

**MINUTES OF THE REGULAR MEETING OF THE ALAMANCE COUNTY BOARD OF  
COMMISSIONERS FOR ALAMANCE COUNTY**

**April 7, 2025, 9:30 AM  
Commissioners' Meeting Room  
124 West Elm Street  
Graham, NC 27253**

Board Members Present: Vice-Chair Steve Carter  
Commissioner Pamela Thompson  
Commissioner Ed Priola  
Commissioner Kelly Allen

Board Members Absent: Chairman John Paisley Jr

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**CALL TO ORDER - VICE CHAIR CARTER**

**INVOCATION AND PLEDGE OF ALLEGIANCE - VICE CHAIR CARTER**

**APPROVAL OF THE AGENDA**

**Moved by:** Commissioner Allen

**Seconded by:** Commissioner Priola

**APPROVED UNANIMOUS**

**PROCLAMATIONS**

**Proclamation: Litter Sweep (April 12-26, 2025)**

Commissioner Allen spoke about the upcoming 2025 Litter Sweep. She read the proclamation in recognition of the 2025 Litter Sweep (April 12-26, 2025) and presented it to Katie Snider, Director of New Leaf Society.

**Proclamation: National Therapy Animal Day (April 30, 2025)**

Commissioner Priola shared a story about his mother's involvement in animal therapy. He read a proclamation recognizing National Therapy Animal Day on April 30, 2025. He presented the proclamation to Steve and Pam Hackbarth, volunteers with Pet Partners.

**Proclamation: Child Abuse Prevention Month - DSS**

Commissioner Thompson shared a story about a therapy dog that children could meet after therapy sessions at Crossroads when she worked there. She read a proclamation and presented it to Candice Gobble, Director of Social Services, recognizing April as Child Abuse Prevention Month.

**Proclamation: National Public Safety Telecommunicators Week**

Vice Chair Carter thanked members of the Central Communications staff for their presence at the meeting and the work they perform. He read a proclamation, recognizing the week of April 13-19, 2025, as National Public Safety Telecommunicators Week and presented it to Stephen Sigmon, Director of Central Communications, and members of the Central Communications Department.

**PUBLIC COMMENTS**

No speakers had signed up.

**CONSENT AGENDA**

Commissioner Thompson, seconded by Commissioner Allen, moved to remove item 6a. Budget Amendment 10 from the consent agenda for further discussion. That item became item 7c. under presentations/other business. The motion carried without opposition.

**Moved by:** Commissioner Thompson

**Seconded by:** Commissioner Allen

Approval of the remaining consent agenda items.

**APPROVED AS AMENDED**

**Resolution Designating Official Banking Depositories of Alamance County**

**Parks – Parks and Recreation Trust Fund (PARTF) Grant Application**

**North Carolina Department of Environmental Quality Division of Water Infrastructure  
Spring 2025 Application for Funding**

**APPROVAL OF MINUTES**

Board Retreat Minutes of February 17, 2025

Regular Meeting Minutes of March 3, 2025

Special Meeting Minutes of March 13, 2025

Closed Session Minutes of March 13, 2025

Regular Meeting Minutes of March 17, 2025

**PRESENTATIONS/OTHER BUSINESS**

**Proposed Capital Improvement Plan for Fiscal Years 2026-2030 - County Manager York**

County Manager York presented the proposed Capital Improvement Plan (CIP) for fiscal years 2026-2030 and the capital budget for 2025-2026. She explained that the CIP was the five-year planning and implementation tool used for acquiring, developing, constructing, maintaining, and renovating public facilities, infrastructure, and equipment. She said the plan included the needs of the court system, the school system, the community college, and county government. County Manager York emphasized the county was statutorily responsible for funding the facilities and equipment for all of those entities. She noted there was a multi-year plan and the capital budget, which required a vote by the Board to fund the plan one year at a time.

She continued that the capital project had a minimum cost of \$50,000 and a useful lifespan of approximately 10 years or more. County Manager York reviewed changes from the prior CIPs.

- Budget Capital Projects out of multi-year project funds rather than General Fund
- General fund revenue will be transferred to multi-year funds
- Does not include funding for regular repairs & maintenance for ABSS, ACC, and AC, sometimes referred to as PAYGO projects or capital outlay
- These are included in the Recommended Operating Budget you will receive on May 19th
- CIP includes funding for vehicles and equipment previously budgeted in the Operating Budget

County Manager York expounded on why these changes were necessary. She said that historically, only bond and debt-funded projects were in the multi-year capital funds. She stressed that there are more capital needs than ever before, and they were working to build a cost-efficient, sustainable plan to decrease some of the emergency repairs that suddenly occurred, which could be more costly. She noted that separating the needs provided greater transparency and visibility. County Manager York mentioned this would delineate statutorily required capital spending versus including it in operating or current expense funds. She reminded the Board that more proactive budgeting and data-driven decision-making had been some of the priorities discussed at the Board Retreat. She said the recommended CIP focused on maintaining facilities at the current level, rather than expanding. County Manager York said only one new facility was recommended in the 2026-30 CIP; the new Mebane EMS base.

County Manager York highlighted a few expenditure drivers and projects:

**ABSS FY25-26 Capital Budget: \$11.4 million**

- Roof Replacements: \$5.1 million
- HVAC Replacements: \$4.8 million
- Technology Equipment: \$1.4 million

**Phase I (FY24-25) – Issued Bonds for \$19 million**

- ABSS Facility Roof and HVAC Replacements

**Phase II (Years 2-10) – General Fund Transfer: \$10 million/year beginning FY25-26**

- Future Facility Structural Needs Plan

**ACC FY25-26 Capital Budget: \$0**

- ACC will continue to work on completing previously funded bond projects including the Public Safety Training Center construction
- ACC requests no additional funding for capital improvement projects in FY25-26 while the college completes a Facilities Condition Assessment
- ACC anticipates submitting a 5-Year capital improvement plan in FY26-27 based on the assessment

**AC FY25-26 Capital Budget: \$19.0 million**

- Facilities Improvements\*: \$13.6 million
- Landfill Projects: \$11.6 million (enterprise fund)
- Technology: \$878 thousand
- Equipment and Vehicles\*: \$4.5 million
- Landfill Projects: \$2.0 million (enterprise fund)

**Potential Future Impacts**

- Recommended projects for FY25-26 are sustainable without impacting the property tax rate
- Mebane EMS Base will require additional EMTs/Paramedics in FY26-27, along with operating costs, but will not need additional ambulances
- Estimated annual operating impact: \$1.5 million

**Recommended Capital Budget Changes from Prior Year**

Project Costs:

ABSS FY24-25 \$20,915,389 FY25-26 \$11,400,000

ACC FY24-25 \$ - FY25-26 \$ -

ACG FY24-25 \$46,230,896 FY25-26 \$18,974,863

County Manager York concluded this was a lot of information for the Board to digest all at once and suggested the Board hold a special CIP work session meeting on April 28, 2025, at 9:30 AM. The Board agreed to hold a special CIP work session meeting on Monday, April 28, 2025, at 9:30 AM.

**Holiday Pay Policy - County Attorney Stevens & County Manager York**

County Attorney Stevens explained that a track change version of the policy was prepared to show exactly the changes that were made. He thought this was a better policy than the past policy. He noted that changes were made to clarify the county's holidays and how they were enacted. County Attorney Stevens pointed out which employees qualified for holiday bank leave under the proposed policy, the non-emergency and emergency employees who were part of each of those plans. He mentioned that the rate of pay was clarified in the policy language. County Attorney Stevens explained that the other proposed policy was a revision of the current policy, which allowed employees to bank holiday leave. He said the other policy was a variation of Commissioner Priola's suggestion, which would pay out the holidays as earned rather than banked and paid at the end of the fiscal year. He emphasized that neither of the proposed policies was the current policy. He asked the Board to take action after hearing from County Manager York on the implementation.

County Manager York spoke that both proposals would have a cost of implementation. She said the version Commissioner Priola had suggested, where the hours were paid and no leave accrued, would have a projected annual cost of \$1.1 million. County Manager York indicated that policy would need a new appropriation in the upcoming budget. She explained that the other version, with the leave accruals and paying out the excess of 40 hours of bank leave, had a projected cost of \$773,000 annually. County Manager York said funds would be needed for that plan. She reiterated the importance of the Board's decision that day regarding the upcoming holidays. She noted that nothing would be paid out in the current fiscal year because those employees had already been compensated. She said it was important to budget for the upcoming year based on the policy the board voted to approve.

Commissioner Priola thanked County Manager York for putting the information together. He said it was a "no-brainer" for him to go with the \$773,000 option despite his suggestion at the last meeting. Commissioner Priola stated he favored the cost savings.

Commissioner Allen agreed with Commissioner Priola that she favored the \$773,000 option, where the leave accrued and paid out the excess of 40 hours.

Commissioner Thompson asked if compensation was involved in this policy. County Attorney Stevens said that was another topic.

Vice-Chair Carter concurred with the comments already made. He made a motion for the \$773,000 option effective July 1st.

County Attorney Stevens clarified that if the Board voted on the second option with the banked holiday leave, that policy could go into effect immediately. He said it did not bind the Board to make a payment on the accrued holiday; it gave them the option. He suggested that if they approved the second option, it could be effective immediately with the upcoming Easter Holiday.

**Moved by:** Vice-Chair Carter

**Seconded by:** Commissioner Allen

Approval of the second option with the banked holiday leave with the accruals which may be paid out in excess of 40 hours for the departments, the Board had specified in the policy. This policy would be made effective immediately.

**APPROVED AS AMENDED**

### **Budget Amendment 10**

Rebecca Crawford, Budget and Management Services Director, asked Jamie Merchel, Director of Alamance Parks, to join her. Ms. Crawford explained the budget amendment. She mentioned that Alamance Parks had applied for three different grants for land acquisition at Austin Quarter. Ms. Crawford mentioned that none of the grant funds were general funds. She continued that the request to place the funds in the multi-year county capital renovations and repair fund was to set aside those funds for once the property was purchased. Ms. Crawford said there would be no future impact on the general fund.

**Moved by:** Commissioner Allen

**Seconded by:** Commissioner Thompson

**APPROVED UNANIMOUS**

### **COUNTY MANAGER'S REPORT**

No report given

### **COMMISSIONERS' COMMENTS**

Commissioner Thompson reported that she and other ABSS Board Members had conducted mock interviews with students at Eastern High School. She shared that she had received an invitation from Team SeQuEnCe 7890 and visited their build space at the mall. Commissioner

Thompson described them as future engineers working in robotics who competed across the country. She was amazed at how a group of smart children worked together on those robots.

Commissioner Allen said she went to the ribbon cutting at Cane Creek Mountain. She thanked Mr. Baker and the Alamance Parks staff for their work. She spoke about the Litter Sweep and the importance of the county's appearance. She encouraged others to volunteer at schools and shared that she was a volunteer and lunch buddy at Haw River Elementary School.

Vice Chair Carter commented that members of the Board served on various other boards and committees in addition to the two monthly board meetings. He mentioned missing other engagements due to multiple meetings. He said he appreciated the opportunity to serve the citizens of the county.

### **COUNTY ATTORNEY'S REPORT**

At 10:28 AM, County Attorney Stevens asked that the Board move into closed session pursuant to North Carolina General Statute 143-318.11(a)(3), to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body. The attorney will advise the Board on ongoing legal matters, including the *Beers et al. v. Johnson* (N.C. Middle District 23CV367) matter.

County Attorney Stevens anticipated no action would be taken.

Vice-Chair Carter, seconded by Commissioner Allen, moved to go into closed session. The motion carried unanimously.

At 11:04 AM, Commissioner Allen, seconded by Commissioner Thompson, moved to reconvene in open session. The motion carried unanimously.

### **ADJOURNMENT**

Commissioner Allen, seconded by Commissioner Priola, moved to adjourn the meeting. The motion carried.

There being no further business to be brought before the Board, the meeting adjourned at 11:04 AM.

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Steve Carter, Vice-Chairman

Alamance County Board of Commissioners

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Tory M. Frink, Clerk to the Board