

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

**Monday, December 15, 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 December 15, 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 Attorney, Ed Powell; 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 7:03pm.

**PLEDGE OF ALLEGIANCE** led by Courtney Elementary students: Jack Ploof, Olivia Murphy, and Owen Murphy.

## **ADJUSTMENTS TO/ADOPTION OF THE AGENDA**

**Commissioner Hemric 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 7:06pm.

## **APPROVAL OF MINUTES**

The November 21, 2014 Recessed and Closed Session Minutes were reviewed. The December 1, 2014 Regular and Closed Session Minutes were reviewed. Chairman Austin would like a change made to the December 1, 2014 Closed Session Minutes so they will be discussed in Closed Session. **Vice Chairman Moxley made a motion to approve both sets of the November 21, 2014 minutes and the regular set of minutes for December 1, 2014 as they were presented. Commissioner Welborn second.**

**Vote: 5/0.**

## **REPORTS/REQUESTS OF THE BOARD**

### **Recognize Let's Keep Yadkin Clean and Green Logo Contest Winner**

Colleen Church addressed the Board. The Yadkin County Beautification Committee held a Let's Keep Yadkin Clean and Green logo contest. The logo submitted by Abbie Ayers, of Forbush Middle School, was chosen as the winning logo. Abbie Ayers attended tonight's meeting with her mother and was recognized by the Board of Commissioners for her accomplishment.

### **Recognize Two Officers Who Have Completed the School Resource Officer Certificate Program**

Sheriff Oliver addressed the Board. The North Carolina Justice Academy has a certification program for sworn law enforcement officers who are either currently a School Resource Officer or have previously served as a School Resource Officer. The program requires 400 hours of training. The Sheriff's Office would like to recognize two officers tonight for attaining that certification. One of the officers is School Resource Officer James "JJ" Robison, who is the 130<sup>th</sup> officer in North Carolina to receive the certification. The other officer is Patrol Deputy Michael Brannon, who is the 132<sup>nd</sup> officer in North Carolina to receive the

certification. Chairman Austin and Sheriff Oliver presented Deputy Brannon with his framed certificate. School Resource Officer Robison could not be here tonight.

**CONSENT AGENDA**

**Commissioner Welborn made a motion to approve the Consent Agenda items as presented. Vice Chairman Moxley second.**

**Vote: 5/0.**

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

**Human Services/Medical Clinic Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Nursing & Medical Supplies	1055111-52010	3,500	(500)	3,000
Child Health Supplies	1055160-52010	4,500	(500)	4,000
Immunization Supplies	1055162-52010	6,094	(500)	5,594
Maternal Health Supplies	1055163-52010	4,700	(500)	4,200
Nursing & Medical Travel	1055111-54010	1,000	2,000	3,000

Additional funds are needed in travel to cover the costs of required trainings.

**Human Services/TB Funding Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Tuberculosis	1045121-44180	1,642	28	1,670
TB Contracted Services	1055121-51700	871	28	899

The County received additional State funds for TB.

**EMS Ambulance Facility Capital Project Ordinance Funds Transfer Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Prep Site/Construction	4054950-51542	28,706	(28,706)	0
Transfer to General Fund	4054950-57070	0	28,706	28,706
Transfer from Capital Projects	1044212-42413	0	28,706	28,706
Emergency Svcs Buildings	1054330-53010	5,000	15,000	20,000
Non-Departmental Prof Svcs	1059000-51500	36,233	13,706	49,939

The project came in \$28,706.00 under budget. EMS needs additional funding for the docking station and electrical work that is needed to connect the grant-funded generator to the main EMS building. This budget amendment transfers the project's unspent funds into the Emergency Services Buildings line and Non-Departmental Professional Services line.

**EMS Ambulance Facility Capital Project Ordinance Close-out Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Transfer from General Fund	4044950-42410	200,000	(200,000)	0
Site Prep & Construction	4054950-51542	171,294	(171,294)	0
Transfer to General Fund	4054950-57070	28,706	(28,706)	0

This funds transfer is needed to close-out the project.

**Authorize County Manager to Waive Animal Shelter Fees**

The Animal Shelter's fees include things like redemption fees, quarantine fees, immunization fees, spay/neuter fees, etc. There have been instances that warranted either the waiving of fees or the refund of fees that have already been paid. When these instances arise, the decision has to be delayed until the Board of Commissioners meets and approves either the waiving of the fee or the refunding of the fee. Allowing the County Manager to waive fees that warrant it would help the Animal Shelter operate more efficiently. The Board authorized the County Manager to waive fees at the Animal Shelter and directed her to report the waiving or refunding of fees to the Board at its next regularly scheduled meeting.

**Tax Adjustments & Refunds for November 2014**

The Tax Office submitted the tax adjustments and refunds for the month of November for the Board of Commissioners to review and approve. The Board approved the presented adjustments and refunds for the month of November 2014.

**Family Planning Agreement Addendum Revision 4 and Related Budget Amendment**

Revision 4 of the Family Planning Agreement Addendum increases the TANF out-of-wedlock birth prevention funds the County will receive as part of the agreement. The following budget amendment is needed to add the additional funding:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Family Planning State Funds	1045164-44203	50,162	1,000	51,162
Family Planning Salary	1055164-51010	82,403	1,000	83,403

The Board approved revision 4 of the agreement addendum and the budget amendment.

**Smart Start Child Care Subsidy Contract Amendment and Related Budget Amendment**

The Smart Start contract provides subsidized childcare for Yadkin County families who qualify for the subsidy program. The contract amendment increases the amount of funding for the program by \$37,804.00. The following budget amendment is needed to correct the funding:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Smart Start	1045320-42288	20,000	131,216	151,216
Daycare	1055320-57801	918,617	131,216	1,049,833

The Board approved the contract amendment and the budget amendment.

**Smart Start Child Care Health Consultant Contract Amendment**

The Smart Start contract is for health consultant services for children who are in child care. The contract amendment increases the amount of funding for the program by \$7,500.00. The Board approved the contract amendment and authorized the County Manager to sign it.

**Amerizon Wireless General Services Agreement**

Amerizon Wireless will install, maintain, and service communications equipment for the County's emergency vehicles on an as needed basis. 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 County Manager to sign it.

**G&B Oil Contract**

G&B Oil Company d/b/a G&B Energy will provide the Sheriff's Office with the propane, gas, and diesel fuel that is needed to operate their generators. The Board approved the contract and authorized the County Manager to sign it.

**Vomela General Services Agreement**

Vomela will design and apply graphics that are needed for the County's emergency vehicles. 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 County Manager to sign it.

**Add Classification of Corporal to Classification and Pay Plan & Reclassify Position #48**

Three Animal Control Officer positions were created within the Sheriff's Office. One person who is currently employed as a Detective in the Sheriff's Office has been assigned to Animal Control. The Sheriff intends for this employee to be the Lead Officer over the other two Animal Control Officers. The Sheriff requested the classification of Corporal be added to the Classification and Pay Plan and that position #48 be reclassified to this position. There will not be a change in pay associated with this reclassification. The Board added the classification of Corporal to the Classification and Pay Plan, with a pay grade of 65, and approved reclassifying position #48 Animal Control Officer to this classification.

### **Reclassify Three Positions in Sheriff's Office**

Three positions in the Sheriff's Office need to be reclassified because the employees in those positions are performing more duties than was expected. The Sheriff's Investigative Assistant employee in position #510051 is reviewing all the investigative reports, administering the software programs for criminal investigations, and managing the office, as well as performing the clerical tasks the position requires. The position is currently a pay grade 61. The Sheriff requested the position be reclassified to Administrative Support Specialist II at a pay grade of 63. The Terminal Agency Coordinator employee in position #511005 has taken on issuing concealed weapon permits, maintaining the sex offender registry, and coordinating & maintaining DNA collections, as well as the other duties required by the position. The position is currently a pay grade 62. The Sheriff requested the position be reclassified to Administrative Support Specialist II at a pay grade of 63. The Sergeant employee in position #510102 oversees the Civil Unit, maintains training records for all the officers, maintains the policies, and maintains the social media sites, as well as performs other duties. The position is currently a pay grade 66. Position #510102 was originally a Lieutenant's position before it was reclassified a couple of times. The Sheriff requested the position be reclassified back to a Lieutenant's position at a pay grade of 68. The reclassifications will better reflect the job duties that these employees are performing. The Board approved reclassifying position #510051, Sheriff's Investigative Assistant, pay grade 61, to Administrative Support Specialist II, pay grade 63; reclassifying position # 511005, Terminal Agency Coordinator, pay grade 62, to Administrative Support Specialist II, pay grade 63; and reclassifying position #510102, Sergeant, pay grade 66, to Lieutenant, pay grade 68.

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

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

### **BOARD ACTION**

#### **Resolution Honoring Senior Resident Superior Court Judge Gregory**

The Honorable Senior Resident Superior Court Judge Edgar B. Gregory is retiring and Commissioner Zachary read the following resolution honoring him and his achievements:

#### **RESOLUTION HONORING THE HONORABLE SENIOR RESIDENT SUPERIOR COURT JUDGE EDGAR B. GREGORY FOR HIS YEARS OF DISTINGUISHED SERVICE**

**WHEREAS**, the Honorable Senior Resident Superior Court Judge Edgar B. Gregory is retiring after serving as a District Court Judge in the 23<sup>rd</sup> District for 24 years and a Superior Court Judge in the 23<sup>rd</sup> Judicial District for 8 years; and

**WHEREAS**, after graduating from the Wake Forest University School of Law in 1970, he began his law career while serving his Country as a Lieutenant in the Coast Guard assigned to a legal office of the Fifth Coast Guard District in Portsmouth, Virginia; and

**WHEREAS**, in August of 1974 Edgar B. Gregory left the Coast Guard and became an associate in the McElwee & Hall law firm in North Wilkesboro, where he worked from August of 1974 to December of 1975; and

**WHEREAS**, he became a partner in the Wilkesboro law firm of Gregory & Joyce in January of 1976 and, while he was a part of the Gregory & Joyce practice, he served as the attorney for the Wilkes County School Board from 1978 to 1982; and

**WHEREAS**, he was elected District Court Judge for the 23<sup>rd</sup> District of North Carolina in November of 1982; and

**WHEREAS**, in December of 1994, District Court Judge Gregory was appointed as Chief District Court Judge by Chief Justice James B. Exum, Jr; and

**WHEREAS**, the Wilkes County Child Abuse Team presented Chief District Court Judge Gregory with the Ruth B. Canter Memorial Award for “Outstanding service to children and families in crisis” in April of 2004; and

**WHEREAS**, Chief District Court Judge Gregory was elected to an eight year term as the Superior Court Judge for the 23<sup>rd</sup> Judicial District in November of 2006; and

**WHEREAS**, throughout his career Senior Resident Superior Court Judge Gregory has exhibited the highest standards of competence, character, ethics, and morals; and

**WHEREAS**, he has conducted himself in a fair, compassionate, and professional manner and has treated those who came before him with respect.

**NOW, THEREFORE, BE IT RESOLVED** that the Yadkin County Board of Commissioners hereby expresses their admiration and appreciation to the Honorable Senior Resident Superior Court Judge Edgar B. Gregory for his many years of dedicated service to Yadkin County and extend to him sincere best wishes for a long and happy retirement.

Adopted on this the 15<sup>th</sup> day of December, 2014.

**Commissioner Zachary made a motion to adopt the Resolution Honoring the Honorable Senior Resident Superior Court Judge Edgar B. Gregory. Vice Chairman Moxley second.  
Vote: 5/0.**

**Health Insurance Budget Amendment**

County Manager Hughes addressed the Board. The County became partially self-insured in FY2012. The County pays Blue Cross & Blue Shield to administer the health insurance plan but it is the County that pays the medical claims. There is Stop-Loss reinsurance that goes into effect when the claims for a single incident exceed \$100,000.00. This fiscal year has already had high claims due to some members having serious medical issues. Members include employees, their spouses, their dependents and retirees. The County budgeted \$1.2 million for health insurance claims but that amount will not be sufficient to cover the fiscal year. The following budget amendment appropriates additional funds to cover the costs of insurance claims:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	5,525,940	580,791	6,106,731
Governing Body Group Ins	1054110-51350	7,050	2,400	9,450
Admin Group Ins	1054120-51350	20,093	6,840	26,933
Finance Group Ins	1054130-51350	30,668	10,440	41,108
Tax Group Ins	1054140-51350	45,825	15,600	61,425
Reval Group Ins	1054145-51350	35,250	12,000	47,250
LPA Group Ins	1054147-51350	10,575	3,600	14,175
Elections Group Ins	1054170-51350	14,100	4,800	18,900
Reg of Deeds Group Ins	1054180-51350	21,150	7,200	28,350
IT Group Ins	1054210-51350	28,905	9,840	38,745
Public Buildings Group Ins	1054260-51350	21,150	7,200	28,350
Sheriff Group Ins	1054310-51350	296,100	101,415	397,515
Communications Group Ins	1054311-51350	98,700	33,600	132,300
Liaison Group Ins	1054317-51350	28,200	9,600	37,800
Detention Group Ins	1054320-51350	155,100	52,800	207,900
EMS Group Ins	1054330-51350	224,895	76,560	301,455
Fire Marshal Group Ins	1054340-51350	7,050	2,400	9,450
Inspections Group Ins	1054350-51350	26,085	8,880	34,965
Animal Control Group Ins	1054380-51350	2,005	6,810	8,815
Planning Group Ins	1054910-51350	14,100	4,800	18,900
Soil & Water Group Ins	1054960-51350	21,150	7,200	28,350

Health Admin Group Ins	1055110-51350	19,740	6,720	26,460
Nursing/Medical Group Ins	1055111-51350	9,520	3,241	12,761
Preparedness Group Ins	1055120-51350	705	240	945
BCCP Group Ins	1055151-51350	1,410	480	1,890
Child Health Group Ins	1055160-51350	14,805	5,040	19,845
Immunization Group Ins	1055162-51350	2,115	720	2,835
Maternal Health Group Ins	1055163-51350	13,395	4,560	17,955
Family Planning Group Ins	1055164-51350	13,750	4,681	18,431
WIC Admin Group Ins	1055165-51350	1,060	361	1,421
WIC Nutrition Group Ins	1055166-51350	8,110	2,761	10,871
WIC Client Group Ins	1055167-51350	14,100	4,800	18,900
WIC Breastfeeding Group Ins	1055168-51350	4,585	1,561	6,146
WIC Peer Group Ins	1055170-51350	3,175	1,081	4,256
Environmental Hlth Group Ins	1055180-51350	19,035	6,480	25,515
Health Ed Group Ins	1055190-51350	5,640	1,920	7,560
Social Services Group Ins	1055300-51350	411,720	140,160	551,880
Veteran Services Group Ins	1055820-51350	7,050	2,400	9,450
Parks & Rec Group Ins	1056120-51350	28,200	9,600	37,800
Solid Waste Approp FB	6044000-49000	399,158	18,000	417,158
Solid Waste Group Insurance	6054710-51350	52,875	18,000	70,875
Water/Sewer Cont Svcs	6154714-51700	75,000	(1,209)	73,791
Water/Sewer Group Insurance	6154714-51350	3,550	1,209	4,759

**Commissioner Zachary made a motion to approve the Health Insurance budget amendment as presented and increase the premium amount per employee by \$2,400.00. Commissioner Welborn second.**

**Vote: 5/0.**

#### **Omega Construction Contract**

New Atlantic Construction Company was chosen to build the Yadkin County Agricultural and Educational Building that Thomas H. Hughes Architecture designed. This contract with Omega Construction is for them to provide a consultant who has the technical knowledge and experience needed to assist the County with overseeing the project. **Commissioner Welborn made a motion to approve the consulting contract with Omega Construction, not to exceed \$25,000.00. Commissioner Hemric second.**

**Vote: 5/0.**

#### **Designate Voting Delegate for 2015 Legislative Goals Conference**

Chairman Austin and Vice Chairman Moxley will be attending the 2015 Legislative Goals Conference. A voting delegate for Yadkin County needs to be designated by the Board. The Board discussed it. **Commissioner Zachary made a motion to designate Vice Chairman David Moxley as Yadkin County's voting delegate for the 2015 Legislative Goals Conference. Commissioner Welborn second.**

**Vote: 5/0.**

#### **CALENDAR NOTES**

- 1) December 19, 2012 – Employee Christmas Lunch from 11:00am to 2:00pm at the Yadkinville United Methodist Church.
- 2) December 24 - 26, 2012 – County Offices Closed for Christmas.
- 3) December 29, 2014 – The Joint Board of Commissioners/Board of Education Meeting has been canceled.
- 4) January 1, 2015 – County Offices Closed for New Year's.
- 5) January 15-16, 2015 – NCACC Legislative Goals Conference in Moore County.

#### **MANAGER'S REPORTS/BOARD ACTION**

##### **Annual Report**

Yadkin County's Annual Report has been printed and will be going out in the mail next week. There is an error with the School Superintendent's name and Dr. Martin, the Superintendent, has been contacted about it.

## **MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED**

### **Rowan County Interlocal Agreement**

This interlocal agreement allows Yadkin County to provide inspection services and Plan Review on behalf of Rowan County when needed. It also allows Rowan County to provide Yadkin County with comparable inspection services when needed.

### **Cox & Company Contract**

The Cox & Company contract is for them to provide the Tax Office with software that enables the County to provide on-line tax listings for businesses and individuals.

### **D & F Catering Contract**

The D & F Catering contract is for them to provide food and catering services for the employee Christmas luncheon on December 19, 2014.

### **NetMotion Wireless Contract**

The contract with NetMotion Wireless is for them to provide the IT Department with open-ended mobile/wireless support.

### **Tommy's Stump Removal Contract**

The contract with Tommy's Stump Removal is for them to trim the maple tree and the live oak tree located on the Courthouse lawn.

### **Wilkes Connections Contract**

The Wilkes Connections contract is for them to install conduit and Cat 6 wiring for the cameras located in the old jail.

## **BOARD VACANCIES/APPOINTMENTS**

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

There are three vacancies on the Joint Nursing Home and Adult Care Home Community Advisory Committee.

### **Human Services Advisory Committee**

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

### **Workforce Development Board**

There is a vacancy on the Board for someone from the business sector. Eddie Norman has agreed to serve on the Board. **Commissioner Hemric made a motion to appoint Eddie Norman to the Workforce Development Board. Commissioner Zachary second.**

**Vote: 5/0.**

### **Piedmont Triad Regional Development Corporation Board**

The Piedmont Triad Regional Council has requested someone be appointed to serve on the new Piedmont Triad Regional Development Corporation Board. Wayne Moore has agreed to serve on the Board.

**Commissioner Zachary made a motion to appoint Wayne Moore to the Piedmont Triad Regional Development Corporation Board. Commissioner Hemric second.**

**Vote: 5/0.**

### **Northwest Regional Library Board**

Mr. Lewis resigned from serving on the Northwestern Regional Library Board of Trustees. The Jonesville Town Council recommended appointing Anita Darnell to serve on the Board. **Vice Chairman Moxley made a motion to appoint Anita Darnell to the Northwestern Regional Library Board of Trustees. Commissioner Welborn second.**

**Vote: 5/0.**

## **COMMISSIONER COMMENTS**

**Commissioner Hemric** thanked everyone for coming out tonight. He thanked the Courtney Elementary students for leading the Pledge of Allegiance. He thanked Colleen Church for being here and recognized Abbie Ayers for winning the Let's Keep Yadkin Clean and Green logo contest. He wished everyone a Merry Christmas.

**Commissioner Welborn** thanked everyone for coming tonight. The students who led the Pledge did a real good job. He recognized Abbie Ayers for winning the Let's Keep Yadkin Clean and Green logo contest. He wished everyone a Merry Christmas.

**Commissioner Zachary** thanked those who attended tonight's meeting. He thanked the Courtney Elementary students for leading the Pledge. They did a great job. He thanked Abbie Ayers. She did a nice job on the logo. He congratulated the Starmount football team, the varsity Rams. They had a very successful season. They made it to the State finals. He is proud of how they represented Yadkin County. He wished everyone a Merry Christmas and a Happy New Year.

**Vice Chairman Moxley** thanked everyone who came out tonight. He thanked the Courtney Elementary students for leading the Pledge. He congratulated Abbie Ayers for winning the Let's Keep Yadkin Clean and Green logo contest. He congratulated Officer Robison and Deputy Brannon for earning their School Resource Officer certification. He wished everyone a Merry Christmas and a Happy New Year.

**Chairman Austin** recognized Judge Gregory. He has been a great friend to Chairman Austin. He has been great for this County. He looks forward to welcoming the new Superior Court Judge who will be following in the fine footsteps of Judge Gregory. He gave his best wishes to Judge Gregory.

**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. 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**, **Vice Chairman Moxley made a motion to approve the Administration and Finance reorganization as presented by the County Manager. Commissioner Welborn second.**

**Vote: 5/0.**

**Commissioner Hemric made a motion to create a Lead Animal Services Technician classification, add it to the Classification and Pay Plan at a pay grade 64 and authorized the transfer of the Roels position to that classification. Commissioner Zachary second.**

**Vote: 5/0.**

**Commissioner Welborn made a motion to adopt the December 1, 2014 Closed Session Minutes with noted changes. Vice Chairman Moxley second.**

**Vote: 5/0.**

**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  
Kevin Austin, Chairman  
Yadkin County Board of Commissioners

1/5/2015  
Date approved by the  
Yadkin County Board of Commissioners