



Moore County Board of Commissioners

January 21, 2025 | 5:30 PM
Historic Courthouse
1 Courthouse Square
Carthage, NC 28327

MINUTES

COMMISSIONERS PRESENT:

Chairman Kurt Cook, Vice-Chairman Nick Picerno, John Ritter, and Tom Adams

COMMISSIONERS ABSENT:

Commissioner Jim Von Canon

CALL TO ORDER

Chairman Cook called the meeting to order.

INVOCATION

Reverend Nathan Hinson of Glendon Christian Church offered the invocation.

PLEDGE OF ALLEGIANCE

Commissioner Tom Adams led the Pledge of Allegiance.

1. PUBLIC COMMENT PERIOD

The following offered comments: John Misiaszek and Vick Allen

2. ADDITIONAL AGENDA

County Manager Wayne Vest recommended the Board add a resolution regarding downzoning per Senate Bill 382. This item comes from the January 15, 2025, Special Meeting of the Board of Commissioners. Staff needs clarification and direction on how this resolution should be written. **Upon motion made by Vice-Chairman Picerno, seconded by Commissioner Ritter, the Board voted 4-0 to add this item to New Business Item E.**

CHAIRMAN

Chairman Cook asked if any Commissioner had a conflict of interest regarding agenda items the Board would address in the meeting, and there were none.

3. CONSENT AGENDA

Upon motion made by Chairman Cook, seconded by Vice-Chairman Picerno, the Board voted 4-0 to approve the following consent agenda items, and the board order, conditions of written consent, vehicle fleet policy, budget amendments, and tax releases/refunds are hereby incorporated as a part of these minutes by attachments as Appendices A, B, C, D, and E respectfully:

- A. Board of Commissioners - January 7, 2025, Regular Meeting Minutes
- B. Planning - Board Order, Special Use Permit, and Approval of a Preliminary Plat: "Tri-South Builders Brookwood Subdivision Phase 5 Preliminary Plat"
- C. Planning - Conditions of Approval Written Consent, Special Use Permit, and Approval of a Preliminary Plat: "Tri-South Builders Brookwood Subdivision Phase 5 Preliminary Plat"
- D. Administration - Vehicle Fleet Policy
- E. Finance - Budget Amendments
- F. Tax - Tax Releases/Refunds for December 2024

4. **RECOGNITIONS**

There were none.

5. **PRESENTATIONS**

- A. Board of Commissioners - Museum Project
County Manager Wayne Vest requested that the presentation regarding the Museum Project Chairman Cook had been working on be tabled to a future meeting. The presenter is not available tonight due to the current threat of possible inclement weather.
Upon motion made by Vice-Chairman Picerno, seconded by Commissioner Adams, the Board voted 4-0 to table this presentation, as the presenter was not available due to the threat of inclement weather, to February 18, 2025, 5:30 pm, Regular Meeting of the Moore County Board of Commissioners.

6. **PUBLIC HEARINGS**

- A. Planning - Public Hearing for a Conditional Rezoning Request: Rural Agricultural (RA) to Rural Agricultural Conditional Zoning (RA-CZ) for a Wireless Communication Facility – 9739 NC 24-27 Highway
Planning Director Debra Ensminger presented a request for a conditional rezoning for a Wireless Communication Facility on NC 24-27 Highway. Ms. Ensminger requested this item be continued to February 18, 2025, at 5:30 pm, due to the threat of potential inclement weather.
Upon motion made by Vice-Chairman Picerno, seconded by Commissioner Ritter, the Board voted 4-0 to table the Public Hearing for a Conditional Rezoning Request: Rural Agriculture (RA) to Rural Agricultural Conditional Zoning (RA_CZ) for a Wireless Communication Facility on NC 24-27 Highway and continue the public hearing on February 18, 2025, 5:30 pm.
- B. Planning - Public Hearing for a Conditional Rezoning Request: Rural Agricultural (RA) to Neighborhood Business Conditional Zoning (B-1-CZ) for a Mini-Warehouse (Self-Service) – 1280 Leaman Rd
Planning Director Debrah Ensminger presented a request for a conditional rezoning for a Mini-Warehouse on Leaman Road. Ms. Ensminger requested this

item be continued to February 18, 2025, at 5:30 pm due to the threat of potential inclement weather. **Commissioner Ritter moved, seconded by Vice-Chairman Picerno, the Board voted 4-0 to table the Public Hearing for a Conditional Rezoning Request: Rural Agricultural (RA) to Neighborhood Business Conditional Zoning (B-1-CZ) for a Mini-Warehouse on Leaman Road and continue the public hearing on February 18, 2025, at 5:30 pm.**

C. Planning - Public Hearing to consider Unified Development Ordinance Amendments to Chapter 6 (Table of Uses), Section 6.1 (Principal Use Table), Section 6.2.B (Accessory Uses and Structures, Procedure for Establishment), Section 6.2.E (Accessory Uses and Structures, Accessory Use Table), and Chapter 8 (Specific Use Standards), Section 8.84 (Personal Workshop/Storage Building)

Planning Director Debra Ensminger presented the recommendation from the Planning Board for a public hearing be held to consider Unified Development Ordinance text Amendments to Chapter 6 (Table Uses), Section 6.1 (Principal Use Table), Section 6.2.B (Accessory Uses and Structures, Procedure for Establishment), Section 6.2.E (Accessory Uses and Structures, Accessory Use Table), and Chapter 8 (Specific Use Standards), and Section 8.84 (Personal Workshop/Storage Building).

Chairman Cook opened the advertised public hearing regarding this matter, and the following offered comments: Randy Craven spoke in favor of the amendment. He said he was born and raised in Moore County, is a disabled veteran, and has given back to his community in many ways through volunteering. He stated he purchased a piece of property in hopes of placing a building for his antique cars and a place for him to do carpenter woodwork, but the property had UDO restrictions on it, however, he was never informed of them. When he came before the Board regarding this property in the past, the Board voted against his wishes due to the UDO restrictions. Mr. Craven said the UDO restrictions will affect everyone in Moore County. He stated by lifting the UDO restrictions and making land available for people just like him to use, the Board would do the community a service.

There being no further speakers, Chairman Cook closed the Public Hearing.

Upon motion made by Vice-Chairman Picerno, seconded by Commissioner Ritter, the Board voted 4-0 to adopt the Board of Commissioners Land Use Plan Consistency Statement as Consistent and authorize the Chairman to execute the document as required by North Carolina General Statute 160D-605.

Upon motion made by Vice-Chairman Picerno, seconded by Commissioner Adams, the Board voted 4-0 to approve the amendments to Chapter 6 (Table of Uses), Section 6.1 (Principal Use Table), Section 6.2.B (Accessory Uses and Structures, Procedure for Establishment), Section 6.2.E (Accessory Uses and Structures, Accessory Use Table), and Chapter 8 (Specific Use Standards), Section 8.84 (Personal Workshop/Storage Building).

Vice Chairman Picerno offered the comment that both actions were long overdue. The consistency statement and Ms. Ensminger's staff report are hereby incorporated as a part of these minutes by attachment as Appendix F.

- D. Planning - Public Hearing for Unified Development Ordinance Amendments to Chapter 6 (Table of Uses), Section 6.2.C.4 (Accessory Uses and Structures, General Standards for all Secondary Uses and Structures, Maximum Structure Size).

Planning Director Debra Ensminger requested the Board continue the Public Hearing for the amendments to the Unified Development Ordinance Amendments to Chapter 6 (Table of Uses), Section 6.2.C.4 (Accessory Uses and Structures, General Standards for all Secondary Uses and Structures, Maximum Structure Size) to April 15, 2025, 5:30 pm.

Upon motion made by Vice-Chairman Picerno, seconded by Commissioner Ritter, after discussion by Vice-Chairman Picerno and Ms. Ensminger regarding the maximum size restrictions, the Board voted 4-0 to continue the Public Hearing for the amendments to the Unified Development Ordinance Amendments to Chapter 6 (Table of Uses), Section 6.2.C.4 (Accessory Uses and Structures, General Standards for all Secondary Uses and Structures, Maximum Structure Size) to April 15, 2025, 5:30 pm.

7. QUASI-JUDICIAL HEARINGS

There were no Quasi-Judicial Hearings.

8. OLD BUSINESS

There was no Old Business.

9. NEW BUSINESS

- A. Administration - FY 2025-2026 Proposed Budget Adoption Schedule for the County of Moore

County Manager Wayne Vest presented the updated FY 2025-2026 Proposed Budget Adoption Schedule for the County of Moore. Modifications were recommended to be made to this document during the Special Meeting of the Board of Commissioners on January 15, 2025.

Upon motion made by Chairman Cook, seconded by Commissioner Adams, the Board voted 4-0 to approve the budget schedule as presented and as follows which includes the statutory requirements for the public hearing to be held on Tuesday, June 3, 2025, and adopt the County of Moore FY 2025-2026 Budget at a special called meeting by the Board before July 1, 2025:

- **Tuesday, May 6, 2025** – School Presentation to the Board of Commissioners G.S. 115C-429; the local Board of Education must submit its entire proposed budget to the Board of County Commissioners by May 15, 2025.
- **Tuesday, May 20, 2025** – The County Board receives the proposed budget by June 1, 2025, per G.S. 159-11(b).
- **Tuesday, May 20, 2025** – Budget slide presentation of the proposed fiscal year 2025-2026 budget and call to public hearing to be held at the Tuesday, June 3, 2025, regularly scheduled County of Moore meeting.
- **Tuesday, June 3, 2025** – Budget public hearing at the regularly scheduled Board meeting per G.S. 159-12(b). More public hearings can be held if needed. Before the budget ordinance can be adopted, the

board shall hold a public hearing at which time any persons who wish to be heard on the budget may appear.

- **Thursday, June 5, 2025, at 10:00 am** – Adopt the FY 2025-2026 Proposed Budget. Per G.S. 159-13; Not earlier than 10 days after the day the budget is presented to the Board and not later than July 1, 2025, the governing board shall adopt a budget ordinance.
- **Work Sessions** will be held as requested by the Board at any time during the budget cycle.

- B. **Health - Confirmation of Child Fatality Prevention Team/Community Child Protection Team (CFPT/CCPT) Local Team as a Single/Multi-County Team**
Department of Social Services Director David Richmond presented information on and requested the Board approve the continued operation of Moore County's Child Fatality Prevention Team/Community Child Protection Team (CFPT/CCPT) Local Team as a single county team.

Upon motion made by Vice-Chairman Picerno, seconded by Commissioner Adams, the Board voted 4-0, to approve the continued operation of Moore County's CFPT/CCPT Local Team as a single county team.

- C. **Public Safety - Approve Apparatus Purchase for Seven Lake Fire Department Utility Vehicle**

Public Safety Director Bryan Phillips requested the Board approve an apparatus purchase for Seven Lakes Fire Department Utility Vehicle, and he requested a budget amendment of \$54,000 be transferred from Fund 258 to Fund 216.

Seven Lakes Fire Department is in the process of replacing a 2008 Ford 250 Super Duty Power Stroke diesel with 48,609 miles as a utility vehicle. This vehicle will be a repurposed support vehicle within the department. The Fire Commission approved the capital apparatus replacement plan at the January 9, 2025 meeting. The vehicle will be replaced with an F250 series 4x4 truck.

Upon motion made by Commissioner Ritter, seconded by Vice-Chairman Picerno, the Board voted 4-0, to approve the purchase to replace a 2008 Ford F250 4x4 utility vehicle for Seven Lakes Fire Department in an amount not to exceed \$54,000.00 for the County portion of the purchase and authorize the County Manager to sign all necessary documents.

Upon motion made by Commissioner Ritter, seconded by Commissioner Adams, the Board voted 4-0, to approve the budget amendment for \$54,000 from Fund 258 to Fund 216 and authorize the Chair to sign. The budget amendment is hereby incorporated as a part of these minutes by attachment as Appendix G.

Public Safety Director Bryan Phillips suggested an open meeting between the Board of Commissioners and the Fire Commission to discuss capital improvement plans.

- D. **Board of Commissioners - Resolution to Approve Lease-Purchase of Computers for Moore County Schools**

Kendt Eklund, Moore County Schools Director of Technology requested the Board of Commissioners adopt a Resolution to Approve Lease-Purchases of Computers for Moore County Schools. This will require an appropriation of

\$501,296.34/yr for three years as part of, not in addition to, the regular appropriations made to the Board of Education.

Upon motion made by Vice-Chairman Picerno, seconded by Chairman Cook, the Board voted 4-0 to adopt the Resolution to Approve Lease-Purchases of Computers for Moore County Schools, which will require an appropriation of \$501,296.34/yr for three years as part of, not in addition to, the regular appropriations made to the Board of Education. The resolution is hereby incorporated as a part of these minutes by attachment as Appendix H.

Vice-Chairman Picerno asked Dr. Mike Metcalf to contact Travis Green with the Union Pines Boosters Club to set up a meeting to discuss his ideas. Dr. Metcalf said he would be happy to contact Mr. Green.

10. APPOINTMENTS

There were no appointments at this time.

11. ADDITIONAL AGENDA

Downzoning Resolution Direction

County Manager Wayne Vest stated during the January 15, 2025 Special Meeting of the Board, it was suggested a resolution be written addressing Senate Bill 382 Session Law 2024-57 regarding downzoning. County Attorney Misty Leland asked the Board for direction on how to write a resolution addressing this item. Ms. Leland said there is a lack of clarity that the revision of NCGS 160D-601(d) presents regarding downzoning; as well as the issues it creates for local governments.

Chairman Cook said he would yield to Commissioner Ritter for comment.

Commissioner Ritter said his non-legal opinion was he was concerned with how it would affect Moore County's plan in moving forward with updating Moore County's Land Use Plan and UDO how the Board wishes it to be. He said the UDO should strive to match Moore County's Ordinances with the Land Use Plan as much as possible.

Ms. Leland stated the land must always have the uses they have currently and there can be no restrictions. They can be added to, but not taken away. There no longer can be non-conformities.

Vice Chairman Picerno stated that the law as it is written currently, you cannot take any rights away from a property owner that he/she has in existence. Ms. Leland that is correct. Vice Chairman Picerno said he does not see the need for a resolution.

Extensive conversations between Ms. Leland, Vice-Chairman Picerno, Commissioner Ritter, and Commissioner Adams followed.

Commissioner Adams said this is a situation where the legislature, without a lot of consultation with municipalities, has enacted something without proper order through public hearings. He stated the Board should decide if encouraging this is what the Board wishes. Commissioner Adams said he would like to see this item be repealed and taken through regular order by the legislature.

Vice-Chairman Picerno said he does not wish to see anything that would take away any rights from a landowner as they exist currently.

The Board decided to not prepare a resolution at this time.

12. MANAGER'S REPORT

County Manager Wayne Vest said he spoke with Commissioner Von Canon and Commissioner Von Canon sent his regrets for not being in attendance tonight, he is under the weather. Mr. Vest asked everyone to keep him in their prayers.

13. COMMISSIONERS' COMMENTS

Vice-Chairman Picerno addressed Vick Allen, who spoke during public comment, that the "In God We Trust" sign is currently in storage but will be placed back on the old courthouse as soon as construction is complete. He also said he did not know there was not an "In God We Trust" on the new courthouse, but he will look into it. Vice-Chairman Picerno asked what location there was not an "In God We Trust" sign on the road Mr. Allen spoke of. Mr. Allen gave the location. Vice-Chairman Picerno said he would have this looked into as well.

Commissioner Adams had no comments.

Commissioner Ritter thanked everyone in attendance and thanked them for their support of the Board. He thanked the staff for all they do and their support as well. He wished everyone safe travels home after the meeting.

Chairman Cook reminded everyone to check on their neighbors to make sure they are warm and have what they need in these cold temperatures.

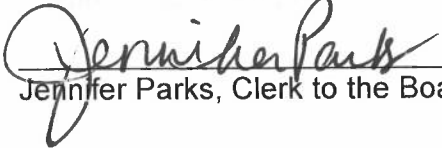
14. CLOSED SESSION

None needed

ADJOURNMENT

There being no further business, upon motion made by Vice-Chairman Picerno, seconded by Commissioner Ritter, the Board voted 4-0 to adjourn the January 21, 2025, Regular Meeting of the Moore County Board of Commissioners at 6:20 pm.


Kurt Cook, Chairman


Jennifer Parks, Clerk to the Board

STATE OF NORTH CAROLINA
COUNTY OF MOORE

BEFORE THE MOORE COUNTY
BOARD OF COMMISSIONERS
FILE NO.: _____.

Applicant: James W. Caddell

BOARD ORDER OF FINDINGS OF FACT AND
CONCLUSIONS IN SUPPORT OF
GRANTING A SPECIAL USE PERMIT
AMENDMENT

ParID: 00991560

THIS CAUSE, being heard by the Moore County Board of Commissioners on December 2, 2024, at 10:30 a.m. in the Historic Courthouse, 2nd Floor Meeting Room, Carthage, NC for a quasi-judicial hearing on James W. Caddell's application for a Special Use Permit and approval of a preliminary plat: "Tri-South Builders Brookwood sSubdivision Phase 5 Preliminary Plat" for an additional phase containing 4 lots, on one parcel containing 34.36 acres, located on Enfield Drive, Carthage, NC, (PID 00991560), owned by Tri-South Builders, Inc. per Deed Book 5887, Page 121. The Moore County Board of Commissioners has proper jurisdiction over the parties and subject matter and that the parties are properly before the Moore County Board of Commissioners. After reviewing the documents of record and hearing from all parties and witnesses, the Board of Commissioners by sufficient evidence and based on the standards and the *Unified Development/Zoning Ordinance of Moore County, NC* enters the following order.

FINDINGS OF FACT

1. That all parties were notified of the hearing; and
2. The Applicant is James W. Caddell; and
3. That the property owner is Tri-South Builders, Inc.; and
4. That all witnesses were sworn and testified, Debra Ensminger, Planning Director Moore County; Philip Picerno, Engineer, LKC Engineering; and Wes Caddell, Owner, Tri-South Builders, Inc.
5. The Applicant is requesting approval of a Special Use Permit and approval of a preliminary plat; and
6. The property is zoned Residential and Agricultural-40 and allows Major Conservation Subdivisions upon the issuance of a Special Use Permit.
7. That the proposed site details are as follows:

Zoning Classification	Residential and Agricultural – 40 (RA-40)
Acreage	133.84
Additional Lots	Lot Number 129 - 132
Total Lots	132
Open Space	49.09 acres
Watershed	Cape Fear Little River (Vass) WS-III
Maximum Built Upon Area Per Lot	Phase 4 & 5 maximum 44 dwelling units
Floodplain	N/A
Voluntary Ag District Parcels within a half mile	Yes
Historical Use	Vacant

8. The proposed preliminary plat meets all the requirements of the Unified Development Ordinance Section 19.7 Major Subdivisions – Preliminary Plat Submittal and Review.
9. The Major Conservation Subdivision Brookwood Phase 4 & 5 is subject to the North Carolina Department of Environmental Quality Post-Construction Stormwater Management Permit (Permit No. SW6230806) dated June 26, 2024, for the construction, management, operation, and maintenance of built-upon area (BUA) for the low-density subdivision. The maximum amount of built-upon area (BUA) for the entire project (Phase 4 & 5) is 44 dwelling units (on lots numbered 89-128 with the option to add 4 additional lots in Phase 5 on lots numbered 129--132) The subdivision will utilize dispersed flow of stormwater runoff through vegetated areas to minimize the channelization of flow.
10. The applicant agreed to the following condition below at the Quasi-Judicial Hearing and agrees to sign a written document stating the same:
 1. Pursuant to Section 10.10 Conditions of Approval D. of the Moore County Unified Development Ordinance, the applicant has consented, in writing, that if fences are installed within any drainage easements area, they must be installed to allow water to flow through the fencing. This requirement shall be incorporated as a note placed on the final plat and included in the restrictive covenants.
 2. An entrance sign may be installed on the external road, Enfield Drive for Phase 5. (Lots 129-132)

CONCLUSIONS OF LAW

Based on the foregoing Findings of Fact the Moore County Board of Commissioners makes the following Conclusions with respect to the requested Special Use Permit:

1. The use will not materially endanger the public health or safety if located where proposed and developed according to plan. **The proposed Major Conservation Subdivision is consistent with the uses in the area, and therefore does not pose danger to life or property.**

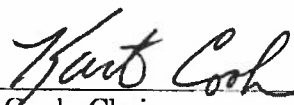
2. The use meets all required conditions and specifications. **Specifically, the proposed use meets the Unified Development Ordinance regulations, Section 19.7 Major Subdivisions – Preliminary Plat Submittal and Review**
3. The use will not substantially injure the value of adjoining or abutting property unless the use is a public necessity. **Due to the proposed use being near an existing Major Conservation Subdivision and consistent with the uses in the area, the use will not injure the value of adjoining property owners.**
4. The use will be in harmony with the surrounding area and compatible with the surrounding neighborhood. **Due to the use being a Major Conservation Subdivision and being near the existing Major Conservation Subdivision, the proposed Major Conservation Subdivision of 4 lots is in harmony with the surrounding area.**
5. The use will be in general conformity with the approved Moore County Land Use Plan. **The proposed location is identified as Rural Agricultural on the Future Land Use Map within the 2013 Moore County Land Use Plan; however, the property is zoned Residential and Agricultural-40 (RA-40). The existing zoning district classification of RA-40 is inconsistent with the 2013 Moore County Future Land Use Map. Major subdivisions are allowed in the RA-40 zoning district and this is an additional phase to an already existing subdivision. The proposed use is reflected in the goals of the Moore County Land Use Plan: Action 1.8.5: Support and promote infill development that will optimize the use of existing infrastructure.**

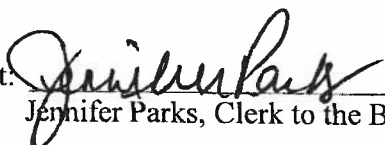
IT IS THEREFORE ORDERED, ADJUDGED AND DECREED:

The Special Use Permit request of James W. Caddell is hereby GRANTED for the reasons stated above. The Special Use Permit shall expire (2) years from the date of issuance unless the proposed development is pursued as set forth in the Moore County Unified Development Ordinance. Continued compliance with the original site plan and this permit issued by the Board shall entitle applicants to the continued use of the property.

A copy of this Board Order shall be filed with the Clerk of the County of Moore, and a copy of such order shall be served by certified mail, return receipt to the Applicant, James W. Caddell, and shall be served by means of certified mail, return receipt requested upon any person specifically requesting service of the same.

So ORDERED this the 21st day of January 2025.


Kurt Cook, Chair
Moore County Board of Commissioners

Attest: 
Jennifer Parks, Clerk to the Board



1215

APPENDIX B



County of Moore Planning and Inspections

Inspections/Permitting:

(910) 947-2221

Planning: (910) 947-5010

Fax: (910) 947-1303

December 12, 2024

TRI SOUTH BUILDERS, INC.
ATTN: JAMES W. CADDELL
3100 VASS CARTHAGE RD.
CARTHAGE, NC 28327

Re: Special Use Permit Request for Brookwood Subdivision Phase 5 – Parcel ID 00991560

Dear Mr. Caddell (Applicant),

On Tuesday, December 2, 2024, the Moore County Board of Commissioners approved your request for a Special Use Permit and approved the preliminary plat: "Tri-South Builders Brookwood Subdivision Phase 5 Preliminary Plat" for an additional phase containing four lots, on one parcel containing 34.36 acres, located on Enfield Drive, Carthage, NC, (PID 00991560), owned by Tri-South Builders, Inc. per Deed Book 5887, Page 121 with the following conditions:

- If fences are installed within any drainage easements area, they must be installed to allow water to flow through the fencing. This requirement shall be incorporated as a note placed on the final plat and included in the restrictive covenants.
- An entrance sign may be installed on the external road, Enfield Drive for Phase 5. (Lots 129-132)

Section 10.10 Conditions of Approval D. of the Moore County Unified Development Ordinance states all conditions of approval shall be consented to, in writing, by all owners of land or applicants subject to the conditions.

Please sign and date if you consent to the conditions as stated above.

Sincerely,

DocuSigned by:

Debra Ensminger

AAC0963E3BF4ED...
Debra Ensminger

Moore County | Director of Planning

DocuSigned by:

James W. Caddell

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James W. Caddell, Tri South Builders, Inc.

12/23/2024

Date

COUNTY OF MOORE**VEHICLE FLEET POLICY**

Effective Date: July 1, 2007 (Amended March 2012, July 1, 2024)

**Vehicle Fleet Policy****A. Use of County Vehicles**

1. Vehicles owned by the County may be provided for County business. County vehicles are not to be used for personal purposes. Employees shall exercise discretion to avoid, wherever possible, any situation which may convey an impression to the public that the assigned vehicle is being used for personal purposes. An employee may drive a county vehicle to and from his/her or their home only when one or more of the following conditions exist:
 - a. Employee is a law enforcement officer performing duties related to public safety.
 - b. Employee is on 24-hour call as part of his/her work duties, and the vehicle is essential to those duties.
 - c. Employee needs a vehicle after the completion of the regular workday to complete County business on the same day or before his/her usual working hours on the next workday.
 - d. Vehicle is required for a trip the following workday, the employee's residence is closer to the destination than the regular workstation, and the employee does not have to report to his/her regular workstation before beginning the trip.
 - e. By virtue of his/her position, the employee has been approved and authorized by the County Manager or the Board of Commissioners, as appropriate.
2. Vehicles that are authorized for out-of-town overnight use may be used for all necessary business such as travel to and from meals.
3. Moore County will assume NO responsibility for personal property stored or left in a county vehicle.
4. Employees have the responsibility to utilize County Pool vehicles and/or County assigned vehicles when attending out of County travel, training and/or meetings. If a County Pool vehicle is NOT available, the employee may use personal vehicle and receive reimbursement based on the current IRS rate. The employee should obtain written confirmation from their local motor pool coordinator that a county vehicle was not available.
5. Employees who qualify to drive County vehicles home will be required to comply with the Commuting Valuation Rule IRS Reg.. §1.61-21(f) (see glossary of terms) and Employer-provided Vehicles Regulation 1.274 and revised Rule 86-97.
6. The County Vehicle Pool will be used in accordance with Property Management's guidelines (available on the intranet under "Vehicle Reservations") and with consideration for other County employees.

COUNTY OF MOORE

VEHICLE FLEET POLICY

Effective Date: July 1, 2007 (Amended March 2012, July 1, 2024)



B. Mileage Reimbursement

1. Please refer to the County's Travel Procedure.

C. County Vehicle Management

1. Follow the procedures in the Finance Policy related to Purchase Order Processing, and Bid Procedures, Section VII A and C. Most vehicles are purchased through Property Management in the General Fund. Grant purchased vehicles are purchased in the department. Department specific vehicles such as ambulances, roll-off trucks, dump trucks, etc. with a purchase price over \$50,000 will be purchased within the department's budget.
2. Property Management is to maintain all original vehicle titles and maintenance records on all repairs made to County vehicles, as well as all mileage records with the exception of the Moore County Transportation System (MCTS) vans.
3. A copy of the title must be sent to the Risk Manager for purchasing insurance coverage on the vehicle.
4. A copy of the title and the vehicle license tag number must be sent to the Internal Auditor to add the vehicle to the capital fixed asset system.
5. A vehicle must be declared surplus in accordance with the County of Moore prescribing procedures for disposal of surplus personal property.
6. Property Management will maintain all vehicles declared surplus until they are sold.
7. Vehicles will be removed from the insurance coverage once they are sold.
8. The County's annual vehicle budget request is adopted by the Board of Commissioners. Any changes to the annual budget are approved by the County Manager, and if needed, the Board of Commissioners during the fiscal year.
9. The County Vehicle Fleet is managed and maintained by Property Management.

D. Driver Responsibilities

1. No smoking is permitted in County owned vehicles.
2. Drivers must observe all town, city ordinances and state statutes pertaining to the operation of motor vehicles.
3. Drivers must notify Department Director of any traffic infractions in County vehicles. Fines will be the responsibility of the driver. No reimbursements from the County will be authorized.
4. Any employee operating a County owned vehicle and involved in an

COUNTY OF MOORE**VEHICLE FLEET POLICY**

Effective Date: July 1, 2007 (Amended March 2012, July 1, 2024)



accident will contact the proper authorities (city police, county sheriff, and state highway patrol) and will notify his/her supervisor/Department Director as soon thereafter as possible.

5. Adhere to manufacturer's recommendations regarding service, maintenance, and inspection.
6. A County owned vehicle must not be driven to secondary employment.
7. People not involved in County Business will not be permitted to ride in County owned vehicles.
8. Employees using their own vehicles for County business shall provide proof of liability insurance each year at the time of the annual performance review. Minimum coverage is defined by the North Carolina Financial Responsibility Laws.
9. All rules and regulations of the County Personnel Policy must be adhered to.

E. Maintenance

1. Vehicles should be kept clean and as attractive as possible.
2. Check the oil level, coolant level in the coolant reservoir, the transmission fluid level (when hot), air pressure and wear of tires per owner's manual requirements.
3. Only those items authorized by Property Management/Department Directors will be installed or placed on County vehicles. Bumper stickers and other markings are not authorized.
4. County vehicles MUST be marked as required by North Carolina General Statute §20-39.1.

F. Travel Logs

1. Travel log forms (VMS-4) for permanently and temporarily assigned vehicles are to be filled out on a trip basis when the vehicle is in use. Log entries should accurately reflect the use of the vehicle. White and yellow copies are to be turned into the department representative by the fifth calendar day following the month of use. The pink copy remains in the vehicle until the logbook is full, at which time the logbook will be turned into the department representative.
2. The department representative shall complete a summary form for the vehicle assigned to their department and complete a mileage form (VMS-5) showing total mileage for that department's vehicles. The white travel log copies and Form VMS-5 are due to Property Management by the tenth calendar day following the month of use.

COUNTY OF MOORE

VEHICLE FLEET POLICY

Effective Date: July 1, 2007 (Amended March 2012, July 1, 2024)



G. Driver Qualifications

1. Valid and appropriate driver's license for the job description.
2. Authorized to drive a county vehicle.
3. Acknowledges responsibility for obtaining routine maintenance of vehicle.
4. Acknowledges responsibility for checking and maintaining required fluid levels.
5. The driver has the proper resources to get gasoline and oil and understands the procedure to do so.
6. The driver has read and understands the County Vehicle Policy and adheres to it faithfully.
7. Must attend and complete the defensive driving course.
8. Provide North Carolina driver's license number to Department Director.
9. Purpose of use is for County Business.

H. Accidents Involving County Vehicles

In the event of an accident:

1. Contact the proper authorities (city police, county sheriff, and state highway patrol) immediately but no later than thirty minutes after the incident.
2. Substance Abuse policy number 2004-0006, section 11.4 Post --Accident Testing must be adhered to.
3. Regardless of how minor the damage is to the vehicle the operator must report damages to his/her supervisor.
4. The Supervisor will complete the Accident Investigation Report and a copy of the police report must be attached and submitted within 24 hours to the Department Director.
5. The Department Director will review and sign off on the Accident Investigation Report along with the copy of the police report and then turn it into the Risk and Benefits Manager.
6. The Risk and Benefits Manager will review the Accident Investigation Report and upon determination of severity of accidents reported those requiring additional investigation will be reviewed by the Accident Investigative Team. The Accident Investigation Team may request that employee meet with the Team.
7. If there is an employee injury, complete worker's compensation reporting form and Accident Investigation report will be submitted to the Risk and Benefits Manager within 24 hours.
8. Accidents, violations, or other actions resulting in damage to or by a county vehicle or a personal vehicle, if personal vehicle is being used for County business, will be reviewed with the Department Director to

COUNTY OF MOORE**VEHICLE FLEET POLICY**

Effective Date: July 1, 2007 (Amended March 2012, July 1, 2024)



determine corrective action.

I. Motor Vehicle Record

It is a Moore County policy and requirement for employment that every employee position with driving duties in their job description have a motor vehicle record (MVR) meeting the grading requirements stated below.

MVRs will be examined prior to the start of employment and at least annually thereafter. Any job offer made to an employee-candidate for a position with driving duties shall be contingent upon an MVR meeting the required standards; continued employment in a position with driving duties also requires an MVR meeting the standards outlined below.

The standards for MVRs are as follows:

1. All operators must have a valid North Carolina driver's license.
2. No new driver will be hired with a "borderline" or "poor" MVR. MVRs will be graded based on the table below as minimum requirements.
3. Driving records must remain "acceptable" or "clear," as graded on the table below, for continued employment in positions with driving duties.

Any exceptions to this policy must be referred to the County Manager and/or Human Resources Director for written approval.

COUNTY OF MOORE**VEHICLE FLEET POLICY**

Effective Date: July 1, 2007 (Amended March 2012, July 1, 2024)

**Motor Vehicle Grading Criteria (last three years)**

Number of Minor Violations	Number of at-fault accidents			
	0	1	2	3
0	Clear	Acceptable	Borderline	Poor
1	Acceptable	Acceptable	Borderline	Poor
2	Acceptable	Borderline	Poor	Poor
3	Borderline	Poor	Poor	Poor
4	Poor	Poor	Poor	Poor
Any major violation	Poor	Poor	Poor	Poor

Minor Violations: Any minor violation to include but not limited to:	Major Violations:
• Running through stop sign • Speeding • Failure to yield right of way	• Driving under influence of alcohol/drugs • Failure to stop/report an accident • Reckless driving/speeding contest • Driving while impaired • Making a false accident report • Homicide, manslaughter, or assault arising out of the use of a vehicle • Driving while license is suspended/revoked • Careless driving • Attempting to elude a police officer

COUNTY OF MOORE**VEHICLE FLEET POLICY**

Effective Date: July 1, 2007 (Amended March 2012, July 1, 2024)

**Glossary of Terms**

1. **Accident Investigation Report:** The Accident/Injury Investigation form must be completed after an accident or loss of County owned property occurs. This form is located on the Intranet.
2. **Commuting Valuation Rule:** Commuting Valuation Rule (IRS Reg..§1.61-21(f))

Taxable personal use for commuting can be valued at a \$1.50 each one- way commute if:

- Vehicle is owned or leased by the employer
- Vehicle is provided to the employee for business use
- Employer requires the employee to commute in the vehicle for valid non-compensatory business reasons
- Employer has a written policy prohibiting personal use other than commuting
- Employee does not use the vehicle for other than de minimis personal use

If more than one employee commutes in the vehicle, the \$1.50 each-way rule applies to each employee.

The commuting rule will be applied, and the taxable income will be reported on the employee's W-2 as taxable wages.

The commuting valuation rule does NOT apply to qualified non-personal- use vehicles. A qualified non-personal-use vehicle is any vehicle that the employee is not likely to use more than minimally for personal purposes because of its design. Qualified non-personal-use vehicles generally include all of the following vehicles:

- Clearly marked law enforcement and fire vehicles; employee must always be on call; employee must be required by the employer to use the vehicle for commuting.
- Unmarked vehicles used by law enforcement officers if the use is officially authorized.
- An ambulance used for its specific purpose.
- Any vehicle designed to carry cargo with a loaded gross vehicle weight over 14,000 pounds.
- Delivery trucks with seating for the driver only
- A passenger bus with a capacity of at least 20 passengers used for its specific purpose.
- Truck (not a van or pickup) designed to carry tools, equipment, etc. Permanent interior constructions, shelves, racks required.

COUNTY OF MOORE

VEHICLE FLEET POLICY

Effective Date: July 1, 2007 (Amended March 2012, July 1, 2024)



- Employer must require employee to commute for emergency call- outs to restore or maintain utility services.
3. **County Personnel Policy:** The guide which provides general information about policies and benefits to assist employees during their employment with the County.
 4. **County Safety Committee:** Provides the important function of improving employee participation in the safety program by tying the knowledge of employees with the experience of supervisors.
 5. **County's Vehicle Complement:** A document listing all of the County's licensed vehicles and each vehicle's description, purpose and the assigned position. The Complement is managed by the Vehicle Complement Committee and approved by the County Manager
 6. **County Vehicle Complement Committee:** A committee appointed by the County Manager to manage the Vehicle Complement. The Committee reviews Complement change requests making recommendations to the County Manager and audits the County Fleet to verify that it is in accordance with the approved Complement.
 7. **County Vehicle Pool:** Vehicles assigned to Property Management that are available to Departments/Employees in accordance with published guidelines. Departments are not currently charged a vehicle assessment fee for the use of Pool Vehicles.

Original: 11/2007

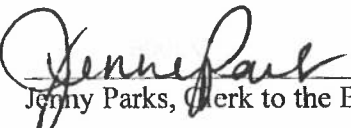
Revised: 3/2012

This updated policy supersedes all other Vehicle Fleet Policies.

Adopted by the Board of Commissioners effective July 1, 2024, and adopted this the 21st day of January 2025.


Kurt Cook, Chairman

Attest:


Jenny Parks, Clerk to the Board



Fiscal Year 2024/2025

Budget Line Item Number	Budgeted Amount	Increase/ (Decrease)	Revised Budget
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Public Safety - Emergency Management Planning Grant FY24

Revenue	24032010 36076 PS252 FY 2024 EMPG Grant	-	35,000	35,000
Expense	24021010 53832 PS252 FY 2024 EMPG Grant	-	35,000	35,000

Approved this 21 day of January, 2025

Kurt Cook
Kurt Cook, Chairman
Moore County Board of Commissioners

Jennifer Parks
Jennifer Parks
Clerk to the Board



70006

Fiscal Year 2024/2025

Budget Line Item Number	Budgeted Amount	Increase/ (Decrease)	Revised Budget
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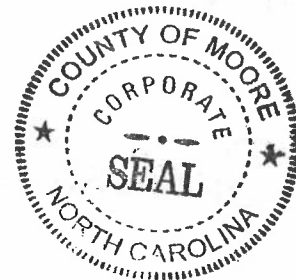
Parks & Recreation - NC Amateur Sports Youth Sports Grant

Revenue	10018033 35229	Youth Sports Grant	-	18,500	18,500
Expense	10032500 54962	Youth Sports Grant Expenses	-	18,500	18,500

Approved this 21 day of January, 2025

Kurt Cook
Kurt Cook, Chairman
Moore County Board of Commissioners

Jennifer Parks
Jennifer Parks
Clerk to the Board

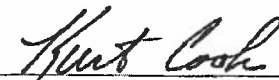


**RESOLUTION AUTHORIZING AND APPROVING
(CURRENT) RELEASES AND REFUNDS BY THE
TAX ADMINISTRATOR**

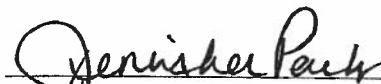
WHEREAS, Gary E. Briggs, Moore County Tax Administrator, has certified a list comprised of various county taxes illegally levied and assessed, the amount certified as being in excess of the amount legally due by the taxpayer and therefore should be released or refunded in accordance with General Statute 105-381.

BE IT RESOLVED by the Board of Commissioners of Moore County that the taxpayers shown on said list of releases and refunds submitted by Gary E. Briggs, Tax Administrator, are hereby granted such tax release or refund of the county taxes shown and the County Finance Director is directed to make said refunds.

Adopted this the 21 day of January, 2025.


Kurt Cook, Chairman

ATTEST:


Jennifer Parks
Clerk to the Board



**RESOLUTION AUTHORIZING AND APPROVING
(DELINQUENT) RELEASES AND REFUNDS BY THE
TAX ADMINISTRATOR**

WHEREAS, Gary E. Briggs, Moore County Tax Administrator, has certified a list comprised of delinquent taxes illegally due by the taxpayer and therefore should be released or refunded in accordance with General Statute 105-381.

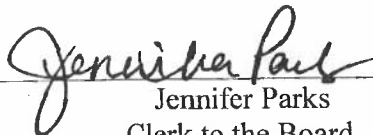
BE IT RESOLVED by the Board of Commissioners of Moore County that the taxpayers shown on said list of releases and refunds submitted by Gary E. Briggs, Tax Administrator, are hereby granted such tax release or refund of the county taxes shown and the County Finance Director is directed to make said refunds.

Adopted this the 21 day of January, 2025.

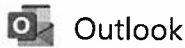


Kurt Cook, Chairman

ATTEST:


Jennifer Parks
Clerk to the Board





RE: Moore County Text Amendments

From RLUAC Executive Director <director@rluac.com>
Date Tue 10/22/2024 11:06 AM
To Ruth Pedersen <rpedersen@moorecountync.gov>
Cc Danielle Orloff <dorloff@moorecountync.gov>

Thanks. In that case, we don't have any comments on the proposed amendments.

Thanks,

Vagn

Vagn K. Hansen II, AICP, Executive Director
Regional Land Use Advisory Commission
6205 Raeford Road
Fayetteville, NC 28304
(910) 398-3743
director@rluac.com
www.rluac.com

From: Ruth Pedersen <rpedersen@moorecountync.gov>
Sent: Tuesday, October 22, 2024 11:03 AM
To: RLUAC Executive Director <director@rluac.com>
Cc: Danielle Orloff <dorloff@moorecountync.gov>
Subject: Re: Moore County Text Amendments

Sorry, I just saw your clarification. Yes, accessory dwelling units are regulated as follows:

Stick Built Accessory Single Family Dwellings:

- There shall be no more than two accessory dwellings per lot
- There shall be an additional 10 acres of land allotted for the third dwelling.

Accessory Manufactured Homes:

- There shall be no more than two manufactured homes per lot.
- There shall be a minimum of 1.5 times the minimum lot size for the applicable zoning district for an accessory manufactured home.
- There shall be an additional 10 acres of land beyond the minimum lot size for the applicable zoning district allotted for the second accessory manufactured home, in addition to a dwelling.

The proposed text amendment would regulate accessory structures such as garages, carports, etc., not accessory dwellings. Sorry for any confusion.

Moore County Planning Board
Land Use Plan Consistency Statement

**Chapter 6 – Table of Uses, Section 6.1 (Principal Use Table), Section 6.2.B (Accessory
Uses and Structures, Procedure for Establishment), Section 6.2.E (Accessory Uses and
Structures, Accessory Use Table), and Chapter 8 – Specific Use Standards, Section
8.84 (Personal Workshop/Storage Building
Text Amendment to the Unified Development Ordinance**

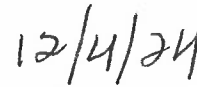
The Moore County Planning Board finds that:

1. The proposed Text Amendment is consistent with the following as listed in the 2013 Moore County Land Use Plan:
 - Action 4.1.1: Continue to support and implement easy to understand guidelines to incorporate throughout governmental departments.
 - o This amendment would clarify the sections of the UDO pertaining to personal workshops.
2. The proposed text amendment is reasonable and in the public interest because:
 - a. It supports the current 2013 Moore County Land Use Plan Action and Goal listed above.
 - b. It allows residents of the rural areas of Moore County the option to establish a personal workshop as a principal use on their property.

Therefore, the Moore County Planning Board finds the text amendment to the Unified Development Ordinance is **consistent** with the 2013 Moore County Land Use Plan.



Farrah Newman, Vice Chair
Moore County Planning Board



Date

Fiscal Year 2024/2025

Budget Line Item Number	Budgeted Amount	Increase/ (Decrease)	Revised Budget
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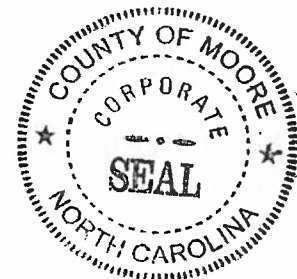
Fund 216 Fire Capital / Seven Lakes Fire Department

Revenue	21619056 32943	Transfer from Capital Reserve Fire Debt	-	54,000	54,000
Expense	21656500 56345	Fire Debt Principal	77,468	54,000	131,468
Expense	25856656 59914	Available to be Transferred	1,000,000	(54,000)	946,000
Expense	25856656 59806	Transfer to Fire PSD Debt Fund	-	54,000	54,000

Approved this 21 day of January, 2025

Kurt Cook
Kurt Cook, Chairman
Moore County Board of Commissioners

Jennifer Parks
Jennifer Parks
Clerk to the Board



**MOORE COUNTY BOARD OF COMMISSIONERS
MOORE COUNTY, NORTH CAROLINA**

**RESOLUTION TO APPROVE LEASE-PURCHASES OF COMPUTERS
FOR MOORE COUNTY SCHOOLS**

WHEREAS, the Moore County Board of Education ("Board of Education") wishes to enter into a lease-purchase agreement ("Contract") with First American Equipment Finance pursuant to N.C. Gen. Stat. § 115C-528 to acquire certain computer hardware, software, and related equipment to be used for public school purposes; and

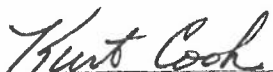
WHEREAS, the Contract will require the Board of Education to pay First American Equipment Finance a total of \$1,503,889.02, including sales tax, over the 2024-25, 2025-26, and 2026-27 fiscal years in three equal payments of \$501,296.34 and, which, will thereafter give the Board of Education title to the equipment; and

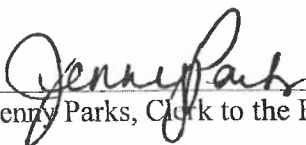
WHEREAS, the Board of Education has sufficient funding to cover the cost of the first year of the contract for the 2024-25 school year and does not need \$501,296.34 appropriated for the 2024-25 school year; and

WHEREAS, the Contract is a contract for continuing capital outlay subject to the requirements of N.C. Gen. Stat. §§ 115C-441(c1) and 115C-528, requiring the approval of the Moore County Board of Commissioners ("County"); and

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the County agrees to appropriate sufficient funds, in the amount of \$501,296.34 per year, to the Board of Education in the fiscal years of 2025-26 and 2026-27 to meet the Contract obligations. Said funds appropriated by the County shall be a part of, and not in addition to, any regular appropriations made to the Board of Education from which the contract payments may be made. Said funds obligated by this contract for fiscal years 2025-26 and 2026-27, and shall be budgeted by the Board of Education for this purpose, and the County shall not be obligated to increase its annual appropriation to the Board of Education by the amount due under the contract upon termination of the Contract.

Adopted and resolved, this the 21 day of January 2025 by the Moore County Board of Commissioners.


Kurt Cook, Chair


Jenny Parks, Clerk to the Board

