

STATE OF NORTH CAROLINA

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OFFICE OF THE COMMISSIONERS

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STOKES COUNTY GOVERNMENT

COUNTY OF STOKES

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DANBURY, NORTH CAROLINA

)

NOVEMBER 10, 2003

The Board of Commissioners of the County of Stokes, State of North Carolina, met in regular session at the Walnut Cove Colored School, Inc. in Walnut Cove, North Carolina, on Monday, November 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

County Manager Rick Morris
Darlene Bullins, Clerk to the Board

Chairman McHugh called the meeting to order.

Mr. George Hairston 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 October 27th meeting.

Commissioner Mabe moved to approve the minutes of the October 27th minutes.

Vice Chairman John Turpin seconded and the motion carried unanimously.

PUBLIC COMMENTS

The following citizen spoke to the Board:

Fredricka Cecile

1741 Marshall Smith Road
King, NC 27021

Topic: Yadkin Valley Economic Development District, Inc (YVEDDI)

Ms. Cecile spoke to the Board concerning the recent budget amendment presented to the Board at October 27th meeting requesting approval for additional funding for YVEDDI for the fiscal year 2003-04. Ms. Cecile spoke to Mr. Charlie Walker, YVEDDI, concerning information presented by Mr. Jeff Cockerham, YVEDDI. Mr. Walker explained that the passenger being transported to RJReynolds was not employed by Reynolds, but an outside cleaning service and was not able to acquire driver's license. Ms. Cecile requested that the Board reconsider the budget amendment in the amount of \$3,687, which has no County funding.

Chairman McHugh noted to the audience that Mr. Walker had not met with County personnel before the meeting. Mr. Walker was hospitalized and was unable to meet or attend the meeting. Chairman McHugh also noted that requests had already been made to YVEDDI to verify the rules and standards for the program. The Clerk will distribute these findings to the Board and the budget amendment can be reconsidered at a future meeting.

GENERAL GOVERNMENT – PUBLIC WORKS – GOVERNMENT BUILDING/JAIL AIR CONDITIONING REPAIRS

County Manager Rick Morris requested that the Board remove the item pertaining to the air conditioning repairs for the Government Center Building and Jail from the agenda due to one of the previous bidders withdrawing his bid. County Manager Morris informed the Board that bids would be secured by Services Support Supervisor Danny Stovall and the item be placed back on the agenda for the Board's guidance.

The Board unanimously agreed to remove the agenda item.

GENERAL GOVERNMENT – GOVERNING BODY – AGING PLANNING COMMITTEE – APPROVAL OF BY LAWS AND REVIEW OF COMMITTEE MEMBER APPOINTMENTS

County Manager Rick Morris presented information to the Board concerning By Laws for the Aging Planning Committee. Research revealed that the By Laws had not been previously approved by the Board of Commissioners when the Aging Planning Committee was formed by the Board.

Manager Morris submitted By Laws that were developed by the Aging Planning Committee, which included minor modifications such as voting members, non-voting members, dates of the meeting, etc. for the Board's approval.

Commissioner Joe Turpin moved to adopt the Stokes County Aging Planning Committee By-Laws.

Commissioner Inman seconded and the motion carried unanimously

STOKES COUNTY AGING PLANNING COMMITTEE BY-LAWS

ARTICLE I. NAME

The name of the committee shall be Stokes County Aging Planning Committee.

ARTICLE II. AUTHORITY

Having been appointed by the Stokes County Board of Commissioners, the committee is responsible to the Board of County Commissioners and shall operate as directed by the Board of County Commissioners.

ARTICLE III. PURPOSE

Section 1.

The committee shall evaluate and advise the Stokes County Board of Commissioners concerning needs, priorities, resources, long-range planning and other issues that affect service to senior citizens in Stokes County.

Section 2.

The committee shall also serve as the countywide aging authority that will coordinate efforts between the senior service entities in the county and ensure that a comprehensive planning process is in place.

Section 3.

The committee shall make periodic written reports to the Stokes County Board of Commissioners.

ARTICLE IV. MEMBERSHIP

Voting Members – The County Board of Commissioners shall appoint members to the committee in September of each year. Such membership shall consist of county senior service providers, a representative from Hospice, a representative from Cooperative Extension, ACTS members, and senior citizens from different areas of the county. Terms of membership shall be one year, from October until September, except in the case of a vacancy that may be filled at any time for the balance of the term. Members of the committee must be citizens or employees of Stokes County.

ARTICLE V. OFFICERS

Section 1. Election of officers

The officers shall be a Chairperson, a Vice-Chairperson and a Secretary/Treasurer. The officers shall be elected annually from among the membership at the October meeting and shall serve through the following September for a one year term. Any vacancy may be filled for the balance of the term. Nominations from the floor will be taken at this meeting. Incumbent officers are eligible for re-election without limitation.

Section 2. Chairperson

The chairperson shall be a Stokes County Senior Citizen and shall preside at meetings, shall communicate all committee recommendations to the Stokes County Board of Commissioners, and shall perform other duties as prescribed by the committee.

Section 3. Vice-Chairperson

The Vice-Chairperson shall be a Stokes County Senior Citizen and in the absence of the Chairperson, the Vice-Chairperson shall perform all of the duties of the Chairperson.

Section 4. Secretary/Treasurer

The Secretary/Treasurer shall give notice of meetings to members, record or take minutes of proceedings, transcribe or print minutes for the following meeting and shall perform all other duties of a secretary. It is recommended that the Secretary be a service provider who has access and means to accomplish these tasks.

ARTICLE VI. SUB-COMMITTEES

The Chairperson shall appoint such standing or special subcommittees as may be deemed necessary by the committee.

ARTICLE VII. MEETINGS

Section 1. Regular

Regular meetings shall be held quarterly on the 3rd Wednesday of the first month of the quarter (January, April, July, October), or as necessary. The location will be at the Senior Services Building in Danbury unless a motion to relocate is passed at the previous meeting. All members shall be notified of the meeting date and location.

Section 2. Special

Special meetings shall be called by the Chairperson as necessary. Notice of special meetings shall be given to all members.

Section 3. Quorum

A quorum shall consist of one half plus one of the membership.

ARTICLE VIII. BY-LAWS

Section 1.

Committee By-laws shall be approved by the Stokes County Board of Commissioners.

Section 2.

These By-laws may be amended, repealed or altered, in whole or in part by either of the following procedures,

- a. By a majority vote at any duly organized committee meeting, when followed by formal approval by the Stokes County Board of Commissioners.
- b. By formal action initiated and enacted by the Stokes County Board of Commissioners.

Adopted by the Stokes County Board of Commissioners on November 10, 2003

Sandy McHugh

Chairman, Board of Commissioners

ATTEST:

Darlene Bullins

(Clerk to the Board)

County Manager Morris submitted the following individuals for possible appointment to serve on the Stokes County Aging Planning Committee Members:

Rebecca Maser
Cleo Covington
Lou Charland
Clinard Merritt
Elizabeth McHone
Ralph Mitchell
Rachel Richardson
Madalene Watkins
Barbara Wright
Kenneth Wright
Helen Mallard
Billy Greenwood
Louise Flynt
Lynn Martens
Vicky East
Christine Green
Barbara Watkins
Margaret Avery
Sheriff's designee
DSS designee
Health Dept. designee

Chairman McHugh stated that several of the individuals were already serving on the Committee and that all areas of the County were represented.

Chairman McHugh moved to nominated the submitted listing to serve on the Aging Planning Committee.

Commissioner Joe Turpin seconded and the motion carried unanimously. The nominated members can be considered at the November 24th.

GENERAL GOVERNMENT – DISTRICT RESOURCE CENTER-CRIMINAL JUSTICE PARTNERSHIP PROGRAM – F/Y 2003-04 APPLICATION FOR REALLOCATION OF FUNDING

District Resource Center Director Tony Hill presented information to the Board concerning the availability of discretionary funding for fiscal year 2003-04 for Stokes County. Director Hill stated that an application had been approved for Stokes County in

| | | | |
|----------------------------|--------------|----|-----------|
| Maintenance & Repairs Auto | 100.4310.351 | \$ | 3,248.00 |
| Equipment-Non Capitalized | 100.4310.511 | \$ | 6,525.00 |
| Equipment | 100.4310.510 | \$ | 78,224.00 |

CAPITAL RESERVE

EXPENDITURES

| | | | |
|--------------------------|--------------|----|----------------|
| Sheriff's Department | 201.4310.001 | | \$ (87,997.00) |
| Transfer to General Fund | 201.9810.000 | \$ | 87,997.00 |

GENERAL GOVERNMENT –SOLID WASTE-BUDGET AMENDMENT #32

Finance Director Julia Edwards requested the approval of Budget Amendment #32 which is necessary to transfer funds for the purchase of (7) garbage site boxes. The cost of the boxes are below our capital limit. (Shipping free with purchase of (7) boxes)

Chairman McHugh entertained a motion to approve Budget Amendment #32.

Vice Chairman John Turpin moved to approve Budget Amendment #32.

Commissioner Joe Turpin seconded and the motion carried unanimously.

| | | | |
|---------------------|--|-----------------|-----------------|
| GENERAL FUND | | INCREASE | DECREASE |
|---------------------|--|-----------------|-----------------|

REVENUES

| | | | |
|---------------------------|--------------|----|---------------|
| Solid Waste | | | |
| Departmental Supplies | 100.4720.260 | | \$ (480.00) |
| Equipment-Non Capitalized | 100.4720.511 | \$ | 3,780.00 |
| Equipment | 100.4720.510 | | \$ (3,300.00) |

GENERAL GOVERNMENT –SHERIFF'S DEPT/E911/SOLID WASTE-BUDGET AMENDMENT #33

Finance Director Julia Edwards requested the approval of Budget Amendment #33 which is necessary to appropriate insurance claim funds for maintenance to auto for accident, lightning damage to Landfill scales, and power supply at the Communications Building.

Chairman McHugh entertained a motion to approve Budget Amendment #33.

Commissioner Mabe moved to approve Budget Amendment #33.

Vice Chairman John Turpin seconded and the motion carried unanimously.

| | | | |
|---------------------|--|-----------------|-----------------|
| GENERAL FUND | | INCREASE | DECREASE |
|---------------------|--|-----------------|-----------------|

REVENUES

| | | | |
|------------------|--------------|----|------------|
| Insurance Claims | 100.3839.850 | \$ | (4,962.00) |
|------------------|--------------|----|------------|

EXPENDITURES

| | | | |
|---------------------------------|--------------|----|----------|
| Sheriff's Department | | | |
| Maintenance & Repairs Auto | 100.4310.351 | \$ | 2,870.00 |
| Emergency Communications | | | |
| Maintenance & Repairs Equipment | 100.4310.350 | \$ | 885.00 |
| Solid Waste | | | |
| Maintenance & Repairs Equipment | 100.4720.350 | \$ | 1,207.00 |

GENERAL GOVERNMENT –DISTRICT RESOURCE CENTER-BUDGET AMENDMENT #34

Finance Director Julia Edwards requested the approval of Budget Amendment #34 which is necessary to appropriate additional funds from Criminal Justice Partnership Program Grant to construction a cement slab, bathroom in basement, computer/printer, desk, phone, and dehumidifiers for the District Resource Center Building.

Chairman McHugh entertained a motion to approve Budget Amendment #34.

Commissioner Mabe moved to approve Budget Amendment #34.

Commissioner Joe Turpin seconded and the motion carried unanimously.

| GENERAL FUND | | INCREASE | DECREASE |
|--------------------------------------|--------------|-----------------|-----------------|
| REVENUES | | | |
| Criminal Justice Partnership Program | 100.3301.363 | \$ (11,081.00) | |
| EXPENDITURES | | | |
| District Resources Center | | | |
| Departmental Supplies | 100.4321.260 | \$ 81.00 | |
| Equipment-Non Capitalized | 100.4321.511 | \$ 5,500.00 | |
| Maintenance & Repairs Buildings | 10.4321.352 | \$ 5,500.00 | |

GENERAL GOVERNMENT –FINANCE-BUDGET AMENDMENT #35

Finance Director Julia Edwards requested the approval of Budget Amendment #35 which is necessary to un-appropriate fund balance for the refinancing of the Installment Loan (COPS) and the Administration Building.

Chairman McHugh entertained a motion to approve Budget Amendment #35.

Commissioner Inman moved to approve Budget Amendment #35.

Commissioner Joe Turpin seconded and the motion carried unanimously.

| GENERAL FUND | | INCREASE | DECREASE |
|---------------------------------------|--------------|-----------------|-----------------|
| REVENUES | | | |
| Fund Balance – Appropriated | 100.3991.000 | | \$ 308,071.00 |
| EXPENDITURES | | | |
| Debt Service | | | |
| Refinancing COPS Service Charges | 100.9100.571 | \$ 19,013.00 | |
| Installment Loan-Jail & DSS Principle | 100.9100.730 | | \$ (308,591.00) |
| Administration Bldg.-Interest | 100.9100.740 | \$ 512.00 | |
| Installment Loan-Jail & DSS Interest | 100.9100.741 | | \$ (19,005.00) |

GENERAL GOVERNMENT –FINANCE DEPT-BUDGET AMENDMENT #36

Finance Director Julia Edwards requested the approval of Budget Amendment #36 which is necessary to appropriate and transfer funds for the fiscal year 2003-04.

Chairman McHugh entertained a motion to approve Budget Amendment #36.

Commissioner Inman moved to approve Budget Amendment #36.

Commissioner Mabe seconded and the motion carried unanimously.

| GENERAL FUND | | INCREASE | DECREASE |
|-----------------------------|--------------|-----------------|-----------------|
| REVENUES | | | |
| Public Schools Bldg Capital | 100.3328.000 | \$ (515,351.00) | |

EXPENDITURES

Tax Administration

| | | | | |
|--------------------------------------|--------------|----|----------|---------------|
| Training | 100.4140.311 | \$ | 1,000.00 | |
| Tax Refunds & Settlement | 100.4140.390 | | | \$ (1,000.00) |
| Required training for certification. | | | | |

Superior Court

| | | | | |
|----------------------------------------|--------------|----|----------|--|
| Juvenile Detention | 100.4160.441 | \$ | 8,000.00 | |
| Cost to county for juvenile detention. | | | | |

Emergency Communications

| | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----|-----------|--|
| Salaries & Wages-Part Time | 100.4325.020 | \$ | 10,000.00 | |
| Due to turnover and training new employees. There are no lapsed salaries due to paying off employees for vacation, holiday and comp time leave. | | | | |

Emergency Medical Services

| | | | | |
|---------------------------------------------------|--------------|----|-----------|----------------|
| Salaries & Wages | 100.4370.000 | | | \$ (30,000.00) |
| | | | INCREASE | DECREASE |
| Salaries & Wages-Part Time | 100.4370.020 | \$ | 30,000.00 | |
| Due to retirement of employees and medical leave. | | | | |

Forsyth Tech

| | | |
|--------------|----|----------|
| 100.5579.490 | \$ | 1,000.00 |
|--------------|----|----------|

Changing to the Danbury office, was having classes at the Walnut Cove site. Phone & internet has been disconnected last month.

Schools

| | | |
|--------------|----|------------|
| 100.5912.001 | \$ | 515,351.00 |
|--------------|----|------------|

Public School Bldg Capital Fund

Projects brought forward from last fiscal year. State funds for approved projects.

Contingency

| | | | |
|--------------|--|----|-------------|
| 100.9910.000 | | \$ | (19,000.00) |
|--------------|--|----|-------------|

GENERAL GOVERNMENT –SHERIFF’S DEPT-BUDGET AMENDMENT #37

Finance Director Julia Edwards requested the approval of Budget Amendment #37 which is necessary to appropriate funds from calendar sales to purchase Halloween Candy.

Chairman McHugh entertained a motion to approve Budget Amendment #37.

Commissioner Joe Turpin moved to approve Budget Amendment #37.

Vice Chairman John Turpin seconded and the motion carried unanimously.

GENERAL FUND

INCREASE

DECREASE

REVENUES

| | | | |
|-------------------------------|--------------|----|----------|
| Sheriff's Dept.-Miscellaneous | 100.3839.001 | \$ | (100.00) |
|-------------------------------|--------------|----|----------|

EXPENDITURES

Sheriff's Department

| | | | |
|-----------------------|--------------|----|--------|
| Miscellaneous Expense | 100.4310.290 | \$ | 100.00 |
|-----------------------|--------------|----|--------|

GENERAL GOVERNMENT –HEALTH DEPT-BUDGET AMENDMENT #38

Finance Director Julia Edwards requested the approval of Budget Amendment #38 which is necessary to transfer funds to cover on call pay after hours medical calls for the Health Department.

Chairman McHugh expressed concerns and questioned the paying of on call after hours.

Chairman McHugh entertained a motion to approve Budget Amendment #38.

Commissioner Joe Turpin moved to table Budget Amendment #38 until Health Director Steve Smith could be available for questions concerning the on call pay.

Vice Chairman John Turpin seconded and the motion carried unanimously.

| GENERAL FUND | | INCREASE | DECREASE |
|--------------------------|--------------|-------------|---------------|
| EXPENDITURES | | | |
| Health Department | | | |
| On Call | 100.5100.081 | \$ 1,125.00 | |
| Professional Services | 100.5100.180 | | \$ (1,125.00) |
| King Clinic | | | |
| On Call | 100.5191.081 | \$ 1,500.00 | |
| Professional Services | 100.5191.180 | | \$ (1,500.00) |

GENERAL GOVERNMENT –HEALTH DEPT-BUDGET AMENDMENT #39

Finance Director Julia Edwards requested the approval of Budget Amendment #39 which is necessary to un-appropriate and appropriate federal and state funds allocated to the Stokes County Health Department associated with the additional \$65,000 County funding.

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

Commissioner Joe Turpin moved to approve Budget Amendment #39.

Vice Chairman John Turpin seconded and the motion carried unanimously.

| GENERAL FUND | | INCREASE | DECREASE |
|-----------------------------|--------------|-----------------|-----------------|
| REVENUES | | | |
| WIC-Nutrition Education | 100.3301.229 | | \$ 443.00 |
| WIC-Clinic & Administration | 100.3301.230 | | \$ 624.00 |
| WIC-Client Services | 100.3301.232 | \$ (2,164.00) | |
| Tuberculosis | 100.3301.235 | | \$ 500.00 |
| Maternal Health XIX | 100.3301.238 | | \$ 15,000.00 |
| Breast & Cervical Cancer | 100.3301.240 | | \$ 4,811.00 |
| Child Health-EPSDT | 100.3301.242 | | \$ 6,500.00 |
| Communicable Disease | 100.3301.245 | | \$ 3,000.00 |
| Environmental Health | 100.3301.246 | | \$ 500.00 |
| Family Planning XIX | 100.3301.248 | | \$ 5,500.00 |
| | | INCREASE | DECREASE |
| Childhood Lead Prevention | 100.3301.251 | | \$ 1,600.00 |
| Smart Start | 100.3301.261 | | \$ 2,735.00 |
| Family Planning Fees | 100.3519.411 | | \$ 7,000.00 |
| Primary Care-Child | 100.3519.412 | | \$ 8,500.00 |
| Primary Care-Adult | 100.3519.413 | | \$ 2,500.00 |
| Prenatal XIX | | | \$ 5,000.00 |
| Prenatal Fees | | | \$ 7,000.00 |
| Health Title XIX | | | \$ 14,500.00 |
| Environmental Health Grant | | | \$ 10,000.00 |

EXPENDITURES

Health Department

| | | |
|---------------------------------------|---------------------|-----------------------|
| Salaries & Wages | 100.5100.000 | \$ (74,921.00) |
| Salaries & Wages-Part Time | 100.5100.020 | \$ (4,162.00) |
| Social Security | 100.5100.090 | \$ (3,756.00) |
| Medicare Tax | 100.5100.091 | \$ (878.00) |
| Retirement | 100.5100.100 | \$ (4,190.00) |
| 401K | 100.5100.101 | \$ (2,538.00) |
| Group Insurance | 100.5100.110 | \$ (3,104.00) |

GENERAL GOVERNMENT –LEGAL DEPT-BUDGET AMENDMENT #40

Finance Director Julia Edwards requested the approval of Budget Amendment #40 which is necessary to transfer funds for legal services for the Novant case.

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.

| | | |
|-------------------|-----------------|-----------------|
| GRANT FUND | INCREASE | DECREASE |
|-------------------|-----------------|-----------------|

EXPENDITURES

Legal

| | | |
|------------------------------|---------------------|-----------------------|
| Salaries & Wages | 100.4150.180 | \$ (15,000.00) |
| Professional Services | 100.4150.180 | \$ 15,000.00 |

GENERAL GOVERNMENT –STOKES COUNTY SCHOOLS -BUDGET AMENDMENT #41

Finance Director Julia Edwards requested the approval of Budget Amendment #41 which is necessary to appropriate funds for the Public Capital Building Funds (State) and the matching funds for the South Stokes High School roofing project. The cost of the project came in higher than the estimated cost.

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

Commissioner Mabe moved to approve Budget Amendment #41.

Commissioner Joe Turpin seconded and the motion carried unanimously.

| | | |
|---------------------|-----------------|-----------------|
| GENERAL FUND | INCREASE | DECREASE |
|---------------------|-----------------|-----------------|

REVENUES

| | | |
|----------------------------------------|---------------------|----------------------|
| 1/2 cent Sales Tax-Art 40 BOE | 100.3232.100 | \$ (2,285.00) |
| Public School Capital Bldg Fund | 100.3328.000 | \$ (6,855.00) |

EXPENDITURES

Schools

| | | |
|----------------------------------------|---------------------|--------------------|
| Public School Capital Blding Fd | 100.5912.001 | \$ 6,855.00 |
| Public School Capital Fd-Match | 100.5912.002 | \$ 2,285.00 |

Vice Chairman John Turpin moved to approve the motion to request the written Bids from Stokes County School Administration pertaining to Budget Amendment #41-South Stokes High School roofing project.

Commissioner Joe Turpin seconded and the motion carried unanimously.

GENERAL GOVERNMENT –EMS - BUDGET AMENDMENT #42

Finance Director Julia Edwards requested the approval of Budget Amendment #42 which is necessary to appropriate funds from EMS Settlement, Capital Reserve, and donations from Wake Forest University Baptist Hospital, and Novant Health for the purchase of (4) four defibrillators/monitors for Emergency Medical Services. Novant Health and Wake Forest Baptist Hospital has agreed to provide 66%(2/3) of the associated costs with the County providing 33% (1/3) of the cost.

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

Commissioner Inman moved to approve Budget Amendment #42.

Commissioner Joe Turpin seconded and the motion carried unanimously.

| GENERAL FUND | | INCREASE | DECREASE |
|---------------------|--|-----------------|-----------------|
|---------------------|--|-----------------|-----------------|

REVENUES

| | | |
|--------------------------------------|---------------------|-----------------------|
| EMS Medicaid Settlement | 100.3540.700 | \$ (25,000.00) |
| EMS Miscellaneous Revenue | 100.3833.450 | \$ (73,899.00) |
| Transfer from Capital Reserve | 100.3301.413 | \$ (12,149.00) |

EXPENDITURES

| | | |
|-------------------------------------------------|---------------------|----------------------|
| Emergency Medical Services Equipment | 100.4370.510 | \$ 111,048.00 |
|-------------------------------------------------|---------------------|----------------------|

CAPITAL RESERVE FUND

REVENUES

| | | |
|---------------------|---------------------|---------------------|
| Fund Balance | 201.3991.000 | \$ 12,149.00 |
|---------------------|---------------------|---------------------|

EXPENDITURES

| | | |
|---------------------------------|---------------------|---------------------|
| Transfer to General Fund | 201.9810.000 | \$ 12,149.00 |
|---------------------------------|---------------------|---------------------|

GENERAL GOVERNMENT –HEALTH DEPT-BOARD OF HEALTH- APPOINTMENT

Commissioner Joe Turpin noted that Mr. Rex McGee who had been nominated at the October 27th meeting had agreed to serve as the Pharmacist representative for the Stokes County Board of Health.

Commissioner Joe Turpin moved to appointment Mr. Rex McGee to serve as the Pharmacist representative for the Stokes County Board of Health.

Vice Chairman John Turpin seconded and the motion carried unanimously.

GENERAL GOVERNMENT –PLANNING BOARD- APPOINTMENT

There were no nominations for the Meadows Township – John Neal

GENERAL GOVERNMENT –SELECTION COMMITTEE FOR THE SCATTERED SITE HOUSING REHABILITATION PROGRAM

Chairman McHugh moved to appoint the following individuals who were nominated at the October 27th meeting to serve on the Selection Committee for the Scattered Site Housing Rehabilitation Program:

**Selection Committee
for Scattered Site Housing**

| | |
|-------------------------------------------------|----------------------|
| Richard Zamani - Program Administrator | Planning/Development |
| Lisa Lankford - Assistant Program Administrator | Finance |

Ron Bell - Town Manager
Jane Priddy-Charleville - Mayor
Todd Cox - King Planning Director
Anne Fryar –Representative
Margaret McClanahan - Representative
Rick Morris
Kim Sutton
David Sudderth
Ron Morgan
Jan Spencer

Town of Walnut Cove
Town of Danbury
City of King
East Stokes Outreach Ministry
King Outreach Ministry
County Manager
Environmental Health Supervisor
Planning/Development
Economic Development
Social Services

Commissioner Joe Turpin seconded and the motion carried unanimously.

Chairman McHugh noted that three vacant positions still remained on the committee.

Members of the Board could submit nominations at any time.

GENERAL GOVERNMENT-GOVERNING BODY-CLARIFICATION OF SCOPE, INTENT, AND PURPOSE OF THE COUNTY MANAGER'S SALARY/INCENTIVE PROPOSAL

Chairman McHugh informed the Board that County Manager Rick Morris had requested that the Board clarify by motion the scope, intent, and purpose of the County Manager's Salary/Incentive Proposal.

Chairman McHugh moved to approve the motion for clarification of the scope, intent, and purpose of the salary/incentive proposal that the County Manager submit to the Board what is exactly in place now as far incentive plans and recommendations for improving, adding, or deleting to those incentives plans to address the County's turnover problems for the future.

Vice Chairman John Turpin seconded and the motion carried unanimously.

GENERAL GOVERNMENT-GOVERNING BODY-COUNTY TRAVEL POLICY

County Manager Rick Morris presented a proposed amendment to the existing county travel policy (Section 12 – Out-of County Travel) Day Trip which does not allow for meal allowance for day trips.

Manager Morris proposed that meals for day trips follow the guidelines of overnight travel, which is the same rate as the State of North Carolina allows. Departure time must be before 7:00 am for breakfast, lunch not reimbursable if included with registration fee, and dinner if returned home time is after 6:00 pm. Manager Morris feels that this will help save the County money by offering employees an incentive not to stay over night just to have meals paid for.

Chairman McHugh moved to correct this policy to eliminate giving employees an incentive to stay overnight and this policy be retroactive to the first day of this pay period (October 25, 2003).

Vice Chairman John Turpin seconded the motion.

The Board discussed overnight stay by employees at locations close to the County, cost of meals, pre-approval by the county manager, and overnight travel policy.

Chairman McHugh moved to amend the original motion to require employees upon return to provide a receipt for meals to the County Manager for reimbursement up to the allowable amount, and retroactive to the first day of this pay period up to and including today are not bound to provide receipts due to employees were not made aware to have to submit a receipt.

Commissioner Joe Turpin seconded the amendment and the amendment carried unanimously.

The amended motion to correct county travel policy (Section 12 – Out-of County Travel) Day Trip to allow reimburse for meals (day and overnight) upon receipt up to the State's allowable amount per county manager approval, retroactive to the first day of this pay period (October 25th) with receipts up to and including day be waived from requiring a receipt carried (4-1) with Vice Chairman John Turpin voting against the motion.

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 November 10, 2003.

Chairman McHugh called the meeting back to order.

GENERAL GOVERNMENT – GOVERNING BODY- HIRING AN ATTORNEY FOR THE COUNTY

Chairman McHugh moved to authorize the County Manager to hire an attorney for the County for \$80,000 a year. Commissioner Joe Turpin seconded and the motion carried (3-2) with Commissioners Mabe and Inman voting against the motion.

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