

**Yadkin County Board of Commissioners
Minutes from Recessed Meeting - Budget Work Session
May 20, 2009**

Members Present

Chad Wagoner - Chairman
Kevin Austin - Vice-Chairman
Tommy Garner - Commissioner
David Moxley - Commissioner
Brady Wooten - Commissioner

Staff Present

Stan Kiser - County Manager
Sheron Church - Finance Director
Gina Brown - County Clerk

Chairman Wagoner called the meeting back to order at 6:35pm. The Yadkin County Board of Commissioners reconvened in the Commissioners' Meeting Room of the Human Resources Building at 217 East Willow Street, Yadkinville, North Carolina in order to discuss the proposed budget for 2009-2010 and other business items.

Letter of Commitment from Board of Commissioners

County Manager Kiser had been visited by Jeff Judd and Ted Chapin of Hoots Memorial Hospital. The auditing firm of Dixon Hughes is requesting a letter of commitment from the Board of Commissioners to the Hoots Hospital Board of Trustees. Chairman Wagoner asked if the auditors were concerned that the Yadkin County Board of Commissioners was serving a dual role as Board of Trustees. County Manager Kiser did not see this as an issue.

Vice Chairman Austin made a motion to approve the letter of commitment from the Yadkin County Board of Commissioners to the Hoots Memorial Hospital Board of Trustees. Commissioner Wooten second.

Vote: 5/0

[Letter to the Board of Trustees is attached as Addendum A]

On a separate note, Chairman Wagoner reported that he had spoken with commissioners from Stokes County that are interested in HMC/CAH for the management of the Stokes hospital.

JCPC County Allocation for 2009-2010

The Board had approved the requested allocation for the JCPC program at the Monday, May 18, 2009 meeting. After further review, County Manager Kiser had discovered an increase in the requested allocation of \$6,478 over the last fiscal year. The Board reviewed a handout provided by the County Manager. Commissioner Wooten noted that the figures presented to the County Manager were not the same figures discussed by the JCPC Advisory Council.

Commissioner Wooten made a motion to rescind the prior approval of the JCPC County Allocation for 2009-2010 of \$22,721 and, instead, have the funding remain at the 2008-2009 level of \$16,243. Vice Chairman Austin second.

Vote: 5/0

[JCPC Financial Data is attached as Addendum B]

Citizen Concern at 5D Site

County Manager Kiser reported that an individual, claiming that he did not sell the right-of-way to the 5D property, has been entering the construction site and causing a disturbance. This individual had sold the property. Yadkin County had bought the property from a second individual. County Manager Kiser has contacted Attorney Graham on this issue. County Manager Kiser will continue to keep the Board posted.

Parking Lot of the Sheriff's Office

There is a collapsed culvert in the corner of the parking lot of the Sheriff's Office. It has been determined that this is a County matter. The Town of Yadkinville is willing to donate the labor for its repair in exchange for the County's purchase of materials. It has been estimated at \$1500. It was the consensus of the Board to make the necessary repairs. A budget amendment would be presented at a later date.

Animal Control

Animal Control Officer, Jerry Hutchens, appeared before the Board for a review of the proposed 2009-2010 budget. Commissioner Wooten asked Mr. Hutchens if the projected revenues were reasonable considering the economy. Mr. Hutchens acknowledged that revenues have dropped since the budget was developed. Mr. Hutchens recommended reducing the revenues. The Board agreed to budget the revenues for Animal Control at \$10,000.

Mr. Hutchens reported that new State laws will be effective July 1, 2009 that will require "protection from the elements" for the animals in the boxes. Mr. Hutchens and Mike Reavis, Director of Public Health, have had conversations with State officials on acceptable measures of heating and cooling. Mr. Hutchens had vents and

electric heaters added to the dog box. Mr. Hutchens projected that 1 new dog box would be needed in the coming year.

Vice Chairman Austin questioned the expenses for salaries. Mr. Hutchens explained that a new employee was hired for the shelter last year and the employee is currently out on maternity leave. Mr. Hutchens realizes the funding situation, but would like to have a temporary position for the shelter until the full time employee returns to duty.

Commissioner Moxley questioned the vehicles assigned to Animal Control. Mr. Hutchens explained that \$2500 was budgeted for vehicle maintenance and repairs because the current truck in use is not in good condition.

There was additional discussion of equipment, building and grounds, and fuel. Vice Chairman Austin questioned the increase in building and grounds. Mr. Hutchens explained that Grimes Septic Service is the only provider for the service due to the dog hair in the septic tank. Grimes Septic Service has increased its price to \$190 per service. Further discussion of the fuel projections took place. Mr. Hutchens reported that his current fuel expenditures are 41% of the projected.

Planning and Development

Planning Technician, Melanie Yates and Planning Assistant, Beth Sullivan appeared before the Board for budget review. Commissioner Wooten asked if revenue projections were reasonable. Mrs. Yates reported that some months saw a drop in revenues, but revenues are now on the increase. Finance Director, Sheron Church, reported revenues for the Planning Department as of April 30 were \$10,430. Chairman Wagoner and Vice Chairman Austin agreed that \$15,000 in revenues is a safe number. There was brief discussion of supplies, paper, and color copying.

County Manager Kiser announced that Christopher Ong had accepted the position of Planning Director and will begin on June 1, 2009. Chairman Wagoner asked if this position was included in the salary projections. It was noted that the salary item did include this position and the travel and training item should cover any appropriate trainings for Mr. Ong.

Vice Chairman Austin offered appreciation for Mrs. Yates and Mrs. Sullivan for their hard work during the absence of a department director.

Tax Administration

Tax Administrator, Phyllis Adams appeared before the Board for budget review. Mrs. Adams was accompanied by Fire Marshal, Eddie Weatherman, to address tax revenues for the volunteer fire departments. Vice Chairman Austin questioned the status of values throughout the Board of Equalization and Review process. Mrs. Adams

reported that there have not been a great deal of reductions and the amount remains under the allowance. Mrs. Adams provided a spreadsheet that displays the projected revenues for 2009-2010 as of May 20, 2009 less the pending appeals, pending elderly exemptions, and pending veteran exemptions. It was noted that the figures present "worst case scenario." Mrs. Adams further reported that there had been 60 appeals for 122 parcels. An average of 1% usually appeals to the Board of Equalization and Review.

[Spreadsheet of Projected Tax Revenues for 2009-2010 is attached as Addendum C]

County Manager Kiser stated that current projected revenues will reduce the amount drained from fund balance. Upon review of the revenues, Vice Chairman Austin suggested decreasing the fuel budget for Animal Control to \$9,000. It was further suggested that money be taken from building and grounds and added to vehicle maintenance.

There was discussion of the expenses for the Tax Administration Department. The department includes the Tax Assessor, Land Records, and Revaluation. There will be an expense to replace computers. Postage costs are down. Contracted services for the CAPS program have been eliminated. An estimated \$15,000 for carpet, paint, and other maintenance items was removed from the original budget. It was noted that the recent roof repairs were made only on one side of the building and did not include the Tax Administration Department. The estimated cost of revaluation is \$360,000 with this amount divided over a 2.5 year period.

Mrs. Adams asked the Board for clarifications on the recently approved overtime policy. Mrs. Adams explained that there are 2 employees in her department that are involved in informal reviews during the day and the Board of E & R in the evening. Both employees currently have 22 days of compensatory time. These employees cannot possibly use this time in May and June. After some discussion, the Board agreed that compensatory time would no longer be earned after May 31, 2009. Compensatory time already accrued must be used by May 31, 2010.

Chairman Wagoner called for a recess at 8:10pm. The meeting reconvened at 8:27pm.

Building Inspections

Chief Building Inspector, Gary Hayes, appeared before the Board for budget review. Mr. Hayes believes that projected revenues for his department are reasonable. Mr. Hayes reported that permitting has increased over the last few months. As of April, \$101,613 of revenues has been received. Mr. Hayes further reported that all permits for Nonni's have not yet been issued. Fuel costs were less than projected for the current fiscal year.

Cooperative Extension

Nancy Keith, Director and Ginger McGhee, Administrative Assistant appeared before the Board representing Cooperative Extension. There are no anticipated revenues for this department. The director is paid 100% with County funds. The other 6 employees are partially paid with County funds. The percentage of the County portion varies for each employee. Ms. Keith reported that there is discussion on the State level of requiring a 50/50 match. Ms. Keith does not anticipate this change in the immediate future.

County Manager Kiser offered a brief review of sales tax projections. County Manager Kiser stated that even though revenues remain down, Articles 39, 40, and 42 are over the projections. Article 44 will fall short of the projections.

Salary Correction

Chairman Wagoner brought forth a request from Clerk Brown for a salary correction. At the time of hire, County Manager, Eric Williams had misapplied the County's step policy for the starting salary of the Clerk. In an effort to correct the error, the Board adjusted the Clerk's salary in September 2008 restoring the correct step level; but reducing the grade. Much discussion occurred. Clerk Brown and Finance Director, Sheron Church also participated in the discussion. The Board agreed that a salary error had occurred. It was the consensus of the Board to continue to review this matter and discuss at the next budget meeting.

Parks and Recreation

Parks and Recreation Director, Joe Boyette, appeared before the Board. Mr. Boyette anticipates revenues to remain stable. As of April, revenues were \$18,620. Mr. Boyette hopes to reach \$36,000 by June 30. There was some discussion of the line item for workers compensation. This figure needs further calculation. Mr. Boyette reported that the minimum wage will increase to \$7.55 per hour effective July 1. This will certainly impact the budget for part-time lifeguards. County Manager Kiser pointed out that the new minimum wage rate would result in a 16% increase in salaries. Chairman Wagoner suggested increasing part-time salaries by \$30,000.

Meeting Schedule

The Board agreed to meet on June 3, 2009 at 6:30pm for a general budget meeting. If additional meetings are needed; they will be scheduled at that time. Chairman Wagoner asked each Board member to prepare a list of potential budget changes for discussion.

Miscellaneous Discussion

County Manager Kiser provided the Board with various responses from Department Heads regarding the new overtime policy.

[Responses to the New Overtime Policy are attached as Addendum D]

Commissioner Wooten reported that there is a bill quickly moving through the North Carolina Legislature that will allow counties to recall their revaluations. It has been reported that this bill will be passed and implemented by June 1. Chairman Wagoner responded that Yadkin County would answer this bill by raising the tax rate. Some discussion followed. Commissioner Wooten offered this only as a report and was not suggesting that recall was appropriate.

The Board held a brief discussion of the allocation to the Yadkin County Schools. Vice Chairman Austin remarked that holding the funding at last year's level would essentially result in a cut. Chairman Wagoner commended the school system for doing all it does with the funding it receives. However, Chairman Wagoner does believe that the school system could utilize its funds more effectively. The hiring of a second assistant superintendent is one example of ineffective use of funds.

The Board briefly discussed the upcoming Public Hearing for the proposed budget. Chairman Wagoner suggested that one of the courtrooms be available in the event of a large crowd.

Chairman Wagoner requested the joint meeting with the Board of Education be rescheduled for Monday, August 31, 2009 at 6:30pm.

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

Meeting adjourned at 10:10pm.

Prepared by Clerk to the Board

Date Approved by the
Yadkin County Board of Commissioners