

**YADKIN COUNTY BOARD OF COMMISSIONERS
NOTICE OF MEETING**

Yadkin County Human Services Building
217 East Willow Street, Yadkinville, NC 27055

Monday, January 4, 2021

9:00am

A G E N D A

“The Yadkin County Board of Commissioners asks its members and citizens to conduct themselves in a respectful, courteous manner, both with the Board and fellow citizens. At any time, should any member of the Board or any citizen fail to observe this public charge, the Chairman will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chairman will recess the meeting until such time that a genuine commitment to the public charge is observed.

As a courtesy to others, please turn off cell phones during the meeting.”

NO.	TIME	ITEM	PRESENTER	PAGE
I.		<u>Invocation</u>		
II.	9:00am	<u>Call to Order</u>	Chairman Austin	
III.	9:01am	<u>Pledge of Allegiance</u>	Chairman Austin	
IV.	9:05am	<u>Adjustments/Adoption of Agenda</u>	The Board	
V.	9:10am	<u>Public Comments</u> **Special Note: The public is asked to limit comments to no more than 5 minutes. Comments must be made in a civil and calm manner. There is a limit of no more than 2 speakers “for” and 2 speakers “against” any particular issue, but the issue must relate to matters that are within the authority or jurisdiction of the Board of Commissioners. Comments must be made to the Board as a whole and not towards Commissioners individually. Any issue requiring an actual vote of the Board may not be considered, at the earliest, until the next Regular Meeting. Finally, the Board may vote to amend these rules under unique circumstances.		
VI.	9:15am	<u>Approval of Minutes:</u> December 21, 2020 – Regular Session December 21, 2020 – Closed Session	The Board	4-9 10-12
VII.	9:20am	<u>Reports/Requests of the Board:</u> 1) Sheriff’s Special Recognitions.		13
VIII.	9:25am	<u>Consent Agenda:</u> 1) Budget Amendments for: a) Elections/CRF Funding. 2) Approve USDA-NRCS Revised Notice of Grant and		14-16 17-29

- Agreement Award to Increase Funding Amount.
- | | | |
|----|---|-------|
| 3) | Adopt the Watershed Rehabilitation Planning for Deep Creek Watershed Structures 19A & 21 Project Ordinance. | 30-31 |
| 4) | Approve Schnabel Engineering Contract for the Watershed Planning Project. | 32-71 |
| 5) | Approve Crissman Tree Service Contract for General Services. | 72-79 |
| 6) | Approve Foothills Builders Contract for Shelter Construction at Memorial Park East. | 80-88 |
| 7) | Approve Don Adams Grading Contract to Dip Sediment Out of Lake Hampton. | 89-97 |

IX. 9:30am Public Hearing/Action to Set Public Hearing:

** Special Note: Comments are limited to 15 minutes 'for' and 15 minutes 'against' any one issue with an additional 15 minutes for administrative discussion.

- 1) None.

X. 9:30am Board Action: County Manager, Lisa Hughes

- | | | |
|----|--|---------|
| 1) | Approve Garrett and Moore Contract for Solid Waste Engineering Services. | 98-106 |
| 2) | Approve Garrett and Moore Task Order 1. | 107-113 |

XI. 9:40am Calendar Notes:

- | | | |
|----|--|-----|
| 1) | January 18, 2021 – County Offices Closed for Martin Luther King Holiday. | 114 |
| 2) | January 19, 2021 – Board of Commissioners Meeting at 7:00pm. | |

XII. 9:45am Manager's Reports / Board Action: County Manager, Lisa Hughes

- 1) None. 115

XIII. 9:50am Manager's Budget Amendments & Contracts / County Manager, Lisa Hughes

No Action Required:

- 1) Human Services/DSS Funds Transfer (\$2,500). 116-117

XIV. 9:55am Board Vacancies/Appointments: Clerk, Tanya Gentry

- 1) There are Three Vacancies on the Joint Nursing Home Adult Care Home Committee.
- 2) There is a Vacancy on the Historic Richmond Hill Law School Commission.
- 3) There is a Vacancy on the Surry County Housing Consortium.

XV. 10:00am Commissioner Comments The Board

XVI. 10:05am Recess
(Time may vary at discretion of Chairman Austin)

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 and Pursuant to NCGS 131E-97.3 to discuss Confidential Competitive Health Care Information.

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XVII. Adjournment

Special Note to the Public: *Any individual with a disability who wishes to attend or participate in the Commission meeting is asked to contact the Office of the Clerk to the Board or the County Manager at 336-679-4200 no later than 12:00 noon on the Friday prior to the Monday meeting so that adequate plans for accommodation can be arranged.*

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Sheriff's Office

Request:

Special Recognitions.

Background:(Justification for request, please be specific)

The Sheriff has some special recognitions he would like to make.

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

No motion needed.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Administration / Tanya Gentry

Request:

Authorize the attached budget amendments.

Background:(Justification for request, please be specific)

The FY2021 Budget Ordinance was adopted by fund and department. The Departments have requested the Board approve the attached budget amendments.

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

Varies depending upon the budget amendment.

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

approve the attached budget amendments as presented.

BUDGET AMENDMENT FORM

(change in revenue and expenditure or transfers between departments or funds)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.



Digitally signed by Lindsey Cearlock
DN: cn=Lindsey Cearlock, o=Yadkin County, ou=Finance Department, email=lcearlock@yadkincountync.gov, c=US
Date: 2020.12.23 09:18:35 -0500

Finance Officer

DEPARTMENT: CRF - Elections

DEPARTMENT HEAD SIGNATURE:



Digitally signed by Lindsey Cearlock
DN: cn=Lindsey Cearlock, o=Yadkin County, ou=Finance Department, email=lcearlock@yadkincountync.gov, c=US
Date: 2020.12.23 09:18:35 -0500

DATE: 12/22/2020

LINE ITEM	ACCOUNT NUMBER	REVISED BUDGET	INCREASE (DECREASE)	NEW BUDGET
Elections CRF Revenue	2244170-43119	88,772	1936	90,708
Elections CRF Expense	2254170-51801	88,772	1936	90,708

EXPLANATION: CTCL Grant received from State Board of Elections for pollworkers

This instrument has been approved by the Board of Commissioners as requested.

Chairman

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Soil and Water Conservation / December 29, 2020 / Jason Walker

Request:

Approve the funding increase in the USDA-NRCS Grant for planning two watershed improvements.

Background:(Justification for request, please be specific)

The Board of Commissioners previously approved the Grant and Agreement award in the amount of \$850,000 for the planning phase for improvements on two of our high risk dams. The estimate from the selected engineering firm, exceeded that amount. We went back to the USDA-NRCS and asked for additional funding. They have now increased the grant to \$880,000 and revised the Grant and Agreement accordingly.

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

A grant/project ordinance is forth coming for this project.

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

approve the revised USDA-NRCS Notice of Grant and Agreement Award in the new amount of \$880,000.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Finance / December 29, 2020 / Lindsey Cearlock

Request:

Adopt a Grant Project Ordinance for the Watershed Rehabilitation Planning for Deep Creek Watershed Structures 19A and 21.

Background:(Justification for request, please be specific)

The County has received a grant from the USDA-NRCS to conduct rehabilitation planning for two of our high risk watershed structures (#19A and #31).

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

This Grant Project Ordinance in the amount of \$880,000 is being funded 100% with a grant received from USDA/NRCS.

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

Adopt a Grant Project Ordinance for the Watershed Rehabilitation Planning for Deep Creek Watershed Structures 19A and 21 with a budget of \$880,000.

County of Yadkin
Soil and Water
Watershed Rehabilitation Planning for Deep Creek Watershed Structures 19A & 21

BE IT ORDAINED by the Board of Commissioners, County of Yadkin, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the North Carolina General Statutes, the following Grant Project Ordinance is hereby adopted:

Section 1. The grant authorized is for rehabilitation planning for Deep Creek Watershed Structures 19A and 21.

Section 2. The officers of this unit are hereby directed to proceed with the Grant within the terms of all grant documents or the budget contained herein.

Section 3. The following amounts are appropriated for the Watershed Rehabilitation:

Planning and Design	\$ 850,000.00
Technical Assistance	\$ 30,000.00
	\$ 880,000.00

Section 4. The following revenues are anticipated to be available to complete the Watershed Rehabilitation:

NRCS Grant	\$ 880,000
	\$ 880,000

Section 5. The Finance Officer is hereby directed to maintain with the Grant Project Fund sufficient detailed accounting records to satisfy the requirements of the grantor agency, the financing agreements, and federal regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Parks & Recreation Director is directed to report, on a quarterly basis, on the financial status of each project element listed above and on the total grant revenues received or claimed.

Section 8. Copies of this Grant Project Ordinance shall be furnished to the Clerk to the Board, and to the Finance Officer for direction in carrying out this grant.

Adopted this the 4th day of January, 2021.

Kevin Austin, Chairman
Board of Commissioners

Tanya Gentry
Clerk to the Board

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Soil and Water / 12-18-20 / Jason Walker

Request:

Request to approve Schnabel Engineering contract in the amount of \$849,624.00 for the Watershed Planning Project.

Background:(Justification for request, please be specific)

Yadkin County has received a grant from USDA for the planning phase for two of our watershed structures in Yadkin County. We issued an Request for Qualifications on October 16, 2019. Yadkin County received a Statement of Qualifications from two firms on November 22, 2019. KS Ware and Associates and Schnabel Engineering were the only two firms that submitted a proposal. Yadkin County Staff evaluated the proposals from both firms and it was determined that Schnabel Engineering is the most qualified firm for this project.

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

This project will be paid from a reimbursement grant with USDA. Yadkin County will pay invoices and will be reimbursed quarterly.

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

...to approve Schnabel Engineering contract in the amount of \$849,624.00 for the Watershed Planning Project for structures #19 and 21.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Parks and Recreation - 12-18-20 / Jason Walker

Request:

Request to approve the general service contract with Crissman Tree Service in the amount of \$15,000.00.

Background:(Justification for request, please be specific)

From time to time, Yadkin County has the need to hire a tree service for tree removal or trimming. Yadkin County Staff takes care of most of these issues but occasionally there are problems that are above staff's expertise. This contract will allow staff to hire a professional tree service when the task are more than they can handle.

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

This will be paid for out of departmental annual budget.

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

....motion to approve the general service contract with Crissman Tree Service in the amount of \$15,000.00.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Parks and Recreation / December 29, 2020 / Jason Walker

Request:

Approve a contract not to exceed \$5,900 with Foothills Construction to build a small shelter at the Yadkin Memorial Park East and a concrete sidewalk at the Yadkin County Park.

Background:(Justification for request, please be specific)

Parks and Recreation has received a donation with a request for a small picnic shelter to be constructed at Yadkin Memorial Park East. The shelter will be 16x16 and a duplicate of the one located at the disc golf course at the Yadkin County Park. They will also build an ADA accessible concrete sidewalk that connects the Phil Martin Shelter at the Yadkin County Park to the existing concrete sidewalk.

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

Donated funds received have been appropriated for this project.

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

approve a contract with Foothills Construction not to exceed \$5,900 to construct a small shelter at Memorial Park East and a sidewalk at the Yadkin County Park.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Soil and Water / December 29, 2020 / Jason Walker

Request:

Request to approve a contract with Don Adams Grading in the amount of \$45,000.00 for dipping out sediment from the pool area at Lake Hampton.

Background:(Justification for request, please be specific)

Since construction of the Hood/Chamberlain dam in 2009, several major flood events have caused sediment to deposit in the pool area upstream of the structure. This sediment needs to be removed so that the sedimentation does not continue to increase and impact the storage capacity of the lake. The Soil and Water Department received three quotes from local contractors and Don Adams grading was the lowest price.

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

This contract will be paid with current funding within the Soil and Water Department's 2020 budget.

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

...motion to approve the contract with Don Adams Grading in the amount of \$45,000.00 for sediment removal at Lake Hampton.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Solid Waste/ 12/29/20/ Drew Hinkle

Request:

Approve Master Agreement with Garrett and Moore Inc for Solid Waste Engineering Services.

Background:(Justification for request, please be specific)

The Yadkin County Board of Commissioners approved the County Manager to enter contract negotiations with Garrett and Moore Inc for the Solid Waste Facility Project. This is the master agreement for the project. The specific work areas will be addressed in Task Orders as needed. Each Task Order will then be brought before the Board for approval.

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

Each Task Order will have a separate cost depending on the specifics of the order.

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

Approve the Master Agreement with Garrett and Moore for Solid Waste Engineering Services.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Solid Waste 12/30/2020 Drew Hinkle

Request:

Approve Garrett and Moore Task Order One for Solid Waste Engineering Services

Background:(Justification for request, please be specific)

Each phase of the Solid Waste Facility Project will have an individual task order. This is the first task order that encompasses, data collection, site visit and meeting and conceptual design and cost estimate. After approval this phase will take 60 days to complete.

Fiscal / Budgetary Effect: (include financial impact on the current fiscal year budget, future years' budgets and increase/decrease from last fiscal year's amount)

The total cost for Task Order One is \$14,900. It is broken down as follows: Data Collection and Base Map: \$1660, Site Visit and Kickoff Meeting \$2920 and Conceptual Design \$10,320.

Motion:(Please type a recommended motion for Board consideration)

Make a motion to...

Approve Garrett and Moore Inc Task Order One for Solid Waste Engineering Services.

Calendar **Notes:**

- 1) January 18, 2021 – County Offices Closed for Martin Luther King Holiday.
- 2) January 19, 2021 – Board of Commissioners Meeting at 7:00pm.

Manager's Reports /
Board Action

Manager's Budget Amendments

& Contracts

No Action Required

County Manager Fund Transfers

Department	Purpose
Human Services/DSS	
Insurance and Bonding	(1,144) Transfer of funds to increase the funding
Equipment	(1,356) available for Tri-Care and Professional
Contracted Services-Psychological	2,500 Assessment.