



## **GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE**

Chairman Jones opened the meeting by inviting the citizens in attendance to join the Board in the Pledge of Allegiance.

## **GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA**

Chairman Jones entertained a motion to approve or amend the January 20, 2015 Agenda.

Commissioner Inman moved to approve the January 20<sup>th</sup> Agenda as presented.

Commissioner Booth seconded and the motion carried unanimously.

Chairman Jones turned the meeting over to County Manager Rick Morris.

County Manager Rick Morris presented the overview for today's meeting:

- Comments from Manager Morris
- Comments from Sheriff Mike Marshall
- Presentation by Jail Captain Eric Cone
- Comments from Mark Wood, US Marshal Service
- Review of Revenue Issue Associated with the Jail Expansion Project
- Comments from Financial Advisor Doug Carter
- Questions

County Manager Rick Morris commented:

- County is going through some very difficult budget challenges
- I have been tasked to look at the revenue issues and this jail expansion is possibly one solution
- Could be a game changer for providing revenue to the County long term
- This topic warranted a special meeting in order to focus solely on the discussion of jail expansion
- Feel like all the right players are at the table for discussion and to address any issues associated with it

Sheriff Mike Marshall commented:

- Appreciate the opportunity to present the information regarding jail expansion
- My department is facing some potential problems; my administration has been working approximately a year trying to find a solution
- With this jail expansion, the county may be able to get some benefits from it
- My concern is about the overcrowding in the jail
- Jail Captain Eric Cone will be presenting the power point presentation, but I will be glad to answer any questions during or after the presentation

## **Jail Expansion Presentation**

Jail Captain Eric Cone presented the following information: (those in attendance were given a copy of the presentation)

### **Background**

- In 1990, the construction of a new jail, resulted from an out of court settlement resulting from a Federal lawsuit due to overcrowding and other facility violations.
- March 24, 2003, Chief Deputy Carico presented to the Board about constructing a jail addition due to overcrowding.
- May 22, 2006, Chief Deputy Carico again presented to the county information from a study conducted by the National Institute of Corrections referencing overcrowding issues in the jail.
- The old jail on Old Church Street in Danbury held 14 prisoners and no females where the current facility has a 64 bed capacity and holds females along with 4 isolation cells.
- The current jail has history of overcrowding which has continued
  - Requires county to pay other jails to house county's excess inmates
  - Prevents county from gaining revenue for housing outside prisoners
  - Overcrowding introduces risk of another expensive Federal lawsuit

### **Stokes County Jail**

- Constructed 1992 due to federal law suit
- 68 Bed Facility
  - A Block – 20 Beds
  - B Block – 20 Beds
  - C Block – 8 Beds
  - D Block – 16 Beds
  - Isolation – 4 Beds
- Laundry Room
- Medical Room
- Working Kitchen
- Inmate Property Storage Area

### **County of Stokes Population**

- Stokes County Population
  - 1990 – 37,223
  - 2000 – 44,711
  - 2010 – 47,401
- From 1990 to 2000 there was a 16.75% increase in population
- From 2000 to 2010 there was a 5.68% increase in population

### **Inmates Housed in the Stokes County Jail**

- Pre-trial detainees – Those waiting to have their case heard and are being held on bond
- Contempt of Court inmates (Child support and contempt by the judge/ magistrate)
- Misdemeanor sentenced inmates (0 to 90 days)
- Weekender inmates – Inmates that come in a different times to complete their sentence

- Have approximately 40 weekend inmates
- Inmates for other counties waiting transport
- Statewide Misdemeanant Confinement Program (SMCP) inmates; participate in the program but not currently housing due to space
- Federal Inmates; participate in the program but not currently housing due to space

### **Housing Classification**

- When housing inmates, several things must be looked at...
  - State law requires male and females to be housed separately
  - State law requires that all male 16/ 17 year olds cannot be housed in a cell with anyone 18 or older
  - Co-defendants should not be housed together
  - Family members should not be housed together
  - Medical and Suicidal inmates must be isolated and monitored at minimum every 15 minutes
  - The severity of the crime and type of crime
  - Mental status/ maturity of the inmate
  - Safety of all inmates and staff

### **Overcrowding**

- 2012
  - Males were over capacity 71% of the year totaling 259 days
  - Females were over capacity 51% of the year totaling 185 days
- 2013 (Changed housing assignments in Sept 2013)
  - Males were over capacity 40% of the year totaling 145 days
  - Females were over capacity 78% of the year totaling 286 days
- 2014 (As of 10/31/2014 – 304 total days)
  - Males were over capacity 99.7% of the year totaling 303 days
  - Females were over capacity 9.8% of the year totaling 30 days

### **Overcrowding Expenses**

- Overcrowding requires the Stokes County Jail to house inmates off site.
- Currently housing inmates in the Rockingham County Jail and Caswell County
  - Rockingham County is about a 45 minute travel time
  - Caswell County is about an hour and 25 minute travel time
- From 6/14/2013 to 06/30/14 we housed offsite:
  - 29 Females
  - 18 Males
- Housing spent as of 06/30/2014 - \$33,560.00
- From 07/01/14 to 11/01/14 we housed offsite:
  - 29 Males
- Housing spent 07/01/14 to 11/01/14 - \$30,000.00
- Transportation to and from Rockingham/ Caswell
  - Rockingham County one way – 32 miles (64 miles x \$0.41 = \$26.24 plus 2 hours for man power at 12.42 per hour) Total one transport \$51.08
  - Caswell County one way – 63 miles (126 miles x \$0.41 = \$51.66 plus 3 ½ hours for man power) Total one transport \$95.13

- Written up by state jail inspector on 06/05/2013 for female overcrowding

Vice Chairman Walker questioned Jail Captain Cone what was the total cost for offsite housing of inmates for calendar year 2014?

County Manager Rick Morris responded:

- Estimated figure would be between \$80,000 to \$85,000

Finance Director Julia Edwards responded:

- From 07/01/14 to 01/08/15, the County has spent \$44,250 for housing inmates outside the County

### **Combating Female Overcrowding**

- To help combat the overcrowding of females
  - 56 beds were dedicated to males until Sept 19, 2013
  - Sept 19, 2013 the male beds were reduced to 48 beds increasing the female beds from 8 to 16 beds
  - Until September 19, 2013 there were 8 beds dedicated to the female population. Due to the increase of the female population and having to house females off site at an expense, the females were moved to a 16 bed housing unit and the men moved to the 8 bed housing unit

### **Current Income Sources**

- Canteen
- Telephone Service
- Inmate non-emergency medical co-pay (\$20)
- Statewide Misdemeanant Confinement Program (SMCP)
  - \$40 per day for housing inmates at your facility
  - Currently not housing any SMCP inmates due to no available bed space
- Housing other county females when space is available - As of 06/30/2014 we have received \$17,130.00
- Housing other county females when space is available – As of 7/1/14 through 11/01/14 we have received \$19,432.00

Commissioner Lankford confirmed with Jail Captain Cone that most of the other females inmates were from Yadkin County.

Jail Captain Cone noted that Yadkin County has just built a new jail, but do not house females in their jail.

### **Potential Income To Help Offset Inmate Cost with Vacant Beds**

- Housing Federal Inmates
- SMCP
- Housing inmates for surrounding counties

- Additional inmates means additional revenue from canteen and phone services

### **Upcoming Law Change**

- Prison Rape Elimination Act (PREA)
  - PREA is going to require the local jails to meet several new standards. These standards will have to be met in the near future or we will not be able to house SMCP inmates and Federal inmates as new or renewed contracts will have to have a PREA compliance clause.
  - This could also impact us from getting federal grant monies if we do not come into compliance.

### **Prison Rape Elimination Act**

- What PREA will require...
  - Adequate levels of staffing
  - Inmates less than 18 will have to be housed where they have no sight, sound or physical contact with adult inmates
    - Yadkin and Wilkes Counties who have just built new jails do not have the accommodations to meet this requirement; older jails in other counties do not have the accommodation either
    - Stokes County has included these requirements in the new expansion
    - Rockingham and Yadkin Counties have stated that they would consider housing their 18 year olds in Stokes
  - Within 72 hours of their arrival at the facility, be screened for their risk of being sexual abused or sexually abusive toward others
  - If screening uncovers a prior history of victimization or abuse, staff must ensure that the inmate is offered a follow-up meeting with a medical or mental health provider within 14 days
  - Agencies must provide multiple ways for inmates to privately report incidents of sexual abuse, including at least one way that allows reporting to a public or private entity that is not a part of the agency itself but can communicate with the agency, such that the reporting inmate may remain anonymous
  - Training for officers and cross gender strip searching are also covered
  - Most rural local facilities are not going to be able to comply with all housing requirements. This may allow the Stokes County Jail to house additional inmates for other counties for a fee

Vice Chairman Walker confirmed with Jail Captain Cone that the County would have to do a renovation project inside the jail to be PREA compliant or house those inmates offsite in another facility.

Jail Captain Cone commented:

- For a renovation project, Department of Health and Human Services and Department of Jail Construction would have to be involved
- The County would have to install a sprinkler system

- Currently, the Jail is “grandfathered” since sprinklers were not required when the jail was built in 1990

Sheriff Mike Marshall responded:

- It will take approximately \$2 million to add sprinklers to the existing facility

Commissioner Booth confirmed with Sheriff Marshall that if an expansion was done, only the expansion would have to have sprinklers, not the existing facility.

Chairman Jones questioned if there were any other legislative changes that might be coming that would impact the decision regarding jail expansion?

Jail Captain Cone responded:

- At this time, do not know of any other changes that would impact the facility
- PREA is the big one
- This jail expansion is housing, do not have to worry about kitchen or laundry space

Commissioner Booth confirmed with Jail Captain Cone that the kitchen and administrative areas would be sufficient for the expansion.

Commissioner Booth questioned if there was any way to estimate when renovations would have to be done in the current facility if the jail expansion was not approved?

Sheriff Marshall responded:

- Overcrowding was addressed over ten years ago
- We are now at the point that something has to be done
- We are at the end of the rope
- Understand financial reasons were why there was no action taken 10 years ago
- County Attorney Browder can talk about the civil lawsuit that was brought against Stokes County
- Have been working on this expansion project for over a year
- When you start looking at renovations versus expansion, renovations would probably cost as much or maybe more than the jail expansion, especially with having to add a sprinkler system
- According to blueprints, footings are already in place for the expansion
- Remodeling would provide no more capacity

County Attorney Ty Browder commented:

- Need to keep the options open and be proactive
- You do not want to wait until a lawsuit is filed and the county is under a federal court order
- When that happens, you start incurring unnecessary legal fees

- The County does not want to be in a position of a federal court dictating how you build your jail, you want to retain that flexibility to have some options

Sheriff Marshall continued:

- Both times the issue was brought before the Board of Commissioners, financial issues were the reason no action was taken
- We are at the “max”
- Jail staff struggles daily to move inmates to keep the jail in compliance

### **Surrounding Counties**

- Yadkin County is housing females off site
- Surry County is housing females off site
- Rockingham is housing Granville County male inmates
- As of 1/30/2014 Forsyth was not taking any females for other counties as they were full
- Forsyth does not receive any SMCP female inmates

Vice Chairman Walker questioned if the staff had any information regarding expansion of other jails in the surrounding counties?

Sheriff Marshall responded:

- Surry County has indicated that they would probably have to look at expansion if Stokes County does not expand

### **Recent Legislative Changes**

- 2014 Appropriations Bill moved all misdemeanants and DWI offenders to the Statewide Misdemeanant Confinement Program (SMCP).
- This means these offenders will be housed in local jails that are a receiving county at \$40.00 per day.
- Outside medical and transport is paid by the SMCP program
- Transportation cost will also be covered by the SMCP program

### **Statewide Misdemeanant Confinement Program**

- Sheriff received a memorandum from Eddie Caldwell, Executive Vice President and General Counsel of the North Carolina Sheriff’s Association dated October 20, 2014
  - All misdemeanants sentenced to 90 days of confinement will go into the program to include driving while impaired
  - As of 01-01-15, all DWIs will be in the confinement program which increases the number from 600 to approximately 1,600
  - This has created a large call for bed space
  - Some DWIs could be up to a two-year sentence under the Misdemeanant Program

### **What does this mean for Stokes County?**

- With the improvement project to the jail we could:
  - Stop the jail overcrowding problem, reduce liability, and have room for the future
  - No more housing offsite for a cost savings to the County
  - Be in compliance with state and federal housing guidelines



- Meet Federal PREA housing requirements for juveniles 16 and 17 years old
- Better security for the courthouse and magistrates
- No more public in the secure areas of the courthouse
- Stop the back log of weekender inmates. These people are court ordered to do their time. We may be forced to house them offsite.
- More inmates for the Sheriff's Inmate Work Program and that be used for County projects at a savings to the County
- House federal inmates at \$65.00 per day with vacant beds
- House SMCP inmates at \$40.00 per day with vacant beds
- Continue to house female inmates for other counties at \$40.00 per day with vacant beds

Jail Captain Cone, at the request of Commissioner Lankford, explained how the DWI sentencing could impact the Confinement Program.

Vice Chairman Walker commented:

- o Seeing a lot of positives with the information that is being provided
- o Encouraged with what we might be doing here
- o Am I missing any downsides regarding jail expansion?

Commissioner Lankford responded:

- o Can't say if there are any downsides at this particular time, but would like to put a lot more thought into it

County Manager Morris responded:

- o If there had to be any downside, there is always some risk associated with financing and how it fits into the rest of the county's debt
- o Feel the information that will be provided by the county's financial advisor later in the meeting will provide a more comfort level

Jail Captain Cone responded:

- o If anything, feel it will reduce the county's liability
- o Feel it will reduce the chance of a federal lawsuit like the one in 1990

Sheriff Marshall responded:

- o The realistic fact is that the County is in the jail business
- o Right now, we are faced with the potential of civil liability
- o We can get ahead of the game or we can stay behind at a cost either way
- o If I was not confident with the information and numbers being provided to the Board today, would not present the information
- o Have worked many hours to try to find any downside to the numbers, if there are any, we have not found them
- o I have as much risk on making this kind of decision as the Board, I work for the taxpayers of Stokes County
- o Feel confident that these numbers will generate enough revenue to do the expansion with very little, if any, to the taxpayers

- I put a lot of faith in the people who have helped me gather, analyze, and provide this information
- Can't give you 100% guarantee, but can say the potential is strong that the project can be done without being a burden on the taxpayer
- The needs are there
- I am confident about what this project can do and how it can pay for itself
- My needs have nothing to do with revenue; however, the county manager can cover the questions regarding revenue
- My needs are based on what we have to have to stay in the jail business along with staying in compliance with State and Federal Governments
- Feel real confident about the project

County Attorney Browder responded:

- Do not see any downside other than the financing
- If you do nothing, you run the risk of a civil lawsuit and federal lawsuit that forces the county to do something
- You have to keep in mind, the longer you allow the overcrowding to exist, the more chance there is for an accident, an injury, or even death
- It is the County's responsibility to ensure the safety of the inmates, you need to keep that in mind

Vice Chairman Walker commented:

- Noted the large amount of taxpayer dollars that is being spent each year to house inmates outside of the county

Financial Advisor Doug Carter commented:

- I think for a long time many of us thought that privatized prisons would bail us out of the need to borrow
- We would essentially have private prisons to send our inmates to with the cost per day, hopefully, being less than what the government could do
- That has just not proven to be the case
- The same is in privatized hospitals
- At one time, we were told that there would never be another public hospital or jail built
- That has just not been the case, the main reason being, the ultimate liability for the treatment of prisoners can't be off casted to the private sector
- If they fail, you have to make up for it, you are the one responsible for this function
- I had hoped over time that would be a way out, I don't see that happening, in fact that has diminished, not increased as an alternate
- Unfortunately, for a person who likes privatization coupled with government, I don't see that as our way out

Commissioner Inman commented:

- It is obvious that the Misdemeanant Confinement Program is going to be a big player and a factor
- NC Association of County Commissioners held its Legislative Goals Conference this past week

- Under the Justice and Public Safety Division, the Association did make it a goal to try to raise this rate of \$40 per day to \$75 per day
- Whether or not that will happen, it remains to be seen
- Any increase to the daily rate would increase revenue

County Manager Morris commented:

- Feel more comfortable, based on the fact, the County has sort of tested the waters with the Autumn Square facility
- The facility was bought based on a model that upstairs space would be leased to make the debt service payment
- There is always risk, but so far, we have been able to exceed the debt payment
- The real point to be made is that this is a similar model which would be a project that would not be a direct impact on the taxpayer even in the worst case scenario
- As the Sheriff stated, nothing is guarantee, but the model is designed to keep the burden off the taxpayer

#### **What the Potential Funding with Vacant Beds Looks Like to Offset Inmate Housing Cost?**

- 25 Federal Inmates at \$65.00 per day for 365 days = \$593,125.00 per year
- 30 Statewide Misdemeanant Confinement Program (SMCP) inmates at \$40.00 per day for 365 days = \$438,000.00
- Average of 125 billable bed days per month at \$40.00 per day housing other counties inmates times 12 months = \$60,000.00
- Currently averaging around \$840.00 per month on commissary income.
- Currently averaging around \$1093.00 per month on telephone income.

#### **What is Being Requested in the Improvement Project?**

- 112 additional beds
- 16 of the 112 beds are PREA compliant juvenile beds (8 male/ 8 female)
- New nurse's station
- Upgrades to the kitchen to handle the increase in inmates – New stove/ freezer/ refrigerator – No construction
- Magistrate's office connected to the jail
- Integrate existing jail to work with the new addition (Main Control panel, Intercom and Fire Panel)
- Extend sally port fence
- Will not take any of the parking spaces

#### **Why Now?**

- Overcrowding has been an ongoing problem that creates liability for the County
- Cost saving by not housing offsite
- Interest rates are low
- Construction cost are going up
- On our timeline and not a courts
- A lawsuit forced the last jail to be built – It could happen again if we do not address the overcrowding issue now

## US Marshal Service

Mr. Mark Wood presented the following comments:

- Currently, a supervisor with the US Marshal Service in Greensboro
- Will be relocating to Wyoming in February, so you will soon see a new face
- US Marshal has a specific formula (tremendous amount of information) to figure the daily rate
- We have a lot of housing available right now
- We work well with those who work well with us
- All transportation and medical costs will be covered by the US Marshal Service
- Prisoner population is increasing
- Must remember that even though you are paying someone else to house your inmates, Stokes County is responsible for what happens to those inmates no matter where they are house
- Have never seen a County that has built their jail too big and don't know anyone who has built one that has not filled it up
- Can't promise a set number of inmates that would be sent to the new expansion, but it is likely the county could count on at least filling 10 beds per day with federal prisoners
- Have always had good success in the past with Stokes County housing federal inmates
- Keeping a federal prisoner would generate between \$60 and \$65 per day
- There will be some changes in our office in Greensboro, but will pass along my information to who will be taking my position in the interim

Commissioner Lankford questioned if there were any federal grants for construction or expansion of jails?

Mr. Wood responded:

- There used to be grants available years ago in which contracts were done to assist with funding for an exchange of bed space, don't have to do that anymore, bed space is readily available
- Any grant funding to build jails is gone

Chairman Jones expressed appreciation to Mr. Wood for his attendance at today's meeting.

## Revenue Summary, Past, and Future

County Manager Morris reviewed the following information with the Board that had been presented at an earlier budget work session:

- Past:
  - Hold Harmless – \$2.2M annual revenue reduction

- Property tax - General Fund tax rate held steady at 60 cents for last ten years; Property tax revenue negatively impacted by revaluation
- Fees – Have only increased slightly over past ten years
- Sales Tax – Return to normal not projected earlier than 2017/18 (see next chart)
- Future:
  - Walmart – If constructed, could produce new revenue for General Fund in FY 2017/18, both property tax and sales tax
  - Jail Expansion – If constructed, could produce new revenue for General Fund starting in FY 2017/18
  - Significant Economic Recovery – Not projected soon enough to help county revenue picture before FY 2017/18
  - Fee Structure – User fee increases would have minimal impact on total revenue picture for the county, but need to be kept at the breakeven levels at a minimum

**Stokes County Sales Tax Revenue**

(Rough Order of Magnitude)

- Sales Tax Historical Trend FY07/08 thru FY 13/14

- FY 07/08.....\$ 8.3M		\$8.3M
- FY 08/09.....\$ 4.8M	+ \$2M (Medicaid Relief)	\$6.8M
- FY 09/10 .....\$ 3.5M	+ “	\$5.5M
- FY 10/11 .....\$ 3.1M	+ “	\$5.1M
- FY 11/12.....\$ 3.4M	+ “	\$5.4M
- FY 12/13.....\$ 3.5M	+ “	\$5.5M
- FY 13/14 .....\$ 3.6M	+ “	\$5.6M
- Far right column shows magnitude of sales tax losses and slowness of economic recovery
- FY 09/10 through FY 13/14 sales tax reductions are roughly equivalent to 8.5 cents of property tax

**Future Revenue Projections**

- Must not let current budget challenges lead us to overly optimistic future revenue estimates
  - Walmart – Current projections are directly from Walmart which strengthens credibility of the estimate (details on next chart)
  - Jail Expansion – May be best long term solution to offset loss of a portion of the hold harmless
    - Timing is right for jail expansion; multiple funding sources available now for reimbursement of prisoner housing
    - Should not repeat missed opportunity in 2004 that could be paying dividends now to address our current issues
    - Assuming the current and projected overcrowding and prisoner projection figures are correct, and the high probability of reimbursement from multiple sources is correct, the County Attorney and Financial Advisor plus others are fully on board for expanding jail now to increase revenue
  - Economic Recovery – This should eventually happen but timing and scope of recovery is less predictable than the two revenue sources above

**Jail Expansion Financial Analysis**  
**(Worst Case Scenario)**

- This annual estimate reflects expanded jail operations beginning opening day
- Risk projection is “low” under this scenario
- Net Profit = \$163,133.25

**Jail Expansion Financial Analysis**  
**(Best Case Scenario)**

- This annual estimate reflects expanded jail operations beginning opening day
- Risk projection is “medium” under this scenario
- Net Profit = \$878,314.25

County Manager Morris commented:

- Feel it is the right time to do the project
- Scenarios are projected conservatively
- Feels this could help the County’s revenue issues
- Very important to find some new sources of revenue
- Would like for Financial Advisor Doug Carter, who has been involved in several jail projects across the state, to comment on the financing

Financial Advisor Doug Carter commented:

- Would like to make a few observations
- Have been very impressed with the Sheriff and his staff
- They have their hands on the numbers; they looked at this as a business proposition
- You have to decide on business for your county based upon what business can be brought here
- Your potential to increase by providing a commodity called a jail bed is probably better than your ability to increase sales tax
- Appreciate all the time that has been spent to provide the facts that have been given and the fact that it was a business sense approach
- Would have no problem borrowing the projected \$5 million for construction
- It is time to decide to move to the next level and get real estimates
- You have to borrow the funding taxable
- If you take federal prisoners over a certain percentage of the total prisoner base, then that federal revenue does not allow you to borrow money on a tax exempt basis
- Currently, there is low interest rates
- Looking at the USDA – Rural Development Loans, have spoken to a representative
- USDA will loan the funding up to 40 years; their current interest rate is 3.75%
- Borrowing from the USDA on 30-year loan could decrease the debt service from \$475,000 to \$290,000
- Feel there are some opportunities with Rural Development Loans which can be repaid at any time with no penalty
- Feel the money is out there

- Feel the Manager and Sheriff, along with staff, have done more than an adequate job, a really good job, at how we generate a facility that meets the Sheriff's needs and at the same time might produce excess revenue for the County

Vice Chairman Walker questioned Financial Advisor Carter if he supported the concept?

Financial Advisor Carter responded:

- I support the study, right now, there are assumptions in some of these numbers
- Need real facts from the planners, architects, etc.
- If these numbers were real facts, I would be very encouraged
- You have a commodity, it is unique to you, use your commodity
- Need to spend some money to get an architect on board

Vice Chairman Walker commented:

- Confirmed with Financial Advisor Carter that the following steps should be taken:
  - Step one would be to verify the numbers
  - Step two would be to have the financial advisor sign off on the project
  - Step three would be to approve the project

Financial Advisor Carter continued:

- If an architect was hire, County could possibly get the needed information to make a decision by possibly end of June
- In the meantime, we would be working with USDA regarding financing

Chairman Jones expressed appreciation to Financial Advisor Carter for his attendance today.

Chairman Jones directed the Board members to contact Manager Morris if there were any questions after today's meeting.

Manager Morris noted at some point, staff would need direction from the Board to move forward with the project.

### **Adjournment**

There being no further business to come before the Board, Chairman Jones entertained a motion to adjourn the Special Session.

Commissioner Lankford moved to adjourn the Special Session. Commissioner Booth seconded and the motion carried unanimously.

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**Darlene M. Bullins**  
**Clerk to the Board**

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**Ronda Jones**  
**Chairman**