YADKIN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION MINUTES
Monday, June 15, 2015

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 June 15, 2015 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 Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA
Commissioner Zachary made a motion to adopt the Agenda as presented. Vice Chairman Moxley second.
Vote: 5/0.

PUBLIC COMMENTS
There were no speakers. Chairman Austin closed the Public Comments at 7:05pm.

APPROVAL OF MINUTES
The May 26, 2015 Emergency and Closed Session Minutes were reviewed. The June 1, 2015 Regular and Closed Session Minutes were reviewed. Chairman Austin requested a change to the May 26, 2015 Emergency Session Minutes. About halfway down where it says, "... the Medicaid provider number that is assigned by the State, it should say "... the Medicaid provider number that is assigned by CMS".
Commissioner Welborn made a motion to approve all four sets of minutes with the noted change. Commissioner Hemric second.
Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD
There were no reports to the Board.

CONSENT AGENDA
Vice Chairman Moxley made a motion to approve the Consent Agenda items as presented. Commissioner Zachary 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
Elections – Supplies & Materials	1054170-52010	21,200	(5,000)	16,200
Elections – Salaries	1054170-51010	72,167	4,950	77,117
Elections - Retirement	1054170-51330	5,139	50	5,189

Transfer of funds to cover salary and retirement costs for the remainder of the fiscal year.

EMS/Fuel Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Gasoline/Diesel Fuel	1054330-52350	70,000	8,183	78,183
Travel/Training	1054330-54010	1,400	(697)	703
Telephone	1054330-54200	12,900	(1,597)	11,303
Utilities	1054330-54300	27,915	(3,000)	24,915
Supplies & Materials	1054330-52010	500	(500)	0
Data Processing Supplies	1054330-52013	5,500	(1,589)	3,911
Equipment Maintenance	1054330-53020	12,200	(800)	11,400

Transfer of funds to cover fuel costs for the remainder of the year.

Emergency Services/Salaries Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Salaries & Wages	1054330-51010	1,388,675	10,500	1,399,175
Salaries & Wages Part-time	1054330-51030	256,100	(10,500)	245,600

Transfer of funds to cover additional costs associated with coverage at the Yadkin Valley Community Hospital Emergency Department.

Finance/Radio Upgrade Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Non Dept – Public Relations	1059000-51705	20,000	(3,000)	17,000
Non Dept – Radio Upgrade	1059000-56520	743,755	3,000	746,755

Transfer of funds to cover costs of road and real property improvements that were necessary for the Radio Upgrade Project

Human Services/DSS & AS Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Service & Maint	1055300-51701	60,000	(2,000)	58,000
Special Needs FC	1055320-57630	5,000	(5,000)	0
Foster Children Funds	1055320-57680	30,000	(4,000)	26,000
Lawyer Fees – DSS	1055320-57520	132,000	4,000	136,000
Professional Services	1054380-51500	8,771	1,000	9,771
Departmental Supplies	1054380-52014	16,125	1,000	17,125
Retirement	1054380-51330	7,137	300	7,437
Sheriff – Food & Provisions	1054320-52200	272,421	4,700	277,121

Transfer of funds to cover expenses for the remainder of the fiscal year.

Human Services/Medicaid Reimbursement Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Medical Assistance Admin.	1045320-42218	488,869	63,787	552,656
Salaries	1055300-51010	2,192,708	63,787	2,256,495

Human Services received requested Medicaid Reimbursement funds of $63,787.00.

Human Services/Payroll Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
FP Lab	1055164-52035	3,750	(1,082)	2,668
EH Travel/Training	1055180-54010	1,800	(1,000)	800

Health Ed Salary	1055190-51010	16,955	1,947	18,902
Health Ed Retirement	1055190-51330	1,239	135	1,374

Transfer of funds to cover payroll for the remainder of the fiscal year.

Sheriff's Office/Animal Control Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Sheriff – Salaries	1054310-51010	1,483,209	(5,000)	1,478,209
Animal Control - Salaries	1054380-51010	101,836	5,000	106,836

Transfer of funds to cover salaries for the remainder of the fiscal year.

Sheriff's Office/Inmates Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Sheriff – Fees	1044310-44130	45,000	2,920	47,920
Sheriff – Miscellaneous	1044310-48900	4,500	3,250	7,750
Jail – Fees	1044320-44141	2,500	1,550	4,050
Jail – Commission Vending	1044320-48985	5,500	7,330	12,830
Tax Adm – Travel & Training	1054140-54010	6,000	(2,000)	4,000
Tax Adm – Postage	1054140-54250	30,000	(4,500)	25,500
Reval – Postage	1054145-54250	9,200	(6,000)	3,200
LPA – Contracted Services	1054147-51700	2,470	(500)	1,970
LPA – Travel & Training	1054147-54010	3,000	(2,000)	1,000
LPA – Telephone	1054147-54200	550	(400)	150
Jail – Food & Provisions	1054320-52200	272,421	41,165	313,586
Non-Departmental – Dues & Subsc.	1059000-55500	25,000	(3,000)	22,000
Non-Departmental – MUNIS	1059000-55045	20,000	(19,000)	1,000
Debt Services	1059830-58235	32,897	(32,897)	0
Jail – Medical	1054320-51520	164,500	44,182	208,682

Transfer of funds to cover the medical and food & provision costs of jail inmates for the remainder of the fiscal year.

Sheriff's Office/Utilities Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Sheriff – Professional Services	1054310-51500	2,000	(800)	1,200
Sheriff – Data Processing Supplies	1054310-52013	500	(50)	450
Sheriff – Uniforms	1054310-52060	22,091	(750)	21,341
Sheriff – Postage	1054310-54250	2,500	(100)	2,400
Sheriff – Dues & Subscriptions	1054310-55500	1,600	(550)	1,050
Communications – Supplies & Mat.	1054311-52010	250	(250)	0
Communications – Travel/Training	1054311-54010	300	(300)	0
Jail - Uniforms	1054320-52060	7,000	(1,300)	5,700
Jail – Supplies & Materials	1054320-52010	1,500	(250)	1,250
Jail – Janitorial Supplies	1054320-52015	10,000	(200)	9,800
Jail - Equipment	1054320-56010	1,000	(450)	550
Sheriff – Telephone	1054310-54200	16,896	4,000	20,896
Sheriff – Utilities	1054310-54300	28,000	1,000	29,000

Transfer of funds to cover utility costs for the remainder of the fiscal year.

Sheriff's Office/Retirement Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Sheriff – Retirement	1054310-51330	10,893	1,550	12,443

Sheriff - Salaries	1054310-51010	1,483,209	(1,550)	1,481,659

Transfer of funds to cover retirement costs for the remainder of the fiscal year.

Sheriff's Office/Salaries Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Sheriff – Salaries	1054310-51010	1,478,074	(12,000)	1,466,074
Administration – Salaries	1054120-51010	175,353	7,000	182,353
Building Inspections - Salaries	1054350-51010	147,240	5,000	152,240

Transfer of funds to cover salary costs for the remainder of the fiscal year.

Solid Waste/Fees Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
E-Waste Fee	6054710-54321	1,300	2,500	3,800
Recycling Fee	6054710-54319	9,200	(2,500)	6,700

Transfer of funds to cover the disposal and recycling costs of TV's for the remainder of the fiscal year.

Solid Waste/Salaries Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Solid Waste – Salaries Part-time	6054710-51030	29,805	(14,000)	15,805
Solid Waste – Salaries	6054710-51010	184,037	14,000	198,037

Transfer of funds to cover salary costs for the remainder of the fiscal year.

Tax Department/Bldg. & Grounds Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Fees	1054140-52025	90,800	(600)	90,200
Public Bldgs - Bldg/Grounds	1054260-53010	49,032	600	49,632

Transfer of funds to cover the costs of building materials and insulation for the walls under the windows in the Tax Office.

Tax Department/LPA Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Salaries	1054140-51010	244,571	(3,880)	240,691
Travel	1054147-54010	3,000	(647)	2,353
Salaries	1054147-51010	44,758	4,527	49,285
FICA	1054140-51300	15,273	(280)	14,993
FICA	1054147-51300	2,775	280	3,055
Medicare	1054140-51310	3,572	(66)	3,506
Medicare	1054147-51310	649	66	715
Retirement	1054140-51330	17,417	(320)	17,097
Retirement	1054147-51330	3,164	320	3,484
Group Insurance	1054140-51350	85,475	(1,575)	83,900
Group Insurance	1054147-51350	19,275	1,575	20,850

Transfer of funds to cover salary and salary related costs associated with making a part-time LPA employee a fulltime LPA employee.

Various/Vehicle Replacement Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	6,113,287	359,000	6,472,287
Transfer to Capital Projects	1054212-57030	3,500,000	274,000	3,774,000

Schools Capital Outlay	1055912-57001	305,000	85,000	390,000

Appropriation of fund balance to place funds in the Vehicle Replacement Capital Project line to be used to purchase vehicles next fiscal year and to assist the Yadkin County Public Schools with the purchase of a new activity bus.

Tax Adjustments & Refunds for April & May of 2015

The Tax Office submitted the tax adjustments and refunds for the months of April and May for the Board of Commissioners to review and approve. The Board approved the presented adjustments and refunds for the months of April and May of 2015.

Amended Scrap Tire Recycling Policy & Addition of $80.00 Fee to Solid Waste Fee Schedule

The County is required by Statute to accept scrap tires and a fee cannot be charged for tires generated in North Carolina. The tire retailers charge an Advance Disposal Fee when tires are purchased and those funds are distributed to counties to assist with the disposal and recycling costs. The County has been accepting unlimited quantities of scrap tires. Solid Waste recommends that the Scrap Tire Program policy be amended. The policy should state that the County will accept a maximum of five (5) tires from anyone per year unless they have a completed and signed Scrap Tire Certification form. Also, the tires must be off the rim. A fee of $80.00/ton should be charged for tires that do not have documentation that shows they were generated in North Carolina. This will assist Solid Waste staff in managing the program better. The Board approved the amended Scrap Tire Recycling Policy and the addition of the requested $80.00/ton fee to the Solid Waste Fee Schedule.

Amended Electronics Disposal Policy and Revised Solid Waste Fee Schedule

The County has been accepting an unlimited amount of electronics, regardless of their condition, for disposal. Due to changes in the commodities market, the County's current recycling vendor has started charging the County fees to accept some of the electronic items, especially TV's. Solid Waste recommends that the County start charging fees to accept certain electronic items. They propose a fee of $6.00 for TV's and computers up to 32" that are completely intact and have their cord. If the item is broken or parts are missing, the fee will be $10.00. They propose a fee of $10.00 for TV's and computers over 32". If the item is broken or parts are missing, the fee will be $20.00. The fees collected from citizens will be used to help offset the costs the recycling vendor is charging the County. The Board approved the amended Electronics Disposal Policy and the revised Solid Waste Fee Schedule.

Adopt Classification and Pay Plan for FY2016

Each year the Board is asked to adopt the Classification & Pay Plan. The Plan has been revised to eliminate classifications that are no longer needed and to add new classifications as deemed appropriate for FY2016. Revisions can be adopted by the Board as needed during the fiscal year. The Board adopted the Classification and Pay Plan as presented, effective July 1, 2015.

Designate Piedmont Triad Regional Council 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, 2015. 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, 2015 through June 30, 2016.

East Bend God & Country Celebration Fireworks Display Permit

The East Bend God & Country Celebration is set for Saturday, June 27, 2015 at 9:30pm. The alternate date is Saturday, July 11, 2015 at 9:30pm. The Fire Marshall has reviewed the permit information and recommends the Board approve the permit. The Board approved the Fireworks Display Permit as requested.

Hoke's Lock Shop General Services Agreement

Hoke's Lock Shop will provide the County with general locksmith services. The contract requires pre-audited task orders for work to be performed. The Board approved the contract and authorized the County Manager to sign it.

Electronic Document Logistics, Inc. (EDL) Contract
Electronic Document Logistics will provide services that allow individuals to electronically submit documents to the Register of Deeds Office. The Board approved the contract and authorized the County Manager to sign it.

Simplifile, LC Contract
Simplifile will provide services that allow individuals to electronically submit documents to the Register of Deeds Office. The Board approved the contract and authorized the County Manager to sign it.

ePlus Contract & Related Budget Amendment
The firewalls the County currently uses do not have the ability to be updated to meet the PCI compliance requirements that are needed. ePlus will furnish, configure, and install new firewalls that will meet the PCI compliance requirements. The budget amendment below will be needed to cover the costs associated with this contract:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Software Contracts	1059000-55043	154,175	(4,000)	150,175
Social Ser Utilities	1055300-54300	20,000	(2,500)	17,500
Social Ser Vehicle Maintenance	1055300-53040	4,000	(1,600)	2,400
Assist Pro Gen Assist	1055320-57560	7,500	(3,900)	3,600
Technology Capital	1059000-56020	176,000	12,000	188,000

The Board approved the budget amendment and the contract and authorized the County Manager to sign the contract.

Encroachment & Hold Harmless Agreement with Lydall
To improve water quality and operational efficiency on the HWY 21 waterline it has been recommended that two flushing systems be placed at two specific points on the waterline. One of the specific points on the waterline where a flushing system may go is on land owned by Lydall. The Encroachment & Hold Harmless agreement will allow for Lydall to grant the County permission to install and maintain a water flushing system and pipe the flushed water into Lydall's nearby concrete catch basin. Lydall officials and employees will be held harmless and the company will be indemnified from any maintenance obligations. The Board approved the agreement with Lydall to allow a County water flushing system to be installed in front of, and across, a portion of the Lydall facility.

Blue Cross Blue Shield Agreement
Blue Cross Blue Shield provides elective dental insurance to the employees of Yadkin County. The agreement includes a 10% fee that is paid to CMS Insurance. CMS Insurance serves as the County's insurance broker. The Board approved the Agent Fees Collection Agreement and authorized the County Manager to sign it.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING
Reset the Date for a Public Hearing to Consider Rezoning of PIN# 4855047719
Mike Poston addressed the Board. A Public Hearing was set to be held tonight on rezoning PIN# 4855047719 from Community Business (CB) to Rural Agriculture (RA). Notice of any zoning hearing has to be published in the local newspaper twice. The two notices are to be run sometime between 10 and 25 days prior to the hearing. Unfortunately, all the advertising requirements were not met so the Public Hearing cannot be held tonight. He requested that the date and time for the Public Hearing be reset to July 6, 2015 at 9:00am. **Commissioner Hemric made a motion to reset the public hearing to consider rezoning of PIN# 4855047719, located at 5503 St. Paul Church Rd., from Community Business (CB) to Rural Agriculture (RA) to July 6, 2015 at 9:00am. Commissioner Zachary second.**
Vote: 5/0.

CALENDAR NOTES
1) June 23, 2015 – Special Meeting & Public Hearing on FY2015-2016 Budget will be held at 7:00pm in the Commissioners' Room.

2) June 29, 2015 – The Joint Meeting with the Board of Education has been postponed. The next Joint Meeting will be August 31, 2015.
3) July 3, 2015 – County Offices will be Closed for Independence Day.

Chairman Austin recessed the meeting at 7:11pm.

Chairman Austin called the meeting back to order from recess at 7:44pm. The recess was needed for the County to continue preparing for the Hearing on the Hospital that will take place in Edenton, NC tomorrow.

BOARD ACTION

Reclassify Processing Assistant to Administrative Support Specialist I

Human Services wants to reclassify a Processing Assistant position that is located in the Medical Clinic. The position became vacant earlier this month when the employee in that position resigned. The needs of the Clinic were evaluated and Human Services would like to reclassify the vacant position into an Administrative Support Specialist I position. The Administrative Support Specialist I position will be more of an office manager type position that could possibly supervise the support staff of the Medical Clinic. They would like to be able to fill the position as soon as possible. **Commissioner Zachary made a motion to reclassify position # 700024 from a grade 59 – Processing Assistant to a grade 61 – Administrative Support Specialist I position. Commissioner Welborn second.**
Vote: 5/0.

MANAGER'S REPORTS/BOARD ACTION

NCACC Conference

The North Carolina Association of County Commissioners Conference will be held in Pitt County on August 20-23, 2015. The Commissioners were asked to check their calendars to see if they would like to attend the conference.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Carolina Software Contract

Carolina Software will provide the County with WasteWORKS software and training on that software.

Communications International Contract

Communications International will install over temperature devices at each of the three RF shelters at the radio tower sites. The devices will alarm if the temperature gets too hot.

Lyndhurst Gynecologic Associates Contract

Lyndhurst Gynecologic Associates will provide gynecological services to patients referred to them by the Yadkin County Medical Clinic.

BOARD VACANCIES/APPOINTMENTS

Human Services Advisory Committee

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

Joint Nursing Home and Adult Care Home Community Advisory Committee

Brenda Holbrook has volunteered to serve on the Committee. **Vice Chairman Moxley made a motion to appoint Brenda Holbrook to the Joint Nursing Home and Adult Care Home Community Advisory Committee. Commissioner Hemric second.**
Vote: 5/0.

Richmond Hill Law School Commission

John Hutchens, Judy Jester, Barbara Norman, Sherry Poindexter, and Wayne Matthews are serving terms that expire at the end of this month. The Richmond Hill Law School Commission has asked that all five of them be reappointed to serve another three year term. **Vice Chairman Moxley made a motion to reappoint John Hutchens, Judy Jester, Barbara Norman, Sherry Poindexter, and Wayne Matthews to the Richmond Hill Law School Commission to serve a three year term that expires at the end of June 2018. Commissioner Welborn second.**

Vote: 5/0.

Workforce Development Board
The Workforce Development Board has requested that the Yadkin County Board of Commissioners appoint Andrew Egbert, of Reynolda Manufacturing, to serve on their Board. Reynolda Manufacturing is located in Yadkin County and Andrew Egbert resides in Yadkin County. **Vice Chairman Moxley made a motion to appoint Andrew Egbert to the Northwest Piedmont Workforce Development Board. Commissioner Zachary second.**
Vote: 5/0.

COMMISSIONER COMMENTS
Vice Chairman Moxley was glad to see everyone who was here tonight. He was sorry for the delay in the meeting while the County prepared for tomorrow.

Commissioner Hemric thanked everyone for coming out. He hopes everything works out for the County tomorrow. He appreciated those who attended tonight's meeting.

Commissioner Welborn was glad to see everyone here. He commented on the Clerk to the Board, Tanya Gentry. He said she has worked for the Board for over four years and you can count on one hand the mistakes that she has made.

Commissioner Zachary thanked everybody for coming out tonight. Tomorrow is a big day for the County. A lot of moral support is being sent with the County representatives who will be attending the Hearing tomorrow. He hopes everything turns out well. He recognized the Forbush High School Varsity girls softball team. They played at the State championship and represented Yadkin County very well. He also recognized the Forbush girls soccer team. They also played at the State championship.

Chairman Austin thanked the staff for their work. He thanked Kitsey Burns for being here.

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 Welborn 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 add a Sheriff's Office Budget Amendment to the agenda and to approve the Budget Amendment as presented. Commissioner Zachary second.**
Vote: 5/0.
The budget amendment is as follows:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Sheriff – Vehicles	1054310-56100	127,775	(10,000)	117,775
Sheriff – Vehicle Maintenance	1054310-53040	45,000	10,000	55,000

Commissioner Zachary made a motion to grant a sidewalk easement for 205 School Street in East Bend as a donation to the Town of East Bend and East Bend School to install sidewalks, provided that the Town of East Bend handles the necessary paperwork. Vice Chairman Moxley second.
Vote: 5/0.

Commissioner Hemric made a motion to authorize the County Manager to amend the General Services contract with Dorsett Technologies for an additional $8,000.00 to proceed with HVAC unit repair and replacement at the Hospital facility. Commissioner Welborn second.
Vote: 5/0.

Vice Chairman Moxley made a motion to adjourn. Commissioner Zachary second. Vote: 5/0.

Tanya Gentry

Prepared by Tanya Gentry
Clerk to the Board

Kevin Austin, Chairman
Yadkin County Board of Commissioners

7/6/2015

Date approved by the
Yadkin County Board of Commissioners