

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

**Monday, March 2, 2020**

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 Resources Building located at 217 East Willow Street, Yadkinville, NC on March 2, 2020 at 9:00am.

## **Present were:**

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

## **Absent were:**

Chairman Kevin Austin

**Staff present:** County Attorney, Ed Powell; County Manager, Lisa Hughes; Clerk to the Board, Tanya Gentry; Assistant County Manager, Drew Hinkle; and Finance Officer, Lindsey Cearlock.

**INVOCATION** given by Vice Chairman Moxley.

**CALL TO ORDER** by Vice Chairman Moxley at 9:00am.

**PLEDGE OF ALLEGIANCE** led by Vice Chairman Moxley.

## **ADJUSTMENTS TO/ADOPTION OF THE AGENDA**

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

**Vote: 4/0.**

## **PUBLIC COMMENTS**

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

## **APPROVAL OF MINUTES**

The February 17, 2020 Regular and Closed Session Minutes were reviewed. **Commissioner Zachary made a motion to approve both sets of minutes as presented. Commissioner Welborn second.**

**Vote: 4/0.**

## **REPORTS/REQUESTS OF THE BOARD**

### **Human Services Update**

Kim Harrell addressed the Board. A random sample of 100 foster care cases were pulled statewide for Federal review for compliance with the IV-E eligibility foster care requirements. Two of those cases are from Yadkin County. The Federal review will be in June. DHHS staff came to Yadkin County last Friday to review those cases and no errors were found. Several months ago Yadkin County staff completed an internal review of all 40 cases because it wasn't known at that time which Yadkin County cases, if any, would be chosen for Federal review. Human Services has requested to revert \$30,000.00 in LIEAP funds. That will leave them approximately \$15,000.00 to spend by the March 31, 2020 deadline. The County has authorized approximately \$88,000.00 in LIEAP benefits since December 1, 2019. They have satisfied all of the fingerprint requirements that are needed for the Child Support staff. The FNS application timeliness rates have come in for the week ending February 16, 2020. The North Carolina timeliness rate for Food Stamp application processing was 96.51%. Yadkin County's timeliness rate was 100%. They have a Foster Care Social Worker that will be retiring April 1<sup>st</sup> so they have posted the position. They have 77 children in Foster Care. DSS physical monitoring is scheduled for April 29, 2020. They have given out 400 ApSeed devices. The ApSeed Program has been very successful. They received their reaccreditation letter this morning. Evidence is due by June 1, 2020. They have already started gathering the needed evidence. Jessica Wall addressed the Board. She went over the 2019 Communicable Diseases Report. There were 246 communicable disease cases reported. Those cases were investigated and 164 of them were confirmed. Both of those numbers are down from 2018. There were 70 cases of Chlamydia. The average age of those with

the disease is 24 but approximately 30% of those diagnosed with it were between the ages of 15 and 19. Twelve of the women who were diagnosed with the disease were pregnant. Approximately 66% of those with the disease were female. There were 17 cases of Gonorrhea. The average age of those with the disease is 30 but approximately 24% of those diagnosed with it were between the ages of 15 and 19. Two of the women who were diagnosed with the disease were pregnant. There were 54 people who were diagnosed with chronic Hepatitis C. That is up from the 45 cases in 2018. The average age of those with the disease is 41 but 20% of those diagnosed with it were in their 20's and 37% of those diagnosed with it were in their 30's. There were 2 deaths from influenza in 2018 and there was one death from influenza in 2019. There were fewer Pertussis and Salmonella cases in 2019 then there were in 2018. Vice Chairman Moxley asked Jessica Wall if there are procedures in place in North Carolina for the coronavirus. She said she is participating in a weekly call that provides updates. The procedures continue to be refined as more becomes known about the coronavirus and how it is spreading. Currently United States citizens who are returning from an area of concern, such as China, are only allowed to return via certain specified airports that are screening for the coronavirus. If the returning person is showing symptoms then they are quarantined and not allowed to travel any further. If the returning person is asymptomatic then the State and the County the person lives in is notified of the person's return and they are allowed to go home. The County's Communicable Disease Nurse would contact the person and provide them with the information they need to self-monitor. They would need to take their temperature daily and report any symptoms they have to the Communicable Disease Nurse right away. If the person has to call 911 for some reason during their self-monitoring period then they are asked to tell the dispatcher that they are a returning traveler who is self-monitoring so the dispatcher can communicate that to EMS and EMS can take the proper precautions. If the person ends up testing positive for the coronavirus then the local Health Director has the authority to implement isolation and quarantine orders if it becomes necessary. The coronavirus is currently considered a reportable disease so that is what allows them to order things like quarantines. The Medical Clinic is in contact with the local physicians and is providing them with information on the procedures to follow. There are 86 people in North Carolina that are currently being monitored but there are no confirmed cases of the coronavirus at this time. Chris Bolden addressed the Board. The North Carolina Office of EMS has given them protocols to follow and there are some preliminary questions in the protocols that dispatch can use. They are going to be discussing the coronavirus with Communications on Wednesday. Kim Harrell and Jessica Wall addressed the Board concerning isolation and quarantine orders. If someone is placed under a home isolation and quarantine order and they continue going out in public in violation of that order then they become a health law violater and the Magistrate's Office and the DA would be notified to assist with getting the isolation and quarantine order enforced. That could mean removing the person from their home if necessary. Jessica Wall said the State came in February and did an annual Immunization Assessment for Yadkin County. Yadkin County had 94% compliance for their clients. That exceeded the County's goal for the year of 90% and the statewide average of 83%. Jessica Wall is proud of the Medical Clinic staff and the work that they do to ensure their clients are up to date on their vaccinations. Yadkin County also had a countywide annual goal of 87% for all the residents, not just the Medical Clinic clients. Yadkin County had 84% compliance for the residents, so they were a little short of the County's goal, but the County exceeded the statewide average of 73%. If someone has doubts about whether or not they are immunized, usually a blood draw can be done and a lab can see how many antibodies are in the blood and make a determination on whether the person is immunized or not.

**CONSENT AGENDA**

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

**Commissioner Hemric second.**

**Vote: 4/0.**

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

**Finance/Salaries Budget Amendment**

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Non-Departmental – Performance	1059000-51025	10,000	(6,185)	3,815
Central Permitting Part-Time Salary	1054350-51030	0	3,000	3,000
Environmental Health Salary	1055180-51010	137,695	3,185	140,880

Transfer of funds needed to cover salary costs. Central Permitting needs part-time salary funding to cover the costs of having part-time inspectors assist with inspections. Environmental Health needs additional salary funding to cover the salary increases personnel received due to the earning of new certifications.

**Finance/ Insurance Payments Budget Amendment**

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Non-Departmental – Insurance Payments	1044000-48500	0	7,567	7,567
Sheriff Vehicle Maintenance	1054310-53040	32,772	2,683	35,455
Public Buildings – Buildings and Grounds	1054260-53010	40,000	185	40,185
EMS Vehicle Maintenance	1054330-53040	40,000	4,699	44,699

The County received insurance payments for a Sheriff’s Office vehicle that was involved in an accident, the smoke damage from the exhaust fan fire in the DSS bathroom, and the 2017 Chevy Ambulance that was involved in an accident. The budget amendment accepts the insurance payments and places the funding in the appropriate lines for expenditure.

**Solid Waste Professional Services Budget Amendment**

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Disposal Transfer Fee	6054710-54317	1,746,350	(52,100)	1,694,250
Professional Services	6054710-51500	401,335	52,100	453,435

Transfer of funds needed to cover the costs of having chutes attached to the compactors at the Convenience Sites and to cover the increased collection costs due to the use of front end loaders at the Sites.

**Patient Fee and Collection Policy for Human Services**

The purpose of the Patient Fee and Collection Policy is to ensure that the Yadkin County Medical Clinic is following all of the proper billing and collection procedures for the fees they charge. The Policy is reviewed annually so any changes that are needed can be made. The Policy then goes before the Board of Commissioners for approval. The Policy has been reviewed and updated to include collections and write-off language. The Board adopted the Patient Fee and Collection Policy as requested.

**EMPG Program Cost Report 2 Grant Award Agreement Amendment**

Each year EMS receives EMPG (Emergency Management Performance Grant) funding. Funds are awarded for the successful completion of universal and optional deliverables. The Grant Award and Memorandum of Agreement Amendment is the notification of the amount awarded for the second part of the Grant, which is the optional deliverables. The Board approved the Emergency Management Performance Grant (EMPG) Award and Memorandum of Agreement Amendment and Cost Report #2 and authorized the appropriate County personnel to sign it.

**Duke Energy Contract**

Duke Energy Carolinas LLC will provide security lighting at the new Yadkin County Medical Clinic and Hands of Hope building located on West Maple Street. The Board approved the contract and authorized the County Manager to sign it.

**Piedmont Door Automation Contract**

Piedmont Door Automation, LLC will provide as needed maintenance services for electric sliding doors in County owned buildings. The Board approved the general services contract and authorized the County Manager to sign it.

**Johnson Controls Contract**

Johnson Controls Security Solutions LLC will provide and install security equipment at the new Sheriff’s Administration Building that is currently under construction. The Sheriff’s Office has security controls in their current building and they want to integrate those features in their new building. The Board approved the contract and authorized the County Manager to sign it.

**Republic Services Contract Amendment**

The Republic Services of North Carolina LLC contract amendment is needed to increase the not to exceed amount of the contract from \$350,000.00 per year to \$400,000.00 per year over the term of the contract.

This will allow additional services to be provided at busier times of the year. The contract amendment also allows the County the option to have a chute system attached to one or more of the compactors at the five Convenience Sites. If the compactors are fitted with a chute the total cost will be \$2,062.50 for all chutes and their installation. County owned 6yd bins will be located at each Site that has a compactor. The bins are to be used if there are issues with the compactors or in case of heavy traffic flow. The pickup and billing method used for the 6yd bins will be the “on call” method. The Board approved the contract amendment and authorized the County Manager to sign it.

### **Sharp Contract Amendment**

The Board approved a Sharp Contract to replace three printers at their February 3, 2020 meeting. One of the forms included in the contract was a Fiscal Funding Addendum form that DeLage Landen uses. DeLage Landen is the company that has previously been used to finance the lease of the printers. TIAA is going to finance the lease of the three new printers because they offered the County a cheaper price. They will not accept the form that DeLage Landen uses so the contract amendment is needed to replace that form with the Addendum to Lease, Rental, or Other Finance Agreement form that TIAA uses. There is no change in funding for the contract because the contract amount is based on TIAA’s prices. 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**

#### **Resolution Declaring March 2020 Abandoned Cemeteries Awareness Month**

Andrew Mackie addressed the Board. He gave the Board a copy of the 2020 Report on the Status of the Abandoned Cemeteries in Yadkin County. He thanked the Board for their support and he thanked the County for including information on abandoned cemeteries in the Annual Report the County sends out. This past year they have had some real successes. He went over some of the things on the Report. The Thomas and Lousania (Holcomb) Williams Cemetery in Forbush is over 150 years old. The Yadkin County Historical Society received the deed for it in 2019. For the past two years the Historical Society has sponsored a reunion of the descendants of those buried in the Cemetery and their friends. The reunion is held at Enon Baptist Church. They just held the latest reunion and they had over 30 people attend. The former Jonesville AMEZ (African Methodist Episcopal Zion) Church Cemetery is over 140 years old. It is being restored by Clarence Gray and the descendants of the people buried there. In the last year they have removed the overgrowth and revealed that the cemetery is approximately twice as large as it was thought to be. The Abraham Phillips Cemetery in East Bend is over 200 years old. There are no visible grave markers but it is thought that there are at least six graves there. Two of those buried in the Cemetery fought in the American Revolution. They are Abraham Phillips, a Patriot, and William Lakey, a Loyalist. The Cemetery was first found approximately 30 years ago. Since then several teams of researchers have looked for it again but it wasn’t rediscovered until January 2020. The old Shugartown Baptist Church Cemetery in North Liberty Township has approximately 50 graves, with approximately 25 of them being unmarked. Andrew Mackie requested March be declared Abandoned Cemeteries Awareness Month. This will be the 30<sup>th</sup> year that this will be celebrated in Yadkin County. The Historical Society would like people to wear a periwinkle ribbon in honor of Abandoned Cemeteries Awareness Month. Andrew Mackie read the following resolution:

#### **A RESOLUTION OF THE YADKIN COUNTY BOARD OF COMMISSIONERS TO DECLARE MARCH 2020 ABANDONED CEMETERIES AWARENESS MONTH**

**WHEREAS**, the abandoned cemeteries of Yadkin County constitute a valuable part of the County’s cultural heritage; and

**WHEREAS**, an abandoned cemetery is defined as not having had a burial in over 50 years, and there are approximately 600 abandoned cemeteries in Yadkin County; and

**WHEREAS**, the NC General Assembly has directed every county in North Carolina to assume responsibility for the protection of its abandoned cemeteries and to establish a record of said cemeteries in the Office of the Register of Deeds, which has been established in the Yadkin County Register of Deeds, and that each county should establish a cemetery maintenance fund in the Office of the Clerk of Court, which has been established in Yadkin County; and

**WHEREAS**, while some of these cemeteries in Yadkin County and surrounding counties are maintained by citizens, most of them are not maintained and are subject to desecration and destruction; and

**WHEREAS**, Carl C. Hoots made an initial survey of cemeteries in Yadkin County and published a record of the same in 1987, and the Yadkin County Historical Society, Inc. is now updating that work,

**NOW, THEREFORE, BE IT RESOLVED** that the abandoned cemeteries of Yadkin County constitute a valuable part of Yadkin County's cultural heritage; the maintenance of these cemeteries by citizens in and out of the County is appreciated, and the desecration and destruction of said cemeteries are deplorable and illegal; the efforts of Carl C. Hoots and the Yadkin County Historical Society, Inc. to locate these cemeteries and record them is appreciated, and property owners in the County are encouraged to record these cemeteries on the deeds of their properties.

**BE IT FURTHER RESOLVED** that March 2020 be declared Abandoned Cemetery Awareness Month in Yadkin County.

**Adopted by the Yadkin County Board of Commissioners on the 2<sup>nd</sup> day of March, 2020.**

**Commissioner Zachary made a motion to adopt the Resolution to Declare March 2020 as Abandoned Cemeteries Awareness Month. Commissioner Welborn second.**

**Vote: 4/0.**

#### **Payment of Prior Year Inmate Medical Invoices**

County Manager Hughes addressed the Board. Wake Forest Baptist has resubmitted some inmate medical invoices so they would be in compliance with GS 153A-225.2. The invoices are all for the same inmate. The Sheriff's Office has confirmed that the inmate was in custody when the medical services were provided. The charges originally totaled \$3,441.00 but they dropped to \$1,993.06 when they were resubmitted to the County for payment. The services were provided last fiscal year but it is too late to use FY2019 funds to pay the invoices so the Board was asked to approve paying them out of the current FY2020 budget.

**Commissioner Welborn made a motion to approve payment of the Wake Forest Baptist prior year invoices out of this year's budget as requested. Commissioner Hemric second.**

**Vote: 4/0.**

#### **CALENDAR NOTES**

- 1) March 16, 2020 – Cooperative Extension's Report to the People Dinner will be at 5:15pm at the Agricultural & Educational Building.
- 2) March 30, 2020 – The Joint Meeting with the Board of Education will be held in the Media Center of the Yadkin Early College. The meal will be served at 5:30pm and the meeting will start at 6:00pm.
- 3) April 10, 2020 – County Offices will be Closed for Good Friday.
- 4) April 23, 2020 – The Joint Meeting with the Human Services Advisory Committee will be held at 7:00pm in the Board of Commissioners Room.
- 5) April 28, 2020 – The NCACC District Meeting will be held in Wilkes County at 5:00pm.

#### **MANAGER'S REPORTS/BOARD ACTION**

##### **Visit NC Farms App**

The Visit NC Farms App went live yesterday. Some corrections are being made regarding the sponsors but the notifications are going out and the App is working well. County Manager Hughes asked those who haven't already downloaded the App to their phone to please do so.

##### **Change Order for Sheriff's Administration Building**

County Manager Hughes went over a Change Order for the Sheriff's Administration Building Project. Since the Change Order is for \$5,676.97 it will need the Board's approval. County Manager Hughes can only approve Change Orders that are \$5,000.00 or less. The Change Order includes credit for termite control, credit for zoning permit fees, credit for the deletion of a trench drain, gas line work, credit for some work related to a dishwasher that isn't needed, and additional conduits that are needed at the Sally Ports. The funds needed to cover the cost of the Change Order will come from the Contingency funds that are included in the contract so the overall cost of the Project will not change. **Commissioner Welborn made a motion**

to approve Change Order Number 003 for \$5,676.97 for the Sheriff's Administration Building Project. Commissioner Zachary second.

Vote: 4/0.

**MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED**

Department	Purpose
Finance Bank Service Fees (205) Building Improvements 205	Transfer of funds needed to help cover the cost of replacing the HVAC unit at the Courthouse.
Water Gasoline/Diesel Fuel (600) Water Expense (2,200) Contracted Services 2,800	Transfer of funds needed to cover the cost of water taps for Highway 21
Human Services/WIC Client Services Salaries (4,330) Breastfeeding Salaries 4,330	Transfer of funds needed to cover the salary costs for the Breastfeeding program.
Soil & Water Supplies & Materials (1) Watershed Maintenance (2,000) Insurance & Bonding 1 Equipment Maintenance 2,000	Transfer of funds to cover insurance and equipment maintenance costs.
Soil & Water Equipment (4,500) No-Till Drill Maintenance 4,500	Transfer of funds needed to purchase supplies for the No-Till Drills.
Solid Waste Disposal Transfer Fee (3,000) Assessment Fees 3,000	Transfer of funds needed to pay for NCDEQ required additional testing of the Landfill.
Finance Unemployment Insurance (4,850) Annual Audit 4,850	Transfer of funds needed to pay for the pension audit Yadkin County was selected for.

**BOARD VACANCIES/APPOINTMENTS**

**Joint Nursing Home - Adult Care Home Community Advisory Committee**

There are three vacancies on the Joint Nursing Home – Adult Care Home Community Advisory Committee.

**Human Services Advisory Committee**

Joan Swaim was appointed to serve a three year term on the Human Services Advisory Committee on 3/3/2017. She has asked to be reappointed to serve another three year term. **Commissioner Zachary made a motion to reappoint Joan Swaim as a Citizen Representative on the Yadkin County Human Services Advisory Committee for a three year term beginning 3/2/2020 and expiring 3/2/2023. Commissioner Hemric second.**

Vote: 4/0.

**COMMISSIONER COMMENTS**

**Commissioner Hemric** thanked everyone for coming out this morning. He thanked Kim Harrell and Jessica Wall for their reports. He appreciated the update on the coronavirus. He thanked Andrew Mackie for his report and the work he does for the abandoned cemeteries. He thanked Chris Bolden, Jason Walker, Lindsey Cearlock and Drew Hinkle for coming.

**Commissioner Welborn** thanked everyone for being here today. He thanked Kim Harrell and Jessica Wall for their reports. He thanked Jason Walker for coming. He thanked Lindsey Cearlock and the Finance

Department for all the work they do. They do a good job. He congratulated them on receiving the Budget Award.

**Commissioner Zachary** thanked everybody for being here. He thanked Kim Harrell for her report. He thanked Jessica Wall for her reports on communicable diseases, immunizations, and the coronavirus. They were very informative. He thanked Chris Bolden for his comments. He knows that EMS and the Medical Clinic are talking with others and working on plans to deal with the coronavirus. He hopes it doesn't hit Yadkin County but he knows they will be ready for it if it does. He thanked Jeff Eads for being here. It is always good to have people here for the meetings.

**Vice Chairman Moxley** thanked everyone for coming out today. He thanked Kim Harrell and Jessica Wall for their reports. They were very informative. As Commissioner Zachary mentioned, he is sure the Medical Clinic and EMS will be ready if Yadkin County has any coronavirus cases. He thanked Chris Bolden for his input. He was glad to adopt the Abandoned Cemeteries Awareness Month Resolution. He thanked Andrew Mackie for his work with abandoned cemeteries. Andrew Mackie does a great job.

**Vice Chairman Moxley 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 and Pursuant to NCGS 131E-97.3 to discuss Confidential Competitive Health Care Information. Commissioner Welborn second.**

**Vote: 4/0.**

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

**Vote: 4/0.**

  
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Prepared by Tanya Gentry  
Clerk to the Board

  
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Kevin Austin, Chairman  
Yadkin County Board of Commissioners

3/16/2020  
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Date approved by the  
Yadkin County Board of Commissioners