

STATE OF NORTH CAROLINA)
) OFFICE OF THE COMMISSIONERS
) STOKES COUNTY GOVERNMENT
COUNTY OF STOKES)
) DANBURY, NORTH CAROLINA
) APRIL 28, 2003

The Board of Commissioners of the County of Stokes, State of North Carolina, met in regular session in the Council Chambers of the Administrative Building, located in Danbury, North Carolina, on Monday, April 28, 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.

Commissioner Inman 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.

GENERAL GOVERNMENT –GOVERNING BODY-APPROVAL OF MINUTES

Chairman McHugh entertained a motion to approve or amend the minutes of the April 14th meeting.

Commissioner Inman moved to approve the minutes of the April 14th meeting.

Commissioner Joe Turpin seconded and the motion carried unanimously.

VOLUNTEER RECEPTION

Chairman McHugh noted that the volunteers who were given recognition today have contributed 145,000 volunteer hours to Stokes County. These hours would amount to \$2.2 million dollars if paid at minimum wage, which would result in an eleven (11) cent, tax rate increase for the citizens of Stokes County.

PUBLIC COMMENTS

There were no public comments.

GENERAL GOVERNMENT – CENTERPOINT – REFORM -UPDATE

Area Director Ron Morton, Centerpoint, presented the Board with an outline concerning the local business plan update.

Director Morton commented on the following areas:

- Strategic Local Business Plan (January –June 2003)
- Local Management Entity (LME) Development (January – June 2003)
- Service Re-organization (June 2003 – June 2004)
- Management Services Organization (July 2003 – December 2003)
- Transition Issues (July 2003 - December 2003)

One major change is the definition of case management. In the early plan, case management was identified to be a service of the local management, now it is a direct service that will be contracted. The provisional certification, which will be effective July 1, 2003 as a local management entity is for the first year. After the first year of operation, a full certification will be obtained that is good for two years. The current staff of 450 positions will be reduced to approximately 50 positions by July 1, 2003. All jobs in local management will be posted for equal opportunity for current Centerpoint employees except for the area director. All positions should be filled by July to help with the transition.

Formal process of proposals will be beginning in June. In Stokes, there should be four major contracts for services: Vocational arena, clinical services, Paces program, early childhood intervention services. Centerpoint would like to continue the use of the facilities currently occupied and will work with the County concerning lease arrangements.

Director Morton concluded that approximately 1300 clients are served annually in Stokes and 250 outside of the County.

GENERAL GOVERNMENT –JUVENILE CRIME PREVENTION COUNCIL FISCAL YEAR 2003-04- RECOMMENDATIONS

Chairman Jane Williams, JCPC, requested the Board's approval for the following

JCPC recommendations:

Provider	JCPC Request	JCPC Recommendation	County Match
Dept Juv. Justice & Delin. Prevent. Stokes Emergency Shelter Care Psychological Testing Program	\$ 8,462.00	\$ 8,462.00	\$ 2,547.00
Surry Friends of Youth Group/Individual Counseling Family/Parenting Skills Community Service/Restitution	\$ 95,479.00	\$ 92,285.00	\$ 13,000.00
Step One PACT	\$ 36,182.00	\$ 36,182.00	\$ 10,133.00
Scan Parents and Teen Together	\$ 13,275.00	\$ 1,916.00	\$ -
Total	\$ 153,398.00	\$ 138,845.00	\$ 25,680.00

Mr. Jack Moore-Chief Court Counselor and Mr. Kevin Walker – Juvenile Court Counselor were also in attendance.

Chairman McHugh entertained a motion to approve the JCPC recommendations (no funding).

Commissioner Mabe moved to approve the JCPC funding recommendations for the fiscal year 2003-04 as presented by Chairman Jane Williams.

Commissioner Inman seconded and the motion carried unanimously.

GENERAL GOVERNMENT–TAX ADMINISTRATION REPORT

Tax Administrator Wren Carmichael requested the Board's approval for March 2003 Itemized Releases (real and personal) in the amount of \$470.53 and March 2003 Motor Vehicle Releases in the amount of \$3,006.24.

Chairman McHugh entertained a motion to approve March 2003 Itemized Releases (real and personal) in the amount of \$470.53 and March 2003 Motor Vehicle Releases in the amount of \$3,006.24.

Vice Chairman John Turpin moved to approve March 2003 Itemized Releases (real and personal) in the amount of \$470.53 and March 2003 Motor Vehicle Releases in the amount of \$3,006.24.

Commissioner Joe Turpin seconded and the motion carried unanimously.

Tax Administrator Wren Carmichael requested the Board's approval of the 2003 Cost Index and Depreciation Schedules for Business Personal Property which is provided by the North Carolina Department of Revenue Property Tax Division (NCDOR).

Tax Administrator Carmichael recommended the approval of the 2003 Cost Index and Depreciation Schedule. The yearly rendition of this schedule has been used by the Tax Administration since the late 1980's.

[\(Copy of 2003 Cost Index & Depreciation Schedule For Business Personal Property maintained in the Tax Administration Office and the Clerk to the Board's Office\).](#)

Chairman McHugh entertained a motion to approve the 2003 Cost Index and Depreciation Schedule for Business Personal Property to be used by the Stokes County Tax Administration.

Commissioner Inman moved to approve the 2003 Cost Index and Depreciation Schedule for Business Personal Property to be used by the Stokes County Tax Administration.

Commissioner Mabe seconded and the motion carried unanimously.

Chairman McHugh confirmed with Tax Administrator Carmichael that the depreciation of chicken houses in Stokes County had been taken

care of.

Tax Administrator Carmichael concluded that the delinquent taxes from 1991 to 2002 including motor vehicles are now on the County website.

GENERAL GOVERNMENT–GIS/MAPPING-REVIEW OFFICER APPOINTMENT

GIS Administrator Jake Oakley requested the Board's approval to appoint Amy T. Carter to be a Review Officer for the County of Stokes. The Review Officer is responsible for reviewing all recorded plats for the Register of Deeds according to NC- G.S. 47-30.

GIS Administrator Oakley concluded that Ms. Carter was qualified for the appointment.

Chairman McHugh entertained a motion to appoint Amy T. Carter as a Review Officer for Stokes County.

Commissioner Mabe moved to appoint Amy T. Carter as a Review Officer for Stokes County.

Commissioner Joe Turpin seconded and the motion carried unanimously.

GENERAL GOVERNMENT – LEPC/EOC –UPDATE

EMS Director Ricky Tuttle presented the Board with the LEPC/EOC update.

EOC

Office cubicles have been purchased from Forsyth with majority already delivered. Hazard Mitigation Grant to wire third floor of Administration Building submitted would be denied due to grant is applicable for December ice storm instead of February ice storm. Possible funding for the February ice storm could be available and grant would already be submitted.

Public Meeting for Hazard Mitigation held on April 17th – 2:00pm

LEPC – Thursday, April 17, 2003

All attendees were informed of the up to date issues and events.

EMS Director Tuttle and Health Director Steve Smith attended a Bioterrorism Exercise Planning Session in Greensboro, April 21st and 22nd. A drill, which will include 16 to 22 counties will be held in July or August 2003. The first Department of Justice Grant has been completed and awaits signatures from North Carolina Emergency Management in Raleigh. For the February ice storm, Stokes County will receive \$35,297 (Stokes County Board of Education -\$2,607; King- \$13,285; Stokes Co. - \$14, 000; Walnut Cove - \$5,405).

The second Department of Justice Grant, Stokes County will receive \$51,946 which \$41,885 is slated for equipment. Another grant application (CERT) Community Emergency Response Team has been passed on to Ms. Christine Greene, Cooperative Extension.

GENERAL GOVERNMENT – PLANNING DEPARTMENT– BOARD OF ADJUSTMENT – APPOINTMENT & RE-APPOINTMENTS

Planning Director David Sudderth submitted the following names for re-appointment to the Stokes County Board of Adjustments-three year term: (all have agreed to serve)

- (Terms: March 1, 2003 to March 1, 2006)
- o Stephen Jessup - Member
- o Carl Hill - Member
- o Jake Oakley – Alternate Member to be a regular member

Peggy Nichols asked not to be reappointed due to family health reasons.

Chairman McHugh entertained a motion to re- appoint Stephen Jessup, Carl Hill, and appoint Alternate Jake Oakley to serve as members for a three-year term on the Board of Adjustments. Nominations for the alternate member can be submitted at the May 12th meeting.

Vice Chairman John Turpin moved to re-appoint Stephen Jessup, Carl Hill, and appoint Alternate Jake Oakley to serve as members for a three-year term (March 2003- March 2006) on the Board of Adjustments.

Commissioner Inman seconded and the motion carried unanimously.

GENERAL GOVERNMENT – PLANNING DEPARTMENT– SCATTERED HOUSING GRANT UPDATE

Planning Director David Sudderth informed the Board that Assistant Planning Director Andrew Meadwell who has been serving as the Administrator of the Scattered Housing Grant had resigned and requested the Board's approval to fill the administrator position.

Director Sudderth submitted the name of Richard Zamani, Code Enforcement Officer I, who has worked with Mr. Meadwell on this project.

Chairman McHugh entertained a motion to approve Richard Zamani as the administrator of the Scattered Housing Grant.

Commissioner Mabe moved to approve Richard Zamani as the administrator of the Scattered Housing Grant.

Commissioner Joe Turpin seconded and the motion carried unanimously.

Director Sudderth also requested the approval of the Complaint Procedure Resolution, which would change the contact person to be Richard

Zamani.

Chairman McHugh read the Resolution and entertained a motion to approve the Complaint Procedure Resolution, which changes the contact person to be Richard Zamani.

Commissioner Inman moved to approve the Complaint Procedure Resolution which changes the contact person to be Richard Zamani.

Commissioner Mabe seconded and the motion carried unanimously.

COMPLAINT PROCEDURE

BE IT ORDAINED by the Stokes County Board of Commissioners, that in accordance with CDBG Regulations, Stokes County is adopting the following procedures to process citizens complaints:

Citizens may make comments at any point in the program including planning, implementation and closeout. The County will respond in writing to written citizens comments.

Citizens comments should be mailed to:

Richard Zamani, Code Enforcement Officer I
Stokes County
PO Box 20
Danbury, NC 27016

The County will respond to all written comments within ten (10) calendar days of receipt of the comments.

If the citizen is dissatisfied with the local response, they may write to the North Carolina Department of Commerce, Division of Community Assistance, 1307 Glenwood Ave, Suite 250, 4313 Mail Service Center, Raleigh North Carolina 27699. DCA will only respond to written comments within ten (10) calendar days of the receipt.

ADOPTED this the **28th** day of **April, 2003**.

Chief Elected Official

Title

Date

ATTEST:

Clerk to the Board

Director Sudderth submitted the bid opening (sealed bids -April 17, 2003) information for the following four homes: Stella Stephens, Magdalene Mabe, Calvin Overby, and Mary Mabe. There were two bids: Dallas Butner Construction which was the lowest bidder on three of the four homes and Don Lawson Masonry, which was the lowest bidder on the remaining home.

Mr. Lawson requested not to be awarded the bid for the one site and that Mr. Butner be given the complete contract as low bidder.

Chairman McHugh entertained a motion to approve Dallas Butner Construction for the four (4) contracts for the Scattered Housing Grant.

Commissioner Inman moved to award the four (4) Scattered Housing Grants (Stella Stephens, Magdalene Mabe, Calvin Overby, and Mary Mabe) to Dallas Butner Construction.

Commissioner Joe Turpin seconded and the motion carried unanimously.

Director Sudderth requested the Board's approval to fill the assistant planning director's position, which will be vacated by Andrew Meadwell. This position also serves on the Hazard Mitigation Subcommittee.

Chairman McHugh moved to unfreeze the assistant planning director's position.

Commissioner Mabe seconded and the motion carried 3-2 with Vice Chairman John Turpin Commissioner Joe Turpin voting against the motion.

GENERAL GOVERNMENT – FINANCE DEPARTMENT –UPDATE

Finance Director Julia Edwards presented an update of the Finance Department.

Director Edwards noted the responsibility of the following positions, which serves 31 departments: Finance Director, Assistant Finance Director, Support Services Supervisor, Finance Technician II –Payroll and Finance Technician I -Accounts Payable.

Finance Director Edwards requested the Board's approval to purchase software and Digitization (graphics) @\$4,765.00 to use for laser

printing. The quote for the software and graphics expires April 30, 2003. With is offer, the maintenance (\$595 per year) would be free.

This software would allow finance to print purchase orders, W2's, 1099's and checks on a laser printer. This application would save approximately \$1,513.38 next year in printing forms.

Chairman McHugh entertained a motion concerning the purchase of the financial software for laser printing.

Commissioner Mabe moved to approve the purchase of the financial software from AcuPrint Company for laser printing.

Commissioner Inman seconded and the motion carried 4-1 with Vice Chairman John Turpin voting against the motion.

GENERAL GOVERNMENT–SHERIFF’S DEPT- BUDGET AMENDMENT #63

Finance Director Julia Edwards requested the approval of Budget Amendment #63 which is necessary to transfer funds for shortage in line item.

Chairman McHugh entertained a motion to approve Budget Amendment #63.

Vice Chairman John Turpin moved to approve Budget Amendment #63.

Commissioner Inman seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
EXPENDITURES			
Sheriff’s Department			
Salaries & Wages-Overtime	100.4310.010		\$ (500.00)
Telephone & Postage	100.4310.320	\$ 500.00	

GENERAL GOVERNMENT–CRIMINAL JUSTICE PARTNERSHIP PROGRAM- BUDGET AMENDMENT #64

Finance Director Julia Edwards requested the approval of Budget Amendment #64 which is necessary to appropriate funds from reallocated funds from the Criminal Justice Partnership Program to replace the heating/air system and duct work (\$600) at the DRC office building, renovations for probation, TASC, and IOP providers to use in coordination with the DRC (\$5500), electrical wiring, and upgrade to house above renovations (\$2500), assist maintenance of the DRC van (\$2500) and furniture, supplies, and new DRC sign due to new space and name change.

Chairman McHugh entertained a motion to approve Budget Amendment #64.

Commissioner Mabe moved to approve Budget Amendment #64.

Vice Chairman John Turpin seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
REVENUES			
Criminal Justice Partnership Program	100.3301.412	\$ (20,300.00)	
EXPENDITURES			
District Resource Center			
Maintenance & Repairs - Auto	100.4321.351	\$ 2,500.00	
Maintenance & Repairs – Buildings	100.4321.352	\$ 8,000.00	
Equipment	100.4321.510	\$ 6,000.00	
Equipment- Non Capitalize	100.4321.511	\$ 3,800.00	

GENERAL GOVERNMENT–SHERIFF’S DEPT- BUDGET AMENDMENT #65

Finance Director Julia Edwards requested the approval of Budget Amendment #65 which to appropriate funds from State Fines & Forfeitures for Drug Operations.

Chairman McHugh entertained a motion to approve Budget Amendment #65.

Commissioner Inman moved to approve Budget Amendment #65.

Commissioner Joe Turpin seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
REVENUES			
State Fines & Forfeitures	100.3437.410	\$ (10,000.00)	
EXPENDITURES			
Sheriff's Department			
Drug Operations	100.4310.520	\$ 10,000.00	

GENERAL GOVERNMENT–FINANCE DEPT- BUDGET AMENDMENT #66

Finance Director Julia Edwards requested the approval of Budget Amendment #66 which is necessary to appropriate funds for the purchase of Accuprint for the Finance Department to print forms.

Chairman McHugh entertained a motion to approve Budget Amendment #66.

Commissioner Inman moved to approve Budget Amendment #66.

Commissioner Mabe seconded and the motion carried unanimously.

GENERAL FUND		INCREASE	DECREASE
REVENUE			
Miscellaneous	100.3839.000	\$ 4,765.00	
EXPENDITURES			
Finance			
Equipment	100.4130.510	\$ 4,765.00	

GENERAL GOVERNMENT – SOCIAL SERVICES BOARD – APPOINTMENT

Chairman McHugh entertained a motion to appoint Ms. Christine Hopkins to serve on the Social Services Board. Ms. Hopkins's name was submitted at the April 14th meeting to fill the vacancy left after the resignation of Chairman Dennis Covington.

Commissioner Joe Turpin moved to approve the appointment of Ms. Christine Hopkins to serve on the Social Services Board.

Vice Chairman John Turpin seconded and the motion carried unanimously.

GENERAL GOVERNMENT–YVEDDI–BOARD OF DIRECTORS –RE-APPOINTMENTS

Chairman McHugh submitted the re-appointments to the YVEDDI-Board of Directors- County Commissioner– Chairman Sandy McHugh and Alternator –Ronnie Tilley.

Chairman McHugh requested any volunteers from the Board to fill the appointment currently occupied by herself due to several other appointments to other Boards that meet on the same Thursday.

Clerk to Board Darlene Bullins informed the Board that Ronnie Tilley had responded that he would continue to serve as an alternator if the Board did not have anyone to replace him.

Vice Chairman John Turpin volunteered to serve on the YVEDDI – Board of Directors.

Chairman McHugh moved to appoint Vice Chairman John Turpin to serve on the YVEDDI-Board of Directors.

Commissioner Inman seconded and the motion carried 4-1 with Commissioner Joe Turpin voting against the motion.

Chairman McHugh requested Board members to submit nominations for alternate to serve on YVEDDI-Board of Directors at the next meeting – May 12th.

GENERAL GOVERNMENT–STOKES COUNTY NURSING HOME COMMUNITY ADVISORY COMMITTEE

Chairman McHugh informed the Board of that Barbara “B.J.” Clifford does wish to be re-appointed and Kay Richey does not wish to be re-appointed to serve on the Nursing Home Community Advisory Committee.

Chairman McHugh entertained a motion to re-appoint Barbara “B.J.” Clifford to serve on the Stokes County Nursing Home Community Advisory Committee.

Commissioner Mabe moved to re-appoint Barbara “B.J.” Clifford to serve on the Stokes County Nursing Home Community Advisory Committee.

Commissioner Joe Turpin seconded and the motion carried unanimously.

Chairman McHugh requested Board members to submit nominations for the Nursing Home Community Advisory Committee at the May 12th meeting.

GENERAL GOVERNMENT – STOKES COUNTY SCHOOLS/BOARD OF EDUCATION- PRESENTATION OF “NO CHILD LEFT BEHIND”

Chairman McHugh noted the presentation from the Stokes County Schools/Board of Education for “No Child Left Behind” would be an agenda item on the May 12th meeting to be held at the King Library, in King.

GENERAL GOVERNMENT-GOVERNING BODY-DSS STAFFING

Interim DSS Director Jan Spencer requested the Board’s approval to reinstate Ms. Betty Arrington’s ending salary as of January 31, 2003 when she was terminated due to a reduction in force for the current vacant Income Maintenance Supervisor I position.

Commissioner Mabe moved to reinstate Ms. Betty Arrington’s ending salary as of January 31, 2003 when she was terminated due to a reduction in force for the current vacant IM Supervisor I.

Commissioner Inman seconded and the motion carried unanimously.

Commissioner Joe Turpin requested Ms. Spencer to investigate a call made to DSS today (4-28-03) concerning Mary Katherine Brown-Pulliam Street, King who was in need of services and could not get any services.

Chairman McHugh moved to unfreeze Social Worker III-CPS and Social Worker II Adult Services due to resignations.

Commissioner Inman seconded and the motion carried 4-1 with Vice Chairman John Turpin voting against the motion.

GENERAL GOVERNMENT – GOVERNING BODY – CLOSED SESSION

Vice Chairman John Turpin moved to enter closed session to consider the performance and conditions of appointment of an individual public employee pursuant to G.S. 143-318.11.

Commissioner Joe Turpin seconded and the motion carried unanimously.

The Board reconvened to the regular meeting of April 28, 2003.

GENERAL GOVERNMENT – GOVERNING BODY – COUNTY MANAGER

Commissioner Joe Turpin moved to accept the resignation of the County Manager effective April 29, 2003 at 12:00 noon and to provide the County Manager with a severance package to include accrued vacation and comp. time.

Vice Chairman John Turpin seconded and the motion carried 4-1 with Commissioner Mabe voting against the motion.

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

Vice Chairman John Turpin seconded and the motion carried unanimously.

Darlene Bullins
Clerk to the Board

Sandy McHugh
Chairman