

YADKIN COUNTY BOARD OF COMMISSIONERS REGULAR SESSION MINUTES

Monday, July 16, 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 16, 2012 at 7:00pm.

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 7:00pm.

PLEDGE OF ALLEGIANCE led by Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

The County Attorney stated that four or five of the contracts in the Consent Agenda had minor changes made to them. The revised contracts need to be substituted for the ones in the agenda packet. A copy of each of the revised contracts was made available for review. **Vice Chairman Zachary made a motion to adopt the Agenda as presented with the corrected contracts. Commissioner Welborn second. Vote: 5/0.**

PUBLIC COMMENTS

None.

Chairman Austin closed the Public Comments portion at 7:02pm.

APPROVAL OF MINUTES

The June 28, 2012 Emergency Session and the July 2, 2012 Regular and Closed Session minutes were reviewed. **Commissioner Welborn made a motion to approve all sets of minutes. Commissioner Hemric second. Vote: 5/0.**

REPORTS/REQUESTS OF THE BOARD

None.

CONSENT AGENDA

The revised contracts mentioned earlier were substituted for the versions in the agenda packet. **Commissioner Moxley made a motion to approve the Consent Agenda with noted changes. Vice Chairman Zachary second. Vote: 5/0.**

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

Order Tax Collector to Collect Taxes for 2002-2012 and Approve Annual Settlement Report

Each year, per GS 105-321(b), the Board of Commissioners orders the Tax Collector to collect taxes. The Board adopted the order for the Tax Collector to collect the taxes for 2002-2012. The Board approved the

Annual Settlement Report for year 2011-2012.

Renewal Contract with WorkForce Carolina

DSS has a contract with WorkForce Carolina to provide temporary staffing when needed. The Board approved the annual renewal contract and authorized the County Manager to sign it.

Renewal Contract with Ronald J. Davis

DSS has a contract with Ronald J. Davis to provide counseling services to families and children that are either in foster care or are involved with child protective services. The Board approved the annual renewal contract and authorized the County Manager to sign it.

Renewal Contract with Stephanie C. Johnson

DSS has a contract with Stephanie C. Johnson to provide substance abuse services, counseling services, foster parenting training, and planned home visits to help assist the Child Welfare staff. The Board approved the annual renewal contract and authorized the County Manager to sign it.

Renewal Contract with Yadkin Valley Community Hospital

DSS has a contract with Yadkin Valley Community Hospital to provide CAP/DA (Community Alternatives Program for Disabled Adults) Assessments and drug screens for the Child Welfare Unit. The Board approved the annual renewal contract and authorized the County Manager to sign it.

Renewal Contract with Cape Fear Transportation

DSS has a contract with Cape Fear Transportation to provide transportation services for all the eligible Medicaid clients in the County. The Board approved the annual renewal contract and authorized the County Manager to sign it.

Renewal Contract with YVEDDI

DSS has a contract with YVEDDI to provide transportation services for all the eligible Medicaid clients in the County. The Board approved the annual renewal contract and authorized the County Manager to sign it.

Renewal Contract with Phillip H. Batten

DSS has a contract with Phillip H. Batten to provide psychological evaluations, diagnoses, assessments, and therapy services. The Board approved the annual renewal contract and authorized the County Manager to sign it.

Renewal Smart Start Sublease Agreement

DSS subleases office space for Subsidized Childcare and the JobLink Coordinator in the building located at 246 East Main Street, Yadkinville, NC. The office space is subleased from Smart Start. The Board approved the annual renewal agreement and authorized the County Manager to sign it.

Renewal Contract with Yadkin Valley Pharmacy

The Health Department has a contract with Carolina Pharmacy Services, Inc dba Yadkin Valley Assisted Care Pharmacy to provide pharmaceutical services to the Health Departments clients. It also requires them to assist the Health Department with the purchase of drugs, provide professional backup and consultation, and assist with reviewing policies and procedures. The Board approved the annual renewal contract and authorized the County Manager to sign it.

Renewal Contract with U.S. Tire Recycling Partners

Solid Waste/Recycling has a contract with U.S. Tire Recycling Partners to provide scrap used tire collection, disposal, and recycling services. The Board approved the renewal contract and authorized the County Manager to sign it.

Adopt Vacancy Review Process

The Vacancy Review Process will be used to assist in determining if a vacant position should remain frozen, be filled, be reclassified, or be eliminated. The Vacancy Action Request and Justification for

Request forms will be completed and turned in to the County Manager for review. The Board adopted the Vacancy Review Process and authorized the County Manager to implement it.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

Public Hearing on Jail Refinancing

Lisa Hughes addressed the Board. The Board had previously held a public hearing and approved refinancing the jail at a lower interest rate of 2.34% with BB&T. The County was notified that there was not sufficient time allowed between the advertisement of the previous public hearing and the public hearing. There has to be at least 10 days between the advertisement and the public hearing. The public hearing for tonight was advertised in the July 5, 2012 edition of the Yadkin Ripple. The paper was available online on July 4, 2012 and in printed format on July 5, 2012. Chairman Austin opened the Public Hearing at 7:04pm. No one came forward to speak. Chairman Austin closed the Public Hearing at 7:05pm.

BOARD ACTION

Letter of Support for YMCA's Application for Community Transformation Grant, Small Communities Program

The YMCA is applying for a \$1.5 million Small Communities Program Community Transformation Grant. The funds would be used to address chronic disease prevention, especially diabetes, through active living and healthy eating. The grant would serve a seven county area that includes Yadkin County. The YMCA has asked the Board for a letter of support. This will not obligate the County financially. Chairman Austin read the proposed letter. **Commissioner Hemric made a motion to approve the letter of support for the YMCA's application for the Community Transformation Grant Small Communities Program and authorize the Chairman to sign it. Commissioner Moxley second.**
Vote: 5/0.

Letter of Support for Arts Council Signage Request of NCDOT

The Yadkin Arts Council will be requesting special signage from the NCDOT. They would like large highway "wayfinding" signs that call attention to the Yadkin Cultural Arts Center to be placed on US Highway 421. They have asked the Board for a letter of support for the signs. **Commissioner Welborn made a motion to authorize the County Manager to draft a letter of support for the Arts Council's signage request of the NCDOT and authorize the Chairman to sign it. Vice Chairman Zachary second.**
Vote: 5/0.

Contract with Orchestrate HR

Lisa Hughes addressed the Board. Currently, the County receives a dental bill, a medical bill, a flexible spending account bill, an AFLAC bill, a Colonial bill, a UNUN bill, a USABLE bill, and a Community Eye Care bill each month. Each of these bills has to be reconciled and processed for payment. When an employee's status changes, the County has to notify each of the vendors that provide these services of that change. With Orchestrate HR, the bills would be consolidated into one billing statement and Orchestrate HR would be responsible for notifying the vendors of any changes. Orchestrate HR will also administer the flexible spending account and the medical COBRA plan. **Vice Chairman Zachary made a motion to enter into a contract with Orchestrate HR to administer the County's medical COBRA plan and to provide management of the medical, dental, and supplemental insurance vendors and authorize the County Manager to sign the contract, pending County Attorney approval and completion of the contract control process. Commissioner Moxley second.**
Vote: 5/0.

Contract Amendment for Salem Solutions

The County has a contract with Salem Solutions to provide a dentist, a dental assistant, and a front office position for the dental clinic. The dental clinic is up and running and County Manager Church commended Monecia Thomas for her work on that. The dental hygienist has resigned and the Board was requested to amend the Salem Solutions contract so they can also provide a dental hygienist. The contracted dental hygienist would work 4 days a week. **Commissioner Welborn made a motion to approve the Yadkin County Health Department's amended contract with Salem Solutions with the**

addition of a Dental Hygienist, pending County Attorney approval and completion of the contract control process. Commissioner Hemric second.

Vote: 5/0.

Budget Amendment to Carry Forward Unspent Grant & NCCN Funds

Monecia Thomas addressed the Board. The Northwest Community Care Network (NCCN) contract states that its funds can only be used for its specified programs and cannot revert back to the County’s general fund. There were FY11-12 NCCN funds remaining that need to be carried over into FY12-13. The Komen fiscal year differs from the County’s fiscal year so the remaining FY11-12 Komen grant funds need to be carried over into FY12-13. The FY11-12 Quality Improvement Grant funds were not all spent and the Health Department would like to carry over those funds into FY12-13 so they can continue to use them for quality improvements. **Vice Chairman Zachary made a motion to approve the budget amendment to carry forward unspent grant & NCCN funds for the Health Department.**

Commissioner Welborn second.

Vote: 5/0.

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	1,426,557	23,565	1,450,122
Quality Improvement Grant	1055110-52012	2,800	1,163	3,963
NCCN - Equipment	1055113-56010	400	4,500	4,900
Komen Contract Services	1055151-51702	15,000	10,700	25,700
NCCN - Supplies	1055113-52010	2,261	5,000	7,261
NCCN - Travel	1055113-54010	2,595	1,702	4,297
NCCN – Contract Services	1055113-51700	0	500	500

Budget Amendment Transferring Funds for Strategic Planning

In FY11-12 there was \$4,200 budgeted for Strategic Planning. The contract did not complete the contract control process and receive Board approval in FY11-12 so the funds were not spent and reverted back to the general fund. The Health Department would like to transfer funds from the Administration Salaries line into the Strategic Planning line so that work can be done in FY12-13. A Strategic Plan will provide the Health Department with some guidance and direction. When Evergreen Consulting performed the performance audit on the Health Department, they recommended a Strategic Plan and one is required as a part of accreditation. **Vice Chairman Zachary made a motion to approve the budget amendment transferring funds for Strategic Planning. Commissioner Moxley second.**

Vote: 5/0.

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Administration Salaries	1055110-51010	233,990	(4,200)	229,790
Strategic Planning	1055110-51500	0	4,200	4,200

Designate Voting Delegate for 105th NCACC Annual Conference

Three Commissioners and the County Manager will be attending the conference. The Board discussed who the voting delegate should be. **Commissioner Moxley made a motion to designate County Manager Aaron Church as the voting delegate for Yadkin County at the 105th Annual Conference of the NCACC. Commissioner Hemric second.**

Vote: 5/0.

CALENDAR NOTES

- 1) July 30, 2012 – Joint Meeting with Board of Education in the Board of Commissioners Room at 7:00pm. (Food will be served at 6:30pm.)
- 2) July 31, 2012 – 2nd Annual Home Made Ice Cream Day will be held for employees from 2pm to 4pm in the Board of Commissioners Room.
- 3) August 26, 2012 – 1st Employee Covered Dish Dinner will be held from 5pm to 9pm at the Picnic Shelter at the Yadkin County Park.

MANAGER'S REPORTS/BOARD ACTION

Jail Update

The jail project continues to move forward. The third Thursday of each month, there will be an owner/contractor meeting held at the jail site at 1:00pm.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Funds Transfers:

Solid Waste		
Recycling Longevity	(500)	Transfer of funds needed to cover remainder of the year.
Recycling Social Security	(400)	
Recycling Retirement	900	
Animal Control		
Dues & Subscriptions	(200)	Transfer of funds to cover utility bills.
Utilities	200	
Finance		
Travel/Training	(500)	Transfer of funds for equipment.
Equipment	500	
Communications		
Salaries - Part-time	(1,000)	Transfer of funds needed to cover remainder of the year.
Contracted Services	150	
Equipment	850	
Jail		
Salaries and wages	(1,000)	Transfer of funds needed to cover remainder of the year.
Contracted Services	268	
Equipment	732	
Sheriff		
Salaries - Part-time	(1,000)	Transfer of funds needed to cover remainder of the year.
Retirement	625	
Contract Services	375	

BOARD VACANCIES/APPOINTMENTS

Animal Responsibility Committee

A representative from the eastern portion of the County is needed for this Committee. Dianne Doub, who lives in that region of the County, was in attendance tonight. Commissioner Moxley asked her if she would be interested in serving on the Animal Responsibility Committee. She stated that she would be honored to serve on the Committee. Chairman Austin gave her information on the Committee and when it meets. **Commissioner Moxley made a motion to appoint Dianne Doub to the Animal Responsibility Committee. Commissioner Hemric second.**

Vote: 5/0.

Nursing Home - Adult Care Home Community Advisory Committee

Carolyn Ates has expressed an interest in serving on this Board. **Vice Chairman Zachary made a motion to appoint Carolyn Ates to the Nursing Home – Adult Care Home Community Advisory Committee. Commissioner Welborn second.**

Vote: 5/0.

COMMISSIONER COMMENTS

Commissioner Moxley thanked everyone who came out tonight. He appreciates them being here. His son-in-law and granddaughter were visiting from Boone and they went over to the County Park. His son-in-law is a two-term veteran of Iraq and is still in the National Guard. His son-in-law commented on how

nice the Veterans Memorial is and how much he appreciated it as a veteran. Commissioner Moxley saw news coverage on the draught and the wild fires that are occurring in other parts of the Country. That brought to mind how nice it is to live here in the east in good old green Yadkin County. Communities like this are something to be thankful for.

Commissioner Hemric thanked everyone for coming out. He is really glad to see the jail making headway. He was glad to see Rex Baity back in attendance tonight.

Commissioner Welborn thanked everyone for coming. He was glad to see Rex Baity back. Rex missed the last meeting and Commissioner Welborn missed seeing him at the beach for the 4th of July.

Vice Chairman Zachary thanked all of our friends who came to be with us tonight. He is glad the jail is progressing. He has had a lot of people tell him they are pleased to see how the jail is coming along and are glad that it is located where it is. They think it will be something we can be proud of when it is finished. He thanked Lisa Hughes for all the work she did on the Orchestrate HR contract. He believes that will be a good thing. He really enjoyed the 4th of July. There were lots of celebrations around. East Bend had a great God & Country Celebration. Yadkinville did it up right with their celebration. It was a good time to be in Yadkin County.

Chairman Austin thanked everyone for coming. He thanked the staff for their fine work that is helping us move things along nicely. He and Aaron Church had a meeting last week with Barry Hennings of Omega. They spoke of jail related things and Chairman Austin is pleased the Board chose Barry Hennings to consult on the project and advocate for us because he brings a lot of knowledge to the table.

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: Jerry Hutchins 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**, **Commissioner Hemric made a motion to adjourn. Commissioner Moxley 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