

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

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

Monday, March 15, 2021

7:00pm

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.	7:00pm	<u>Call to Order</u>	Chairman Austin	
III.	7:01pm	<u>Pledge of Allegiance</u>	Chairman Austin	
IV.	7:05pm	<u>Adjustments/Adoption of Agenda</u>	The Board	
V.	7:10pm	<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.	7:15pm	<u>Approval of Minutes:</u> March 1, 2021 – Regular Session March 1, 2021 – Closed Session	The Board	4-9 10-11
VII.	7:20pm	<u>Reports/Requests of the Board:</u> 1) None.		
VIII.	7:20pm	<u>Consent Agenda:</u> 1) Approve Tax Adjustments & Refunds for February 2021 2) Approve Emergency Management Performance Grant (EMPG) Cost Report 2 for Optional Funding.		12-14 15-18

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|--|--|---|--------|
| | | 3) Approve Elections Systems & Software Contract for Coding & Layout of Ballots. | 19-28 |
| | | 4) Approve Toby Outdoor Contract Amendment to Increase Contract Amount. | 29-43 |
| | | 5) Approve Hope for the Future Contract Amendment to Increase Contract Amount. | 44-62 |
| | | 6) Approve Thompson, Price, Scott, Adams & Co. Contract for Financial Audit Services. | 63-177 |

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| IX. | 7:25pm | <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. | 7:25pm | <u>Board Action:</u> | County Manager, Lisa Hughes |
| | | 1) Approve Budget Amendment Appropriating Funds to Purchase a Central Permitting Vehicle. | 178-180 |
| | | 2) Approve Budget Amendment Appropriating Funds to Purchase Law Enforcement Vehicles. | 181-182 |

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| XI. | 7:35pm | <u>Calendar Notes:</u> | |
| | | 1) March 29, 2021 – Joint Meeting with the Board of Education. | 183 |
| | | 2) April 2, 2021 – County Offices Closed for Good Friday. | |

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| XII. | 7:40pm | <u>Manager's Reports / Board Action:</u> | County Manager, Lisa Hughes |
| | | 1) None. | 184 |

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| XIII. | 7:45pm | <u>Managers Budget Amendments & Contracts / No Action Required:</u> | County Manager, Lisa Hughes |
| | | 1) Animal Shelter Funds Transfer (\$250). | |
| | | 2) Soil & Water Funds Transfer (\$500). | |
| | | 3) Emergency Services Funds Transfer (\$3,000). | |
| | | 4) Elections Funds Transfer (\$500). | |
| | | 5) Human Services/Health Funds Transfer (\$2,149). | |
| | | 6) Tax Office Funds Transfer (\$1,000). | |
| | | 7) Sanpro Contract for Medical Waste Disposal Services. | 185-186
187-194 |

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|-------------|--------|---|---------------------|
| XIV. | 7:50pm | <u>Board Vacancies/Appointments:</u> | 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. 7:55pm **Commissioner Comments** The Board

XVI. 8:00pm **Recess**
(Time may vary at discretion of Chairman Austin)

CLOSED SESSION

195-197

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.

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 336-849-7900 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:

Tax Department/ 3-3-2021/Clayton Campbell

Request:

To approve tax adjustments and refunds for the month of February 2021

Background:(Justification for request, please be specific)

Adjustments and Refunds will be sent to the Board of Commissioners for approval. Some adjustments will result in refunds and some will be adjusted with a new bill sent out.

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 real and personal bills that were included in the estimated amount of revenue for the 2020-2021 budget year that are adjusted will reduce the amount of tax revenue for the 2020-2021 tax year. The vehicles on the new system are not charged to the tax collector but will reduce the amount of revenue for the County. Any discovery or deferred tax bills were NOT included in the original estimated amount of revenue for the 2020-2021 budget year.

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

Make a motion to...

Recommended Motion: To approve the attached list of adjustments and refunds for the month of February 2021.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Emergency Services / 2/23/2021 / Keith Vestal

Request:

The approval of the Fiscal Year 2020 Emergency Management Performance Grant (EMPG) Grant Award and Memorandum of Agreement Amendment.

Background:(Justification for request, please be specific)

The EMPG is a grant paid to the county for performing tasks to better the counties position in handling disasters and mitigating the effects of those disasters. This grant helps to offset the cost of disaster planning.

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

Funds from this grant are budgeted for in this current budgets revenues.

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

Make a motion to...

To approve the EMPG Cost Report 2 and allow the County Manager and the Finance Officer to sign it.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

ELECTIONS-

Request:

APPROVE ES&S CONTRACT RENEWAL

Background:(Justification for request, please be specific)

ELECTIONS HAS AN AGREEMENT WITH ES&S FOR CODING AND LAYOUT OF
BALLOTS

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...

MAKE A MOTION TO APPROVE THE ES&S CONTRACT AND AUTHORIZE COUNTY
MANAGER TO SIGN IT.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Yadkin County Human Services Agency Medical Clinic / 03/05/2021 Trish Belton

Request:

This request is for the Yadkin County Board of County Commissioners to approve the amendment with Toby Outdoor.

Background:(Justification for request, please be specific)

On January 3, 2021 the original contract with Toby Outdoors for a billboard advertisement for COVID was approved. We would like to extend the billboard time frame an additional three months through July 2021.

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

Additional cost for 3 months is \$2100; total for the contract and amendment is \$5364

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

Make a motion to...

Motion to approve the Toby Outdoor amendment and approve for the County Manager to sign.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Yadkin County Human Services Agency / 03/09/2021 / Robin Yarboro

Request:

This request is for the Yadkin County Board of County Commissioners to approve the contract Amendment with Hope for the Future.

Background:(Justification for request, please be specific)

Hope for the Future provides adult guardianship services to indigent Yadkin County Adult residents who have been adjudicated incompetent by the Yadkin County Clerk. Comply with all requirements of the order of Appointment entered by the Clerk of Court and will full fill the duties of Guardian of the person set forth in Chapter 35A of the North Carolina General Statutes. provider warrants that it has read and understands those duties and will perform those duties consistent with Chapter 35A of the North Carolina General Statutes.

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

1055300-51700 \$8,000.00; We anticipate the amount to be increased for next fiscal year.

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

Make a motion to...

The Yadkin County Human Services Agency is making a motion for the Board of County Commissioners to approve the contract amendment with Hope for the Future, and authorize the County Manger to sign the contract Amendment.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Finance Office / Lindsey Cearlock

Request:

To approve the Thompson, Price, Scott, Adams & Co Contract for annual audit as required by the State Auditors Office.

Background:(Justification for request, please be specific)

The North Carolina State Auditor's Office has requires an annual audit.

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 is to not exceed \$57,500.

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

Make a motion to...

To approve the Thompson, Price, Scott, Adams & Co Contract.

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Administration / Drew Hinkle

Request:

To appropriate \$12,500 from the General Fund's fund balance. This will assist in purchasing a replacement vehicle in Central Permitting.

Background:(Justification for request, please be specific)

Central Permitting had a 2017 Ford Explorer that was totalled in an accident. After exploring multiple vendors and outlets for a replacement vehicle, purchasing a Ford Ranger would be the best option as a replacement.

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 \$2,323,374 will increase by \$12,500.

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

Make a motion to...

Appropriate \$12,500 of the General Fund's Fund Balance for a replacement vehicle in Central Permitting.

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=Fadden County, ou=Finance Department,
email=lcearlock@faddencounty.gov, c=US
Date: 2021.03.02 11:06:57 -0500

Finance Officer

DEPARTMENT: Central Permitting

DEPARTMENT HEAD SIGNATURE: Gary Hayes

Digitally signed by Gary Hayes
DN: cn=Gary Hayes, o=Self, ou=Self,
email=ghayes@fadden.com, c=US
Date: 2021.03.02 10:14:11 -0500

DATE: 3/2/2021

LINE ITEM	ACCOUNT NUMBER	REVISED BUDGET	INCREASE (DECREASE)	NEW BUDGET
Appropriated Fund Balance	1044000-49000	2,323,374	12,500	2,335,874
Insurance Payments	1044000-48500	12,283	18,715	30,998
Central Permitting Vehicle	1054350-56100	0	31,215	31,215

EXPLANATION: Central Permitting had a vehicle that was totalled in an accident. A new vehicle is required. This utilizes the insurance payment from the old vehicle, as well as fund balance to purchase a new vehicle. A rubber bed mat, rubber floor mats and running board steps are the only aftermarket accessories needed.

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

Chairman

YADKIN COUNTY AGENDA ABSTRACT

Department / Date Submitted to Clerk / Submitted by:

Finance / Lindsey Cearlock

Request:

To appropriate \$45,407 from the General Fund's fund balance to purchase two replacement Law Enforcement vehicles.

Background:(Justification for request, please be specific)

Purchase two Law Enforcement vehicles.

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 \$2,451,374 will increase by \$45,407

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

Make a motion to...

Appropriate \$45,407 of the General Fund's Fund Balance for the purchase of two replacement law enforcement vehicles.

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=Fallon County, ou=Finance Department,
email=lcearlock@falloncounty.gov, c=US
Date: 2021.03.05 16:00:31 -0700

Finance Officer

DEPARTMENT: Sheriff

DEPARTMENT HEAD SIGNATURE: _____

DATE: 03/05/2021

LINE ITEM	ACCOUNT NUMBER	REVISED BUDGET	INCREASE (DECREASE)	NEW BUDGET
Appropriated Fund Balance	1044000-49000	2,451,374	45,407	2,500,127
Insurance Payments	1044000-48500	12,283	7,034	19,317
Sheriff Vehicle Maintenance	1054310-53040	47,247	(8,559)	38,688
Sheriff Vehicle	1054310-56100	0	61,000	61,000

EXPLANATION: Purchase of two Law Enforcement Vehicles, Lighting and equipment.

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

Chairman

Manager's Budget Amendments

& Contracts

No Action Required

County Manager Fund Transfers

Department		Purpose
Animal Shelter		Transfer of funds needed for membership dues for the Association for Animal Welfare Advancement.
Buildings/Grounds Maintenance	(250)	
Dues & Subscriptions	250	
Soil & Water		Transfer of funds needed for vehicle maintenance.
No-Till Drill	(500)	
Vehicle	500	
Emergency Services		Transfer of funds needed for training of the new contract Paramedics that will attend school.
Contract Services	(3,000)	
Travel & Training	3,000	
Elections		Transfer of funds needed to help cover the expenses of the mock election.
Data Processing Supplies	(500)	
Salaries & Wages Part-Time	500	
Human Services/Health		Transfer of funds needed to cover the additional cost of the Toby Outdoor billboard contract.
Health Education Travel & Training	(2,149)	
Health Education Contracted Services	2,149	
Tax Office		Transfer of funds needed to cover the cost of supplies.
Travel & Training	(1,000)	
Supplies	1,000	