

Diane Cox  
Executive Director

## MEMORANDUM

**Member  
Governments**

**COUNTIES**

Franklin  
Granville  
Person  
Vance  
Warren

**MUNICIPALITIES**

Bunn  
Butner  
Creedmoor  
Franklinton  
Henderson  
Kittrell  
Louisburg  
Macon  
Middleburg  
Norlina  
Oxford  
Roxboro  
Stem  
Stovall  
Warrenton  
Youngsville

TO: COG Board of Directors, Ex-Officio Members, Chairpersons, Region K  
Managers and Economic Developers

FROM: Tommy Hester, Chairman *Tommy/HGP*

SUBJECT: **COG BOARD MEETING – August 25, 2016**  
**Kerr-Tar Regional COG Office**  
**1724 Graham Avenue, Henderson, NC 27536**

DATE: August 17, 2016

The COG Board of Directors will meet on Thursday evening August 25, 2016 at the **Kerr-Tar COG office, located at 1724 Graham Avenue, Henderson, NC 27536.** The Meet and Greet will start at 6:30 P.M. with the Business Session starting at 7:00 PM.

Minutes from our June 23rd meetings are enclosed for KTCOG Board Members to review prior to the meeting. You will also find the, our Finance Report and Kerr-Tar Newsletter (Executive Director's Report).

**Please note that our Guest Speakers will be Johanna Reese with the NC Association of County Commissioners and Will Brooks from the NC League of Municipalities.**

**Please RSVP by calling 252-436-2040 or toll free at 866-506-6223 with your response. We must guarantee a headcount with the caterer. You may email your reply to gparham@kerrtarco.org by Noon on Monday, August 22nd.**

**It is a requirement that we have a quorum for each meeting so business items on the Agenda can be reviewed and approved by the KTCOG Board of Directors. We encourage you to actively participate as a Board Member.**

TH:gap

**Kerr-Tar Regional Council of Governments**  
**1724 Graham Avenue**  
**Henderson, NC 27536**  
**August 25, 2016**  
**7:00 PM**

**AGENDA**

<b>Time</b>	<b>Agenda Item</b>	<b>Participant</b>
7:00 PM	INVOCATION	Terry Garrison
7-7:25 PM	DINNER	
7:30 PM	CALL TO ORDER	Chairman Hester
7:35 PM	WELCOME GUESTS	Chairman Hester
7:40 PM	APPROVAL OF MINUTES ( <i>June 23,2016</i> )	Chairman Hester
7:45 PM	NEW BUSINESS <ul style="list-style-type: none"> <li>• Slate of Officers 2016/2017</li> <li>• Finance Report</li> <li>• Budget Amendments</li> <li>• 2016 Essential Single Family Rehabilitation Program Policies (Franklin &amp; Granville Counties)</li> </ul>	Gary Plummer Tonya Kilgore Tonya Kilgore Diane Cox
7:55 PM	EXECUTIVE DIRECTOR'S REPORT	Diane Cox
8:00 PM	GUEST SPEAKERS – NC Association of County Commissioners and NC League of Municipalities	Johanna Reese and Will Brooks
8:20 PM	QUESTIONS	
8:25 PM	PUBLIC COMMENTS & ANNOUNCEMENTS	Chairman Hester
8:30 PM	ADJOURNMENT	Chairman Hester

**Mission Statement:**

"To promote regionalism that provides opportunities for local governments to enhance and improve the quality of life for our citizens through the effective delivery of services and programs."

**Minutes**  
**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS**  
**Kerr-Tar COG Office**  
**June 16, 2016**

**Members Present**

John Alston	Mary Anderson
Pete Averette	Francine Chavis
Jimmy Clayton	Sidney Dunston
Eddie Ellington	Fonzie Flowers
Terry Garrison	Tommy Hester
Zelodis Jay	Dazale Kearney
Brad Kearney	Bryan Pfohl
Barry Richardson	Joe Shearon
David Smith	Danny Wright

**COG Staff:**

Diane Cox  
Gina Parham  
Kermit Copley

**Others:**

Jim Wrenn – Attorney

**PUBLIC HEARING**

Chairman Hester called the meeting to order.

**Open Public Hearing**

**Motion # 1**

Motion was made by Eddie Ellington to open the Public Hearing. Motion seconded by Zelodis Jay. Motion carried unanimously.

This Public Hearing is to receive any public comments regarding the Kerr Tar Regional Council of Governments Proposed Budget for 2016/2017. There were no citizens present to make public comment.

Executive Director, Diane Cox reviewed each of the programs that would be continuing at the COG for 2016/2017. She also reviewed the major budget changes which included:

- 2% COLA for staff that was approved by the Executive Committee
- New Administrative Position funded for Finance Assistant
- Promotion of Finance and Data Base Specialist to Finance Manager
- Fringe Benefits rate is 37.644%
- Indirect Cost Rate recommended is approximately 49.5758% for Administrative Indirect and 16.3232% for Programmatic Indirect.
- Member dues remained at 59 cents per capita.
- Fund balance proposed to balance FY 2016/2017 budget is zero.

Proposed budget for FY 2016/2017 was recommended by the Executive Committee and is within the resources of the COG.

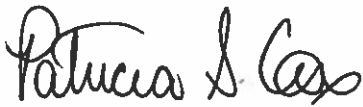
Chairman Hester asked for any comments from the Board Members. There were none.

**Close Public Hearing**  
**Motion # 2**

Sidney Dunston made a motion to close the Public Hearing. Bryan Pfohl seconded the motion and the motion carried unanimously.

There being no further business, the meeting adjourned.

Sincerely,

A handwritten signature in cursive script, appearing to read "Patricia S. Cox".

Patricia S. Cox, Executive Director  
Secretary to the Board of Directors

**Minutes**  
**KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS**  
**Kerr-Tar COG Office**  
**June 23, 2016**

**Members Present**

Mary Anderson	Pete Averette
Francine Chavis	Jimmy Clayton
Henry Daniel	Sidney Dunston
Kevin Easter	Terry Garrison
Carrol Harris	Tommy Hester
Zelodis Jay	Dazale Kearney
Kenneth Perry	Bryan Pfohl
Jenifer Pierce	Barry Richardson
Joe Shearon	Archer Wilkins
Danny Wright	Quon Bridges

**Absent Members:**

John Alston	Wayne Aycock
Junious Debnam	Eddie Ellington
Fonzie Flowers	Walter Gardner
Linda Jordon	Jerry Joyner
Brad Kearney	Johnny Lunsford
Gary Plummer	David Smith
Marsha Strawbridge	Michael Williford

**COG Staff:**

Diane Cox  
Vincent Gilreath  
Gina Parham  
Tonya Kilgore  
Donna Lee  
Ann Stroobant

**Others:**

Jim Wrenn – COG Attorney  
Boyd Tharrington – NCDOT  
Joey Hopkins – NCDOT  
Cameron Richards – NCDOT  
Stuart Litvin – Vance EDC  
Elke Doom – City of Oxford  
Harry Mills – Granville EDC

**Call to Order and Invocation**

Chairman Hester asked Board Member, Jimmy Clayton to provide the invocation prior to dinner.

Chairman called the meeting to order and welcomed everyone to the meeting. New Person County Board member Kenneth Perry was introduced. Mr. Perry is filing the seat vacated by Ms. Elizabeth Blackwell. Everyone welcomed Mr. Perry to the Board.

**Minutes**

Chairman asked for the pleasure of the Board in regards to the Minutes of May 26<sup>th</sup> that were previously sent to all members for review.

**Minutes**

**Motion # 1**

Sidney Dunston made a motion to approve the Minutes as written. Jimmy Clayton seconded the motion and the motion carried unanimously.

## **NEW BUSINESS**

### **FINANCE REPORT**

Tonya Kilgore advised that the Finance Report ending May 31, 2016 had been reviewed by the Finance Chairman, Danny Wright. She further stated that she believed the COG staff was doing a good job of keeping expenditures within budget. She also noted that additional revenue of \$16,650 would carry forward as EDA Grants are 3 year grants. Other program funds are all pass thru funds and the Aging funds of \$3,261 for fans has already been spent and will transfer out at the end of June. Total budget at end of May is \$1,029,976.

Members questioned if COG had made any revolving loans recently. Diane stated that no loans had been made and contact had been made with local banks to remind them of the availability of loan program. Plan to start marketing the loan program in the upcoming year.

Members questioned spending in NSP program and Diane clarified that the Vance County project is a multi-year project (since 2008) and that the COG is reimbursed on actual expenditures. A budget amendment will be presented later.

#### **Finance Report**

##### **Motion # 2**

Motion was made by Danny Wright to approve the Finance Report as presented for the end of May. Bryan Pfohl seconded the motion and motion carried unanimously

(INSERT FINANCE REPORT HERE)

	BUDGET	YTD		BALANCE	%	EXPENDED	REVENUES		ACCOUNTS		ASSESSMENTS		TOTAL	GAIN/(LOSS)
		EXPEND	REVENUES RECEIVED				RECEIVABLE	LOCAL MATCH	ALLOCATED	REVENUES				
GENERAL FUND - 10														
KTREDC	\$ 53,000	\$ 52,693	\$ 307	\$ 307	99	\$ 43,725	\$ 8,968	\$ -	\$ 35,002	\$ 52,693	\$ -	\$ 16,650		
EDA Planning	\$ 97,502	\$ 87,505	\$ 9,997	\$ 9,997	90	\$ 75,060	\$ 13,091	\$ -	\$ 13,091	\$ 110,062	\$ -	\$ -		
Revolving Loan Fund	\$ 17,595	\$ 13,091	\$ 4,504	\$ 4,504	74	\$ -	\$ 1,952	\$ -	\$ 1,952	\$ 13,091	\$ -	\$ -		
Micro Loan Fund	\$ 1,952	\$ 1,952	\$ -	\$ -	100	\$ -	\$ 1,952	\$ -	\$ 22,978	\$ 1,952	\$ -	\$ -		
Rural Transportation	\$ 121,030	\$ 114,891	\$ 6,139	\$ 6,139	95	\$ 76,285	\$ 15,628	\$ 9,098	\$ -	\$ 114,891	\$ -	\$ -		
Bike Ped Path Plan	\$ 18,220	\$ 15,320	\$ 2,900	\$ 2,900	84	\$ 6,222	\$ 3,672	\$ 9,098	\$ -	\$ 15,320	\$ -	\$ -		
CFAT	\$ 20,213	\$ 15,442	\$ 4,771	\$ 4,771	76	\$ 11,770	\$ 20,383	\$ 3,672	\$ -	\$ 15,442	\$ -	\$ -		
Mobility Manager	\$ 92,900	\$ 58,313	\$ 34,587	\$ 34,587	63	\$ 32,099	\$ 5,831	\$ -	\$ 5,831	\$ 58,313	\$ -	\$ -		
Bunn Zoning	\$ 8,094	\$ 6,517	\$ 1,577	\$ 1,577	81	\$ 6,201	\$ 315	\$ -	\$ -	\$ 6,516	\$ -	\$ (1)		
Warrenton Zoning	\$ 2,700	\$ 1,183	\$ 1,517	\$ 1,517	41	\$ 2,700	\$ -	\$ -	\$ -	\$ 2,700	\$ -	\$ 1,517		
City of Henderson REUSE	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	0	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000		
Franklin Co. Building Reuse	\$ 15,000	\$ 4,887	\$ 10,113	\$ 10,113	33	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 10,113		
Aging - Planning & Admin.	\$ 187,380	\$ 137,748	\$ 49,632	\$ 49,632	74	\$ 103,111	\$ 5,863	\$ -	\$ 28,776	\$ 137,750	\$ -	\$ 2		
Aging - Ombudsman	\$ 106,146	\$ 99,329	\$ 6,817	\$ 6,817	94	\$ 82,698	\$ 6,700	\$ -	\$ 9,933	\$ 99,331	\$ -	\$ 2		
Aging - Elder Abuse	\$ 4,708	\$ 4,652	\$ 56	\$ 56	99	\$ 2,497	\$ 1,689	\$ -	\$ 465	\$ 4,651	\$ -	\$ 1		
Aging - Evidence Based	\$ 32,254	\$ 23,779	\$ 8,475	\$ 8,475	82	\$ 18,502	\$ 2,900	\$ -	\$ 2,378	\$ 23,780	\$ -	\$ 1		
Aging - AAA Admin	\$ 48,263	\$ 43,388	\$ 4,875	\$ 4,875	100	\$ 27,421	\$ 15,908	\$ -	\$ -	\$ 43,389	\$ -	\$ 1		
Aging - Medicare SHIP	\$ 7,000	\$ 6,993	\$ 7	\$ 7	99	\$ 5,500	\$ -	\$ -	\$ 1,500	\$ 7,000	\$ -	\$ 7		
Aging - MIPPA	\$ 15,518	\$ 6,861	\$ 8,657	\$ 8,657	44	\$ 11,988	\$ (1,640)	\$ -	\$ -	\$ 10,348	\$ -	\$ 5,170		
Aging - Caregiver I	\$ 87,500	\$ 78,145	\$ 9,355	\$ 9,355	92	\$ 68,421	\$ 9,725	\$ -	\$ -	\$ 78,146	\$ -	\$ 1		
Aging - NC DOT Project	\$ 300,000	\$ 245,179	\$ 54,821	\$ 54,821	82	\$ 202,844	\$ 42,335	\$ -	\$ -	\$ 245,179	\$ -	\$ -		
Aging - LCA	\$ 30,000	\$ 20,059	\$ 9,941	\$ 9,941	78	\$ 19,078	\$ 1,041	\$ -	\$ -	\$ 20,119	\$ -	\$ 60		
Aging - CATCH Community Services	\$ 260	\$ 180	\$ 80	\$ 80	69	\$ 260	\$ -	\$ -	\$ -	\$ 260	\$ -	\$ 80		
Aging - Triangle North Healthcare Foundation	\$ 10,000	\$ 4,355	\$ 5,645	\$ 5,645	44	\$ 10,000	\$ (1,015)	\$ -	\$ -	\$ 8,985	\$ -	\$ 5,645		
Aging - Senior Games	\$ 7,500	\$ 5,203	\$ 2,297	\$ 2,297	78	\$ 5,365	\$ -	\$ -	\$ -	\$ 5,365	\$ -	\$ 162		
WIA Adult Program	\$ 145,974	\$ 133,502	\$ 12,472	\$ 12,472	91	\$ 124,628	\$ 8,874	\$ -	\$ -	\$ 133,502	\$ -	\$ -		
WIA Youth Program	\$ 116,634	\$ 92,475	\$ 24,159	\$ 24,159	79	\$ 83,524	\$ 8,951	\$ -	\$ -	\$ 92,475	\$ -	\$ -		
WIA Disloc Work Prog	\$ 123,241	\$ 113,617	\$ 9,624	\$ 9,624	92	\$ 99,513	\$ 14,033	\$ -	\$ -	\$ 113,546	\$ -	\$ (71)		
WIA Admin	\$ 230,957	\$ 198,893	\$ 32,064	\$ 32,064	86	\$ 184,204	\$ 14,689	\$ -	\$ -	\$ 198,893	\$ -	\$ -		
WIA NEG OJT	\$ 21,600	\$ 850	\$ 20,750	\$ 20,750	4	\$ 850	\$ -	\$ -	\$ -	\$ 850	\$ -	\$ -		
WIOA Career Pathways	\$ 30,000	\$ 6,920	\$ 23,080	\$ 23,080	23	\$ -	\$ 6,920	\$ -	\$ -	\$ 6,920	\$ -	\$ -		
Granville Co. SS CDBG	\$ 10,000	\$ 2,833	\$ 7,167	\$ 7,167	28	\$ 3,504	\$ -	\$ -	\$ -	\$ 3,504	\$ -	\$ 671		
Granville Co. SFR	\$ 170,000	\$ 32,503	\$ 137,497	\$ 137,497	19	\$ 29,080	\$ 3,423	\$ -	\$ -	\$ 32,503	\$ -	\$ -		
Vance Co. NSP	\$ 4,500	\$ 6,552	\$ (2,052)	\$ (2,052)	146	\$ 6,030	\$ 522	\$ -	\$ -	\$ 6,552	\$ -	\$ -		
Roxboro SFR	\$ 170,000	\$ 182	\$ 169,818	\$ 169,818	0	\$ -	\$ 182	\$ -	\$ -	\$ 182	\$ -	\$ -		
Miscellaneous	\$ -	\$ 1	\$ (1)	\$ (1)	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1)		
Contingency	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL	\$ 2,312,641	\$ 1,635,993	\$ 676,648	\$ 676,648	71%	\$ 1,358,080	\$ 219,267	\$ 106,863	\$ 1,684,210	\$ 45,010	\$ -	\$ -		

<b>AGING FUND-FUND 11</b>									
Aging - Block Grant	\$ 1,769,445	\$ 1,387,280	\$ 382,165	75	\$ 1,387,280	\$ -	\$ 1,387,280	\$ -	\$ 1,387,280
Aging - Legal	\$ 9,205	\$ 9,205	\$ -	100	\$ 9,205	\$ -	\$ 9,205	\$ -	\$ 9,205
Aging - Sr Ctr Gen Pump	\$ 62,292	\$ 23,021	\$ 39,271	37	\$ 23,021	\$ -	\$ 23,021	\$ -	\$ 23,021
Aging - Fans	\$ 3,261	\$ -	\$ 3,261	0	\$ 3,261	\$ -	\$ 3,261	\$ -	\$ 3,261
Aging - Caregiver	\$ 53,593	\$ 23,374	\$ 30,219	44	\$ 23,374	\$ -	\$ 23,374	\$ -	\$ 23,374
<b>TOTAL</b>	\$ 1,897,796	\$ 1,442,880	\$ 454,916	76%	\$ 1,446,141	\$ -	\$ 1,446,141	\$ -	\$ 1,446,141
<b>WORKFORCE - FUND 13</b>									
WIA Adult Program	\$ 503,261	\$ 321,245	\$ 182,016	64	\$ 321,245	\$ -	\$ 321,245	\$ -	\$ 321,245
WIA Adult ITA's	\$ 55,000	\$ -	\$ 55,000	0	\$ -	\$ -	\$ -	\$ -	\$ -
WIA Youth Program	\$ 623,300	\$ 304,136	\$ 319,164	49	\$ 304,136	\$ -	\$ 304,136	\$ -	\$ 304,136
WIA Disloc Work Prog	\$ 503,261	\$ 304,786	\$ 198,475	61	\$ 304,786	\$ -	\$ 304,786	\$ -	\$ 304,786
WIA Disloc Work ITA's	\$ 55,000	\$ -	\$ 55,000	0	\$ -	\$ -	\$ -	\$ -	\$ -
WIA NEG-OJT	\$ 206,000	\$ 102,351	\$ 103,649	50	\$ 102,351	\$ -	\$ 102,351	\$ -	\$ 102,351
<b>TOTAL</b>	\$ 1,945,822	\$ 1,032,518	\$ 913,304	53%	\$ 1,032,518	\$ -	\$ 1,032,518	\$ -	\$ 1,032,518
<b>MICRO-LOAN - FUND 15</b>									
Loans	\$ -	\$ -	\$ -		\$ 132	\$ -	\$ 132	\$ -	\$ 132
<b>TOTAL</b>	\$ -	\$ -	\$ -	0%	\$ 132	\$ -	\$ 132	\$ -	\$ 132
<b>REVOLVING LOAN - FUND 20</b>									
Loans	\$ 51,763	\$ 50	\$ 51,713	0	\$ 16,170	\$ -	\$ 16,170	\$ -	\$ 16,170
<b>TOTAL</b>	\$ 51,763	\$ 50	\$ 51,713	0%	\$ 16,170	\$ -	\$ 16,170	\$ -	\$ 16,170
<b>REVOLVING LOAN-GREEN JOBS - FUND 21</b>									
Loans	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -
<b>ALL TOTALS</b>	\$ 6,208,022	\$ 4,111,441	\$ 2,096,581	66%	\$ 3,853,041	\$ 219,267	\$ 4,179,171	\$ 106,863	\$ 48,272
<b>CASH BALANCES</b>									
GENERAL FUND					\$ 178,557		\$ 178,557		\$ 178,557
AGING FUND					\$ 3,261		\$ 3,261		\$ 3,261
WIA FUND					\$ 52,795		\$ 52,795		\$ 52,795
MICRO LOAN FUND					\$ 23,047		\$ 23,047		\$ 23,047
REVOLVING LOAN FUND					\$ 766,731		\$ 766,731		\$ 766,731
GREEN JOBS RLF LOAN FUND					\$ 5,585		\$ 5,585		\$ 5,585
<b>TOTALS</b>					\$ 1,029,976		\$ 1,029,976		\$ 1,029,976

Kermit Copley, CPA 06/14/16  
Hoyle CPA, PLLC



## **BUDGET AMENDMENTS**

Tonya Kilgore presented the Budget Amendments and stated the reason for each amendment in General Fund 10, and Aging Fund 11. She offered to address any questions or concerns.

(INSERT BUDGET AMENDMENTS HERE)

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS  
 BUDGET AMENDMENTS  
 Thursday, June 23, 2016

FUND 10 GENERAL FUND

<b>BUDGET AMENDMENT # 18</b>				
	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
<b>AGING - P &amp; A</b>	<b>5110</b>			
<b>EXPENDITURES</b>				
Advertising	370	2,296	-1,796	500
MIS Charges	382	8,500	-1,000	7,500
Dues and Subscriptions	491	4,000	-2,000	2,000
		<b>14,796</b>	<b>-4,796</b>	<b>10,000</b>
<b>TOTAL P &amp; A Expenditure Budget</b>		<b>187,380</b>	<b>-4,796</b>	<b>182,584</b>
<b>REVENUES</b>				
<b>AGING - P &amp; A</b>	<b>3510</b>	144,442	0	144,442
Assessments allocated for match		38,142	0	38,142
		<b>182,584</b>		<b>182,584</b>
To adjust actual expenditures to revenue				

<b>BUDGET AMENDMENT # 19</b>				
	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
<b>AGING - Ombudsman</b>	<b>5120</b>			
<b>EXPENDITURES</b>				
Supplies	260	200	50	250
Travel	314	2,964	514	3,478
		<b>3,164</b>	<b>564</b>	<b>3,728</b>
<b>TOTAL Ombudsman Expenditure Budget</b>		<b>106,146</b>	<b>564</b>	<b>106,710</b>
<b>REVENUES</b>				
<b>AGING - Ombudsman</b>	<b>3520</b>	96,039	0	96,039
Assessments allocated for match		10,671	0	10,671
		<b>106,710</b>		<b>106,710</b>
To adjust actual expenditures to revenue				

<b>BUDGET AMENDMENT # 20</b>				
	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
<b>AGING - Elder Abuse</b>	<b>5310</b>			
<b>EXPENDITURES</b>				
Supplies	260	139	-55	84
		139	-55	84
<b>TOTAL Elder Abuse Expenditure Budget</b>		<b>4,708</b>	<b>-55</b>	<b>4,653</b>
<b>REVENUES</b>				
<b>AGING - Elder Abuse</b>	<b>3530</b>	4,188	0	4,188
Assessments allocated for match		465	0	465
		4,653		4,653
To adjust actual expenditures to revenue				

<b>BUDGET AMENDMENT # 21</b>				
	<u>A/C #</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>REQUESTED</u>
<b><u>EXPENDITURES</u></b>				
<b>VANCE COUNTY NSP</b>	<u>7686</u>			
Contracted Services	<u>200</u>	<u>4,500</u>	<u>4,500</u>	<u>9,000</u>
		<u>4,500</u>	<u>4,500</u>	<u>9,000</u>
<b><u>REVENUES</u></b>				
<b>VANCE COUNTY NSP</b>	<u>3475</u>			
	<u>436</u>	<u>4,500</u>	<u>4,500</u>	<u>9,000</u>
		<u>4,500</u>	<u>4,500</u>	<u>9,000</u>
This amendment represents additional revenue and expenses.				

KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS  
 BUDGET AMENDMENTS  
 Thursday, June 23, 2016

FUND 11 - AGING

<b>BUDGET AMENDMENT # 3</b>				
	<b>A/C #</b>	<b>BUDGET</b>	<b>CHANGE</b>	<b>REQUESTED</b>
<b>HOME &amp; COMM CARE BLOCK GR</b>				
<b>EXPENDITURES</b>				
Franklin County		444,672	6,562	451,234
Granville County		394,963	5,663	400,626
Person County		323,421	4,417	327,838
Vance County		335,946	5,067	341,013
Warren County		<u>270,443</u>	<u>3,540</u>	<u>273,983</u>
		<b>1,769,445</b>	<b>25,249</b>	<b>1,794,694</b>
<b>REVENUES</b>				
Franklin County		444,672	6,562	451,234
Granville County		394,963	5,663	400,626
Person County		323,421	4,417	327,838
Vance County		335,946	5,067	341,013
Warren County		<u>270,443</u>	<u>3,540</u>	<u>273,983</u>
		<b>1,769,445</b>	<b>25,249</b>	<b>1,794,694</b>
This amendment reflects the actual grant funds received for FY15-16.				

## **Budget Amendments**

### **Motion #3**

Motion was made by Zelodis Jay to approve the Budget Amendments as presented. Pete Averette seconded the motion. The motion carried unanimously.

## **Budget Resolution**

Diane Cox reminded the Board that the Executive Committee had recommended the Proposed Budget for FY 2016/2017 at the May meeting. She further stated that a Public Hearing was held at the COG office on June 16<sup>th</sup> at 9:30 for citizen input and that no one came forth with comment.

## **Budget Resolution FY 2016//2017**

### **Motion # 4**

Motion was made by Quon Bridges to approve the Budget Resolution for FY 2016/2017 as presented. Kevin Easter seconded the motion. The motion carried unanimously.

At this time, Board Member Quon Bridges took a moment to recognize new Oxford City Manager, Elke Doome who had joined the meeting tonight. Chairman Hester asked if there were other guests to recognize this evening.

## **Nominating Committee**

Chairman Hester advised that he would recommend the following individuals to serve on the Nominating Committee to select our Slate of Officers for FY2016/2017.

Serving as Chairman of this committee would be:

- Gary Plummer (who resides in the County of the retiring Chairman)
- Zelodis Jay of Granville County
- Dazale Kearney of Franklin County
- Walter Gardner of Warrenton

## **Nominating Committee**

### **Motion # 5**

Motion was made by Bryan Pfohl to approve the Nominating Committee as presented. Pete Averette seconded the motion. The motion carried unanimously.

## **EXECUTIVE DIRECTOR'S REPORT**

Highlights of Diane's report were:

- Annual Awards Banquet will be held on September 22, 2016 at the Henderson Vance Farmers' Market. Award Nomination Forms are enclosed in your packets to submit nominees and they will also be placed on our website. Guest speaker will be Dr. Pat Mitchell from NC Department of Commerce.
- Kerr Tar COG new web page went live as of June 13th, 2016. Please take time to browse the site and provide us with ideas and updates of local events. We have obtained some photos of COG Board Members but do not have them all yet. If you do not like your photo or have a photo you would like us to use, please send it to us.
- The NC Regional Council Directors met in Kernersville on June 2<sup>nd</sup> and 3<sup>rd</sup>. The new CEDS format was reviewed with a stream lined process. The current CEDS must be updated and approved in 2017.
- COG submitted a Brownfields grant application to EPA that was not funded. The COG scored 188 of the 200 required points. There were 79 applications received in total and Region 4 was awarded 16 grants. The COG will be re-submitting a revised application for the next round of funding.
- The Aging staff will host a Caregiver Expo at VGCC on Thursday, October 20<sup>th</sup> from 9 to 3PM.
- The next Aging Plan will be completed for Person County. The first plan was completed for Franklin County.
- Aging staff is finalizing local contract agency contract with DAAS and the Kerr-Tar AAA has been award \$30,000 for this program. Sheila and Melissa are certified options counselors and they respond to individuals in skilled nursing facilities that are interested in returning to their community or home. They also counsel the individual on various community based services that may help their transition.
- Second Elder Abuse Walk was held on June 2 at Huck Sansbury walking track in Roxboro. More than 150 folks attended the event. This was a regional event and very pleased with turnout. Plans are in the works to submit a NADO Innovation Award Application for this project.
- A Virtual Dementia Tour (VDT) was held on June 7<sup>th</sup> at the Person County Office Building and on June 16<sup>th</sup> at the Louisburg Senior Center. Melissa has been certified as a Master Trainer for the VDT program. She will hold a workshop in Charlotte in July that will generate some revenue for AAA.
- Senate Appropriations Committee has proposed to eliminate SHIIPs. In NC they are known as Senior Health Insurance Information Programs (SHIIP). Several of our staff members are certified SHIIP counselors who assist Medicare beneficiaries with understanding Medicare Parts A, B, C, and D and assist with open enrollment. It is up to the Housing Appropriations Committee to decide the fate of this essential program. We urge you to tell our members of Congress to protect SHIIPs from an unprecedented cut. Congress needs to increase SHIIP funding to not leave millions who need support comparing coverage options, etc. stranded with no where to turn.
- Workforce Development staff is completing an Advanced Manufacturing Career Pathways Application to be submitted to NC Works Commission for review/approval by June 30<sup>th</sup>.
- The AMSTA Summer Cruising Program was held in 4 of our 5 counties. Teachers took industry tours and toured the Centennial Campus at NCSU.
- Advertised for a Planning Director position twice and to date has no strong candidates for the position. Mark Warren will continue with us two days a week on an interim contract.
- Closed out resumes for the Financial Assistant position and plan to set up interviews soon.

## **Resolution to Support Funding of SHIIP**

### **Motion #6**

Danny Wright made a motion for a Resolution to be drafted in Support of Funding the SHIIP program from the Kerr Tar Board of Directors. Jimmy Clayton seconded the motion and it carried unanimously.

Chairman Hester encouraged everyone to come out to the Annual Awards Banquet in September to hear Dr. Pat Mitchell and to also give some deep thought to submitting forms to nominate individuals for awards.

## **NC DOT Update**

Board members welcomed Joey Hopkins, NC DOT District Engineer and Boyd Tharrington and Cameron Richards of NCDOT. Joey had the assignment to review future projects and Boyd would discuss the I-85 project.

Joey Hopkins stated that he would briefly discuss any future road projects and that Boyd and Cameron would address the I-85 construction oversight.

Highlights of future projects discussed and reviewed in the power point presentation were:

- **STIP Projects**
  - US 501 widening
  - I-85 Maintenance North of Hwy 56 to US 158 \$5M
  - I-85 Maintenance US 158 to Virginia state line \$164M
  - Bridge replacement projects (6)
  - Dabney Drive (Possibly changing to one way from Coble to 158)
  - Beckford Drive (Delayed while I85 renovations are in progress)
  - 26<sup>th</sup> St in Butner upgrade and extend over I-85
  - Person County Airport taxiway extension
  - Sidewalk and crosswalk enhancements Oxford
  - Sidewalks at Stovall Town Center
  - Butner Greenway extension
  - Cross county trail
  - South Main St in Louisburg
  - Sidewalks at various location in Louisburg
- **Safety Projects**
  - US 501 at US 158 (Oxford Rd) – Remove Slip lane
  - Stewart Farm Road (Pave shoulders)
- **High Scoring Regional Tier Projects**
  - US 501 convert from 5 lane to 4 lane divided
  - US 401 in Louisburg widen to 4 lane divided
  - KARTS expansion

Boyd Tharrington presented a power point on the I-85 Construction and reviewed the following:

- **Project overview**
  - Project limits stretch from Dabney Drive to Virginia State line about 20.6 miles
  - Contract bid of \$137,353,711 was awarded to S. T. Wooten
  - Contract completion date is July 1, 2020 (all except vegetation)
  - Project consists of overlaying existing concrete with 10 inches of new concrete
  - Replace and rehabilitate multiple bridges
  - Replace and rehabilitate drainage systems
  - Grading of slopes to meet design criteria



- Safety clearing to enhance corridor and facilitate ice melt
- Construction Progress Report
  - Work began 4/28/15
  - Actual progress completed 24.07%
- Phasing Overview
  - US 158 to US1 South bound (2016-2017)
  - Ridgeway Drewry Rd to Oine Rd North bound (2016-2017)
  - Flemingtown Rd to Manson Drewry Rd South bound (2018-2019)
  - Oine Rd to Virginia Line North bound (2018)
  - All lanes must be open between November 15<sup>th</sup> and January 5<sup>th</sup> of each year
  - Two lane 2 way traffic pattern was also explained
  - Highlighted which ramps were currently closed due to construction
  - Work continues on bridges at NC 39, US 158 Business, US 1 and Poplar Mount Rd.
  - Photos of construction crews with new concrete and bridge work were also shared with the attendees
  - Trees within 50 feet of roadway are being removed as well

A brief question and answer session was held at the end of the presentations from NC DOT.

## **PUBLIC COMMENT AND ANNOUNCEMENTS**

Jimmy Clayton thanked Ann Stroobant for her dedication and hard work on the RPO. He stated she is doing a good job, especially with the SPOT process, which can be very confusing and hard to understand.

Tommy Hester thanked the NC DOT staff for joining us and keeping us informed on the projects in the area.

Chairman Hester also thanked new Board Member Kenneth Perry for joining us and Oxford City Manager, Elke Doom as well.

There being no further business, the meeting adjourned.

Sincerely,



Patricia S. Cox, Executive Director  
Secretary to the Board of Directors

# Kerr Tar

## Regional Council Of Governments

Planning & Development  
for a Better Region K

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Bulletin  
August 2016

### UPDATES

- Next Board Meeting: Thursday, August 25th @ 7:00 p.m.  
We will have guest speakers from the NC Association of County Commissioners and the NC League of Municipalities.
- Annual Awards Banquet: Thursday, September 22nd

### AROUND THE REGION

#### In Memory of Sheila Brown



On July 30, 2016 we lost our co-worker and friend Sheila Brown, Aging Program Coordinator for the Area Agency on Aging, after a short illness. As a SHIIP (Senior Health Insurance Information Program) volunteer Sheila assisted hundreds of Medicare beneficiaries to navigate and enroll in Medicare plans. In addition, Sheila facilitated Health Promotions programs such as the Living Healthy, Living Healthy with Diabetes, Pain Self-Management, A Matter of Balance and was recently certified in the Healthy Eating program. It is these self-management programs where Sheila helped participants to better manage their chronic conditions. Sheila was a certified Options Counselor. She responded to referrals from residents in skilled nursing facilities who were interested in returning to their home. Sheila would meet with these individuals and provide them with various resources and programs that could assist in them returning to their community of choice. She truly had a servants heart. We will certainly miss her.

Annual Awards Banquet  
Thursday, September 22, 2016



TAC/TCC Meeting  
Thursday, August 25th  
3:00 p.m. @ COG Office

CSX Railroad Foundation Grants  
Available

Free eBook: Enabling Millennials  
in Government

The Annual Awards Banquet will be held on Thursday, September 22, 2016 at the Henderson Vance Farmers' Market. Our guest speaker for the event will be Dr. Patricia Mitchell, Assistant Secretary of the NC Department of Commerce/Rural Division. If you have any questions please contact Gina Parham at [gparham@kerrtarco.org](mailto:gparham@kerrtarco.org).

The next meeting of the Kerr-Tar TAC/TCC is scheduled for Thursday, August 25, 2016 from 3:00 p.m.-5:00 p.m. at the Kerr-Tar Office. Please note that the August meeting may need to be rescheduled for September until the NCDOT calculates the Regional Impact total scores and programs Regional Impact projects. Please check our websites <http://www.kerrtarco.org/> and [www.ktrpo.com](http://www.ktrpo.com) for updates as they become available. The last meeting of the Kerr-Tar TAC/TCC took place on June 23, 2016 where the TAC/TCC approved our KTRPO Regional Local Points Assignments which were submitted to the NCDOT SPOT office by the July 29, 2016 deadline. At this next TAC/TCC meeting we will approve our KTRPO Division Local Points Assignments after we see which projects cascade down to the Division level. For more information contact Ann Stroobant ([astroobant@kerrtarco.org](mailto:astroobant@kerrtarco.org)) or 252-436-2040.

Nonprofits in area municipalities may be able to apply for CSX funding for safety; community leadership and service; environment and wellness projects. Grants are in the \$2,500 to \$5,000 range. CSX has a long history of investing in the communities in which it has a business or employee presence. The company, with the help of its employees, works to establish and maintain close relationships with customers and communities across the CSX network; not only by investing charitable dollars, but time, talent, transportation and in-kind donations as well. CSX considers grant, sponsorship, volunteer, transportation and in-kind requests from organizations that have been approved by the IRS as 501c3 charities. Government institutions such as fire departments and schools allowed under Internal Revenue Code 170(c) are also eligible. An on-line application is provided for all requests and is available from January 1 through December 15th of each year. There are no deadlines for applications, but organizations are encouraged to submit all their annual requests at one time each year. To read more, click [here](#).

Does your agency face accelerating executive and staff retirement? Discover how government leaders are preparing for the future and developing the next generation of leaders in this free eBook. Download [here](#).

## Applications Requested for 2017 Hearst Health Prize

The Hearst Health Prize in partnership with the Jefferson College of Population Health released a call for submissions for the 2017 Hearst Health Prize. The prize was created to help identify and promote promising ideas in the field that help to improve health outcomes, and therefore proliferate best practices. The goal is to discover, support and showcase the work of an individual, group, organization or institution that has successfully implemented a population health program or intervention that has made a measurable difference. Applications are due by Friday, August 26, 2016 at 11:59pm. To learn more and submit an application, click [here](#).

## PLANNING & DEVELOPMENT

### Section 5310: Elderly and Individuals with Disabilities Program

Kerr-Tar Regional Council of Governments' Mobility Management program received the FY 2016-2017 contracts from the North Carolina Department of Transportation "Section 5310 Elderly and Individuals with Disabilities program". For more information, contact Tony Sumter ([tsumter@kerrtarco.org](mailto:tsumter@kerrtarco.org)) or 252-436-2040.

### Preparing for Electric Vehicles

Understand EVs and how to update municipal policies and building codes to integrate EV charging in multi-families and workplaces, communities and workplaces. Some headlines say consumer interest in alternative fuel cars is lagging, but [electric vehicle \(EV\) sales are trending up](#). Maybe its the mass appeal of the more affordable Tesla Model 3 sedan that is expected to bring the price of its Lithium-ion battery down to \$100 per kilowatt-hour. Or maybe it's the [Federal government and states funding consumer incentives for EVs](#). What is clear is that more widespread adoption of EVs will be driven in large part by local governments. How should local governments prepare to get their communities plugged in? Click [here](#) to read more.

### Alternative Fuel Vehicles

Nissan understands selecting the right Alt Fuel vehicle for your fleet is a critical decision. Therefore, Nissan Leaf is offering up to an additional \$8000.00 off which makes it a more plausible investment. Visit [NissanUSA.com/LEAF](http://NissanUSA.com/LEAF) to see why those who chose LEAF, would chose it again. Also click "Find Rebates and Incentives" for eligibility on additional local incentives.

## Rural Center

On July 25, 2016, the House Select Transportation Committee on Strategic Transportation Planning invited a couple of statewide rural advocacy groups to present the rural counties view of transportation project planning and funding. The Rural Center was one of the groups invited to speak and provided an analysis regarding how the STI Act is working for rural counties. For the P4.0 process, we are currently in, only 9.5% of "statewide" transportation funds will be going to projects in rural counties. This is an issue the KTRCOG TCC and TAC Boards have been concerned about, and working to change, since the STI Act took affect. Click [here](#) to view the article regarding the Rural Centers presentation. Click [here](#) to view their presentation.

## Division of Water Infrastructure Announces Available Funding for Fall 2016

The Division of Water Infrastructure in the N.C. Department of Environmental Quality announced the fall 2016 funding round and related application training. Funding offered this round will include a portion of the Connect NC bond program. All applications must be received by the division no later than close of business on September 30, 2016. Application training for the following funding programs will be offered statewide in August in Sylva, Boone, Salisbury, Raleigh, Ahoskie, Kinston, Lumberton, and Raleigh/second session. Click [here](#) for more information or contact Jennifer Haynie at ([jennifer.haynie@ncdenr.gov](mailto:jennifer.haynie@ncdenr.gov)) (919-707-9173).

## GIS Survey for NC: How is your government using this tool?

GIS has become an important part of many planning activities. From zoning to land use and more, Planners continue to expand the use of GIS into all aspects of what they do and the analysis they conduct. eGIS Associates, in partnership with NC State's Institute for Transportation Research and Education (ITRE) and Davidson County Community College (DCCC) Continuing Education, is conducting a GIS Training survey to ensure the courses they are offering meets the needs of the community. We want to know what types of GIS training you or your staff need so they can more effectively perform the vital work you do. We would appreciate it, if you would take about 10 minutes or less to complete the 14 question survey. Anyone that either uses GIS, would like to learn more about using GIS or someone that supervises those that use GIS can complete the survey. We will use this to help us determine what classes are offered and where to hold them. Click [Here](#) for the link to the survey.

## NCDOT Needs Your Input on Potholes

Potholes are a major issue for all of the NCDOT 100 NCDOT county maintenance offices. But with 80,000 miles of state-maintained roads, it's a problem the agency is asking the public to help battle.

The NCDOT has just launched a new pothole [web page](#) on its site. It explains what causes potholes, shows the difference between a pothole and other road issues, describes how DOT crews fix potholes, and the steps taken to prevent them from happening in the first place. There is also a link to the "DOT Report" site that launched in January for citizens to report potholes and other maintenance issues on state roads. Citizens can go [online](#) or simply call the customer service number at 1-800-368-4968 to report their concern.

## Our Town Placemaking Program Seeks Applications

The National Endowment for the Arts will provide a limited number of grants to support placemaking projects through the Our Town Program. The program supports creative placemaking projects that help to transform communities into lively, beautiful and resilient places with arts at their core. The funding ranges between \$25,000-100,000 and will support local efforts to enhance quality of life and opportunity for existing residents, increase creative activity, and create a distinct sense of place. A requirement for this funding is partnerships between arts organizations and government, nonprofit organizations, and private entities to achieve livability goals for communities. Applications are due by Monday, September 12, 2016. To learn more and submit an application, please go to: <https://www.arts.gov/grants-organizations/our-town/introduction>.

## EDA Accepting Proposals

**REMINDER:** EDA accepting Proposals for projects that will foster economic development and support job creation EDA invites applicants to work with their Economic Development Representative and develop a Proposal for potential projects that will foster economic development by promoting long-term job creation and the attraction of private investment. EDA grant programs support eligible applicants (States, units of local government, institutions of higher education, nonprofits working in collaboration with political subdivision of a State, Tribes) in implementing construction projects to advance economic development. To learn more about EDA's grant programs and opportunities, please feel free to Hillary Sherman ([hsherman@eda.gov](mailto:hsherman@eda.gov)) or 404-730-3013.

## The Big Jump Project: Bike Plans

PeopleForBikes is opening applications for an ambitious new effort called The Big Jump Project. The Big Jump Project builds on the momentum and success of the PeopleForBikes Green Lane Project that helped get protected bike lanes on the ground, into the design toolbox and established them as the gold standard for comfortable biking on busy streets. The Big Jump Project will provide a package of support to the ten places, including technical advice, leadership development, and national media exposure. Applications accepted until October 28, 2016. For more information on this project, click [here](#).

## Responsive Countryside: The Digital Age and Rural Communities

This free webinar will be held Tuesday, August 16th, 2016 10:30 a.m. CT/11:30 a.m. ET [Webinar Link](#) [Learn More](#)

## Orton Family Foundation Releases Outreach and Communications Guide for Community Development

The [Orton Family Foundation](#) has released a new [Outreach and Communications Guide](#) to highlight steps communities can take to engage local stakeholders in community development efforts. The guide features strategies and approaches from Orton's [Heart and Soul](#) planning process, though it is applicable for a variety of engagement efforts. Topics include establishing communications goals, developing core messages and branding, tracking performance, and more. Click [here](#) to access the guide.

## WORKFORCE DEVELOPMENT

### NCWorks Career Centers

Do you realize the support your local businesses could receive from our workforce development professionals? If not, partner with the NCWorks Career Centers to find your next "right fit" employee. Our Certified NCWorks Career Centers provide the following services:

- Job posting;
- Job fair coordination;
- Candidate evaluation and review;
- Candidate referrals;
- Off-site interview space;
- Labor market information

Contact Vincent Gilreath ([vgilreath@kerrtarcog.org](mailto:vgilreath@kerrtarcog.org)) or 252-436-2040 for more information.

## Jobs for Future Released Document Highlighting Best Practices

Jobs for the Future, in partnership with the U.S. Department of Education, recently released a new tool designed to help highlight two-generation approaches to development. Two generation approaches consider the needs of both vulnerable children and parents, together, in the design and delivery of services and programs to support improved economic, educational, health, safety, and other outcomes that address the issues of intergenerational poverty. This document is intended to provide local communities and practitioners with an overview of the research, best practices, and resources available to stakeholders interested in two-generation approaches. For report, click [here](#).

## Underutilized Tool for Building Future Workforce

While a strong workforce is critical to strong future prosperity and development, sometimes identifying ways to build and maintain a strong workforce can be challenging. An emerging concept is something called Prior Learning Assessment (PLA), or the concept of designing ways to give credit to prior experiences to allow older workers a more realistic way to retrain and retool. To learn more about this concept, click [here](#).

## AGING

### Scam Jam

Thursday, August 18th @ 1:00 p.m.  
Oxford Senior Center

Learn from the experts how to protect yourself from Medicare Scams, Internet Fraud, Charity Fraud, Identity Fraud, Investment Fraud and more. Registration starts at 12:30 p.m. For more information contact Melissa Catlett ([mcattlett@kerrtarcog.org](mailto:mcattlett@kerrtarcog.org)) or 252-436-2040.

### Elder Abuse Awareness Recognized by Franklin Oaks Nursing And Rehabilitation Center in Louisburg

The staff and residents of Franklin Oaks Nursing and Rehabilitation Center in Louisburg, NC recognized Elder Abuse Awareness on June 15th by wearing Purple and Silver. Elder Abuse Awareness is celebrated once a year to remind individuals that millions of older persons are abused, neglected, and exploited.





## Aging With Gusto

Tuesday, August 23rd @ 9:00 a.m.  
Person County Office Building

“Aging With Gusto” is a program that will help you be the best you can be. You will learn about health trends that can help you live your life to the fullest, financial information that will enable you to make educated choices and other topics that will keep you up to date on what is happening in the world around you. Registration begins at 9:00 a.m. on August 23rd. For more information please contact Melissa Catlett ([mcatlett@kerrtarcog.org](mailto:mcatlett@kerrtarcog.org)) or 252-436-2040.

## MISSION

Kerr-Tar Regional Council of Governments aims to promote regionalism that provides opportunities for local governments to enhance and improve the quality of life for our citizens through effective delivery of services and programs.

## EXECUTIVE COMMITTEE

### Chairman

Tommy Hester | Vance County

### Vice Chairman

Barry Richardson | Warren County

### Treasurer

Quon Bridges | City of Oxford

Sidney Dunston | Franklin County

Zelodis Jay | Granville County

Jimmy Clayton | Person County

Terry Garrison | Vance County

John Alston | Warren County

Linda Jordon | Town of Butner

Eddie Ellington | City of Henderson

Joe Shearon | Town of Louisburg

Henry Daniel | City of Roxboro

Walter Gardner | Town of Warrenton

David Smith | At-Large

Bryan Pfohl | At-Large

Danny Wright | At-Large

## ABOUT US

## COMMUNITIES SERVED

Franklin County

Granville County

Person County

Vance County

Warren County

Town of Bunn

Town of Butner

City of Creedmoor

Town of Franklinton

City of Henderson

Town of Kittrell

Town of Louisburg

Town of Macon

Town of Middleburg

Town of Norlina

City of Oxford

City of Roxboro

Town of Stem

Town of Stovall

Town of Warrenton

Town of Youngsville

For more information on our programs,  
please call 252-436-2040 or email:

Executive Director

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Aging

Jillian Hardin

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