

**YADKIN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION MINUTES
Tuesday, January 22, 2019**

The Board of Commissioners of the County of Yadkin, State of North Carolina, met in Regular Session in the Commissioners' Meeting Room of the Yadkin County Human Resources Building located at 217 East Willow Street, Yadkinville, NC on January 22, 2019 at 4:00pm.

Present were:

Chairman Kevin Austin
Vice Chairman David Moxley
Commissioner Gilbert Hemric
Commissioner Marion Welborn
Commissioner Frank Zachary came in at 4:22pm

Staff present: County Attorney, Ed Powell; County Manager, Lisa Hughes; Clerk to the Board, Tanya Gentry; and Assistant County Manager, Drew Hinkle.

INVOCATION given by Chairman Austin.

CALL TO ORDER by Chairman Austin at 4:02pm.

PLEDGE OF ALLEGIANCE led by Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

County Manager Hughes requested that Consent Agenda item number 3, Adopt Full Fire Marshal Fee Schedule, be moved to Board Action for discussion. The Board discussed moving the item. It will be made item number 4 under Board Action. **Vice Chairman Moxley made a motion to adopt the Agenda with the noted change. Commissioner Welborn second.**

Vote: 4/0.

PUBLIC COMMENTS

There were no speakers. Chairman Austin closed the Public Comments at 4:05pm.

APPROVAL OF MINUTES

The January 07, 2019 Regular Session Minutes were reviewed. **Commissioner Welborn made a motion to approve both sets of minutes as presented. Commissioner Hemric second.**

Vote: 4/0.

REPORTS/REQUESTS OF THE BOARD

There were no reports to the Board.

CONSENT AGENDA

Vice Chairman Moxley made a motion to approve the Consent Agenda items with the noted change. Commissioner Hemric second.

Vote: 4/0.

The Consent Agenda items that were approved by the Board are as follows:

Human Services/DSS Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
TANF – Child Welfare	1045320-42277	21,659	3,251	24,910
TANF - SSBG	1045320-42276	37,989	11,769	49,758
SSBG	1045320-42215	129,183	(50,675)	78,508
TANF	1045320-42275	208,000	82,932	290,932
Energy	1045320-42223	18,594	4,495	23,089
Crisis	1045320-42221	113,215	27,372	140,587

LIEAP	1045320-42230	113,215	27,372	140,587
Salary	1055300-51010	2,623,063	51,772	2,674,835
LIEAP	1055500-57961	113,215	27,372	140,587
Crisis	1055320-57840	113,215	27,372	140,587

The FY2019 Budget was completed using estimates. This Budget Amendment reflects the actual funding the County received from the State.

Tax Adjustments & Refunds for December 2018

The Tax Office submitted the tax adjustments and refunds for the month of December 2018. The Board reviewed the information and approved the presented adjustments and refunds as requested.

Stanley Steemer General Services Contract

Stanley Steemer will provide as needed carpet cleaning services. The Board approved the general services contract and authorized the County Manager to sign it.

Cox & Company Contract Amendment

Cox & Company provides software that the Tax Office uses. A contract amendment is needed to increase the Cox & Company contract amount. When the contract was done the annual fee of \$500.00 for the RXS interface was left off. The Tax Office has to have that interface for their online tax listing process. The contract length is 5 years so the total increase to the contract is \$2,500.00. The Board approved the contract amendment and authorized the County Manager to sign it.

Mackie-Sinclair-Hawkins Funeral & Cremation Services Contract Amendment

Mackie-Sinclair-Hawkins Funeral & Cremation Services cremates unclaimed bodies in accordance with N.C.G.S 130A-415 and other applicable laws. A contract amendment is needed to decrease the contract amount by \$500.00 for FY2019. The Board approved the contract amendment and authorized the County Manager to sign it.

Gentry Family Funeral Services Contract Amendment

Gentry Family Funeral Services cremates unclaimed bodies in accordance with N.C.G.S 130A-415 and other applicable laws. A contract amendment is needed to increase the contract amount by \$1,000.00 for FY2019. The Board approved the contract amendment and authorized the County Manager to sign it.

National Food Equipment Services General Services Contract

National Food Equipment Services will provide as needed maintenance and repair work for any commercial food equipment that the County owns. The County currently has commercial equipment in the commercial kitchen at the Yadkin County Agricultural & Educational Building. The Board approved the general services contract and authorized the County Manager to sign it.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

There were no Public Hearings or actions to set Public Hearings.

BOARD ACTION

Reclassify Eligibility Worker to Human Services Technician

Kim Harrell addressed the Board. She would like to reclassify an Eligibility Worker position to a Human Services Technician position. The person who was in the Eligibility Worker position retired July 1, 2018 and the position is still vacant. The Eligibility Worker provided Medicaid transportation program services. With the Medicaid changes that are occurring the workload is decreasing to the point that the position is no longer needed. There is a need for a Human Services Technician in the Adult Services Unit. Adult guardianship and adult protective services caseloads have increased so they need additional help. The Human Services Technician will also assist Child Support by performing some administrative duties for them. Reclassifying the position will better meet the current needs of the Human Services Agency. No additional funds will be needed because reclassifying the position will lower the pay grade of the position. **Commissioner Hemric made a motion to reclassify position #630026 from Eligibility Worker, Pay Grade 62, to Human Services Technician, Pay Grade 60. Commissioner Welborn second.**

Vote: 4/0.

Memorial Park Regional Trail Program Budget Amendment

County Manager Hughes addressed the Board. The cost to construct the creek bridge that is needed for the Memorial Park Regional Trail Program (RTP) Project is significantly higher than expected. The Grant funds and County funds in the Project are not sufficient to cover the cost of constructing the bridge so the following budget amendment is needed to appropriate the additional funding that is needed:

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Appropriated Fund Balance	1049000-49000	2,415,890	233,845	2,649,735
Transfer to Capital Project	1054212-57030	506,725	233,845	740,570
Transfer from General Fund	4044949-42410	0	233,845	233,845
Bridge - Creek	4054949-565519	56,000	233,845	289,845

Vice Chairman Moxley made a motion to approve the Budget Amendment as presented.

Commissioner Welborn second.

Vote: 4/0.

Memorial Park Regional Trail Program Grant Project Ordinance Amendment 1

The Memorial Park Regional Trail Program (RTP) Project Ordinance needs to be amended to place the additional funding that was just appropriated for the bridge in the Budget Amendment into the Project.

Commissioner Hemric made a motion to adopt the Amended Memorial Park Regional Trail Program (RTP) Grant Project Ordinance. Commissioner Welborn second.

Vote: 4/0.

[The Project Ordinance Amendment is attached as Appendix A.]

Full Fire Marshal Fee Schedule

County Manager Hughes addressed the Board. On January 7, 2019 the Board adopted a revised Fire Marshal Fee Schedule. She requested that the Board rescind that action so the Fire Marshal Fee Schedule would revert back to the fees the Board adopted on June 4, 2018. The January 7, 2019 Fee Schedule was revised to include additional fees and modify some of the existing fees due to changes that were made to the NC Fire Code. It has been discovered that some changes outside of the ones needed for the new NC Fire Code need to be reviewed and/or made. Further clarification is also needed for some of the fees, such as the fee related to bouncy houses. Bouncy houses only need to be permitted if they are over 400 square feet in size but that wasn't made clear in the revised Fee Schedule. Keith Vestal and Ricky Leonard are going to review the whole Fire Marshal Fee Schedule and revise it again. The newly revised Fire Marshal Fee Schedule will be brought back to the Board for approval once it has been completed. **Commissioner Welborn made a motion to rescind the Fire Marshal Fee Schedule that was adopted by the Board of Commissioners on January 7, 2019. Vice Chairman Moxley second.**

Vote: 4/0.

CALENDAR NOTES

- 1) January 22, 2019 – Chamber of Commerce Annual Meeting at the Yadkin County Agricultural & Educational Building. The Investors Reception starts at 6:00pm and Dinner is served at 6:45pm.
- 2) January 24, 2019 – Joint Meeting with the Town of East Bend at 7:00pm in the Yadkin County Board of Commissioners Room.

MANAGER'S REPORTS/BOARD ACTION

Distinguished Budget Presentation Award

County Manager Hughes received a letter today from the Government Finance Officers Association that states that Yadkin County has received the Distinguished Budget Presentation Award. This Award is the highest form of recognition in governmental budgeting and represents a significant achievement. Yadkin County also received this Award a couple of years ago.

Annexation

The Town of Yadkinville Board has approved the annexation of the Yadkin County Agricultural & Educational Building. County Manager Hughes gave the Board a copy of a map that shows all of the parcels that the Town of Yadkinville approved annexing into the Town limits. It includes the Farm Credit parcel, all of the Surry Community College parcels, and the County's parcel. The County is pleased that the parcel will be annexed.

NCACC Video of the Week

The North Carolina Association of County Commissioners (NCACC) sends out a video each week. County Manager Hughes showed the Board the 2019 Legislative Goals Conference Video of the Week. Chairman Austin and Vice Chairman Moxley attended the Conference. County Manager Hughes said she is very proud of Chairman Austin and his role in the NCACC. He has always been an active member of the Association. All of the counties are welcome to submit goals for consideration at the Conference. Yadkin County submitted four goals. Yadkin County is proud to play a part in that process.

Commissioner Zachary came in and joined the meeting.

Vice Chairman Moxley said he was really proud of the way that Yadkin County was represented. Chairman Austin Chaired the meeting and he did a fantastic job. Chairman Austin did an excellent job of controlling the meeting and was very professional. Yadkin County is proud to have Chairman Austin serving as the President Elect of the North Carolina Association of County Commissioners. Chairman Austin said the Conference was fun. He really appreciated Vice Chairman Moxley being there. One of the most debated topics concerned the concept of Medicaid expansion. Another topic that was heavily debated was the lawsuits that are being filed against farmers. The NCACC will take a position on the lawsuits.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Stanley Steemer Contract

Stanley Steemer will clean the carpet in the front lobby, classroom, pharmacy office, and exam room 5 in the Hospital facility.

BOARD VACANCIES/APPOINTMENTS

There were no vacancies to report and no appointments to be made at this time.

COMMISSIONER COMMENTS

Vice Chairman Moxley welcomed everyone who came today. It is mostly County employees who attend the meetings now. He spoke earlier about the Legislative Goals Conference. He has heard comments about how great a job Chairman Austin did from several people who attended the Conference.

Commissioner Hemric thanked everyone for coming out today. He thanked Kim Harrell and all of the employees for what they do. He thanked Chairman Austin and Vice Chairman Moxley for attending Conferences and the work they do there.

Commissioner Welborn thanked everyone for being here today. He believes the Board and the County employees are doing a good job.

Commissioner Zachary said he was sorry that he had to join the meeting late. He appreciated the assistance of the other Commissioners. He hated that he missed the video about the Conference. He thanked everyone for being here.

Chairman Austin said he agreed with the earlier comments that were made about the County staff. It is great to have such a good staff. He thinks the Commissioners and the staff operate pretty much on the same page as far as understanding the needs of the citizens and the importance of meeting those needs. The Legislative Goals the County submitted pertained to the School Calendar, Needs-Based Public School Capital Funds, a Communicable Disease Nurse position, and streamlining the Re-Accreditation Process that Health Departments have to go through. All of the Goals will move forward in one way or another. The School Calendar Goal was supported by the NCACC. The Health Directors Association is going to lobby for the Communicable Disease Nurse position and the NCACC will stand beside them and support their efforts. The NCACC is going to have conversations with the Accreditation Board about the Re-Accreditation Process. The Needs-Based Public School Capital Funds Goal pertained to being able to use grant funds for necessary renovations as well as for new construction. Some rural counties, like Yadkin County, need help with renovations instead of new construction. All of the counties should be able to make use of the lottery money that is placed into the grant program instead of only some of the counties being able to use it. The NCACC is going to meet with Speaker Moore to talk about the School Capital needs and supporting the

School Bond. He believes that Yadkin County has had a strong voice this year. It is going to be beneficial to the County when Kim Harrell becomes the President of the North Carolina Association of DSS Directors.

Chairman Austin made a motion to go into Closed Session pursuant to NCGS 143-318.11(a) (1)(3)(4)(5)(6) to discuss Personnel Matters and to Protect Personnel Information that is Confidential under NCGS 153A-98, and to discuss the potential Location or Expansion of Industries or other Businesses in the County, to Establish the County's Negotiating Position for Acquiring Real Property and to Instruct the County Staff on that Position, and to have a Privileged Consultation with our County Attorney and Pursuant to NCGS 131E-97.3 to discuss Confidential Competitive Health Care Information. Commissioner Hemric second.

Vote: 5/0.

After a motion to come out of Closed Session was made and the Board was in **Open Session, Commissioner Hemric made a motion to adjourn. Commissioner Welborn second.**

Vote: 5/0.

Tanya Gentry
Prepared by Tanya Gentry
Clerk to the Board



Kevin Austin, Chairman
Yadkin County Board of Commissioners

2/4/2019
Date approved by the
Yadkin County Board of Commissioners

**County of Yadkin
Memorial Park Regional Trail Program (RTP)
Grant Project Ordinance Amendment**

BE IT ORDAINED by the Board of Commissioners, County of Yadkin, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the North Carolina General Statutes, the following Project Ordinance is hereby adopted:

Section 1. The grant authorized is to construct the additional trail at memorial park.

Section 2. The officers of this unit are hereby directed to proceed with this Project within the terms of all documents and the budget contained herein.

Section 3. The following amounts are appropriated for the RTP Project:

Professional Services:	\$ 13,000.00
Bridge Design	\$ 8,900.00
Soil Erosion Plan	\$ 2,000.00
No Rise Study	\$ 2,100.00
Land Acquisition	\$ 85,000.00
Trails	\$ 29,190.00
5000 LFT	\$ 15,000.00
4730 LFT	\$ 14,190.00
Bridge	\$ 296,845.00
Stream Bridge	\$ 2,500.00
Creek Bridge	<u>\$ 294,345.00</u>
	<u>\$ 424,035</u>

Section 4. The following revenues are anticipated to be available to complete the Memorial Park Regional Trail Program (RTP) Center:

Transfer from General Fund	\$ 245,345
County Match	\$ 89,100
RTP Grant	\$ 89,590
	<u>\$ 424,035</u>

Section 5. The Finance Officer is hereby directed to maintain the Project Fund with sufficient detailed accounting records to satisfy the requirements of the financing agreements, and state/federal regulations.

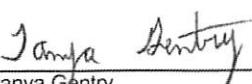
Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7. Copies of this Project Ordinance shall be furnished to the Clerk to the Board, and to the Finance Officer for direction in carrying out this Project.

Adopted this the 22nd day of January, 2019.



Kevin Austin, Chairman
Board of Commissioners



Tanya Gentry
Clerk to the Board