

YADKIN COUNTY BOARD OF COMMISSIONERS REGULAR SESSION MINUTES

Monday, June 4, 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, June 4, 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 8:58am.

PLEDGE OF ALLEGIANCE led by Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

Vice Chairman Zachary made a motion to move Item 1 under Board Action to Closed Session. Item 1 is to approve the ROAP application and MOA with YVEDDI. The Board discussed moving the item. Vice Chairman Zachary withdrew his motion. The item was left on Board Action for discussion but no action is to be taken on it until after the Board discusses it further in Closed Session. **Commissioner Welborn made a motion to adopt the Agenda as presented. Vice Chairman Zachary second.**

Vote: 5/0.

PUBLIC COMMENTS

Dan Pavlansky, of Forbush, addressed the Board. He was here tonight representing Yadkin Senior Services. He requested the \$40,000.00 in funding Yadkin Senior Services received this fiscal year be continued for FY12-13. They have had a reduction in funding due to the Home and Community Care Block Grant being moved to another agency. They greatly appreciate the support from the County. Without the funding from the County it would be extremely difficult, if not impossible, for the agency to continue. With funding from the County, they will be able to continue serving approximately 22 to 25 clients. He stated he was available to answer any questions the Board has either now or in the future.

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

APPROVAL OF MINUTES

The May 18, 2012 Special Session and the May 21, 2012 Regular Session minutes were up for review. The Special Session for the jail groundbreaking was held on May 18, 2012 but the minutes have the date as May 17, 2012. The dates contained in that set of minutes need to be corrected to say May 18, 2012.

Commissioner Moxley made a motion to approve all sets of minutes with the noted change.

Commissioner Hemric second.

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

WN Ireland Quarterly Report

Mark Brandon, of WN Ireland, addressed the Board. He is still meeting with Lisa Hughes on a monthly basis to discuss ways for the County to mitigate any potential risks. He and Lisa Hughes have been working on some claims that involve the County over the last couple of months. Things seem to be going fairly well but there are a few issues that are being handled. He asked that if the Board receives any questions from citizens or employees regarding claims, please let him know. He will be glad to discuss it with the Board. They are watching, and are up-to-date, on the construction that is going on at the jail site. The proper builders risk coverage has been provided to ensure the County's interests are covered. Lisa Hughes is keeping him informed of any new operations the Board may approve for 5-D so he can make sure the proper coverage remains in place. The department heads are doing a great job of funneling information through the County Manager's Office. For the last month they have been in the throes of the renewal process. The current carriers have offered premiums that are coming in below budget so we look good there. During the renewal period Yadkin County's physical property (vehicles, equipment, buildings, contents, etc) has been reviewed. He stated it is an honor to work with the County employees. The people of Yadkin County and this Board should be proud of them; they really care and take pride in what they are doing.

Community Health Assessment

Stephanie Portis and Monecia Thomas addressed the Board. As a requirement of accreditation, the Health Department has to conduct a Community Health Assessment (CHA) at least once every four years . Data is collected from various reports that have been put out and from surveys that Yadkin County citizens filled out either electronically or on paper. The CHA information is used to identify health concerns in the community and to guide the Health Department when they make decisions on what services are needed for their clients. The top five biggest health concerns were identified as: obesity, the cost of health insurance; having access to health care; cancer; and drug use. A big theme throughout the surveys was access to health care and health insurance. People who can't afford the cost of health insurance and/or don't have the proper access to health care are not getting the annual exams they need for the early detection of chronic illnesses, like cancer. Yadkin County has a lack of physicians and health care facilities.

CONSENT AGENDA

Lisa Hughes requested that Item #2, Approve Budget Amendments to Reinstate the Water & Sewer Enterprise Fund, be reworded to include authorizing the journal entry. **Commissioner Hemric made a motion to approve the Consent Agenda with noted change. Commissioner Welborn 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
Lease Agreement	1054380-51750	500	(500)	0
Contract Services	1054380-51700	5,800	500	6,300
Gas/Diesel	1054380-52350	9,100	(600)	8,500
Rabies Vaccine	1054380-52044	600	600	1,200

Increase in adoptions has created an increase in the cost of spay/neuters surgeries. New Animal Control Officer requires pre-exposure rabies vaccine.

DSS Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Adoption Vendor	1055320-57810	103,092	(16,000)	87,092
IAS County	1055400-57940	77,130	16,000	93,130
Smart Start Daycare	1055320-57800	100,000	(54)	99,946
Daycare	1055320-57801	900,000	54	900,054

Funds are needed to cover a shortage in IAS County. Close out Smart Start Daycare line and combine

with Daycare line to create one account.

Health Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Admin. Vehicle Maint.	105511053040	6,200	(2,500)	3,700
Admin. Supplies	105511052010	6,720	(600)	6,120
N/M Salaries	105511151010	84,237	(3,315)	80,922
MH Salaries	105516351010	117,792	(5,108)	112,684
Admin. Retirement	105511051330	13,000	1,500	14,500
Admin. Gas/Diesel	105511052350	4,000	370	4,370
Admin. Group Ins.	105511051350	16,560	848	17,408
Admin. Salaries	105511051010	178,000	2,875	180,875
Admin. Social Sec.	105511051300	11,300	440	11,740
HY Equip	105519053020	1,000	200	1,200
FP Salaries	105516451010	105,942	4,865	110,807
FP Social Sec	105516451300	6,570	300	6,870
FP Retirement	105516451330	7,300	125	7,425
WIC Client Services	105516751010	142,205	(10,745)	131,460
NCCN Revenue	104511344173	219,564	600	220,164
WIC Client Services Group Ins	105516751350	25,558	(2,985)	22,573
WIC Nutrition Salaries	105516651010	42,691	6,040	48,731
WIC Nutrition Retirement	105516651330	2,937	150	3,087
WIC Breastfeeding Salaries	105516851010	10,155	7,500	17,655
NCCN Retirement	105511351330	11,345	600	11,945
WIC Admin. Retirement	105516551330	320	40	360

Insufficient funds were budgeted to cover fringe in Admin and Family Planning and WIC Admin and Nutrition and NCCN due to an inaccurate percentage used to calculate it. Funds were needed to cover increased cost of gas/diesel. There were insufficient funds for copier rental in Healthy Yadkin.

Reinstate Water & Sewer Enterprise Fund by Approving Budget Amendments and Authorize the Journal Entry

The Water and Sewer Fund was not self-sustaining as an Enterprise Fund should be so the County closed the fund and operated the Water/Sewer lines through a Department within the General Fund for FY2012. The LGC is requiring Yadkin County to re-establish the Water and Sewer Enterprise Fund. The funding appropriated in the FY2012 General Fund budget will be un-appropriated and appropriated in the FY2012 Water and Sewer Enterprise Fund. This change will require the following two budget amendments and the Finance Department will need to be authorized to make a journal entry moving all Water and Sewer actual revenues and expenditures in the General Fund to the Water and Sewer Fund.

Water and Sewer Enterprise Fund Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Transfer from General Fund	6144714-42410	0	146,855	146,855
Water/Sewer Payments	6144714-43175	0	65,145	65,145
Rural Center Grant	6144714-43170	0	36,000	36,000
21 Waterline Fees	6144714-43180	0	26,000	26,000
Professional Services	6154714-51500	0	36,000	36,000
Equipment Maintenance	6154714-53020	0	20,000	20,000
Water Expense	6154714-54310	0	190,000	190,000
Telephone	6154714-54200	0	3,000	3,000
Utilities	6154714-54300	0	25,000	25,000

Re-establish the Water and Sewer Fund.

Water and Sewer Department/General Fund Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Contracted Services	1054714-51700	190,000	(190,000)	0
Equipment Maintenance	1054714-53020	20,000	(20,000)	0
Professional Services	1054714-51500	36,000	(36,000)	0
Telephone	1054714-54200	3,000	(3,000)	0
Utilities	1054714-54300	25,000	(25,000)	0
Transfer to Water/Sewer Fund	1044714-43170	0	146,855	146,855
Rural Center Grant	1044714-43170	(36,000)	36,000	0
Water/Sewer Payments	1044714-43175	(91,145)	91,145	0

Close the Water and Sewer Department in the General Fund.

Journal Entry

Revenues	Account	DR	CR
General Fund Water Sewer	1044714-43175	46,990.80	
General Fund HWY 21 Water	1044714-43180	34,701.95	
Water/Sewer Fund Water Sewer	6144714-43175		46,990.80
Water/Sewer Fund HWY 21 Water	6144714-43180		34,701.95
W/S Fund Transfer from General Fund	6144714-42410		146,855.00
Expenditures	Account	DR	CR
Gen. Fund Transfer to Water/Sewer Fund	1044714-43170	146,855.00	
Water/Sewer Fund Equip Maintenance	6154714-53020	9,288.28	
Water/Sewer Fund Water Expense	6154714-54310	170,776.81	
Water/Sewer Fund Telephone	6154714-54200	598.83	
Water/Sewer Fund Water Utilities	6154714-54300	17,368.92	
General Fund Contracted Services	1054714-51700		170,776.81
General Fund Equipment Maintenance	1054714-53020		9,288.28
General Fund Telephone	1054714-54200		598.83
General Fund Utilities	1054714-54300		17,368.92

Drawdown of NC Education Lottery Funds

The Board of Education requested the County approve drawing down \$750,000.00 from the Public School Building Capital Fund of the NC Education Lottery for the project that built Starmount Middle School and Forbush Middle School.

Fireworks Permit for Independence Day Fireworks Celebration in Yadkinville

The Board was asked to approve the fireworks display permit for the Independence Day Fireworks Celebration in Yadkinville. The event is sponsored by the Downtown Business Association and is scheduled to take place on July 4, 2012 at 9:30pm with an alternate date of July 5, 2012.

Amendment to Northwest Community Care Network

The Health Department requested the Board approve an amendment to the Northwest Community Care Network contract. The amendment emphasizes the funds provided by the Northwest Community Care Network can only be used specifically for the Pregnancy Care Management program and the Care Coordination for Children program. Any funds that may remain at the end of the fiscal year cannot be released into the general fund.

Unfreeze, Advertise, & Fill Processing Assistant IV DSS Child Support Position

DSS requested that a Processing Assistant IV position in Child Support be unfrozen and filled. This position is critical to the child support unit and is currently staffed by a temporary employee. The person hired would perform Processing Assistant IV position duties for child support and would also assist the attorney with paralegal duties.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

Public Hearing on the Rural Operating Assistance Grant Application

Jeff Cockerham, YVEDDI Transportation Director, addressed the Board. For FY2013, the North Carolina Department of Transportation has allocated Yadkin County \$58,118.00 for the Elderly and Disabled Transportation Assistance Program, \$11,517.00 for the Employment Transportation Assistance Program, and \$67,106.00 for the Rural General Public Transportation Program. He asked the County to partner with YVEDDI and grant YVEDDI the authority to apply for these funds and to use these funds to provide the necessary transportation services. He stated this public hearing was advertised in the Winston-Salem Journal on May 25, 2012. Chairman Austin opened the Public Hearing at 9:28am. No one came forward to speak. Chairman Austin closed the Public Hearing at 9:28am. Jeff Cockerham offered those present a Public Involvement Survey to fill out if they wanted to.

BOARD ACTION

ROAP Grant Application and MOA with YVEDDI

Jeff Cockerham, YVEDDI Transportation Director, addressed the Board. A reduction in the allocated funds could occur but the Senate has not approved a reduction at this time. The allocation of funds is calculated based on a top-down formula. ROAP is required to operate all twelve months of the year. YVEDDI prioritizes the services so the most critical transportation needs are met. The grant application talks about outreach efforts being made. The County Attorney asked what outreach efforts YVEDDI has made specifically. Jeff Cockerham stated that last August they sent out surveys to all the human services agencies within the County to gather information from them. He attends all of the Aging & Planning Committee meetings that he can. The Employment Program has been advertised in the newspaper to let as many people as possible know about it. YVEDDI has formed a sub-committee that meets to discuss the allocation of the funds. The sub-committee met once last year but is planning to meet more than that this year. When asked about the Public Hearing notification that was done, he provided the County a copy of the newspaper pages with the English and Spanish version of the advertisement in them. For FY2013, there is an increase in the proposed General Public Transportation Program allocation and a decrease in the proposed allocations for the two other transportation programs but the combined total has increased from FY2012. In FY2012 the County was allocated a total of \$130,545.00 and the proposed total allocation is \$136,741.00 for FY2013. The application is due in Raleigh on June 20, 2012. The Board will discuss the matter further in closed session before any action is taken.

Authorize Public Safety Radio System Design & Engineering Consultant RFP to be Sent Out

This request is to authorize the County Manager, Sheriff, and Communications to send out an RFP for a consultant to assist the County with upgrading our 911 system. The FCC is requiring narrowbanding that our current public safety radio system cannot do. Someone who is vendor-neutral is needed to help the County assess what the needs are and to offer the County various options to choose from to become compliant. The County needs to be compliant by January 1, 2013 or the Department of Homeland Security can issue fines at a minimum of \$8,000.00 per day until the system becomes compliant. The consultant can assist the County in applying for a waiver of the January 1, 2013 deadline. The funds for the consultant are budgeted for FY12-13. **Commissioner Moxley made a motion to authorize the Public Safety Radio System Design & Engineering Consultant RFP to be sent out, pending approval by the Sheriff's Office. Vice Chairman Zachary second.**

Vote: 5/0.

Approve Jail Refinancing Documents

Lisa Hughes addressed the Board. The financing documents in the agenda packet will need some revisions to the dates and final dollar amounts. The latest information has been received and provided to BB&T so they can update their documents. Once the final BB&T documents are ready, they will be given to the County Attorney for legal review. The County is trying to have everything ready in time to be on the LGC's July 10th Agenda with a target closing date of July 19th. **Commissioner Welborn made a motion to approve the BB&T Financing documents pending the revision of dates and final financial numbers and pending County Attorney approval. Vice Chairman Zachary second.**

Vote: 5/0.

CALENDAR NOTES

- 1) June 5, 2012 – Special Meeting & Public Hearing for the FY12-13 Budget.
- 2) June 8, 2012 – County Employee Hot Dog Cookout 11:30am to 2:00pm at the County Park.
- 3) July 4, 2012 – County Offices will be closed for Independence Day.

MANAGER’S REPORTS/BOARD ACTION

None.

MANAGER’S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Funds Transfers:

Court Rent - Buildings & Equipment Service & Maintenance	 (200) 200	Transfer of funds to pay for additional services that are needed.
Health WIC Breastfeeding Group Insurance WIC Breastfeeding SS WIC Breastfeeding Medicare WIC Breastfeeding Retirement	 (999) 374 140 485	Moving of funds to cover costs for the remainder of the fiscal year.
Health WIC Admin Supplies WIC Admin Retirement	 (20) 20	Moving of funds to cover costs for the remainder of the fiscal year.
Building Inspections Supplies & Materials Travel/Training	 (300) 300	Moving of funds due to actual cost over-run due to 2012 codes being delayed in adoption last year.

ePlus Contract

The IT Department has a master software license agreement with ePlus.

Wilkes Connections, Inc Contract

The IT Department has a contract with Wilkes Connections to install 60 drops at the new EMS office. The contract includes running the lines, terminating the lines, testing the lines, and labeling all the lines. The cost of a rack mounted in the equipment room with a patch panel is also included in the contract.

BOARD VACANCIES/APPOINTMENTS

Nursing Home - Adult Care Home Community Advisory Committee

There are two vacancies on the Committee.

Board of Adjustment

The County Attorney requested that the possible appointments to the Board of Adjustment be discussed in closed session.

COMMISSIONER COMMENTS

Commissioner Welborn thanked everyone for coming this morning. He was glad to meet our new Planning and Zoning Director; it is good to see him here. He attended a banquet held by the Board of Education last Thursday night and they served some of the best roast beef he has had. It was a good meal. He is glad we are getting on with the jail construction; maybe we will see something coming out of the ground in another two or three weeks.

Vice Chairman Zachary thanked everyone for being here this morning. He commended Chuck Knight and the veteran's people for a very, very nice and appropriate commemoration of Memorial Day. If you couldn't attend, you missed something. It was a fine event and we were able to honor Daniel Swaim with our commemoration of his playground at the County Park. The jail is beginning to take shape. Tomorrow night is the budget hearing. He thanked Aaron Church for all his hard work on the budget.

Commissioner Moxley thanked everyone for coming. He stated he wanted to echo some of the same sentiments that Vice Chairman Zachary had on the Memorial Day service and playground dedication for Daniel Swaim. He has spoken with Daniel's parents twice since then. The Swaim's were very complimentary to the County and they appreciate what was done. It has been a very emotional time for them and for himself. He knew Daniel from school. He stated some of the Commissioners and the County Manager went to Raleigh recently for County Assembly Day. They got to speak with some of the legislators about things concerning Yadkin County. It was a good day.

Commissioner Hemric thanked everyone for coming out. He stated he wanted to echo what the others said about the Memorial Day Service and everything that happened there. The park has really turned around and it is a beautiful place to have things like that. He thanked Jason Walker and everyone else who is responsible for the way the park is now.

Chairman Austin stated the Memorial Day service was fantastic. It grows every year. He thanked the media, both print and TV, for all of their attention that day. The whole event was therapeutic for Daniel Swaim's parents. He wanted to thank the media for showing them the attention they deserved. Several Commissioners were able to attend the school system's celebration and banquet. It was an enjoyable event that was sponsored by First Citizens Bank. He thanked Rex Baity, from the Board of Education, who was in the audience. It was an eye opener that gave some insight as to why the Yadkin County School System is as good as it is. The people involved, from principals to teachers to all the staff, all clearly care for each other. It is a close group and it was great to see that. He appreciated Jeff Cockerham being here to answer questions today. Jeff Cockerham has worked with a consulting group over recent months to put together a five year plan for YVEDDI Transportation. The plan is available on their website. It is a very thorough plan and Chairman Austin encouraged people to look at it. He sees transportation improving in Yadkin County over the next five years. He is encouraged by the North Carolina budget that was passed by the House. Hopefully, a similar budget will come out of the Senate.

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 two lawsuits: Howard Gene Whitaker vs. Office of Emergency Medical Services and Yadkin County vs. William Edward Creed, Emma G. Creed, Theodore Greer Creed, and Celia Joanne Creed. Commissioner Hemric 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 approve the Application for Transportation Operating Assistance and authorize the County Manager to sign. Vice Chairman Zachary second.**

Vote: 5/0.

Commissioner Welborn made a motion to approve the Memorandum of Agreement with YVEDDI and authorize the County Manager to sign. Commissioner Moxley second.

Vote: 5/0.

Vice Chairman Zachary made a motion to reappoint Gray Gentry for a three year term effective 04/30/2012 and ending 04/30/2015; and to appoint Jeff Smith to a two year regular member term

**effective 06/04/2012 and ending 06/04/2014; and to appoint Tim Swain, as an alternate member, to a one year term effective 06/04/2012 and ending 06/04/2013. Commissioner Welborn second.
Vote: 5/0.**

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