

**YADKIN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION MINUTES
Monday, December 19, 2011**

The Yadkin County Board of Commissioners met in Regular Session on Monday, December 19, 2011, in the Yadkin County Human Services Building (Commissioners' Meeting Room), 217 East Willow Street, Yadkinville, NC.

Present were:

Chairman Kevin Austin
Vice Chairman Frank Zachary
Commissioner Gilbert Hemric
Commissioner David Moxley
Commissioner Marion Welborn

Staff present: County Manager, Aaron Church; Assistant County Manager/Finance Officer, Lisa Hughes; and Deputy Clerk to the Board, Tanya Gentry.

INVOCATION led by County Manager Aaron Church.

CALL TO ORDER by Chairman Austin at 7:00pm.

PLEDGE OF ALLEGIANCE led by Jack Ploof, a kindergarten student from Courtney Elementary School.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

A correction had to be made to the Cooperative Extension budget amendment. The revised budget amendment was given to the Commissioners to replace the one on page 59. On page 202, "in the total amount of \$1,999.00" needs to be added to the end of the motion authorizing payment of the First Impressions invoices. **Commissioner Hemric made a motion to adopt the agenda with the noted changes. Vice Chairman Zachary second.**

Vote: 5/0.

PUBLIC COMMENTS

- 1) None.

Chairman Austin closed the Public Comments portion at 7:03pm.

APPROVAL OF MINUTES

Commissioner Moxley made a motion to approve the Minutes of the November 21, 2011 Regular Session, the December 5, 2011 Regular Session, and the December 5, 2011 Closed Session.

Commissioner Welborn second.

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

- 1) Site Solutions Park Report. Derek Williams addressed the Board. He presented the final drafts of the Comprehensive Park Plan and the Site Specific Park Plans for the Yadkin County Park and the 5-D Reservoir Park. These were done as three separate plans due to PARTF requirements.

The Comprehensive Park Plan is a 10 year countywide plan. An inventory of the existing parks was done and four workshops were held to allow the public to give input on what they would like

to see. The public workshops had an excellent turnout with approximately 200 people attending. The most popular activity was walking trails and soccer was the second most popular activity. There is a demand for water and nature based activities, such as camping, boating, fishing, and hunting. The recommendations are to use the 5-D Reservoir to create a regional park, to improve the existing Yadkin County Park, to improve the existing river access sites, and to develop a park in the northeast section of the County. The total capital improvement cost will be approximately \$7.5 million.

The 5-D Reservoir Park Plan calls for the existing farmstead to be preserved and used for park operations and management. It could also be used to provide educational opportunities. There will be picnic shelters, several fixed piers and floating docks. John boats, paddle boats, kayaks, and canoes will be allowed on the lake. Fishing from the piers and boats will be allowed by permit. There will be no bank fishing. The plan includes a paved walking/jogging trail and an earthen trail that can be used for hiking and horseback riding. There will be a RV campground and campsites. A disc golf area has been designated. The cost of the project would be approximately \$4.3 million.

The Yadkin County Park is centrally located but it needs some renovations. Parking areas and walkways need to be improved. The walking trail should be paved. The existing playground will be relocated to be near the large shelter. The ball fields need to be expanded and the lighting improved. The plan proposes adding two new soccer fields and a basketball court. The tennis courts need some renovations. A fishing dock will be added to the pond. A future greenway may be created by connecting the existing County Park trails with the proposed trails at the 5-D Reservoir Park. The cost of the project would be approximately \$3.3 million.

Commissioner Moxley read from page A-2 in the Comprehensive Park Plan. He read number 18, "Would like to see facilities at river access points (picnic tables, etc.)"; number 46, "River access points should be maintained and additional access points opened.;" and number 47, "Look into acquisition of the 'Lime Rock' property – could have canoe/kayak, camping, mountain climbing, rappelling." He has looked into this further. The Lime Rock property is 81 acres of DOT land that is owned by North Carolina. On page 3-18, page 4-6, and page 5-4, the plan mentions possibly acquiring land in the northeastern section of the County. A statement could be added to these pages stating the Lime Rock property could be a good choice for this acquisition.

Commissioner Moxley read number 2 on page A-6, "Expand Jonesville Greenway outside town limits" and number 11, "Extend Jonesville Greenway to Pilot Mountain State Park." He would like to see added somewhere in the plan that Yadkin County would be interested in having some of the Mountain to the Sea trail come through Yadkin County.

Derek Williams told the Board the requested changes will be made to the Plans.

CONSENT AGENDA

Commissioner Moxley made a motion to approve the consent agenda with the noted changes.

Commissioner Hemric second.

Vote: 5/0.

- 1) Budget Amendments:
 - a) Cooperative Extension .
 - b) Courts Facilities .
 - c) DSS.
 - d) Economic Development.
 - e) Elections.
 - f) General Fund.

- g) Health.
 - h) Public Buildings/DSS.
 - i) CJP.
- 2) Approve Contract with Town of Jonesville and Approve Budget Amendment.
 - 3) Approve Contract with Yadkin Fire and Safety to Service Landfill and Collection Sites.
 - 4) Approve Contract with Municipal Engineering for Testing Services for Solid Waste Dept and Authorize Finance Officer to Pay Invoices.
 - 5) Approve Contract with Carolina Software for Landfill Management Software and Authorize Finance Officer to Pay Invoices.
 - 6) Approve contract with Hollar and Associates to Provide Services for 5-D.
 - 7) Approve Contract with Hughes Plumbing Company, Inc. for Courthouse Roof Drain Work.
 - 8) Approve Contract with Benchmark CMR, Inc for SFR10 Administrative Services.
 - 9) Approve Amended Contract with Martin Starnes & Associates for Audit Services.
 - 10) Approve Contract with Donnie Bowman for General Construction Services.
 - 11) Authorize the Finance Officer to Pay First Impression Invoices on the Statement with a Billing Date of 10/31/2011 in the total amount of \$1,999.00.

[The Budget Amendments are attached as Appendix A.]

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

- 1) Set a Public Hearing for January 17, 2012 at 7:00pm for a Zoning Map Amendment Request. Bob Clark addressed the Board. A new double-wide home was accidentally placed across a dividing line between the Restricted Residential and Rural Agriculture zoning districts. The home will need to be relocated or, to allow it to remain where it is, approximately 0.49 acres will need to be rezoned. The Planning Board heard the request and recommends rezoning. **Commissioner Welborn made a motion to set a public hearing for January 17, 2012 at 7:00pm to hear zoning map amendment request for PIN # 582701179935 from Restricted Residential (RR) District to Rural Agriculture (RA) District. Vice Chairman Zachary second.**
Vote: 5/0.

BOARD ACTION

- 1) Unfreeze Soil and Water District Administrative Assistant Position, Re-Classify it as Grade 66, and Fill it. The current Administrative Assistant is retiring at the end of the month. Jason Walker requested the clerical position be reclassified as a Soil and Water Technician position with a pay grade of 66 and that he be allowed to fill it. The new Technician will perform the clerical duties currently done by the Administrative Assistant as well as assisting the current Soil and Water Technician by doing some of the field work. The current Soil and Water Technician helps with the grounds maintenance of all the County property. **Vice Chairman Zachary made a motion to unfreeze the Soil and Water District Administrative Assistant position and reclassify it from 61 to 66 Soil and Water District Technician and allow the Soil and Water District to fill the position. Commissioner Hemric second.**
Vote: 5/0.
- 2) Approve Contract with James Williams & Company, Inc. James Williams & Company will print, assemble, and mail the 24 page Report to the People booklet. Approximately 18,000 copies will go out simplified mail. Everyone, including businesses, will receive a copy. James Williams & Company will also provide 250 copies to the County Manager's office. Commissioner Moxley stated this fits in with the County's efforts to be transparent. He believes it is a really good thing for the County. Chairman Austin stated it does a good job of explaining the County's functions so it will help the citizens understand who to contact when they have questions. **Commissioner Welborn made a motion to approve the contract with James Williams & Company and authorize the County Manager to sign it, pending County Attorney approval. Vice Chairman Zachary second.**

Vote: 5/0.

CALENDAR NOTES

- 1) December 21, 2011 – Employee Christmas Luncheon at Union Cross Friends Meeting House.
- 2) December 26-27, 2011 – Christmas Holiday.
- 3) January 2, 2012 – New Year’s Holiday.
- 4) January 3, 2012 – Board of Commissioners Meeting at 9:00am.
- 5) January 17, 2012 - Board of Commissioners Meeting at 7:00pm.
- 6) February 6, 2012 – Board of Commissioners Meeting at 9:00am.
- 7) February 20, 2012 – Board of Commissioners Meeting at 7:00pm.
- 8) March 5, 2012 – Board of Commissioners Meeting at 9:00am.
- 9) March 19, 2012 – Board of Commissioners Meeting at 7:00pm.
- 10) April 2, 2012 – Board of Commissioners Meeting at 9:00am.
- 11) April 16, 2012 – Board of Commissioners Meeting at 7:00pm.
- 12) May 7, 2012 – Board of Commissioners Meeting at 9:00am.
- 13) May 21, 2012 – Board of Commissioners Meeting at 7:00pm.
- 14) June 4, 2012 – Board of Commissioners Meeting at 9:00am.
- 15) June 18, 2012 – Board of Commissioners Meeting at 7:00pm.
- 16) July 2, 2012 – Board of Commissioners Meeting at 9:00am.
- 17) July 16, 2012 – Board of Commissioners Meeting at 7:00pm.
- 18) August 6, 2012 – Board of Commissioners Meeting at 9:00am.
- 19) August 20, 2012 – Board of Commissioners Meeting at 7:00pm.
- 20) September 4, 2012 - Board of Commissioners Meeting at 9:00am.
- 21) September 17, 2012 – Board of Commissioners Meeting at 7:00pm.
- 22) October 1, 2012 - Board of Commissioners Meeting at 9:00am.
- 23) October 15, 2012 – Board of Commissioners Meeting at 7:00pm.
- 24) November 5, 2012 - Board of Commissioners Meeting at 9:00am.
- 25) November 19, 2012 – Board of Commissioners Meeting at 7:00pm.
- 26) December 3, 2012 - Board of Commissioners Meeting at 9:00am.
- 27) December 17, 2012 - Board of Commissioners Meeting at 7:00pm.

Commissioner Hemric made a motion to approve the Meeting dates for next year. Vice Chairman Zachary second.

Vote: 5/0.

MANAGER’S REPORTS/BOARD ACTION

- 1) Construction Change Directive for Jail Addition Site Preparation. The required soil moisture level was not being reached so approximately 1,200 cubic yards of sand/rock quarry screenings were needed to mix with the soils for the building pad. The amount of the change order remained within the contingency so the County Manager executed it and is reporting it to the Board now.
- 2) Jail Construction Documents. The State has approved 50% of the jail construction documents. The architectural documents were approved with one exception. The State rearranged the confidential attorney/inmate visitation area to allow for more privacy. The State is reviewing the plumbing, electrical, and mechanical drawings.

MANAGER’S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

- 1) Contract with Parker Poe for Tax Appeal Services.
- 2) Contract with Parker Poe for Services Regarding Jail Construction Contract Documents.
- 3) Contract with Todd Brothers Plumbing for Work at Jail.
- 4) Contract with Terminix for Monthly Exterminator Service.
- 5) Contract with Crossroads Custom Carpets for Work at Courthouse.
- 6) Contract with Mrs. Pumpkin’s Muffins, Inc to assist with the Christmas Luncheon.

BOARD VACANCIES/APPOINTMENTS:

- 1) There are 2 Vacancies on the Nursing Home - Adult Care Home Community Advisory Committee.
- 2) Appointment for Yadkin County Tourism Development Authority. Cindi Shore resigned from the Tourism Development Authority so someone is needed to fill the remainder of her term. The Authority requested that Mark Berry be appointed to fill the term that will expire 02/28/2012. **Commissioner Welborn made a motion to appoint Mark Berry to the Tourism Development Authority. Commissioner Moxley second. Vote: 5/0.**

COMMISSIONER COMMENTS

Vice Chairman Zachary thanked everyone for coming. He commented on how the open session meetings are getting shorter. He stated the jail documents being 50% approved is really, really, good news. That was a quick turnaround time. He hopes the site preparation will come to a close right on time. He thanked County Manager Church, Ware Bonsall, and Hennings Construction for their good work so far. They got the project off to a good start. He thanked everyone for coming and wished everyone a Merry Christmas. He is looking forward to the Christmas Luncheon on Wednesday.

Commissioner Moxley stated it is good to see the jail project continuing to move along on schedule, or maybe a little ahead of schedule. The site preparation area looks good. The park plans and PARTF grant are coming together. The park plans are looking good. He thanked everyone for coming. It is good to see things moving along so well. He wished everyone a Merry Christmas.

Commissioner Hemric thanked everyone for coming. He stated he appreciated the student coming to lead the Pledge of Allegiance. He echoed the other Commissioners comments about the jail. Things are going well. He wished everyone a Merry Christmas and a Happy New Year.

Commissioner Welborn wished everyone a Merry Christmas and a Happy New Year. He appreciated the student leading the Pledge of Allegiance. He stated it was good to see everyone that is here. The park plans are coming together. He was surprised at how quickly Hennings was completing their site preparation work. The jail site is looking good.

Chairman Austin gave a lot of credit to Ware Bonsall and to the Board for choosing them as the architects of this project. Ware Bonsall is giving good advice. Hennings is doing a great job of meeting the timeline they were given. We are ready to move on to the next phase of the jail project. He wished everyone a Merry Christmas. He thanked the Matthews' for coming to the last part of the meeting. He thanked the staff.

Chairman Austin made a motion to go into Closed Session pursuant to (1)(3)(4)(5)(6) NCGS 143-318.11(a) in order to discuss Personnel Matters and to Protect Personnel Information that is Confidential under NCGS 153A-98, 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 including about three lawsuits: Yadkin County vs. S&S Yadkin LLC, Jerry Hutchens vs. Yadkin County, and Yadkin County vs. William Edward Creed, Emma G. Creed, Theodore Greer Creed, and Celia Joanne Creed. Commissioner Welborn second. Vote: 5/0.

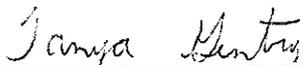
After a motion to come out of Closed Session was made and the Board was in **Open Session**, **Commissioner Welborn made a motion to authorize the County Manager to circumvent the Yadkin County Performance Pay Plan Policy Section 4 to hire Stuart Hanes, John Matthews, and James Collins as EMS Shift Captains at their current rate of pay. Vice Chairman Zachary second. Vote: 5/0.**

Commissioner Moxley made a motion to approve the Christmas bonus pay plan for County employees for \$115.00 base and a prorated percentage for temporaries and 40% for EMS reserves. Commissioner Hemric second.

Vote: 5/0.

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

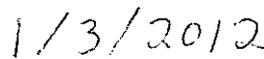
Vote: 5/0.



Prepared by Tanya Gentry
Deputy Clerk to the Board



Kevin Austin, Chairman
Yadkin County Board of
Commissioners



Date approved by the
Yadkin County Board of Commissioners

BUDGET AMENDMENT FORM

(change in revenue and expenditure or transfers between departments or funds)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.



Finance Officer

DEPARTMENT: Cooperative Extension

DEPARTMENT HEAD SIGNATURE: _____

DATE: 12/19/11

LINE ITEM	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	NEW BUDGET
Non-Dept. Prof. Svces	1059000-51500	151,850	(600)	151,250
Provisions for Meetings	1054950-52016	500	600	1,100

EXPLANATION: Transfer \$600 from Non-Departmental Professional Services to fund the Cooperative Extension Volunteer Appreciation Luncheon.

This budget amendment has been approved by the appropriate Advisory Board.

Yes
 No

This instrument has been approved by the Board of Commissioners as requested.



Chairman

BUDGET AMENDMENT FORM

(change in revenue and expenditure or transfers between departments or funds)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.



Finance Officer

DEPARTMENT: Courts Facilities

DEPARTMENT HEAD SIGNATURE: _____

DATE: 12/09/11

LINE ITEM	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	NEW BUDGET
Buildings/Grounds Maint	1054160-53010	1,000	5,000	6,000
Jury Commission	1054160-54410	300	150	450
Contract Services	1054160-55030	2,600	3,000	5,600
Non-Dept Professional Svcs	1059000-51500	160,000	(8,150)	151,850

EXPLANATION: The County receives court facilities fees to maintain the Courthouse. All courthouse expenses should be properly coded to the Courts Facilities expenditures. Sufficient funds were not budgeted in FY2012 to maintain the courthouse and the Board of Commissioners increased Jury Commission's rate of pay after the budget approval.

This budget amendment has been approved by the appropriate Advisory Board.

_____ Yes
_____ No

This instrument has been approved by the Board of Commissioners as requested.



Chairman

BUDGET AMENDMENT FORM

(change in revenue and expenditure or transfers between departments or funds)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.



 Finance Officer

DEPARTMENT: Elections

DEPARTMENT HEAD SIGNATURE: Janet B. Chaplin

DATE: 12/09/11

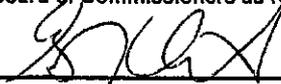
LINE ITEM	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	NEW BUDGET
Equipment	1054170-56010	10,000	(3,200)	6,800
Supplies and Materials	1054170-52010	12,000	(2,001)	9,999
Social Security	1054170-51300	4,500	341	4,841
Medicare	1054170-51310	1,060	80	1,140
Salaries/Part-time	1054170-51030	4,200	4,780	8,980

EXPLANATION: Transfer funds within the budget to allow a part-time employee to help in the absence of a full-time employee out on FMLA.

This budget amendment has been approved by the appropriate Advisory Board.

Yes
 No

This instrument has been approved by the Board of Commissioners as requested.



 Chairman

BUDGET AMENDMENT FORM

(change in revenue and expenditure or transfers between departments or funds)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.



Finance Officer

DEPARTMENT: Health

DEPARTMENT HEAD SIGNATURE: Marcia R. Thomas

DATE: 12/02/11

LINE ITEM	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	NEW BUDGET
CH Immunization	104516244198	13,164	2,880	16,044
Supplies/Materials	105516252010	1,500	2,880	4,380

EXPLANATION: Additional State Aid to County money to use in the Immunization Program.

This budget amendment has been approved by the appropriate Advisory Board.

Yes
 No

This instrument has been approved by the Board of Commissioners as requested.



Chairman

