

**PENDER COUNTY BOARD OF COMMISSIONERS  
PLANNING RETREAT  
THURSDAY-FRIDAY, MARCH 26-27, 2015**

The Pender County Board of Commissioners met in a special session on Thursday, March 26, 2015 beginning a two day workshop at the Pender County Hampstead Annex, 15060 US Hwy 17 N, Hampstead, NC 28443.

**MEMBERS PRESENT:** David Williams, Chairman, Vice Chairman George Brown; Commissioners Fred McCoy, David Piepmeyer, and Jimmy Tate.

**OTHERS PRESENT:** Randell Woodruff, County Manager and Clerk to the Board; Chris May, Facilitator, Cape Fear Council of Governments; other members of the Press and Public.

**CALL TO ORDER**

The Meeting was called to order at approximately 5:00 p.m. by Chairman David Williams.

Discussion items during the meeting included: Duties of the Chairman, Board of Commissioners, and the County Manager as follows:

*Chairman*

- Moderator
- Spokesperson – County (Commissioners respond to District Specific)
- Set agenda – manage agenda
- Communicate daily w/Manager
- Coms w/BOC regularly
- Supports/enforces Chain of Command
- (Revisit dept. policies for update to reinforce)
- Collaborator – Maintain Fair – Shared info
- Establish & Maintain good relations w/other governments
- Visible in County – Region

*Board of Commissioners*

- Be prepared, do homework before meetings
- Respond to Citizens email, phone calls, give courtesy of responding w/in 24 hrs.
- Allow chair to respond in general – be prepared to distinguish when to defer or respond to press inquires
- Agree to disagree – Be respectful mutual respect - decorum
- Be approachable – but set boundaries as needed to protect private life
- Know there are at least two sides and hear them first before reacting
- Honesty & Integrity
- Policy maker, statesman
- Visionary, look beyond the immediate and think long term

### *Manager*

- Knowledgeable about County government on NC
- Competent/Tactfully give facts good or bad, present informed opinions
- Buffer/Conduit between Board and Employees
- NOT a politician but a professional county government expert
- Responsive – acts promptly, return calls and emails.
- Learn about County – Stay informed- be visible and connected
- Communicate – BOC – Employees – Citizens
- Owner of budget
- Honest- open- responsive, top consultant to the BOC on County issues.

The Board recessed at approximately 8:30 p.m. on Thursday, and reconvened at 8:30 a.m. Friday morning.

## **PLANNING RETREAT – DAY 2 MARCH 27, 2015**

The Pender County Board of Commissioners met in a special session on Friday, March 26-27, 2015 at the Pender County Hampstead Annex, 15060 US Hwy 17 N, Hampstead, NC 28443.

**MEMBERS PRESENT:** David Williams, Chairman, Vice Chairman George Brown; Commissioners Fred McCoy, David Piepmeyer, and Jimmy Tate.

**OTHERS PRESENT:** Randell Woodruff, County Manager and Clerk to the Board; Chris May, Facilitator, Cape Fear Council of Governments; other members of the Press and Public.

### **CALL TO ORDER**

The Meeting was called to order at approximately 8:30 a.m. by Chairman David Williams.

Discussion items during the meeting included: A Commissioner Bucket List, things that they would like to see accomplished during their tenure. These goals included:

- Hampstead By-Pass secured on NCDOT STIP
- Limit manage/control growth along by-pass proportionate to By-Pass completion
- Implement customer service assessment to determine highest level of customer service (TQM)
- Merit based evaluations
- Continuous economic development planning
- Push for rail spur completion
- Greater presence for community college in Burgaw
- Long range strategic planning for all county depts. & schools
- Park improvements plan & develop master planning move to strong leadership
- Continuous update to Pender Transportation Plan
- Improve fiscal picture with strong business plan
- Enhance tax collection goals up
- Emergency services & sustainable/enhanced review VFD vs. Paid FD

- County-wide high speed internet access
- County-wide CATV
- Enhance quality of life with library, etc. as part of long range planning
- Invest in youth programs especially in North & West athletics and cultural arts
- Regionalism as part of planning
- Regional landfill
- Develop regional partnerships with neighboring counties
- Give annual report State of County
- Greater support, direction and partnership with county manager including C.O.OP succession
- Consider an assistant manager not tied to a dept.
- Courthouse annex
- Regional solution to jail (moved)
- Maximize I.T. for efficiencies ex. "Virtual Magistrate"
- Burgaw creek "DO"
- Courthouse security needs

The top seven goals included:

- Customer Service
- By Pass
- Long range strategic plan
- Cultural, leisure, rec
- Regional cooperation
- Meeting support & Assistant Manager
- Fiscal – Business plan

#### ADJOURNMENT

There being no further business, the Pender County Board of Commissioners meeting adjourned at approximately 2:30 p.m.

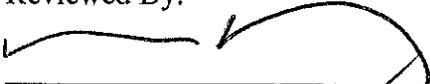
Respectfully Submitted,




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Melissa Pedersen, Deputy Clerk to the Board

Reviewed By:




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Randell Woodruff, Clerk to the Board