

YADKIN COUNTY BOARD OF COMMISSIONERS REGULAR SESSION MINUTES

Monday, December 1, 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, December 01, 2014 at 10:00am.

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 10:03am.

PLEDGE OF ALLEGIANCE led by Chairman Austin.

OATH OF OFFICE/ORGANIZATION OF THE BOARD

Oath of Office

Beth Williams Holcomb, the Clerk of Court for Yadkin County, administered the Oath of Office to the re-elected Commissioners, Gilbert Hemric, Marion Welborn, and Frank Zachary.

Turn Gavel over to County Attorney

Chairman Austin turned the meeting over to County Attorney Powell. County Attorney Powell recognized the newly sworn Commissioners and asked them if there were any comments they would like to make.

Commissioner Hemric thanked everyone who voted for him. He looks forward to serving the people of Yadkin County. He hopes the Board can continue to do good things like they have been able to do in the past four years.

Commissioner Zachary thanked everybody for being here this morning. This is a good day for Yadkin County. The first-time elected Sheriff was sworn in this morning. The Clerk of Court, Register of Deeds, and the re-elected Commissioners were also sworn in this morning. He appreciates everyone's support in the election. It is an honor and a privilege to serve. He hopes the Board can continue to do good things like they have been able to do in the past four years.

Commissioner Welborn thanked everyone for coming. He was surprised at the turnout in the Courthouse this morning for the swearing in's that were done there. The room was full and people had to stand along the walls. He thanked everyone who supported him and voted for him and got him elected for the third time.

Organization of the Board

Each year, the Board of Commissioners elects a Chair and Vice Chair. County Attorney Powell opened the floor for nominations for Chair of the Board of Commissioners. **Commissioner Welborn nominated Kevin Austin for Chairman.** There were no further nominations made. **Commissioner Zachary made a motion to close nominations. Commissioner Hemric second. Vote: 5/0. Commissioner Zachary made a motion to elect Commissioner Austin as Chairman of the Board. Commissioner Welborn second. Vote: 5/0.**

The meeting was turned back over to Chairman Austin.

Chairman Austin opened the floor for nominations for Vice Chair of the Board of Commissioners. **Commissioner Zachary nominated David Moxley for Vice Chairman.** There were no further nominations made. **Commissioner Welborn made a motion to close nominations. Commissioner Hemric second. Vote: 5/0. Commissioner Hemric made a motion to elect Commissioner Moxley as Vice Chairman of the Board. Commissioner Welborn second. Vote: 5/0.**

Committee/Board Appointments

The Commissioners are assigned to serve on other Committee/Boards. All of those previous Committee/Board appointments will remain the same at this time.

Set Meeting Schedule

The Board reviewed the Meeting Schedule below:

Board of Commissioners Regularly Scheduled Meetings for 2015

Day of Week	Date	Time
Monday	January 5, 2015	9:00am
*Tuesday	January 20, 2015	7:00pm
Monday	February 2, 2015	9:00am
Monday	February 16, 2015	7:00pm
Monday	March 2, 2015	9:00am
Monday	March 16, 2015	7:00pm
Monday	April 6, 2015	9:00am
Monday	April 20, 2015	7:00pm
Monday	May 4, 2015	9:00am
Monday	May 18, 2015	7:00pm
Monday	June 1, 2015	9:00am
Monday	June 15, 2015	7:00pm
Monday	July 6, 2015	9:00am
Monday	July 20, 2015	7:00pm
Monday	August 3, 2015	9:00am
Monday	August 17, 2015	7:00pm
*Tuesday	September 8, 2015	9:00am
Monday	September 21, 2015	7:00pm
Monday	October 5, 2015	9:00am
Monday	October 19, 2015	7:00pm
Monday	November 2, 2015	9:00am
Monday	November 16, 2015	7:00pm
Monday	December 7, 2015	9:00am
Monday	December 21, 2015	7:00pm

*Monday is a Holiday so meeting is set for Tuesday.

Tentative Joint Board of Commissioners /

Joint Board of Education Meetings

Day of Week	Date	Time
Monday	March 30, 2015	TBD
Monday	June 29, 2015	TBD

Monday	August 31, 2015	TBD
Monday	November 30, 2015	TBD

These Meetings usually do not start prior to 6:30pm.

Commissioner Hemric made a motion to adopt the Schedule of Meetings. Commissioner Zachary second.

Vote: 5/0.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

Vice Chairman Moxley made a motion to adopt the Agenda as presented. Commissioner Zachary second.

Vote: 5/0.

PUBLIC COMMENTS

There were no public comments. Chairman Austin closed the Public Comments at 10:16am.

APPROVAL OF MINUTES

The November 17, 2014 Regular and Closed Session Minutes were reviewed. **Commissioner Welborn made a motion to approve both sets of minutes as presented. Vice Chairman Moxley second.**

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

FY2014 Financial Audit Presentation

Erica Brown, of Martin Starnes, addressed the Board. Martin Starnes & Associates performed the County's FY2014 financial audit. They issued an unmodified opinion and there were no financial statement findings. The Local Government Commission (LGC) has reviewed and accepted the audit, except for the compliance piece. The auditors just received the information they needed from the State for the compliance portion approximately two weeks ago. They are preparing that information for the LGC to review in the upcoming weeks. The County's General Fund Balance decreased approximately 12% from FY2013. The main reason for the decrease is due to the transfer of funds to the Water & Sewer Fund to pay-off the County's NCDENR loan and a transfer to the East Bend Waterline Capital Project. Yadkin County's Available Fund Balance is higher than the FY2013 statewide average when compared with other government units of a similar population size. Property taxes, grants, and sales tax make up approximately 92% of the County's revenue. Property tax revenue and sales tax revenue have increased slightly from FY2013. Health and Human Services expenses, Public Safety expenses, and Education expenses makes up approximately 74% of the County's expenditures. Human Services expenditures and Education expenditures decreased slightly from FY2013. Public Safety expenditures increased approximately 14%. Public Safety includes the Sheriff's Office, Animal Control, EMS, and Inspections. The increase in expenditures is mainly due to the opening of the new jail. The Landfill Enterprise Fund saw a decrease in funds that was mainly due to garbage trucks being down and having to be repaired. While the garbage trucks were being repaired, the County had to contract with a vendor to provide garbage pickup services. Yadkin County's long-term debt decreased by \$4,896,573.00. The decrease is mainly due to the pay-off of the NCDENR Drinking Water Loan. The Board recognized Interim County Manager/Finance Officer Lisa Hughes and the Finance staff for their efforts that resulted in no findings. Interim County Manager/Finance Officer Lisa Hughes recognized Gary Groce and Lindsey Cearlock for their hard work.

Yadkin County Career Center Relocation

Althea Hairston, Director of the Northwest Piedmont Workforce Development Board, addressed the Board. They serve Davie, Forsyth, Rockingham, Surry, Stokes, and Yadkin County. One of their primary functions is to provide oversight to the workforce system. The Northwest Piedmont Workforce Development Board has now partnered with the Library System. They plan to move the Yadkin County Career Center that is currently located at 236 N. Lee Street in Yadkinville to the Public Library building that is located at 233 E. Main Street in Yadkinville. It will be a smooth transition with no downtime for job seekers. They are already meeting with library staff. The current location is open three days a week; the other two days the staff is working in Surry County. The Workforce Development staff will be at the Yadkinville Library

location two days a week but library staff has agreed to help job seekers on the days that no Workforce Development staff members are present.

CONSENT AGENDA

Commissioner Zachary made a motion to approve the Consent Agenda items. Vice Chairman Moxley second.

Vote: 5/0.

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

Asbury-Church Road Capital Project Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Prep/Construction	4554942-51542	425,767	(68,026)	357,741
Administrative	4554942-51500	12,000	32,060	44,060
Contingency	4554942-58500	24,554	(24,554)	0
Transfer to General Fund	4554942-57070	0	60,520	60,520

Transfer of funds to clean up the Asbury-Church Road Capital Project and transfer unspent funds to the General Fund.

Asbury-Church Road Capital Project Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Transfer from General Fund	4554942-42410	462,321	(462,321)	0
Administrative	4554942-51500	44,060	(44,060)	0
Prep/Construction	4554942-51542	357,741	(357,741)	0
Transfer to General Fund	4554942-57070	60,520	(60,520)	0

Transfer of funds to close out the Asbury-Church Road Capital Project.

Revised Central Permitting Refund Policy

Previously the Board adopted a Refund Policy for Permits and Inspections that allowed refunds for clerical errors and partial refunds for septic system and well permits that failed the County’s inspection. The refund request still has to come before the Board of Commissioners for approval though. The revised Central Permitting Refund Policy allows refunds for the same reasons as previously approved by the Board but also authorizes staff to go ahead and submit the refund for payment without it going before the Board for approval first. They do have to report the refund to the Board of Commissioners at the next regularly scheduled Board Meeting.

Immunization Action Plan Agreement Addendum Revision 2 and Related Budget Amendment

Revision 2 of the Immunization Action Plan Agreement Addendum provides additional funding to implement the approved communication plan and purchase supplies. The following budget amendment is needed to add the additional funding:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Immunization State Funds	104516244198	17,758	4,919	22,677
Immunization Supplies/Materials	105416252010	6,094	4,919	11,013

The Board approved revision 2 of the agreement addendum, authorized the Interim County Manager to sign it, and approved the budget amendment.

Family Planning Agreement Addendum Revision 3 and Related Budget Amendment

Revision 3 of the Family Planning Agreement Addendum reduces the amount of funding for family planning due to a reduction in the Maternal and Child Health Block grant. The following budget amendment is needed to reduce the funding:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Family Planning State Funds	104516444203	50,828	(666)	50,162

Family Planning Contract Serv	105516451700	37,250	(666)	36,584
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The Board approved revision 3 of the agreement addendum, authorized the Interim County Manager to sign it, and approved the budget amendment.

Maternal Health Agreement Addendum Revision 1 and Related Budget Amendment

Revision 1 of the Maternal Health Agreement Addendum reduces the amount of funding for maternal health due to a reduction in the Maternal and Child Health Block grant. The following budget amendment is needed to reduce the funding:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Maternal Health State Funds	104516344199	29,635	(1,200)	28,435
Maternal Health Medical (Contract)	105516351520	33,000	(1,200)	31,800

The Board approved revision 1 of the agreement addendum, authorized the Interim County Manager to sign it, and approved the budget amendment

Carolina Cat Contract

Carolina Cat will perform inspections and provide maintenance services for the County's Lydall lift station generator and the Maranatha lift station generator. It is a five year contract. The Board approved the contract and authorized the Interim County Manager to sign it.

Ferguson Contract

The Ferguson master sales agreement is needed to allow the purchasing of supplies for the County's water & sewer lines. It is a five year contract. The Board approved the agreement and authorized the Interim County Manager to sign it.

SimplexGrinnell Contract

The SimplexGrinnell contract is for them to provide monitoring services for the fire alarm in the Courthouse. It is a five year contract. The Board approved the contract and authorized the Interim County Manager to sign it.

BOARD ACTION

YadTel Contract

Dale Ring addressed the Board. Yadkin County currently has a dedicated internet connection of 20/20 and it is straining to keep up with the demand. The County is being charged approximately \$1,560.00 per month for that connection. Time Warner has provided a quote to up the connection to 50/50 for approximately \$1,750.00 per month. The Yadkin Valley Telephone (YadTel) contract is for them to provide the County with a Metro Ethernet Service dedicated internet connection of 100/100 for approximately \$800.00 per month. Entering into the contract with Yadkin Valley Telephone will save the County money because of the decrease in the monthly service charge and it will greatly increase the County's internet connection speeds. They are a local company so that makes them easier to get in touch with if any questions or issues arise. It is a three year agreement. **Commissioner Zachary made a motion to approve the contract with Yadkin Valley Telephone for dedicated internet access and authorized the Interim County Manager to sign the contract. Vice Chairman Moxley second.**

Vote: 5/0.

Fraud Investigator Classification

Kim Harrell addressed the Board. An Eligibility Specialist will be retiring soon and she would like to reclassify that position to a Fraud Investigator position. A recent evaluation was done on the Food Stamp program and the State is concerned about program integrity since there is not a full-time fraud investigator. Two staff people spend approximately 25% of their time doing fraud investigations but with the other duties they have to perform they cannot devote any additional time to fraud investigations. Reclassifying the position would allow Human Services to have one full-time person who will spend all of their time doing fraud investigations. This will help Human Services process the fraud referrals in a timely manner.

Commissioner Welborn made a motion to add the classification of Fraud Investigator to the Yadkin County Pay and Classification Plan and to reclassify position #630025 from an Eligibility Specialist, Pay Grade 64, to a Fraud Investigator, Pay Grade 64. Commissioner Zachary second.

Vote: 5/0.

Part-time Temporary Fraud Investigator Position

Kim Harrell addressed the Board. Due to the limited amount of time the two Human Services employees have been able to devote to fraud investigations and the full implementation of NCFast, the fraud referral cases are backlogged. To assist with clearing up the backlog, Kim Harrell requested that a part-time temporary Fraud Investigator position be created. This position will not have any benefits and the person who fills it will work a maximum of 20 hours per week until the work is completed and the position is no longer needed. The goal is have the work completed by no later than the end of June so the temporary part-time position will not go into the next budget year. There are sufficient funds in their budget to cover this cost due to lapse salaries. **Commissioner Hemric made a motion to create a part-time temporary position to work as a Fraud Investigator, Pay Grade 64. Vice Chairman Moxley second.**

Vote: 5/0.

New Atlantic Contracting, Inc / Thomas H. Hughes Architecture Contract

Interim County Manager Hughes requested that this item be discussed in Closed Session. The consensus of the Board was to discuss it in Closed Session.

Lexipol, Inc. Contract

Sheriff Oliver addressed the Board. The NC Sheriff's Association has entered into a two year contract with Lexipol to provide law enforcement agencies with policy manual development assistance. During the two year period there will be no charge for the service. At the end of the second year, the Sheriff's Office will have the option to continue the contract on an individual basis at a cost of approximately \$7,300.00 per year. The cost is based on the size of the law enforcement agency. Lexipol, Inc provides policy manual content that is in compliance with Federal and North Carolina law requirements that can be customized to meet the needs of the Yadkin County Sheriff's Office through interactive software. The policy manual that is created from this service will be given to the County Attorney for his review. **Vice Chairman Moxley made a motion to approve the contract with Lexipol for the initial two-year period at no cost and authorized the Sheriff to sign the contract. Commissioner Welborn second.**

Vote: 5/0.

CALENDAR NOTES

- 1) December 5, 2014 – Groundbreaking Ceremony for the Yadkin County Agricultural and Educational Building at 2:00pm.
- 2) December 19, 2012 – Employee Christmas Lunch from 11 to 2 at the Yadkinville Methodist Church.
- 3) December 24 - 26, 2012 – County Offices Closed for Christmas.

MANAGER'S REPORTS/BOARD ACTION

Omega Contract

A contract is being finalized for Barry Hennings, of Omega Construction, to provide consulting services on the Yadkin County Agricultural and Educational Building construction project.

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.

COMMISSIONER COMMENTS

Vice Chairman Moxley thanked everyone for coming out today. A lot of people came to the Courthouse for the swearing in of the Sheriff, the Clerk of Court, and the Register of Deeds. He thanked Sheriff Oliver and his wife for coming today to see the re-elected Commissioners sworn in. He also thanked Phyllis Adams,

Bobby Castevens, Ray Shore, and Bobby Todd for coming today. He looks forward to continuing to work with the re-elected Commissioners. He was at the Memorial Park on Saturday and there were a lot of families out there with their kids playing on the playground. A couple of people were fishing and several people were walking on the trails. It is already being utilized pretty well. He looks forward to the groundbreaking on Friday for the Yadkin County Agricultural and Educational Building.

Commissioner Hemric thanked everyone for coming out. He appreciated them being here this morning. He has heard a lot about the Memorial Park. It is really taking off. He invited everyone to the groundbreaking for the Yadkin County Agricultural and Educational Building on Friday.

Commissioner Welborn thanked everyone for coming out. He congratulated all the ones who were sworn in this morning at the Courthouse. There was a big crowd there. He hadn't expected that many people to be at the Courthouse. Dale Ring has done a great job in IT. He is glad YadTel can assist the County. He likes to keep everything local if possible. The Finance Office has done an outstanding job. He also invited everyone out to the groundbreaking on Friday for the Yadkin County Agricultural and Educational Building.

Commissioner Zachary thanked everybody for being here this morning. It has been an exciting morning for Yadkin County. The Memorial Park is certainly something. He enjoyed the ribbon cutting for the Park. It was well attended. The County is just getting started on it. There are a lot of plans for that facility. It is something the whole county can be proud of. It will bring people into the County and hopefully they will spend some money while they are here. He also invited everyone to the groundbreaking for the Yadkin County Agricultural and Educational Building on Friday. That is a project the County has been working on for a pretty good while. He commended the Finance Office and Lisa Hughes for the excellent audit that had no findings. He is real proud of their service. It is good to see that even though the County has spent some money the County still has a very solid position. The County has had good management for the last several years. There were a lot of positives in the audit.

Chairman Austin thanked the Board members for their continued confidence in him acting as the Chair to the Board. He is very happy to serve with all the other Commissioners. Vice Chairman Moxley has been an excellent Vice Chair. All of the Commissioners on the Board are qualified to serve as Chair so he is grateful to have been chosen. It is something he enjoys doing. It is an honor to serve the Board and the County in this way.

Vice Chairman Moxley stated that with him serving as Vice Chair he has been able to attend pre-agenda meetings and to see what some of the duties of the Chairman are and those duties are quite extensive. Vice Chairman Moxley appreciates Chairman Austin's work.

Chairman Austin stated it was nice to see a Superior Court Judge at the Courthouse to officiate at the swearing in's that were done this morning. He is excited about the future. He looks forward to this Board staying together for a long, long time. He is really proud of the things they have done and looks forward to the things that they will do in the future.

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 Welborn second.

Vote: 5/0.

Commissioner Zachary made a motion to re-enter Closed Session for all the reasons previously stated. Vice Chairman Moxley second.

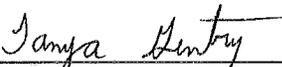
Vote: 5/0.

After a motion to come out of Closed Session was made and the Board was in **Open Session**, **Commissioner Hemric made a motion to approve the staffing proposal submitted by Cooperative Extension. Vice Chairman Moxley second.**

Vote: 5/0.

Vice Chairman Moxley made a motion to recess the meeting until 5:00pm tomorrow in the Board of Commissioners room. Commissioner Zachary second.

Vote: 5/0.



Prepared by Tanya Gentry
Clerk to the Board



Kevin Austin, Chairman
Yadkin County Board of Commissioners

12/15/14

Date approved by the
Yadkin County Board of Commissioners