

# YADKIN COUNTY BOARD OF COMMISSIONERS REGULAR SESSION MINUTES

## Monday, October 3, 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 October 3, 2016 at 9:00am.

### **Present were:**

Chairman Kevin Austin  
Commissioner Gilbert Hemric  
Commissioner Marion Welborn

### **Absent were:**

Vice Chairman David Moxley  
Commissioner Frank Zachary

**Staff present:** County Attorney, Ed Powell; County Manager, Lisa Hughes; Clerk to the Board, Tanya Gentry; Assistant County Manager, Christopher Ong; and Finance Officer, Gary Groce.

**INVOCATION** given by Chairman Austin.

**CALL TO ORDER** by Chairman Austin at 9:00am.

**PLEDGE OF ALLEGIANCE** led Chairman Austin.

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

**Commissioner Hemric made a motion to adopt the Agenda as presented. Commissioner Welborn second.**

**Vote: 3/0.**

### **PUBLIC COMMENTS**

Michael Dixon, of East Bend, addressed the Board. He believes some years ago the Commissioners adopted a resolution to the effect that they were refusing to accept any more unfunded mandates from the State of North Carolina. He felt the resolution was obviously just symbolic but he completely agrees with it. Wikipedia says that "an unfunded mandate is a statute or regulation that requires a state or local government to perform certain actions, with no money provided for fulfilling the requirements". One of the concerns he has is that each time an ordinance of any nature is enacted it is, from his perspective, an unfunded mandate. The citizens must provide the time and money that is necessary for compliance. It seems the flow of ordinances is never ending. We continue to add ordinances without deleting any at the State level. It doesn't matter whether Democrats or Republicans are in the legislature, they just keep adding more. It is his understanding that more than 50% of the County budget is out of the control of the Commissioners'; it is a matter of unfunded mandates. The percentage may be significantly above 50%. Households and individuals face the same problems. Demands on their time and money from government mandates just keep continuing. He requested the Commissioners' view any proposed ordinances in this light. He thanked the Commissioners'.

Chairman Austin closed the Public Comments at 9:05am.

### **APPROVAL OF MINUTES**

The September 19, 2016 Work Session and the September 19, 2016 Regular Session Minutes were reviewed. **Commissioner Welborn made a motion to approve both sets of minutes as presented. Commissioner Hemric second.**

**Vote: 3/0.**

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

#### **Presentation of Patriot Awards**

Retired Colonel Will Barnes, of the Employer Support for Guard and Reserve (ESGR), addressed the Board. The ESGR is a volunteer component of the Department of Defense. He serves as the representative for the region Yadkin County is in. One of the things the ESGR does is recognize employers for their great work in supporting our military. Individual supervisors/bosses can be nominated for the Patriot Award for the support they provided to a specific Service member and his or her family. Specialist Nick Hiatt works in EMS and he nominated County Manager Hughes and Keith Vestal for the Patriot Award. Those nominations were approved. Retired Colonel Barnes asked Nick Hiatt to join him in presenting Patriot Awards to County Manager Hughes and Keith Vestal. Without the support of their employers, our Service men and women couldn't do what they do. County Manager Hughes and Keith Vestal came forward and were presented with their Patriot Award plaque, a pin, and a letter signed by the Secretary of Defense. Retired Colonel Will Barnes thanked the Board for their service to the citizens of Yadkin County.

**Wooten Company's Report on County Buildings**

The County contracted with The Wooten Company to provide facility needs assessment services for four of the County's buildings. The buildings assessed were the Community Services building, the Old Agricultural/Cooperative Extension building, the Old EMS building, and the Permits & Planning building. Michael Boberg, of The Wooten Company, addressed the Board. The purpose of the assessment was to determine the condition of the buildings themselves, their capacity to support continued use, and to make a recommendations on what should be done with the buildings. Once the condition of each building was assessed they estimated the cost of modernizing the building and what it would cost to replace the building. They compared those estimates to the fair market value of the building that they obtained from the tax record. They recommend modernizing the Old Agricultural/Cooperative Extension building and the Community Services Building. The Old EMS building is structurally unsound and they recommend tearing it down. The Permits & Planning building was entirely renovated around 2001. They recommend the building be kept as it is while continuing to provide the maintenance and repair work that is needed to keep it in good condition.

**Human Services Update**

Kim Harrell addressed the Board. The statistic numbers remain pretty steady. The subsidized childcare rollout for NCFast is still being worked on so Yadkin County's start date has been delayed until January 1<sup>st</sup>. In the meantime they are building subsidized childcare cases in NCFast so Yadkin County will be ready when the rollout is complete. Pilot programs are still continuing in four counties and those programs seem to be going well. Staff is being trained on Safety Tool changes that will be effective January 1<sup>st</sup> in Child Welfare. They are working in collaboration with the Yadkin County School System on ensuring the requirements of the Every Student Succeeds (ESSA) Act are being met. It is a Federal law that is meant to ensure school stability for the youth that is in foster care. They are preparing for an onsite visit in Child Welfare that will be done November 21<sup>st</sup> through November 23<sup>rd</sup>. The monitoring consists of the reviewing of the County's policies & procedures. Some cases will also be pulled and reviewed as part of the monitoring. The planning phase for P4 has started for the rolling out of some Child Welfare services into NCFast. Pilot programs for that are tentatively scheduled for the summer of 2017. There is some discussion of having a records depository be included with that NCFast rollout. Including a records depository could mean additional costs to the counties. The Women's Health monitoring that started in August was completed September 30<sup>th</sup>. Their first ServSafe class is being held all day today and tomorrow. The Animal Shelter volume is down a little.

**CONSENT AGENDA**

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

**Vote: 3/0.**

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

**Veterans/Tax Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Veterans - Postage	1055820-54250	300	(160)	140
Tax – Contracted Services	1054140-55030	4,095	160	4,255

Transfer of postage funds from Veterans to the Tax Office to cover charges for the Pitney Bowes postage machine. Veterans will now be using the NeoPost postage machine.

#### **Aerotek Contract**

There is currently a vacancy for a GIS Administrator in the Planning & Development Department. Due to the technical nature of this position, the County would like to enter into a contract with Aerotek to provide a temporary employee who is qualified to perform the duties of the GIS Administrator until the County can hire someone full-time. The temporary contract employee will work approximately 16 hours per week for up to six months. The Board approved the contract and authorized the County Manager to sign it.

#### **Mata Contract Amendment**

The County has a contract with Mata for them to provide Medicaid transportation gas voucher services for qualifying Human Services clients at two gas stations. The contract needs to be amended to reduce the contract amount because Mata no longer owns the Williams & Gentry gas station. This contract is being reduced so a new contract can be done with the new owners of the gas station. The Board approved the contract amendment and authorized the County Manager to sign it.

#### **Hanumant Kripa Contract**

Hanumant Kripa will provide Medicaid transportation gas voucher services for qualifying Human Services clients at the Williams & Gentry gas station that was formerly owned by Mata. The Board approved the contract and authorized the County Manager to sign it.

#### **Ratify SHI International Contract**

The County's Microsoft Services Enterprise Agreement (MSEA) is through SHI International. On September 19<sup>th</sup> the Board discussed renewing the contract with SHI International under Manager's Reports. If the County didn't sign a renewal contract with them prior to September 30<sup>th</sup>, when the current contract was set to expire, then the County would have had to start all over with a whole new agreement. The Board authorized the County Manager to sign the renewal agreement and bring it back to the Board for ratification. The Board reviewed the signed three year contract and ratified it.

#### **Ratify United Financial of NC Inc. Finance Proposal**

EMS bid out the purchase of nine monitors/defibrillators and the Board awarded the bid to Southeastern Emergency Equipment with financing from Philips. On September 19<sup>th</sup> under Manager's Reports the Board discussed changing the financing from Philips to United Financial of NC. The term of the financing remained the same but the interest rate was lower with United Financial of NC. The Board authorized the County Manager to sign the financing proposal and bring it back to the Board for ratification. The Board reviewed the signed financing proposal and ratified it.

#### **United Financial of NC Inc. Lease Agreement Documents**

The United Financial of NC lease agreement is for the financing needed for the nine monitors/defibrillators EMS is purchasing from Southeastern Emergency Equipment. It is a five year lease with an interest rate of 2.43%. The County Attorney has approved the lease agreement documents but the County has not received a Certificate of Insurance from United Financial of NC so the contract control form approval process has not been completed. The Board approved the lease agreement documents and authorized the County Manager to sign them, pending completion of the contract control form process.

#### **Wireless Communications Contract**

The County put out a bid for a new PSAP 911 system. The bids have come in and the County is in the process of evaluating them and awarding the bid. Until the bid is awarded and the new system is put in place, Wireless Communications will provide maintenance services for the existing Patriot 911 system. The Board approved the contract to cover the maintenance on the existing system for six months at a cost of \$12,615.28 and authorized the County Manager to sign it.

#### **South Western Communications Contract**

South Western Communications (SWC) provides warranty extension services for the Integrated Security Systems at the Detention Center. The systems covered include those for the touch screen control stations, the

door controls, and the intercom. The Board approved the contract and authorized the County Manager to sign it, pending Finance Officer pre-audit approval.

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

### **Public Hearing on the NC Fire Prevention Code Ordinance**

Ricky Leonard, the Fire Marshal, addressed the Board. He requested the Board adopt a NC Fire Prevention Code Ordinance. In North Carolina local governments automatically adopt the NC Building Code if they don't adopt a Building Code of their own. Yadkin County did not adopt our own code so we follow the NC Building Code. The NC Fire Prevention Code and Appendices are not a part of the NC Building Code that is automatically adopted and Yadkin County has not adopted a Fire Prevention Code of our own. Adopting a Fire Prevention Code will help with the ISO ratings for the fire departments. The change in the ISO rating might possibly be enough in some of the fire departments to result in a reduction of fire insurance costs for their resident's. Yadkin County has been informally following the NC Fire Prevention Code and Appendices so if the Board formally adopts them tonight nothing will change in how the Fire Marshal and Inspections does things. Chairman Austin opened the Public Hearing at 9:30am. No speakers came forward. Chairman Austin closed the Public Hearing at 9:31am.

## **BOARD ACTION**

### **NC Fire Prevention Code Ordinance**

County Manager Hughes read the NC Fire Prevention Code Ordinance. There is a typo that needs to be fixed in the first paragraph; Fire Marshall should only have one l instead of two. The ordinance formally adopts the NC Fire Prevention Code and Appendices that are adopted and published by the NC State Building Code Council. A copy of the code will be on file in the Fire Marshal's office. **Commissioner Welborn made a motion to approve the Resolution as read to adopt the Ordinance to Adopt the NC Fire Prevention Code and Appendices. Commissioner Hemric second.**

**Vote: 3/0.**

### **Hold an Adopt a Shelter Pet Event up to Four Times a Year**

The Board previously authorized an Adopt a Shelter Pet event that was held in April. The event went very well. To help encourage people to adopt a pet from the Animal Shelter the adoption fees are reduced during the event. The Animal Shelter would like to be able to hold up to four Adopt a Shelter Pet events a year. Two of the events would be coordinated with their spring and fall rabies clinics. **Commissioner Hemric made a motion to allow the Animal Shelter to hold an "Adopt a Shelter Pet" event up to four times a year at which time the adoption fees would be temporarily reduced to \$20.00 for dogs and \$10.00 for cats. Commissioner Welborn second.**

**Vote: 3/0.**

### **Application for Federal Title X & State Women's Health Service Funds to Implement Family Planning Clinic**

Jessica Wall addressed the Board. The way the counties receive Federal Title X and State Women's Health Service Funds has changed. The funds are being awarded through a competitive grant process now instead of just having the counties directly enter into an agreement for the funds. Local Health Departments will need to submit a grant application if they want to be considered for the funding. The Yadkin County Health Department/Medical Clinic has completed a grant application for funding to be used to operate a Family Planning Clinic for fiscal years 2018, 2019, and 2020. They requested the Board's authorization to submit the application. The Board discussed the application and the receiving of Federal and State funds. Various programs that receive Federal and/or State funding have required monitoring visits that are done to ensure the program is being run appropriately and the funds spent as intended. After each monitoring visit has been completed the County receives a compliance letter for that program. Chairman Austin requested a listing from Human Services of all the required monitoring visits that Yadkin County has each year. The County has submitted a legislative goal to the NCACC to get accreditation funded again by the State and to streamline the reaccreditation process. To be reaccredited counties currently have to go through the entire accreditation process again. The Administrative Code says that self-assessment is what is required for reaccreditation so possibly changes could be made in the future to allow counties to do the self-assessment and submit the letters from their monitoring visits and if there are no substantial findings than the counties would get reaccredited without having to go through the entire costly accreditation process again.

**Commissioner Welborn made a motion to allow the Yadkin County Medical Clinic to apply for \$31,157.00 of State and Federal funds to implement the Family Planning Clinic and to authorize Kim Harrell, Human Services Director, to sign all binding documents. Commissioner Hemric second. Vote: 3/0.**

#### **CALENDAR NOTES**

- 1) October 6, 2016 --Annual Board of Health Training in the Board of Commissioners Room. The meal will be at 5:45pm and the meeting will start at 6:30pm. No public business will be discussed and no motions will be made.
- 2) October 10, 2016 -- Public Hearing on Schedule of Values, Standards, and Rules at 7:00pm in Commissioners Room.
- 3) October 27, 2016 -- Adoption of Schedule of Values, Standards, and Rules at 8:00pm in Commissioners Room.
- 4) October 28, 2016 -- Employee Chili Cook-Off at Memorial Park from 11:00am -- 2:00pm.

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

There were no reports today.

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

##### **Cornerstone Appraisals Contract**

Double R. Ventures dba Cornerstone Appraisals will provide certified appraisals as needed for the easement area of properties along the East Bend waterline.

##### **SimplexGrinnell Contract**

SimplexGrinnell provides fire alarm monitoring and inspection services. They also test and inspect the sprinkler systems.

#### **BOARD VACANCIES/APPOINTMENTS**

##### **Human Services Advisory Committee**

There is a vacancy on the Human Services Advisory Committee.

#### **COMMISSIONER COMMENTS**

**Commissioner Hemric** thanked everyone for coming out this morning. He thanked Mr. Dixon for his comments. He appreciates citizens coming in and letting the Board know their thoughts on things. Some may think it doesn't make a difference but it does. He thanked Nick Hiatt and Will Barnes for presenting the Patriot Awards to Keith Vestal and County Manager Hughes. He congratulated Keith Vestal and County Manager Hughes on their awards. He thanked Michael Boberg for his presentation. He thanked Kim Harrell and Jessica Wall for their reports.

**Commissioner Welborn** wanted to echo what Commissioner Hemric said. He thanked everyone for their comments. He thanked everyone for being here. There were a lot more people in attendance today than there usually are. He congratulated Keith Vestal and County Manager Hughes on their awards.

**Chairman Austin** congratulated Keith Vestal and County Manager Hughes on winning those awards. He is always proud of all the staff here in Yadkin County but to have individuals recognized is always special. He thanked all of the staff for their work. He enjoyed the report on the buildings from The Wooten Company. The report was very thorough. People have a lot of questions about all four of those facilities so it is nice to have answers to the questions and some guidance on what should be done with the facilities going forward. The information will help with prioritizing future projects and meeting the needs for space in the County. He was glad to see Jason Roels here this morning. His family received a letter from Jason Roels a few weeks ago. He wanted to thank Jason Roels for that letter that was sent when his son made a donation to the Animal Shelter. The personal letter was very meaningful to his family. He appreciates Jason Roels sending letters like that to everyone who makes a donation. He appreciated Mr. Dixon coming today and speaking in Public Comments. Citizen comments matter to the Board.

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.

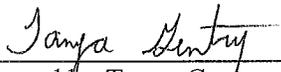
Vote: 3/0.

After a motion to come out of Closed Session was made and the Board was in Open Session, Commissioner Hemric made a motion to reclassify position #73 from a Buildings & Grounds Maintenance position at a pay grade 59 to a Maintenance Specialist position at a pay grade 64 and offer the top candidate a yearly salary of \$40,000.00. Commissioner Welborn second.

Vote: 3/0.

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

Vote: 3/0.



Prepared by Tanya Gentry  
Clerk to the Board



Kevin Austin, Chairman  
Yadkin County Board of Commissioners

10/17/16

Date approved by the  
Yadkin County Board of Commissioners