

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

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

Monday, February 3, 2020

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> January 21, 2020 – Regular Session January 21, 2020 – Closed Session	The Board	4-14 15-16
VII.	9:20am	<u>Reports/Requests of the Board:</u> 1) Human Services Update.	Kim Harrell	17
VIII.	9:25am	<u>Consent Agenda:</u> 1) Budget Amendments for: a) Cooperative Extension Program Fee. 2) Approve Ronald J Davis Contract Amendment to		18-19 20-68

- Decrease the Contract Amount.
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| 3) | Approve Professional Assessment Contract Amendment to Increase the Contract Amount. | 69-114 |
| 4) | Approve Stericycle Contract Amendment to Add a Pick Up Site. | 115-125 |
| 5) | Approve NC Statewide Emergency Management Mutual Aid and Assistance Agreement. | 126-138 |
| 6) | Approve Sharp Business Systems Contract to Replace Three Printers. | 139-154 |
| 7) | Approve Charlotte Scale Contract for General Services at the Solid Waste Facility. | 155-163 |
| 8) | Approve Dorsett Heating & Air Conditioning Contract and Budget Amendment for Units for the Admin Server Room. | 164-174 |
| 9) | Approve Smart Start Grant Application for Child Care Health Consulting Services. | 175-189 |

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| IX. | 9:30am | <u>Public Hearing/Action to Set Public Hearing:</u>
** 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. | |

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| X. | 9:30am | <u>Board Action:</u> | County Manager, Lisa Hughes |
| | | 1) Approve 2019 Community Health Assessment. | Jessica Wall & Natalie Williams 190-219 |
| | | 2) Approve Yadkin Guarantee Budget Amendment. | 220-221 |

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| XI. | 9:40am | <u>Calendar Notes:</u> | |
| | | 1) March 30, 2020 – Tentatively Scheduled Joint Meeting with the Board of Education. The Board of Education will host it. | 222 |
| | | 2) April 10, 2020 – County Offices Closed for Good Friday. | |

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| XII. | 9:45am | <u>Manager's Reports / Board Action:</u> | County Manager, Lisa Hughes |
| | | 1) Sheriff's Administration Building Change Order Authorization. | 223-224 |

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| XIII. | 9:50am | <u>Manager's Budget Amendments & Contracts / No Action Required:</u> | County Manager, Lisa Hughes |
| | | 1) Solid Waste Funds Transfer (\$100). | 225
226 |
| | | 2) Puroclean Emergency Property Restoration Contract for Human Services Bathroom. | 227-242 |
| | | 3) Regal Catering Contract for Catering Services. | 243-252 |
| | | 4) Security Storage Contract Amendment to Increase Contract Amount. | 253-296 |

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

- 1) There are Three Vacancies on the Joint Nursing Home Adult Care Home Committee.
- 2) Appointment to Surry County Housing Consortium.

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XV. 10:00am **Commissioner Comments** The Board

(Commissioner Hemric went first last time)

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:

Human Services/Tanya Gentry

Request:

Human Services Update.

Background:(Justification for request, please be specific)

Kim Harrell will be providing the Board with an update on Human Services.

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

NA.

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

Make a motion to...

NA.

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 FY2019 Budget Ordinance was adopted by fund and department. The attached budget amendments are requested by the Departments.

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.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Yadkin County Human Services Agency Medical Clinic / 01/16/2020 Trish Belton

Request:

This request is for the Yadkin County Board of County Commissioners to approve the agreement amendment between Ron Davis and the Yadkin County Human Services Agency Social Services Division

Background:(Justification for request, please be specific)

Mr. Davis provides Child Welfare Unit Counseling for Children and/or families. At this time we need to decrease Mr. Davis' contract by \$6000 to use on an amendment for the Professional Assessment and Counseling Services Contract which provides Psychological Services for Child Welfare.

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 amendment would decrease Mr. Davis' contract by \$6000 with a new contract total of \$8,000.00. Next fiscal year the contract is budgeted at the original contract amount.

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

Make a motion to...

Motion to approve the agreement amendment to reduce the contract with Ron Davis and authorize the County Manager to sign the agreement amendment.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Yadkin County Human Services Agency Medical Clinic / 01/16/2020 Trish Belton

Request:

This request is for the Yadkin County Board of County Commissioners to approve the agreement amendment between Professional Assessment and the Yadkin County Human Services Agency Social Services Division

Background:(Justification for request, please be specific)

Professional Assessment and Counseling Services provides Psychological Services for the Child Welfare Unit for Children and/or families. At this time we need to increase the contract by \$7500.

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 amendment would increase the contract by \$7500 with a new contract total of \$19,500.00. Next fiscal year the contract is budgeted at the increased contract amount.

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

Make a motion to...

Motion to approve the agreement amendment to reduce the contract with Professional Assessment and Counseling Services and authorize the County Manager to sign the agreement amendment.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Yadkin County Human Services Agency Medical Clinic / 01/28/2020 Trish Belton

Request:

This request is for the Yadkin County Board of County Commissioners to approve the agreement between Stericycle, Human Services Agency Medical Clinic and EMS.

Background:(Justification for request, please be specific)

Stericycle picks up and disposes of Biohazardous Regulated Medical Waste for the Medical Clinic and EMS. Due to the recent move of the Medical Clinic a new site location was added to the agreement.

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 agreement is a 5 year agreement with increases expected:

FY20: \$5760; FY21: \$6040; FY22 \$6342, FY23 \$6662 and FY24 \$6997

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

Make a motion to...

Motion to approve the agreement with Stericycle and authorize the County Manager to sign the agreement.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Emergency Services/EM / 1/14/2020 / Keith Vestal

Request:

We request the review and approval of the 2020 NC Statewide Mutual Aid Agreement.

Background:(Justification for request, please be specific)

One of Emergency Managements responsibilities is to reduce vulnerability of people and property of NC to damage, injury, and loss of life and property. This ability is granted in Chapter 166A of the NC General Statutes, entitled the North Carolina Emergency Management Act. One measures taken to aid citizens it the existence of Mutual Aid Agreements. Yadkin County is a participant in the Statewide Mutual Aid Agreement and ours was last reviewed in 2016. Some modification have taken place and a 2020 version is now ready to be adopted.

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

There will be no financial burden on Yadkin County just for being a part of the agreement. The only expense would come into play if we were asked to deploy some of our Emergency Management assets during a disaster. These costs may be reimbursed by the State or FEMA. The opposite could also be the case where we were in need of outside assets and needed them delivered to us.

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

Make a motion to...

To approve the North Carolina Statewide Emergency Management Mutual Aid and Assistance Agreement Revision 2020, and allow the appropriate County Representatives to sign it.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Information Technology \ 1/24/2020 \ Dale Ring

Request:

Approve New contract with Sharp Business Systems for replacing 3 printers

Background:(Justification for request, please be specific)

Sharp has a special offering to replace 3 printers on lease no. 25391534 with newer models. The lease payments will remain the same. This will be a new lease with TIAA and not DLL.

These are located in HSA Clerical, ROD, & Coop.

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

No change, payments remain the same

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

Make a motion to...

Approve New contract with Sharp Business Systems for replacing 3 printers

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Solid Waste, 1/28/2020, Drew Hinkle

Request:

approve the General Services Agreement with Charlotte Scale Inc for service and repair of the scale at the Solid Waste Facility.

Background:(Justification for request, please be specific)

The scale at the Solid Waste Facility has needed significant repairs over the last few months. Due to the age of the scale, nature of the repairs and essential role the scale plays, a General Services Contract is needed to expedite repairs and maintenance.

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 not to exceed per year is \$10,000. This will include general repairs: 605710-53020.

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

Make a motion to...

Approve the General Services Agreement with Charlotte Scale Inc and authorize the County Manager to sign the Agreement

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Information Technology \ 1/24/2020\ Dale Ring

Request:

Approve the budget amendment moving funds to 1059000-56020 from fund balance.
Approve contract with Dorsett HVAC for 2 new A/C units for the admin server room.

Background:(Justification for request, please be specific)

The admin server room contains all of the county's virtual servers. The Ideal environment is about 68 Degrees Fahrenheit and between 40% – 60% humidity.

There are 2 mini-splints currently that have been plagued with issues and run non stop 24/7 just to maintain 75 degrees during the winter. Both units have currently failed.

The heat output of the network equipment is used for calculating the required A/C size. We are at 28,500 watts and that requires 7.5 ton of A/C.

Dorsett has recommended 2 , 4 ton units with 1 of them wired to the generator.

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

Budget Amendment being presented

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

Make a motion to...

Approve the budget amendment moving funds to 1059000-56020

Approve contract with Dorsett HVAC for 2 new A/C units for the admin server room and allow county manager to sign contract.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Human Services/Health, submitted 1/21/20 for the 2/3/20 meeting, Jessica Wall

Request:

Board of County Commissioner's approve the grant application for the Yadkin County Human Services Agency to apply for \$31,000.00 through Smart Start of Yadkin County to provide Child Care Health Consulting (CCHC) services.

Background:(Justification for request, please be specific)

The application includes an Activity Proposal, Contract Activity Description, Logic Model, Planning Budget, Bidding Guidelines and Program Guidelines. CCHC services will be provided to child care providers. This includes assistance in meeting and maintaining health/wellness related items included in child care licensure through the DCDEE. The activity also includes health education activities with children (ages 0-5) and training for the child care providers. Health education topics for the children could include: physical activity, nutrition, dental, hand washing, emergency preparedness, and sun/outdoor safety. Topics for child care providers could include: immunizations/medical homes, sanitation, SIDS, emergency preparedness, physical activity/nutrition, asthma and breast-feeding.

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

If awarded, this would bring in \$31,000.00 of revenue into the Yadkin County Human Services Agency budget, supporting 50% of the funding for the current Public Health Educator position.

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

Make a motion to...

Approve the Yadkin County Human Services Agency grant application to Smart Start of Yadkin County to provide Child Care Health Consultation services and give authority to the County Manager to sign documents required for submission of the grant.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Human Services/Health. Submitted 1/21/2020 for the 2/3/2020 meeting

Request:

This request is for Board approval under Board Action: Review and approve the 2019 Community Health Assessment for submission to the NC Division of Public Health.

Background:(Justification for request, please be specific)

Each County receiving funding from, and contracting with, NCDPH is required to complete a county-wide community health assessment (CHA) every 4 years. The last report was completed in 2016 for the 2015 year. This report covers both primary data from resident survey responses and secondary data collected and compiled by Human Services staff. This report also highlights both areas of promotion and prevention as well as areas of concern and future priorities within the county. A State of the County Health Report will be completed annually over the next 4 years to determine progress on priorities identified from this report.

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

No budgetary effect.

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

Make a motion to...

Approve the 2019 Yadkin County Community Health Assessment as written and presented and approve submission to the NC Division of Public Health.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Finance / Lindsey Cearlock

Request:

To appropriate \$10,822 from the General Fund's fund balance to cover the cost of the spring semester Yadkin Guarantee recipients.

Background:(Justification for request, please be specific)

The revision of the Yadkin Guarantee eligibility requirements allowed for more recipients as well as the advertisement of the benefit.

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 current Fund Balance appropriation of \$2,301,937 will increase by \$10,822.

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

Make a motion to...

Appropriate \$10,822 of the General Fund's Fund Balance for Yadkin Guarantee.

Manager's Reports / **Board Action**

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Administration / January 28, 2020 / Lisa L. Hughes

Request:

Authorize the County Manager to approve change orders on the Sheriff's Administration Building project up to \$5,000 without approval of the Board.

Background:(Justification for request, please be specific)

Occasionally, there are time sensitive minor changes on construction projects that require more immediate approval so as not to delay projects. In the past, the County Manager has been authorized to approve change orders up to \$5,000 on construction projects.

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 project has contingency built into it, as well as the construction contract itself. At this point, the minor changes will not impact the overall cost of the contract or project.

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

Make a motion to...

authorize the County Manager to approve change orders on the Sheriff's Administration Building project up to \$5,000 without prior approval of the Board, but with a report to follow.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Administration / 1-29-2020

Request:

Appointment to Surry County Housing Consortium.

Background:(Justification for request, please be specific)

The Surry County Housing Consortium (SCHC) consists of Davie, Stokes, Surry and Yadkin Counties and all municipalities therein. SCHC receives allocations from HUD. Proposals for projects are submitted to SCHC and they meet, typically once a year, to allocate funds to the projects that are chosen. They have a vacancy that Steve Hutchens is willing to fill. He is an Administrative Assistant for the Town of Boonville.

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

NA

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

Make a motion to...

appoint Steve Hutchens to serve on the Surry County Housing Consortium.