

# **YADKIN COUNTY BOARD OF COMMISSIONERS**

## **REGULAR SESSION MINUTES**

**Monday, October 17, 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 17, 2016 at 7:00pm.

### **Present were:**

Chairman Kevin Austin  
Commissioner Gilbert Hemric  
Commissioner Marion Welborn  
Commissioner Frank Zachary

### **Absent were:**

Vice Chairman David Moxley

**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 7:00pm.

**PLEDGE OF ALLEGIANCE** led 4-H Youth Competition winners.

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

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

**Vote: 4/0.**

### **PUBLIC COMMENTS**

There were no public comments. Chairman Austin closed the Public Comments at 7:04pm.

### **APPROVAL OF MINUTES**

The October 3, 2016 Regular and Closed Session Minutes and the October 10, 2016 Special Session Minutes were reviewed. **Commissioner Zachary made a motion to approve all three sets of minutes as presented. Commissioner Welborn second.**

**Vote: 4/0.**

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

#### **Recognition of Yadkin County 4-H Youth Competition Winners**

County Manager Hughes addressed the Board. She and Vice Chairman Moxley spoke at the District Meeting Competition that was held at Yadkinville Elementary School. She was very impressed with the youth who represented Yadkin County there. They did extremely well. She was also able to attend a livestock event and see some Yadkin County youth participate in that. It is important that these young people get recognized for their efforts. Melissa Staebner should be commended for all the work she does with the 4-H Program. County Manager Hughes said that Melissa Staebner has been there working at every 4-H event she has attended. Melissa Staebner addressed the Board. She said that she is blessed to get to work with this wonderful group of 4-H'ers and all the young people throughout the County. She appreciates all the support that the Board of Commissioners and Yadkin County provides for their youth programs. She loves her job. She asked each of the 4-H District Day competition winners that were able to be here tonight to come forward and introduce themselves. Layken Doub is 17 years old and attends Forbush High School. This is her last year in 4-H. She received Gold for her presentation on horticulture production. She planted 2,000 tomato seeds in a greenhouse. She will be competing on the State NC 4-H Dairy Judging Team at the North American International Livestock Exposition in Louisville, KY in November. Leah Thomas is 18 years old and attends Forbush High School. She received 1<sup>st</sup> Place in the Senior Fashion Revue for an outfit she made, modeled, and answered questions about. Her outfit consisted of a jacket, blouse, and skirt. She

just got back from the State Fair where she won Reserve Grand Champion for the turkey she exhibited. Leslie Hernandez is a sophomore at Yadkin Early College. She received Gold for the presentation she did on coffee beans. She will receive a District Youth Volunteer Award at the NC 4-H State Council Conference in November. Lucero Pelagio attended Forbush High School and is currently a freshman at UNCG. She received an Honorable Mention for participating in the Arts and Communication competition. She enjoyed the experience. Jasmine Alvarez is a freshman at Forbush High School. She received Bronze for her presentation on the pros and cons of drinking coffee. This is her first big achievement. Louis Santos, a Yadkin Early College student, also came forward. He became the President of the Juntos 4-H Club this year. Melissa Staebner thanked the Board for recognizing the 4-H District Day competition winners. There were some winners that were not able to attend tonight due to other commitments. Chairman Austin congratulated the winners and thanked Melissa Staebner for being here.

**CONSENT AGENDA**

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

**Vote: 4/0.**

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

**Human Services/Medical Clinic Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Nursing Medical/Clinic Fees	1045111-44160	12,000	(12,000)	0
Nursing Medical/Adult Health Fee	1045111-44165	0	10,000	10,000
NM/Adult Health Fee/OS	1045111-44165-130	0	2,000	2,000

Transfer of funds from Clinic Fees to Adult Health Fees to assign them to the correct budget code.

**Human Services/Health Education Funds Transfer**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Health Ed Supplies/Materials	1055190-52010	3,502	(1,250)	2,252
Health Ed/Equipment <5000	1055190-52023	0	1,250	1,250

Transfer of funds to purchase a laptop for Healthy Communities activities and trainings. The approval to use these funds to purchase a laptop has been received from the State Regional Coordinator.

**Tax Adjustments & Refunds for September 2016**

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

**YVEDDI Memorandum of Agreement**

The Memorandum of Agreement (MOA) between Yadkin County and YVEDDI covers the responsibilities, processes, procedures, and reporting requirements for the ROAP funds allocated to the County and administered by YVEDDI. The allocated amounts for FY2017 are \$60,413.00 for Elderly & Disabled Transportation Assistance, \$10,115.00 for Employment Transportation Assistance, and \$71,913.00 for Rural General Public Transportation. The Board approved the MOA for the Rural Operating Assistance Program (ROAP) and authorized the County Manager to sign it.

**CW Electric Contract**

CW Electric will remove the existing T8 lights in the Yadkin County Agricultural & Educational Building and replace them with LED lights. They will prepare the lights that are removed from the building for Yadkin County to sell. The Board approved the contract and authorized the County Manager to sign it.

**Southern Software Contract**

Southern Software will continue to provide customer support for the following Sheriff's Office software programs: RMS, HRMS, JMS, CAD, MAPS, MDIS, and their paging/wireless messaging system. They have been providing this service but their current contract has expired. This is a renewal contract. The Board approved the contract and authorized the County Manager to sign it.

**NCACC Interlocal Agreement**

The NCACC Interlocal Agreement will allow the County to participate in their Risk Management Pools for workers' comp, liability, and property insurance. Participating in the NCACC Risk Management Pools instead of purchasing it elsewhere will save the County money. The Board approved the interlocal agreement and authorized the County Manager to sign it.

**SimplexGrinnell Contract for Courthouse**

Tyco SimplexGrinnell will test and inspect the fire alarms in the Courthouse. They have been providing this service but their current contract has expired. This is a three year renewal contract. The Board approved the contract and authorized the County Manager to sign it.

**SimplexGrinnell Contract for Human Resources Building**

Tyco SimplexGrinnell will test and inspect the fire alarms in the Human Resources Building. They have been providing this service but their current contract has expired. This is a three year renewal contract. The Board approved the contract and authorized the County Manager to sign it

**Terminix Contract Amendment**

The County contracts with Terminix to provide pest control services for several buildings. This amendment will add services for the Yadkin County Agricultural and Educational Building on to the contract. The Board approved the contract amendment and authorized the County Manager to sign it.

**Thomas Carpets Contract and Budget Amendment**

Earlier this year Thomas Carpets replaced some of the carpeting at the Courthouse. This contract is for them to replace the remaining old carpeting that is still in the Courthouse. The same 2 X 2 carpet tiles that were used earlier will be used in the remainder of the Courthouse. The following budget amendment is needed to cover the costs of the contract:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Non Depart – Building Improvements	1059000-56552	55,362	31,236	86,598
Non Classified – Contingency	1059000-58500	19,530	(19,530)	0
Non Classified – Professional Services	1059000-51500	199,750	(11,706)	188,044

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

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

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

**BOARD ACTION**

**Grant Application to Yadkin County Community Collaborative**

Jessica Wall and Natalie Williams addressed the Board. The recently completed Community Health Assessment showed prescription drug overdoses to be a health issue for Yadkin County. A Community Action Plan was developed to help prevent deaths due to overdoses. Part of that Plan is the establishing of a Naloxone Dispensing Campaign. Human Services would like to apply for a Community Collaborative grant. The grant funds would be used to purchase twelve Naloxone kits that would be dispensed to people to have in their homes so they could administer Naloxone to an individual who has overdosed. Naloxone, in this case, is in the form of a mist that is administered through the nasal passageways, which is the easiest way for the general public to administer it. The Medical Clinic will dispense the kits and train the people they are given to in how and when they should be used. If it is administered soon enough it could help save the person's life. **Commissioner Zachary made a motion to authorize the Yadkin County Human Service Agency to submit a grant application totaling \$1,000.00 to the Yadkin County Community Collaborative and for Kim Harrell, Director, to sign all grant documents. Commissioner Welborn second.**

**Vote: 4/0.**

### **University of Louisville School of Medicine Agreement**

Keith Vestal addressed the Board. The University of Louisville School of Medicine, in collaboration with Wake Forest Baptist Medical Center and Forsyth Medical Center, is conducting a PREDICT Stroke Screen Study. There are several screening processes being used to determine if a stroke is in progress and, if so, what type of stroke it is. It is important to know the kind of stroke a patient is having so the proper treatment can be administered. All strokes are not treated in the same manner. This study that EMS has been invited to participate in is being done to gather information for a new screening process that should be more reliable and faster to administer in the field. EMS participating in the study will not affect the treatment the patients receive or slow it down in any way. The data for the study won't be submitted until the EMS personnel are doing their reports after the patient is stabilized. The County will receive a small amount per patient that is enrolled in the study. **Commissioner Hemric made a motion to authorize Yadkin County Emergency Services to participate in the PREDICT study administered by Wake Forest Baptist Medical Center and Forsyth Medical Center being conducted by the University of Louisville and allow the appropriate County representatives to sign it. Commissioner Welborn second.**

**Vote: 4/0.**

### **Award 911 Telephone System Upgrade and Backup PSAP Bid**

Sheriff Oliver addressed the Board. An RFP went out in September for a 911 telephone system upgrade and backup PSAP. An upgrade to the telephone system has to be done because the County's current Patriot 911 telephone system is at the end of its life and will no longer be supported. The County is being required to set up a backup PSAP location so the equipment and services needed for both the upgrade and the creation of a backup system were included in the RFP. The plan that was submitted for the backup PSAP system has just recently been approved. The backup PSAP needs to be in place by July 1, 2017. The County received two responses to the RFP. Those responses were from Wireless Communications and CenturyLink. Sheriff Oliver, Christi Colbert, and Dale Ring went over the proposals line by line and spoke with Wireless Communications and CenturyLink to ensure all of their questions were answered and to make sure the two proposed systems were the same system and they were comparing apples to apples. Both vendors quoted prices for the VESTA system. Wireless Communications did include a SMS Package for some texting services that were not included in the RFP so that Package was subtracted from Wireless Communications' bid. Wireless Communications' bid price, without that package, is \$290,527.52. CenturyLink's bid price is \$257,934.37. The Sheriff's Office/Communications and the IT Department have experience working with both of the vendors. The main difference between the two vendors is in the maintenance and support service agreements. When Sheriff Oliver first became Sheriff of Yadkin County, CenturyLink was providing the maintenance and support services for the 911 telephone system. For the last four or five years, Wireless Communications has been providing the maintenance and support services. When the maintenance and service was under CenturyLink there were a lot of downtimes and some of them were lengthy. If an issue occurred and the one service technician they had who was familiar with the County's system was not available then it could be days before the system was fully up and operational. CenturyLink is still the 911 trunk provider and there have been a lot of ANI/ALI failures. CenturyLink is using a lot of old, outdated equipment and technology. Sometimes it is difficult to get parts so that leads to longer downtimes. The Sheriff's Office has seen a big difference since Wireless Communications took over the servicing and maintenance of the 911 telephone system. Wireless Communications is quick to respond when there is an issue. Their technicians monitor the system remotely 24/7 and they have actually detected a problem and sent technicians onsite to correct it before the Sheriff's Office was aware of there being a problem. They have several technicians in the area that they can send to work on the County's system when an issue arises. One of the technicians lives approximately five minutes away. Wireless Communications' bid was \$32,593.15 higher than CenturyLink's bid but, due to the quick and excellent service they have provided to the County and the extended downtimes and service issues that the County has experienced with CenturyLink, the recommendation is to award the bid to Wireless Communications. For the safety of the citizens, the County can't afford to have the 911 telephone system down or not fully operational for lengthy periods of time. The request tonight is just to award the bid and authorize the Sheriff to negotiate a contract with Wireless Communications. Sheriff Oliver will try to negotiate a lower price. The resulting contract will come back to the Board for approval. The Board discussed it. The VESTA system contained in the RFP responses is a system that is commonly being used in other counties. General Statute requires the bid be awarded to the lowest responsive bidder but that bidder is not always the bidder with the lowest price. If there is a good reason or reasons that the lowest bidder is not considered responsive, then the County doesn't

have to award the bid to the lowest bidder. **Commissioner Welborn made a motion to award Wireless Communications the 911 Telephone RFP bid and to authorize the Sheriff to enter into contract negotiations with them for a 911 telephone upgrade, to include the backup PSAP, pending 911 Board approval. Commissioner Zachary second.**

**Vote: 4/0.**

**Revised Fee Schedule and Rental Policy for the Agricultural Buildings Banquet Rooms**

The Board previously adopted a rental fee schedule and policies for the rental of the banquet rooms at the Yadkin County Agricultural and Educational Building. County Manager Hughes has received feedback from people about the Fee Schedule and the things they would like to see changed about it to make renting a room or rooms more inviting. She has reviewed the Fee Schedule and made some changes to it. She went over the changes with the Board. The daily fee was based on an eight hour day and now it is based on an 11 hour day. Instead of having a separate nighttime fee and weekend fee, there is one fee that covers evenings, weekends, and holidays. The 2 day wedding fee has been removed and a 15% discount is being offered for booking multiple dates at the same time. The dates being reserved do not have to be consecutive to qualify for the discounted price. The revised Fee Schedule in the agenda packet needs to be modified. It has, "Multiple Consecutive Days Rental: 15% Discount when ..." so the word consecutive needs to be removed. Some changes were needed to the Policy the Board had previously adopted to further clarify things. County Manager Hughes went over the Policy changes with the Board. **Commissioner Zachary made a motion to approve the revised rental rates and Policy, with the noted change. Commissioner Hemric second.**

**Vote: 4/0.**

**CALENDAR NOTES**

- 1) October 27, 2016 – Special Meeting for the Adoption of the Schedule of Values, Standards, and Rules at 8:00pm in Commissioners Room.
- 2) October 28, 2016 – Employee Chili Cook-Off at Memorial Park from 11:00am – 2:00pm.

**MANAGER'S REPORTS/BOARD ACTION**

**Middle School Construction Financing**

The Finance Officer, Gary Groce, is working on a rate modification for the financing the County has for the middle schools construction project. The current financing is with BB&T at an interest rate of 3.83%. He is checking to see if the County can get a lower interest rate for the remainder of the loan. Since it is a rate modification it will not have to go through LGC approval. There is one more bank he is waiting to hear from. Once the County is ready to move forward with refinancing the loan it will come before the Board for approval.

**Budget Amendment for Defibrillators for EMS**

The Board approved a five year agreement for United Financial of NC to finance the purchase of the defibrillators for EMS. An issue arose when United Financial of NC wanted the County to sign different documents than the ones they had provided for the County Attorney to review. They said those were just sample draft documents, not the final ones. The County has been speaking with them to resolve the issue. Rather than moving forward with trying to finance the purchase, County Manager Hughes would like to have the County go ahead and pay for the defibrillators. Paying for them now instead of financing their purchase will save the County approximately \$15,000.00 in interest. Also, the financing payments will not have to be included in the budget for the next four years. The County has already paid the insurance consultant costs for the year so the funds remaining in that line can be used to help pay for the defibrillators. The County has PARTF grant matching funds that were included in the Capital Projects budget that will not be needed because the County was not awarded the PARTF grant for Memorial Park. Those Capital Project funds can be used to help pay for the defibrillators. The remaining funds needed for the purchase are already available in the EMS equipment line. The Board discussed it. To pay for the defibrillators now, the Board will need to rescind their approval of the financing agreement and approve the following budget amendment to transfer the funds needed to pay for them:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Non Depart – Insurance Consulting	1059000-51704	55,000	(14,500)	40,500
Fund Transfers – Capital Projects	1054212-57030	322,068	(168,162)	153,906

EMS – Equip > 5000	1054330-56010	76,650	182,662	259,312
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Commissioner Zachary made a motion to rescind the previous draft lease agreement with United Financial of NC, Inc. Commissioner Welborn second.

Vote: 4/0.

Commissioner Hemric made a motion to approve the budget amendment as presented. Commissioner Welborn second.

Vote: 4/0.

**NCALHD Accreditation Contract**

Accreditation is an unfunded mandate from the State. It has to be done every four years. County Manager Hughes presented the Board with a contract between Yadkin County and the NCALHD for them to perform the accreditation services that Yadkin County needs. A budget amendment is needed to cover the costs associated with the contract. The Board reviewed and discussed the contract and an \$11,000.00 budget amendment. The County has already paid one of the NCALHD accreditation invoices and based on their last invoice to the County only \$8,147.00 is left to be paid so the budget amendment needs to be reduced to that amount. Commissioner Zachary made a motion to approve the North Carolina Association of Local Health Directors (NCALHD) contract and the revised budget amendment. Commissioner Hemric second.

Vote: 4/0.

The revised budget amendment is as follows:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Health Admin – Dues & Subscriptions	1055110-55500	1,900	8,147	10,047
Non Classified – App Fund Balance	1044000-49000	1,947,407	8,147	1,955,554

**MANAGER’S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED**

**Funds Transfers**

Department	Purpose
Solid Waste	
Scrap Tire Disposition (114)	Transfer of funds to purchase new recycling dumpster through the CWRAR Grant Program.
Equipment (515)	
CWRAR Grant Expense 629	

**Precision Tank Services Contract**

Precision Tank Services will perform required pressure testing on the storage tank located at the Yadkin Hospital facility.

**BOARD VACANCIES/APPOINTMENTS**

**Human Services Advisory Committee**

There is a vacancy on the Human Services Advisory Committee.

**Firefighter’s Relief Fund Board of Trustees**

The Firefighter’s Relief Fund financially assists firefighters that were injured while volunteering their services to their community. Each year the Board of Commissioners appoints one member to serve on the Firefighter’s Relief Fund Board of Trustees for each fire department. Arlington Fire and Rescue recommended that Lonnie Nichols be appointed to serve on their Board of Trustees. Buck Shoals V.F.D. recommended that Jeremy Millsaps be appointed to serve on their Board of Trustees. Courtney V.F.D. recommended that Barry Williard be appointed to serve on their Board of Trustees. East Bend V.F.D. recommended that Jerry Adams be appointed to serve on their Board of Trustees. Forbush V.F.D. recommended that Larry Matthews be appointed to serve on their Board of Trustees. Lone Hickory V.F.D. recommended that John Weatherman be appointed to serve on their Board of Trustees. The Boonville

Community Volunteer Fire Dept. recommended that Dean R. Norman be appointed to serve on their Board of Trustees. The Fall Creek Community V.F.D. recommended that Larry Hobson be appointed to serve on their Board of Trustees. West Yadkin V.F.D. recommended that Rocky Hauser be appointed to serve on their Board of Trustees. Yadkinville Volunteer Fire Department recommended that Basiel Wishon be appointed to serve on their Board of Trustees. **Commissioner Welborn made a motion to approve the recommended appointments to each Fire Departments Firefighter's Relief Fund Board of Trustees as requested for a two year term. Commissioner Zachary second.**

**Vote: 4/0.**

#### **COMMISSIONER COMMENTS**

**Commissioner Zachary** appreciated everybody who was here tonight. It was nice to meet Christi Colbert. He welcomed her to the Yadkin County family. He thanked Melissa Staebner for being here tonight. He thanked the 4-H'ers for coming and leading the Pledge of Allegiance. He was glad the 4-H'ers were able to be here for the Board to recognize their accomplishments. It looks like Yadkin County has a bunch of interested and ambitious young people who are getting things done. It is good to see that. He thanked Keith Vestal for his presentation. He thanked Jessica Wall and Natalie Williams for their presentation. The Board is here to help the citizens however possible. He said that he missed Vice Chairman Moxley. He hoped Vice Chairman Moxley is doing well and will be able to attend the next meeting.

**Commissioner Hemric** thanked everyone for coming out. He thanked Melissa Staebner for all she does. Her heart is in 4-H and she does a real good job. He thanked Jessica Wall and Natalie Williams for their presentation. He thanked Keith Vestal and Sheriff Oliver for their presentations. He welcomed Christi Colbert.

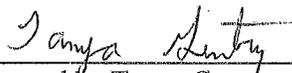
**Commissioner Welborn** seconded what the other Commissioners' said and hoped that everybody has a good week.

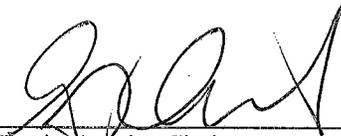
**Chairman Austin** said it was a great night of actions for the County. He hated Dale Ring couldn't be here. He thinks that Dale Ring, the Sheriff, and Christi Colbert did a fantastic job. He will be glad when the 911 telephone upgrade and backup PSAP project is done so the County will have a more reliable communications system going forward. His wife was in 4-H when she was growing up. Some of the fondest memories she has are of her 4-H days. He is sure it will be as memorable for these kids. 4-H is a great program. He was excited to meet them and hear about their accomplishments. He wished them great success in the future. He thanked Melissa Staebner for her dedication to the program. He and County Manager Hughes attended the 60<sup>th</sup> anniversary celebration for East Bend Fire Department. Clyde Wall, a charter member of the East Bend Fire Department and a World War II veteran, was there. It was an honor to be there with him and hear him speak about the early days. Chairman Austin loves to attend anniversary events for the fire departments. They are an important part of the communities they provide their services to. Being a volunteer in the fire service is one of the greatest things people can do. One of the speakers at the East Bend Fire Department event was former Chairman Wagoner. He is the Secretary of their Board. It was great to see him again. It was a great event and he was glad he was able to attend.

There was no Closed Session.

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

**Vote: 4/0.**

  
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Prepared by Tanya Gentry  
Clerk to the Board

  
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Kevin Austin, Chairman  
Yadkin County Board of Commissioners

11/21/16  
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Date approved by the  
Yadkin County Board of Commissioners