

**YADKIN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION MINUTES**

Monday, October 7, 2013

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 Services Building located at 217 East Willow Street, Yadkinville, NC on Monday, October 7, 2013 at 9:00am.

Present were:

Chairman Kevin Austin
Vice Chairman David Moxley
Commissioner Gilbert Hemric
Commissioner Marion Welborn
Commissioner Frank Zachary

Staff present: County Attorney, Ed Powell; County Manager, Aaron Church; Deputy County Manager/Finance Officer, Lisa Hughes; and Deputy Clerk to the Board, Tanya Gentry.

INVOCATION led by County Manager Aaron Church.

CALL TO ORDER by Chairman Austin at 9:00am.

PLEDGE OF ALLEGIANCE led by Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

County Manager Church requested Item #3 under Board Action, the Microsoft Enterprise Agreement Revisions, be moved to Closed Session for discussion. **Commissioner Hemric made a motion to adopt the Agenda with the noted change. Commissioner Zachary second.**

Vote: 5/0.

PUBLIC COMMENTS

Sherry Browning, who assists with Vocational Rehabilitation Services, addressed the Board. She works with Yadkin County citizens who have disabilities. She spoke of October being National Disability Employment Awareness Month. She wanted the Board to know that this county has some people with disabilities who are really wonderful. She said she saw on 60 Minutes where people are trying to get on disability who are not deserving of it. That is a problem she has not seen in Yadkin County. She is working with some people who are trying to get off of disability because they very much want to work. It is marvelous to see people with disabilities who want to work so badly and will do anything to get there.

Wayne Matthews, of East Bend, addressed the Board. He was present as a representative of the Richmond Hill Law School Commission. They have made some changes to their bylaws. The revised bylaws are on today's agenda for the Board of Commissioners to approve. They are making some changes they believe will increase their tourism. Next season they are going to move their open date from Sunday to Saturday to see if they can take advantage of the Chamber of Commerce Visitor's Center being open on Saturday. The Visitor's Center can help direct tourists there. They may also be able to partner with some other Saturday activities that could help bring in tourists. The kiosk they had out front was struck by lightning but they are not going to try and repair it because the equipment was old and outdated. They are going to try and move to a better technology. They are also trying to do narrations for each room of the building so that visitors can take self-guided tours. The Richmond Hill Law School Commission appreciates the Board's support.

Chairman Austin closed the Public Comments portion at 9:05am.

APPROVAL OF MINUTES

The September 16, 2013 Regular and Closed Session minutes were reviewed. **Vice Chairman Moxley made a motion to approve both sets of minutes. Commissioner Welborn second.**

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

Recognize Frances Mabe for her Retirement

Frances Mabe, of Human Services, has worked for the County for 24.5 years. Chairman Austin, County Manager Church, and Lisa Hughes congratulated her on her retirement and presented her with her retirement gift.

Comprehensive Transportation Plan Update

Vernia Wilson, of NCDOT, addressed the Board. Two public meetings were held to give the citizens an opportunity to give their input on the Comprehensive Transportation Plan. She has updated the maps as a result of those meetings. She went over each of the maps with the Board. Chairman Austin asked if this presentation would also be given to the Town of Yadkinville. Vernia Wilson stated she had spoken to Christopher Ong previously about the Yadkinville roads that are on the plan. She will make arrangements to have another meeting with Christopher Ong to go over these updated maps with him. The Board of Commissioners may continue to review the copies of the maps she gave each of them and submit changes to her until October 30th.

NCACC Video

The NCACC asked that a legislative video be shown at this meeting. The video includes an introduction from NCACC President Ray Jeffers and features NCACC staff updating commissioners on Steering Committees and how commissioners can participate in them. It also gives an overview of an upcoming seminar on the Affordable Care Act and how it affects counties as well as the Association’s Risk Management Services. The video can be accessed at the following locations:

Google Drive:

<https://docs.google.com/file/d/0Bx6fC1oKngQObWN4Qi1POEJ3N1E/edit?usp=sharing>

YouTube: <http://youtu.be/eEeYhyLwh3Q>

CONSENT AGENDA

Commissioner Zachary made a motion to approve the Consent Agenda items as presented.

Commissioner Hemric second.

Vote: 5/0.

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

Elections Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Salaries	1054170-51010	94,502	(12,000)	82,502
Registrars/Judges/Assistants	1054170-51521	9,000	4,000	13,000
Supplies/Materials	1054170-52010	4,000	5,000	9,000
DP Supplies	1054170-52013	1,000	2,000	3,000
Travel	1054170-54010	2,300	500	2,800
Advertise	1054170-54400	500	500	1,000

Transfer of funds from a vacant position to cover the costs of various operating expenses for the fall election and spring primary.

NC Health Choice Fee Refund of \$100.00

A Social Services client’s income was calculated incorrectly resulting in the client paying a \$100.00 NC Health Choice Fee that should not have been paid. The Human Services Social Services Division requested the Board’s approval to refund the client. The Board approved refunding the \$100.00 NC Health Choice Fee.

Appalachian District Health Department Renewal Agreement

The Appalachian District Health Department acts as the fiscal agent for the Northwestern North Carolina Partnership for Public Health (NWPPH). Yadkin County is one of the counties in partnership with the

NWPPH and as such provides funding of \$8,400.00 per year. The counties in the partnership work together to address pressing public health issues and to promote the sharing of resources and ideas. The Board approved the renewal agreement.

Smart Start Agreement for Child Care Health Consultation Services

Smart Start of Yadkin County contracts with the Yadkin County Human Services Agency to provide Child Care Health Consultation services for families in the County who qualify for the program. The Board approved the renewal agreement.

Simplex Grinnell Contracts

Simplex Grinnell provides testing, inspection, and/or monitoring services for fire alarm systems in the Permit building, the Courthouse, and the Human Resources building. The contracts are three year renewal contracts. The Board approved the contracts and authorized the County Manager to sign them.

5H Enterprises Contract

5H Enterprises (Wesley Hutchens) installs, maintains, and services two-way radios, communications equipment, and emergency vehicle equipment for the County's Public Safety departments. The Board approved the contract and authorized the County Manager to sign it.

Lease Agreement with NC Dept. of Public Safety

Yadkin County leases required Probation Office space to the North Carolina Department of Public Safety. The Board approved the lease and authorized the County Manager to sign it.

Authorize Mediation & Restorative Justice Center Staff to use County Office Space

The County has received a request from the Mediation and Restorative Justice Center to use space in the Community Services Building. The County would provide the Center employee who comes to Yadkin with space to meet with her clients. The Center serves ten counties, including Yadkin, and does not have a set schedule so the space would be used intermittently and could be shared space. Any office furnishings used would be County surplus items so there would be no cost involved. The Board authorized the County Manager to allow the Mediation and Restorative Justice Center to use County space.

Close-Out Documents for CDBG Grant # 10-C-2160

Services & Development is working with Benchmark and the Department of Commerce on closing out the Scattered Site CDBG grant # 10-C-2160. The close-out monitoring visit has been done and the public hearing has been held. To close-out the project the final report identifying all of the rehabilitation work that was performed has to be approved and submitted to the Division of Community Assistance. The Board approved the close-out documents and authorized the Chairman to sign them.

Authorize Purchase of Tyler's MUNIS Applicant Tracking Module

The MUNIS Applicant Tracking module would allow departments to electronically submit job posting requests to HR for approval. Once a job is posted, applicants would apply online through its self-service screen and their applications would be available electronically for the Department Director to review. Once an applicant is offered the job and accepts it, all of the hire documents would be submitted and approved in the Applicant Tracking module. The module can also generate applicant reports. The Board authorized the County Manager to sign the Tyler contract for Applicant Tracking.

Revised Richmond Hill Law School Commission By-Laws

The Richmond Hill Law School Commission's by-laws were adopted in 1978 and they have not been revised until now. For the most part the changes are cosmetic, like changing the title of Chairman to Chair. The biggest change is the addition of a member of the Yadkin County Parks staff to serve as an ex-officio member. The Commission has spoken with Jason Walker about having someone serve on the Commission and he is in agreement with that. The Board approved the revised by-laws.

Adopt the Current Records Retention & Disposition Schedules & Amendment's to Schedules

According to the NC Department of Cultural Resources, the Yadkin County Board of Commissioners has not adopted the following Records Retention & Disposition Schedules and/or Amendments to those Schedules:

County Management	2013 schedule; 2013 amendment
County Health Department	2009 amendment
Register of Deeds	2012 schedule; 2013 amendment
Sheriff's Office	2008 schedule; 2009 amendment
Social Services	2006 schedule
Tax Administration	2013 schedule; 2013 amendment

The schedules need to be adopted by the Board. County staff uses the schedules to determine how long records are to be kept. The Board adopted the Records Retention & Disposition Schedules and the Amendments to those schedules as recommended by the NC Department of Cultural Resources and authorized the appropriate staff to sign them.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

Public Hearing on the Rural Operating Assistance Program (ROAP)

Jeff Cockerham addressed the Board. The ROAP grant provides counties with State funds that are to be used to provide elderly/disabled transportation services, employment transportation services, and rural general public transportation services. For FY2014 Yadkin County has been allocated \$142,979.00. The allocated funds are divided as follows: \$59,231.00 for the Elderly & Disabled Transportation Assistance Program, \$9,828.00 for the Employment Transportation Assistance Program, and \$73,920.00 for the Rural General Public Program. YVEDDI has completed the application requesting the \$142,979.00 with them serving as the designated provider of the transportation services. He told those present that he had a voluntary survey he would leave out for anyone who would like to complete it. The completed surveys need to be turned in to the Clerk to the Board. Chairman Austin opened the public hearing at 9:35am. No speakers came forward. Chairman Austin closed the public hearing at 9:36am.

BOARD ACTION

ROAP Application and Certified Statement

No further discussion was needed following the public hearing. **Commissioner Welborn made a motion to approve the Application for Transportation Operating Assistance and the FY2014 Certified Statement and authorize the appropriate staff to sign the documents. Commissioner Zachary second.**

Vote: 5/0.

Proclamation for National Disability Employment Awareness Month

County Manager Church read the following Proclamation:

**NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH
A PROCLAMATION**

Workplaces welcoming of the talents of all people, including people with disabilities, are a critical part of our efforts to build an inclusive community and strong economy. In this spirit, Yadkin County, North Carolina, is recognizing National Disability Employment Awareness Month this October to raise awareness about disability employment issues and celebrate the many and varied contributions of people with disabilities. Activities during this month will reinforce the value and talent people with disabilities add to our workplaces and communities and affirm Yadkin County's commitment to an inclusive community.

NOW, THEREFORE, the Yadkin County Board of Commissioners does hereby proclaim October 2013 as National Disability Employment Awareness Month. In so doing, the Board calls upon employers, schools and other community organizations in Yadkin County to observe this month with appropriate programs and activities, and to advance its important message that "A Strong Workforce is an Inclusive Workforce," throughout the year.

Adopted by the Yadkin County Board of Commissioners on the 7th day of October 2013.

After a brief discussion, **Vice Chairman Moxley made a motion to proclaim October 2013 as National Disability Employment Awareness Month. Commissioner Welborn second.**

Vote: 5/0.

All State Insurance Company Grant Application

Sheriff Oliver addressed the Board. The Sheriff's Office would like to apply for Allstate Foundation Regional Grant Funding. The grant funds would be used to assist with the costs of Community Policing – Crime Prevention Programs. Some of the things that the programs would address are prevention and public education. The maximum amount of the grant would be \$15,000.00. The County does not have to provide any matching funds. The current Community Watch programs are going well. **Commissioner Welborn made a motion to approve applying for the maximum amount of the Allstate Foundation Regional Grant, \$15,000.00, to be used to enhance current residential programming. Commissioner Hemric second.**

Vote: 5/0.

CALENDAR NOTES

- 1) October 11, 2013 – Staff Flu Clinic from 9:00am to 12:00pm in the Commissioners Room.
- 2) October 30, 2013 – Staff Chili & Chicken Stew Cook-Off and Halloween Costume Contest from 11:00am to 1:00pm at the County Park.
- 3) November 11, 2013 – County Offices Closed for Veterans Day.

MANAGER'S REPORTS/BOARD ACTION

ARC Grant

The County did not get the Regional ARC Grant that was applied for. The funds would have been used for the County' Water Project. County Manager Church and Lisa Hughes are still pursuing other sources of funding.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Funds Transfers

Department	Purpose
EMS	
Building & Grounds (1,000)	Transfer funds to cover insurance costs for Dr. Edsall.
Insurance & Bonding 1,000	

Wilkes Connections Contract

Wilkes Connections moved network fiber cables and cameras for work to be done at the jail. They also moved three fiber cables from the front area of the jail to a common location in the new rack located in a rear room of the jail.

BOARD VACANCIES/APPOINTMENTS

Joint Nursing Home and Adult Care Home Community Advisory Committee

There are three vacancies on the Committee.

Board of Adjustment

There is a vacancy for an alternate member.

Community Child Protection Team/Child Fatality Team

Yadkin County has not been able to find the parent of a child who died before the child reached his or her eighteenth birthday who is willing to serve on the Child Fatality Prevention Team. Wayne & Teena Macemore volunteered to serve on the Child Fatality Prevention Team in that capacity but they did not meet all the criteria. Kim Harrell has spoken with the State about it and the Board of Commissioners can choose to expand the definition so it will include the Macemore's. The Board discussed it. **Commissioner Zachary made a motion to appoint Wayne & Teena Macemore to the Yadkin County Child Fatality Prevention Team to serve as the representatives of the parent of a deceased child. Vice Chairman Moxley second. Vote: 5/0.**

Appointments/Reappointments to JCPC

Some members of the Juvenile Crime Prevention Council (JCPC) need to be reappointed, three new members need to be appointed, and two members can no longer serve on the Council so they need to be replaced. The Board reviewed the recommendations that were provided. **Commissioner Zachary made a motion to reappoint Candice Moore, Lisa Hughes, David Moxley, Tres Fordham and Phyllis Adams to two year terms expiring October 31, 2015; to appoint Patrick Long, Christy Reavis, and Jacob Crews to two year terms expiring October 31, 2015; and to replace Monta Davis-Oliver with Marcy Mays and Amanda Draughn with Suzanne Kelly to complete their unexpired terms through October 31, 2014. Commissioner Welborn second.**

Vote: 5/0.

COMMISSIONER COMMENTS

Commissioner Zachary thanked everyone for coming out. He appreciated everyone's attendance on this soggy day. The Harvest Festival was held in September and the Grape Festival will be held in October. He asked the citizens to turn out to support the festivals held in Yadkin County.

Vice Chairman Moxley thanked everyone for coming out on this rainy morning. He thanked Rex Baity for coming and bringing Dr. Martin, the new School Superintendent, with him. He thanked Vernia Wilson for her Transportation Plan presentation. He looks forward to someday seeing the new jail facility open.

Commissioner Hemric thanked everyone for coming out. He thanked Rex Baity and Dr. Martin for attending this morning's meeting. He congratulated Frances Mabe for her retirement. He thanked Vernia Wilson for her presentation.

Commissioner Welborn thanked everyone for coming. He congratulated Frances Mabe for her retirement. He was glad to see Rex Baity and Dr. Martin here.

Chairman Austin appreciated those who made it here today. On behalf of the Board of Commissioners, he officially welcomed Dr. Martin to Yadkin County. He appreciated Dr. Martin being here today and looks forward to working with him in the future. He received a letter from Kathy Hughes asking him to be a part of a Career and Technical Education Program Committee or Team for the School System. He is very honored to have been asked and looks forward to serving on that. A couple of weeks ago he had the honor of being part of the inaugural class of the UNC School of Government's Advanced Leadership course. The Leadership training was held in Chapel Hill and lasted for a week. It was a great opportunity to learn and to meet other officials. The NCACC presentation mentioned steering committees. Those are the committees that really do the work to set the counties priorities in lobbying efforts. Any commissioner in any county can join a steering committee and he encouraged the Board members that might have time for that to look at those steering committees and think about joining one that interests them.

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. Commissioner Hemric second.

Vote: 5/0.

After a motion to come out of Closed Session was made and the Board was in **Open Session**, **Vice Chairman Moxley made a motion to extend the meeting. Commissioner Hemric second.**

Vote: 5/0.

Commissioner Welborn made a motion to return to Closed Session for all the reasons previously stated. Vice Chairman Moxley second.

Vote: 5/0.

After a motion to come out of Closed Session was made and the Board was in **Open Session**, **Commissioner Welborn made a motion stating the Board of Commissioners agrees to fund \$14,000 for one additional**

SRO officer or \$28,000.00 for two additional SRO Officers if the School Resource Officer Matching Grant is awarded and authorizing the County Manager to sign the grant application. Commissioner Zachary second.

Vote: 5/0.

Commissioner Hemric made a motion to approve the SHI Microsoft Agreement as presented. Commissioner Welborn second.

Vote: 5/0.

Vice Chairman Moxley made a motion to ratify Elections pay rates as presented. Commissioner Zachary second.

Vote: 5/0.

Commissioner Hemric made a motion to authorize the County Manager to give a refund to Bobby Groce in the amount of \$271.00 for three months of water usage. Commissioner Zachary second.

Vote: 5/0.

Commissioner Zachary made a motion to eliminate the position of Animal Control Supervisor effective immediately. Commissioner Welborn second.

Vote: 5/0.

Commissioner Welborn made a motion to create an additional position for Animal Control Officer 1 to go from 2 Officers to 3 Officers at a pay grade of 61. Commissioner Hemric second.

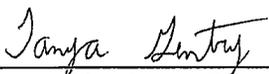
Vote: 5/0.

Commissioner Zachary made a motion to amend the Personnel Policy to add a new section under Article VII that states Furlough; The County Manager has the authority to furlough employees in the event of reduced revenues during any fiscal year. Vice Chairman Moxley second.

Vote: 5/0.

Vice Chairman Moxley made a motion to adjourn. Commissioner Welborn second.

Vote: 5/0.



Prepared by Tanya Gentry
Deputy Clerk to the Board



Kevin Austin, Chairman
Yadkin County Board of Commissioners

10/21/2013

Date approved by the
Yadkin County Board of Commissioners