

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

**Monday, July 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, July 2, 2012 at 9:00am.

**Present were:**

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

**Not Present were:**

Commissioner David Moxley

**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**

It was requested that Item #6, the Jim Haynes contract, be moved to Closed Session for discussion.

**Commissioner Welborn made a motion to adopt the Agenda with the stated change. Vice Chairman Zachary second.**

**Vote: 4/0.**

**PUBLIC COMMENTS**

None.

Chairman Austin closed the Public Comments portion at 9:03am.

**APPROVAL OF MINUTES**

The June 18 Regular and Closed Session minutes were up for review. **Vice Chairman Zachary made a motion to approve all sets of minutes. Commissioner Hemric second.**

**Vote: 4/0.**

**REPORTS/REQUESTS OF THE BOARD**

None.

**CONSENT AGENDA**

The Jim Haynes contract was moved to Closed Session. **Commissioner Hemric made a motion to approve the Consent Agenda with noted change. Commissioner Welborn second.**

**Vote: 4/0.**

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

**Non-Departmental Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Non-Dept. Professional Services	1059000-51500	170,000	(5,000)	165,000
Non-Dept. Pool Vehicle Maintenance	1059000-53040	0	5,000	5,000

Transfer of funds needed to cover maintenance on the 5 pool vehicles.

**Authorize Purchase of Truck for NC Forest Service and Approve Budget Amendment**

In 2002, the County provided 40% of the funding for the NC Forest Service to purchase a 2002 F-350 Ford truck with VIN# 1FTSF31L72ED11190 to be used in Yadkin County. The NC Forest Service plans to replace the truck with financial assistance from the County. The NC State Surplus Office has agreed to let the County purchase the 2002 truck for \$1,670.00. Funds will also be needed to cover the costs of registration, tags, etc. The funds for this purchase are to come from the Vehicle Replacement Fund and approval of the following budget amendment is required.

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Surplus Property	4249000-48200	0	2,000	2,000
Vehicles	4259000-56100	0	2,000	2,000

**Authorize Board Chairman to Sign JCPC's Certification**

The NCGS that created the local Juvenile Crime Prevention Council (JCPC) contains membership requirements and standard certifications that the County Board of Commissioners has to approve in order for the JCPC to receive funds. The FY12-13 Certification Standards were reviewed by the Board of Commissioners.

**Employment Agreement with Michael Aaron Church**

This employment agreement is for Michael Aaron Church to act as County Manager for Yadkin County.

**Contract with Aramark Correctional Services, LLC**

This operating agreement provides Aramark Correctional Services the exclusive right to provide food service (excluding vending machines) at the Yadkin County jail located at 210 East Hemlock Street, Yadkinville, NC. It is a three year contract.

**Contract with Forsyth Medical Center Imaging – The Breast Clinic**

The Health Department contracts with The Breast Clinic to provide screening and mammography services. The Breast & Cervical Cancer Control Program Public Health Nurse monitors the clients. Funds for the program are provided by the CDC through the NC Department of Health and Human Services.

**Contract with Hugh Chatham Memorial Hospital for Cancer Services**

The Health Department contracts with Hugh Chatham Memorial Hospital to provide screening and mammography services. The Breast & Cervical Cancer Control Program Public Health Nurse monitors the clients. Funds for the program are provided by the CDC through the NC Department of Health and Human Services.

**Contract with Yadkin Valley Community Hospital for Cancer Services**

The Health Department contracts with Yadkin Valley Community Hospital to provide screening and mammography services. The Breast & Cervical Cancer Control Program Public Health Nurse monitors the clients. Funds for the program are provided by the CDC through the NC Department of Health and Human Services.

**Contract with Yadkin Valley Community Hospital for Lab Services**

The Health Department contracts with Yadkin Valley Community Hospital to provide lab services.

**Contract with Yadkin Valley Community Hospital for X-Rays**

The Health Department contracts with Yadkin Valley Community Hospital to provide chest x-rays that are used for Tuberculosis screenings.

**Contract with Yadkin Valley Community Hospital for the Services of Dr. McGrath**

The Health Department contracts with Yadkin Valley Community Hospital for the services of Dr. McGrath. Dr. McGrath serves as the Medical Director and the Clinical Tuberculosis Director for the Health Department. He also provides other professional medical services and consults with Health Department staff and providers.

**Contract with Wake Forest University Baptist Medical Center for Physician Services**

The Health Department contracts with Wake Forest University Baptist Medical Center to provide physician services in the Health Department's Obstetrics and Gynecology Clinic.

**Contract with Telelanguage for Phone Interpretation Services**

The Health Department contracts with Telelanguage to provide over-the-phone interpretation services, document translation, and face-to-face interpretations. The majority of the time, the vendor will be providing over-the-phone interpretation services.

**Contract with Yadkin River Radiology for Radiology Services**

The Health Department contracts with Yadkin River Radiology to provide screening, radiological interpretations, and diagnostic mammography services. The Breast & Cervical Cancer Control Program Public Health Nurse monitors the clients. Funds for the program are provided by the CDC through the NC Department of Health and Human Services.

**Contract with Highlands Mapping for GIS Support Services**

Highlands Mapping provides GIS support services including monthly database maintenance and analysis, ESRI software upgrade support, on-site training, and support in the event of an emergency.

**Contract with Mobile 311 for GIS Website Hosting Services**

A RFP was sent out for GIS web hosting services. After reviewing the proposals that came in, the Services and Development Department proposed entering into a contract with Mobile 311. Mobile 311 will provide the County with a faster site and easier to use tools. They also offer more tools than we currently have. The Mobile 311 RFP information and contract were reviewed by the Board of Commissioners. It is a three year contract that came in under budget and will save the County money.

**Contract with ESRI for GIS Software Licensing & Support**

ESRI provides GIS software licensing and support. It is a three year renewal contract and the renewal rate is the same rate the County is currently paying.

**Contract with Outsource IT for DSS**

Outsource IT provides licensing and support for the VisionsXT software used by DSS.

**Contract with Yadkin Valley Migrant Health for the Migrant Head Start Program**

YVEDDI d/b/a Yadkin Valley Migrant Head Start provides continuity of Head Start services for the children of migrant farm workers. The Health Department provides medical and other health related services to children who are enrolled in the program. This contract is a source of revenue. Reimbursement is typically provided by Medicaid but some invoices may have to be sent to the Migrant Head Start program.

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

**Set a Public Hearing for July 16, 2012 at 7:00pm on Refinancing the Jail**

Lisa Hughes addressed the Board. The LGC stated there was not sufficient time allowed between the advertisement of the Public Hearing and the Public Hearing. The requirement is for the advertisement to be published at least 10 days prior to the Public Hearing and our advertisement was only 5 days prior.

**Commissioner Welborn made a motion to set a Public Hearing for July 16, 2012 at 7:00pm (in the Board of Commissioners Room) on Refinancing the Jail. Vice Chairman Zachary second.**

**Vote: 4/0.**

**BOARD ACTION**

**Contract with Piedmont Triad Regional Council to Administer Scattered Site Housing Grant**

County Manager Church and Michael Poston addressed the Board. The Scattered Site Housing grant the County was awarded previously still has funds remaining that can be used to repair additional homes if the County requests an extension from the State and the State accepts our request. There are not sufficient funds left to cover all the administrative costs. The Board was asked to consider approving the agreement with Piedmont Triad Regional Council to administer the remainder of the grant, pending the State accepting the County's requested extension. The agreement states that if all the budgeted administrative funds in the grant

are expended, the County will use County funds to reimburse PTRC for any remaining administrative costs. The contract states the remaining administrative costs paid by the County cannot exceed \$5,000.00.

**Commissioner Welborn made a motion to approve the agreement with Piedmont Triad Regional Council to administer the remaining \$104,954.50 of the \$400,000.00 Scattered Site Housing grant, pending County Attorney approval and completion of the contract control process and State acceptance of the requested extension. Commissioner Hemric second.**

**Vote: 4/0.**

**Contract with Dennis G. Martin**

Kim Harrell addressed the Board. In the past, DSS has contracted with three attorneys/legal firms to provide them with legal services. For FY12-13, DSS will contract with one attorney, Dennis G. Martin, to provide all of the legal services the department needs for a flat monthly fee. If a conflict of interest arises, it is the contracted attorney’s responsibility to subcontract that work at his discretion and expense. The County will reimburse the attorney for no more than three training conferences per year, with one being the Child Support Enforcement Conference. **Commissioner Hemric made a motion to approve the contract for Dennis G. Martin, P.C. to provide all legal services to Yadkin County DSS for fiscal year 2012-2013. Commissioner Welborn second.**

**Commissioner Welborn second.**

**Vote: 4/0.**

**Lease Agreement with Dennis G. Martin, P.C.**

Kim Harrell addressed the Board. If his contract for legal services was approved, Dennis Martin has asked to lease office space and equipment from the County. He will occupy the office beside of the County Manager. This office space is the least valuable space the County has and it would be convenient for Dennis Martin and DSS. There was no office space available in DSS and any other office would be located in a different building and would take space that is more in demand. The lease agreement will provide him with office space, furnishings, and office equipment. **Vice Chairman Zachary made a motion to enter into a lease agreement with Dennis G. Martin, P.C. for the fiscal year beginning 07/1/2012 through 06/30/2013 for specified office space and equipment that is outlined in the lease agreement, pending completion of the contract control process. Commissioner Welborn second.**

**Vote: 4/0.**

**CALENDAR NOTES**

- 1) July 4, 2012 – County Offices will be closed for Independence Day.
- 2) July 30, 2012 – Joint Meeting with Board of Education.

**MANAGER’S REPORTS/BOARD ACTION**

**Jail Update**

The footings for the jail have started to be laid. Inspection field reports are coming in from ECS Carolinas on the work being done.

**NCACC Conference Voting Delegate**

A voting delegate will need to be chosen for the NCACC Annual Conference. The Board will consider the matter at the next Board of Commissioners meeting. The delegate will be chosen then.

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

**Funds Transfers:**

Building Inspections		Transfer of funds to cover monthly copier lease payment.
Longevity Pay	(125)	
Lease Agreement	125	
EMS		Transfer of funds to cover Medical Examiner Fees.
Utilities	(300)	
Professional Services	300	
DSS		Transfer of funds to pay for June's copier lease payment.
Worker's Comp Ins	(900)	

Lease Agreements	900	
IT		
Travel Training	(1,000)	Transfer of funds to cover phone expenses.
Telephone	1,000	
EMS		
Departmental Supplies	(930)	Transfer of funds to cover tax, title, & tag fees for new ambulance.
Vehicles	930	
Health		
Admin. Supp/Materials	(866)	Transfer of funds needed to cover remainder of the year.
Admin. Group Insurance	40	
Admin. 401K	31	
FP Salaries	130	
FP Medicare	20	
WIC BFPC	645	
Soil & Water		
Vehicle Maintenance	750	Transfer of funds to cover cost of tires for Chevy Truck and to pay for educational supplies for environmental field day.
Education	75	
Repair Main Structures	(575)	
Advertisement	(100)	
Maintenance Contracts	(150)	
Administration		
Equip <\$999	(25)	Transfer of funds needed to cover remainder of the year.
Retirement	25	
Governing Body		
Board Member	100	Transfer of funds needed to cover remainder of the year.
Advertising	(100)	
Register of Deeds		
Longevity	(365)	Transfer of funds needed to cover remainder of the year.
Retirement	365	
Information Services		
401(K)	(260)	Transfer of funds needed to cover remainder of the year.
Retirement	260	

**Contract with Dorsett Technologies**

The contract is to install 4 new Amana heat pumps with 3 KW heat strips at the new EMS Offices at Yadkin Community Hospital.

**Lease Agreement with Yadkin Valley Telephone**

The contract is for the IT Department to lease fiber optic cable from Yadkin Valley Telephone.

**Contract with Yadkin Valley Telephone**

The contract is to connect the Tax Office and the new EMS Office to Yadtel's Business Fiber Network. The installation includes running 1100 feet of fiber.

## **BOARD VACANCIES/APPOINTMENTS**

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

There are two vacancies on the Committee.

### **Animal Responsibility Committee**

There is one vacancy on the Committee. The person representing the eastern portion of the County has resigned. The new member will need to be someone from the eastern portion of the County.

## **COMMISSIONER COMMENTS**

**Commissioner Hemric** thanked everyone for being here. He stated these meetings are going pretty good and he appreciates that.

**Commissioner Welborn** stated it looked like the only ones who attended today were reporters and County staff; no citizens came. He is glad to see the jail footings being done. Maybe in a couple of weeks we will see something coming out of the ground.

**Vice Chairman Zachary** stated he wanted to wish everyone a Happy New Year. July 1<sup>st</sup> is the start of the County's new fiscal year. Last year was a good year and he hopes this year will be an even better year for the County. He thanked the County staff for being here today. He thanked Kim Harrell, Keith Vestal, and Sheriff Oliver for their hard work on Friday and over the weekend with the fan distribution. He appreciated their help on that project; that was over and above their regular duties. He thanked the other staff members who also assisted with the fan project. He wished everyone a Happy 4<sup>th</sup> of July.

**Chairman Austin** stated he also wanted to thank Kim Harrell, Sheriff Oliver and Keith Vestal for their assistance. He has not heard any reports yet on the number of fans that have been given out. He hoped the citizens made it safely through the heat wave. He is happy that we had approximately 17 contracts on the Consent Agenda for approval. That is an excellent start to knocking our contracts out for the 2012-2013 fiscal year. He thanked everyone involved with that. There was one contract that was somewhat of an emergency and County Attorney Sullivan was not able to have the time to review it prior to the Board approving it, everything else was perfect. He wants to thank the staff for that. We are off to a great start this year. He wished everyone a Happy New Year.

**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. Commissioner Welborn second.  
Vote: 4/0.**

After a motion to come out of Closed Session was made and the Board was in **Open Session**, **Commissioner Hemric made a motion to pay a \$1,000.00 bonus to Lisa Hughes for her hard work and winning the State award. Commissioner Welborn second.  
Vote: 4/0.**

**Commissioner Welborn made a motion to approve the contract with Jim Haynes for consulting services, including change of hourly rate to \$40.00. Vice Chairman Zachary second.  
Vote: 4/0.**

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