

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

Monday, May 16, 2016

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 Resources Building located at 217 East Willow Street, Yadkinville, NC on May 16, 2016 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, Lisa Hughes; Clerk to the Board, Tanya Gentry; Christopher Ong, Assistant County Manager; and Gary Groce, Finance Officer.

INVOCATION given by Chairman Austin.

CALL TO ORDER by Chairman Austin at 7:01pm.

PLEDGE OF ALLEGIANCE led by kindergarten students from Boonville Elementary. The students present were: Cayden Weis, Mykael Turner, Mischa Snow, Ayla Chambers, Daisy Adams, Ceira Webb, Eli Fultz, Elliott Shore, Evan Toop, Victor Snow, Grey Baker, Ryley Rodriguez, Thomas Dickerson, Dannon Calloway, Kiara Keoner, Serenity Rose, Darcy Norman, and Baylee Fann. The teachers present were: Mrs. Wood, Mrs. Wasson, and Mrs. McCarson. Also in attendance was the Assistant Principal, Mrs. Dickerson.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

Commissioner Welborn 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 7:07pm.

APPROVAL OF MINUTES

The May 2, 2016 Regular and Closed Session Minutes were reviewed. **Commissioner Hemric made a motion to approve both sets of minutes as presented. Vice Chairman Moxley second.**

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

There were no reports to the Board.

CONSENT AGENDA

Commissioner Zachary made a motion to approve the Consent Agenda items. Commissioner Welborn second.

Vote: 5/0.

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

Parks & Recreation/Part-Time Salary Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Part-time Salary	1056120-51030	90,720	3,000	93,720
Salary	1056120-51010	197,695	(3,000)	194,695

Transfer of funds to cover part-time salary costs for the remainder of the year.

Sheriff's Office/Jail Medical Services Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Jail Contracted Services Medical	1054320-51730	160,000	(10,000)	150,000
Jail Professional Services Medical	1054320-51520	60,000	10,000	70,000

Transfer of funds to re-code pharmacy expenses.

Solid Waste/Equipment Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Building/Grounds/Maintenance	6054710-53010	124,735	(1,020)	123,715
Equipment	6054710-52023	0	1,020	1,020

Transfer of funds needed to purchase cameras and DVR recorders to provide security at three additional convenience sites.

Tax Adjustments & Refunds for April 2016

The Tax Office submitted the tax adjustments and refunds for the month of April 2016. The Board reviewed the information and approved the presented adjustments and refunds as requested.

Alpha & Omega Corn Maze July 4th Fireworks Display Permit

The Board was asked to approve the permit for the Alpha & Omega Corn Maze July 4th fireworks display. The fireworks will be on July 2, 2016 at 9:30pm. An alternate date will be determined if the weather is bad. Hale Artificier, Inc. will be putting on the fireworks display. The Board approved the Fireworks Display Permit for the Alpha & Omega Corn Maze LLC July 4th fireworks display at 1129 Cheek Road, Hamptonville, NC.

Yadkin Civitan Club July 4th Fireworks Display Permit

The Board was asked to approve the permit for the Yadkin Civitan Club July 4th fireworks display. The fireworks will be on July 4, 2016 at 9:30pm or, if the weather is bad, on the alternate date of July 5, 2016. Hale Artificier, Inc. will be putting on the fireworks display. The Board approved the Fireworks Display Permit for the Yadkin Civitan Club July 4th fireworks display in Yadkinville, NC.

Toby Outdoor Contract Amendment

The Toby Outdoor contract amendment increases the contract by \$2,400.00 in order for them to provide additional advertising services for Human Services. The Board approved the contract amendment and authorized the County Manager to sign it.

2nd Amendment to Republic Services Contract

The 2nd amendment to the Republic Services contract is needed to add waste disposal and recycling services for the new Yadkin County Agricultural and Educational Building to the County's contract with them. The waste and recycling dumpsters will not be picked up on a regular schedule; instead they will be done on an "on call" basis. When a dumpster is near, or at, capacity a County maintenance staff person will call Republic Service and schedule a pickup. The Board approved the 2nd amendment to the agreement for solid waste collection services and authorized the County Manager to sign it.

Easement Agreement for Duke Energy

Duke Energy has requested the County grant them an easement for property located at 1525 Falcon Road, East Bend, NC. They need the easement to be able to install facilities and provide power to a new mobile unit for Forbush High School. The Board approved the easement agreement and authorized the County Manager to sign it.

Locums Company Contract and Related Budget Amendment

The Locums Company will provide the Medical Clinic with an independent contractor, or contractors, who will provide physician services while the person the Clinic normally uses is out on medical leave. The following budget amendment is needed to cover the costs of the contract:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Health Admin Supplies	1055110-52010	2,000	(500)	1,500
Nursing/Medical Contract Services	1055111-51700	20,495	(900)	19,595
Child Health Contract Services	1055160-51700	15,865	(4,500)	11,365
Maternal Health Professional Serv.	1055163-51520	26,154	(500)	25,654
Family Planning Contract Services	1055164-51700	9,251	(500)	8,751
Child Health Supplies	1055160-52010	4,250	(400)	3,850
Health Admin Contract Services	1055110-51700	13,314	7,300	20,614

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

Ratify Northwoods Contract Amendment

Northwoods provides Human Services with Compass Pilot and Compass Appointments software and support. The software is currently five versions behind and needs to be upgraded and migrated from the existing servers to new virtual servers. An amendment to the Northwoods contract was prepared for the necessary Server Migration Project professional services. The contract amendment was discussed at the 05/02/2016 Board of Commissioners meeting and the County Manager was authorized to sign it and bring it back to the Board for ratification. The Board ratified the signed Northwoods contract amendment as presented.

Authorize COBRA Administration Change from Orchestrate HR to WageWorks

The County currently has a contract with Orchestrate HR to administer the County's COBRA insurance. The rate they charge is \$2.00 per member per month. The County would like to switch to WageWorks. They have agreed to administer the County's COBRA insurance for \$0.75 per member per month. The Board authorized staff to change the COBRA Administrator to WageWorks and authorize the County Manager to sign all the necessary forms.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

There were no public hearings or actions to set a public hearing.

BOARD ACTION

Dr. Alison Snider Lease Agreement

The lease agreement is for Dr. Alison Snider to lease space for an office and an exam room in the Hospital facility. She will also be using some space that is shared with the other doctors who lease space in the Hospital facility. On top of the monthly rent, the County will be paid an additional fee of \$100.00 per month for the County to provide her with phone, fax, and internet services. Dr. Snider is an experienced family care physician. She is a direct-pay provider of medical services. Direct-pay providers have their patients pay a flat fee per month for an unlimited amount of office visits. **Commissioner Welborn made a motion to approve the Medical Office Lease Agreement between Yadkin County and Dr. Alison Snider and authorize the County Manager to sign it. Vice Chairman Moxley second.**

Vote: 5/0.

CALENDAR NOTES

- 1) May 18, 2016 – County Assembly Day at the Quorum Center in Raleigh, NC. The Commissioners will receive updates on legislative issues. No County business will be conducted at this event.
- 2) May 30, 2016 – County Offices Closed for Memorial Day. The Joint Board of Commissioners / Board of Education Meeting has been postponed. A Memorial Day Ceremony will be held at the Yadkin County Park at 11:00am.
- 3) June 1, 2016 – Ribbon Cutting Ceremony for Yadkin County Agricultural & Educational Building at 2:00pm.
- 4) June 9, 2016 – Public Hearing on the FY2017 Budget at 7:00pm.

MANAGER'S REPORTS/BOARD ACTION

Yadkin County Agricultural and Educational Building Update

A lot of work has been going on in the building over the last two weeks. The flooring moisture issue has been resolved and almost all of the upstairs flooring has been put down. They are starting the flooring work on the lower level now. There will be a walkthrough of the building tomorrow to note anything that needs changes.

Change Order Request from New Atlantic

New Atlantic has submitted some Change Order Requests (COR's) for approval. COR #039R1 is for using red oak for the windowsills instead of bluestone. When the Project Manager tried to order the bluestone, the supplier told him they didn't have the bluestone available right now and they weren't able to give him a date that it would be available by. The County and New Atlantic talked about it and agreed that red oak can be used for the windowsills instead. The red oak is more expensive but New Atlantic has said they accept responsibility for not being able to get the bluestone in time and they will cover the additional cost. COR #040R1 is for revisions to the interior signage and directories. Some signs were added and/or changed at the County's and the College's requests. The cost of the change order is \$2,004.00. The funds to pay for it will come from contingency within the contract. Surry Community College will be billed for the cost of the additions/changes that they requested. COR #041R1 is for revisions to the exterior LED sign. The original design of the exterior sign was not compliant with the Town of Yadkinville's ordinance. The sign has been redesigned so it is an LED sign that is compliant. The sign will be able to show things in color, not just in black and white. We will control what messages go on the LED sign. The cost of the change order is \$16,874.00. The funds to pay for it will come from contingency within the contract. **Commissioner Hemric made a motion to approve Change Order Requests #039R1, #040R1, and #041R1 and authorize the County Manager to sign them. Commissioner Zachary second.**

Vote: 5/0.

Justice and Mental Health Collaboration Program Grant

The US Department of Justice is offering a \$250,000.00 Justice and Mental Health Collaboration Program Grant. It is a three-year grant for the development and facilitation of a collaboration program between criminal justice and mental health care providers. The project would include evaluation of opportunities to develop a crisis intervention team, divert mental health patients from the detention center, and provide better screening tools for the assessment of mental illness in law enforcement contacts to increase everyone's safety. The Sheriff's Office has completed the application for the grant. If the Sheriff's Office is awarded the grant, the grant agreement will come before the Board for approval. Tonight the Board is just being asked to authorize the Sheriff's Office to apply for the grant. **Vice Chairman Moxley made a motion to authorize the Sheriff's Office to apply for the Justice and Mental Health Collaboration Program Grant. Commissioner Welborn second.**

Vote: 5/0.

Billy Reynolds Interchange

County Manager Hughes reviewed the proposed Billy Reynolds Road interchange with the Board. The County is in support of the interchange and would like to see the project move forward. The NCDOT plans to hold a public meeting in July to receive citizen input on it.

FY2016-2017 Budget

County Manager Hughes gave each of the Commissioners their copy of the proposed FY16-17 Budget. A copy was also given to the Clerk to the Board that is available to the public for their inspection. She went over a few highlights of the recommended budget. The tax rate is the same as this year's tax rate. The General Fund budget is \$36,789,157.00. That is an increase of approximately \$341,000.00 from the FY15-16 Budget. It includes an appropriation of \$1,874,258.00 from Fund Balance, which is less than the Fund Balance that was appropriated to balance the FY15-16 Budget. The County doesn't have any ambulances that are suitable for remounting so the proposed FY16-17 Budget includes \$300,000.00 for the purchase of two new ambulances. EMS has been experiencing higher call volumes than in previous years. This budget adds six new full-time EMS paramedic positions. These positions will be 12 hour shift positions. No General Fund transfer of funds is being made to the Water & Sewer Fund. For the first time, the Water & Sewer Fund is self-sustaining. The County currently pays for \$10,000.00 of life insurance coverage for each full-time employee. The proposed FY16-17 Budget increases that amount to \$25,000.00 of coverage for

each full-time employee. The proposed Budget includes funds for the Phase II lighting project for the Schools. The FY16-17 fire tax remains the same as the FY15-16 fire tax. Property tax revaluation is going on. After revaluation is completed, the County will look at whether or not a fire tax increase may be needed. At the Special Meeting on June 9th at 7:00pm the public hearings needed for the proposed budget will be held and the Board may consider adopting the budget.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Funds Transfers

Department		Purpose
EMS		
Non-Departmental – Ins. Consult	(120)	Transfer of funds to cover the insurance costs for the new ambulance.
EMS - Ins. & Bonding	120	
Human Services/Animal Shelter		
Vehicle Maintenance	(50)	Transfer of funds to cover vaccination costs. The price of the vaccines was higher than expected.
Rabies Vaccinations	50	
Human Services/WIC		
WIC Client Services Contract	(500)	Transfer of funds to cover the costs of WIC supplies.
WIC Client Services		
Travel/Training	(61)	
WIC Breastfeeding Travel/Training	(124)	
WIC Breastfeeding Telephone	(270)	
WIC Client Services Supplies	955	
Sheriff		
Drug Fund Restitution	1,000	Transfer of funds appropriated as drug restitution/revenue into drug buy/expense account.
Drug Buy Money	1,000	
Solid Waste		
Traning/Travel	450	Transfer of funds needed to pay for WasteWORKS training for the Solid Waste Supervisor.
Buildings, Grounds, Maintenance	(450)	
Tax Administration		
Professional Services	(1,000)	Transfer of funds needed to purchase a check scanner for the collections office.
Equipment	1,000	

Brad Goodman Solutions Contract

Brad Goodman Solutions provides scheduling software and support services for EMS.

Smart Start Contract

Smart Start will provide a trainer and a facility coordinator for Human Services' Poverty Awareness training.

D & F Catering Contract

D & F Catering will provide catering services for Human Services' Poverty Awareness training.

Yadkinville United Methodist Church Rental Agreement

The rental agreement with Yadkinville United Methodist Church is for them to provide Human Services with a space to hold their Poverty Awareness training.

May Heavy Equipment Contract

May Heavy Equipment will provide repair services for a Bobcat that the Solid Waste Department uses.

S & ME Contract

S & ME will provide concrete floor moisture testing services for the Yadkin County Agricultural and Educational Building.

BOARD VACANCIES/APPOINTMENTS

Human Services Advisory Committee

There is a vacancy on the Human Services Advisory Committee.

Joint Nursing Home and Adult Care Home Community Advisory Committee

There is a vacancy on the Committee.

COMMISSIONER COMMENTS

Commissioner Welborn thanked everyone for coming tonight. There was a large crowd here earlier tonight. The students did a good job leading the Pledge of Allegiance. County Manager Hughes is well on the way to getting the budget process completed.

Commissioner Zachary thanked everybody for being here tonight. It was a great crowd with great participation from the elementary school students. The students really did a good job leading the Pledge of Allegiance. He thanked County Manager Hughes for presenting the Board with the proposed budget for their review. He is glad the tax rate isn't going to change. He is very pleased that the proposed Fund Balance appropriation is less for FY16-17 than it was for FY15-16. This past week the County lost a great citizen, Polly Wood. She was a dear friend of his. Her husband, Dr. Wood, served on the Board of Commissioners previously. Both Dr. Wood and his wife were great assets to the County.

Vice Chairman Moxley thanked everyone for coming out. He thanked the kindergarten students for leading the Pledge of Allegiance. The students did a great job. He recognized some of the parents of the students and it was great to see them here. It is nice to have a good group like that come and participate in the meeting. Our future lies with students like these. He hadn't heard about Polly Wood. He agrees with Commissioner Zachary. She and Dr. Wood have done so much for Yadkinville and Yadkin County. The County has suffered a loss with her passing. She will be dearly missed.

Commissioner Hemric thanked everyone for coming out tonight. The students did a real good job leading the Pledge of Allegiance. He thanked County Manager Hughes for her work on the proposed budget. He is proud to see how well the Yadkin County Agricultural and Educational Building has turned out and is looking forward to the ribbon cutting ceremony.

Chairman Austin said the students were fantastic. They are a great group of children and Boonville Elementary has a great group of teachers. His hat is off to the School Board, the Superintendent, and the Yadkin County School System staff. We are blessed to have such great schools in Yadkin County. The proposed budget looks good. He thanked County Manager Hughes for her work on it. He likes the new format of it. He believes County Manager Hughes met all of the budget goals that the Board set at the Budget Workshop. Cooperative Extension is having a volunteer appreciation celebration out at the Memorial Park. He will not be able to attend because he will be out of town. He hopes some of the other Commissioners will be able to attend.

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 and Pursuant to NCGS 131E-97.3 to discuss Confidential Competitive Health Care Information. 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 approve the fee schedule as presented for the Yadkin County Agricultural and Educational Building Banquet Room and Commercial Kitchen. Commissioner Zachary second.**

Vote: 5/0.

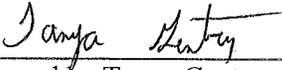
Commissioner Welborn made a motion to adopt the amended Rental Policies for the Yadkin County Agricultural and Educational Building, pending receipt of the Certificate of Occupancy.

Commissioner Hemric second.

Vote: 5/0.

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

Vote: 5/0.



Prepared by Tanya Gentry
Clerk to the Board



Kevin Austin, Chairman
Yadkin County Board of Commissioners

6/6/16

Date approved by the
Yadkin County Board of Commissioners