

STATE OF NORTH CAROLINA

COUNTY OF STOKES

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OFFICE OF THE COMMISSIONERS  
STOKES COUNTY GOVERNMENT  
DANBURY, NORTH CAROLINA  
OCTOBER 13, 2003

The Board of Commissioners of the County of Stokes, State of North Carolina, met in regular session at the East Stokes Community Center, 4441 NC 772 Highway, Walnut Cove, North Carolina, on Monday, October 13, 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

Darlene Bullins, Clerk to the Board

Newly Appointed County Manager Rick Morris who is to assume the County Manager's position October 14<sup>th</sup> was also in attendance.

Chairman McHugh called the meeting to order.

Justine Heath 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 HEARING – SCATTERED SITE REHABILITATION HOUSING PROGRAM**

Chairman McHugh called the Public Hearing for the Scattered Site Rehabilitation Housing Program to order.

There were no public comments concerning the Scattered Site Rehabilitation Housing Program.

Chairman McHugh adjourned the Public Hearing for the Scattered Site Rehabilitation Housing Program.

**GENERAL GOVERNMENT –GOVERNING BODY-APPROVAL OF MINUTES**

Chairman McHugh entertained a motion to approve or amend the minutes of the September 22<sup>nd</sup> meeting.

Commissioner Mabe noted the following amendment to the September 22<sup>nd</sup> minutes:

General Government-Social Services Staffing (page 8)

*Insert "voting against the motion" following – Commissioner Mabe seconded and the motion carried (3-2) with Vice Chairman John Turpin and Commissioner Joe Turpin "voting against the motion".*

**Budget Amendment #18**

Finance Director Julia Edwards noted that the Budget Amendment #18 that had been submitted and approved by the Board on September 22<sup>nd</sup> contained incorrect figures.

Inmate Reimbursement -100.3301.412 - \$(1,696.00) should be \$(2,296.00).

Chairman McHugh entertained a motion to accept the minutes as amended.

Commissioner Inman moved to approve the minutes of the September 22<sup>nd</sup> meeting with the noted amendments.

Vice Chairman John Turpin seconded and the motion carried unanimously.

**PUBLIC COMMENTS**

The following citizens spoke to the Board:

**Fredricka Cecile**  
1741 Marshall Smith Road

King, NC 27021

**Topic: Salary Incentive Proposal**

Ms. Cecile expressed concerns on the proposed salary incentive proposal. Ms. Cecile expressed her apologies to the Board and Ms. Hicks concerning information given to the Board by Ms. Hicks at the last meeting that was received from her that contained incorrect data. Ms. Cecile submitted an updated copy to the Board. Ms. Cecile also expressed concerns over the cost of the plan and the effects on the County finances.

**Mr. Jerry S. Mitchell**

1274 Greenfield Road  
Walnut Cove, NC 27052

**Topic: Salary Incentive Proposal**

Mr. Mitchell also expressed concerns on the proposed salary incentive plan, implementation of a new plan, the effects on the County finances, proposed plan based solely on longevity, and continuing to count on Hold Harmless Funding.

**GENERAL GOVERNMENT – GOVERNING BODY – REVIEW/RESOLUTION TO ADOPT THOROUGHFARE PLAN FOR STOKES COUNTY**

Special Projects Coordinator John Robertson, NWPCOG, presented the Board with information concerning the Thoroughfare Plan that was completed by the North Carolina Department of Transportation in 1997. According to the State records, there is no record of Stokes County adopting this Thoroughfare Plan.

Mr. Robertson explained and presented the Board with the Northwest Piedmont RPO Transportation's rating criteria, which outlines how future projects, will be prioritized.

Without the adoption of this plan, projects for the County could be held up or not even considered due to no public input. With the adoption, the RPO would like to have the NC- Department of Transportation reviews the Thoroughfare Plan for possible bike lanes, bike routes, and other transit issues into one comprehensive transportation plan.

Commissioner Mabe questioned Mr. Robertson concerning why the issue of the adoption of the Thoroughfare Plan had not been noted before now.

Clerk to the Board Darlene Bullins submitted information dated June 6, 1997 which states that Commissioner Overby moved that a resolution be drafted in support of the highway improvement studies to be done by the Department of Transportation for Highway 8 and the East-West Connector. Commissioner Bailey seconded and the motion carried unanimously. No resolution accompanied the minutes.

Mr. Robertson noted that several counties had also just been notified by the NC- DOT and adopted their Thoroughfare Plan.

Mr. Robertson submitted a proposed Resolution to Adopt a Thoroughfare Plan for Stokes County, North Carolina, which would approve the Thoroughfare Plan on Map Figure #1 dated 1997.

Commissioner Joe Turpin, RPO Representative, noted the importance of this document pertaining to the highways in Stokes County.

Chairman McHugh entertained a motion to adopt the proposed Resolution to Adopt a Thoroughfare Plan for Stokes County, North Carolina.

Commissioner Mabe moved to adopt Resolution to Adopt a Thoroughfare Plan for Stokes County, North Carolina.

Commissioner Joe Turpin seconded and the motion carried unanimously.

**County of Stokes**

After further discussion and review, upon a motion of **Commissioner Mabe**, seconded by **Commissioner Joe Turpin** and, upon being put to a vote, was carried unanimously, the **Stokes County Board of Commissioners** approved the following resolution:

**Resolution  
Adopting a Thoroughfare Plan  
For Stokes County, North Carolina**

**WHEREAS**, Stokes County and the Statewide Planning Branch, North Carolina Department of Transportation actively worked to develop a thoroughfare plan for Stokes County; and

**WHEREAS**, the County and the Department of Transportation are directed by North Carolina General Statutes 136-66.2 to reach agreement for a highway system that will serve present and anticipated volumes of vehicular traffic in and around the County; and

**WHEREAS**, it is recognized that the proper movement of traffic within and through the County is a highly desirable element of the comprehensive plan for the orderly growth and development of the County; and

**WHEREAS**, after full study of the plan, and following a public hearing, the Board of Commissioners of Stokes County feel it to be in the best interest of the Stokes County to adopt a plan pursuant to General Statutes 136-66.2;

**NOW THEREFORE, BE IT RESOLVED:** that the Stokes County Thoroughfare Plan as shown on a map dated 1996, be approved and adopted as a guide in the development of the highway system in Stokes County and the same is hereby recommended to the North Carolina Department of Transportation for its subsequent adoption.

**ADOPTED,** this the 13<sup>th</sup> day of **October, 2003.**

I, **Darlene Bullins**, Clerk of Stokes County, North Carolina, hereby certify that the foregoing is a true and correct copy of a resolution adopted in an adjourned meeting of said the County of Stokes held on October 13, 2003. **WITNESS** my hand and the official seal of Stokes County this the 13<sup>th</sup> day of October, 2003.

(Seal)

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Clerk to Board of Commissioners

## **GENERAL GOVERNMENT-STOKES COUNTY TOURISM COUNCIL UPDATE**

Economic Development Director Ron Morgan presented an update concerning the Stokes County Tourism Council.

Director Morgan noted the enthusiasm from the 25 members who now can network to share information concerning one main interest-tourism in Stokes County.

Director Morgan explained the council had formed an executive committee that has established the following committees and responsibilities:

- Public Relations
- Visitor Attractions
- Visitor Support
- Visitor Research
- Budget and Finance

Director Morgan concluded that the Council would keep the Board abreast of any new developments.

## **GENERAL GOVERNMENT-YVEDDI COMMUNITY SERVICE CENTER REQUEST**

Chairman McHugh presented information from Ms. Jo Ann Larkins, YVEDDI Executive Director requesting that the Community Service Center request be postponed due to planning by Charlie Walker, YVEDDI Transportation Director, that would include all staff that is currently housed in the Community Services Building.

## **GENERAL GOVERNMENT-HEALTH DEPARTMENT- BOARD APPOINTMENTS**

Chairman McHugh submitted information from Health Director Steve Smith for the following re-appointments to the Stokes County Board of Health that had been recommended by the Stokes County Health Board:

- ❖ Dr. Sam Simmons - Dentist - Term expired January 24, 2003
- ❖ Dr. Kevin Walker - Optometrist - Term expired January 3, 2003
- ❖ Mr. James Kiser, Jr. - Pharmacist - Term expired January 3, 2003
- ❖ Ms. Barbara Golden-Watkins – General Public – Term expired September 5, 2003

Chairman McHugh entertained nominations for the submitted re-appointments or any new nominations.

Vice Chairman John Turpin noted that Mr. James Kiser Jr. had wished to decline his re-appointment to the Board of Health due to his work schedule.

Commissioner Mabe nominated the following to be re-appointed to the Stokes County Board of Health:

- ❖ Dr. Sam Simmons - Dentist - Term expired January 24, 2003
- ❖ Dr. Kevin Walker - Optometrist - Term expired January 3, 2003
- ❖ Ms. Barbara Golden-Watkins – General Public – Term expired September 5, 2003

These nominations can be considered at the October 27<sup>th</sup> meeting and accept nominations for a Pharmacist to serve on the Stokes County Board of Health.

## **GENERAL GOVERNMENT-REGISTER OF DEEDS-RECORDS RETENTION/DISPOSITION SCHEDULE**

Chairman McHugh informed the Board that Register of Deeds Kathy Young requested to postpone the Records Retention/Disposition Schedule due to not being able to attend the meeting due to a death in her immediate family.

## **GENERAL GOVERNMENT – EMERGENCY OPERATIONS CENTER UPDATE**

EMS Director Ricky Tuttle present the following EOC update:

**EOC**

- o Cubicles finished, phone/data lines installed- Agencies assigned.
- o Architect has submitted plans to be considered for the offices.
- o Test activated on Thursday, September 18, 2003 for Hurricane Isabel.

**Reviewed role of Emergency Management**

- Local Government
- State Government
- Federal Government

**Reviewed 4 phases of Emergency Management**

- Preparedness (Planning)
- Response
- Recovery
- Mitigation

**Demonstrated EM2000 Software**

**Grants**

- Met deadlines – Hazard Mitigation, EOC, and Homeland Security
- Bioterrorism Task Force met with Mr. Tatum, NCEM Homeland Security Branch to being Assessment of CBRNE response capabilities (Federal requirement for future funding)
- Attended HRSA Grand Funding Videoconference to learn about funding guidelines. Stokes County is to receive \$16,000 for Bioterrorism response. NCOEMS will administer funds.

**GENERAL GOVERNMENT – GOVERNING BODY – CLOSED SESSION**

Chairman McHugh 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.

Vice Chairman John Turpin seconded and the motion carried unanimously.

The Board reconvened to the regular meeting of October 13, 2003.

**GENERAL GOVERNMENT – GOVERNING BODY- BUDGET AMENDMENT #24**

Finance Director Julia Edwards requested the approval of Budget Amendment #24 which is necessary to appropriate to transfer funds for the purchase of computers.

Chairman McHugh entertained a motion to approve Budget Amendment #24.

<b>GENERAL FUND</b>	<b>INCREASE</b>	<b>DECREASE</b>
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**REVENUES**

**EXPENDITURES**

Administration			
Equipment Non Capitalized	100.4120.511	\$ 3,000.00	
Tax Administration			
Equipment Non Capitalized	100.4140.511	\$ 1,599.00	
Public Buildings			
Equipment Non Capitalized	100.4190.511	\$ 3,000.00	
Emergency Communications			
Equipment Non Capitalized	100.4325.511	\$ 3,000.00	
Social Services			
Equipment Non Capitalized	100.5310.511	\$ 3,000.00	
Contingency	100.9910.000		\$ (13,599.00)

Commissioner Joe Turpin expressed concerns pertaining to buying expensive laptops for department heads and the county's current inventory for computers, pagers, etc.

Commissioner Joe Turpin moved to approve the motion to have the County submit an inventory of all computers, pages, cell phones, and vehicles for the Board's review.

Commissioner Inman seconded and the motion carried unanimously.

Information System Director Diana Fulp explained to the Board the cost ratio between advertised computers at a lower price versus computers being purchased by the County (included in the agenda package). One main issue and cost is Software needed to run county applications.

No action was taken on Budget Amendment #24.

**GENERAL GOVERNMENT – HEALTH DEPT.-BUDGET AMENDMENT #25**

Finance Director Julia Edwards requested the approval of Budget Amendment #25 which is necessary to appropriate funds from the State for Health Promotion Program for community-based interventions to promote healthy eating and physical activity in children, their families, and communities.

Chairman McHugh entertained a motion to approve Budget Amendment #25.

Commissioner Inman moved to approve Budget Amendment #25.

Commissioner Mabe seconded and the motion carried unanimously.

<b>GENERAL FUND</b>		<b>INCREASE</b>	<b>DECREASE</b>
<b>REVENUES</b>			
Health Promotions	100.3301.237	\$ (12,597.00)	
<b>EXPENDITURES</b>			
Health Department			
Salaries & Wages	100.5100.000	\$ 5,772.00	
Social Security Tax	100.5100.090	\$ 358.00	
Medicare Tax	100.5100.091	\$ 84.00	
Retirement	100.5100.100	\$ 283.00	
401K	100.5100.101	\$ 58.00	
Office Supplies	100.5100.261	\$ 4,142.00	
Travel	100.5100.310	\$ 500.00	
Printing	100.5100.340	\$ 600.00	
Advertising	100.5100.370	\$ 800.00	

**GENERAL GOVERNMENT – SHERIFF'S DEPT.-BUDGET AMENDMENT #26**

Finance Director Julia Edwards requested the approval of Budget Amendment #26 which is necessary to appropriate from insurance claim.

Chairman McHugh entertained a motion to approve Budget Amendment #26.

Commissioner Mabe moved to approve Budget Amendment #26.

Vice Chairman John Turpin seconded and the motion carried unanimously.

<b>GENERAL FUND</b>		<b>INCREASE</b>	<b>DECREASE</b>
<b>REVENUES</b>			
Insurance Claim	100.3839.850	\$ (872.00)	
<b>EXPENDITURES</b>			
Sheriff's Department			

**GENERAL GOVERNMENT- REGISTER OF DEEDS-BUDGET AMENDMENT #27**

Finance Director Julia Edwards requested the approval of Budget Amendment #27 which is necessary to transfer funds from general fund for Register of Deeds per General Statute for technology.

Chairman McHugh entertained a motion to approve Budget Amendment #27.

Commissioner Inman moved to approve Budget Amendment #27.

Vice Chairman John Turpin seconded and the motion carried unanimously.

<b>GENERAL FUND</b>	<b>INCREASE</b>	<b>DECREASE</b>
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**REVENUES**

Fund Balance	100.3991.000	\$	(16,601.00)
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**EXPENDITURES**

Register of Deeds			
Equipment Non Capitalized	100.4180.511	\$	500.00
Transfer to Capital Reserve	100.9820.960	\$	16,101.00

**CAPITAL RESERVE FUND****REVENUES**

Transfer from General Fund	201.3981.000	\$	(16,601.00)
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**EXPENDITURES**

Register of Deeds	201.4180.025	\$	16,601.00
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**GENERAL GOVERNMENT-GOVERNING BODY-RESOLUTION-EXEMPTION FROM BIDDING PROJECTS UNDER THIRTY THOUSAND**

Commissioner Mabe moved to reconsider the Resolution – Exemption From Bidding Projects under Thirty Thousand.

Commissioner Inman seconded the motion.

Commissioner Mabe referred to the Board's approval of the Resolution on September 22<sup>nd</sup> (page 12) minutes.

Commissioner Mabe expressed concerns that this Resolution could set a precedence concerning bidding out projects.

Chairman McHugh stated the only reason this Resolution was introduced to the Board was due solely to the small amount for the architecture fees and this Resolution only applies to this particular service project.

The Board discussed the County's bidding process with Service Support Supervisor Danny Stovall. Mr. Stovall reiterated that his Resolution does not carry over to any other project. Mr. Stovall explained the informal and formal bidding requirements as set forth by North Carolina General Statutes.

Chairman McHugh discussed the possibility of any project that would not normally go out for bid to come for the Board's approval to go out for bids.

Commissioner Mabe withdrew his original motion after further discussion revealed that this Resolution was for only architectural services amounting to approximately \$4000 for this project only.

Commissioner Inman withdrew his second to the motion.

Commissioner Mabe moved to approve a motion that in the future any project or order over \$25,000 comes to this Board for approval first.

Commissioner Inman seconded and the motion carried unanimously.

#### **GENERAL GOVERNMENT-PUBLIC BUILDINGS-AIR CONDITIONING REPAIRS-JAIL AND GOVERNMENT CENTER COMPLEX**

Public Works Director Jay Kinney presented information to the Board concerning two bids pertaining to the replacement of compressor units located at the Government Center Building and Jail.

Mr. Kinney presented the following options:

##### **Jail Compressor**

Frye Heating/Air Conditioning	\$6,584.90
Jerry Fore Enterprises	\$9,016.91

##### **Single 40 Ton Unit/Government Center (21 year old unit)**

Frye Heating/Air Conditioning	\$11,019.73
Jerry Fore Enterprises	\$10,896.14

##### **Replacement Costs for Enter 80 Ton Chiller Unit/Government Center**

Frye Heating/Air Conditioning	\$61,782.00
Jerry Fore Enterprises	\$37,097.72

Mr. Kinney stated that the Government Building is now operating solely on one unit.

The Board discussed the submitted options, the cost effectiveness of replacing the entire unit for the Government Building, warranties for both buildings, and funding.

The Board requested Mr. Kinney to further research and furnish the Board with additional information pertaining to the warranties, funding, and vendor performance.

#### **GENERAL GOVERNMENT-LIQUIDATION OF EMS/JAIL CHARGE**

Jail Captain Craig Carico requested the approval for liquidation of the following EMS charges for an inmate who was incarcerated at the Stokes County Jail: (Due to the recent Privacy Act- names of individuals are not allowed to be revealed)

Date of Call – April 20, 2003 \$355.47

Chairman McHugh entertained a motion to approve the liquidation of the requested EMS charge.

Commissioner Inman moved to approve the liquidation of the requested EMS Invoice dated April 20, 2003 in the amount of \$355.47.

Commissioner Inman seconded and the motion carried unanimously.

#### **GENERAL GOVERNMENT – NORTHWESTERN REGIONAL LIBRARY BOARD- APPOINTMENT**

The King Library Board requested the appointment of Michael Hartley to serve on the Northwestern Regional Library Board. Mr. Hartley has served as vice president of the King Library Board for several years.

Chairman McHugh nominated Michael Hartley to serve on the Northwestern Regional Library Board. Mr. Hartley can be considered at the October 27<sup>th</sup> meeting or any other nominations presented at that time.

#### **GENERAL GOVERNMENT – RESOLUTION - SUPPORT OF THE TOBACCO ALLOTMENT BUY OUT PROGRAM**

Chairman McHugh informed the Board that the County had received an approved Resolution In Support of the Tobacco Allotment Buy Out Program from Mecklenburg's Board of Supervisors and requested the Board adopted the Resolution.

Chairman McHugh, with full support of the Board, requested the local paper to print a story requesting input from local farmers before such Resolution is created and adopted by the Board.

#### **GENERAL GOVERNMENT – ADULT DAY CARE CENTER**

Commissioner Mabe requested information concerning the closing of the Adult Day Care Center in King and whether a loan had been given to the Center.

Chairman McHugh noted the County had been working with Department of Social Services trying to refer clients and suggested calling Surry County who had no facility.

Chairman McHugh stated that a loan was given to help keep the Center from closing and repayments were being received from ½ their federal/state reimbursement. After the closing, all reimbursements from the federal/state was to be applied to the outstanding amount due.

Commissioner Mabe requested the date of the minutes that this action was approved by the Board of Commissioners.

**GENERAL GOVERNMENT – STOKES CO. LEAGUE OF LOCAL GOVERNMENT**

Clerk to the Board Darlene Bullins requested guidance from the Board concerning a date and refreshment for the Board's obligation for the quarterly League of Local Government Meeting.

The Board discussed possible dates and the number of possible attendants to be served refreshments.

The Board unanimously agreed to host the Stokes County League of Local Government meeting on Thursday, November 20, 2003 and serve heavy Hors d'oeuvres.

**GENERAL GOVERNMENT – GOVERNING BODY –2004 CALENDAR**

Clerk to the Board Darlene Bullins requested the Board's guidance for the upcoming 2004 Calendar to hold Commissioners' Meetings at places within the County and to advertise this in order to place specific different locations before the 2004 Calendar is advertised.

Vice Chairman John Turpin moved to approve the motion to have the Clerk to Board advertise for solicitations for the upcoming 2004 Commissioners' Meeting Calendar.

Commissioner Joe Turpin seconded and the motion carried unanimously.

**GENERAL GOVERNMENT – GOVERNING BODY – ADVERTISEMENT IN THE STOKES NEWS**

Chairman McHugh suggested that the County Manager look into the possibility of purchasing a half page in the Stokes News for a year to cover all events of the County, job announcements, public hearings, county information, etc.

The Board agreed to have the County Manager explore this option and cost effectiveness for the County.

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

Commissioner Joe Turpin seconded and the motion carried unanimously.

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**Darlene Bullins**  
**Clerk to the Board**

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**Sandy McHugh**  
**Chairman**