

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  
MAY 24, 2004

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, May 24, 2004, 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 Richard Morris  
County Attorney Jonathan Jordan  
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.

#### **PRESENTATION OF PROPOSED FISCAL YEAR 2004/05 STOKES COUNTY BUDGET**

County Manager Rick Morris presented the proposed balanced Fiscal Year 2004/05 County Budget to the Board of Commissioners.

County Manager Morris read his Budget message to the Board, which reiterated the Public Hearing scheduled for Thursday, June 3<sup>rd</sup> -7:00pm - Government Center -Courtroom "A".

County Manager Morris noted the following concerning the budget:

- Total recommended budget = \$36,531,127 a 9.6% increase over the 2003/04 budget
- No Tax Increase
- Restores fund balance from 5.73% to 8%
- Contingency Line in this budget for emergencies is funded at \$100,000
- Hold Harmless revenue projected to be \$2,076,379; 57% budgeted to specific items with the condition that these items will not be executed until funds are received
- Health insurance reflected in each department's budget this year
- Proposed budget designed to take advantage of current low interest rate by using Debt Service to finance capital items over three years
- 2% cost of living adjustment for employees (COLA)
- County funded dental insurance
- Proposed increase in health insurance
- Insurance coverage for commissioners
- Recommended Personnel Reclassifications
- King Clinic folded back into Health Department
- Environmental Health as a stand alone department under Health

- Projected Collection of EMS Delinquent Ambulance Bills
- Impound Lot fees increased from \$12 to \$15 per day
- Additional points of interest for selected departments outlined in budget message which is attached to original minutes

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

Chairman McHugh entertained a motion to approve or amend the minutes of the May 4<sup>th</sup> and May 10<sup>th</sup> meetings.

Commissioner Mabe moved to approve the minutes of the May 4<sup>th</sup> and May 10<sup>th</sup> meetings.

Vice Chairman John Turpin seconded and the motion carried unanimously.

#### PUBLIC COMMENTS

There were no public comments.

#### GENERAL GOVERNMENT –JAIL - JAIL INSPECTION REPORT

Jail Captain Craig Carico presented the semi-annual jail inspection report, which was performed on April 28, 2004 by Western Area Jail Consultant Ernest T. Dixon.

Captain Carico noted that there were only two areas that required written response which included:

- Keys and locks color coded and marked for identification by Touch
- Adequate Showers with tempered water

Captain Carico noted that the keys and locks had originally been color coded and marked for identification, but usage had worn away the paint. Currently, actions are underway to secure the proper paint and resurface the keys and locks. Inspector Dixon noted the need of a curb approximately 4 inches above the floor shall to extend across the front of the shower stall which would prevent water from the showers from entering into the dayroom floor.

Captain Carico noted the potential problem of installing the concrete curb onto the existing concrete floor which would eventually crack and could possibly be used by inmates as weapons. Also, inmates could possibly trip on the curb causing possible injuries.

Captain Carico noted that he is currently investigating other options and seeking information from other jails across the State.

The Board discussed other items pertaining to the jail inspection report that required no response - security cameras, partition walls and tables possibly being stainless steel, etc.

#### GENERAL GOVERNMENT-REGISTER OF DEEDS - RETENTION/DISPOSITION SCHEDULE - AMENDMENT

Register of Deeds Kathy Young requested the Board's approval for the following Amendment to the Register of Deeds Records Retention and Disposition Schedule:

- **Armed Forces Discharge Removal Request Forms**  
Retain in office permanently
- **Marriage Licenses** - Before destroying, all applications for which the executed licenses are not returned should be listed on the marriage index for use in preparing a delayed marriage records
- **Uniform Commercial Code** -Retain all filings recorded with real property records permanently.
- **Armed Forces Discharges -Authorization to Record and Request Copy Forms** - Retain with the related "Presentation for Recordings Form"
- **Armed Forces Discharges Presentation for Recording Forms** - Destroy in office 1 year from date discharge is filed; retain in office permanently if from is filed with the armed forces

- discharge record
- **Armed Forces Discharges Request for Copy Forms-** Destroy in in office 1 year from date received.

Chairman McHugh entertained a motion to approve the requested Amendment to the Register of Deeds Records Retention and Disposition Schedule.

Commissioner Joe Turpin moved to approve the Amendment to the Register of Deeds Records Retention and Disposition Schedule.

Commissioner Inman seconded and the motion carried unanimously.

**GENERAL GOVERNMENT -TAX ADMINISTRATIVE REPORT**

County Manager Rick Morris presented the Property Tax Release Request for Real and Personal Property for Mr. John Hamby in the amount of \$134.94. (Tax Administrator Wren Carmichael was absent for the May 24<sup>th</sup> meeting)

Chairman McHugh entertained a motion to approve the submitted Property Tax Release Request for Real and Personal Property for Mr. John Hamby in the amount of \$134.94.

Commissioner Mabe moved to approve the submitted Property Tax Release Request for Real and Personal Property for Mr. John Hamby in the amount of \$134.94.

Commissioner Joe Turpin seconded and the motion carried unanimously.

**GENERAL GOVERNMENT - ADMINISTRATION-WORKMEN'S COMP. - GENERAL LIABILITY INSURANCE**

Support Services Supervisor Danny Stovall requested the Board's approval by adopting Resolutions to continue Worker's Compensation, General Liability, and Automobile insurance coverage with the North Carolina Association of County Commissioner Joint Risk Management Agency for Fiscal Year 2004-05.

Mr. Stovall noted the following price quotes for fiscal year 2004/05 compared to fiscal year quotes 2003/04:

	Fiscal Year 04/05	Fiscal year ¾
Worker's Compensation	\$ 218,599.00	\$ 248,691.00
General Liability, Property	\$ 243,520.00	\$ 238,147.00
Less 2 Pool Discount	\$ (7,840.00)	\$ (5,600.00)
Less Lump Sum Payment	\$ (4,372.00)	\$ (4,974.00)
 Total Cost	 \$ 449,907.00	 \$ 476,264.00

The Board discussed the options covered by the insurance policies.

Mr. Stovall concluded that the Fiscal Year 2004-05 total cost for Workers' Compensation, General Liability, and Auto coverage is \$26,357 less that fiscal year 2003/04 with no changes in coverage.

Chairman McHugh entertained a motion to adopt the Resolutions to continue the County's Worker's Compensation, General Liability, and Automobile insurance coverage with the North Carolina Association of County Commissioner Joint Risk Management Agency for fiscal year 2004-05.

Vice Chairman John Turpin moved to approve the Resolution to continue the County's Worker's Compensation, General Liability, and Automobile insurance coverage with the North Carolina Association of County Commissioner Joint Risk Management Agency for fiscal year 2004-05.

Commissioner Inman seconded and the motion carried unanimously.

**GENERAL GOVERNMENT-ADMINISTRATION-SALE OF CHERRY PARK-UPDATE**

Support Services Supervisor Danny Stovall informed the Board that the County received an upset bid on Friday- May 21<sup>st</sup> and again on Monday-May 24<sup>th</sup> for the sale of Cherry Park. The current bid is \$29,394.00.

## GENERAL GOVERNMENT-ADMINISTRATION-HEALTH INSURANCE

County Manager Rick Morris and Personnel Officer Darlene Bullins presented the following information to the Board concerning the proposed Health Insurance for Fiscal Year 2004/05.

- **Invitation for Proposal mailed to 8 providers**  
Bids for \$500 and \$1000 deductible
- **Two responsive bidders:**  
**\$500 Deductible**  
Blue Cross/Blue Shield-NCACC - 15.9% increase  
Medcost - 48% increase  
**\$1000 Deductible**  
Blue Cross/Blue Shield-NCACC - 6.3% increase  
Medcost - 38% increase
- **6 Bidders formally declined to bid**
- **Information concerning the usage of the \$500 deductible**
- **Additional \$3940 saving for participating with NCACC three group insurance pool**

The Board discussed remaining with the North Carolina Association of County Commissioners-Blue Cross/Blue Shield with the pros and cons of the \$500 versus the \$1000 deductible.

Chairman McHugh entertained a motion to continue the health insurance for Stokes County with the North Carolina Association of County Commissioners-Blue Cross/Blue Shield with either a \$500 or \$1000 deductible for fiscal year 2004/05.

Commissioner Mabe moved to continue health insurance for Stokes County with the North Carolina Association of County Commissioners Group Benefits Pool-Blue Cross/Blue Shield with a \$500 deductible for Fiscal Year 2004/05.

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

## GENERAL GOVERNMENT-SOCIAL SERVICES-BUDGET ORDINANCE AMENDMENT #136

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #136 which is necessary to amend the General Fund for additional funding from federal and state for Adult Day Care. The appropriations are to be changed as followed:

Account Number	EXPENDITURES	Decrease	Increase
	<b>Social Services-Day Care</b>		
100.5850.000	Adult Day Care		\$1,000.00
			<u>\$1,000.00</u>

This will result in a net increase of \$1,000.00 in the appropriations of the General Fund.

Account Number	EXPENDITURES	Decrease	Increase
100.3301.202	Welfare-Federal		\$750.00
100.3301.203	Welfare-State		\$250.00
			<u>\$1,000.00</u>

Chairman McHugh entertained a motion to approve Budget Ordinance Amendment #136.

Commissioner Joe Turpin moved to approve Budget Ordinance Amendment #136.

Commissioner Inman seconded and the motion carried unanimously.

**GENERAL GOVERNMENT -HEALTH DEPARTMENT-BUDGET ORDINANCE AMENDMENT #137**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #137 which is necessary to amend the General Fund to transfer cost of transmission for county vehicle used by Environmental Health. The appropriations are to be changed as followed:

Account Number	EXPENDITURES	Decrease	Increase
	<b>Health Department</b>		
100.5100.330	Utilities	\$1,000.00	
100.5100.250	Auto Supplies	\$500.00	
100.5100.351	Maint. & Repairs-Auto		\$1,500.00
		<u>\$1,500.00</u>	<u>\$1,500.00</u>

This will result in a net increase of \$0.00 in the appropriations of the General Fund. To provide the additional revenue for the above, the following revenues will be increased.

Chairman McHugh entertained a motion to approve Budget Ordinance Amendment #137.

Vice Chairman John Turpin approve Budget Ordinance Amendment #137.

Commissioner Joe Turpin seconded and the motion carried unanimously.

**GENERAL GOVERNMENT -JAIL-BUDGET ORDINANCE AMENDMENT #138**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #138 which is necessary to amend the General Fund to transfer for Maintenance and Repairs-Equipment and part time salaries to cover a full time position until hiring a full time employee. The appropriations are to be changed as followed:

Account Number	EXPENDITURES	Decrease	Increase
	<b>Jail</b>		
100.4320.020	Equipment-Non Capitalized		\$500.00
100.4320.350	Maint. & Repairs - Equipment		\$1,000.00
100.4320.352	Maint. & Repairs - Buildings	\$1,500.00	
		<u>\$1,500.00</u>	<u>\$1,500.00</u>

This will result in a net increase of \$0.00 in the appropriations of the General Fund. To provide the additional revenue for the above, the following revenues will be increased.

Chairman McHugh entertained a motion to approve Budget Ordinance Amendment #138.

Commissioner Mabe moved to approve Budget Ordinance Amendment #138.

Vice Chairman John Turpin seconded and the motion carried unanimously.

**GENERAL GOVERNMENT-VEHICLE MAINTENANCE-BUDGET ORDINANCE AMENDMENT #139**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #139 which is necessary to amend the General Fund to appropriate funds from impoundment lot to purchase (2) radios for vehicle maintenance. The appropriations are to be changed as followed:

Account Number	EXPENDITURES	Decrease	Increase
	<b>Vehicle Maintenance</b>		
100.4250.510	Equipment-Non Capitalized		\$1,265.00
			<u>\$1,265.00</u>

This will result in a net increase of \$1,265.00 the appropriations of the General Fund. To provide the additional revenue for the above, the following revenues will be increased.

Account Number	EXPENDITURES	Decrease	Increase
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100.3425.410	Impoundment Fees	\$1,265.00
		\$1,265.00

Chairman McHugh entertained a motion to approve Budget Ordinance Amendment #139.

Commissioner Inman moved to approve Budget Ordinance Amendment #139.

Commissioner Mabe seconded and the motion carried unanimously.

**GENERAL GOVERNMENT-VEHICLE MAINTENANCE-BUDGET ORDINANCE AMENDMENT #140**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #140 which is necessary to amend the General Fund to transfer funds for the Intern Program. The appropriations are to be changed as followed:

Account Number	EXPENDITURES	Decrease	Increase
	<b>Administration</b>		
100.4120.180	Professional Services		\$5,000.00
	<b>Governing Body</b>		
100.4110.310	Travel	\$2,500.00	
	<b>Health Insurance</b>		
100.4111.491	Health Insurance	\$2,500.00	
		\$5,000.00	\$5,000.00

This will result in a net increase of \$0 the appropriations of the General Fund. To provide the additional revenue for the above, the following revenues will be increased.

Chairman McHugh entertained a motion to approve Budget Ordinance Amendment #140.

Vice Chairman John Turpin moved to approve Budget Ordinance Amendment #140.

Commissioner Joe Turpin seconded and the motion carried unanimously.

**GENERAL GOVERNMENT-ANIMAL CONTROL- APPOINTMENT ANIMAL CRUELTY INVESTIGATOR**

Chairman McHugh entertained to accept further nominations for appointment of an Animal Cruelty Investigator or appoint Ms. Mona Singleton who was nominated at the May 10<sup>th</sup> meeting.

Vice Chairman John Turpin moved to appointment Ms. Mona Singleton to serve as the Animal Cruelty Investigator for Stokes County.

Commissioner Mabe seconded and the motion carried unanimously.

**GENERAL GOVERNMENT - GOVERNING BODY-PROPOSED VETERAN'S MEMORIAL PARK**

Clerk to the Board Darlene Bullins presented information to the Board concerning the possible options of purchasing a granite bench for \$500 donation or a plaque by donating either \$500, \$1000, \$1500, \$2500, or \$5000.

The Board discussed the options of purchasing a bench personally from the Board and possibly taking donations from County employees to purchase a plaque.

The Board unanimously agreed to personally donate the \$500 for the purchase of the granite bench and take donations for the plaque without using County funds for either donation.

**GENERAL GOVERNMENT - ADMINISTRATION- INTERN**

County Manager Rick Morris recognized Jack Veit who is currently serving an Internship with Stokes County.

**GENERAL GOVERNMENT - GOVERNING BODY - PROPOSED RESOLUTION-SUPPORT OF CONSTRUCTION OF WINSTON SALEM NORTHERN BELTWAY**

Commissioner Joe Turpin requested the Proposed Resolution in Support of Construction of the Winston Salem Northern Beltway be postponed until the June 14<sup>th</sup> meeting in order for further research pertaining to Stokes County acquiring an East/West Corridor.

The Board unanimously agreed to postpone the agenda item until June 14<sup>th</sup>.

#### **GENERAL GOVERNMENT-GOVERNING BODY-REIMBURSEMENT FOR TUITION**

Clerk to the Board Darlene Bullins presented the following reimbursements for tuition per Article XI-Section 9-Stokes County Personnel Handbook:

Microsoft Access Class  
Forsyth Tech. Community College  
Tuition for each participate reimbursed at \$58

#### **Finance Department**

Lisa Lankford  
Sherry Webb

#### **Tax Administration**

Joanne Fallon  
Cheryl Hill  
Judy Hole  
Jackie Hostetter  
Danny Nelson  
Rhonda Shelton

#### **GIS/Mapping**

Greg Hunsucker

Total Reimbursement Request =\$522.00

Chairman McHugh entertained a motion to approve the submitted Reimbursements for Tuition.

Commissioner Joe Turpin moved to approve the submitted Reimbursements for Tuition.

Commissioner Inman seconded and the motion carried unanimously.

#### **GENERAL GOVERNMENT - ADMINISTRATION - RESIGNATION OF CITY MANAGER LANE BAILEY**

Clerk to the Board Darlene Bullins informed the Board of the recent resignation Of King City Manager Lane Bailey who would leaving June 30<sup>th</sup> for the City of Lenior.

There being no further business to come before the Board, Commissioner Inman moved to adjourn the meeting. Commissioner Mabe seconded and the motion carried unanimously.

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**Darlene Bullins**  
Clerk to the Board

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**Sandy McHugh**  
Chairman