 7,649                  | 7,649             |
| 90  | UNION        | 181,622                                                   | 181,622           | 0                     | 0        | 181,622                | 181,622           |
| 91  | VANCE        | 117,611                                                   | 117,611           | 0                     | 0        | 117,611                | 117,611           |
| 92  | WAKE         | 855,769                                                   | 855,769           | 0                     | 0        | 855,769                | 855,769           |
| 93  | WARREN       | 45,779                                                    | 45,779            | 0                     | 0        | 45,779                 | 45,779            |
| 94  | WASHINGTON   | 30,546                                                    | 30,546            | 0                     | 0        | 30,546                 | 30,546            |
| 95  | WATAUGA      | 56,797                                                    | 56,797            | 0                     | 0        | 56,797                 | 56,797            |
| 96  | WAYNE        | 212,505                                                   | 212,505           | 0                     | 0        | 212,505                | 212,505           |
| 97  | WILKES       | 109,175                                                   | 109,175           | 0                     | 0        | 109,175                | 109,175           |
| 98  | WILSON       | 174,245                                                   | 174,245           | 0                     | 0        | 174,245                | 174,245           |
| 99  | YADKIN       | 45,880                                                    | 45,880            | 0                     | 0        | 45,880                 | 45,880            |
| 100 | YANCEY       | 29,759                                                    | 29,759            | 0                     | 0        | 29,759                 | 29,759            |
|     | <b>Total</b> | <b>14,539,252</b>                                         | <b>14,539,252</b> | <b>0</b>              | <b>0</b> | <b>14,539,252</b>      | <b>14,539,252</b> |

**Low-Income Household Water Assistance Program (LIHWAP)**

**AUTHORIZATION NUMBER: 1**

**FUNDING SOURCE:** Low-Income Home Energy Assistance

**CFDA Number:** 93.568

**CFDA Name:** Low-Income Home Energy Assistance

**Award Name:** Low-Income Home Energy Assistance

**Award Number:** 2101NCLWC6

**Award Date:** FFY 2022

**Federal Agency:** DHHS/ACF

**GRANT INFORMATION:** This represents 100% federal dollars.

**XS411 Heading:** LIHWAP CAA

**Tracked on XS411:** Federal Share 100%

**OBLIGATIONS INCURRED AND EXPENDITURES MADE UNDER THIS ADVICE WILL BE SUBJECT TO  
LIMITATIONS PUBLISHED BY FEDERAL AND STATE AGENCIES AS TO THE AVAILABILITY OF FUNDS**

**AUTHORIZED SIGNATURE**



**DATE:**

**July 7, 2022**

# Randolph County Administration



## Memo

To: Randolph County Board of Commissioners

From: Will Massie, Asst. County Manager / Finance Officer

Date: 7/30/2022

Re: Budget Amendment – Encumbrance Carryforwards

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N. C. General Statute 159-26 requires a county with a population over 50,000 to maintain an accounting system that records and shows encumbrances. An encumbrance is created when a contract is entered into or a purchase order is issued. Once a contract is completed or a purchase order filled, the encumbrance is removed, replaced by an expenditure or liability.

Encumbrances outstanding at June 30th are added to the current year's budget by amending the budget ordinance; balances are reported in the County's year-end financial statements as part of the restricted by state statute portion of fund balance.

At June 30, 2022, the encumbrances to be carried over to the 2022-2023 General Fund budget totaled \$7,240,863.

These encumbrances consist of funds committed for renovation/maintenance projects, service contracts, technology purchases and related contracts, grant program costs, capital outlay, and restricted funds. There were also monies specifically related to strategic planning initiatives and building reuse projects in progress.

The Emergency Telephone System has \$3,367 of existing purchase orders. The Solid Waste Management Fund has encumbrances of \$27,329.

Please make the following budget amendment:

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**2022-2023 Budget Ordinance**

Budget amendment #\_\_\_\_\_

| <b>General Fund</b>                            |                 |
|------------------------------------------------|-----------------|
| <b>Revenues</b>                                | <b>Increase</b> |
| Appropriated Fund Balance                      | \$4,171,379     |
| Restricted Intergovernmental                   | \$1,863,378     |
| Miscellaneous                                  | \$250,000       |
| Transfer from Well Being Reserve               | \$956,106       |
| <b>Appropriations</b>                          | <b>Increase</b> |
| Administration                                 | \$93,222        |
| Information Technology                         | \$95,000        |
| Tax                                            | \$333,417       |
| Elections                                      | \$98,194        |
| Register of Deeds                              | \$21,398        |
| Public Buildings                               | \$413,431       |
| Sheriff                                        | \$604,865       |
| Animal Services                                | \$10,237        |
| Emergency Services                             | \$1,027,694     |
| Building Inspections                           | \$8,171         |
| Adult DRC                                      | \$49,300        |
| Juvenile DRC                                   | 1,300           |
| Other Public Safety Appropriations             | \$30,000        |
| Planning & Zoning                              | \$31,950        |
| Cooperative Extension                          | \$14,168        |
| Other Economic Development Appropriations      | \$543,633       |
| Public Works                                   | \$2,930         |
| Public Health                                  | \$2,380,117     |
| Social Services                                | \$481,901       |
| Other Human Service Appropriations             | \$473,559       |
| Public Library                                 | \$163,829       |
| Other Cultural and Recreational Appropriations | \$362,547       |

| <b>Emergency Telephone System Fund</b> |                 |
|----------------------------------------|-----------------|
| <b>Revenue</b>                         | <b>Increase</b> |
| Appropriated Fund Balance              | \$3,367         |
| <b>Appropriations</b>                  | <b>Increase</b> |
| E-911 System                           | \$3,367         |

| <b>Solid Waste Management Fund</b> |                 |
|------------------------------------|-----------------|
| <b>Revenue</b>                     | <b>Increase</b> |
| Appropriated Fund Balance          | \$27,329        |
| <b>Appropriations</b>              | <b>Increase</b> |
| Solid Waste Management             | \$27,329        |

# Randolph County Administration



## Memo

To: Randolph County Board of Commissioners

From: Will Massie, Assistant County Manager / Finance Officer

Date: 7/30/2022

Re: Budget Amendment for Deep River Trail Capital Project

The County has begun to contract for engineering and planning services for several sections of the Deep River Trail project. A budget amendment can move funding from construction to professional services to cover these contracts.

Please approve the following budget amendment to the Deep River Trail Capital Project Fund:

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### Deep River Trail Capital Project Ordinance

Amendment # 2

| Revenues          | Increase  | Decrease  |
|-------------------|-----------|-----------|
|                   |           |           |
| Appropriations    | Increase  | Decrease  |
| Professional Fees | \$125,000 |           |
| Construction      |           | \$125,000 |

## Randolph County Juvenile Day Reporting Center

*"Together we believe in making a difference."*

355 S. Fayetteville Street, Unit B  
Asheboro, NC 27203  
(336) 683-8229



To: Randolph County Board of Commissioners

From: Pamela Resch, Director of Juvenile Day Reporting Center

Date: July 26, 2022

Re: Budget Amendment-Juvenile Day Reporting Center

The Juvenile Day Reporting Center (JDRC) was recently approved to participate in a State-wide Teen Court Traffic Pilot Program and applied for and received Funding from NCDJJP for the implementation of this new component. These additional funds are available for this fiscal year and require a local match. The JDRC was awarded an additional \$17,349.00 to serve youth in Randolph County. \$17,349.00 will cover the cost of the materials needed to run the program, as well as part of the salaries and Fringe Benefits for the employees as well. Part of this money will also be used to cover additional costs for transportation, and supplies. Due to the County already providing funding to this program area there is no need for additional money to be requested from the County to cover the 30% match at this time. The JCPC Board is requesting this budget amendment to record these additional funds provided by the State. The JCPC Board is requesting this budget amendment to record these additional funds provided by the State.

| General Fund Ordinance        |          |
|-------------------------------|----------|
| Revenue                       | Increase |
| Restricted Intergovernmental  | 17,349   |
| Expenditure                   | Increase |
| Juvenile Day Reporting Center | 17,349   |



## **RANDOLPH COUNTY HUMAN RESOURCES**

♦ Randolph County Office Building ♦ 725 McDowell Road  
♦ Asheboro, North Carolina 27205

**To:** Randolph County Commissioners  
**CC:** Hal Johnson, Will Massie  
**From:** Jill N. Williams, Human Resources Director  
**Date:** August 1, 2022  
**Subject:** 2022 – 2023 Randolph County Classification Plan Update

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### **2022 – 2023 Classification Plan Update**

On February 7, 2022, the Randolph County Board of County Commissioners voted to accept \$20,000 per year for two years from the Piedmont Land Conservancy to fund a part-time, temporary, non-benefitted County Trail Coordinator position. This position title was not included in the 2022-2023 Randolph County Classification Plan that was presented to the Board for approval on July 11, 2022.

The General Employees table of the 2022 – 2023 Randolph County Classification Plan has now been updated, and the job title of County Trail Coordinator has been added at Grade 116.

### **ACTION REQUESTED:**

I request the Board's approval of the updated 2022-2023 Randolph County Classification Plan, adding the classification of County Trail Coordinator, be approved retroactively, effective 7/1/22.

#### *Attachments:*

*2022-2023 Randolph County Classification Plan – General Employees table*

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only        | POSITION                            | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|------------------|-------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |                  |                                     | Min               | Mid       | Max       | Min    | Mid   | Max   |
| 100   | <i>OSHR only</i> | CHORE PROVIDER                      | 15,080.58         | 16,328.63 | 17,680.68 | 7.25   | 7.85  | 8.50  |
| 101   |                  | TRANSPORTATION AIDE/DRIVER          | 20,592.79         | 26,105.00 | 31,804.42 | 9.90   | 12.55 | 15.29 |
| 102   |                  |                                     | 21,632.83         | 27,457.06 | 33,406.08 | 10.40  | 13.20 | 16.06 |
| 103   |                  |                                     | 22,756.08         | 28,829.91 | 35,090.95 | 10.94  | 13.86 | 16.87 |
| 104   | <i>OSHR only</i> | COMMUNITY SOCIAL SERVICES ASSISTANT | 23,900.12         | 30,265.16 | 36,838.22 | 11.49  | 14.55 | 17.71 |
|       | <i>OSHR only</i> | DATA ENTRY OPERATOR I               |                   |           |           |        |       |       |
| 105   |                  | HOUSEKEEPER                         | 25,106.57         | 31,804.42 | 38,710.29 | 12.07  | 15.29 | 18.61 |
|       |                  | OFFICE ASSISTANT II                 |                   |           |           |        |       |       |
|       | <i>OSHR only</i> | PROCESSING ASSISTANT II             |                   |           |           |        |       |       |
| 106   | <i>OSHR only</i> | DATA ENTRY OPERATOR II              | 26,375.41         | 33,406.08 | 40,644.76 | 12.68  | 16.06 | 19.54 |
|       |                  | LIBRARY ASSISTANT                   |                   |           |           |        |       |       |
| 107   |                  | OFFICE ASSISTANT III                | 27,706.67         | 35,090.95 | 42,683.24 | 13.32  | 16.87 | 20.52 |
|       | <i>OSHR only</i> | PROCESSING ASSISTANT III            |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only | POSITION                         | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|----------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                  | Min               | Mid       | Max       | Min    | Mid   | Max   |
| 108   |           | ANIMAL SERVICES COORDINATOR      | 29,100.32         | 36,838.22 | 44,825.72 | 13.99  | 17.71 | 21.55 |
|       |           | ANIMAL CARE ATTENDANT            |                   |           |           |        |       |       |
|       |           | EXTENSION SECRETARY/RECEPTIONIST |                   |           |           |        |       |       |
|       |           | HOUSEKEEPER LEAD                 |                   |           |           |        |       |       |
|       |           | LIBRARY ACCOUNTING CLERK         |                   |           |           |        |       |       |
| 109   |           | ANIMAL ADOPTION COORDINATOR      | 30,556.38         | 38,710.29 | 47,093.01 | 14.69  | 18.61 | 22.64 |
|       | OSHR only | MEDICAL OFFICE ASSISTANT         |                   |           |           |        |       |       |
|       |           | OFFICE ASSISTANT IV              |                   |           |           |        |       |       |
|       | OSHR only | PROCESSING ASSISTANT IV          |                   |           |           |        |       |       |
| 110   |           | DEBT SETOFF COORDINATOR          | 32,095.63         | 40,644.76 | 49,464.30 | 15.43  | 19.54 | 23.78 |
|       | OSHR only | DENTAL ASSISTANT                 |                   |           |           |        |       |       |
|       | OSHR only | INCOME MAINTENANCE TECHNICIAN    |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade            | OSHR only | POSITION                               | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|------------------|-----------|----------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|                  |           |                                        | Min               | Mid       | Max       | Min    | Mid   | Max   |
|                  |           | LIBRARY TECHNICIAN                     |                   |           |           |        |       |       |
| 110<br>continued |           | PERSONAL PROPERTY APPRAISAL TECHNICIAN | 32,095.63         | 40,644.76 | 49,464.30 | 15.43  | 19.54 | 23.78 |
|                  | OSHR only | PROCESSING ASSISTANT IV SUPERVISOR     |                   |           |           |        |       |       |
|                  | OSHR only | SECURITY GUARD                         |                   |           |           |        |       |       |
|                  | OSHR only | SOCIAL WORKER TRAINEE                  |                   |           |           |        |       |       |
|                  |           | TAX BILLING CLERK                      |                   |           |           |        |       |       |
|                  |           | TAX CASHIER                            |                   |           |           |        |       |       |
|                  |           | TAX DATA ENTRY SPECIALIST              |                   |           |           |        |       |       |
| 111              |           | EXTENSION SUPPORT SPECIALIST           | 33,718.10         | 42,683.24 | 51,939.60 | 16.21  | 20.52 | 24.97 |
|                  | OSHR only | FOREIGN LANGUAGE INTERPRETER I         |                   |           |           |        |       |       |
|                  | OSHR only | INCOME MAINTENANCE CASEWORKER I        |                   |           |           |        |       |       |
|                  |           | LAND RECORDS TRANSFER SPECIALIST       |                   |           |           |        |       |       |
|                  |           | MAINTENANCE WORKER                     |                   |           |           |        |       |       |
|                  | OSHR only | OFFICE WORK UNIT SUPERVISOR IV         |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only | POSITION                                | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|-----------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                         | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       | OSHR only | PRACTICAL NURSE I                       |                   |           |           |        |       |       |
|       |           | VETERAN SERVICE TECHNICIAN              |                   |           |           |        |       |       |
| 112   |           | 4-H PROGRAM ASSISTANT                   | 35,402.96         | 44,825.72 | 54,539.70 | 17.02  | 21.55 | 26.22 |
|       | OSHR only | ACCOUNTING TECHNICIAN I                 |                   |           |           |        |       |       |
|       |           | ADMINISTRATIVE ASSISTANT                |                   |           |           |        |       |       |
|       | OSHR only | ADMINISTRATIVE ASSISTANT I              |                   |           |           |        |       |       |
|       | OSHR only | ADMINISTRATIVE SECRETARY II             |                   |           |           |        |       |       |
|       |           | DELINQUENT ACCOUNTS TECHNICIAN          |                   |           |           |        |       |       |
|       |           | DEPUTY REGISTER OF DEEDS                |                   |           |           |        |       |       |
|       |           | EDUCATION & OUTREACH SUPPORT SPECIALIST |                   |           |           |        |       |       |
|       |           | ELECTIONS PROGRAM SPECIALIST            |                   |           |           |        |       |       |
|       |           | FINANCE TECHNICIAN I                    |                   |           |           |        |       |       |
|       | OSHR only | HUMAN RESOURCES PLACEMENT SPECIALIST    |                   |           |           |        |       |       |
|       | OSHR only | MEDICAL LAB TECHNICIAN I                |                   |           |           |        |       |       |
|       |           | SPECIAL PROJECTS COORDINATOR            |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only | POSITION                          | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|-----------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                   | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       |           | SUBSTANCE ABUSE WORKER            |                   |           |           |        |       |       |
|       |           | TAX INFORMATION SPECIALIST        |                   |           |           |        |       |       |
| 113   | OSHR only | ACCOUNTING CLERK IV               | 37,191.83         | 47,093.01 | 57,285.40 | 17.88  | 22.64 | 27.54 |
|       | OSHR only | ACCOUNTING TECHNICIAN II          |                   |           |           |        |       |       |
|       |           | ANIMAL CONTROL OFFICER            |                   |           |           |        |       |       |
|       |           | CASE MANAGER                      |                   |           |           |        |       |       |
|       | OSHR only | ENVIRONMENTAL HEALTH TECHNICIAN   |                   |           |           |        |       |       |
|       |           | FINANCE TECHNICIAN II             |                   |           |           |        |       |       |
|       | OSHR only | INCOME MAINTENANCE CASEWORKER II  |                   |           |           |        |       |       |
|       | OSHR only | INCOME MAINTENANCE INVESTIGATOR I |                   |           |           |        |       |       |
|       | OSHR only | INFORMATION PROCESSING TECHNICIAN |                   |           |           |        |       |       |
|       |           | MENTORING PEER ADVOCATE           |                   |           |           |        |       |       |
|       | OSHR only | NUTRITIONIST I                    |                   |           |           |        |       |       |
|       | OSHR only | OFFICE WORK UNIT SUPERVISOR V     |                   |           |           |        |       |       |
|       | OSHR only | PRACTICAL NURSE II                |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only | POSITION                                  | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|-------------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                           | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       |           | REAL PROPERTY APPRAISAL TECHNICIAN        |                   |           |           |        |       |       |
|       |           | SALES ANALYST                             |                   |           |           |        |       |       |
|       | OSHR only | SOCIAL WORKER I                           |                   |           |           |        |       |       |
| 114   |           | ASSISTANT VETERAN SERVICE OFFICER         | 39,063.90         | 49,464.30 | 60,155.91 | 18.78  | 23.78 | 28.92 |
|       |           | CHILD SUPPORT SPECIALIST                  |                   |           |           |        |       |       |
|       |           | ELECTIONS SYSTEMS SPECIALIST              |                   |           |           |        |       |       |
|       | OSHR only | EXECUTIVE ASSISTANT I                     |                   |           |           |        |       |       |
|       |           | FINANCE TECHNICIAN III                    |                   |           |           |        |       |       |
|       |           | HOUSEKEEPER FOREMAN                       |                   |           |           |        |       |       |
|       |           | HUMAN RESOURCES TECHNICIAN                |                   |           |           |        |       |       |
|       | OSHR only | HUMAN SERVICES COORDINATOR I              |                   |           |           |        |       |       |
|       |           | INFORMATION TECHNOLOGY SUPPORT TECHNICIAN |                   |           |           |        |       |       |
|       |           | INSPECTIONS ADMINISTRATIVE TECHNICIAN     |                   |           |           |        |       |       |
|       |           | MAINTENANCE TECHNICIAN                    |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only | POSITION                                 | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|------------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                          | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       | OSHR only | MEDICAL LAB TECHNICIAN II                |                   |           |           |        |       |       |
|       |           | PROPERTY DEVELOPMENT TECHNICIAN          |                   |           |           |        |       |       |
|       |           | SIGN TECHNICIAN                          |                   |           |           |        |       |       |
|       |           | VETERAN SERVICE OFFICER                  |                   |           |           |        |       |       |
| 115   |           | ADDRESSING COORDINATOR                   | 41,019.18         | 51,939.60 | 63,172.03 | 19.72  | 24.97 | 30.37 |
|       |           | DEPUTY TAX COLLECTOR                     |                   |           |           |        |       |       |
|       |           | FINANCE TECHNICIAN IV                    |                   |           |           |        |       |       |
|       | OSHR only | INCOME MAINTENANCE CASEWORKER III        |                   |           |           |        |       |       |
|       | OSHR only | INCOME MAINTENANCE INVESTIGATOR II       |                   |           |           |        |       |       |
|       |           | LIBRARIAN I                              |                   |           |           |        |       |       |
|       |           | MANAGEMENT INFORMATION SYSTEM SPECIALIST |                   |           |           |        |       |       |
|       | OSHR only | NUTRITIONIST II                          |                   |           |           |        |       |       |
|       | OSHR only | PARALEGAL I                              |                   |           |           |        |       |       |
|       |           | PAYROLL TECHNICIAN                       |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only | POSITION                                               | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|--------------------------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                                        | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       |           | PERSONAL PROPERTY APPRAISER                            |                   |           |           |        |       |       |
|       | OSHR only | PUBLIC HEALTH EDUCATION SPECIALIST                     |                   |           |           |        |       |       |
|       | OSHR only | PUBLIC HEALTH EDUCATOR I                               |                   |           |           |        |       |       |
|       |           | TAX PARALEGAL                                          |                   |           |           |        |       |       |
|       | OSHR only | VOLUNTEER SERVICES DIRECTOR I                          |                   |           |           |        |       |       |
| 116   |           | ADMINISTRATIVE ASSISTANT/DEPUTY CLERK TO THE BOARD     | 43,078.46         | 54,539.70 | 66,333.75 | 20.71  | 26.22 | 31.89 |
|       | OSHR only | COMPUTING SUPPORT TECHNICIAN I                         |                   |           |           |        |       |       |
|       |           | *COUNTY TRAIL COORDINATOR                              |                   |           |           |        |       |       |
|       |           | CRIMINAL JUSTICE / PRE-TRIAL SUBSTANCE ABUSE COUNSELOR |                   |           |           |        |       |       |
|       | OSHR only | DENTAL HYGIENIST I                                     |                   |           |           |        |       |       |
|       |           | HELPDESK TECHNICIAN I                                  |                   |           |           |        |       |       |
|       | OSHR only | INCOME MAINTENANCE SUPERVISOR I                        |                   |           |           |        |       |       |
|       |           | LEAD CHILD SUPPORT SPECIALIST                          |                   |           |           |        |       |       |
|       |           | MAINTENANCE FOREMAN                                    |                   |           |           |        |       |       |
|       |           | OFFICE MANAGER                                         |                   |           |           |        |       |       |
|       |           | PROJECT SAFE NEIGHBORHOODS COORDINATOR                 |                   |           |           |        |       |       |
|       | OSHR only | PUBLIC HEALTH TECHNICIAN                               |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade            | OSHR only | POSITION                                                | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|------------------|-----------|---------------------------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|                  |           |                                                         | Min               | Mid       | Max       | Min    | Mid   | Max   |
|                  |           | REAL PROPERTY APPRAISER I                               |                   |           |           |        |       |       |
|                  |           | SOIL & WATER ENVIRONMENTAL SPECIALIST                   |                   |           |           |        |       |       |
| 117              |           | ASSISTANT REGISTER OF DEEDS - SYSTEM SUPPORT SPECIALIST | 45,241.74         | 57,285.40 | 69,620.28 | 21.75  | 27.54 | 33.47 |
|                  |           | BENEFITS COORDINATOR                                    |                   |           |           |        |       |       |
|                  |           | CIRCULATION SUPERVISOR                                  |                   |           |           |        |       |       |
|                  |           | CODES ENFORCEMENT OFFICER                               |                   |           |           |        |       |       |
|                  |           | COMPUTER ANALYST I                                      |                   |           |           |        |       |       |
| 117<br>continued | OSHR only | ENVIRONMENTAL HEALTH SPECIALIST                         | 45,241.74         | 57,285.40 | 69,620.28 | 21.75  | 27.54 | 33.47 |
|                  |           | HELPDESK TECHNICIAN II                                  |                   |           |           |        |       |       |
|                  |           | HUMAN RESOURCES SPECIALIST                              |                   |           |           |        |       |       |
|                  | OSHR only | HUMAN SERVICES COORDINATOR II                           |                   |           |           |        |       |       |
|                  | OSHR only | INCOME MAINTENANCE SUPERVISOR II                        |                   |           |           |        |       |       |
|                  |           | LAND RECORDS SUPERVISOR                                 |                   |           |           |        |       |       |
|                  |           | PARENTS AS TEACHERS COORDINATOR                         |                   |           |           |        |       |       |
|                  |           | PAYROLL SPECIALIST                                      |                   |           |           |        |       |       |
|                  |           | PERSONAL PROPERTY AUDITOR                               |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only | POSITION                         | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|----------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                  | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       |           | PROPERTY DEVELOPMENT SPECIALIST  |                   |           |           |        |       |       |
|       | OSHR only | PUBLIC HEALTH EDUCATOR II        |                   |           |           |        |       |       |
|       |           | REAL PROPERTY APPRAISER II       |                   |           |           |        |       |       |
|       | OSHR only | SOCIAL WORKER II                 |                   |           |           |        |       |       |
|       |           | SOIL & WATER ADMINISTRATOR       |                   |           |           |        |       |       |
|       |           | TAX DATA ANALYST                 |                   |           |           |        |       |       |
|       |           | ZONING CODES ENFORCEMENT OFFICER |                   |           |           |        |       |       |
| 118   | OSHR only | ACCOUNTING SPECIALIST I          | 47,509.03         | 60,155.91 | 73,114.81 | 22.84  | 28.92 | 35.15 |
|       | OSHR only | DENTAL HYGIENIST II              |                   |           |           |        |       |       |
|       |           | GIS MAPPER                       |                   |           |           |        |       |       |
|       |           | GIS PLANNER                      |                   |           |           |        |       |       |
|       |           | HUMAN RESOURCES COORDINATOR      |                   |           |           |        |       |       |
|       |           | LIBRARIAN II                     |                   |           |           |        |       |       |
|       |           |                                  |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

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% within range        54%

| Grade | OSHR only | POSITION                                    | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|---------------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                             | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       |           | LIBRARY BUSINESS MANAGER                    |                   |           |           |        |       |       |
|       |           | MEDIA COMMUNICATIONS SPECIALIST             |                   |           |           |        |       |       |
|       |           | PLANNING SYSTEMS COORDINATOR                |                   |           |           |        |       |       |
|       |           | PROGRAM ACCOUNTANT                          |                   |           |           |        |       |       |
|       |           | PROJECT MANAGER/ANALYST                     |                   |           |           |        |       |       |
|       |           | REAL PROPERTY APPRAISER III                 |                   |           |           |        |       |       |
| 119   |           | ADULT DAY REPORTING CENTER PROGRAM DIRECTOR | 49,901.12         | 63,172.03 | 76,775.75 | 23.99  | 30.37 | 36.91 |
|       |           | ASSISTANT TAX COLLECTOR                     |                   |           |           |        |       |       |
|       |           | CODES ENFORCEMENT OFFICER SPECIALIST        |                   |           |           |        |       |       |
|       |           | COUNTY HISTORY LIBRARIAN                    |                   |           |           |        |       |       |
|       |           | FINANCE SPECIALIST                          |                   |           |           |        |       |       |
|       | OSHR only | HUMAN SERVICES COORDINATOR III              |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only | POSITION                           | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                    | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       | OSHR only | HUMAN SERVICES EVALUATOR I         |                   |           |           |        |       |       |
|       |           | INFRASTRUCTURE SERVICES SPECIALIST |                   |           |           |        |       |       |
|       | OSHR only | PUBLIC HEALTH NURSE I              |                   |           |           |        |       |       |
|       |           | PURCHASING OFFICER                 |                   |           |           |        |       |       |
|       |           | REPORTING SPECIALIST               |                   |           |           |        |       |       |
|       |           | SENIOR CODES ENFORCEMENT OFFICER   |                   |           |           |        |       |       |
|       | OSHR only | SOCIAL WORKER III                  |                   |           |           |        |       |       |
|       |           | SUBSTANCE ABUSE COUNSELOR          |                   |           |           |        |       |       |
| 120   | OSHR only | ACCOUNTING SPECIALIST II           | 52,397.22         | 66,333.75 | 80,644.70 | 25.19  | 31.89 | 38.77 |
|       |           | ANIMAL SERVICES MANAGER            |                   |           |           |        |       |       |
|       |           | ASSISTANT HUMAN RESOURCES DIRECTOR |                   |           |           |        |       |       |
|       |           | BUSINESS OPERATIONS MANAGER        |                   |           |           |        |       |       |
|       |           | DEPUTY ZONING ADMINISTRATOR        |                   |           |           |        |       |       |
|       |           | DOCUMENT IMAGING SPECIALIST        |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

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% within range        54%

| Grade | OSHR only | POSITION                                              | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|-------------------------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                                       | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       |           | FIELD OPERATIONS MANAGER                              |                   |           |           |        |       |       |
|       |           | GIS SPECIALIST                                        |                   |           |           |        |       |       |
|       |           | LIBRARIAN III                                         |                   |           |           |        |       |       |
|       | OSHR only | NUTRITION PROGRAM SUPERVISOR                          |                   |           |           |        |       |       |
|       |           | PERSONAL PROPERTY SUPERVISOR                          |                   |           |           |        |       |       |
|       |           | PUBLIC SAFETY SPECIALIST                              |                   |           |           |        |       |       |
|       |           | REAL PROPERTY APPRAISER SUPERVISOR                    |                   |           |           |        |       |       |
|       | OSHR only | SOCIAL WORK SUPERVISOR I                              |                   |           |           |        |       |       |
|       | OSHR only | SOCIAL WORKER INVESTIGATIVE/ ASSESSMENT AND TREATMENT |                   |           |           |        |       |       |
|       |           | WEB DEVELOPER                                         |                   |           |           |        |       |       |
| 121   |           | BUSINESS ANALYST                                      | 55,018.12         | 69,620.28 | 84,680.06 | 26.45  | 33.47 | 40.71 |
|       |           | COMPUTER ANALYST II                                   |                   |           |           |        |       |       |
|       | OSHR only | COMPUTER SYSTEMS ADMINISTRATOR I                      |                   |           |           |        |       |       |
|       |           | DATABASE ADMINISTRATOR/PROGRAMMER                     |                   |           |           |        |       |       |
|       |           | GIS ANALYST/PROGRAMMER                                |                   |           |           |        |       |       |
|       |           | INSPECTIONS DEPUTY DIRECTOR                           |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only | POSITION                                                     | ANNUAL - 40 hr/wk |           |           | HOURLY |       |       |
|-------|-----------|--------------------------------------------------------------|-------------------|-----------|-----------|--------|-------|-------|
|       |           |                                                              | Min               | Mid       | Max       | Min    | Mid   | Max   |
|       |           | NETWORK ADMINISTRATOR                                        |                   |           |           |        |       |       |
|       | OSHR only | PUBLIC HEALTH NURSE II                                       |                   |           |           |        |       |       |
|       | OSHR only | SOCIAL WORK SUPERVISOR II                                    |                   |           |           |        |       |       |
|       |           | VETERAN SERVICE DIRECTOR                                     |                   |           |           |        |       |       |
| 122   | OSHR only | COUNTY SOCIAL SERVICES TRAINING OFFICER                      | 57,784.62         | 73,114.81 | 88,944.22 | 27.78  | 35.15 | 42.76 |
|       | OSHR only | ENVIRONMENTAL HEALTH SUPERVISOR I                            |                   |           |           |        |       |       |
|       | OSHR only | INCOME MAINTENANCE ADMINISTRATOR I                           |                   |           |           |        |       |       |
|       |           | INTERNAL AUDITOR                                             |                   |           |           |        |       |       |
|       | OSHR only | NUTRITION PROGRAM DIRECTOR                                   |                   |           |           |        |       |       |
|       | OSHR only | PUBLIC HEALTH NURSE III                                      |                   |           |           |        |       |       |
|       | OSHR only | PUBLIC HEALTH STRATEGIST                                     |                   |           |           |        |       |       |
|       | OSHR only | SOCIAL WORK SUPERVISOR III                                   |                   |           |           |        |       |       |
| 123   |           | ANIMAL SERVICES DIRECTOR                                     | 60,675.93         | 76,775.75 | 93,374.79 | 29.17  | 36.91 | 44.89 |
|       |           | CHILD SUPPORT SERVICES DIRECTOR                              |                   |           |           |        |       |       |
|       |           | CLERK TO THE BOARD/EXECUTIVE ASSISTANT TO THE COUNTY MANAGER |                   |           |           |        |       |       |
|       |           | ELECTIONS DIRECTOR                                           |                   |           |           |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

% between grades    5.00%  
% within range        54%

| Grade | OSHR only        | POSITION                                       | ANNUAL - 40 hr/wk |           |            | HOURLY |       |       |
|-------|------------------|------------------------------------------------|-------------------|-----------|------------|--------|-------|-------|
|       |                  |                                                | Min               | Mid       | Max        | Min    | Mid   | Max   |
|       | <i>OSHR only</i> | ENVIRONMENTAL HEALTH DIRECTOR I                |                   |           |            |        |       |       |
|       |                  | RISK MANAGER                                   |                   |           |            |        |       |       |
|       |                  | WELLNESS ADMINISTRATOR                         |                   |           |            |        |       |       |
| 124   |                  | APPLICATION INTEGRATION MANAGER                | 63,712.85         | 80,644.70 | 98,054.97  | 30.63  | 38.77 | 47.14 |
|       |                  | ASSISTANT LIBRARY DIRECTOR                     |                   |           |            |        |       |       |
|       |                  | DEPUTY FINANCE OFFICER                         |                   |           |            |        |       |       |
|       |                  | INFRASTRUCTURE SERVICES MANAGER                |                   |           |            |        |       |       |
|       | <i>OSHR only</i> | PUBLIC HEALTH NURSING SUPERVISOR I             |                   |           |            |        |       |       |
|       | <i>OSHR only</i> | SOCIAL WORK PROGRAM ADMINISTRATOR I            |                   |           |            |        |       |       |
|       |                  | SOIL & WATER ENGINEER                          |                   |           |            |        |       |       |
| 125   | <i>OSHR only</i> | COUNTY SOCIAL SERVICES BUSINESS OFFICER I      | 66,895.37         | 84,680.06 | 102,963.96 | 32.16  | 40.71 | 49.50 |
|       |                  | JUVENILE DAY REPORTING CENTER PROGRAM DIRECTOR |                   |           |            |        |       |       |
| 126   |                  |                                                | 70,244.30         | 88,944.22 | 108,122.56 | 33.77  | 42.76 | 51.98 |
| 127   | <i>OSHR only</i> | ASSISTANT DSS DIRECTOR                         | 73,759.64         | 93,374.79 | 113,530.77 | 35.46  | 44.89 | 54.58 |
|       | <i>OSHR only</i> | ASSISTANT LOCAL HEALTH DIRECTOR                |                   |           |            |        |       |       |

**2022 - 2023 Randolph County  
Classification Plan**

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% within range        54%

| Grade | OSHR only | POSITION                            | ANNUAL - 40 hr/wk |            |            | HOURLY |       |       |
|-------|-----------|-------------------------------------|-------------------|------------|------------|--------|-------|-------|
|       |           |                                     | Min               | Mid        | Max        | Min    | Mid   | Max   |
|       | OSHR only | ATTORNEY I                          |                   |            |            |        |       |       |
|       |           | INSPECTIONS DIRECTOR                |                   |            |            |        |       |       |
|       |           | MAINTENANCE DIRECTOR                |                   |            |            |        |       |       |
|       | OSHR only | PHYSICIAN EXTENDER I                |                   |            |            |        |       |       |
|       | OSHR only | PUBLIC HEALTH DIRECTOR OF NURSING I |                   |            |            |        |       |       |
|       |           | REGISTER OF DEEDS                   |                   |            |            |        |       |       |
| 128   |           | COUNTY ENGINEER                     | 77,462.18         | 98,054.97  | 119,188.58 | 37.24  | 47.14 | 57.30 |
|       |           | LIBRARY DIRECTOR                    |                   |            |            |        |       |       |
|       |           | PLANNING & ZONING DIRECTOR          |                   |            |            |        |       |       |
| 129   | OSHR only | ATTORNEY II                         | 81,351.93         | 102,963.96 | 125,179.21 | 39.11  | 49.50 | 60.18 |
|       |           | HUMAN RESOURCES DIRECTOR            |                   |            |            |        |       |       |
|       |           | INFORMATION TECHNOLOGY DIRECTOR     |                   |            |            |        |       |       |
|       | OSHR only | PHYSICIAN EXTENDER II               |                   |            |            |        |       |       |
|       |           | TAX ADMINISTRATOR                   |                   |            |            |        |       |       |
| 130   |           | ASSOCIATE COUNTY ATTORNEY           | 85,428.89         | 108,122.56 | 131,440.26 | 41.07  | 51.98 | 63.19 |
| 131   | OSHR only | COUNTY SOCIAL SERVICES DIRECTOR     | 89,713.85         | 113,530.77 | 138,013.31 | 43.13  | 54.58 | 66.35 |

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% within range        54%

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|-------|------------------|--------------------------------------------|-------------------|------------|------------|--------|-------|-------|
|       |                  |                                            | Min               | Mid        | Max        | Min    | Mid   | Max   |
|       | <i>OSHR only</i> | <i>LOCAL HEALTH DIRECTOR</i>               |                   |            |            |        |       |       |
| 132   |                  |                                            | 94,206.82         | 119,188.58 | 144,939.97 | 45.29  | 57.30 | 69.68 |
| 133   |                  |                                            | 98,928.60         | 125,179.21 | 152,157.85 | 47.56  | 60.18 | 73.15 |
| 134   |                  |                                            | 103,879.20        | 131,440.26 | 159,770.94 | 49.94  | 63.19 | 76.81 |
| 135   |                  | ASSISTANT COUNTY MANAGER / FINANCE OFFICER | 109,079.40        | 138,013.31 | 167,800.05 | 52.44  | 66.35 | 80.67 |

\*Added 8/1/22, retroactively to 7/1/22. Position approved by BOCC at the 2/7/22 BOCC meeting.



# Randolph County

## DEPARTMENT OF EMERGENCY SERVICES

760 New Century Drive  
Asheboro, NC 27205

Ph: 336-318-6911  
Fax: 336-318-6951

[www.randolphcountync.gov](http://www.randolphcountync.gov)



### *Office of the Chief*

August 1, 2022

Pursuant to the Randolph County Emergency Management Ordinance, Randolph County Emergency Operating Procedures, and by the authority under Chapter 166A of the NC General Statutes, on March 16, 2020, as Chairman of the Board of County Commissioners, I issued and declared a local state of emergency for Randolph County Government in response to the COVID-19 pandemic.

The local state of emergency authorized and charged the Randolph County Manager to activate the Crisis Management Team, to initiate the Randolph County Continuity of Operations plan along with appropriate personnel, and to launch County operational actions necessary to ensure the continuity of services in Randolph County Government.

This has been, by far, the longest local declaration of a local state of emergency in Randolph County's history. The State of Emergency issued by the State is set to expire on August 16, 2022. Therefore, I am issuing the declaration to terminate the local state of emergency for Randolph County and the municipalities incorporated into Randolph County's declaration and allow it to expire on August 16, 2022.



STATE OF NORTH CAROLINA

COUNTY OF RANDOLPH

## DECLARATION TERMINATING A LOCAL COUNTY STATE OF EMERGENCY

### SECTION 1.

On \_\_\_ March 16\_\_\_\_\_, 2020\_\_\_\_\_, at \_4\_:00\_ am / pm, I determined and declared a local State of Emergency for the following:

☒ All unincorporated areas of Randolph County

☐ Other: \_\_\_\_\_  
\_\_\_\_\_

### SECTION 2.

I have determined that a State of Emergency no longer exists in the emergency area indicated in Section 1 above.

### SECTION 3.

I thereby terminate the declaration of a local State of Emergency and all of the restrictions and orders therein.

### SECTION 4.

This declaration shall become effective immediately. Declared this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, at \_\_\_\_:\_\_\_\_ am / pm.

---

Darrell Frye, Chairman  
Randolph County Board of Commissioners

# **An Ordinance Governing Animal Services in Randolph County**

## **PURPOSE**

To provide for the orderly, humane treatment of domesticated animals, to control and prevent the spread of rabies and other communicable diseases, to regulate the possession or harboring of exotic reptiles and wild and dangerous animals, to provide for the operation of an animal shelter for such animals, to appoint animal services officers as well as animal cruelty investigators, and to promote the health, safety and welfare of the citizens of Randolph County, the Board of County Commissioners of Randolph County does enact the following ordinance.

## **Section 1. DEFINITIONS**

- A. Animal Services Officers—Person or persons properly appointed by the Randolph County Manager to enforce all sections of this ordinance and who are responsible for discharging such other duties and functions as may be prescribed by and through the authority described in North Carolina General Statute 67-30.
- B. Animal Services Director—Person appointed to perform, as department head, professional administrative work in the leadership, supervision, direction, and coordination of the operations of the Animal Services Department. The position reports directly to the County Manager.
- C. Animal Cruelty Investigator—Person or persons appointed by the Randolph County Board of Commissioners under North Carolina General Statute 19A-45 to investigate suspected cases of cruelty to animals.
- D. Animal—Domestic or wild mammals capable of transmitting rabies or other communicable diseases to other animals or humans.
- E. Animal Shelter—Any premises designated by the Randolph County Commissioners for the purpose of impoundment, adoption, and disposal of animals.
- F. Appeals Board—A subcommittee of the Animal Services Advisory Board which is comprised of members appointed by the Randolph County Board of Commissioners. The members of the Appeals Board are appointed by the Advisory Board. The Appeals Board shall consist of at least 3 but not more than 5 members.
- G. At Large—An animal shall be deemed to be at large when it is off the property of its Owner and not under physical restraint of some competent person.
- H. Board of County Commissioners—Randolph County Board of Commissioners.
- I. Cage—Enclosures constructed of bars or wire mesh of adequate strength, or equivalent material, which secures all sides, top and bottom from entry or egress.
- J. Cat—A domestic feline.

- K. Competent Person—A person of suitable age and discretion to keep an animal under sufficient restraint and control in order to prevent harm to persons, to the animal, and to other animals, including but not limited to domestic livestock or property.
- L. County—Randolph County.
- M. County Manager—The Randolph County Manager.
- N. Dangerous Dog—Any dog that, without provocation, has killed or inflicted severe injury on a person, or killed or inflicted severe injury on a domestic animal when not on the Owner's real property, or approached a person when not on the Owner's real property in a vicious or terrorizing manner in an apparent attitude of attack.
- O. Dog—A domestic canine.
- P. Entrance to Owner's Property—The part of the Owner's real property where the majority of visitors enter the property and would be most likely to see a "Dangerous Dog" sign.
- Q. Exotic Mammals—All mammals designated by the Centers for Disease Control and Prevention, Department of Agriculture, or other National or State public health protection agencies as embargoed or prohibited under legal protection orders. No reference or regulations in this ordinance applied to exotic mammals under the control of the North Carolina Zoological Park.
- R. Exotic Reptiles—All reptiles not native to North Carolina. No reference or regulations in this ordinance applied to exotic reptiles under the control of the North Carolina Zoological Park.
- S. Exposed to Rabies—An animal shall be deemed to have been exposed to rabies if it has been bitten by or been in the presence of or suspected of being in the presence of any animal known or suspected to have been infected with rabies.
- T. Health Director—the Randolph County Health Director or their designee.
- U. Impoundment—The confinement of an animal in an animal shelter or in the custody of an animal control officer or other person authorized by this ordinance to have custody of such animal.
- V. Livestock—Includes but is not limited to equine animals, bovine animals, sheep, goats, llamas, alpacas, swine, domestic fowl, or other animals kept for profit or pleasure.
- W. Owner, Harboring, Possessor—any person owning, keeping, having charge of, sheltering, feeding, harboring, or taking care of any animal or who knowingly permits an animal to remain on or about any premises occupied or controlled by such person for more than ten (10) days.

- X. Owner's Real Property—Any real property owned, leased by, or in the lawful possession of the Owner but does not include any public right-of-way or a common area of a condominium, apartment complex, or townhouse development.
- Y. Person—An individual or parent/guardian of a minor, corporation, partnership, organization, or institution recognized as a legal entity.
- Z. Qualified Rescue—an animal rescue that is duly formed as a 501(c)(3) organization.
- AA. Restraint—To humanely control an animal by leash, cage, bridle, or similar effective device for the purposes of protecting the animal from other animals or protecting people or other animals from the animal.
- BB. Severe Injury—Any physical injury that results in broken bones or disfiguring lacerations or requires cosmetic or corrective surgery or hospitalization.
- CC. Shelter—A structure with a minimum of three sides, a roof, and a bottom used to house the animal and protect it from the weather.
- DD. Sheriff—the Randolph County Sheriff or his authorized representative.
- EE. Stray--Any animal not under restraint and found off the property of its Owner not bearing identification of its Owner.
- FF. Tethering—The act of tying, chaining, or restraining a dog to a fixed object with a rope, chain, or other device in order to keep the dog confined.
- GG. Veterinarian—A person licensed to practice veterinary medicine in the State of North Carolina.
- HH. Wild and Dangerous Animals—Animals of the cat, bear, and wolf species and non-human primates which are normally born and live in a wild habitat, even though such species may be raised and kept in captivity. No reference or regulation in this ordinance applied to wild and dangerous animals that are under the control of the North Carolina Zoological Park.

## **Section 2. AGENCY AUTHORITY AND RESPONSIBILITY**

The Board of Commissioners, in establishing this ordinance, grants authority to:

- A. The Randolph County Animal Services Director to:
1. Employ and supervise animal services officers.
  2. Seize and impound animals in violation of this ordinance.
  3. Issue notices of violation of this ordinance.

4. Assist the Randolph County Health Director in controlling the spread of rabies in animals and persons.
  5. Educate the public concerning rabies control.
  6. Establish and maintain the general animal services program as described herein.
  7. Establish and operate the animal shelter for the purpose of humanely impounding animals and to collect fees as approved by the Board of Commissioners.
  8. Keep accurate and detailed records of all animal services activities.
  9. Investigate all animal bites in cooperation with the Randolph County Health Director.
  10. Offer animals for adoption, humanely destroy, or otherwise dispose of animals in ways approved by this ordinance.
  11. Investigate cruelty to or abuse of animals.
- B. The Randolph County Tax Department to charge and collect a privilege fee from all persons listing a dog for county taxes as set by the Board of County Commissioners.
- C. The Randolph County Sheriff's Department to assist Animal Services, when requested, in carrying out the provisions of this ordinance.

### Section 3. ANIMAL SERVICES

#### A. Shelter Operation.

##### 1. Impoundment.

- a. In performing duties under the provisions of this ordinance, Animal Services may impound any seized animal. They may also impound animals released by their Owners to the County.
- b. Animal Services will use all reasonable means to notify promptly the Owners of impounded animals. Animals will be held for a minimum of 72 hours, excluding County holidays and weekends. This time period will begin at the time of impoundment.
- c. Animal Services will provide impounded animals with daily care such as sanitary conditions, adequate food and water, protection from extremes of weather, protections from injury from fighting with other animals, and protection from obviously sick animals, and will prohibit females in heat from being impounded in the same cage with males.

##### 2. Redemption and Surrender by Owner.

- a. Redemption—the Owner of an animal impounded under this ordinance may redeem the animal and regain possession within 72 hours, excluding County holidays and weekends, after complying with all applicable provisions of this ordinance and by paying applicable fees as determined by the fee schedule set by the Board of County Commissioners. Unless proof of a current rabies vaccination

can be furnished, an Owner who redeems an animal at the shelter will be given a “proof of rabies vaccination notice” at the time of redemption. This notice will be stamped with a date stating the maximum time limit allowed to take the animal to the vet of such person’s choice for rabies vaccination. The licensed vet will complete the notice by verifying that the vaccination was given. The vet or the Owner may return the form to the animal shelter. Payment for vaccination is the responsibility of the Owner of such animal.

- b. Surrender—an Owner may surrender an animal to Randolph County Animal Services by certifying, in writing to the following:
- That he/she is the legal Owner of the animal; and
  - That he/she understands and agrees that the animal may be placed for adoption or humanely destroyed; and
  - That he/she will indemnify and hold Randolph County Animal Services harmless from loss or damage, including attorneys’ fees, by reason of the destruction or placement for adoption of said animal; and
  - That he/she transfers ownership of said animal to the County and releases any and all future claims with respect to said animal.

An animal surrendered by its Owner pursuant to this section may be immediately placed for adoption, offered to a Qualified Rescue, or humanely destroyed. Fees for Owner surrender are set by the Randolph County Board of Commissioners.

### 3. Adoption.

- a. Any animal determined by Animal Services staff to be eligible for adoption may be adopted in accordance with the provisions of this section.
- b. All dogs/cats adopted from the Animal Shelter must be spayed or neutered as provided herein.
- c. Dogs and cats at the recommended age for spay/neuter will receive this procedure as appropriate at the Animal Shelter. The adopter shall pay the adoption fee for dogs/cats as appropriate. Fees for adoption are set by the Randolph County Board of Commissioners.
- d. Young dogs and cats (those younger than the age for which spay/neuter is recommended) may be adopted from the Animal Shelter pursuant to the terms of this paragraph. When the adopter takes a dog or cat too young for spay/neuter from the shelter, he/she shall agree to ensure the dog or cat receives a spay or neuter at the appropriate age as recommended by the Animal Shelter or a veterinarian of their choice. Once the dog or cat has been spayed/neutered, the adopter must present proof from the veterinarian that the adopted animal has

undergone the procedure within the designated timeframe. An adopter who fails to have an adopted animal spayed or neutered as provided in this section shall be charged with “Failure to Spay or Neuter an Adopted Animal”, a Class 3 misdemeanor.

4. Euthanasia.

- a. If an impounded animal is not redeemed by its Owner within 72 hours, it may be humanely destroyed.
- b. Euthanasia is to be performed by Animal Services personnel who have completed training by a licensed veterinarian. Euthanasia procedures must be approved by and signed by a licensed veterinarian.
- c. Any animal seized and/or impounded which is badly wounded, diseased (but not a rabies suspect), or not weaned and has no identification shall be immediately humanely destroyed. If the animal has identification, Animal Services shall attempt to notify the Owner before destroying said animal. If the Owner cannot be reached readily, and the animal is suffering, Animal Services may destroy the animal at its discretion in a humane manner.

5. Municipalities Requesting Animal Shelter Services.

- a. Municipalities located within Randolph County which elect to impound animals into the Randolph County Animal Shelter, or which release animals to the County for euthanasia or disposition under this ordinance, must certify in writing that the animal has been lawfully obtained.
- b. By delivering animals to the Randolph County Animal Shelter, such municipalities consent to the jurisdiction of Randolph County with respect to the matters set forth in this ordinance and warrant to the County that the animal may be processed or destroyed within the terms and conditions of this ordinance. Delivery of such animals to the Randolph County Animal Shelter for processing and disposition shall constitute a conclusive presumption that the delivering municipality, by resolution, has allowed this ordinance to be applicable within the municipality with respect to said delivered animals.

B. Animals Out of Control.

1. Nuisance—It shall be unlawful for any person to own, keep, possess, or maintain an animal in such a manner as to constitute a public nuisance or a nuisance to neighbors. By way or example, and not of limitation, the following acts or actions of an Owner, harbinger, or possessor of an animal are hereby declared to be a public nuisance and are therefore unlawful:

- a. Having an animal that disturbs the rights of, threatens the safety of, or damages a member of the general public, or interferes with the ordinary use and enjoyment of their property; or
  - b. Allowing or permitting an animal to damage the property of anyone other than its Owner, including, but not limited to, turning over garbage containers or damaging gardens, flowers, or vegetables, or defecating upon the property of another; or
  - c. Maintaining animals in an environment of unsanitary conditions or lack of cleanliness which results in offensive odor or is dangerous to the public health, welfare, or safety or a failure to maintain a condition of good order and cleanliness which reduces the possibility of transmission of disease; or
  - d. Maintaining property that is offensive, annoying or dangerous to the public health, safety or welfare of the community because of the number, type, variety, density, or location of the animals on the property; or
  - e. Allowing or permitting an animal to bark, whine, or howl in an excessive, continuous, or untimely fashion so as to interfere with the reasonable use and enjoyment of neighboring premises; or
  - f. Maintaining an animal that is diseased and dangerous to the public health; or
  - g. Maintaining an animal that habitually or repeatedly chases, snaps at, attacks or barks at pedestrians, joggers, dogs walked on a leash by Owners, bicycles, or vehicles; or
  - h. Failing to confine a female cat or dog while in season in a building or secure enclosure in such a manner that she cannot come into contact with another dog or cat or create a nuisance by attracting other animals, provided this section shall not be construed to prohibit the intentional breeding of animals within an enclosed concealed area on the premises of the Owner of an animal which is being bred.
2. Running At Large.
- a. It shall be unlawful for any person owning or controlling any animal or livestock to allow the same to create a danger to the public by running at large. Animal services officers may pick up and confine, at the Randolph County Animal Shelter, any animal or livestock endangering property, people or livestock. Officers may also issue civil citations with fines for animals or livestock in violation. Each person owning or controlling an animal or livestock shall be responsible for taking whatever measures are reasonably necessary for keeping the animal or livestock on the Owner's property, or restrained on a leash or in a vehicle (passenger compartment, trailer or bed enclosure) when off the Owner's property.

- b. On property one acre or less—it shall be unlawful for any person owning or having possession, custody or control of any animal or livestock to keep such animal on his property unless such animal or livestock is under sufficient restraint such as a leash, bridle, cage (or similar device which restrains and controls the animal), or adequately contained by a fence or other enclosure. If the Owner maintains an effective and working electronic pet containment system to retrain his/her animals or livestock, a visible and permanent sign must be on the premises that states that such a system is in use.
  - c. On property greater than one acre—animals kept on a parcel of land greater than one acre must remain under the control of their Owner on that parcel of land but do not have to be kept in a fence or other secure enclosure if control can be maintained and the animal restricted to the Owner's property. Livestock, however, must be contained by a fence or enclosure on property greater than one acre.
  - d. This section does not restrict the lawful use of dogs engaged in hunting activities or the use of specially trained dogs that can be controlled by voice commands, including search and rescue dogs, drug dogs, arson dogs, and others used in public safety programs.
  - e. It is a violation of this ordinance to interfere with an animal services officer while he is performing his duties.
3. Stray Animals Without Tags.
- a. It is the responsibility of all animal Owners to place a collar on their animal and attach currently valid rabies vaccination tags to the collar to be worn at all times. It is a violation of this ordinance to use tags identifying one animal and place them on another animal. Any animal which appears to be lost, stray or unwanted, or not wearing a currently-valid rabies vaccination tag as required by state law or this ordinance, may be seized, impounded, and confined in a humane manner in the Animal Shelter.
  - b. Citizens of Randolph County may call the Animal Shelter during operating hours and report stray animals. Animal services officers will respond to these calls in order of priority. For issues arising outside normal operating hours or on weekends or holidays, citizens may call 911, and calls will be dispatched to the Animal Services officer on call.
  - c. If an animal cannot be seized by reasonable means and the Sheriff or Animal Services Director deems it necessary to seize the animal at the cost of its life, then the Sheriff or an authorized animal services officer may humanely destroy the animal. All consideration must be given to protecting surrounding people and property when this action is necessary.

- d. It is a violation of this ordinance for any person to abandon an animal or livestock.
- e. Randolph County will purchase and maintain a number of humane animal traps to use for capturing stray and feral animals. If a sufficient number of traps are available, Animal Shelter staff will loan traps to citizens of the County to capture stray or feral animals. Citizens borrowing traps will be required to agree to use the traps in accordance with County policy. If the trap suffers intentional or neglectful damage while it is the responsibility of a citizen who borrowed it on loan, the citizen is responsible for repair or replacement costs. The decision to loan traps will be based on the availability of traps, the signature of a responsible person as borrower, and the danger to the community posed by uncaptured animals. It is a violation of this ordinance to interfere with a trap set by an animal services officer or a citizen in accordance with County policy.
- f. Any person who identifies a stray animal on his/her property shall contact Animal Services immediately so that the Owner may be sought.

#### C. Dangerous Dogs.

- 1. In enacting this ordinance, the Randolph County Board of Commissioners has appointed the Director of Animal Services as the person to determine when a dog is dangerous or potentially dangerous. If a dog has been determined to be dangerous or potentially dangerous by the Animal Services Director and this decision is appealed by the Owner, the Dangerous Dog Appeals Board, a subcommittee of and appointed by the Animal Services Advisory Board shall hear this appeal. The procedures for determination and appeal are set out in North Carolina General Statute 67-4.1.
- 2. In addition to the requirements in North Carolina General Statutes 67-4.1 through 67-4.5, dangerous dogs and potentially dangerous dogs will be subject to the following requirements:
  - a. Any dog determined to be a dangerous or a potentially dangerous dog must be confined according to state law and this ordinance until the dog dies, is destroyed, or until the determination is overturned on appeal.
  - b. The Owner of a dangerous or potentially dangerous dog must prominently display a "Dangerous Dog" sign at the entrance to the Owner's property and on all sides of the enclosure containing the dog. The signs must be clearly readable. The sign at the entrance must be 2 feet x 2 feet and the signs at all sides of the enclosure must be a minimum of 8.5 inches x 11 inches and must read:

BEWARE OF DOG  
STAY AWAY  
THIS DOG IS DANGEROUS  
(according to State Law NCGS 67-4.1)

- c. Permanent identification mark required—Any dog declared dangerous or potentially dangerous will be permanently identified by means of a tattoo located on the inside thigh or by electronic implant. The cost of said tattoo/implant will be paid by the Owner. Animal Services will maintain a physical description and photograph of the dog. The Owner must assist Animal Services in viewing the tattoo or reading the electronic implant at such times as deemed reasonable or at such time as the identification of the dog is in question.
  - d. Sterilization—An Owner of a dog that has been declared dangerous or potentially dangerous will have their dog spayed or neutered by a veterinarian licensed in the state within twenty (20) days of the declaration. All fees and costs are the responsibility of the Owner and must be paid in full to the satisfaction of the veterinarian prior to release.
  - e. Off Owner's premises—Any time a dangerous or potentially dangerous dog is off the Owner's premises, the dog will be on a secure collar and leash not to exceed six (6) feet, wearing a muzzle, and restrained by a competent person.
  - f. Notification of death—The Owner must notify the Animal Services Department within five (5) days after the death of a dangerous or potentially dangerous dog.
  - g. Secure Pen—The Owner of a dangerous or potentially dangerous dog will keep the dog in a secure enclosure that is constructed of materials strong enough to contain the dog. The Owner must comply within ten (10) days and must construct the enclosure to meet the following requirements:
    - (i) The enclosure shall be large enough for the dog to move freely. It shall provide the dog with adequate shelter.
    - (ii) The enclosure must have a floor, sides and a top from which the dog cannot escape.
    - (iii) The enclosure shall be constructed of a six (6) foot high fence of at least nine (9) gauge chain link. The enclosure will also have a fence or solid top constructed of the same material.
    - (iv) The structure must be constructed so that the dog may not dig under the sides. If the floor is constructed of dirt, the enclosure must include an eight (8) foot fence with two (2) feet buried in the ground or sunk into a concrete pad that is twenty-four (24) inches wide along the inside perimeter of the fence and four (4) inches thick.
3. Inspection—The Animal Services Department may cause such inspection of the premises of an Owner of a dangerous or potentially dangerous dog as it deems appropriate to determine compliance with this section.

4. Violation—Any violation of the terms of ownership of a “dangerous” or “potentially dangerous” dog may result in criminal prosecution and/or the imposition of a citation and civil penalty of \$500.00 or more per offense as set out in Section 6 of this Ordinance. In addition, the dog will be impounded and held until the violation is remedied and all fees, fines, and penalties are paid in full.

D. Wild and Dangerous Animals.

1. It shall be unlawful for any person to possess or harbor a wild and dangerous animal or their hybrids.
2. Wild and dangerous animals privately owned on July 13, 1999 may remain in the county but must be registered with the Animal Services Department.
  - a. At the time of registration, Owners must submit a recapture plan to be followed if their animal escapes.
  - b. Escapes of wild and dangerous animals must be reported to 911 immediately.
  - c. Owners are liable for all costs to local agencies associated with the recapture of an escaped wild and dangerous animal.
  - d. Owners of wild and dangerous animals registered with Animal Services must house the animal in an enclosure which properly contains the animal, provides secondary containment from escape, and is adequately ventilated, cooled, heated, lighted, and constructed that it may be kept in a clean and sanitary condition. The physical and psychological health and well-being of the animal may not be endangered by the manner of confinement. The Owner/caregiver must have adequate knowledge of the nutritional, physical, and behavioral needs of the species in their care. The Owner/caregiver must be able to identify the veterinarian providing medical care for the animal.
3. Breeding or allowing the reproduction of wild and dangerous animals as defined in this ordinance is prohibited.

E. Exotic Reptiles.

1. Individuals must be greater than eighteen (18) years of age to own a venomous exotic reptile or an exotic reptile weighing over forty (40) pounds.
2. Owners are required to report any escapes of venomous exotic reptiles and/or exotic reptiles weighing over forty (40) pounds to 911.
3. It is unlawful for exotic reptiles to run loose unsupervised.
4. Owners are required to register venomous exotic reptiles with Animal Services. Animal Services will notify 911 of the location of venomous reptiles in order to protect rescue workers and the public during any emergency situation.

F. Exotic Mammals.

1. It shall be unlawful for any person to possess, sell, or harbor an exotic mammal or their hybrids.
2. Exotic mammals privately owned prior to any embargo or protection orders may remain in the county if so allowed by the order but must be registered with Animal Services.
3. Breeding or allowing the reproduction of exotic mammals as defined in this ordinance is prohibited.

G. Tethering Dogs.

1. It shall be unlawful to tether a dog(s) as a regular method of keeping the dog(s) on the Owner's property.
2. Owners may tether a dog(s) for a reasonable period of time to allow for waste elimination.
3. Owners may tether a dog(s) on a runner for a reasonable period of time that allows the dog(s) to exercise.
4. The provisions of paragraphs 2 and 3 above notwithstanding, it shall be unlawful for a dog to be tethered twenty-four (24) hours a day.
5. Owners may only tether their dog(s) for reasons other than those set out in paragraphs 2 and 3 above or for extended periods in emergency situations or under extreme extenuating circumstances. Owners should be prepared to explain these circumstances to Animal Services.
6. If an Owner chooses to tether an animal in accordance with the provisions of this Section, the following requirements and standards (Proper Tethering) will apply:
  - a. Animals must wear a specifically manufactured and properly fitted collar or harness. A leash or lead may not be attached directly to the animal's neck in place of a manufactured collar or harness. Chain, choke, or prong collars are not allowed during the tethering of an animal.
  - b. A tether shall be equipped with a swivel on both ends.
  - c. A tether shall be a minimum of ten (10) feet in length and shall be made of either metal or coated steel cable. Ropes, bridles, belts, or cords may not be used as a device to secure an animal.

- d. The weight of the tether shall not exceed ten percent (10%) of the animal's weight but shall be of sufficient strength to prevent breakage.
- e. The tether, by design and placement, shall allow the animal a reasonable and unobstructed range of motion without the possibility of entanglement, strangulation, or other injury. The tether shall allow access to adequate food, water, and shelter.
- f. Pully systems, running lines, and trolley systems may be used in conjunction with a tether.
- g. An Animal Control Officer may, in his/her discretion, order a more restrictive tethering requirement if circumstances require and if it is not detrimental to the health, safety and welfare of the animal.
- h. An electronic confinement system is acceptable if the equipment is properly installed and maintained in continuous working order, and the animal being contained wears the appropriate electronic collar when within the system perimeter.

#### Section 4. RABIES CONTROL

##### A. Prevention.

- 1. In accordance with state law, the Owner of every dog and cat over four (4) months of age shall have the animal vaccinated against rabies. The time or times of vaccination shall be established by the North Carolina Commission for Health Services. Rabies vaccine shall only be administered by one of the following: a licensed veterinarian, a certified rabies vaccinator acting within the bounds of his/her certification, or a registered veterinary technician under the direct supervision of a licensed veterinarian. Only animal rabies vaccine licensed by the United States Department of Agriculture and approved by said Commission shall be used on animals in this state.
- 2. The local Health Director shall organize or assist other County departments to organize quarterly countywide rabies vaccination clinics for the purpose of vaccinating dogs and cats. Public notice of the time and place of rabies vaccination clinics shall be published in a newspaper having general circulation within the county.
- 3. A person who administers rabies vaccine to a dog or cat shall complete a three-copy rabies vaccination certificate. The original rabies vaccination certificate shall be given to the Owner of each dog or cat that receives the vaccine. A record of the rabies vaccination certificate shall be retained by the person administering the vaccine. Upon request, a copy shall be given to the Health Director.
- 4. A person who administers rabies vaccine to a dog or cat shall issue a rabies vaccination tag to the Owner of the animal. The rabies vaccination tag shall show the

year issued, a vaccination number, the words “North Carolina” or the initials “N.C.” and the words “rabies vaccine.” Dogs and cats shall wear the rabies vaccination tags at all times.

#### B. Quarantine.

When reports indicate a positive diagnosis, to the extent that lives of persons are endangered, the Health Director may declare an area-wide quarantine for such period as is deemed necessary. Upon invoking of such quarantine, no dog or cat may be taken or shipped from the county without written permission of the Health Director. During such quarantine, the Health Director or persons duly-authorized by the Health Director may seize and impound any dog or cat found running at large in the county. After reasonable effort has been made to apprehend any animals violating the quarantine, persons mentioned above may destroy the uncontrolled animals and properly dispose of their bodies. During the quarantine period, the Health Director shall be empowered to provide for a program of mass immunizations by the establishment of temporary emergency rabies vaccination facilities strategically located throughout the county.

#### C. Confinement/Destruction.

When a person has been bitten by, or exposed to the saliva of an animal on broken skin or mucous membrane, the person or the parent, guardian or person standing in loco parentis of the person and the Owner of the animal or person in possession or control of the animal shall notify the Health Director immediately and shall provide the name and address of the person bitten, the name and address of the Owner of the animal, and a description of the animal. All dogs and cats that bite a person shall immediately be confined for ten (10) days in a place designated by the Health Director. After reviewing the circumstances of the particular case, the Health Director may allow the Owner to confine the animal on the Owner’s property. If the Owner refuses to confine the animal as required by state law and this ordinance, the Health Director may order the seizure of the animal and its confinement for ten (10) days at the expense of the Owner. A physician who attends a person bitten by an animal known to be a potential carrier of rabies shall report the name and address of that person to the Health Director within twenty-four (24) hours of providing said treatment.

### Section 5. CRUELTY

#### A. Cruelty to Animals Prohibited.

It shall be unlawful for any person to molest, torture, deprive of necessary sustenance and shelter, cruelly beat, needlessly mutilate or kill, wound, injure, poison, abandon, deprive of needed veterinary care or subject to conditions detrimental to its health or general welfare any animal, or to aid and abet in such action. The words “torture” and “torment” shall be held to include every act, omission, or neglect whereby unjustifiable physical

pain, suffering or death is caused or permitted. Such terms shall not be construed to prohibit the lawful taking of animals under the jurisdiction and regulation of the Wildlife Resources Commission, nor to prohibit the Sheriff, veterinarians, or Animal Services from destroying dangerous, unwanted, or injured animals in a humane manner nor to prohibit the lawful use of animals in scientific research or lawful use for sport.

B. Animal Cruelty Investigator.

1. Appointment and Terms of Service.

- a. The Board of County Commissioners may appoint one or more animal cruelty investigators to serve in the county without any compensation or other employee benefits. In making these appointments, the Board may consider persons nominated by any society incorporated under North Carolina law for the prevention of cruelty to animals. Prior to making any such appointment, the Board is authorized to enter into an agreement whereby any necessary expenses of caring for seized animals not collectable through charge to the Owner may be paid by the animal cruelty investigator or by any society incorporated under North Carolina law for the prevention of cruelty to animals that is willing to bear such expense.
- b. Animal cruelty investigators shall serve a one-year term subject to removal for cause by the Board of County Commissioners. Animal cruelty investigators shall, while in the performance of their official duties, wear in plain view a badge of a design approved by the Board that identifies them as animal cruelty investigators and that is provided at no cost to the county.
- c. Upon approval by the Board of County Commissioners, the animal cruelty investigator or investigators may be reimbursed by the county for all necessary and actual expenses.
- d. Animal cruelty investigators appointed pursuant to this section shall not be considered for any purpose as employees, officers, or agents of Randolph County.
- e. Nothing in this section shall be construed to restrain or impeded the powers and authority of the Sheriff to investigate suspected cases of animal cruelty and to issue citations or to pursue charges for such.

2. Powers and Duties—An animal cruelty investigator appointed pursuant to this section has all of the powers and duties prescribed by North Carolina General Statutes.

Section 6. PENALTIES

- A. The violation of any provision of this ordinance shall be a misdemeanor and any person convicted of such violation shall be punishable as provided in North Carolina General Statute 14-4. Each day's violation of this ordinance is a separate offense. Payment of a

fine imposed in a criminal proceeding pursuant to this ordinance does not relieve a person of his liability for taxes or fees imposed under this ordinance.

- B. Enforcement of this ordinance may include any appropriate equitable remedy, injunction, or order of abatement issuing from a court of competent jurisdiction pursuant to North Carolina General Statutes Section 153A-123(d) and (e).
- C. In addition to or in lieu of any criminal penalties and other sanctions provided in the ordinance and in accordance with North Carolina General Statutes Section 153A-123, a violation of this ordinance may also subject the offender to the civil penalties hereinafter set forth:
  - 1. The Animal Services Director or their designee may issue to the known Owner or possessor of any animal, or to any violator of the provisions of this ordinance, a ticket, citation, or warning giving notice of the alleged violation(s). Tickets, citations, or warnings so issued may be delivered in person or mailed by certified or registered mail to the person charged if that person cannot readily be found. The ticket or citation shall impose upon the violator a minimum civil penalty of twenty-five dollars (\$25.00) or such greater amount for subsequent offenses as may be set by the ordinance. Civil penalties shall be paid in full to the Animal Services Director or their designee within fourteen (14) days of receipt of the citation assessing the penalty. The civil penalty is in addition to any other fees or costs authorized by this ordinance.
  - 2. In the event that the Owner or possessor of an animal or other alleged violator does not appear in response to the above-described ticket or citation, or the applicable civil penalty is not paid within the time period prescribed, a civil action may be commenced to recover the penalty and costs associated with collection of the penalty, and/or a criminal summons may be issued against the Owner or possessor or other alleged violator of this ordinance and, upon conviction, the Owner shall be punishable as provided by state law. The Animal Services Director, or his/her designee, is expressly authorized to initiate and prosecute small claims actions in District Court to collect civil penalties and fees due the Animal Services Department and may call up on the County Attorney for assistance as needed.
  - 3. Issuance of a citation for a violation of the Section entitled "Running At Large" is directed toward and against the Owner and/or possessor of the animal or livestock. The purpose of the issuance of a citation is to affect the conduct of the Owner of the animal or livestock by seeking to have the Owner responsibly maintain sufficient restraint and confinement of his/her animal or livestock. Therefore, an Owner of an animal or livestock in violation of this section shall be subject to escalating penalties for each violation allowed by the Owner, whether the animal is the same animal, a different animal, or various animals belonging to the same Owner.

4. The following civil penalties are hereby established for the indicated violations of this ordinance:

| SECTION    | VIOLATION DESCRIPTION                     | PENALTY    |
|------------|-------------------------------------------|------------|
| 3(A)(3)(d) | Adoption Contract Violation               | \$200.00   |
| 3(B)(1)    | Nuisance Violations                       |            |
|            | 1 <sup>st</sup> Offense                   | \$50.00    |
|            | 2 <sup>nd</sup> Offense                   | \$100.00   |
|            | 3 <sup>rd</sup> Offense                   | \$250.00   |
| 3(B)(2)    | Animal Running At Large                   |            |
|            | 1 <sup>st</sup> Offense                   | \$50.00    |
|            | 2 <sup>nd</sup> Offense                   | \$100.00   |
|            | 3 <sup>rd</sup> Offense                   | \$200.00   |
| 3(B)(2)    | Livestock Running At Large                |            |
|            | 1 <sup>st</sup> Offense                   | \$100.00   |
|            | 2 <sup>nd</sup> Offense                   | \$200.00   |
|            | 3 <sup>rd</sup> Offense                   | \$400.00   |
| 3(B)(2)(e) | Interference with Animal Services         |            |
|            | 1 <sup>st</sup> Offense                   | \$250.00   |
|            | 2 <sup>nd</sup> Offense                   | \$500.00   |
|            | 3 <sup>rd</sup> Offense                   | \$1,000.00 |
| 3(B)(3)(d) | Abandonment of Animals                    | \$100.00   |
| 3(B)(3)(e) | Intentional Damage/Neglect of Animal Trap | \$250.00   |
| 3(B)(3)(e) | Interference with Traps                   |            |
|            | 1 <sup>st</sup> Offense                   | \$50.00    |
|            | 2 <sup>nd</sup> Offense                   | \$75.00    |
|            | 3 <sup>rd</sup> Offense                   | \$100.00   |
| 3(C)(4)    | Dangerous Dogs                            |            |
|            | 1 <sup>st</sup> Offense                   | \$500.00   |
|            | 2 <sup>nd</sup> Offense                   | \$750.00   |
|            | 3 <sup>rd</sup> Offense                   | \$1,000.00 |
| 3(D)       | Wild or Dangerous Animals                 | \$300.00   |
| 3(E)       | Exotic Reptiles/Mammals                   | \$100.00   |

| SECTION | VIOLATION DESCRIPTION                    | PENALTY  |
|---------|------------------------------------------|----------|
| 3(G)    | Tethering                                |          |
|         | 1 <sup>st</sup> Offense                  | \$50.00  |
|         | 2 <sup>nd</sup> Offense                  | \$100.00 |
|         | 3 <sup>rd</sup> Offense                  | \$200.00 |
| 4(A)    | Rabies Vaccine Violation/No Tag or Cert. | \$50.00  |
| 4(B)    | Rabies Quarantine Violation              | \$250.00 |
| 4(C)    | Failure to Quarantine                    | \$300.00 |
| 5(A)    | Cruelty to Animals                       | \$500.00 |

#### Section 7. FEES

Animal Services may charge fees for various services provided pursuant to this Ordinance. The fees are set annually by the Randolph County Board of Commissioners.

#### Section 8. SEPARABILITY

If any section, sentence, clause, phrase or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

#### Section 9. REPEAL OF PRIOR ORDINANCES

“An Ordinance Governing the General Control of Animals in Randolph County” adopted on October 5, 2015 and made effective January 1, 2016, is hereby repealed effective \_\_\_\_\_.

Section 10. This ordinance shall become effective \_\_\_\_\_.

Upon motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, the foregoing ordinance was passed by the following vote:

Ayes:

Noes:

I, Dana Crisco, Clerk to the Board of the Randolph County Board of Commissioners, do hereby certify that the foregoing ordinance was duly adopted by the governing body of Randolph County at a regular meeting thereof, a quorum being present.

The \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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Dana Crisco, Clerk to the Board



## **BYLAWS RANDOLPH COUNTY ANIMAL SERVICES ADVISORY BOARD**

### **ARTICLE I**

**Name:** This body shall be known as the Randolph County Animal Services Advisory Board. Established through Resolution of the Randolph County Board of Commissioners and adopted on July 8, 2019.

### **ARTICLE II**

**Purpose:** The purpose of the Board shall be to make recommendations to the Randolph County Board of Commissioners and provide advice, in compliance with state law and county regulations, regarding the development or review of policies associated with the promotion and protection of animals through the Department of Animal Services:

- Study Animal Control Shelter organizational and operational related issues and make recommendations to the Board of Commissioners, County Manager, and Animal Shelter Director;
- Advise as requested with the leadership of the Animal Services Department about issues relating to the agency, and assist in the planning of long range goals and objectives;
- To have such other duties and responsibilities as the Board of County Commissioners may assign to it.

The Randolph County Board of Commissioners recognizes the vital role that Randolph County Public Health plays in protecting the public from zoonotic disease, particularly rabies. It is therefore the intent of the Board of Commissioners that the Randolph County Animal Services Advisory Board work in cooperation with Public Health to ensure that citizens and animals in Randolph County are protected to the highest degree possible.

### ARTICLE III

**Membership of the Board:** The Board shall be composed of **ten (10)** members and appointed by the Board of County Commissioners as follows:

- At least one **representative** from each of the five County Commissioner Districts
- **One Commissioner representative from the Randolph County Board of Commissioners**
- One veterinarian from the Randolph County veterinarian community
- **One representative from the Randolph County Sheriff's Office**
- **At least two representatives from established 501c3 non-profit animal rescues located in Randolph County; and**
- The County Manager shall serve as ex officio member of the Board and shall ensure proper administrative support for Board operations

This does not preclude the Board of County Commissioners from appointing individuals to the Animal Services Advisory Board that may include more than one member of the above categories to the Board. Nothing in these by-laws shall prohibit the Randolph County Board of Commissioners from appointing a representative from Public Health to ensure the protection of the county from zoonotic disease as set forth in Article II.

All members shall be legal residents of Randolph County and will serve at the pleasure of the Randolph County Board of Commissioners. The composition of the Board should reasonably reflect the makeup of the county and may include residents with qualifications associated with animal services, rescue experience and members of the general public representing various occupations and backgrounds. Compensation, including travel expense, may be approved as allocated by the Board of Commissioners.

### ARTICLE IV

**Term:** The term of members shall consist of the following:

- A term will consist of a two year appointment;
- Thereafter, reappointments are allowed upon reappointment by the County Commissioners.
- Initially, the five (5) members appointed from each of the five County Commissioner Districts shall be appointed for one-year terms, and the remaining **five (5)** members shall be appointed for two-year terms. All subsequent appointments shall be for two-year terms, so that the membership appointments are staggered.

### ARTICLE V

**Sub-Committee Formation:** The Board may create *ad hoc* committees as needed for special projects or technical assistance such as: fundraising, special events, focus groups, etc. Sub-

Committees should be established for a set period of time as approved by the Board. The Board Chairman appoints all Sub-Committee Chairs annually.

## ARTICLE VI

**Meeting Attendance:** Members will adhere to any attendance requirements established by the Randolph County Board of Commissioners but any member who fails to attend at least 75% of the regular meetings except for excused illness, or other excused circumstances, of the committee during any one calendar year period shall be removed from said Board.

## ARTICLE VII

### **Officers and Duties:**

A. **Chairman:** A Chairman shall be appointed the first year by the Randolph County Board of Commissioners and elected thereafter by the Board from among its members.

1. The term of the Chairman shall be one (1) year, beginning as of the first meeting.
2. The Chairman shall decide matters of order and procedure, unless directed otherwise by a majority of the Board in session at the time. The Chairman shall follow Robert's Rules of Order in conducting the meetings and will have authority to:
  - Rule motions in or out of order, including the right to rule out of order any motion patently offered for obstructive or dilatory purpose;
  - To determine whether a speaker has gone beyond reasonable standards of courtesy in his remarks and to entertain and rule on objections from other members on this ground;
  - To call a brief recess at any time;
  - To Adjourn in an emergency;
  - The Chairman shall appoint any Sub-Committees found necessary to investigate any matter before the Committee; and
  - The Chairman shall be responsible for the appointment and governance of all subcommittees.

B. **Vice-Chairman:** A Vice-Chairman shall be appointed the first year by the Randolph County Board of Commissioners and elected thereafter by the Board from among its members.

1. The term of the Vice-Chairman shall be one (1) year, beginning as of the first meeting in January, and he or she may serve for no more than two (2) successive terms;
2. The Vice-Chairman shall preside in the absence of the Chairman, fill any unexpired term of the Chairman, and assume all duties and responsibilities delegated by the Chairman;

3. The Vice-Chairman shall perform such other duties as directed by a majority of the Board; and
  4. In the event the office of the Vice-Chairman becomes vacant, a Vice-Chairman shall be elected by the Board to serve the unexpired term.
- C. **Secretary (Clerk):** The Randolph County Deputy Clerk to the Board of Commissioners shall serve as appointed staff to the Board and serve as their Clerk. The Clerk, subject to the direction of the Chairman and the Board, shall keep records, conduct correspondence of the Board, and generally supervise clerical needs. Minutes of the meetings shall be recorded and preserved in perpetuity and are subject to public record requests. The Clerk will also be responsible for maintaining records of attendance and submitting an annual attendance report to the Board of Commissioners.
- D. **Other Officers:** Should the Chairman and Vice-Chairman both be absent at a meeting, the Board shall elect a temporary Chairman to serve at the meeting. Should the Clerk be absent, a temporary Clerk may be appointed by the Chairman.

## ARTICLE VIII

**Meetings:** Regular meetings of the Board shall be held **quarterly**, and shall be scheduled for the year each December. Special meetings of the Board may be called at any time by the Chairman, provided that at least forty-eight (48) hours notice issued through the Clerk and to each member of the Board and the meeting is properly noticed in accordance with open meetings laws. All meetings shall be open to the public unless subject to exception as identified in Open Meetings laws. A listing of the regular meeting schedule shall be filed in a central location and with the County Clerk to Board annually. Whenever there is no business for the Committee, the Chairman may dispense with the regular meeting by giving notice to all members at least twenty-four (24) hours in advance and posted at the meeting site.

**Quorum:** A quorum shall consist of a simple majority of the full Committee membership. The vote of a majority of those members present shall be sufficient to decide matters before the Committee, provided that there is a quorum.

**Reference to Robert's Rules of Order:** To the extent not provided for in these bylaws and to the extent that the reference does not conflict with the spirit of these rules, the Committee shall refer to Robert's Rules of Order for unresolved procedural questions.

## ARTICLE IX

**Amendments:** These By-Laws may be amended by a majority vote of the full Committee with the final approval determined by the Randolph County Board of Commissioners.



# RANDOLPH COUNTY

## BOARD OF COMMISSIONERS

Randolph County Office Building ■ 725 McDowell Road  
Asheboro, North Carolina 27205 ■ Telephone 336-318-6300

Darrell Frye, Chairman  
David Allen, Vice Chairman  
Kenny Kidd  
Maxton McDowell  
Hope Haywood

### RESOLUTION TO CREATE AN ANIMAL SERVICES ADVISORY BOARD AND ADOPT THE BYLAWS

**WHEREAS**, North Carolina General Statute 153A-76 grants boards of county commissioners the authority to establish advisory boards; and

**WHEREAS**, the Randolph County Board of Commissioners may appoint an advisory board whose duty is to work with the soon to be established Department of Animal Services staff and serve County Commissioners in an advisory capacity regarding Animal Services in Randolph County; and

**WHEREAS**, the purpose of the Animal Services Advisory Board (ASAB) shall be to make recommendations to the Randolph County Board of Commissioners and provide advice, in compliance with state law and county regulations, regarding the development or review of policies associated with the promotion and protection of animals through the Department of Animal Services; and

**WHEREAS**, the membership of the ASAB shall be composed of **ten (10)** members appointed by the Board of County Commissioners and should reasonably reflect the makeup of the county which may include residents with qualifications associated with animal services, rescue experience, and members of the general public representing various occupations and backgrounds.

**NOW, THEREFORE, BE IT RESOLVED**, that the Randolph County Board of Commissioners does hereby adopt the Animal Services Advisory Board Bylaws as outlined.

This the 1st day of August 2022.

\_\_\_\_\_  
Darrell Frye, Chairman  
Randolph County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Dana Crisco, Clerk to the Board



Workforce Development Presentation to Randolph County Commissioners

Meeting Date: July 25, 2022 at 6 pm

Presenters: Krystal Parks, RCS Executive Director

Tammy Wall, Regional Partnership Workforce Board Director

**Who we are (about us):**

- RCS is a Randolph County-based nonprofit, and have over 100 employees
- In addition to Workforce Innovation and Opportunity Act, RCS administers the Head Start Program in three NC counties, these include Alamance, Caswell and Randolph, serving 485 children and their families. We operate a small Home Care Program in Randolph County enabling the county's elderly to continue to live at home safely and with dignity, instead of being placed in a nursing facility.

**Why we are here: "Workforce Development Board Realignment Study"**

- Recently, we learned that the Governor has requested the NCWorks Commission to conduct a study to see if a realignment of the Workforce Development Boards should be more in line with the Prosperity Zones.
- We feel how the Workforce Development Boards have performed and continue to perform is the most important factor, in a consideration in the possibility of a realignment.
- Not all administrative entities are set up the same, consideration for the setup of the entity and the effects on other programs being operated should be considered.
- There are 23 Workforce Development Boards across our 100 counties in NC. There are only 8 Prosperity Zones. We do believe that Larger / Regional areas is what will be best for Workforce Development Boards.
- We believe that our local Economic Developers support the way we work with them.

**Program Information:**

- RCS is the Administrative Entity (Pass-through) for Regional Partnership Workforce Development Board (RPWDB) who designate contractors who operate the Career Centers (those who serve clients). Our responsibilities are for oversight of the funds and the actions taken by both the Board and the Contractors.
- This current year 2022 RPWDB is composed of Alamance, Montgomery, Moore, Orange and Randolph Counties.

- For this program-year WIOA Local Area program budget is (for all 3 programs in all 5 counties):
- **Program Year 2022 (7/1/2022-6/30/2023)** *We received approx. 8% reduction in funding this year.*

|                                                                                            |    |                     |     |
|--------------------------------------------------------------------------------------------|----|---------------------|-----|
| Adult:                                                                                     | \$ | 782,697.00          |     |
| Dislocated Worker:                                                                         | \$ | 570,838.00          |     |
| and Youth:                                                                                 | \$ | 845,624.00          |     |
| Total funding:                                                                             | \$ | <b>2,199,159.00</b> |     |
| Administrative Entity gets 10% of all the local program area funds to oversee the program: | \$ | 219,916.00          | 10% |

- It seems like a very small amount of money, but in the grand scheme of things, it makes our organization work. For this reason, it will be very important that as many of our current counties stay with Regional Partnership. In order to keep our Administrative design not struggle to the point, we might not be able to keep our doors open.
- That would also mean, again that our counties are put into a larger geographical area, where the rural areas will most likely get cuts, and be underserved. I do not have to convince most of you of that.

**"Voluntary Transfer of Youth funds to other Workforce Boards":**

- Through our best efforts of utilizing new methods and software like virtual job-fairs and job-shadowing as ways to attract and keep the attention of youth, we did indeed have excess WIOA Youth funds that our five county Local Area as a whole had not spent down for several reasons.
- Mainly due to the pandemic. After researching Randolph County State Allocation amounts and Randolph County Program Fund Expenditures, I am happy to report majority of Randolph County's funds were spent + some. ***(See Comparison Chart for Randolph Programs for PY18-21)*** Meaning the majority of these dollars that were voluntarily transferred to other Workforce Boards were not originally allocated to Randolph County.
- Actually with the exception of PY20 in all instances Randolph County has been able to spend more than what their state allocation has been. PY20 which ran from 7/1/2020-6/30-2021 was at the height of the pandemic.
- High Schools, Community Colleges, employers all closed down and worked and learn remotely. There essentially was no way to reach youth.

- We felt it would be the right thing to do to send those dollars where they could be used for the State's program needs they were originally intended for, rather than having to sending them back and risk losing those dollars at the State level.
- Therefore we made a request to have those funds transferred to other Workforce Boards so that they could do some good somewhere in our state.

**The outreach projects that are being planned and brought back into practice post-pandemic restrictions include:**

- We would like to hire a Youth Outreach Specialist to focus on outreach events on High School and the Community College campuses; Community Day events using collaboration and support of local school systems, non-profits, and the Housing Authority agencies.

**Going forward Regional Consolidated Services and Regional Partnership remains committed to collaborating and partnering, in any way possible with Randolph Community College.**

**Randolph Community College:**

- Support youth apprenticeship
- Assisted with 2019 Job Fair- provided staff assistance for setup/takedown and provided lunch to employers and staff
- Participated in, provided staff assistance and snack bags for employers at RCC's RandolphNEXT event for high school students
- Attended and provided breakfast for State of the County event at RCC
- Ongoing partnership with RCC for Finish Line Grant

**PY19- PY21 Partnerships**

- Comets to Career: Summer Youth Internship with Asheboro High School students and RCC offered Work Ready class — as a result of this partnership, Sarah Beth Robbins, Administrator/Curriculum & Instruction Management Coordinator of CET for Asheboro High School became interested in the work of the board and workforce programs. The commissioners appointed Ms. Wolfe to serve on the workforce board in February 2021.
- Serve on the CTE Advisory Board for Randolph County Schools
- Hosted Employer Breakfast – invited RCC and Economic Development to present
- Presented at Randolph Economic Development Roundtable breakfast with employers
- Attend Randolph Apprenticeship meetings. Director will be attending and working at the August 9, 2022 Apprenticeship Signing Ceremony
- In partnership with RCC, Randolph County Schools, Asheboro High School and the Chamber utilize Eastern Triad Workforce Initiative funding to serve students and employers in Randolph County
- Triad Works – Collaboration between PTRC, RPWDB, GuilfordWorks and DavidsonWorks in pursuit of a Build Back Better Regional Grant. These funds are geared towards increasing credential attainment rates for advanced manufacturing workers. Efforts will re-engage those

who have opted out of the workforce and provide services, programs and resources to help them reintegrate in the workforce

- Provided Letter of Support for PTRC's Build Back Better Grant

#### **Workforce Board Activities:**

- Hosted Employer Breakfast
- COVID –Dislocated Worker Grant - In 2021, Post Consumer Brands received the annual Employer Nomination based on the strong partnership with the Randolph NCWorks Career Center and Post to find and develop the much needed talent to fill numerous vacancies. Ten individuals were placed into On-the-Job Training, with the employer receiving a 50% reimbursement of wages to the company.
- Coronavirus Aid, Relief and Economic Security Act funding (CARES): reimbursement to employers for efforts to pivot operations to produce the shortage crisis of PPE when COVID-19 broke out in 2020. Randolph County employer Elastic Therapy of Asheboro, NC pivoted their production of circular knit compression products to make cloth barrier masks. The company donated over 40,000 masks to schools in Randolph County. Through the CARES funds, the Regional Partnership Workforce Development Board was able to reimburse this employer \$44,594. Similarly, Brisco Apparel Co. of Ramseur, NC shifted from the normal manufacture of t-shirts and apparel to production PPE face mask which were supplied to hundreds of various entities from health care to retailers who needed PPE facemasks. Brisco Apparel Co. was reimbursed \$31,992.00
- January 2022 - Provided Letter of Support for Project Dove for an expansion project for a Randolph County employer.
- 10/16/2020 -Provided Letter of Support for Project Avocado for a local expansion project in Randolph County

#### **Upcoming: New Partnerships with Randolph Community College**

- Partner with RCC for development of Adult Apprenticeship program. Will braid WIOA funding with RCC grant funds to serve a greater number of students. Meeting schedule with Randy Gunter, Omar Rodriguez, Melinda Eudy and Stacey Miller for Thursday, July 28, 2022 at RCC.
- Collaborative efforts with Randolph Community College in the utilization of ETWI funds – with this new cycle of funds, RPWDB funds of \$214,040 will be used in partnership with RCC to offer Adult Apprenticeship for 10 students training in Manufacturing Production and 10 students in training for Industrial Maintenance for a total of 20 students. RPWDB's share of ETWI funds will cover tuition, books and On-the-Job Training (30 hours per week). Additional expenses included in the amount above will include a request for 10% administrative costs and downtown Asheboro digital advertising of NCWorks and Apprenticeship.
- Set aside \$50K for next 3-5 years for CDL training at Randolph Community College.

- Develop partnership with Randolph Community College around the initiative of talent development for the Toyota mega site and VinFast as well as support expansions of Randolph County employers. Utilize WIOA dollars for training of job seekers to gain critical skills needed to be equipped for these jobs.
- Early discussion with Toyota includes discussions around reasons that currently prevent jobseekers from employment which are childcare and transportation. Exploring company efforts to support these efforts and utilize WIOA dollars in the form of supportive services to cover childcare and mileage reimbursement until employee begins earning paycheck.
- Seeking to utilize On-the-Job Training dollars to reimburse Toyota and other employers for 50% of wages for individuals while they are training (first 3-6 months, depending on skills gap). Estimated set aside of \$75K for Toyota new hires.
- Expand use of Incumbent Worker Training to upskill current employees of local businesses/companies. Current grants available are up to \$15,000 in a fiscal year with a cap of \$120K. Preferred training provider is Randolph Community College.
- Weekly or bi-weekly presence of NCWorks on the RCC campus to increase utilization of the Finish Line Grant. Expand grant to cover emergency needs of students in College Transfer programs who will be attending a 4 year college/university in a field of study that leads to industry recognized credential in our region. Nursing/Healthcare, Engineering, IT – Cybersecurity, etc.
- Expand current Career Pathways to add Construction and Trades, IT-Cybersecurity and Hospitality and Tourism.
- Efforts to target individuals from historically marginalized communities to get them necessary skills needed to enter employment in high demand occupations. WIOA dollars will be utilized for classroom training, paid internships and OJT's.
- Continually seek to serve the citizens and employers of this county, partner with key stakeholders and strive for continuous improvement.

#### **Closing and questions**



Regional Partnership  
**WORKFORCE**  
Development Board

Randolph County Workforce Innovation and  
Opportunity Act Funding/Spending

\*\*Two year spending cycles  
\*\*Additional funding outside the 3  
programs listed here

| <u>Program</u> | <u>Year</u> | <u>Program</u> | <u>County</u> | <u>State Allocation</u> | <u>Actual</u><br><u>Spending</u> | <u>-/+ State</u><br><u>allocation</u> | <u>Explanation</u>             |
|----------------|-------------|----------------|---------------|-------------------------|----------------------------------|---------------------------------------|--------------------------------|
|                |             |                |               | <u>PY18</u>             | <u>2018</u>                      |                                       |                                |
|                | 2018        | Adult          | Randolph      | \$ 188,703.00           | \$ 306,307.00                    | \$ (117,604.00)                       | Spent more than the allocation |
|                | 2018        | Dis Work       | Randolph      | \$ 171,274.00           | \$ 179,344.00                    | \$ (8,070.00)                         | Spent more than the allocation |
|                | 2018        | Youth          | Randolph      | \$ 172,163.00           | \$ 212,006.00                    | \$ (39,843.00)                        | Spent more than the allocation |
|                |             | <b>Totals</b>  |               | \$ 532,140.00           | \$ 699,675.00                    |                                       |                                |

|  |      |               |          |               |               |                 |                                |
|--|------|---------------|----------|---------------|---------------|-----------------|--------------------------------|
|  |      |               |          | <u>PY19</u>   | <u>2019</u>   |                 |                                |
|  | 2019 | Adult         | Randolph | \$ 172,491.00 | \$ 304,668.00 | \$ (132,177.00) | Spent more than the allocation |
|  | 2019 | Dis Work      | Randolph | \$ 171,760.00 | \$ 190,959.00 | \$ (19,199.00)  | Spent more than the allocation |
|  | 2019 | Youth         | Randolph | \$ 157,284.00 | \$ 206,681.00 | \$ (49,397.00)  | Spent more than the allocation |
|  |      | <b>Totals</b> |          | \$ 501,535.00 | \$ 704,327.00 |                 |                                |

|  |      |               |          |               |               |               |                                |
|--|------|---------------|----------|---------------|---------------|---------------|--------------------------------|
|  |      |               |          | <u>PY20</u>   | <u>2020</u>   |               |                                |
|  | 2020 | Adult         | Randolph | \$ 245,011.00 | \$ 230,979.00 | \$ 14,032.00  | Spent less                     |
|  | 2020 | Dis Work      | Randolph | \$ 167,854.00 | \$ 172,723.00 | \$ (4,869.00) | Spent more than the allocation |
|  | 2020 | Youth         | Randolph | \$ 228,202.00 | \$ 178,235.00 | \$ 49,967.00  | Spent less                     |
|  |      | <b>Totals</b> |          | \$ 641,067.00 | \$ 581,937.00 |               |                                |

|  |      |               |          |               |               |                |                     |
|--|------|---------------|----------|---------------|---------------|----------------|---------------------|
|  |      |               |          | <u>PY21</u>   | <u>2021</u>   |                |                     |
|  | 2021 | Adult         | Randolph | \$ 248,833.00 | \$ 277,580.00 | \$ (28,747.00) | Spent more than the |
|  | 2021 | Dis Work      | Randolph | \$ 163,194.00 | \$ 160,327.00 | \$ 2,867.00    | Spent less than     |
|  | 2021 | Youth         | Randolph | \$ 237,523.00 | \$ 239,251.00 | \$ (1,728.00)  | Spent more than the |
|  |      | <b>Totals</b> |          | \$ 649,550.00 | \$ 679,179.00 |                |                     |

**REGIONAL PARTNERSHIP WORKFORCE DEVELOPMENT CONSORTIUM**  
**FOR THE**  
**REGIONAL PARTNERSHIP WORKFORCE DEVELOPMENT AREA**  
**Randolph COUNTY**  
**RESOLUTION ON STATEWIDE WORKFORCE BOARD REALIGNMENT**

A resolution of Randolph, County formally requesting the North Carolina Department of Commerce, NC Works Commission, retain the boundaries of the Regional Partnership Local Workforce Development Area in its final recommendations for statewide realignment or consolidation of Local Workforce Development Areas (LWDAs) or Local Workforce Development Boards (LWDBs). The Regional Partnership Local Workforce Development Area (RPLWDA) includes Alamance, Montgomery, Moore, Orange, and Randolph Counties. The Regional Partnership Workforce Development Consortium of Chief Elected Officials (CEOs) does not support any final recommendation that separates these five counties, merges them into larger areas, or consolidates other LWDAs into the Regional Partnership Local Workforce Development Area (RPLWDA).

WHEREAS, the Regional Partnership Local Workforce Development Area (RPLWDA) is the designated planning and administrative area to receive funds from the Workforce Innovation and Opportunity Act (WIOA) for Alamance, Montgomery, Moore, Orange and Randolph Counties; and

WHEREAS, the Regional Partnership Workforce Development Consortium of Chief Elected Officials (CEOs) are the designated recipients of WIOA funds for the Regional Partnership Local Workforce Development Area, and charged with the oversight and implementation of WIOA programs and activities within the Regional Partnership Local Workforce Development Area (RPLWDA); and

WHEREAS, the Regional Partnership Workforce Development Consortium of Chief Elected Officials (CEOs) appoint the members of the Regional Partnership Workforce Development Board (TPWDB), and select the Regional Consolidated Services (RCS) Fiscal Agent and Administrative Entity for the area; and

WHEREAS, Regional Partnership Workforce Development Consortium of Chief Elected Officials (CEOs) support local and regional workforce solutions to address common issues or opportunities, coordinate state and federal program service delivery in the Regional Partnership Workforce Development Area (RPLWDA), and build strategic partnerships to improve the prosperity of the five counties within the consortium; and

WHEREAS, the Regional Partnership Local Workforce Development Area (RPLWDA) was designated by the North Carolina Division of Workforce Solutions (NCDWS) based on factors such as common community growth patterns anchored by metropolitan and micropolitan statistical areas, shared labor pools, commuting patterns, coordinated economic development strategies, regional alignment with state and federal programs and services, and empowered to carry out programs and services that are of mutual interests to member governments within the Regional Partnership Workforce Local Workforce Development Area (RPLWDA); and

WHEREAS, the Randolph Community Services dba Regional Consolidated Services (RCS) serves as the fiscal agent and/or administrative entity for WIOA programs; and

WHEREAS, the Regional Partnership Workforce Development Consortium of Chief Elected Officials (CEOs), the Regional Partnership Workforce Development Board (RPWDB), and Regional Consolidated Services work together to improve the Regional Partnership Local Workforce Development Area's (RPLWDA) workforce infrastructure, and to provide a skilled workforce for area job seekers and employers,

NOW, THEREFORE, BE IT RESOLVED, that the Regional Partnership Workforce Development Consortium of Chief Elected Officials (CEOs) formally requests to retain its current designation, geographic boundary, and appointed entities to carry out WIOA programs and activities, and that we do not support any final recommendation that separates these five counties, merges them into larger areas, or consolidates other LWDAs into the Regional Partnership Local Workforce Development Area (RPLWDA).

Adopted by \_\_\_\_\_ County on \_\_\_\_\_ (day) of \_\_\_\_\_ (month), 202\_\_

\_\_\_\_\_  
(Insert Name), Chairman

ATTEST:

\_\_\_\_\_  
(Insert Name), Clerk



# RANDOLPH COUNTY SHERIFF'S OFFICE

## SHERIFF GREGORY J. SEABOLT

727 McDowell Road  
Asheboro, North Carolina 27205  
Phone: 336.318.6699 Fax: 336.318.6618

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### Memo

To: Randolph County Board of Commissioners  
From: Sheriff Greg Seabolt  
Date: 8/01/2022  
Re: Request for New Deputy Positions for City of Trinity / Approval of Associated Budget Amendment

---

The City of Trinity Council have agreed to contract three additional Deputy Sheriff's for additional law enforcement coverage for the citizens of Trinity. This includes Salary and Fringe Benefits; a One-Time Program Investment Fee to cover the costs of equipment and uniforms; Annual Operation Fees to cover the costs of three vehicles, vehicle equipment/installation, Projected Vehicle Maintenance and fuel costs.

#### Cost Breakdown (3 Additional Deputy Sheriff's):

|                             |                                                                 |
|-----------------------------|-----------------------------------------------------------------|
| Salary - \$145,923          | Vehicle+Equip+Install - \$27,795 per year (5 years)             |
| FICA - \$11,163             | Fuel and Maintenance - \$14,550                                 |
| Health Insurance - \$31,680 | One-Time Program Investment Fee 1 <sup>st</sup> year - \$34,650 |
| Retirement - \$19,116       | (uniforms and personal equipment)                               |
| 401K - \$7,296              |                                                                 |

In addition to these positions, the City of Trinity has agreed to remodel an existing office space to establish a Sheriff's Office annex in the City of Trinity. In return, the City of Trinity will off-set the Operation Fees paid to the County by \$500 per month, plus the cost of utilities.

If the new positions are approved, please do the following.

Please approve the three additional Deputy Sheriff positions; the following budget amendment to the General Fund:

---

#### 2022-2023 Budget Ordinance

Budget amendment #\_\_\_\_\_

#### General Fund

| Revenues           | Increase  | Decrease |
|--------------------|-----------|----------|
| Sales and services | \$292,173 |          |
| Appropriations     | Increase  | Decrease |
| Sheriff            | \$292,173 |          |

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"When keeping the job means more than doing the job, Mission is lost!"

NOTICE OF PUBLIC HEARING ON WHETHER THE BOARD OF COMMISSIONERS FOR RANDOLPH COUNTY SHOULD APPROVE PROPOSED INSTALLMENT FINANCING AGREEMENTS TO FINANCE A PORTION OF THE COST OF CERTAIN PROJECTS AS DESCRIBED BELOW.

NOTICE IS HEREBY GIVEN of a public hearing to be held at a meeting starting at 6:00 P.M. on August 1, 2022, at the 1909 Randolph County Historic Courthouse Meeting Room, 145-C Worth Street, Asheboro, North Carolina 27203, for the purpose of considering whether the Board of Commissioners for the County of Randolph, North Carolina (the “County”) should approve proposed installment financing agreements and certain related documents associated with two loans as described herein pursuant to G.S. § 160A-20, as amended, for the purpose of providing funds in a total amount not to exceed \$4,000,000, with other available funds, for the soft costs associated with the Projects hereinafter described. One loan is a ten-year, zero percent (0%) interest USDA Rural Economic Development Loan for two million dollars (\$2,000,000.00) from Randolph Electric Membership Corporation to be used for the design, permitting and environmental studies necessary to develop the Farm, Food and Family Education Center Agricultural Events Center and Office Building. The other loan is a ten-year, zero percent (0%) interest USDA Rural Economic Development Loan for two million dollars (\$2,000,000.00) from Randolph Electric Membership Corporation to be used for the design, permitting, and environmental studies necessary to develop the Farm, Food and Family Education Center Agricultural Arena. Both loans contain an annual one percent (1%) administrative fee on the outstanding balances.

If approved, the County will secure the repayment by it of moneys advanced pursuant to such proposed agreements by depositing County funds in an escrow account for this purpose.

Dana S. Crisco  
Clerk to the Board of Commissioners  
for the County of Randolph, North Carolina



# RANDOLPH COUNTY

## BOARD OF COMMISSIONERS

Darrell Frye, Chairman  
David Allen, Vice Chairman  
Kenny Kidd  
Maxton McDowell  
Hope Haywood

Randolph County Office Building ■ 725 McDowell Road  
Asheboro, North Carolina 27205 ■ Telephone 336-318-6300

Hal Johnson, County Manager  
Ben Morgan, County Attorney  
Dana Crisco, Clerk to the Board

### RESOLUTION MAKING REQUIRED FINDINGS

**WHEREAS**, Randolph County (the “County”) is an active and diverse agricultural community, ranking number one in the State of North Carolina (the “State”) for the production of beef cows, and ranking number two for the production of dairy cows, goats, and all cattle in the State, as well as ranking in the top ten for various other agricultural products; and

**WHEREAS**, the County contains 1,368 active farms encompassing 147,781 acres; and

**WHEREAS**, total cash receipts from agriculture in the County are approximately \$281 million per year; and

**WHEREAS**, the County desires to build a Farm, Food, and Family Education Center (the “F3 Center”) to provide a dynamic, innovative and collaborative place for people and organizations to build farm, food, and family systems that strengthen economies, enhance resiliency and build a sense of community; and

**WHEREAS**, the F3 Center will consist of, among other things, an Agricultural Events Center, an Office Building, and an Agricultural Arena; and

**WHEREAS**, Randolph Electric Membership Corporation has secured two USDA Rural Economic Development Loans (the “RED Loans”) for the benefit of the F3 Center project as described herein; and

**WHEREAS**, the County’s ability to accept the RED Loans referenced above is governed by North Carolina General Statute §160A-20 and approval of the North Carolina Local Government Commission; and

**WHEREAS**, the LGC requires that the County pass a resolution making certain findings as contained herein;

**WHEREAS**, Commissioner \_\_\_\_\_ introduced this Resolution and moved that it be adopted, Commissioner \_\_\_\_\_ seconded the motion, and the Resolution was read by the above title.

**NOW, THEREFORE, BE IT RESOLVED** that the Randolph County Board of Commissioners hereby makes the following factual findings:

1. Description of the undertaking and the terms of the proposed loan agreements. The County is in the process of securing funds for the construction of the F3 Center. The completed F3 Center will consist of, among other things, an Agricultural Events Center, an Office Building, and an Agricultural Arena. Randolph Electric Membership

Corporation (“REMC”) has secured two RED loans, each for two million dollars for the project. One loan is a ten-year, zero percent (0%) interest RED Loan for two million dollars from REMC to be used for the design, permitting and environmental studies (“soft costs”) necessary to develop the F3 Agricultural Events Center and Office Building. The other loan is a ten-year, zero (0%) percent interest RED Loan for two million dollars from REMC to be used for the design, permitting, and environmental studies (“soft costs”) necessary to develop the F3 Agricultural Arena. Both loans contain an annual one percent (1%) annual administrative fee on the outstanding balances.

2. Facts regarding the necessity of the proposed project. The proposed project is necessary and expedient because present facilities are inadequate to meet the needs in the community.
3. Facts supporting the amount of the loans. The RED Loan for the soft costs associated with the Agricultural Events Center and Office Building is for two million dollars (\$2,000,000.00). The total estimate for said soft costs is three million forty-nine thousand one hundred and twenty-four dollars (\$3,049,124.00); the County will provide one million forty-nine thousand one hundred twenty-four dollars (\$1,049,124.00) to supplement the loan. The RED Loan for the soft costs associated with the Agricultural Arena is for two million dollars (\$2,000,000.00). The total estimate for said soft costs is three million two hundred fifty-four thousand three hundred and fifty dollars (\$3,254,350.00); the County will provide one million two hundred fifty-four thousand three hundred and fifty dollars (\$1,254,350.00) to supplement this loan.
4. Authorization for project. The associated county attorney has rendered an opinion that the proposed undertaking is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.
5. Facts supporting the conclusion that the proposed loan agreements are preferable to a general obligation or revenue bond issue for the same purpose. Primary funding for the construction of this project has already been obtained, and the project is currently in the design phase. Pursuing general obligation or revenue bonds would result in a delay in a project that has recently gained considerable momentum. Furthermore, the loans under consideration allow for REMC, a local business, to participate in and support the project.
6. Facts indicating that the estimated cost of financing compares reasonably with the estimated costs of bond financing for the same undertaking. Both loans are provided at zero percent (0%) interest and contain only a one percent (1%) annual administrative fee of the outstanding balance.
7. Past debt management policies. The County has, in the past, always appropriated funds in accordance with North Carolina law during each fiscal year in an amount sufficient to retire all principal and interest on indebtedness.

8. Estimate of increase in the property tax rate, if any, required to raise the sums to fall due under the proposed loan agreements. There is no tax increase expected to raise the sums to fall due under the proposed loan agreements; if any increase becomes necessary, it will not be excessive.
9. Past budgetary and fiscal management policies. The County has always adopted its budget in a timely manner in accordance with North Carolina statutory requirements and has obtained an unmodified opinion from a certified public accountant in connection with each annual audit.
10. Debt service obligations. The County is not, nor has it ever been, in default in meeting its debt service obligations.

This motion was adopted by the following vote: AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

This the 1<sup>st</sup> day of August, 2022.

ATTEST:

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Chairman Darrell Frye  
Randolph County Board of Commissioners

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Dana Crisco, Clerk  
Randolph County Board of Commissioners

# Randolph County Administration



## Memo

To: Randolph County Board of Commissioners

From: Will Massie, Assistant County Manager / Finance Officer

Date: 7/30/2022

Re: Budget Amendment –Agricultural Center Capital Project

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To recognize the \$4 million proceeds of the two proposed USDA loans through Randolph Electric Membership Corp., please approve the following budget amendment to the Agricultural Center Capital Project Fund:

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### **Agricultural Center Capital Project Ordinance**

Amendment # 5

| <b>Revenues</b>         | <b>Increase</b> | <b>Decrease</b> |
|-------------------------|-----------------|-----------------|
| Proceeds from debt      | \$4,000,000     |                 |
| <b>Appropriations</b>   | <b>Increase</b> | <b>Decrease</b> |
| Furniture and equipment | \$957,000       |                 |
| Issuance costs          | \$43,000        |                 |
| Construction            | \$3,000,000     |                 |

# Randolph County Administration



## Memo

To: Randolph County Board of Commissioners

From: Will Massie, Assistant County Manager / Finance Officer

Date: 7/30/2022

Re: Consider Rural Transformation Grant for Farm, Food and Family Education Center

The County recently applied for a new Rural Transformation grant through the NC Department of Commerce, and have been awarded \$900,000 for construction of the Farm, Food and Family Education Center. The Resilient Neighborhoods category offers grants focused on community development and quality of life improvements, such as eliminating food deserts, creating healthy living initiatives, and increasing access to affordable housing options, among other initiatives. This grant program is funded through ARPA, and will require compliance with federal guidelines.

To recognize the \$900,000 NC Dept of Commerce Rural Transformation Grant, please a) accept the grant and authorize the Chairman to sign the grant agreement, and b) approve the following budget amendment to the Agricultural Center Capital Project Fund:

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### Agricultural Center Capital Project Ordinance

Amendment # 6

| Revenues                     | Increase  | Decrease |
|------------------------------|-----------|----------|
| Restricted Intergovernmental | \$900,000 |          |
| Appropriations               | Increase  | Decrease |
| Construction                 | \$900,000 |          |

# Randolph County Employee Wellness Update

## August 1, 2022

Here are the wellness topics to be discussed in a five-minute PowerPoint presentation for the Board of County Commissions on August 1, 2022.

1. Added Asheboro Counseling and Wellness (ACW) as our new Counseling and Therapy vendor. ACW is a local company lead by Litha Charles who employs 9 licensed therapists which strengthens and expands our mental health resources for our employees and their families.
2. Expanding **Critical Incident Stress Management** program (CISM) from Emergency Services to Sheriff's Office, DSS, and Public Health. Each of these departments will have a CISM team which offers a licensed therapist and trained peers to assist and support employees who have experienced on-the-job critical incident stress.
3. Expanding **Peer-to-Peer Support** program for employees working in "high-stress" roles with the County. Selected employees in each "high-risk" department are trained as peer support to assist their coworkers who have encountered on-the-job critical incident. These departments include Emergency Services, Sheriff's Office, DSS, and Public Health.
4. **Expanding Pet Therapy** program with additional support from Public Health to increase therapy dog visitations to all departments. Also adding Pet Therapy to assist and support the Critical Incident Stress Management teams.
5. Creating a university supported **Longitudinal Study** to analyze the County's biometric and claims aggregate data. With six years of aggregate data from our Biometric Screenings and claims, Jennifer Layton from Public Health is working with UNC-Charlotte and UNC-G to create a Ph.D. research thesis program to explore Randolph County wellness trends.
6. Working with Public Health to restart and expand annual Health Fair to make it a **Community Health Fair**. This Community Health Fair will continue to support employees but will expand to offer a wide variety of health screenings and wellness education for at-risk and low income populations. Transportation will be made available for marginalized populations to attend and participate in the Community Health Fair. The Community Health Fair will also be open to our Corporate and Municipalities Wellness Coalition.

**RANDOLPH COUNTY PUBLIC WORKS**

725 McDowell Road

Asheboro, North Carolina 27205

Telephone (336) 318-6605 \* Fax (336) 636-7573

# Memo

To: Randolph County Board of Commissioners

From: Paxton Arthurs, County Engineer

Date: August 1, 2022

Re: Juvenile Day Reporting Center Renovation – Change Order

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Back in April, you awarded a contract to Garanco Construction for the Renovation of the old Child Support space for use by JDRC. Recently, we had an electrical inspection and learned of an unexpected requirement. The building is wired with Non-Metallic (NM) cable which is no longer allowed above acoustical tile ceilings. The inspector is not requiring that the whole building be brought up to code; however, he has asked that the current construction area be addressed. Unfortunately, material prices are high right now and the work will be labor intensive. The quote from the contractor is \$20,750. There are enough funds in this Project's Capital Fund to cover this expense.

If you would like to move forward with these changes, I ask that you take the following action:

- Approve a Change Order to the contract with Garanco Construction to add \$ 20,750.00 for replacing existing non-metallic cables in the JDRC Renovation project.
- Authorize the County Manager to sign the contract Change Order.

Thank you.