

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

Monday, April 2, 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, April 2, 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 9:00am.

PLEDGE OF ALLEGIANCE led by Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

The County Manager requested the Munis Demonstration be removed from the Agenda. **Commissioner Moxley made a motion to adopt the Agenda with noted change. Vice Chairman Zachary second. Vote: 5/0.**

PUBLIC COMMENTS

There were none.

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

APPROVAL OF MINUTES

The March 19, 2012 Regular Session and Closed Session minutes were reviewed. In the second full paragraph on page 8 of the Regular Session minutes where it says “effective 9, 2012” it should say “effective April 9, 2012”. **Commissioner Hemric made a motion to approve the minutes with noted change. Commissioner Welborn second. Vote: 5/0.**

REPORTS/REQUESTS OF THE BOARD

None.

CONSENT AGENDA

Commissioner Welborn made a motion to approve the Consent Agenda. Commissioner Hemric 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	Increase/(Decrease)	New
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		Budget		Budget
Vehicle Maintenance	1054380-53040	7,500	(4,000)	3,500
Buildings & Grounds	1054380-53010	500	4,000	4,500

Done to correct account number error made in original budget amendment.

Health Dept WIC Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
WIC Client Services Salary	105516751020	147,205	(5,000)	142,205
WIC Client Services SS	105516751300	9,130	(400)	8,730
WIC Client Services Medicare	105516751310	2,210	(100)	2,110
WIC Client Services Retirement	105516751330	10,128	(400)	9,728
WIC PC Salary	105517051010	11,864	5,000	16,864
WIC PC SS	105517051300	1,090	400	1,490
WIC PC Medicare	105517051310	265	100	365
WIC PC Retirement	105517051330	2,269	400	2,669

Moving funds to accurately record time worked in each program.

Health Dept WIC Equipment Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
WIC Nutrition Supplies	105516652010	4,000	(1,000)	3,000
WIC Client Services Equipment	105516756010	0	1,000	1,000

Moving funds to replace 2 full doors with 2 half swinging doors.

Health Dept Komen Grant Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
BCCCP/Komen Grant	105515151702	29,600	(2,370)	27,230
BCCCP/Supplies	105515152010	1,550	2,370	3,920

Komen Grant states \$2,370.00 is to be used for supplies and advertisement.

Revised HCCBG for Older Adults Funding Plan

The County received an additional \$9,734.00 in Home and Community Care Block Grant funding. The Funding Plan was updated to allocate those funds.

Processing Assistant V

The State Office of Personnel and the Board of Commissioners approved reclassifying a Public Health Nurse III position in the Health Department to a Processing Assistant V position. It was requested the Processing Assistant V position be added to the County's Classification and Pay Plan at a pay grade of 61 with a salary range of \$25,643.00 to \$38,465.00.

Amended MOA with Yadkin County Humane Society

The Memorandum of Agreement with the Yadkin County Humane Society needed to be amended to change the word "employee" to "volunteer" in number 6 and 11 of the Humane Societies responsibilities. The Humane Society has volunteers instead of employees.

One Source Service Agreement

DSS has an agreement with One Source Document Solutions to provide service and maintenance support for software used for Medicaid and food stamps. One Source will also scan closed files.

Wishon & Carter Contract

General Services contract with Wishon & Carter to perform general construction work. This contract requires a pre-audited task order for each service.

The Data Center Contract

The Data Center contract allows them to provide data processing services for the tax office.

Education – Worth Every Tooth Grant Application

The Health Department requested approval for the Education – Worth Every Tooth Grant application. The funds from this grant will be used for supplies needed to provide biannual dental screenings and education at Head Starts and Yadkin County day care centers. The project will also offer some free dental services to children age 0 to 5 years.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

None.

BOARD ACTION

Application for Cost Sharing of Pet Waste Receptacles

Jason Walker addressed the Board. The County can apply for funds from the NC Division of Soil and Water to assist with the purchase of pet waste receptacles for the Yadkin County Park. The receptacles will have bag dispensers on them. The County will pay for the receptacles and the Division of Soil & Water will reimburse the County for its share of the cost. **Commissioner Moxley made a motion to approve the application for assistance with the Division of Soil and Water for cost share assistance for 8 pet waste receptacles, and bags, for installation at the county park and to allow the County Manager to sign all associated paperwork. Commissioner Welborn second.**

Vote: 5/0.

Contract with Surry & Mabry Fence Builders

Surry & Mabry Fence Builders will be able to provide either aluminum specrail fencing or chain link fencing for the playground at the County Park. The Board discussed the two types of fencing. The chain link fence costs approximately half as much as the aluminum fence and is expected to last for much longer. **Commissioner Moxley made a motion to approve the contract with Surry and Mabry Fence Builders for the installation of a green coated chain link fence around the playground at the Yadkin County Park and authorize the County Manager to sign the contract, pending County Attorney approval. Vice Chairman Zachary second.**

Vote: 5/0.

Jail Project Refinancing Proposals

The jail project is currently financed by PNC (formerly RBC) at an interest rate of 3.42% with a maturity date of 01/27/2024. Refinancing proposals were submitted from BB&T and SunTrust for the Board to review. The Board reviewed the proposals provided and requested that level payment options be obtained and submitted for comparison. **Vice Chairman Zachary made a motion to postpone action on this item until the April 16, 2012 Board Meeting. Commissioner Welborn second.**

Vote: 5/0.

Accessing NC Capital Management Trust Accounts Online

The County does not have electronic access to the NC Capital Management Trust Accounts. Monthly statements are received by mail. If any transfers need to be done, they must be done over the phone. This agreement will allow the Finance Department to view the account information and transfer funds online.

Vice Chairman Zachary made a motion to authorize the Finance Department to complete the necessary forms to gain online access to Yadkin County's investments with the North Carolina Capital Management Trust and authorize the County Manager to execute said documents. Commissioner Moxley second.

Vote: 5/0.

CALENDAR NOTES

- 1) April 3, 2012 – Mandatory pre-bid conference for Jail Food Services RFP.

- 2) April 6, 2012 – County offices closed for Good Friday.
- 3) April 12, 2012 – NCACC District Meeting at the Holiday Inn Express in Wilkesboro. No County business will be conducted.
- 4) April 17, 2012 – Bid Opening for Jail Food Services.
- 5) April 30, 2012 – Joint Meeting with Board of Education.

MANAGER'S REPORTS/BOARD ACTION

Water Policies for Yadkin County

Water policies are being developed for the HWY 601 and HWY 21 Yadkin County waterlines. A draft of the water policies was provided in the agenda packet for the Commissioners to review. Lisa Hughes and David Trivette have also been reviewing the draft policies. The County Manager will make revisions to the water policies and they will be submitted to the Board for approval.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Health Dept Funds Transfer

The Health Department transferred funds of \$1,000.00 and \$109.00 in Breastfeeding Peer Counseling payroll related line items in order to accurately reflect the time worked in that program.

Funds of \$771.00 were transferred in Breastfeeding payroll related line items in order to accurately reflect the time worked in that program

Sheriff Dept Funds Transfer

Funds of \$1,000.00 were transferred from Services & Maintenance to Drug Buy Money because additional funds were needed there.

Jail Funds Transfer

Funds of \$1,000.00 were transferred from Utilities to Buildings & Grounds Maintenance to pay Hughes Plumbing for boiler work.

Reappraisal Funds Transfer

Funds of \$1,000.00 were transferred from Postage to Gasoline/Fuel to cover fuel costs.

BOARD VACANCIES/APPOINTMENTS

Aging Planning Committee

There is one vacancy to be filled by someone from the Fall Creek area.

Nursing Home - Adult Care Home Community Advisory Committee

There is one vacancy on the Committee. Mark Brown is up for reappointment. **Commissioner Welborn made a motion to reappoint Mark Brown to the Nursing Home – Adult Care Home Community Advisory Committee. Vice Chairman Zachary second.**

Vote: 5/0.

Surry County Housing Consortium

There are three appointments/reappointments for this Council. The Board reviewed potential appointees. **Commissioner Hemric made a motion to appoint Wayne Matthews, Scott Buffkin and Aaron Church to the Surry County Housing Consortium, pending their acceptance. Commissioner Moxley second.**

Vote: 5/0.

COMMISSIONER COMMENTS

Commissioner Welborn stated it was good to see each one who came today. He thanked East Bend Elementary School for the real nice letter the Board received from them. The letter thanked the Board for inviting their students to lead the Pledge of Allegiance and for the flag they received. He has heard a lot of good comments about the park. It really looks better now.

Vice Chairman Zachary thanked everyone who was here this morning. He thanked Jason Walker for all of his hard work. He has spent a lot of time in the park over the years and it is becoming a really nice park now. He commended the lady Falcon cheerleaders of Forbush High School for winning their third straight national championship.

Commissioner Moxley thanked everyone who came today. A child he knows that is about four years old visited the park over the weekend and got to play on the new playground equipment. She said it was the best playground she had ever played on. He thanked East Bend for the letter the Commissioners received from them. It was very nice to receive that.

Commissioner Hemric thanked everyone for coming out this morning. He really appreciated the letter from East Bend School. People are bragging on the park now and see it as something positive.

Chairman Austin stated the only negative comment he has heard about the park is that the parking situation still needs to be worked on. He would like to ask the Board to consider moving forward with the lower parking areas. That topic should be talked about in the upcoming weeks and months. A vendor has contacted him and expressed disappointment in the process the County follows to pay bills and get contracts approved. Chairman Austin explained that some new policies have been put in place in response to some problems the County has experienced with fiscal controls. He apologized for any inconvenience the policies caused but the Board has to take care with the public's money. He mentioned the letter the County received from Janet Cowell, the State Treasurer, congratulating Yadkin County for its State Treasurer's Award that Lisa Hughes accepted on behalf of the County a few weeks ago.

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/or entering into an employment contract and to Instruct County Staff on that Position, and to have a Privileged Consultation with our County Attorney including about a lawsuit: Hutchens vs. Yadkin County. Commissioner Welborn second.

Vote: 5/0.

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 extend the meeting. Commissioner Welborn second.**

Vote: 5/0.

Commissioner Moxley made a motion to return to Closed Session for all the reasons previously stated. Commissioner Welborn second.

Vote: 5/0.

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 authorize the County Manager to sign the termination agreement with JS Clark. Commissioner Welborn 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