

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

**Monday, May 19, 2014**

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 May 19, 2014 at 7:00pm.

**Present were:**

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

**Staff present:** 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 7:02pm.

**PLEDGE OF ALLEGIANCE** led by Yadkinville Elementary kindergarten students.

**ADJUSTMENTS TO/ADOPTION OF THE AGENDA**

**Commissioner Zachary made a motion to adopt the Agenda as presented. Commissioner Hemric second.**

**Vote: 5/0.**

**PUBLIC COMMENTS**

There were no public speakers. Chairman Austin closed the Public Comments at 7:06pm.

**APPROVAL OF MINUTES**

The May 5, 2014 Regular and Closed Session minutes were reviewed. **Vice Chairman Moxley made a motion to approve both approve sets of minutes as presented. Commissioner Zachary second.**

**Vote: 5/0.**

**REPORTS/REQUESTS OF THE BOARD**

There were no reports to the Board.

**CONSENT AGENDA**

**Commissioner Welborn 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:

**EMS/Sheriff/Insurance Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Insurance	1044000-48500	28,162	4,319	32,481
EMS Vehicle Maintenance	1054330-53040	33,000	719	33,719
Sheriff Vehicle Maintenance	1054310-53040	46,499	3,600	50,099

Appropriation of funds received from insurance for damaged vehicles.

**Sheriff's Office Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Salaries & Wages P/T	1054310-51030	62,000	7,000	69,000
Uniforms	1054310-52060	8,000	4,000	12,000
Vehicle Maintenance	1054310-53040	50,099	2,500	52,599
Postage	1054310-54250	2,200	500	2,700
Salaries & Wages	1054310-51010	1,347,504	(14,000)	1,333,504

Funds transfer is needed to cover expenses for the remainder of FY2014.

**Sheriff's Office/LEO SS Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Social Security	1054321-51300	4,670	2,000	6,670
Social Security	1054310-51300	89,590	(2,000)	87,590

Transfer of funds needed to cover the LEO Special Allowance social security expenses for retiring sworn law enforcement officers. It is difficult to budget for due to unknown retirements.

**Sheriff's Office/LEO Separation Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Separation Allowance	1054321-51120	74,000	25,000	99,000
Salaries & Wages	1054310-51010	1,333,504	(25,000)	1,308,504

Transfer of funds needed to cover the LEO Special Allowance Separation costs for retiring sworn law enforcement officers. It is difficult to budget for due to unknown retirements.

**Refund of \$50.00 for Debt Set-off Payment Collected in Error**

Debt Set-off collected a \$50.00 payment from a Human Services client. However, that payment should not have been collected because the client is on Medicaid. The client needs to be refunded the debt set-off money that was collected in error. The Board of Commissioners approved refunding the \$50.00 to the Medicaid client.

**Amend the FY2014 Fee Schedule**

Finance requested that the FY2014 Fee Schedule be amended to add a Returned Check Fee that all of the departments who collect payments will charge when a check is returned. The Tax Department is currently the only department that has been charging a \$25.00 returned check fee. The \$25.00 fee is to help the County recoup the bank fees the County is charged, as well as the employee time spent processing the payment and returned payment. The Board approved amending the FY2014 fee schedule to allow for all the departments to charge a \$25.00 returned check fee in accordance with NCGS 25-3-506.

**Designate Piedmont Triad Regional Council (PTRC) as HCCBG Lead Agency for Yadkin County**

Yadkin County receives federal HCCBG funding for in-home aide services and transportation services. The PTRC has served as the lead-agency for the grant for numerous years. Their current designation as the lead-agency expires June 30, 2014. The County was asked to designate them as the lead-agency again. The Board designated the Piedmont Triad Regional Council (PTRC) as the Home & Community Care Block Grant (HCCBG) Lead-Agency for Yadkin County for July 1, 2014 through June 30, 2015.

**Fireworks Permit for the Independence Day Celebration in Yadkinville**

The Yadkinville Independence Day Fireworks Celebration is planned for July 4, 2014 at 9:30pm. The alternate date is set for July 5<sup>th</sup>. The Fire Marshall has reviewed the information and recommends the Board of Commissioners approve the Fireworks Display Permit. The Board approved the permit for the Independence Day Fireworks Celebration in Yadkinville

**Family Planning Program Agreement Addendum and Accept the State Funding**

The Family Planning Program Division of Public Health Agreement Addendum provides an additional \$2,678.00 as a result of recently received carry forward Title X funds. These carry forward funds are to be used to support additional clinical services during the period of June 1-29, 2014 only. The Board approved the Agreement Addendum Revision #1 and accepted the State funding.

#### **Wake Forest University Baptist Medical Center Agreement**

Wake Forest University Baptist Medical Center will provide Yadkin County Human Services clients with obstetrics and gynecology services. The Board approved the agreement.

#### **Winston-Salem State University Clinical Education Affiliation Agreement**

The purpose of the agreement between Winston-Salem State University (WSSU) and the Yadkin County Medical Clinic is to provide clinical learning experiences for WSSU students who are enrolled in various School of Health Sciences programs. The Board approved the agreement and authorized the County Manager to sign it.

#### **ThyssenKrupp Agreements**

ThyssenKrupp will provide inspection and certification services for the elevators that are located in the Community Services building, the Courthouse, and the Planning & Permits building. There is a separate agreement for each of the buildings but the terms are the same in each of them. The Board approved the three agreements and authorized the County Manager to sign them.

#### **PUBLIC HEARING/ACTION TO SET PUBLIC HEARING**

There were no public hearings or actions to set a public hearing today.

#### **BOARD ACTION**

##### **Schools Community Action Emergency Capital Outlay Request**

The FY2014 Budget included \$300,000.00 in the Community Action Emergency Capital Outlay – Schools line. The funds were only to be used for unforeseen school repairs that could not wait until the next budget year. The School Superintendent has submitted a letter to the Board of Commissioners requesting \$266,212.00 of those funds. Dr. Martin, the School Superintendent, was present and commented on the needed repairs. The repairs the funds are to pay for are: putting a new roof on the cafeteria building at Courtney Elementary; window replacements at Courtney Elementary; repairing the roof above the cafeteria kitchen at Forbush High School; and making changes at Forbush High School and Starmount High School that will make the two schools more handicap accessible. **Commissioner Welborn made a motion to approve the Schools Community Action Emergency Capital Outlay request as presented. Vice Chairman Moxley second.**

**Vote: 5/0.**

##### **Emergency Services Budget Amendment for Stretchers**

Keith Vestal addressed the Board. Some of the manual stretchers EMS currently has are at the end of their service life and can no longer be repaired. EMS would like to replace four of those old stretchers with four new power-lift stretchers. The power-lift stretchers will take a lot of the heavy lifting off of the EMS personnel. With the stretchers they are using now, to get the stretcher into the ambulance one person lifts all of the weight of the patient and the stretcher and pushes it into the ambulance while the second person manually raises the legs of the stretcher to keep them out of the way while the stretcher is being loaded into the ambulance. The new power-lift stretchers they want to purchase will lift the stretchers legs with the push of a button due to the use of a hydraulic motor. Since one of the EMS workers no longer has to manually lift the stretchers legs to get it into the ambulance, both of the workers will be able to lift the weight of the patient and the stretcher and push it into the ambulance. Also, when a manual stretcher is lowered to place a patient on it, the EMS workers have to manually lift the weight of the patient and the stretcher to raise it to the height it needs to be to roll it to the ambulance. The power-lift stretcher will raise the patient to traveling height with the push of a button. If EMS uses power-lift stretchers it will greatly lessen the strain on their knees and backs and should reduce workers comp injuries. EMS Director Keith Vestal and Captain Tim Hawks demonstrated the use of both a manual stretcher and a power-lift stretcher so the Commissioners could see the difference. The stretchers will be purchased from a company called Stryker and they had a representative present to help demonstrate the stretchers and answer questions. The Stryker representative

guaranteed that the County will see at least a 50% reduction in EMS workers comp claims. The following budget amendment is needed to move funds into their equipment line so that four new power-lift stretchers can be purchased:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Emergency Services Salaries	1054330-51010	1,419,768	(54,000)	1,365,768
Emergency Services PT Salaries	1054330-51030	65,000	(8,000)	57,000
Emergency Services 401K	1054330-51360	15,225	(4,000)	11,225
Non-Departmental Parks	1059000-51762	95,000	(10,000)	85,000
Emergency Services Equip	1054330-56010	107,000	76,000	183,000

**Commissioner Zachary made a motion to approve the Emergency Services Budget Amendment as presented. Commissioner Welborn second.**

**Vote: 5/0.**

**Non-Departmental and EMS Budget Amendment**

The Board was asked to consider approving the following budget amendment:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
AG Bldg Debt Service Interest	1059830-58236	154,995	(154,995)	0
EMS Equipment	1054330-56010	107,000	40,000	147,000
Non-Departmental Prof Svces.	1059000-51500	138,615	114,995	253,610

EMS personnel don't wear any protective gear when they go out on calls. Some of the calls they respond to can place them in dangerous working conditions, particularly those involving motor vehicle wrecks, where protective gear would be very beneficial to them. EMS requested funds be transferred into their equipment line to purchase protective gear that includes helmets, coats, pants, and gloves. Sets of various sizes of the protective gear will be purchased and placed at each of the EMS stations for the EMS personnel who work at that station to share. EMS personnel would not need to wear the protective gear to all the calls they respond to. A policy will be put in place letting the EMS workers know which calls they have to wear the protective gear to. Also, included in the budget amendment the Board has been asked to review is the transfer of funds into non-departmental professional services. The professional services funds are to be used to pay Thomas Hughes Architecture for work on the new Agricultural Center project. **Commissioner Hemric made a motion to approve the Non-departmental and EMS Budget Amendment as presented. Vice Chairman Moxley second.**

**Vote: 5/0.**

**Amendment to the 5-D Recreational Area Phase I Project Ordinance**

The Board approved a budget amendment at their May 5<sup>th</sup> Meeting that appropriated \$117,360.00 from the General Fund that was to be used to cover additional costs associated with the construction of the 5-D Recreation Area. Tonight the Board was asked to approve the following Project Ordinance Amendment:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Transfer from General Fund	4044947-42410	723,155	117,360	840,515
Group Picnic Shelter	4054947-565501	220,000	7,000	227,000
Playground	4054947-565503	35,000	7,000	42,000
Site Preparation	4054947-565510	95,000	7,000	102,000
Park Maintenance Shed	4054947-565511	51,000	75,937	126,937
Fencing	4054947-565512	8,800	(6,800)	2,000
Landscaping	4054947-565513	11,000	21,196	32,196
Utilities	4054947-565515	165,000	3,450	168,450
Contingency	4054947-58500	51,175	2,577	53,752

This amendment brings the appropriated \$117,360.00 into the Amended Project Ordinance and adjusts some of the expenditure lines that have changed since the Board approved the last Project Ordinance Amendment on February 3, 2014. **Vice Chairman Moxley made a motion to amend the 5-D Reservoir Recreation Area – Phase 1 Project Ordinance by an additional General Fund appropriation of \$117,360.00. Commissioner Zachary second.**

Vote: 5/0.

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

**IT Budget Amendment for Replacement Computers**

The Board was asked to consider approving the following budget amendment:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
IT Travel	1054210-54010	7,500	(7,000)	500
IT Contracted Services – DP	1054210-51742	6,000	(5,900)	100
Non-Dept. Phone System	1059000-55040	53,000	(12,000)	41,000
Non-Dept. Technology Cap	1059000-56020	118,000	24,900	142,900

Each fiscal year the Information Technology (IT) Department requests funding to purchase replacement computers as determined by the replacement schedule they maintain. Next fiscal year 30 desktops, 20 monitors, and 16 laptops are scheduled for replacement. Dale Ring requested that IT funds that will not be spent this fiscal year be transferred into the non-departmental technology capital line so that the IT Department can go ahead and purchase those replacement computers now. This will allow the funds that would have been used to purchase these computers next year to be used for something else instead.

**Commissioner Zachary made a motion to approve the IT Budget Amendment as presented to purchase replacement desktops and laptops. Vice Chairman Moxley second.**

Vote: 5/0.

**ePlus VMWare Agreement**

The Board reviewed the renewal maintenance agreement for VMWare. VMWare provides virtual server services to the County. It is in Board Action instead of Consent because the County Attorney has not approved the agreement yet and it could not wait until the next Board Meeting. A penalty will be incurred if the agreement is not acted on in time. **Commissioner Welborn made a motion to authorize the County Manager to sign the renewal agreement with ePlus for VMWare, pending County Attorney approval. Commissioner Hemric second.**

Vote: 5/0.

**CALENDAR NOTES**

- 1) May 26, 2014 – County Offices closed for Memorial Day.
- 2) May 28, 2014 – County Assembly Day begins at 9:30am at the Quorum Center in Raleigh.

**MANAGER’S REPORTS/BOARD ACTION**

**USDA**

The USDA has obtained approval from the state level for them to approve loans and some grant funds are available. The County should be receiving a decision on our application soon.

**ARC**

Last year the County applied for ARC funding and was turned down. The County applied for funding again this year and a letter came today stating that Yadkin County has been selected to move forward with the full application.

**Golden Leaf**

The County is applying to Golden Leaf to request funding for the Agricultural Center.

**LGC**

The LGC has to approve any loan funding the County gets for the Agricultural Center. County Manager Church and Lisa Hughes will be working with the LGC on that.

**Budget Update**

The budget is still being worked on. County Manager Church estimates it should be given to the Board around May 28<sup>th</sup>. The Board will have to wait at least 10 days after they receive the proposed budget before a Public Hearing can be held. After the Public Hearing is held, the Board can adopt the proposed budget. The FY2015 Budget has to be adopted by June 30<sup>th</sup> because the new fiscal year starts July 1<sup>st</sup>.

**Set Date for East Bend Community Meeting**

The Board discussed it and the plan is to have the East Bend Community water meeting on June 24, 2014 at 7:30pm.

**MANAGER’S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED**

**Funds Transfers**

Human Services/EH		
EH Uniforms	(610)	Transfer of funds needed to cover costs for the remainder of the fiscal year.
EH Gas/Diesel	510	
EH Telephone	100	
Non-Departmental		Transfer of funds needed to pay the renewal invoice for the Fraud Hotline. Two annual invoices were received this fiscal year because last fiscal year's invoice came late.
Contingency	(280)	
Fraud Hotline	280	
Veterans Services		Transfer of funds needed to cover costs for the remainder of the fiscal year.
Travel and Training	(200)	
Postage	200	

**Wilkes Connections Agreement**

Wilkes Connections installed 6 data drops at the office at the Yadkin County pool.

**Yadkin Concrete Finishing Agreement**

Yadkin Concrete was contracted to install a concrete sidewalk and parking lot at the Yadkin County Park.

**BOARD VACANCIES/APPOINTMENTS**

**Joint Nursing Home and Adult Care Home Community Advisory Committee**

There are two vacancies on the Committee.

**Human Services Advisory Committee**

There is a vacancy for a dentist on the Human Services Advisory Committee.

**Workforce Development Board**

When Trent Cockerham’s term expires on 06/30/2014 there will be a vacancy on the Board.

**Richmond Hill Law School Commission Appointment**

The Historic Richmond Hill Law School Commission has requested that Tina Barber be appointed to serve a three year term on their Commission. **Commissioner Welborn made a motion to appoint Tina Barber to the Historic Richmond Hill Law School Commission. Commissioner Zachary second.**

**Vote: 5/0.**

**COMMISSIONER COMMENTS**

**Commissioner Welborn** thanked everyone for coming out tonight. He appreciated Dr. Martin’s comments on the work that needs to be done at the schools. He hopes that the new power-lift stretchers will help the EMS personnel and lessen workers comp injuries.

**Commissioner Zachary** thanked everybody for coming out tonight. He appreciated Dr. Martin’s comments and him staying through the whole meeting. He feels good about the Board’s decisions tonight concerning the funds spent for EMS stretchers and protective gear. It can be a dangerous job and they need the protective gear. The work they do is important to this County. He recognized Ernie Holcomb for being awarded the Boy Scouts Silver Beaver Award. It is a pretty prestigious award.

**Vice Chairman Moxley** thanked everyone for coming out. The stretchers are very expensive but he thinks it will benefit EMS and the County to go ahead and get them now. The new stretchers will ease some of the

strain on EMS workers and help lessen workers comp injuries. He was at the County Park this past weekend for youth fishing day. Several youths were there participating. The new pier really looked nice and it was full. The pond will be stocked with fish once a month. After fishing, he took his grandchildren to the playground to play. He overheard some comments about how nice the playground was. It was good to hear those comments. The County Park is really being utilized quite a bit.

**Commissioner Hemric** thanked everyone for coming out. He thanked Dr. Martin, Keith Vestal, and Dale Ring for their comments. He has heard some real good comments about the soccer tournament that was held at the County Park.

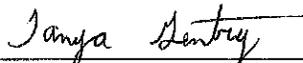
**Chairman Austin** congratulated Commissioner Zachary, Commissioner Welborn, and Commissioner Hemric on winning the election. He thanked Dr. Martin for being here and for his comments on the needs of the schools. He spoke of House Bill 1107. It is a bill that will increase the County's share of lottery funds that are available for the schools use. He will be keeping on eye on that bill. That has been the NCACC's number one goal for a few years so it is good to see some movement on it. He is real happy with the things the Board approved for EMS tonight. This County has had great EMS service for a number of years.

**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, Commissioner Welborn made a motion to adjourn. Commissioner Hemric second.**

**Vote: 5/0.**



Prepared by Tanya Gentry  
Deputy Clerk to the Board



Kevin Austin, Chairman  
Yadkin County Board of Commissioners

6/2/14

Date approved by the  
Yadkin County Board of Commissioners

**County of Yadkin  
Parks and Recreation  
5-D Reservoir Recreation Area- Phase 1 Project Ordinance Amended 5/19/2014**

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 Grant Project Ordinance is hereby adopted:

Section 1. The grant authorized is to construct the 5-D Reservoir Recreation Area- Phase 1.

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

Section 3. The following amounts are appropriated for the 5-D Reservoir Recreation Area-Phase 1 Grant:

Building Costs:	
Group Picnic Shelter	\$ 227,000.00
Small Picnic Shelter	\$ 32,000.00
Playground	\$ 42,000.00
Walking Trail	\$ 191,400.00
Multi-Purpose Trail	\$ 35,300.00
Walkways	\$ 19,400.00
Floating Fishing Piers	\$ 8,800.00
Small Boat Launch	\$ 81,130.00
Parking Lot	\$ 102,000.00
Site Preparation	\$ 102,000.00
Park Maint Engineering	\$ 126,937.00
Fencing	\$ 2,000.00
Landscaping	\$ 32,196.00
Signage and Kiosk	\$ 13,800.00
Utilities	\$ 168,450.00
Contingency	\$ 53,752.00
Professional Services	\$ 102,350.00
	<u>\$ 1,340,515</u>

Section 4. The following revenues are anticipated to be available to complete the 5-D Reservoir Recreation Area Project :

Parks and Recreation Trust Fund	\$ 500,000
Transfer from General Fund	\$ 840,515
	<u>\$ 1,340,515</u>

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

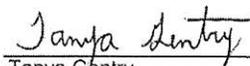
Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Planning Director is directed to report, on a quarterly basis, on the financial status of each project element listed above and on the total grant revenues received or claimed.

Section 8. Copies of this Grant Project Ordinance shall be furnished to the Clerk to the Board, and to the Finance Officer for direction in carrying out this grant.

Adopted this the 19th day of May, 2014.

  
\_\_\_\_\_  
Kevin Austin, Chairman  
Board of Commissioners

  
\_\_\_\_\_  
Tanya Gentry  
Deputy Clerk to the Board