

YADKIN COUNTY BOARD OF COMMISSIONERS REGULAR SESSION MINUTES

Monday, August 3, 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 Monday, August 3, 2015 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; County Manager, Lisa Hughes; and Clerk to the Board, Tanya Gentry.

INVOCATION given by Chairman Austin.

CALL TO ORDER by Chairman Austin at 9:01am.

PLEDGE OF ALLEGIANCE led by Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

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

Vote: 5/0.

PUBLIC COMMENTS

There were no public comments. Chairman Austin closed the Public Comments at 9:03am.

APPROVAL OF MINUTES

The July 20, 2015 Regular and Closed Session Minutes were reviewed. **Commissioner Zachary made a motion to approve both sets of minutes as presented. Commissioner Welborn second.**

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

Human Services Update

Kim Harrell addressed the Board. Work First participant drug screening is starting. The drug testing will be done off of a statewide contract so Yadkin County's participants will have to go to Northern Surry Hospital for testing. That is the closest provider to Yadkin County that is on the State contract. At the beginning of July the Eligibility staff had approximately 500 Medicaid re-certifications that needed to be done. The staff has been working hard to get those finished and by Friday they only had approximately two left to do. DSS has been reviewing the juvenile code changes that have occurred in the Statutes. Most of the juvenile code changes will go into effect on October 1st. One of the things that came out of those legislative changes will mean that, effective January 1st, DSS will no longer be involved in daycare investigations of abuse and/or neglect. The Division of Child Development will do those investigations. The channels for reporting daycare abuse and/or neglect will remain the same. A certified Navigator will begin having office hours in Yadkin County on August 19th. The Navigator's job is to help citizens navigate the Federal marketplace's healthcare.gov website and choose the best medical insurance for them. Open enrollment for the Federal marketplace's medical insurance begins November 1st. The Health Department has begun working on the Community Health Assessment. The survey is available on the County's website and it has been emailed out. Their goal is to have 500 surveys completed and returned to them. To date they have received approximately 150 surveys back. They received some State funding for Project Lazarus. With that funding, they were able to provide a pill drop box at the Jonesville Police Department. The old drop box is still located at the Sheriff's Office so medication can still be taken there as well. A billboard has been put up

letting people know about the new pill drop box and a mailing is going to be sent out to residents in the Jonesville zip code. A Board of Health Handbook was prepared and has been given to the Board of Commissioners. Kim Harrell went over a little bit of the Handbook. It contains information on Human Services, the Board of Health Meeting dates, a membership roster, information on the Human Services Advisory Committee, and copies of the Statutes that govern Public Health. Later on today, in Board Action, the Board will be asked to adopt the Handbook.

CONSENT AGENDA

Commissioner Welborn 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:

Human Services/Medicaid Cost Settlement Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
CAP DA	1045320-42270	234,995	1,330	236,325
CAP DA	1055320-57790	66,500	1,330	67,830

Human Services received additional CAP/DA Medicaid Cost Settlement for At Risk Case Management funding.

Heritage Crystal-Clean Contract

Heritage Crystal-Clean will collect and recycle motor oil and oil filters from the Yadkin County landfill. They profit primarily from recycling the oil. The fees they charge are based on the current oil market conditions. The oil market has been doing well so they often do not charge the County anything. The contract automatically continues until either party terminates the agreement with ten days' written notice. The do not exceed amount is \$300.00 per fiscal year. The Board approved the contract and authorized the County Manager to sign it.

ESRI Contract

ESRI will provide GIS software licensing and support. It is a three year renewal contract. The Board approved the contract and authorized the County Manager to sign it.

Facility Dude Contract

Facility Dude will provide GIS website hosting services. They are currently providing this same service under their old company name, Mobile 311. The Board approved the contract and authorized the County Manager to sign it.

Memorandum of Understanding Form for Register of Deeds

The MOU outlines the responsibilities of the County and the user who wants to electronically record documents in the Register of Deeds Office. Each user will be required to sign the MOU before they can E-record anything. The Board approved the blank Memorandum of Understanding (MOU).

CataLogic (SyncSort) Contract

CataLogic will provide SyncSort BEX/DPS backup software support and maintenance services. The Board approved the contract and authorized the County Manager to sign it.

USDA Grant Award Documents

The County has eight watershed dam structures that are classified as High Hazard. These structures were built in the 1960's and 1970's and they are in need of some major repairs. The USDA has offered the County grant funds to be used to hire an engineer to assess the current conditions of the structures and offer recommendations on how to prolong their life. These assessments are required in order for the County to apply for financial assistance to repair/retrofit the structures. The Board approved the grant package from the USDA in the amount of \$160,000.00 for assessments of eight flood control structures in Yadkin County.

Carolina Recording Systems Contract

Carolina Recording Systems provides support and maintenance services for the communication recording system that the Sheriff's Office uses to record 911 center calls and radio traffic. The Board approved the contract and authorized the County Manager to sign it.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

Set a Public Hearing to Consider Rezoning of PIN# 581400635187

Dawn Vallieres addressed the Board. Advantage Machinery Services has submitted an application to rezone PIN# 581400635187 from Rural Agriculture to Highway Business. The parcel is located in the Economic Development Area in the County Land Use Plan. The Planning Board has reviewed the request and has voted to recommend the Board of Commissioners approve the rezoning. **Commissioner Zachary made a motion to set a Public Hearing on August 17, 2015 at 7:00pm to consider rezoning of PIN# 581400635187, located on US 601 Highway South, from Rural Agriculture (RA) to Highway Business (HB). Commissioner Welborn second.**

Vote: 5/0.

BOARD ACTION

EMS Budget Amendment

Keith Vestal addressed the Board. In June EMS received North Carolina Tier II grant funds. The funds could not be spent by the end of FY2015 so EMS requested the funds be re-appropriated in FY2016 for expenditure. The funds must be spent as stipulated in the Grant Award Notification agreement. The following budget amendment is needed to appropriate the funds in FY2016:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	2,530,634	1,104	2,531,738
Equipment	1054330-56010	75,000	1,104	76,104

Commissioner Hemric made a motion to approve the budget amendment as presented. Vice Chairman Moxley second.

Vote: 5/0.

Southern Health Partners Contract Amendment

Sheriff Oliver addressed the Board. Southern Health Partners provides medical services for the inmates at the Detention Center. They currently provide services 20 hours per week but with this contract amendment they will provide medical services 84 hours per week. The contract cost will increase a little over \$83,000.00 but having them at the jail 12 hours a day, 7 days a week will greatly reduce the inmate ER/hospital visits. The County will see a reduction in ER/hospital bill costs and a reduction in the costs associated with transporting inmates to those facilities for medical treatment. Detention Center staff will no longer have to dispense inmate medications, do sugar checks, and blood pressure checks; the Southern Health Partners staff will do that. **Commissioner Welborn made a motion to authorize acceptance of the amended Southern Health Partners agreements and authorize the County Manager to execute the agreements.**

Commissioner Zachary second.

Vote: 5/0.

Aramark Contract

Sheriff Oliver addressed the Board. Aramark Correctional Services provides meals for the inmates at the Detention Center. This contract is for five years. The estimated cost for FY2016 is \$197,100.00 with a per meal cost of \$2.25. The contract cost will increase over the next four years as the per meal price increases. By the end of the contract, the per meal cost will be \$3.25. The cost of the meals is included in this year's budget. The contract can be terminated with 90 days written notice. Sheriff Oliver stated that Aramark is charging the jails they are doing new contracts with a minimum per meal cost of approximately \$3.00. The Yadkin County contract was negotiated to keep the cost of the meals below \$3.00 for the first three years and at \$3.00 for the fourth year. The Sheriff's Office compared Aramark's per meal price with the per meal prices of some other vendors and Aramark's pricing was the lowest. A correction is needed on Attachment A of the contract. The line that has "July 1, 2019 to June 30, 2015" needs to be changed to say "July 1, 2019 to June 30, 2020". The Board discussed the calorie count of the meals. The calorie count can vary a little but Aramark is to provide, at a minimum, 2300 calorie meals. A dietitian approves the meal plan to ensure it

meets the minimum meal requirements that are set by the State. The meals Aramark provides to Yadkin County inmates exceeds those minimum meal requirements. **Commissioner Hemric made a motion to approve the operating agreement with Aramark Correctional Services, LLC and authorize the County Manager to execute the agreement. Commissioner Welborn second.**

Vote: 5/0.

Board of Health Handbook

Kim Harrell spoke about the Handbook during her Human Services update earlier in the meeting. The Commissioners did not have any further questions. **Commissioner Zachary made a motion to adopt the 2015/2016 Yadkin County Board of Health Handbook enabling the agency to meet re-accreditation activities: 34.1, 34.4, 34.5, and 36.1 outlined in the Health Department Self-Assessment Instrument (HDSAD). Vice Chairman Moxley second.**

Vote: 5/0.

Revised Personnel Policy

Colleen Rumplach addressed the Board. The Personnel Policy has been reviewed and revised to correct the typos and misspellings. Some clarifications and additions were also made to the Policy. She went over the Personnel Policy revisions with the Board. For those employees who are required to wear uniforms, the uniform shirt needs to have “County of Yadkin”, department name, and the employee’s first name on it when appropriate. Employees who intentionally falsify their time worked can be subject to possible criminal charges. While an employee is out on unpaid FMLA, neither the County nor the employee will contribute to the Retirement System. Paid FMLA requires employees to use comp time, sick leave, and/or vacation leave. Employees who are out on either FMLA, leave without pay, or workers comp are still responsible for paying for the benefits that are normally deducted out of their pay checks. If the County does not receive the benefit payments by the first of the month, the benefit premiums will no longer be subject to payroll deduction and the employee will have to pay the benefit provider(s) directly. Regular full-time employees with previous years of service with another government agency may transfer their previous years of service towards accrual of vacation leave at the time of their initial employment. Previously, the Policy said previous years of service with another county. Employees may request one day, or shift, of paid leave because of a death in the immediate family. Previously, the Policy just said one day but “shift” was added due to some EMS and Sheriff Department personnel who don’t work a typical shift of 8 hours a day. **Commissioner Welborn made a motion to adopt the Personnel Policy revisions as presented. Commissioner Zachary second.**

Vote: 5/0.

CALENDAR NOTES

- 1) August 20-23, 2015 – NCACC Conference will be held in Pitt County at the Greenville Convention Center.
- 2) August 31, 2015 – Joint Board of Commissioners/Board of Education Meeting. The meal will be at 6:00pm and the meeting will start at 6:30pm.
- 3) September 7, 2015 – County Offices Closed for Labor Day.
- 4) September 8, 2015 – Board of Commissioners Meeting at 9:00am.
- 5) October 8, 2015 – Board of Commissioners/Board of Health Annual Training.

MANAGER’S REPORTS/BOARD ACTION

Hospital Budget Amendment

At the previous meeting, the Board appropriated \$300,000.00 from Fund Balance for the Hospital. The funds are needed for salary related costs, building repair and maintenance costs, and utility costs. The County has hired a few employees to work at the Hospital. These employees are former employees of the Hospital. They will maintain the building and handle the medical records. The budget amendment below shows how the funds were broken out and budgeted for expenditure:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	2,195,834	300,000	2,495,834
Hospital Salaries	1055930-51010	0	56,000	56,000
Hospital Part-time Salaries	1055930-51030	0	21,000	21,000

Hospital Social Security	1055930-51300	0	4,774	4,774
Hospital Medicare	1055930-51310	0	1,117	1,117
Hospital Retirement	1055930-51330	0	4,015	4,015
Hospital Group Insurance	1055930-51350	0	27,000	27,000
Hospital Life Insurance	1055930-51351	0	50	50
Hospital 401(K)	1055930-51360	0	560	560
Hospital Gas/Diesel	1055930-52350	0	100	100
Hospital Buildings & Grounds	1055930-53010	0	13,794	13,794
Hospital Equipment Maint.	1055930-53020	0	115,000	115,000
Hospital Telephone	1055930-54200	0	50	50
Hospital Postage	1055930-54250	0	40	40
Hospital Utilities	1055930-54300	0	50,000	50,000
Hospital Supp/Mater	1055930-52010	0	6,000	6,000
Hospital Janitorial	1055930-52015	0	500	500

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Duncan Parnell Contract

Duncan Parnell will maintain the Canon wide format plotter & scanner system that the Tax Office uses.

ePlus Contract

ePlus will provide support for all the Cisco Smartnet ASA5505 products.

Yadkin Valley Telephone Lease

The IT Department leases fiber optic cable from Yadkin Valley Telephone. The lease agreement with them was renewed.

BOARD VACANCIES/APPOINTMENTS

Human Services Advisory Committee

There is a vacancy for a dentist on the Committee.

Planning Board

Mark Hollar's term expires 08/07/2015 and he would like to be reappointed to serve another term.

Commissioner Zachary made a motion to reappoint Mark Hollar as an Alternate Member of the Planning Board with a term ending 08/03/2018. Commissioner Welborn second.

Vote: 5/0.

Board of Adjustment

Richard Foster's term expires 08/21/2015 and he would like to be reappointed to serve another term. **Vice**

Chairman Moxley made a motion to reappoint Richard Foster as a Board of Adjustment Regular Member with a term ending 08/03/2018. Commissioner Hemric second.

Vote: 5/0.

Historic Richmond Hill Law School Commission

The Historic Richmond Hill Law School Commission has requested that Virginia Hobson Artice be appointed to serve on the Commission. Connie Queen had to resign so Ms. Artice will be replacing her.

Vice Chairman Moxley made a motion to appoint Virginia Hobson Artice to the Historic Richmond Hill Law School Commission to serve a term that expires 06/30/2017. Commissioner Zachary second.

Vote: 5/0.

COMMISSIONER COMMENTS

Commissioner Zachary appreciated everyone coming out this morning. He appreciated the information that was provided by Kim Harrell, Dawn Vallieres, and Colleen Rumplach. It is always nice to have people here reporting to the Board.

Vice Chairman Moxley thanked everyone for coming out. He thanked Kim Harrell, Dawn Vallieres, and Colleen Rumplach for their reports. He spent some time at the Lake this weekend. With the Park and Lake being newly opened, the County wasn't sure how many boating passes would be sold but thirty season boating passes were sold for the Lake in Yadkin Memorial Park in one month. The Lake is being used a lot. One of the afternoons that he was at the Lake he met a couple who were there to kayak on the Lake. The gentleman was from Tennessee and the lady was from Cary, North Carolina. The couple had been corresponding on a dating site and chose to come to Yadkin Memorial Park for their first date. They were asking questions about the area and where to go to eat.

Commissioner Hemric thanked everyone for coming out this morning. He thanked everyone for their reports to the Board. He congratulated the Forbush Raptors. They competed well in the 30th annual International Youth Hunter Education Challenge. They were this year's senior division champions. Vice Chairman Moxley said the Forbush Raptors placed first in five events, second in one event, and third in one event. The only event they didn't place in was the hunter safety trail test. The Yadkin Patriots did well also. They were this year's junior division champions.

Commissioner Welborn thanked everyone for being here. He thanked Kim Harrell, Dawn Vallieres, and Colleen Rumplach for their reports.

Chairman Austin stated he didn't have much to add. He was glad the Sheriff was able to get Aramark back online for five years. Hopefully they will provide good service for Yadkin County for quite some time. He thanked the staff for all of their work on the matters that came before the Board. It was nice to have a smooth meeting.

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**, **Commissioner Welborn made a motion to extend the meeting. Commissioner Hemric second.**

Vote: 5/0.

Chairman Austin made a motion to re-enter Closed Session for all the reasons previously stated. Commissioner Zachary 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 waive tipping fees for NCDOT roadside collection orange bags and animal carcasses that are picked up in Yadkin County. Commissioner Welborn second.**

Vote: 5/0.

Commissioner Zachary made a motion to authorize the County Manager to negotiate and sign contracts with Spectrum and Criterion. Vice Chairman Moxley second.

Vote: 5/0.

Commissioner Welborn made a motion to appropriate \$200,000.00 of Appropriated Fund Balance into Non-Departmental Professional Services for additional consulting fees and legal fees. Vice Chairman Moxley second.

Vote: 5/0.

The budget amendment for the above motion is as follows:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Non Dept – Professional Svcs	1059000-51500	100,000	200,000	300,000
Appropriated Fund Balance	1044000-49000	2,530,634	200,000	2,730,634

Commissioner Zachary made a motion to increase the County Manager’s salary by \$3,500.00; from \$90,000.00 to \$93,500.00. Vice Chairman Moxley second.

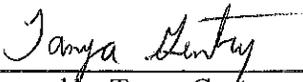
Vote: 5/0.

Vice Chairman Moxley made a motion to increase the County Attorney’s salary to \$113,750.00 and extend the agreement with him for another year and to pay the County Attorney a \$2,500.00 bonus for the Hospital work that is above and beyond the call of duty. Commissioner Zachary second.

Vote: 5/0.

Commissioner Welborn made a motion to adjourn. Commissioner Zachary second.

Vote: 5/0.



 Prepared by Tanya Gentry
 Clerk to the Board



 Kevin Austin, Chairman
 Yadkin County Board of Commissioners

8/17/15

 Date approved by the
 Yadkin County Board of Commissioners