

STATE OF NORTH CAROLINA)
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COUNTY OF STOKES)
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OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
MARCH 10, 2003

Meeting Highlights

General Government-Governing Body-Pledge of Allegiance
Public Comments
General Government –Governing Body-Approval of Minutes
General Government-Governing Body-Volunteer Reception
General Government-District Resource Center (DRC)-Update Application for Continuation of Implementation Funding
General Government-Cooperative Extension - Update
General Government-Fire Marshal-Update
General Government-Banking / Auditing Services
General Government-Sheriff's Dept.-Budget Amendment #39
General Government-Sheriff's Dept./JAIL-Budget Amendment #40
General Government-Sheriff's Dept.-Budget Amendment #41
General Government-Sheriff's Dept.-Budget Amendment #42
General Government-Register of Deeds-Budget Amendment #43
General Government-Social Services -Budget Amendment #44
General Government-Governing Body-Home Health Advisory Committee-Appointment
General Government-Governing Body-Surry Housing Consortium-Appointment
General Government-Governing Body-Invitations-Commissioners' Meeting
General Government-Governing Body-Moratock Park

The Board of Commissioners of the County of Stokes, State of North Carolina, met in regular session at the Francisco Community Building, Westfield, North Carolina, on Monday, March 10, 2003, at 7:00 pm with the following members present:

Chairman Sandy McHugh
Vice-Chairman John Turpin
Commissioner Howard Mabe
Commissioner Leon Inman
Commissioner Joe Turpin

Craig Greer, County Manager
Darlene Bullins, Clerk to the Board

Chairman McHugh called the meeting to order.

Mr. Pete George, Westfield, NC delivered the invocation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

Chairman McHugh opened the meeting by inviting the citizens in attendance to join the Board with the Pledge of Allegiance.

PUBLIC COMMENTS

There were no public comments.

GENERAL GOVERNMENT –GOVERNING BODY-APPROVAL OF MINUTES

Chairman McHugh entertained a motion to approve or amend the minutes of February 24th meeting.

Commissioner Mabe moved to approve the minutes of the February 24th meeting.

Vice Chairman John Turpin seconded and the motion carried unanimously.

GENERAL GOVERNMENT-GOVERNING BODY-VOLUNTEER RECEPTION

Mr. Kevin Robertson, NWPCOG-Retired & Senior Volunteer Program, (a member of the Stokes County Inter Agency Council) requested assistance from the Board for the 2003 Annual Volunteer Reception.

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Mr. Robertson noted that Ms. Barbara Watkins-Chairman of the Inter Agency Council was unable to attend due to a recent medical condition. Mr. Robertson noted that the Board's allocation last year was \$600. On behalf of the Inter Agency Council, Mr. Robertson requested a \$300 allocation from the Board with the remaining \$300 to be matched by the NWPCOG-Retired & Senior Volunteer Program.

Mr. Robertson noted that during the 2002 calendar year, there were over 145,000 volunteer hours provided in Stokes County resulting in an estimated savings of \$2.2 million.

Mr. Robertson invited all Board members to attend the Annual Volunteer Reception on Monday, April 28, 2003 (5:00-7:00pm).

Chairman McHugh entertained a motion concerning the request of \$300 for the 2003 Annual Volunteer Reception.

Commissioner Mabe moved to approve \$300 funding allocation for the 2003 Annual Volunteer Reception.

Commissioner Joe Turpin seconded and the motion carried unanimously.

GENERAL GOVERNMENT-DISTRICT RESOURCE CENTER (DRC)-UPDATE APPLICATION FOR CONTINUATION OF IMPLEMENTATION FUNDING

District Resource Director Tony Hill updated the Board with the recent change in the department's name – Day Reporting Center to Judicial District Resource Center due to State funding.

Director Hill provided the Board with the Program's responsibilities, which include identifying and providing the needed services for sentenced offenders and pretrial release candidates as identified by the judicial system.

Mr. Hill noted participates perform community services such as picking up trash along roadsides. An estimated 1199 community service hours (Saturdays and Sundays- 5 hours each day) have been utilized by the Department since 1994 saving an estimated \$51,323.48.

Director Hill requested the Board's approval for the Application for Continuation of Implementation Funding (State funding 2003-04). Director Hill noted the correction in the Application from Mr. Terry Bralley, Stokes County Manager to Craig Greer.

Chairman McHugh entertained a motion concerning the Application for Continuation of Implementation Funding (State funding 2003-04).

Commissioner Mabe moved to approve the Application for Continuation of Implementation Funding (State funding 2003-04).

Commissioner Inman seconded and the motion carried unanimously.

(Copy of Application for Continuation of Implementation Funding available in District Resource Center or Clerk's Office)

GENERAL GOVERNMENT-COOPERATIVE EXTENSION-UPDATE

County Extension Director Jeffrey Boyles presented the Board with a handout detailing educational services offered by the Cooperative Extension in Agriculture, Family & Consumer Sciences, 4-H & Youth, and Community & Rural Development.

Extension Director Boyles invited the Board along with all citizens to the 2003 Farmer Appreciation Day, Tuesday, March 25th – South Stokes High School (6:00-9:00pm).

Extension Director Boyles noted various upcoming events, which included the 4-H District Activity Day - June 19th – South Stokes High School, Farm Animal Day for Second Graders, March 25-27 at King American Legion, and Partners in Wellness Programs – Senior Citizens.

Extension Director Boyles noted the possibility of Industrial Engineering Services to be available to small businesses in the near future. A pilot program will be conducted in Forsyth County, which may benefit Stokes County.

Vice Chairman John Turpin questioned the possibility of a Farmer's Market on the Southeastern side of the County-possibly beside the CoOp Building in Walnut Cove.

Extension Director Boyles stated the Cooperative Extension would be happy to assist if the interest and the demand was there from the growers and community.

Extension Director Boyles concluded with appreciation to the Board for the County's continued support to the Cooperative Extension Service in Stokes County.

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GENERAL GOVERNMENT-FIRE MARSHAL-UPDATE

Fire Marshal Brad Cheek presented the Board with a handout detailing the Fire Marshal's responsibilities, which include: Fire Investigations, Fire Inspections, Fire & Life Safety Education, Emergency Management, Safety Director, and Fire Department Support.

Fire Marshal Cheek noted the Department's goal to develop a County Haz-Mat Team which would be able to perform a rescue, reconnaissance on a product of an unknown material and to be able assist State Regional Haz-Mat Teams.

Fire Marshal Cheek concluded with fire and arson statistics.

GENERAL GOVERNMENT-BANKING/AUDITING SERVICES

Banking Services

Finance Director Julia Edwards presented the Board with the following three (3) banking services proposals for Stokes County for the Fiscal Year July 1, 2003 through June 30, 2007: First Citizens, Central Carolina Bank, and Lexington State Bank.

All banks in Stokes County received a bid package. Finance Director Edwards recommended Lexington State Bank, Danbury Branch, based on the following:

- No Service Charge on checking if the daily balance is \$1.5 to \$2.0
- Interest Rate
- Staff Time
- Free Check Printing Cost

Commissioner Joe Turpin recommended having each bank's representative at the next meeting to discuss the proposals further.

Lockbox Services – Tax Administration

Finance Director Edwards requested assistance from the Board concerning the use of a Lockbox Service for Tax Administration. Using the Lockbox Service would provide all payments being mailed to a bank servicing location which would process and deposit funds into an interest bearing checking account, which accrue interest immediately. An electronic response would be provided to Tax Administration, which would convert payments to existing accounts. This would eliminate the time spent by Tax Administration employees opening mail and entering data.

Estimates have been obtained from RBC-Centura Bank- Mount Airy – \$19,936 and First Citizens - \$22,296.36 compared to a full time staff person – \$23,317.65. Fees are based on volume of payments.

Finance Director Edwards concluded this could be included in banking services and discussed with bank representatives at the next meeting.

Chairman McHugh noted that the Tax Administration is on the agenda for the next meeting also.

Auditing Services

Finance Director Julia Edwards presented the Board with the following three (3) auditing services proposals for Stokes County for fiscal year 2002-03:

- Cherry, Bekaert & Holland – Fayetteville, NC \$42,000*
- McGladrey & Pullen, Greensboro, NC \$50,000*
- Dixon Odom, PLLC \$38,500*

*(Proposals do not include the cost of implementing GASB #34)
GASB#34 will convert financial reports to resemble business statements

Finance Director Edwards noted that 10 bid packages were sent to auditing firms with (1) decline and (3) responding. Dixon and Odom, PLLC was the only firm estimating the cost of implementing GASB #34 for fiscal year 2002-03 – (\$10,000 to \$20,000 based on the number of hours needed to implement).

Finance Director Edwards recommended Stokes County remain with Dixon Odom, PLLC due to lowest proposal, history of firm with Stokes County providing excellent service for the past 15 years, and Dixon Odom already implementing GASB #34 in Davie County last year.

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County Manager Craig Greer noted that Dixon Odom's knowledge of the County system would make implementation of GASB #34 quicker which would cost less.

Chairman McHugh entertained a motion concerning Auditing Services for fiscal year 2002-03.

Commissioner Inman moved to approve Dixon Odom, PLLC for Auditing Services for fiscal year 2002-03 at \$38,500 with additional charges for implementation of GASB#34.

Commissioner Joe Turpin seconded and the motion carried unanimously.

GENERAL GOVERNMENT-SHERIFF'S DEPT.-BUDGET AMENDMENT #39

Finance Director Julia Edwards submitted Budget Amendment #39, which is necessary appropriate funds from insurance claim of damaged vehicles.

Chairman McHugh entertained a motion to approve Budget Amendment #39.

Commissioner Joe Turpin moved to approve Budget Amendment #39.

Commissioner Inman seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
REVENUES			
Insurance Claims	100.3839.850	\$ 204.00	
EXPENDITURES			
Sheriff's Department			
Maintenance & Repairs Auto	100.4310.351	\$ 204.00	

GENERAL GOVERNMENT-SHERIFF'S DEPT/JAIL-BUDGET AMENDMENT #40

Finance Director Julia Edwards submitted Budget Amendment #40, which is necessary to appropriate funds from State Fines & Forfeitures and OBJ-Law Enforcement Grant to purchase a printer for Sheriff's Office, 15 speakers for patrol cars, and replacement/ repair three locks and two hoods over keyholes on block crossover doors at the Jail.

Chairman McHugh entertained a motion to approve Budget Amendment #40.

Vice Chairman John Turpin moved to approve Budget Amendment #40.

Commissioner Inman seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
REVENUES			
OBJ-Law Enforcement Grant	100.3301.416	\$ (3,096.00)	
State Fines & Forfeitures	100.3301.413	\$ (344.00)	
EXPENDITURES			
Sheriff's Department			
Departmental Supplies	100.4310.250	\$ 1,527.00	
Jail			
Maintenance & Repairs-Buildings	100.4320.352	\$ 1,913.00	

GENERAL GOVERNMENT-SHERIFF'S DEPT -BUDGET AMENDMENT #41

Finance Director Julia Edwards submitted Budget Amendment #41, which is necessary to transfer funds to Capital Reserve for School Resource Officer's vehicle.

Chairman McHugh entertained a motion to approve Budget Amendment #41.

Commissioner Mabe moved to approve Budget Amendment #41.

Vice Chairman John Turpin seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
REVENUES			
School Resource Officer	100.3431.421	\$ (10,000.00)	
EXPENDITURES			
Transfer to Capital Reserve	100.9820.960	\$ 10,000.00	
CAPITAL RESERVE			
REVENUES			
Transfer from General Fund	201.3981.000	\$ (10,000.00)	
EXPENDITURES			
Sheriff's Dept.- Equipment	201.4310.001	\$ 10,000.00	

GENERAL GOVERNMENT-SHERIFF'S DEPT.-BUDGET AMENDMENT #42

Finance Director Julia Edwards submitted Budget Amendment #42, which is necessary to appropriate funds from federal grant for a safety officer awarded to the school system. These funds will be used for the safety officer, coordinator, support staff, auto supplies, and equipment.

Chairman McHugh entertained a motion to approve Budget Amendment #42.

Commissioner Joe Turpin moved to approve Budget Amendment #42.

Commissioner Mabe seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
REVENUES			
Stokes Safe school/Healthy Students Initiative	100.3301.417	\$ (44,650.00)	
EXPENDITURES			
Sheriff's Department			
Salaries and Wages	100.4310.000	\$ 28,523.00	
Social Security	100.4310.090	\$ 1,749.00	
Medicare Tax	100.4310.091	\$ 409.00	
Retirement	100.4310.100	\$ 1,348.00	
BB&T 401(k) -5%	100.4310.101	\$ 1,410.00	
Auto Supplies	100.4310.250	\$ 6,650.00	
Departmental Supplies	100.4310.260	\$ 2,000.00	
Health Insurance		\$ 2,561.00	

GENERAL GOVERNMENT-REGISTER OF DEEDS-BUDGET AMENDMENT #43

Finance Director Julia Edwards submitted Budget Amendment #43, which is necessary to transfer from Capital Reserve for Register of Deeds monthly payment on website of \$900 and purchase of a computer.

Chairman McHugh entertained a motion to approve Budget Amendment #43.

Commissioner Mabe moved to approve Budget Amendment #43.

Commissioner Joe Turpin seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
REVENUES			
Transfer from Capital Reserve	100.3982.960	\$ (6,100.00)	
EXPENDITURES			
Register of Deeds			
Misc. Contractual Services	100.4180.440	\$ 4,500.00	
Non-capitalized Equipment	100.4180.511	\$ 1,600.00	
CAPITAL RESERVE			
EXPENDITURES			
Register of Deeds	201.4180.025		\$ (6,100.00)
Transfer to General Fund	201.9810.000	\$ 6,100.00	

GENERAL GOVERNMENT-SOCIAL SERVICES -BUDGET AMENDMENT #44

Finance Director Julia Edwards submitted Budget Amendment #44, which is necessary to un-appropriate federal and state funds for eliminated positions.

Chairman McHugh entertained a motion to approve Budget Amendment #44.

Commissioner Joe Turpin moved to approve Budget Amendment #44.

Vice Chairman John Turpin seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
REVENUES			
Welfare-Federal	100.3301.202		\$ 54,255.00
Welfare-State	100.3301.203		\$ 1,697.00
EXPENDITURES			
Social Services			
Salary & Wages	100.5310.000		\$ (45,733.00)
Social Security	100.5310.090		\$ (2,380.00)
Medicare Tax	100.5310.091		\$ (557.00)
Retirement	100.5310.100		\$ (1,967.00)
BB&T 401(k)	100.5310.101		\$ (1,793.00)
Group Insurance	100.5310.110		\$ (3,522.00)

GENERAL GOVERNMENT-GOVERNING BODY-HOME HEALTH ADVISORY COMMITTEE-APPOINTMENT

Chairman McHugh opened the floor for a commissioner volunteer to serve on the Stokes County Home Health Advisory Committee.

Commissioner Leon Inman volunteered to serve on the Stokes County Home Health Advisory Committee.

Chairman McHugh entertained a motion to approve Commissioner Inman to serve on the Stokes County Home Health Advisory Committee.

Commissioner Joe Turpin moved to approve Commissioner Inman to serve on the Stokes County Home Health Advisory Committee.

Vice Chairman John Turpin seconded and the motion carried unanimously.

GENERAL GOVERNMENT-GOVERNING BODY-SURRY HOUSING CONSORTIUM-APPOINTMENT

Chairman McHugh opened the floor for nominations for the Surry Housing Consortium to replace Minnie Gray Young and possibility another position that will be vacated by the March 24th meeting.

Commissioner Inman submitted the name of Mike Moran – Vice President of Stokes County Habitat for Humanity. Mr. Moran has agreed to serve.

Chairman McHugh submitted the name of Bud Gage. Mr. Gage has agreed to serve.

Appointments can be considered at the March 24th meeting.

GENERAL GOVERNMENT-GOVERNING BODY-INVITATIONS-COMMISSIONERS' MEETING

Clerk to the Board Darlene Bullins submitted the following invitations to the Board of Commissioners to hold meetings:

Mountain View Community - September 8, 2003 –Mountain View Community Building
Town of Walnut Cove - November 10, 2003, Walnut Cove Colored School, Inc.

Chairman McHugh entertained a motion to consider the submitted invitations for Commissioners' meetings.

Commissioner Joe Turpin moved to approve the following places and dates for Commissioners' meetings:

Mountain View Community - September 8, 2003 –Mountain View Community Building
Town of Walnut Cove - November 10, 2003 -Walnut Cove Colored School, Inc.

Commissioner Inman seconded and the motion carried unanimously.

Clerk to the Board Darlene Bullins requested clarification concerning the Planning meeting in April for Planning Director David Sudderth.

The Board confirmed the Commissioners' Planning meetings if needed would be held the first Tuesday of the month which is advertised in the Stokes News.

GENERAL GOVERNMENT-GOVERNING BODY-MORATOCK PARK

Chairman McHugh discussed with the Board possibilities of additional staffing for the Moratock Park without cost to the taxpayers to help with the large volume of visitors.

A possibility could be an inspection sticker indicating whether the visitor is a Stokes County resident, which could be mailed with the property and motor vehicle tax bills. This would allow Stokes County taxpayers to be admitted free, thus charge others to help offset county funding.

Vice Chairman John Turpin proposed this sticker could also be utilized at the Green Box Collection Sites identify Stokes County residents.

Mr. Scott Mizelle, Westfield, NC suggested adopting a policy, which allows attendants to request identification to prove County residency if uncertain. This would eliminate additional county's cost of printing, issuing, and mailing stickers.

Chairman McHugh concluded that practice is currently in place, problems arise when citizens are asked to furnish identification. Stickers would be more visible.

Ms. Nancy Livesay, Madison, NC questioned liability issues if admission is charged for use of the Park.

Chairman McHugh concluded this option and others could be discussed at a later time, further investigation into legal issues, and information obtained from surrounding counties who have similar programs.

There being no further business to come before the Board, Commissioner Joe Turpin moved to adjourn meeting.

Commissioner Inman seconded and the motion carried unanimously.

Darlene Bullins
Clerk to the Board

Sandy McHugh
Chairman