

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

**Monday, March 5, 2012**

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 Services Building located at 217 East Willow Street, Yadkinville, NC on Monday, March 5, 2012 at 9:00am.

## **Present were:**

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

**Staff present:** County Attorney, Bobby Sullivan; 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 9:02am.

**PLEDGE OF ALLEGIANCE** led by Chairman Austin.

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

**Vice Chairman Zachary made a motion to adopt the Agenda. Commissioner Hemric second.  
Vote: 5/0.**

## **PUBLIC COMMENTS**

None.

Chairman Austin closed the Public Comments portion at 9:04am.

## **APPROVAL OF MINUTES**

The February 9, 2012 joint meeting with the Town of Yadkinville Board minutes and both sets of February 20, 2012 minutes were up for Board approval. **Commissioner Welborn made a motion to approve all three sets of minutes as presented. Commissioner Moxley second.  
Vote: 5/0.**

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

### **Employees Recognized for Retirement**

Chairman Austin, County Manager Church, and Lisa Hughes presented a plaque to Joyce Berk for her retirement after 15 years of service. She worked for the Department of Social Services and was a true asset to the County.

## **CONSENT AGENDA**

**Commissioner Moxley made a motion to approve the Consent Agenda. Vice Chairman Zachary second.  
Vote: 5/0.**

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

### **Animal Control Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Humane Society Grant	1044380-44113	0	3,000	3,000
Building & Grounds	1054380-53040	500	4,000	4,500
Fees	1044380-44112	8,000	5,630	13,630
Contract Services	1054380-51700	3,600	2,000	5,600
Departmental Supply	1054380-52014	4,700	2,130	6,830
Travel/Training	1054380-54010	1,000	500	1,500

Received HSUS Grant and had an increase in revenue. Addition to Building & Grounds to cover improvements. Addition to Contract Services, Departmental Supply, Veterinary Supplies to cover additional expenses due to increased adoptions. Increase in Travel/Training.

### **DSS Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Adoption Vendor	1055320-57810	103,092	(4,000)	99,092
Data Processing	1055300-52013	0	4,000	4,000

Transfer of funds from Adoption Vendor into Data Processing.

### **Health Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
DENR	104518044213	4,000	312	4,312
EH Supplies	105518052010	4,000	312	4,312

Additional State funds received for Lead Program.

### **Soil & Water Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Concession Fees	1046120-48611	0	5,500	5,500
Recreation Fees	1046120-48615	30,000	(5,500)	24,500

Adjustment needed to account for concession fees collected at the park.

### **Economic Development Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
NC One Fund (Dept. of Commerce)	1044920-43370	200,000	100,000	300,000
Nonni's Economic Incentive	1054920-57215	237,570	100,000	337,570

Receipt of \$100,000 from the NC One Fund for Nonni's Economic Incentive.

### **Court Facilities Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Utilities	1054160-54300	38,810	(2,000)	36,810
Buildings & Grounds Maintenance	1054160-53010	6,000	2,000	8,000

Funds transferred to cover additional expenditures.

### **Public Buildings Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
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Utilities	1054260-54300	55,000	(3,000)	52,000
Buildings & Grounds Maintenance	1054260-53010	28,000	(2,000)	26,000
Janitorial Supplies	1054260-52015	12,440	4,500	16,940
Telephone	1054260-54200	840	500	1,340

Funds transferred to cover additional expenditures.

**Amend Insurance Amount for Grady Robbins, DVM**

The Memorandum of Understanding between the County and Grady Robbins, DVM was amended to allow for a change in insurance. The original MOU required Robbins to have \$1,000,000 of insurance. The amended MOU requires \$300,000 per incident with a total of \$900,000.

**Contract with First Impressions**

First Impressions provides dentures and partials for Yadkin County dental clinic clients.

**Contract with BevCon LLC**

This is a renewal of an existing contract with BevCon LLC for recycling collection services.

**Financial Audit Contract with Martin Starnes & Associates**

Martin Starnes & Associates provides the County annual financial audit services. This is the third year of a three year awarded contract.

**Award Cost Allocation Plan Contract to Maximus**

A Cost Allocation Plan is required for federal Social Services programs. Maximus sent in a proposal to complete the FY11, FY12, and FY13 plans. It was requested the Board award the 3 year Cost Allocation Plan contract to Maximus.

**Amended MOU with Rural Planning Organization (RPO)**

The Memorandum of Understanding establishes the Northwest Piedmont Rural Planning Organization and will allow the counties of Davie, Stokes, Surry, and Yadkin the opportunity to work in partnership with the NC Dept. of Transportation to develop a sound, locally-based plan for regional transportation. The amended MOU also establishes committees in the RPO's Public Participation Plan.

**Elkin/Jonesville Comprehensive Transportation Plan (CTP)**

The Elkin/Jonesville Comprehensive Transportation Plan was prepared by the NC Dept. of Transportation, Elkin, and Jonesville. It looks at the next 25 years of transportation improvements for those areas. The Yadkin County Planning Board reviewed the CTP at its February 13, 2012 meeting and voted unanimously to recommend the Board of Commissioners approve the plan.

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

**Set Public Hearing for Zoning Map Amendment for PIN# 485800603284 from RA to CB**

Bob Clark addressed the Board. He requested the Board set a public hearing for a zoning map amendment. Robert S. Keaton has requested that 0.69 acres of the southern portion of PIN 485800603284 be rezoned from Rural Agricultural to Community Business CD Parallel Conditional Use District. This rezoning would be tied to a site specific plan that would allow the property to be used as an auto sales lot. The Planning Board has heard the request and voted unanimously to recommend approval. **Commissioner Hemric made a motion to set a public hearing for Monday, March 19, 2012 at 7:00pm in the Board of Commissioners room to hear a zoning map amendment request for Robert S. Keaton, 1728 Cheek Rd, for the 0.69 acre southern portion of a 10.87 acre tract of PIN# 485800603284 from Rural Agricultural to Community Business CD Parallel Conditional Use District for a small auto sales lot. Vice Chairman Zachary second.**  
**Vote: 5/0.**

**Set Public Hearing to Close-out the Courtney-Huntsville Area CDBG Infrastructure Grant Project**

The funds for the Courtney-Huntsville Area CDBG Infrastructure Grant project 08-C-1858 were de-obligated by the State. A public hearing is required before the project can be formally closed. All of the notification requirements will be met. **Commissioner Welborn made a motion to set a public hearing on the closeout of the Courtney-Huntsville CDBG 08-C-1858 project for 7:00pm Monday, March 19, 2012 in the Board of Commissioners room. Commissioner Moxley second.**  
**Vote: 5/0.**

**BOARD ACTION**

**Wheels to WIC Grant Application**

Monecia Thomas addressed the Board. The Health Department had submitted the Wheels to WIC grant application to Smart Start. Medicaid transportation services do not cover WIC appointments. This grant would offer those services to WIC Medicaid clients who have difficulty making their appointments due to a lack of transportation. The Board of Commissioners and the County Manager questioned Monecia Thomas about the grant. After the item was placed on the agenda, the Health Department received word the grant was not approved. No Board action was needed for this item.

**Education – Worth Every Tooth Grant Application**

Monecia Thomas addressed the Board. The Education – Worth Every Tooth Grant is a Smart Start grant that would provide biannual dental screenings and education at Head Starts and Child Day Care centers in Yadkin County. It would also offer free biannual dental services to children age 0 to 5. The Health Department has submitted the grant application to Smart Start. The Board of Commissioners and the County Manager questioned Monecia Thomas about the grant and the application. The Board of Health has not approved the grant. The Board of Commissioners would like the Board of Health to review the grant and approve it before any further action is taken. **Vice Chairman Zachary made a motion to table the action on the Education – Work Every Tooth Grant application until the Board of Health has met and approved it. Commissioner Welborn second.**

**Vote: 5/0.**

**Rescind Budget Amendment and Approve New One for Health Dept**

Health Department staff member salaries are allocated to different programs. A Health Department WIC budget amendment dated 01/04/2012 was approved by the Board on 01/17/2012 to transfer salary related expenditures to the appropriate programs. The budget amendment could not be entered after it was approved because there were not sufficient funds at that time. The Board was asked to rescind that budget amendment and approve a new budget amendment to transfer the salary related expenditures.

**Vice Chairman Zachary made a motion to rescind the Health Departments WIC budget amendment dated 01/04/2012. Commissioner Welborn second. Vote: 5/0. Vice Chairman Zachary made a motion to approve the new WIC budget amendment dated 02/21/2012 as presented. Commissioner Welborn second.**

**Vote: 5/0.**

**02/21/2012 WIC Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
WIC Breastfeeding Salaries & Wages	1055168-51010	17,901	(7,000)	10,901
WIC Breastfeeding Social Security	1055168-51300	1,110	(800)	310
WIC Breastfeeding Medicare	1055168-51310	270	(200)	70
WIC Breastfeeding Retirement	1055168-51330	1,232	(1,100)	132
WIC Breastfeeding Group Insurance	1055168-51350	3,864	(1,165)	2,699
WIC Peer Coun Salaries & Wages	1055170-51010	4,497	7,000	11,497
WIC Peer Coun Social Security	1055170-51300	290	800	1,090

WIC Peer Coun Medicare	1055170-51310	65	200	265
WIC Peer Coun Retirement	1055170-51330	314	1,100	1,414
WIC Peer Coun Group Insurance	1055170-51350	1,104	1,165	2,269

**Budget Amendment for Animal Control to Appropriate Funds**

Animal Control's 2005 Chevy Colorado truck broke down and needs to be repaired. They do not have the necessary funds in their budget to cover the repair costs so they are requesting that \$2,000.00 be appropriated from Fund Balance. **Commissioner Hemric made a motion to approve the budget amendment for Animal Control as presented. Commissioner Moxley second.**

**Vote: 5/0.**

Animal Control Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	2,307,922	2,000	2,309,922
Vehicle Maintenance	1054380-53040	1,500	2,000	3,500

**Budget Amendment General Fund/Self-Insurance Fund**

Lisa Hughes addressed the Board. An internal Self-Insurance Fund was created to manage the medical portion of the County's insurance. This budget amendment will allow all the medical insurance payments to be reported in the Self-Insurance Fund. **Vice Chairman Zachary made a motion to approve the budget amendment for General Fund/Self-Insurance Fund as presented. Commissioner Moxley second.**

**Vote: 5/0.**

Self Insurance Fund Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Employer \$500 Ins. Contribution	1059000-51550	115,000	(115,000)	0
Transfer to Self-Insurance Fund	1054212-57090	0	115,000	115,000
Transfer from General Fund	8844120-42410	0	115,000	115,000
Employer \$500 Ins. Contribution	8854120-51550	0	115,000	115,000

**Special Inspections/ITL Services for Jail Project**

Two companies, S&ME and ECS Carolinas, turned in proposals to provide the special inspections/ITL services for the jail project. Ware Bonsall reviewed the proposals and recommended the County select ECS Carolinas to perform the work. The County's Building Inspector has approved using ECS Carolinas. They have done previous work on the jail site so they are familiar with the project. **Commissioner Moxley made a motion to exempt ECS Carolinas from the Mini Brooks act based on prior experience on the jail site and previous work done for the County and award the Special Inspections/ITL services bid to ECS Carolinas and authorize the County Manager to negotiate a contract with them. Vice Chairman Zachary second.**

**Vote: 5/0.**

**CALENDAR NOTES**

- 1) March 10, 2012 - Yadkin County Volunteer Fire and Rescue Association Annual banquet begins at 6:30pm and will be held at the Enon Baptist Church Enrichment Center.

**MANAGER'S REPORTS/BOARD ACTION**

**Jail Project Bid Date**

The bid opening has been changed to March 15, 2012. Ware Bonsall polled the bidders and they were in agreement with having an extra week to prepare their bids.

**RFP for Jail Food Services**

The County Manager has been working on an RFP for a 3 year food services contract for the jail. The tentative schedule is for April 3, 2012 to be the mandatory pre-bid conference and April 17, 2012 to be the bid opening. The Board of Commissioners would award the bid on May 7, 2012. If everything remains on schedule, the contract could be finalized by June 13, 2012 with the services beginning July 1, 2012.

### **GovDeals**

The County has begun selling surplus items on GovDeals. Anyone who is interested in the items can see and bid on them on GovDeals.com. They will be listed under Yadkin County.

### **Human Services Conference Room**

The conference room beside the County Manager's office is open for use. However, we need a conference room table and glass wall mounts. The final water study information will be put up in that room when it is complete.

### **Car Pool**

The miles that County vehicles have been driven over the last year have been looked at. It was discovered that some of the vehicles are not being driven very much. The County will be able to surplus some vehicles and put others in a car pool so they can be used by all of the departments.

### **Hydraulic Model**

The hydraulic model for the water study is almost complete. Davis-Martin-Powell is going to present the Enterprise Business Solution to the Board at the next meeting. It will tell the County which water lines are feasible and which are not.

### **EBS Meeting**

On March 22, 2012, there will be a private EBS Meeting. The meeting will be done to give the EBS members a chance to digest the information presented by Davis-Martin-Powell at the March 19, 2012 Board of Commissioners meeting.

### **Playground**

Construction of the playground starts today. The playground will be across from the shelter at the Yadkin County Park.

### **PARTF Grant**

The County applied for a \$500,000.00 PARTF grant to create a new park at 5-D. PARTF representatives have come out and looked at the site.

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

### **The Perkinson Company Contract**

This is a contract for Perkinson Company to inspect and repair a gate actuator stem and nut assembly at the Deep Creek 5-D Dam site.

### **Dorsett Technology**

Dorsett will install a thru-wall heat pump in the old game room at the Yadkin County Park Office.

### **Mike's General Repair**

Mike's General Repair will install handrails at the Yadkin County Park.

## **BOARD VACANCIES/APPOINTMENTS**

### **Nursing Home - Adult Care Home Community Advisory Committee**

There is one vacancy on the Committee. Dawn Cheek was up for reappointment. **Commissioner Welborn made a motion to reappoint Dawn Cheek to the Nursing Home – Adult Care Home**



. His son was very excited about seeing the snow this morning and Chairman Austin enjoyed watching it come down as he drove to town.

**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 Discuss 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 a lawsuit: Jerry Hutchins vs. Yadkin County. Vice Chairman Zachary second.**

**Vote: 5/0.**

After a motion to come out of Closed Session was made and the Board was in **Open Session**, **Commissioner Hemric made a motion to extend the meeting past 11:00am. Vice Chairman Zachary second.**

**Vote: 5/0.**

**Chairman Austin made a motion to return to Closed Session for the reasons previously stated and to keep confidential an honor the County may bestow on someone. Commissioner Welborn second.**

**Vote: 5/0.**

(Commissioner Welborn left at 11:39am.)

After a motion to come out of Closed Session was made and the Board was in **Open Session**, **Vice Chairman Zachary made a motion to approve the foreclosure collection procedure as presented by the County Attorney and Tax Administrator and authorize Tax Administrator to prepare the documents and begin complying with said policy. Commissioner Moxley second.**

**Vote: 4/0.**

**Commissioner Moxley made a motion to deny the request for waiver and refund of taxes, interest, and penalties for 1829 Templeton Road, Account number 42425. Commissioner Hemric second.**

**Vote: 4/0.**

**Vice Chairman Zachary made a motion to adjourn. Commissioner Moxley second.**

**Vote: 4/0.**

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Prepared by Tanya Gentry  
Deputy Clerk to the Board

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Kevin Austin, Chairman  
Yadkin County Board of  
Commissioners

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Date approved by the  
Yadkin County Board of Commissioners