

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

Monday, November 3, 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 Monday, November 03, 2014 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; Interim County Manager/Finance Officer, Lisa Hughes; and Clerk to the Board, Tanya Gentry.

INVOCATION given by Chairman Austin.

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

PLEDGE OF ALLEGIANCE led by Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

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

Vote: 5/0.

PUBLIC COMMENTS

There were no public comments.

Chairman Austin closed the Public Comments at 9:02am.

APPROVAL OF MINUTES

The October 14, 2014 Recessed and Closed Session Minutes were reviewed. The October 20, 2014 Regular and Closed Session Minutes were reviewed. **Vice Chairman Moxley made a motion to approve all four sets of minutes as presented. Commissioner Hemric second.**

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

Presentation on GovDeals

Lindsey Cearlock addressed the Board. Yadkin County has used GovDeals to sell surplus items since 2008. GovDeals has been the sole method of selling surplus items since 2012. It is beneficial to the County because it is a free service. The buyer of the items pays all the fees. The system is very user friendly and easy to use so the time it takes to post items for sale is minimal. GovDeals has a great reporting feature. A few examples of things sold through GovDeals are decommissioned County vehicles, computer equipment, desks, chairs, and various office supplies. Decommissioned vehicles account for approximately 62% of the overall revenue collected. The total overall revenue collected using GovDeals is \$109,469.41. Of that total, \$5,107.50 went to the Board of Education. The Board of Education received the proceeds from the sale of two seized vehicles, as is required by law.

CONSENT AGENDA

Commissioner Welborn made a motion to approve the Consent Agenda items. Commissioner Zachary second.

Vote: 5/0.

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

Various/Workers Comp Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Governing Body Workers Comp	1054110-51380	110	(5)	105
Administration Workers Comp	1054120-51380	1,700	(78)	1,622
Finance Workers Comp	1054130-51380	340	(15)	325
Tax Assessor Workers Comp	1054140-51380	4,445	(205)	4,240
Revaluation Workers Comp	1054145-51380	2,125	(98)	2,027
Elections Workers Comp	1054170-51380	2,285	(105)	2,180
Register of Deeds Workers Comp	1054180-51380	420	(19)	401
Information Services Workers Comp	1054210-51380	2,525	(116)	2,409
Public Buildings Workers Comp	1054260-51380	3,200	(147)	3,053
Communications Workers Comp	1054311-51380	2,535	(117)	2,418
Liaison Workers Comp	1054317-51380	2,250	(104)	2,146
Emergency Services Workers Comp	1054330-51380	116,310	(150)	116,160
Fire Marshal Workers Comp	1054340-51380	1,635	(75)	1,560
Building Inspections Workers Comp	1054350-51380	3,150	(145)	3,005
Animal Control Workers Comp	1054380-51380	1,785	(82)	1,703
Planning Workers Comp	1054910-51380	2,375	(109)	2,266
Soil & Water Workers Comp	1054960-51380	4,120	(190)	3,930
Recreation Workers Comp	1056120-51380	3,320	(153)	3,167
Non-Departmental	1059000-51500	48,797	(12,564)	36,233
Sheriff Workers Comp	1054310-51380	42,085	14,477	56,562

The workers comp premium the County pays is an estimated amount. The audit found the County owes an additional \$17,286.00. The increased amount owed is mostly due to new positions in the Sheriff's Office and a change of risk code in Solid Waste. This budget amendment transfers the funds necessary to pay the additional workers comp costs.

Adopt Revised Fee Schedule for Yadkin Memorial Park

The Parks and Recreation Fee Schedule was revised to add wedding and wedding reception fees to both the County Park and the Yadkin Memorial Park. It was also revised to add non-resident fees to the Yadkin Memorial Park, the County Park already had those type fees. The Board approved the revised Parks & Recreation Fee Schedule.

\$170.00 Refund for a Denied Improvements Permit Application

An Improvements Permit Application was done for PIN # 581400816387. On October 3, 2014 the permit was denied due to unsuitable soil characteristics, unsuitable soil wetness, and unsuitable soil depth. The denial letter went out on October 7, 2014 and the property owner requested their partial refund on October 11, 2014. The refund policy allows for a 50% refund of Environmental Health Improvement, Authorization to Construct, and Well Permit Fees that are denied after the County's inspection finds that a septic system or well cannot be placed in the area designated by the permit. Human Services requested the Board approve the refund of 50% of the permit fee. The Board approved the 50% (\$170.00) refund of the permit fee for permit number 14070101824.

Dorsett Technologies Agreement

Dorsett Technologies will provide and install a HVAC unit for the Elections office. The Board approved the contract and authorized the Interim County Manager to sign it.

AOA Signs General Services Agreement

AOA Signs will provide the County with as needed signage services. This is a five year general services contract that requires an approved task order before any work is performed. The Board approved the contract and authorized the Interim County Manager to sign it.

S&ME Contract

S&ME will provide special inspection services and construction materials testing for the Yadkin County Agricultural and Educational Building project. The Board approved the contract and authorized the Interim County Manager to sign it.

Renewal CataLogic (SyncSort) Contract

CataLogic provides SyncSort BEX backup software support and maintenance services. The Board approved the contract and authorized the Interim County Manager to sign it.

Yadkin County HSA Energy Programs Outreach Plan

The County receives state and federal Crisis Intervention Program and Low Income Energy Assistant Program funds each year. These funds are to be used to assist Yadkin County citizens. As part of the requirements to receive these funds, Human Services has to develop an outreach plan to inform other community agencies that these funds are available. The Energy Programs Outreach Plan also has to be approved by the Board. The Board approved the Human Services Energy Outreach Plan and authorized the letter of support to be signed by the Chairman.

Accept Northwestern Emergency Vehicles Bid Proposal for a New Ambulance & Deem Surplus VIN # 1GBJG316771212990 for Trade-In

A bid request was released on September 25, 2014 for the purchase of an ambulance equipped with a Stryker Power Pro XT XPS cot. Two bids were received; one from Northwestern Emergency Vehicles and one from Select Custom Wheeled Coach. Only Northwestern Emergency Vehicles met all of the specifications listed in the RFP and they were also the lowest bidder. EMS requested that their bid proposal be accepted and an old ambulance be deemed surplus and used for a trade-in allowance. The Board accepted the bid proposal from Northwestern Emergency Vehicles for the purchase of a 2014, or newer, Chevrolet G4500 Type III AEV Ambulance with cot for the purchase price of \$141,853.82 and deemed surplus for trade-in allowance a 2007 GMC Ambulance with VIN# 1GBJG316771212990 .

Adopt Resolution Designating an Official to Make Recommendations on ABC Permit Applications

Unless a County files an adopted, notarized resolution with the NC ABC Commission stating otherwise, the County official who is designated to make recommendations on ABC permit applications is the Chairman of the Board of Commissioners. The following resolution designates the Sheriff of Yadkin County as the official designated to make those recommendations:

NORTH CAROLINA
ALCOHOLIC BEVERAGE CONTROL COMMISSION
(919) 779-0700

Location: 400 E. Tryon Road
Raleigh, NC 27610

Mail: 4307 Mail Service Center
Raleigh, NC 27699-4307

RESOLUTION OF THE COUNTY OF YADKIN REGARDING THE DESIGNATION OF AN OFFICAL TO MAKE RECOMMENDATIONS TO THE NORTH CAROLINA ALCOHOLIC BEVERAGE CONTROL COMMISSION ON ABC PERMIT APPLCATIONS.

WHEREAS G.S. 18B-904(f) authorizes a governing body to designate an official, by name or by position, to make recommendations concerning the suitability of persons or locations for ABC permits; and

WHEREAS the County of Yadkin wishes to notify the NC ABC Commission of its designation as required by 18B-904(f);

BE IT THEREFORE RESOLVED that the Sheriff of Yadkin County is hereby designated to notify the North Carolina Alcoholic Beverage Control Commission of the recommendations of the County of Yadkin regarding the suitability of persons and locations for ABC permits within its jurisdiction.

BE IT FURTHER RESOLVED THAT notices to the County of Yadkin should be mailed or delivered to the official designated above at the following address:

Mailing address: Sheriff's Office
PO Box 443
Yadkinville, NC 27055
Office location: 210 E. Hemlock Street
Yadkinville, NC 27055
Phone: (336) 679-4217

Adopted on this the 3rd day of November, 2014.

The Board adopted the resolution as presented.

Amended By-laws for Yadkin County Tourism Development Authority (TDA)

The Yadkin County Tourism Development Authority's by-laws have been revised to allow for the appointing of a Deputy Finance Officer to complete the pre-audit functions needed for contracts and invoices. Also, there were a couple of changes to the membership sections. The revised by-laws won't come into effect until the Board of Commissioners adopts them. The Board adopted the amended by-laws for the Yadkin County TDA.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

There were no public hearings or action to set public hearings today.

BOARD ACTION

Pitney Bowes Agreement

Cooperative Extension entered into a lease agreement with Pitney Bowes for a postage machine back in September of 2013. It is a four year agreement that was signed by Colleen Church. The agreement has not been approved by the Board of Commissioners. Before it can be entered into MUNS for invoice payment, the Board will need to ratify it. Cooperative Extension has sufficient funds in their budget to cover this expense. **Commissioner Hemric made a motion ratify the Pitney Bowes Financial Services Agreement and authorize the Interim County Manager to co-sign and pre-audit the agreement. Vice Chairman Moxley second.**

Vote: 5/0.

Connect Shield Agreement for Aquos Board

The first year of the Connect Shield support for the Commissioners Room aquos board was free. After that first year, the cost for support is \$240.00 a year. The support agreement covers upgrades and the connecting of the board to the County's network. The County's IT Department can perform those tasks and it is recommended that the support agreement be discontinued at the end of the free year. **Vice Chairman Moxley made a motion to discontinue the Connect Shield Support for the Aquos Board in the Commissioners' Room at the end of the initial first year of support. Commissioner Hemric second.**

Vote: 5/0.

CALENDAR NOTES

- 1) November 11, 2014 – County Offices will be Closed for Veteran's Day.
- 2) November 27-28, 2014 – County Offices will be Closed for Thanksgiving.

MANAGER'S REPORTS/BOARD ACTION

Yadkin Memorial Park Ribbon Cutting Ceremony

The punch list of things that need to be completed for the Park to be ready to open to the public is being worked on. Everything is to be completed no later than November 17, 2014. The Board discussed it and the ribbon cutting ceremony was set for Saturday, November 22, 2014 at 2:00pm.

Groundbreaking for the Yadkin County Agricultural and Educational Building

The LGC is expected to give its approval for the financing for the project on December 2, 2014. With the LGC's approval, the County should be able to give the notice to proceed to the contractors on December 3,

2014. The groundbreaking ceremony can be held any time after that. The Board discussed it and the groundbreaking ceremony was set for December 5, 2014 at 2:00pm.

MUNIS Upgrade

A MUNIS upgrade will be done this month. Testing is being done now and the upgrade will occur on November 13, 2014.

Radio Upgrade

The tower modification will start this week and the work should be completed this month. The rest of the upgrade should be completed in mid to late December.

Halloween Chili and Chicken Stew Cook-off

The employee chili and chicken stew cook-off was held October 31, 2014. The employees voted on which chili and chicken stew was the best. Keith Vestal won for his chili for the third year. Vice Chairman Moxley and his wife Robin won for their chicken stew. A Halloween costume contest was also held and Leigh Calloway, who was dressed as a zombie, won.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Wildlife Service Agent Agreement

The Wildlife Service Agent Agreement with the NC Wildlife Resources Commission (NCWRC) allows the Agent to sell NCWRC hunting, fishing, and other licenses as well as permits, applications and vessel transactions.

Yadkinville UMC Contract

The Yadkinville United Methodist Church facility use contract allows the County to use their family life center and kitchen area on December 19, 2014 from 11:00am to 2:00pm for the employee Christmas lunch.

BOARD VACANCIES/APPOINTMENTS

Joint Nursing Home and Adult Care Home Community Advisory Committee

There are three vacancies on the Committee.

Human Services Advisory Committee

There is a vacancy for a dentist on the Committee.

Workforce Development Board

There is a vacancy on the Board.

Board of Adjustment

Christopher "Scott" Pipes has volunteered to fill the vacancy for an alternate member on the Board of Adjustment. **Commissioner Welborn made a motion to appoint Christopher Scott Pipes as a Board of Adjustment Alternate Member with a term ending 11/30/2016. Commissioner Zachary second.**
Vote: 5/0.

COMMISSIONER COMMENTS

Commissioner Welborn was glad to see everyone here. When he attended the cookout at the Park this past Friday, it was really beautiful there. When the Park opens, it will be a great addition to the County.

Commissioner Zachary thanked everybody for being here. He hoped everyone had a spooky Halloween. He attended the cookout at Yadkin Memorial Park and it was a great day. All the employees enjoyed the get together. There were some enthusiastic employees who really got into it by dressing up in costume. That is an amazing facility up there and it is just going to get better as time goes along. He has had more people ask him about the Yadkin Memorial Park than anything else. He thanked Lindsey Cearlock for her presentation on GovDeals. The County has made some money selling surplus items.

Vice Chairman Moxley thanked everyone for coming out today. He echoed what the other Commissioners said about the cookout. It was a little cool Friday but the wind wasn't as bad as expected. It was nice for a

fall day. He has also heard a lot of comments and questions about the Yadkin Memorial Park. The majority of the cost of the Park was paid for through grants. It is going to be a great Park when it opens. He looks forward to getting started on the Ag Building now.

Commissioner Hemric thanked everyone for coming out this morning. He thanked Lindsey Cearlock for her presentation on GovDeals. He appreciated Rex Baity being here. He thanked Colleen Church for coming. The Yadkin Memorial Park is a pretty place and he thinks it is going to be great for everyone in the County. He is proud to say that the Ag Building is coming along now.

Chairman Austin stated he echoed the comments of the other Commissioners. When he went out to the Park on Friday he saw that more signage is needed directing people to the Yadkin Memorial Park. Very few people have seen the Park yet and he looks forward to it being shown off to everyone in the County. There has been a little bit of County money put into it but State and Federal funds have paid for a majority of it.

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.

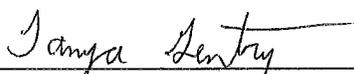
Vote: 5/0.

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 create a Paramedic position at a pay grade 65. Commissioner Zachary second.**

Vote: 5/0.

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

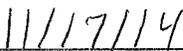
Vote: 5/0.



Prepared by Tanya Gentry
Clerk to the Board



Kevin Austin, Chairman
Yadkin County Board of Commissioners


Date approved by the

Yadkin County Board of Commissioners