

**PENDER COUNTY BOARD OF COMMISSIONERS  
AND  
COUNTY MANAGER'S RETREAT  
JANUARY 21, 22 & 23, 2009**

The Pender County Board of Commissioners began its three-day Annual Retreat on Wednesday, January 21, 2009, at the Surf City Welcome & Visitors Center, 102 N. Shore Drive, Surf City, North Carolina.

**MEMBERS PRESENT:** Chairman Jimmy Tate, presiding; Vice Chairman George Brown; and Commissioners Norwood Blanchard, F.D. Rivenbark and David Williams.

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Rick Benton, County Manager; Paul Parker, Assistant County Manager; Trey Thurman, County Attorney; Glenda Pridgen, Deputy Clerk to the Board; other staff, and members of the Press and public.

Chairman Tate called the meeting to order at 1:00 p.m. and welcomed all. He thanked Mr. Brown for chairing the regular meeting.

**FINANCIAL OVERVIEW**

Finance Officer David McCole gave a Financial Overview which included: Revenues – from the General Fund, other funds and Project Bases Revenues; Project Based Expenditures; Historic Pender County Revenue from Tax Base; Financial Performance Report; Revenue Projections; and Tax Levy Projection. The entire overview is on file with the other retreat documents in the County Manager's Office.

**DEPARTMENTAL/AGENCY REQUESTS FOR CONSIDERATION**

All Departments/Agencies made their presentations/requests as listed below. Each department's presentation included their mission statement, overview/services, organizational chart, major accomplishments, and emerging issues. Some of the major issues included a need for more space. A full set of the documents are on file in the permanent records in the County Manager's Office.

Health Department – Dr. Jack Griffith, Health Director  
Board of Elections – Dennis Boyles, Elections Director  
Tax Assessment – Coby Heath, Tax Assessor  
Tax Collections – Barbara Murray, Tax Collector  
Register of Deeds – Faye Prevatte, Register of Deeds  
Veteran's Services – Roy Horne, Veteran's Services Officer  
Housing – Angela Keith, Housing Director  
Emergency Management – Eddie King, Emergency Management Director  
Parks & Recreation – Dee Turner, Parks & Recreation Director  
Library – Mike Taylor, Library Director  
Cooperative Extension – Wayne Batten, Cooperative Extension Director  
Information Technology (IT) – Erik Harvey, IT Director  
Tourism Development Authority – Introduction of New Tourism Director, Rick Benton, County Manager  
Town of Surf City – Michael Moore, Manager; Zander Guy, Mayor; Town Council Members  
Planning & Development/Inspections – Patrick Davenport, Planning Director  
Sheriff's Department – Carson Smith, Sheriff  
Public Works – Jimmy Fields, Public Buildings Supervisor  
Public Utilities – Michael Mack, Utilities Director  
Town of Burgaw – Martin Beach, Interim Town Manager  
Social Services – Dr. Reta Shiver, Social Services Director  
Solid Waste – Melinda Knoerzer, Administrative Assistant  
Economic Development – Scott Satterfield, WID Director; Rick Biberstein, WID Board Member  
Capital Improvements Plan (CIP) – Paul Parker, Assistant County Manager

Drainage Management – Greg Thompson, Engineering Consultant; Paul Parker, Assistant County Manager  
Town of Topsail Beach – Steve Foster, Town Manager; Howard Braxton, Mayor; Town Council Members

With respect to the Health Department, Mr. Blanchard asked if the Dental Clinic bills Medicaid for school children if they have it and Dr. Griffith said yes, and they also bill for other programs if the patient has Medicaid. Mr. Williams asked how much the Kate B. Reynolds Foundation donates for this program and Dr. Griffith said \$5 million per year since he's been here, and added that the Reynolds Foundation has been good to the Health Department. Mr. Rivenbark reminded Dr. Griffith that it is tobacco money. Mr. Tate asked why the grant is only for migrant workers. Dr. Griffith said migrant is just the "buzz word" of the day. He said if the mobile clinic is out there and a Pender County native is in the field, he will get treated.

With respect to Elections, Mr. Boyles said this is a Hard Mandated office; he noted there are no major issues.

With respect to Tax Assessment, Mr. Williams noted he had gotten only one phone call this year concerning the new Solid Waste stickers. Mr. Rivenbark asked if Mr. Heath can calculate the Circuit Breaker and Mr. Heath responded you can't put a figure on how many people will want to put that on their children. Mr. Blanchard asked if the Nature Conservancy is completely exempt from paying taxes and Mr. Heath said any property they sell, they have to pay full taxes on it.

With respect to Tax Collections, Mr. Blanchard asked if utilizing the "lock box" decreases the number of walk-ins and Ms. Murray said "No, it just helps with the mail." Mr. Rivenbark said some people are concerned that the Tax Office mail goes to Atlanta, Georgia. Ms. Murray said it is a lot more efficient and the mail gets processed faster. Ms. Murray stressed that they need more space and said sometimes the lines are so long it clogs up the lobby. Mr. Tate said that with respect to space needs, he's heard good things about the Register of Deeds concerning rearranging their office. Mr. Tate asked if we had ever done a special space study. Mr. Benton said a space needs study is underway at this time and said preparing a facility CIP is part of what was frozen in the budget.

With respect to the Register of Deeds, Mr. Blanchard said a neighboring county has a process that they can scan a deed and have it instantly recorded. Ms. Prevatte said she is looking into that, but we do have one day turnover time now. Mr. Williams said he wasn't aware of all the changes in the Register's Office and Mr. Tate said she has made it more user-friendly. Mr. Tate asked if people come in to conduct genealogy research, and Ms. Prevatte said not much during the winter months. Ms. Prevatte concurred with Ms. Murray about the lines in the lobby, stating that it is sometimes difficult to get to her office.

With respect to Veterans, Mr. Williams asked if Mr. Horne is able to help others outside Pender County. Mr. Horne said not usually unless it is someone he has been helping a long time. He said generally refers them to their local office. Mr. Brown noted there was a big jump in money paid to Pender County Veterans from the Department of Veterans Affairs funds between 2003 and 2004 but less service requests, less on file and fewer veterans. Mr. Horne said he thinks it is due to the start of the Iraq War. He said Veterans may have been reminded of service-connected disabilities and subsequently applied or reapplied for those benefits, and some of those disabilities may have been increase, resulting in higher payments. Mr. Horne said the decrease in service requests for Pender County may be due to a program Veterans Affairs implemented about that same time called Benefits Delivery at Discharge (BDD). This program allowed service members who were preparing to leave the military to apply for benefits before departure and in the following years, those Veterans sought service from the local Veterans Service Office. Mr. Tate asked how many vets are served on the east side of the county versus the west side. Mr. Horn said he hadn't been breaking it down but he is starting that this month.

With respect to Housing, Mr. Rivenbark asked what efforts are under way to meet the needs of homeless people and Ms. Keith said DSS helps and they refer people to churches. Ms. Keith mentioned the possibility of rehabilitating the Holt Hosiery building for some type of housing. Mr. Tate asked if there are grant incentives to encourage developers and Ms. Keith said there are problems in that regard, such as lack of infrastructure. Mr. Rivenbark asked about establishing something like Seven Oaks Apartments. Ms. Keith said the people at Seven Oaks have to work or go to school, have goals, and have to leave the apartments after five years. Mr. Tate said he's heard good things from other

Commissioners about this program. Ms. Keith added they have an escrow account so the tenants can work towards home ownership. Ms. Keith said they also collaborate with Habitat for Humanity.

With respect to Emergency Management, Mr. Williams asked if we have an ordinance requiring reflective housing addresses. Mr. King said we don't require reflective, but the numbers have to contrast with the color of the house. Mr. Rivenbark said the numbers should be reflective. Mr. King said he doesn't know of any county that requires reflective addresses, but he can only see it as a positive. Mr. Rivenbark said we need to rewrite our ordinance to require reflective addressing and we can grandfather the ones already here. Mr. Williams said we can make it a part of the County Ordinance. Mr. Tate asked about ISO ratings for the rural fire departments and asked if there is any training they can take help lower the rates. Mr. King said they did do one class at Long Creek and said Sloop Point and Hampstead have already lowered theirs. Mr. King explained that Friday's class for Commissioners' training is a requirement of the Department of Homeland Security.

With respect to Parks & Recreation, Mr. Rivenbark asked if the county requires the landscaping contractor to do "edging" versus "weed eating", especially at the Courthouse. Ms. Turner said she doesn't know but she can put it in the new contract if it is not already. Mr. Brown asked about the tires and appliances that Parks & Recreation pick up and if the county benefits from it. Mr. Parker said we get a scrap tire grant and we break even. Mr. Brown said he and Mr. Tate had discussed the use of the property off of Hwy 117 and said it is not a practical site to develop a park because you can't use the majority of the property. Mr. Brown and Mr. Williams agreed that Pender Memorial Parker is an area that needs attention. Mr. Tate said that even with the budget cuts, he wants the Manager to really look at this area; he said he didn't know that Parks & Recreation dealt with tires and convenience centers and said it is almost a separate department.

With respect to the Library, Mr. Tate asked about NC LIVE and asked if all the funding was cut. Mr. Taylor responded negatively. Mr. Tate asked how many people a month utilize NC LIVE and Mr. Taylor said he could not recall the number, but that a large number of Pender users have logged in monthly since the public library started an innovative library card program to legally provide the website password to school system students. The public library partners with media centers to issue special library cards directly to students at the schools.

With respect to Cooperative Extension, Mr. Rivenbark said with the possibility of State budget cuts, one of the State Agriculture Committee's concerns is whether or not Cooperative Extensions will be continued.

With respect to Information Technology (IT), there were no major questions or discussion by the Board.

Mr. Benton said it had been a good day and all departments had done a good job. Mr. Benton introduced the new Tourism Director, Monique Baker, gave a brief background and said she would start work on February 9th. He said Ms. Baker would not only promote the beaches, but also Agri Tourism and Eco Tourism. Ms. Baker said she is looking forward to meeting everyone and said for the first time in her career, she can combine Tourism and Agri Tourism. Board members and others welcomed Ms. Baker.

Mr. Tate thanked Mr. Benton for all his work in the past few months and for his work today; he noted that in only a few months Mr. Benton had moved the County forward. Mr. Benton said staff did the work today.

The Board recessed at 5:30 p.m. and took a dinner break to receive a presentation from the Town of Surf City.

The Board reconvened at 9:00 a.m. on Thursday, January 22, 2009. Mr. Blanchard gave the Invocation and Mr. Brown led the Pledge of Allegiance.

With respect to Planning & Development, Mr. Blanchard asked the length of the Planning Internship and asked if they receive any college credits. Mr. Davenport said Interns work twenty hours per week and yes, they do receive college credits. Mr. Tate asked how they are meeting demands now that the Part-time Code Enforcement Officer position is frozen. Mr. Davenport said Mr. Kays is only responding to complaints; he is not being proactive. Mr. Tate asked why they would not hire a part-time person. Mr. Brown said that at first Planning had asked for a part-time person and the Board approved it. Mr. Blanchard asked that with the economy like it is, isn't it better to only respond to complaints

and not be proactive. Mr. Davenport responded affirmatively. Mr. Rivenbark was concerned about single-wide and double-wide mobile homes in the County being stripped of aluminum and becoming eyesores.

With respect to the Sheriff's Department, Mr. Rivenbark asked about the parking proposed for the Courthouse. Sheriff Smith explained that right now it is just in the planning stage. He said the Rural Courts Commission did a study and they recommended closing off the southeastern entrance to the public and using it to deliver prisoners as close to the Courthouse as possible. He said that it is a matter of security and safety first. It was noted that the Town of Burgaw is opposed to putting parking space on the Courthouse grounds. Mr. Tate said the Manager is looking into this and will be bringing his recommendation to the Board. The Board generally agreed "they have to do what they have to do" and move on.

With respect to Public Works, Mr. Tate said the County had a drainage program at one time and asked why it was stopped. Mr. Fields said the Commissioners stopped the program, mainly because citizens didn't want to do the leg work, such as obtaining easements and permits. Mr. Tate asked about a specific ditch that people had been complaining about. Mr. Fields said if it is the Calico Bay drainage ditch, they had gone out and looked at it before Thanksgiving. He said some of the problems on one section of the ditch were created by the people who live there. Mr. Williams said he had gotten nothing but good feedback on Mr. Fields, Mr. Benton, IT and everyone who had a hand in the move of the Hampstead Annex. There was discussion of how to dispose of surplus property and old vehicles.

With respect to Public Utilities, Mr. Blanchard asked if we can go back to USDA and ask for lower interest and asked if we are locked in our contracts with Chinquapin and the Town of Wallace. There was discussion of whether to build the water treatment plant at 2, 4 or 6 million gallons per day (MGD); Mr. Mack noted debt service would only be ½ million more to go to 6 mgd. Mr. Blanchard asked when we anticipate selling water out of our plant and Mr. Mack said it could be up to three years. After more information from Mr. Mack and more discussion, the Board gave the nod for Mr. Mack to pursue the 6 MGD plant.

Martin Beach, Town of Burgaw Interim Manager, apologized for Mayor Pete Cowan not being able to attend and gave the Mayor's report. Mr. Beach distributed information about the Town's building permits issued, the value of construction for tax base increase, commercial and industrial projects in the Town, and the Burgaw Train Depot. He also discussed the Town's sewer project and said they are locked in at 3.75% with the USDA. Mr. Tate asked when the Lee's Tackle Project is scheduled to open and Mr. Beach said back in October of 2008, Lee's Tackle said it would probably be approximately 18 months. Mr. Tate asked about the possibility of the Town partnering with Cafe Fear Community College (CFCC) to provide classroom space and Mr. Beach said he will work with CFCC on this. Mr. Blanchard noted CFCC's Burgaw Campus doesn't offer any college credits for adult classes and Mr. Brown agreed we need to work with them on getting college credit courses for adults. Mr. Tate said he and Superintendent of Schools Allison Sholar are meeting with CFCC's Board tonight to talk about having more Pender representation. Mr. Tate asked what amount of funding the Town is requesting for the Depot and Mr. Beach said they need a total of \$600,000. He said the Town had spent \$204,000 on it to-date. Mr. Brown asked about the old Jail. Mr. Beach said they had asked the Economic Development Alliance about them using it as the Incubator Kitchen but they refused. He said it will cost approximately \$200,000 to bring it back to it into code compliance. Mr. Blanchard asked if the Town can help Kentucky Fried Chicken move forward. Mr. Beach said he had told them if their permits expire, they will have to go through the whole procedure again.

With respect to DSS, Mr. Tate encouraged Dr. Shiver to approach Congressman Mike McIntyre to seek federal funding to assist her with her space needs. He said after the inaugural activities, the Board needs to send a resolution and a letter of support to seek funding. Mr. Williams said Dr. Shiver's department is the biggest department the county has and asked what the biggest building we own is. Mr. Blanchard said it is not too early to start planning for future growth. Mr. Tate asked if in the Facility Master Plan, they had considered building a new county complex and Mr. Benton said not at this point. Mr. Blanchard directed Mr. Benton to evaluate what he can envision for a new complex for 20 years from now and give the Board a one or two page concept of what he sees coming together. Mr. Williams said New Hanover County moved its complex from downtown to another location and it is working quite well. Mr. Tate said some counties are using old school buildings when the schools move out.

Mr. Tate asked that the drainage presentation be made next because he had to leave soon to attend another meeting. After Mr. Thompson's presentation, Mr. Tate said he had had discussions with a lady in Raleigh who said they would have funding to help with drainage problems. He said we need to get documents in place to be able to request this funding.

With respect to Solid Waste, Mr. Tate said he is glad to have Waste Industries representatives present. Board members discussed and asked questions pertaining to tires, loading and unloading tire trailers, batteries, the Scrap Tire Program, and locations and costs for C&D.

With respect to Economic Development, WID Director Scott Satterfield and Rick Biberstein were present. Mr. Satterfield noted Mr. Biberstein and Mr. Blanchard are on WID's Board of Directors, and said it has been a real pleasure working with Mr. Benton the past few months. Mr. Satterfield said even though the economy looks grim, there is good news behind some of it. He said some of the projects WID is working on specific to Pender County are: the purchase of Del Labs by Coty, which he said is a very positive acquisition; Wilmington Box Company will be coming to the Burgaw Industrial Park; WID had been spending a lot of time with existing industries to address what they need long-term and to keep communications open; they are hoping to put customers in the Hwy 421 Industrial Park by the end of 2009 – they are addressing wastewater treatment needs and working on grant funds; they are trying to establish a shell building by the end of the first half of 2009, possibly in conjunction with Pender Progress, the Town of Burgaw or other part of the County; and they are looking at Pender as a whole – from the east to the west – and looking at different product strategies. Mr. Satterfield said there is nothing more important than infrastructure. He said WID promises to always work together with all their agencies and look at it as a regional effort. Mr. Rivenbark said they met with Pender Progress to look at the status of the shell building – financial, debt service, etc. Mr. Biberstein said Pender Progress was very receptive. Mr. Williams said if the building is located in a municipality, the County has to be involved also. Mr. Biberstein said the Town of Burgaw was receptive also. Mr. Blanchard said he understands that in many cases clients don't end up taking the shell building itself, but instead choose to build a custom building nearby. He noted that they would not have come to look in the first place if the building did not exist. Mr. Biberstein said 85% of clients that have located in the County initially came to look at an existing building. Mr. Benton said he's been in Economic Development a long time and he has learned there is a lot of dirt in Pender County, but it doesn't become land until we have infrastructure and products. Mr. Benton said we have a very unusual and good relationship with WID and it has been a pleasure working with Mr. Satterfield.

Mr. Parker gave the Capital Improvements Program (CIP) presentation. With respect to the doors at the Courthouse that are proposed to be blocked to the public, Mr. Brown asked if that space will be made into offices and Sheriff Smith answered negatively. Mr. Williams asked if there would be outdoor restroom improvements and Sheriff Smith answered affirmatively. Mr. Blanchard said people are saying that the York House is old and dilapidated and asked if we are eventually going to have to going to get rid of it. He asked about the possibility of tearing it down and extending the Howard Holly Building to that space. Mr. Parker said the York House is very nice inside and has recently had a new heating and cooling system installed. Mr. Benton noted the York House is a historic building and said you can still tear it down as long as you are not using state or federal funds. Mr. Rivenbark said they had talked about selling it at one time. Mr. Benton said the reason he is proposing using Fund Balance for some projects is because they are not big enough to finance. Mr. Rivenbark noted the Fund Balance has grown over the past few years. Mr. Benton said three new facilities are being requested from Department Heads and are not in the overall CIP – DSS, the Library, and the Jail. He asked if the Board wants him to continue looking at library sites and Board members agreed for him to continue. Mr. Williams noted the County is in good financial shape. Mr. Brown suggested we look at putting some of the County buildings together.

Mr. Blanchard said given the state of the economy, the Board should look at giving some percentage of Fund Balance to offset the 3.5cent tax increase that was scheduled to come online in the 09-10 budget year to pay the debt service down from the \$56 million school bond referendum. He said it is going to be hard on the elderly, unemployed, underemployed and others in the County. Mr. Williams said he agrees with Mr. Blanchard but the public did vote on the tax increase. He said it would be like a "stay of execution" and cautioned using Fund Balance money to offset long-term debt. He said maybe we could skip the tax for one year. It was determined that it would take approximately \$1.6 million out of the 09-10 Fund Balance. Mr. Williams said the public did vote for this and they knew it was coming and had approved it when they approved the bond referendum, although they didn't know the economy would

be where it is today. He said he would consider the idea, but the idea of dipping into the Fund Balance for anything gave him some concern. Mr. Williams asked where the \$2.3 million to pay for the Burgaw/Wallace sewer deal would come from. Mr. Rivenbark said he has never, in all his years as a Commissioner, voted for a budget with a tax increase and that he has no intention of starting now; he said he will not vote for a 3.5 cent increase. Mr. Brown said he would consider delaying the tax. Mr. Tate was not present for this portion of the meeting, but when brought up later he voiced no opposition.

Mr. Williams said we should go ahead and pursue the Library but wait until we get the big plan before pursuing a new DSS building and a new Jail. Other Board members agreed. Mr. Blanchard instructed Mr. Benton and Mr. Parker to go back and open negotiations with the Department of Corrections for the eighty acres of prison land they had agreed to give the County.

It was agreed that Mr. Parker and Mr. Benton would pursue a future CIP plan. Mr. Blanchard instructed them to bring something "rough" to the Board for them to play with.

Mr. Williams asked Sheriff Smith about the Sheriff's Department taking over Animal Control and Mr. Smith said they will bring a proposal.

The Board recessed at 4:45 p.m. and took a dinner break to receive a presentation from the Town of Topsail Beach.

The Board reconvened at 9:00 a.m. on Friday, January 23, 2009. Mr. Tate gave the Invocation.

Chris May of the Cape Fear Council of Governments (COG) explained how the COG is set up. He then said the Board should list any organization or program changes they want and the Manager can bring it up in the proposed budget.

Mr. Williams said he wants Animal Control to fall under the Sheriff's Department, with the exclusion of running the Animal Shelter. Mr. Benton said the Health Department would still be involved because of Rabies Control. He said Dr. Griffith is positive about putting Animal Control under the Sheriff's Department, but as Dr. Griffith said earlier, there would be considerable additional costs.

Mr. Tate said it may be a long-term goal, but we should consider consolidating services to make it more user-friendly for citizens. He said services could all be put in one central location, especially ones that relate to each other. Mr. Tate said he would like to see a space utilization study done and Mr. Benton said the Architect is doing one now.

Mr. Brown said he wants the Board to consider holding the next Retreat in Burgaw because it is more practical than bringing people from Burgaw to the east side. Mr. Blanchard said he agrees with Mr. Brown – he said having everybody drive over here costs. Mr. Rivenbark gave a history of where Retreats had been held in the past, in different parts of the County. Mr. Williams said it is good for us to come over here once a year; he said it shows good faith. Mr. Tate said he would like to see the Board hold one meeting in each district during a one-year timeframe. He said they wouldn't have to be back-to-back and asked the Manager to put together a schedule and bring to the Board in February. Mr. Benton said we could have them during the evening meetings and have one in Maple Hill, West Pender, Rocky Point and Hampstead in March, May, July and September.

Mr. Rivenbark said he would like to see the name Retreat changed to Budget Planning Session because the word retreat makes it sound like you are running away from something.

With respect to budget priorities, Mr. May asked for specific guidance issues for Mr. Benton to put the budget together. They were as follows:

- A. Mr. Rivenbark - School facilities need financing plans and how to pay for them.
- B. Mr. Williams – Revenue challenges due to slow growth.
- C. Mr. Rivenbark – Ways to cut the budget – programs that are not mandated (mandated versus discretionary). He asked Mr. Benton to work with Department Heads to ask for suggestions and make an initial list.
- D. Mr. Williams – Consider no new bodies. He said we do have a hiring freeze.

- E. Mr. May asked how about water & sewer – short-term and long-term. He also asked about evaluating land for the Hampstead Library.
- F. Mr. Tate – Seek alternative funding sources – grants such as Kate B. Reynolds, and private ones.

Mr. Blanchard said we have to keep moving forward. He said citizens don't want tax increases, but they want services.

Mr. Blanchard spoke about Pender County getting short-changed on the lottery. Mr. Rivenbark said he brought back some information to the Manager from the Legislative Goals Conference, in which they talked about the net effective tax rate issue related to property values. Mr. Williams said it should improve with the revaluation because some property values now are under assessed.

Mr. Tate said we have some big ticket items and revenue challenges coming this year,

Mr. Benton said the 3.5 cent tax increase which the Board previously talked about could possibly be phased in in two to three years. He said we have to front the money for the Burgaw Sewer Project. Mr. Blanchard said the County will be paid back the Burgaw Sewer Project money over time because it is an Enterprise Fund.

Mr. Brown asked if there is a list of county owned real property. He said we need to look at our own property first when considering parks, offices, storage areas, etc. for potential use by the County.

There was more discussion of new facilities for county buildings and discussion of the Schools' Long Range Facility Plan. Mr. Benton noted the School Board Chairman said it would cost them \$60 million over five years to build new facilities. Mr. Tate asked if it is legal to ask developers to set aside property for schools, parks, etc. and Mr. Benton and Mr. May responded affirmatively.

Mr. Williams said we may want to consider modular units for DSS and others as a short-term fix.

Mr. Benton reviewed the budget process. He said they would have a work session the day of the first regular meeting in May and asked if Department Heads should attend. Board members agreed Department Heads should attend the work session if they have any special requests. Mr. Benton said they will give the Board the budget first to let them know what is not being recommended to be funded.

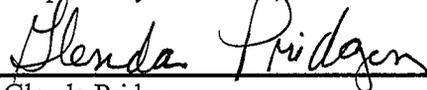
There was discussion of what to do for next year's retreat and it was decided to have a two-day retreat in Burgaw.

Mr. Tate thanked Mr. Benton and staff for putting the retreat together. Mr. Williams said there is now some stability in the Manager's office and that all the departments are staffed with a good group of people.

**ADJOURNMENT**

The retreat adjourned at 10:55 a.m. January 23, 2009 and the Board went into a training session with the Emergency Management Director.

Respectfully Submitted,



Glenda Pridgen  
Deputy Clerk to the Board

Reviewed By:



Rick Benton  
Clerk to the Board