

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

Monday, August 5, 2013

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, August 5, 2013 at 9:00am.

Present were:

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

Staff present: County Attorney, Ed Powell; County Manager, Aaron Church; Deputy 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

Commissioner Welborn made a motion to adopt the Agenda as presented. Commissioner Hemric second.

Vote: 5/0.

PUBLIC COMMENTS

There were no public comments. Chairman Austin closed the Public Comments portion at 9:02am.

APPROVAL OF MINUTES

The July 15, 2013 Regular and Closed Session minutes were reviewed. Commissioner Zachary made a motion to approve both sets of minutes. Vice Chairman Moxley second.

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

There were no reports to the Board.

CONSENT AGENDA

Commissioner Hemric made a motion to approve the Consent Agenda items as presented. Commissioner Welborn second.

Vote: 5/0.

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

Emergency Telephone Fund Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
E-911 Fees	2744312-42400	265,026	150	265,176
Equipment	2754312-56010	15,000	150	15,150

An adjustment is needed because the County received updated funding information from the State after the County adopted the budget. The County will receive \$150.00 more than originally budgeted for.

2009 Single Family Rehab Program Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
SFR State Grant	4044936-43112	409,320	(409,320)	0
Rehabilitation Hard Costs	4054936-51542	334,350	(334,350)	0
Rehabilitation Soft Costs	4054936-51500	48,329	(48,329)	0
Administrative Services	4054936-55654	26,641	(26,641)	0

The project is completed and this action closes out the funding for the grant/project.

2009 CDBG Scattered Site Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
CDBG Grant	4044930-43112	400,000	(409,320)	(9,320)
Administrative Services	4054930-55654	40,000	(40,000)	0
Prep/Construction	4054930-51542	365,500	(365,500)	0
Professional Services	4054930-51500	3,500	(3,500)	0

The project is completed and this action closes out the funding for the grant/project.

Courtney Huntsville Project Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Water Improvements	4554940-51542	547,962	(30,275)	517,687
Transfer to General Fund	4554940-57070	0	30,275	30,275
CDBG Grant	4544940-42416	575,208	(575,208)	0
Transfer from General Fund	4544940-42410	30,275	(30,275)	0
Administrative	4554940-51500	57,521	(57,521)	0
Water Improvements	4554940-51542	517,687	(517,687)	0
Transfer to General Fund	4554940-57070	30,275	(30,275)	0

This amendment cleans up the Courtney Huntsville Project funds and transfers the unspent funds to the General Fund and closes out the project.

Flu Vaccination Fee of \$25.00 for Private Pay Clients

After looking at the costs of the flu vaccine and its administration and comparing what pharmacies are charging, the Medical Clinic would like to charge private pay clients a fee of \$25.00 for a flu vaccination. The Board approved the fee.

Revised Patient Fee and Collection Policy for the Medical Clinic

Due to recent changes in the Federal Guidelines of the Title X Program the Medical Clinic is now allowed to require patients in the Family Planning Program to provide proof of income. The Medical Clinic has revised the Patient Fee and Collection Policy to reflect the guideline changes. The Human Services Advisory Committee has approved the revised Policy. The Board of Commissioners approved the revised Policy.

Medical Clinic Policy on Policies

The Medical Clinic is required to have a Policy on Policies for accreditation. The purpose of the Policy is to provide guidance and direction for the development of policies and procedures governing the operations of the Medical Clinic. The Human Services Advisory Committee has approved the Policy. The Board of Commissioners approved the Policy.

Septic Tank Repair Permit Fee Refund for Bronwy Belcher of \$215.00

If the owner's septic system fails and a public sewer system is available, it is the owner's responsibility to connect to that sewer system. This, and the policy on refunds, was not explained well to Bronwy Belcher when a repair permit was applied for so Central Permitting requested that he be refunded the Septic Tank Repair Permit Fee of \$215.00. The Board approved the refund of the fee.

CDBG Scattered Site Grant 09-C-2012 Close-Out Documents

The close-out monitoring visit for the CDBG Scattered Site Grant has been done and the County has held the required public hearing. The final report needs to be submitted to the State. The report identifies the rehabilitation work that was performed under the grant. The Board reviewed the Closeout Performance Report and its accompanying forms. The Board approved the close-out documents.

James Williams & Company General Services Contract

James Williams & Company will provide printing services to all the departments who would like to use them. The Board approved the contract, not to exceed \$40,000.00, and authorized the County Manager to sign it.

Piedmont Water Conditioning General Services Contract

Piedmont Water Conditioning, Inc will provide water delivery services. The Board approved the contract, not to exceed \$4,000.00, and authorized the County Manager to sign it.

Carolina Environmental Specialists General Services Contract

Carolina Environmental Specialists will provide environmental services to Yadkin County on an as-needed basis. The Board approved the general services contract and authorized the County Manager to sign it.

Blue Cross Blue Shield Agreements for Dental and Medical Benefits for Employees

Blue Cross Blue Shield provides medical and dental benefits for County employees. The Board reviewed the amendment to the Administrative Services Agreement with Blue Cross Blue Shield and approved it and authorized the County Manager to sign it.

Smith + Gardner Contract to Assist with the Selection of a Solid Waste Services Provider

Smith + Gardner performed an evaluation of the County's solid waste program. This contract is for them to provide services that will assist the County in selecting a solid waste services provider and get that provider under contract. The Board approved the contract and authorized the County Manager to sign it.

Aramark Contract

Aramark will provide linen service for EMS. They have come in with lower pricing than ALSCO, the company that was providing EMS with linens. The ALSCO contract has expired. The Board approved the Aramark contract and authorized the County Manager to sign it.

NCCN d/b/a CCNC Contract for Statewide Enhanced Primary Care Management Services

The North Carolina Community Care Networks d/b/a Community Care of North Carolina contract will allow the County to participate in Statewide Enhanced Primary Care Management Services. The Board approved the contract and authorized the County Manager to sign it.

Northwoods Renewal Agreement for Compass Software Support

Northwoods offers support for the software that DSS uses for document and appointment management. The Board approved the contract and authorized the County Manager to sign it.

Hugh Chatham Memorial Hospital Renewal Contract

Hugh Chatham Memorial Hospital provides comprehensive breast and cervical cancer prevention and control services. The Board approved the contract and authorized the County Manager to sign it.

Tyco Renewal Contract

Tyco provides security services for the Human Services Agency. The Board approved the contract and authorized the County Manager to sign it.

Contract Amendment for YVEDDI Transportation

The YVEDDI transportation contract needed to be amended to decrease the contract amount to \$140,000.00. The original contract amount was \$275,000.00 but that amount included funds that were intended for gas vouchers and other Medicaid transportation transports. The Board approved the contract amendment and authorized the County Manager to sign it.

Contract Amendment for Dennis G. Martin

DSS has a contract with Dennis Martin for legal services. The contract amendment increases the amount of professional liability insurance that is required and allows the contract to be terminated without cause by giving the County 30 day’s written notice. The Board approved the contract amendment and authorized the County Manager to sign it.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

There were no public hearings or actions to set a public hearing.

BOARD ACTION

Business Officer Position for Sheriff’s Office

Sheriff Oliver addressed the Board. There is one person who takes care of the civil processes and handles the financial responsibilities for the Sheriff’s Office, Detention, and Communications. There is too much work for one person with the policies that have been put in place, the increasing needs of financial accountability, and the amount of work it takes to perform the civil service and financial tasks. The Sheriff requested the creation of a Business Officer position to take over all the financial responsibilities.

Commissioner Zachary made a motion to create the new Business Officer position, at a pay grade of 67, for the Yadkin County Sheriff’s Office. Commissioner Welborn second.

Vote: 5/0.

Finance/EMS Budget Amendment

Last fiscal year EMS had funds in their budget to replace a Quick Response Vehicle but there were issues with the chassis that caused delays and the vehicle is still not ready. Since that vehicle was not delivered in FY2013 the funds budgeted for it went into Fund Balance on June 30th. EMS requested the funds be re-appropriated for FY2014 so the vehicle could be paid for out of this fiscal year’s budget. The Board reviewed the following budget amendment:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	1,558,417	65,000	1,623,417
EMS Vehicles	1054330-56100	65,000	65,000	130,000

Vice Chairman Moxley made a motion to approve the Finance/Ems Budget Amendment as presented.

Commissioner Hemric second.

Vote: 5/0.

Revised Human Services Fees

Anna Hamby addressed the Board. The Medical Clinic fees have not been revised in a long time so Anna Hamby looked into the fees. Yadkin County’s fees were compared to the fees that others charge. The County’s fees were compared to the regional average and state average. The cost per unit was compared to the fee the County is charging clients and it was found that in many cases the County is not charging enough to recoup the actual costs of the services. The comparisons done showed that the County’s fees do need to be revised to stay in line with the costs the County is incurring and to more closely match the fees being charged by others in our region. The Board reviewed the comparison data. **Commissioner Zachary made a motion to approve the change of the Medical Clinic fees to the greater of the Regional Average, Cost, or Medicaid Rate plus 20% and authorized the Human Services Agency Director to modify the fees as deemed appropriate. Commissioner Welborn second.**

Vote: 5/0.

Intergovernmental Water Services Agreement

The intergovernmental water services agreement with the Winston-Salem/Forsyth County Utility Commission has been in the works for a year or two. The Board has reviewed it and discussed it often during that time. Within thirty days of the execution of the agreement, the County will pay them \$1,000.00. The \$1,000.00 will be credited against invoices if and when the County begins using water. The County has four years from the effective date of the agreement to commence using water. The agreement states the County will purchase water from them for twenty years. The twenty years will begin on the date of the initial delivery of water. The County can terminate the agreement by providing one hundred and eighty days

written notice to them. They can terminate the agreement without cause by providing twenty-four months written notice to the County. The initial version of the contract did not have a minimum amount of water that the County would be required to purchase. This final version of the contract requires the County to purchase a minimum of 1,000 gallons per day. The rate the County will be charged for water is two times their inside City rate. The Board discussed the agreement and how it will benefit the County and East Bend. **Vice Chairman Moxley made a motion to approve the Intergovernmental Water Services Agreement with the Winston-Salem/Forsyth County Utility Commission and authorized the County Manager to sign it. Commissioner Zachary second.**

Vote: 5/0.

Task Order #7 for Davis-Martin-Powell for Preliminary Engineering Assistance

Davis-Martin-Powell Task Order #7 is for them to develop a Preliminary Engineering Report (PER) to evaluate the options for providing water service to the area surrounding Courtney Baptist Church and nearby chicken farms. The PER would also evaluate the feasibility of purchasing water from Davie County by extending one of the County's existing water lines to connect to an existing Davie County line. **Vice Chairman Moxley made a motion to approve Task Order #7 for Davis-Martin-Powell, not to exceed \$9,800.00, and authorized the County Manager to sign it. Commissioner Hemric second.**

Vote: 5/0.

CALENDAR NOTES

- 1) August 19, 2013 – Board of Commissioners/Human Services Advisory Committee Training from 2:30pm to 4:30pm in the Board of Commissioners Meeting Room.
- 2) August 22-25, 2013 – NCACC Annual Conference in Greensboro, NC.

MANAGER'S REPORTS/BOARD ACTION

Owner-Engineer E-500 Agreement

The Board reviewed the first part of the E-500 agreement with Davis-Martin-Powell that will be needed for the Yadkin County Water System Improvements project. The final agreement will probably be over 100 pages. Davis-Martin-Powell will provide engineering services related to the planning, design, construction administration, and inspection of the water project. The USDA requires the E-500 agreement be done in order to receive financing and/or grant funding from them. For the project to move forward an agreement needs to be reached with Davis-Martin-Powell, the intergovernmental water agreement with the Winston-Salem/Forsyth County Utility Commission that the Board approved tonight needs to be executed, and an agreement will have to be reached with East Bend. Once the contracts are in place and the route is identified, the County will need to get the easements that will be required. The Board discussed the water improvements project.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Duncan Parnell Contract

The Tax Office has a contract with Duncan Parnell to provide supplies and maintenance for their Canon Wide Format Plotter & Scanner System.

Calimaster Sound Systems Contract

Human Services has a contract with Calimaster to provide calibration and repair services for their Otoacoustic Emission Equipment and audiometer.

Mackie's Contract

The Administration Department has a contract with Mackie's to provide engraving services.

Kelly Business Machines Contract

The Sheriff's Office has a contract with Kelly Business Solutions to provide printers and maintenance for those printers.

James Williams Contract for Register of Deeds

The Register of Deeds Office has a contract with James Williams for printing services, custom ink stamps, and custom embossed seals.

August 5, 2013

Regular Session

5

James Williams Contract for Tax Office

The Tax Office has a contract with James Williams to provide printing services.

BOARD VACANCIES/APPOINTMENTS

Community Child Protection Team/Child Fatality Team

There is one vacancy that needs to be filled by a parent of a child who died before their 18th birthday.

Joint Nursing Home and Adult Care Home Community Advisory Committee

There is a vacancy on the Committee.

Board of Adjustment

Larry Vestal's term has expired and he does not wish to be reappointed. Tim Swain is an Alternate Board of Adjustment member who would like to serve as a regular member. **Commissioner Welborn made a motion to appoint Tim Swain as a Board of Adjustment Regular member with a three year term ending 08/05/2016. Vice Chairman Moxley second.**

Vote: 5/0.

Partners Behavioral Board

David Buie's term expired June 30, 2013. Since the Partners Behavioral Health Management Board is undergoing structural changes and will be reducing their number of members, Partners is requesting that David Buie's term be extended until October 1, 2013. After the restructuring is complete if an appointment/reappointment is needed they will submit a request to the Board of Commissioners. The Board of Commissioners discussed the Partners Board and their request for David Buie's limited reappointment. **Commissioner Zachary made a motion to reappoint David Buie to the Partners Behavioral Health Management Board to serve a term of July 1, 2013 to October 1, 2013. Vice Chairman Moxley second.**

Vote: 5/0.

COMMISSIONER COMMENTS

Commissioner Zachary thanked everybody for coming out. We have had a good crowd this morning. He saw some new faces here today and he hoped those people would come back. This has been a good meeting. Progress is being made on some rather significant issues. He thanked Anna Hamby for her work with the Medical Clinic fees. He thanked Lisa Hughes, Tanya Gentry, County Manager Church, and County Attorney Powell for their work with the County's contracts. We are getting close to finishing the jail. He walked through the new jail the other day and there is a lot of work going on to get the jail ready. He has been getting questions from citizens asking when the jail will be done.

Vice Chairman Moxley thanked everyone for coming out today. He is excited about the East Bend waterline. The County has been working on that for some time now. East Bend has some serious problems with their water quality and need a new source of water so this waterline will be a great benefit to them. He doesn't think East Bend will turn it down. He feels that the whole Board of Commissioners is committed to getting East Bend potable water. He also walked through the jail. It is coming along and it shouldn't be too much longer before it is finished. He is looking forward to it being opened.

Commissioner Hemric thanked everyone for coming out. He appreciates all the work that County staff does. They do a really good job. He thinks the East Bend waterline is really important and it could be a big asset to the rest of the County also.

Commissioner Welborn thanked everyone for coming. He wanted to echo the comments of the other Commissioners. He welcomed the young people sitting on the front row. It is good that they are taking an interest in their local government. The East Bend waterline should have happened 15 or 20 years ago. It was probably not done back then because they didn't need the water like they do now.

Chairman Austin stated it is encouraging to almost see the light at the end of the tunnel of this waterline project. It has been talked about for a long time. It is a little bit disappointing that it takes so long to get

these kinds of things done. We have made tremendous progress on getting it done now. He thanked the citizens for coming today and the staff for all their hard work.

Chairman Austin made a motion to go into Closed Session pursuant to NCGS 143-318.11(a) (1)(3)(4)(5)(6) to discuss Personnel Matters and to Protect Personnel Information that is Confidential under NCGS 153A-98, and 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 to Instruct the County Staff on that Position, and to have a Privileged Consultation with our County Attorney. 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 Moxley made a motion to approve the Conservation Easement for 5-D; the Subordination Agreement with BB&T, and the Stewardship Endowment and Baseline Documentation Report with Piedmont Land Conservancy as they were presented and authorized the County Attorney to record the conservation easement documents. Commissioner Hemric second.**

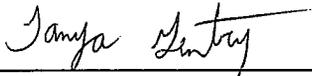
Vote: 5/0.

Commissioner Welborn made a motion to approve the contract between Appalachian District Health Department/Appalachian Partners in Public Health and Site Solutions in the amount of \$28,750.00 and exempt the project from the Mini Brooks Act based on the contract price being below \$30,000.00. Commissioner Zachary second.

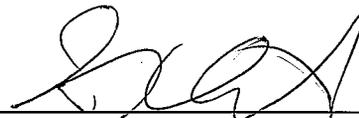
Vote: 5/0.

After the motion to come out of Closed Session was made and the Board was in **Open Session, Vice Chairman Moxley made a motion to adjourn. Commissioner Zachary second.**

Vote: 5/0.



Prepared by Tanya Gentry
Deputy Clerk to the Board



Kevin Austin, Chairman
Yadkin County Board of Commissioners

8/19/2013

Date approved by the
Yadkin County Board of Commissioners