

STATE OF NORTH CAROLINA	)	OFFICE OF THE COMMISSIONERS
	)	STOKES COUNTY GOVERNMENT
COUNTY OF STOKES	)	DANBURY, NORTH CAROLINA
	)	NOVEMBER 22, 2004

The Board of Commissioners of the County of Stokes, State of North Carolina, met in regular session in the Council Chambers of the Ronald Wilson Reagan Memorial Building (Administrative Building), located in Danbury, North Carolina, on Monday, November 22, 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.

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

Chairman McHugh entertained a motion to approve or amend the minutes of the November 8<sup>th</sup> meeting.

Vice Chairman John Turpin moved to approve the minutes of the November 8, 2004 meeting.

Commissioner Mabe seconded and the motion carried unanimously.

Commissioner Mabe noted that even though the November 29<sup>th</sup> meeting would be his last official Board meeting, he would be attending the Stokes Partnership Board meeting on November 30<sup>th</sup>.

**PUBLIC COMMENTS**

There were no public comments.

**GENERAL GOVERNMENT – FINANCE – FISCAL YEAR 2003-04 AUDIT PRESENTATION**

Mr. Randy Brodd, Dixon Hughes PLLC, presented the Board members with new copies of the Fiscal Year ending June 30, 2004 Audit which included all financial data along with charts and communications.

Mr. Brodd noted the following concerning the Fiscal Year 2003/04 audit:

- Independent Auditors' Report – page 1
- Management Discussion and Analysis – page 3
- \$4.6 million in total fund balance as of 06-30-04
- \$2.5 million available for appropriation in fund balance as of 06-30-04
- Activity of general fund – page 23
- Added \$660,000 to fund balance during fiscal year 2003/04
- Proprietary Funds – page 24

- Revenues on capita basis - \$61 higher per capita from last year
- Sales Tax revenue has increased from last year
- Property Tax Collections increased from last year
- Available fund balance 7.73% as of 06-30-04
- 8% Available fund balance recommended by Local Government Commission
- Expenditures decreased from last year
- Funding requirements for Community Development Block Grant should be budgeted and accounted for in a separate project ordinance
- Recommended 2004/05 budget establish a project ordinance to account for the funding and expenditures related to the Scattered Site Housing Project
- Recommendation for IT to establish a Stokes County Disaster Recovery Plan
- Recommendation for IT to develop a user change request policy
- Finding 2004-1 (Temporary Assistance for Needy Families-Work First)
- Finding 2004-2 (Temporary Assistance for Needy Families-Work First)

Mr. Brodd referenced the following charts:

- General Government Revenues 2003/2004
- Property Tax Collection Rate – Current Year Levy
- General Government Expenditures - 2003/04
- Per Capita General Obligation Debt –Historical Trend June 30, 1998 –2003
- General Fund – Available Fund Balance

Chairman McHugh entertained a motion to accept the Fiscal Year 2003/04 Audit as presented.

Commissioner Inman moved to accept the Fiscal Year 2003/04 Audit as presented.

Commissioner Joe Turpin seconded and the motion carried unanimously.

(A copy of the Fiscal Year 2003/04 Audit available in the Finance Director's Office and the Clerk to the Board's office)

Finance Director Julia Edwards noted that information received today indicated the County's bond ratings would remain the same – Standard and Poor's: A1; Moody's: AA; and NCMC: 82 ratings.

## **GENERAL GOVERNMENT – TAX ADMINISTRATION – ADOPTION OF 2005 REAL PROPERTY SCHEDULE OF VALUES - REVALUATION**

Tax Administrator Wren Carmichael requested the Board's adoption of the 2005 Real Property Schedules of Values – Revaluation, which was presented at the October 25<sup>th</sup> meeting.

The Board discussed the soil types for the Agriculture Schedule.

The recommendation by the Tax Department for the Agriculture Schedule was \$480 as recommended by the State Schedule. (Current rate is \$295)

Chairman McHugh entertained a motion to adopt or amend the recommended 2005 Real Property Schedule of Values-Revaluation.

Commissioner Inman moved to change the Agricultural Schedule rate to \$395.

Commissioner Mabe seconded and the motion carried unanimously.

Chairman McHugh entertained a motion to adopt the 2005 Real Property Schedule of Values – Revaluation.

Commissioner Joe Turpin moved to adopt the 2005 Real Property Schedule of Values-Revaluation.

Commissioner Inman seconded and the motion carried unanimously.

The Board commended the Tax Department Revaluation Team for an excellent job in preparing the 2005 Real Property Schedule of Values for Revaluation.

## **GENERAL GOVERNMENT – TAX ADMINISTRATION REPORT**

Tax Administrator Wren Carmichael presented the Tax Administration Report.

Tax Administrator Carmichael requested the Property Tax Refund for Michael Joseph Oleary and Kimberly D. McBride in the amount of \$29.67.

Chairman McHugh entertained a motion to approve the requested Property Tax Refund for Michael Joseph Oleary and Kimberly D. McBride in the amount of \$29.67.

Commissioner Mabe moved to approve the requested Property Tax Refund for Michael Joseph Oleary and Kimberly D. McBride in the amount of \$29.67.

Vice Chairman John Turpin seconded and the motion carried unanimously.

Tax Administrator Carmichael requested the following Property Tax Release Requests for Real and Personal Property in the amount of \$591.56:

- Ava Garner \$72.63
- Myron D. Mitchell \$344.61
- Flora Logan Smith \$105.33
- Greg Teague \$68.99

Chairman McHugh entertained a motion to approve the submitted Property Tax Release Requests for Real and Personal Property in the amount of \$591.56.

Vice Chairman John Turpin moved to approve the submitted Property Tax Release Requests for Real and Personal Property in the amount of \$591.56.

Commissioner Joe Turpin seconded and the motion carried unanimously.

Tax Administrator Carmichael requested the following Requests for Refund for Motor Vehicles in the amount of \$56.37:

- Dyanne M. Snyder \$6.27
- Jeffrey N. Whitaker \$13.53
- Blanche Falkenberry \$17.39
- Melvin J. Myers \$7.36
- Spurgeon E Adcock III \$11.82

Chairman McHugh entertained a motion to approve the submitted Requests for Refund for Motor Vehicles in the amount of \$56.37.

Commissioner Inman moved to approve the submitted Requests for Refund for Motor Vehicles in the amount of \$56.37.

Vice Chairman John Turpin seconded and the motion carried unanimously.

## **GENERAL GOVERNMENT – YMCA – PROPOSED RECREATIONAL CONTRACT**

County Manager Rick Morris presented the proposed YMCA Recreational Contract which expires December 31, 2004. Manager Morris noted the following proposed changes:

- YMCA Board of Management to form a Stokes County Recreation Department Advisory Committee
- The contract will be for six months ending June 30, 2004
- One year contracts will be approved with the annual fiscal year budget
- This contract will put a satellite branch to be located in the

- Paces building-Danbury
- YMCA will be surveying citizens for desired programs
- County and YMCA shall work together to study the possibilities for bringing a swimming facility to Northern Stokes County

Executive Director Pete Shattuck, YMCA, commented on the following:

- Cindy Tuttle, volunteered to serve as Chairman of new committee
- Current community representatives will serve on the new committee
- Other at large members agreed to jointly by the YMCA Board Of Management and Board of Commissioners
- Open House planned for new satellite center-Danbury
- Expansion on current programs along with new programs such as summer camps, recreation and physical fitness programs and social events

Chairman McHugh entertained a motion to approve the submitted YMCA Recreation Contract.

Commissioner Joe Turpin moved to accept the County of Stokes and Stokes County YMCA Recreation Contract.

Commissioner Mabe seconded the motion.

The Board discussed the number of additional members to serve on the Stokes County Recreation Department Advisory Committee and a possible member from the Board of Commissioners. (Current members – 6 community Representatives and 1 YMCA Board Member)

Chairman McHugh moved to amend the motion and the Recreation Contract to include up to 6 additional at large members agreed to jointly by the YMCA Board of Management and the Stokes County Board of Commissioners and one member from the Board of Commissioners.

Commissioner Inman seconded and the amendment carried unanimously.

The amended motion to accept the County of Stokes and Stokes County YMCA Recreation Contract with up to 6 additional at large members agreed to jointly by the YMCA Board of Management and the Stokes County Board of Commissioners and one member from the Board of Commissioners carried unanimously. (A copy of the amended contract will be maintained in the Clerk to the Board's office).

**GENERAL GOVERNMENT-SHERIFF'S DEPARTMENT-BUDGET ORDINANCE AMENDMENT #36**

Assistant Finance Director Lisa Lankford (Finance Director Julia Edwards absent) requested the approval of Budget Ordinance Amendment #36 which is necessary to amend the General Fund to appropriate funds for materials to remodel old CID for new narcotics office. The appropriations are to be changed as followed:

<b>Account Number</b>	<b>EXPENDITURES</b>	<b>Decrease</b>	<b>Increase</b>
	<b>Sheriff's Department</b>		
100.4320.260	Departmental Supplies		\$721.00
			\$721.00

This will result in a net increase of \$721.00 in the appropriations of the General Fund. To provide the additional revenue for the above, the following revenues will be increased.

<b>Account Number</b>	<b>REVENUES</b>	<b>Decrease</b>	<b>Increase</b>
100.3301.413	State Fines/Forfeitures		\$721.00
			\$721.00

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

Commissioner Joe Turpin moved to approve Budget Ordinance Amendment #36.

Commissioner Mabe seconded and the motion carried unanimously.

**GENERAL GOVERNMENT –HEALTH DEPARTMENT-BUDGET ORDINANCE AMENDMENT #37**

Assistant Finance Director Lisa Lankford (Finance Director Julia Edwards absent) requested the approval of Budget Ordinance Amendment #37 which is necessary to amend the General Fund to appropriate funds for a Medicaid cost settlement. The appropriations are to be changed as followed:

<b>Account Number</b>	<b>EXPENDITURES</b>	<b>Decrease</b>	<b>Increase</b>
	<b>Health Department</b>		
100.5100.440	Misc. Contractual Services		\$37,871.00
			<u>\$37,871.00</u>

This will result in a net increase of \$37,871.00 in the appropriations of the General Fund. To provide the additional revenue for the above, the following revenues will be increased.

<b>Account Number</b>	<b>REVENUES</b>	<b>Decrease</b>	<b>Increase</b>
100.3301.238	Maternal Health XIX		\$37,871.00
			<u>\$37,871.00</u>

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

Commissioner Joe Turpin moved to approve Budget Ordinance Amendment #37.

Commissioner Mabe seconded and the motion carried unanimously.

**GENERAL GOVERNMENT-ADMINISTRATION – KING BUILDING UPDATE- NC RURAL ECONOMIC DEVELOPMENT GRANTS**

County Manager Rick Morris informed the Board that the County had been notified that the County did not receive any Grant funding from the NC Rural Center. The County had applied for two grants to help refurbish the King Building located at the corner of Brown and Hartgrove Roads, which provided space for the Health and Social Services Departments.

County Manager Morris noted that the only thing done since the submission of the grant applications was to place a dehumidifier in the building. Manager Morris noted that the last proposal recommended additional cleaning work be done to the building was submitted by ProClean, Inc . at an estimated rate of \$4,291.73.

Commissioner Mabe moved to approve the motion for the County to proceed with the recommendations from ProClean in order to utilize the building.

Commissioner Inman seconded the motion.

Commissioner Joe Turpin recommended that these recommendations for the additional work be placed out for bids with the possibility of guaranteed results.

The Board discussed the options of bidding out the recommendations for the additional work to be done at the King Building with the possibility of obtaining a guarantee.

Commissioner Mabe withdrew his original motion.

Commissioner Inman withdrew his second to the original motion.

Commissioner Mabe moved to approve the motion to proceed with the cleaning of the building in order to utilize the building with RFPs to be sent out for pricing of the additional cleaning work.

Vice Chairman John Turpin seconded and the motion carried unanimously.

## **GENERAL GOVERNMENT – ADMINISTRATION – PROPOSED RESOLUTION – RELAY FOR LIFE**

Clerk to the Board Darlene Bullins presented the requested Resolution for the upcoming 2005 Relay for Life to be held at North Stokes High School June 17<sup>th</sup> and 18<sup>th</sup> 2005:

### **RESOLUTION IN SUPPORT OF AMERICAN CANCER SOCIETY'S RELAY FOR LIFE IN STOKES COUNTY**

**WHEREAS**, the American Cancer Society is the largest volunteer health agency and the leader in the fight against cancer since 1913; and

**WHEREAS**, the American Cancer Society is dedicated to eliminating cancer as a major health problem by preventing cancer, saving lives, and diminishing suffering from this disease through research, education, advocacy, service; and

**WHEREAS**, the Relay For Life represents the hope that those lost to cancer will never be forgotten, that those who face cancer will be supported, and that one day, cancer will be eliminated; and

**WHEREAS**, the Relay for Life, is a unique county-wide, community event that celebrates survivors and focuses attention on the fight against cancer through fundraising that supports research, prevention, detection, treatment, patient services, and volunteerism; and

**WHEREAS**, the Relay for Life began as one man's statement in the fight against cancer and has led to the development of a worldwide event to help banish cancer; and

**WHEREAS**, cancer touches the lives of Stokes County residents daily.

**THEREFORE BE IT RESOLVED**, the Stokes County Board of Commissioners support the Relay for Life scheduled for June 17<sup>th</sup> and June 18<sup>th</sup> 2005 to be held at North Stokes High School and urge all of our citizens to participate in this effort to eradicate Cancer as a major health program by preventing Cancer, saving lives and diminishing suffering from Cancer through research, education, advocacy and service.

Adopted this 22<sup>nd</sup> day of **November, 2004**.

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**Sandy McHugh**  
**Chairman**

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

Chairman McHugh entertained a motion to approve the submitted the Resolution In Support of American Cancer Society's 2005 Relay for Life in Stokes County.

Commissioner Joe Turpin moved to approve the Resolution In Support of American Cancer Society's 2005 Relay for Life in Stokes County .

Commissioner Inman seconded and the motion carried unanimously.

## **GENERAL GOVERNMENT-ADMINISTRATION- GOVERNMENTAL CENTER COMPLEX –RENOVATIONS**

County Manager Rick Morris commented on the requested information included in the agenda package, which details the current physical configuration and existing staff locations, the staff location after proposed moves, and the amount of freed up space from the proposed renovations to the Governmental Complex.

Manager Morris also updated the Board concerning the Court system facility space requested requirements and the recent

engagement with the Administrative Office of the Courts in Raleigh concerning court system space requirements. Manager Morris noted that plans were underway to form a subcommittee or chartered by the Stokes Criminal Justice Council to help evaluate the space requirements for the court system. This subcommittee will be advisory only.

The Board discussed the estimated cost of proposed moves and the additional cost (which is not included) for the space requirements for the court system.

Commissioner Joe Turpin moved to postpone this issue until the County Manager has met with all concerned parties in order to have associated costs to include the space requirements for the court system and possible use of the current garage.

Commissioner Joe Turpin withdrew his motion.

The Board requested Manager Morris to update the Board at the second meeting in December. (December 28<sup>th</sup>)

### **GENERAL GOVERNMENT-ADMINISTRATION- FORSYTH TECHNICAL COMMUNITY COLLEGE –CERTIFIED NURSING PROGRAMS**

County Manager Rick Morris noted that Chief Financial Officer Ken Jarvis, FTCC, had informed the County that the Walnut Cove building which had been designated at the November 8<sup>th</sup> meeting as the Instructional Facility for the Certified Nursing Programs be put on hold for an additional 30 days.

The designated building would decrease the class size (according to State regulations by the State) and that Duke Endowment had given additional funding to help with the maintenance issues of the current facility. Current facility will accommodate more students.

County Manager Morris would update the Board at the second meeting in December. (December 28<sup>th</sup>)

### **GENERAL GOVERNMENT-ADMINISTRATION- PROPOSAL FOR JAIL MEDICAL SERVICES**

County Manager Rick Morris informed the Board that Mr. Lance Labine, Stokes Reynolds Memorial Hospital, had provided a draft agreement today concerning the proposal for inmate medical services at the Jail. County Manager Morris noted he would be meeting next week with Jail Captain Craig Carico and County Attorney Jonathan Jordan concerning the proposed agreement and would submit a proposed agreement at the first regular meeting in December. (December 13<sup>th</sup>)

### **GENERAL GOVERNMENT – GOVERNING BODY – STOKES AGING PLANNING COMMITTEE**

Chairman McHugh presented the following nominations for appointment to serve on the Stokes Aging Planning Committee:

- Margaret Arey – Hospice
- Lou Charland
- Cleo Charland
- Vicky East – Walnut Cove Senior Center
- Louise Flynt
- Bill Greenwood
- James Joyce – Sheriff's Department
- Helen Mallard
- Lynn Martens – Senior Services
- Clinard Merritt
- Jacque Nuckols
- Erma Perkins – Stokes Family Health Center
- Rachel Richardson
- Jan Spencer – Social Services
- Barbara Watkins – YVEDDI
- Madeline Watkins
- Dean Burgess – Area Agency on Aging

Commissioner Mabe noted that Cleo Charland should be Cleo Covington.

There were no further nominations.

Chairman McHugh entertained a motion to approve the following nominations to serve on the Stokes County Aging Planning Committee:

- Margaret Arey – Hospice
- Lou Charland
- Cleo Covington
- Vicky East – Walnut Cove Senior Center
- Louise Flynt
- Bill Greenwood
- James Joyce – Sheriff's Department
- Helen Mallard
- Lynn Martens – Senior Services
- Clinard Merritt
- Jacque Nuckols
- Erma Perkins – Stokes Family Health Center
- Rachel Richardson
- Jan Spencer – Social Services
- Barbara Watkins – YVEDDI
- Madeline Watkins
- Dean Burgess – Area Agency on Aging

Vice Chairman John Turpin moved to appoint the submitted nominations to serve on the Stokes Aging Planning Committee.

Commissioner Inman seconded and the motion carried unanimously.

#### **GENERAL GOVERNMENT – INTERIM HEALTH DIRECTOR COMPENSATION**

County Manager Rick Morris submitted additional information concerning the duties being performed by Erma Perkins as Assistant Interim Health Director for the possibility of additional compensation. The Board of Health had recently met and requested the Board of Commissioners reconsider additional compensation for Ms. Perkins.

Manager Morris noted that Kim Sutton who had also been named by the Board of Health as an Assistant Interim Health Director stated that her duties had not changed.

Ms. Perkins has agreed to stay up to an additional year or until a new director is hired.

Manager Morris requested a non-precedence setting bonus per pay period to award Ms. Perkins for her contributions in the absence of a health director.

Commissioner Joe Turpin noted the possibility of Ms. Perkins being named as Interim Director. Manager Morris noted that Ms. Perkins doesn't feel comfortable taking the full responsibility of the Interim Director.

Chairman McHugh entertained a motion to accept or deny the County Manager's request for a non-precedence setting bonus for Ms. Perkins.

Commissioner Inman moved to approve the motion to request the County Manager present an amount for additional compensation for Ms. Perkins for the Board's consideration at the next regular meeting. (December 13<sup>th</sup>) Commissioner Mabe seconded and the motion carried unanimously.

#### **GENERAL GOVERNMENT –GOVERNING BODY - PROPOSED STRATEGIC PLANNING WORKSHOP**

County Manager Rick Morris noted that the County had received a proposal from Duke Endowment to receive funding for a possible Strategic Planning Workshop.



County Manager Morris noted a meeting with Rev. David Childers- Duke Endowment, Rebecca Chalfa-Duke Endowment, Deanna Ray –FTCC, and Economic Development Director Ron Morgan had been held last week to discuss the Strategic Workshop which would be done by Lyle Sumek Associates, Inc and the possible endorsement of a one-day workshop for county, municipalities, and business leaders.

Manager Morris noted that Option I would be a one day workshop on the Introduction of Strategic Planning. Option II would be the Strategic Planning Workshop and Preparation of Plan 2005-2010. (Deadline for application December 15<sup>th</sup>) (No county funding)

The Board discussed the pros and cons and the cost of the proposed Strategic Planning Workshop.

Chairman McHugh requested the County Manager research the possibility of allowing the Board to utilize the Option I funding to allow Lyle Sumek Associates to conduct the Board of Commissioners' Retreat. This would enable the Board to evaluate the services.

Vice Chairman John Turpin requested the County Manager to obtain a list of references.

County Manager Morris noted that additional information would be presented to the Board.

### **GENERAL GOVERNMENT – EMS/JAIL – LIQUIDATION OF EMS CHARGES**

Clerk to the Board Darlene Bullins submitted the following EMS Charges for liquidation as requested by Emergency Services Director Monty Stevens: (all individuals were incarcerated at the Stokes County Jail at the time of the service)

Call Number	Date of Call	Total Charges
0402671	6/15/2004	\$ 360.94
0402729	6/18/2004	\$ 355.47
0403697	8/15/2004	\$ 365.47
0404219	9/14/2004	\$ 360.94
0404241	9/15/2004	\$ 355.47

Chairman McHugh entertained a motion to approve the submitted EMS Charges for liquidations.

Vice Chairman John Turpin moved to approve the submitted EMS Charges for liquidations.

Commissioner Inman seconded the motion.

Chairman McHugh noted that U.S. Representative Virginia Foxx promised that if elected she would work in Washington to help eliminate the burden placed on Counties having to expense large amounts of taxpayer's dollars for inmate medical services.

Chairman McHugh moved to amend the motion to include that these amounts be sent to U.S. Representative Virginia Foxx.

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

Chairman McHugh entertained a motion to approve the motion as amended.

The motion to approve the submitted EMS Charges for liquidations and that these amounts be forwarded to U. S. Representative Virginia Foxx carried unanimously.

### **CLOSED SESSION**

Chairman McHugh moved to enter into closed session to discuss matters relating to the location or expansion of industries or other businesses in the County pursuant to General Statute 143-318.11(a)(4).

Vice Chairman John Turpin seconded and the motion carried unanimously.

The Board returned to the regular session of the November 22<sup>nd</sup> meeting.

**GENERAL GOVERNMENT – AMENDMENT TO THE NOVEMBER 8<sup>TH</sup> MINUTES**

Chairman McHugh moved to amend the approved minutes of November 8<sup>th</sup> meeting to read Cleo Covington and not Cleo Charland who was nominated for appointment to the Stokes Aging Planning Committee.

Commissioner Joe Turpin seconded and the motion carried unanimously.

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

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

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

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**Sandy McHugh**  
**Chairman**