

**STATE OF NORTH CAROLINA)**

**COUNTY OF STOKES**

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**OFFICE OF THE COMMISSIONERS  
STOKES COUNTY GOVERNMENT  
DANBURY, NORTH CAROLINA  
DECEMBER 27, 2005**

The Board of Commissioners of the County of Stokes, State of North Carolina, met for regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administrative Building) located in Danbury, North Carolina on Tuesday, December 27, 2005 at 7:00 pm with the following members present:

Chairman Leon Inman  
Vice-Chairman Joe Turpin  
Commissioner Sandy McHugh  
Commissioner John Turpin  
Commissioner Jimmy Walker

County Personnel in Attendance:  
County Manager Richard Morris  
Clerk to the Board Darlene Bullins  
County Attorney Jonathan Jordan  
Finance Director Julia Edwards  
Tax Administrator Wren Carmichael  
Information Systems Director Dianna Fulp  
DSS Director Jan Spencer  
Health Director Don Moore  
Fire Marshal Brad Cheek  
GIS/Mapping Administrator Jake Oakley

Chairman Leon Inman called the meeting to order.

Commissioner Walker delivered the invocation.

**GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE**

Chairman Inman opened the meeting by inviting the citizens in attendance to join the Board with the Pledge of Allegiance.

**PUBLIC HEARING – PROPOSED COMMUNITY TRANSPORTATION PLAN (CTP) FISCAL YEAR 2006-07**

Chairman Inman called the Public Hearing for the Proposed Community Transportation Plan (CTP) Fiscal Year 2006-07 to order.

There were no public comments.

Chairman Inman closed the Public Hearing.

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

Chairman Inman entertained a motion to approve or amend the minutes of the December 6<sup>th</sup> and December 12<sup>th</sup> meetings.

Vice Chairman Joe Turpin moved to approve the minutes of the December 6<sup>th</sup> and December 12<sup>th</sup> meetings.

Commissioner John Turpin seconded and the motion carried unanimously.

**PUBLIC COMMENTS**

The following spoke during public comments:

**Sam Hill**

1274 Hill Road  
King, NC 27021  
RE: **Fiscal Year Budget**

Mr. Hill reminded Board members of the unfinished job to keep taxes lower and to keep a careful eye on spending. Mr. Hill also expressed concerns regarding the recent revaluation and the upcoming fiscal year budget.

**GENERAL GOVERNMENT – GOVERNING BODY – NCACC SERVICES TO LOCAL GOVERNMENT**

Mr. Ed Wooters, NCACC-Director of Member Services, spoke to the Board regarding the assistance that the North Carolina Association of County Commissioners could provide in the search for an interim county manager and a new county manager.

Mr. Wooters concluded that the Association would assist the County in anyway possible in recruiting a new manager.

The Board discussed the timeframe of recruiting a new manager, using an interim manager, the upcoming fiscal year budget process, and utilizing services of the Association.

**GENERAL GOVERNMENT – GOVERNING BODY – PROPOSED COMMUNITY TRANSPORTATION PLAN (CTP) – FISCAL YEAR 2006-07**

Mr. Charlie Walker, YVEDDI, reported the following regarding the Proposed Fiscal Year 2006-07 Community Transportation Plan:

- Plan calls for \$362,410 – Administration Funding
- Increase in administration funding due to vehicle insurance being allowed this year to be included in the administrative budget
- Plan calls for \$198,930 in Capital Funding
- Proposed Capital Plan includes the following for Stokes:
  - New computer system
  - New Lift van
  - New Center isle van
  - New Mini van
- Tentatively matching county funding of \$11,000 for fiscal year 06/07
- Technology funding (NCDOT and federal funding) includes new furniture for proposed garage
- Operating budget includes funding for a new part time mechanic for Stokes County for the proposed garage

Mr. Walker presented Board members with the proposed Fiscal Year 2006 –07 Transportation Memorandum of Understanding that is required by NCDOT for participation in the Fiscal Year 2006-07 Community Transportation Plan (CTP).

The Board discussed the proposed Fiscal Year 2006-07 Community Transportation Plan (CTP) and allocation to Stokes County.

Chairman Inman entertained a motion to accept the Fiscal Year 2006-07 Community Transportation Plan for application to NCDOT.

Commissioner McHugh moved to approve the Fiscal Year 2006-07 Community Transportation Plan to NC DOT, Memorandum of Understanding, and the tentatively matching County administration funding of \$11,000 for fiscal year 2006-07.

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

**GENERAL GOVERNMENT – TAX ADMINISTRATION REPORT**

Tax Administrator Wren Carmichael presented the 2006 Marshall Swift Mobile Home Pricing Guide for the Board's approval. Administrator Carmichael noted that the Tax Administration would be using the "lowest category" regarding the condition of the mobile Home for 2006.

The Board discussed any other options available for evaluating mobile homes and the 2006 Marshall Swift Pricing Guide.

Chairman Inman entertained a motion to approve the 2006 Marshall Swift Pricing Guide using the "lowest category".

Vice Chairman Joe Turpin moved to approve the 2006 Marshall Swift Pricing Guide using the "lowest category".

Commissioner John Turpin seconded the motion.

The Board discussed whether using the "lowest category", it would be consistent for all citizens of Stokes County.

The motion carried (4-1) with Commissioner Walker voting against the motion.

Tax Administrator Wren Carmichael presented the following Real and Personal Property Tax Release in the amount of \$3,900.79:

- Richard E. Newsome

Chairman Inman entertained a motion to approve or deny the Real and Personal Property Tax Release Request in the amount of \$3,900.79 for Richard E. Newsome.

Vice Chairman Joe Turpin moved to approve the Real and Personal Property Tax Release Request in the amount of \$3,900.79 for Richard E. Newsome.

Commissioner McHugh seconded and the motion carried unanimously.

Tax Administrator Carmichael briefed the Board regarding recent bankruptcy filed by Novalis, the current tax software vendor used by Stokes County Tax Administration.

Administrator Carmichael noted that the County had not paid Novalis for the upcoming fiscal year 06-07 maintenance contract due to the County has been reviewing other software companies. The current server had to be replaced during the upcoming fiscal year 06-07; therefore, \$150,000 has already been budgeted for software and hardware replacement.

Information Systems Director Dianna Fulp noted that the hardware is estimated at \$110,000 and the software is estimated at \$165,000.

A new software vendor must be in place by July 2006 due the bankruptcy situation and the preparation for the next revaluation.

Finance Director Julia Edwards noted that the remaining funding could be financed.

Tax Administrator Carmichael presented a cost projection from Keystone for the implementation of (PAAS) Property Assessment Administration System.

Tax Administrator Carmichael reiterated that the funding had been budgeted for new software and hardware and the filing of bankruptcy has complicated the issue for this fiscal year. Administrator Carmichael noted that more information regarding the current status with Novalis would be available after January 16, 2006. Currently, the County is in the process of sending out RFP's.

Chairman Inman requested Tax Administrator Carmichael to keep the Board informed of any new events regarding the bankruptcy of Novalis and the County's current situation.

## **GENERAL GOVERNMENT – FINANCE – UTILITY AND TELEPHONE AUDIT**

Finance Director Julia Edwards requested the Board's guidance in allowing Cost Analysts, Inc. to perform a Utility and Telephone Audit for Stokes County.

Finance Director Edwards noted the following:

- Exempt the sales tax audit from the proposal due to the County just completing this process
- Audit would review the accuracy of billing, cost efficiency and validation of invoices
- Cost Analysts would receive 50% of any refunds/credits received by the County
- Cost Analysts would submit recommendations to be adopted at the County's discretion. If implemented, Cost Analysts would receive 50% for the first 24 months of actual savings
- The County is under no obligation to implement any of the audit recommendations
- Favorable comments received from other counties who have used Cost Analysts, Inc.
- Cost Analysts, Inc. recently performed these services for the Stokes County School System
- Stokes County Schools spoke highly of the services performed by Cost Analysts, Inc.

Mr. Brian Barrett, Cost Analysts, Inc. noted the following services that would be performed:

- Auditor will review the way the client purchases Utilities and Telephone Services
- Auditor will compare client's rates with the established and published rates for each service
- Auditor will advise client of any cost saving actions that may be implemented or any overcharges that may have been paid by the client
- Auditor will endeavor to collect on behalf of the client the amount of any overcharge
- Auditor will summarize, in writing, all available cost savings actions with the method of measuring and/or calculating the saving clearly stated
- Auditor will audit utility - 2003, 2004, and 2005 and current utility invoices (36 months) billed to Stokes County by each electric utility, gas utility, and water/sewer municipality.
- Audit will be performed offsite as to not disturb the daily operation of the County
- Auditor will audit telephone – review client's prior 12 month invoices and customer service records to include current contract

The Board discussed the pros and cons of allowing Cost Analysts, Inc. to perform a utility and telephone audit for Stokes County.

Commissioner McHugh moved to approve Cost Analysts, Inc. to perform an audit of the County's utilities and telephone services.

Commissioner John Turpin seconded and the motion carried unanimously.

## **GENERAL GOVERNMENT – FINANCE – USE OF CREDIT CARD PAYMENTS**

Finance Director Julia Edwards requested the Board's approval to allow Stokes County to accept credit and debit card payments.

Director Edwards noted the following:

- Considered Lexington State Bank for participation
- Must set up merchant account
- Following departments have requested the service- Tax, Health, EMS, Environmental Health, King Clinic and Planning
- Estimated County start up cost of \$1,626
- Machine for swiping cards supplied by LSB at no charge
- Charges incurred by County when accepting a credit or debit card
- Can only use VISA and MasterCard credit cards
- Transactions posted within 48 business hours guaranteed
- 24 hour/7 days help desk
- Monthly statements for reconciliation
- County would have to apply directly to Discover and American Express for participation

Director Edwards concluded that other counties and cities have experienced a higher collection rate for fees and taxes with this being available to the citizens.

The Board discussed other software options (Vital-via internet) available that performs the same similar service which eliminates the swiping machine and battery backups.

The Board also discussed fees that the County would incur by accepting credit and debit card payments, set up fees, bidding this type of service to other banks, and this type of service being available to County citizens.

Chairman Inman directed Finance Director Edwards to bid out this service to other banking institutions and investigate other software options.

### **GENERAL GOVERNMENT – DSS AND HEALTH DEPARTMENTS – SALARY GRADE RANGE REVISIONS**

DSS Director Jan Spencer and Health Director Don Moore presented information from Patrick McCoy, -Office of State Personnel regarding the salary grade range revisions approved October 13, 2005 by State Personnel Commission. Salary grade range revisions are effective December 1, 2005 with mandatory implementation to be completed by July 1, 2006. The approved salary grade range revisions were recommended based on recent labor market studies and related considerations.

The following job classifications affected the County's current pay grade scale:

- DSS - Social Work Supervisor II (grade 69 to 70)(one position)
- DSS - Social Work Supervisor III (grade 72 to 73)(two positions)
- DSS - Social Worker II (grade 66 to 67)(five positions)
- DSS – Social Worker III (grade 68 to 69)(four positions)
- Health – Social Worker II (grade 66 to 67)(two positions)

Directors Spencer and Moore requested implementation of the salary grade range revisions to be effective with the next pay period using lapsed salaries for funding for the remainder of fiscal year 05/06. Both directors noted the immediate need for implementation for recruiting vacant positions, especially for DSS – Social Workers for Foster Care.

The Board discussed implementing the salary grade ranges with the upcoming fiscal year 2006/07 and loss of state funding if new salary ranges are not implemented by July 1, 2006.

Chairman Inman entertained a motion regarding the implementation of the revised salary grade range by the State Personnel Commission.

Vice Chairman Joe Turpin moved to approve the motion to maintain the current salary ranges until mandated July 1, 2006 with the budgetary process.

The motion died for lack of a second.

Commissioner Walker moved to approve the salary grade range revisions effective Friday, January 13, 2006 – 5:01pm.

Chairman Inman seconded and the motion carried unanimously.

### **GENERAL GOVERNMENT – FIRE MARSHAL – FIRE DISTRICTS REVISIONS**

Fire Marshal Brad Cheek requested the Board's approval to change the following three parcels from the Sauratown Fire District to the South Stokes Fire District:

- Thelma T. Bowman
- Thelma T. Bowman
- Wayne Wallace Alley

(GIS/Mapping Administrator presented Board members with a map of the current fire districts and the requested fire district changes- copies will be retained by the Clerk to the Board and the Fire Marshal)

The three mentioned parcels were not in an insurance district but are located within five miles from South Stokes Fire Department. In order to be eligible for an insurance district, (which reduces homeowner's insurance premium) the parcel must be located within 5 miles of a fire department. The change has occurred to allow the three parcels to be included in an insurance district (South Stokes Fire Department).

Each fire department has consented to allow the fire district change for the three mentioned parcels. Fire Marshal Cheek recommended the fire district change for the three mentioned parcels. It is preferred for each parcel to have the same insurance and fire district.

Commissioner McHugh moved to approve to change the following three parcels from the Sauratown Fire District to the South Stokes Fire District which changes the actual written fire departments' boundaries that is recorded in the Register of Deeds for their response districts and changes the EOC boundaries for dispatch purposes.

- Thelma T. Bowman
- Thelma T. Bowman
- Wayne Wallace Alley

Commissioner John Turpin seconded and the motion carried unanimously.

### **GENERAL GOVERNMENT – GIS/MAPPING – LYNCHBURG ROAD**

GIS/Mapping Administrator Jake Oakley informed the Board that the State of North Carolina has changed the name of Lynchburg Road to NC HWY 268. Administrator Oakley noted the following regarding changing Lynchburg Road to NC HWY 268:

- County currently has 32 individuals addressed as Lynchburg Road that is now HWY 268
- If these addresses are changed, then everyone from HWY 89 to the Surry County line would have to be changed which would require changing 191 addresses

Administrator Oakley recommended to leave the name as Lynchburg Road, this will not effect dispatching emergency service vehicles to this area.

The Board discussed the associated problems of changing all the addresses.

Commissioner McHugh moved to leave Lynchburg Road as it is.

Commissioner John Turpin seconded and the motion carried unanimously.

### **GENERAL GOVERNMENT – HEALTH DEPARTMENT – PROPOSAL – UTILIZATION OF KING CLINIC**

Health Director Don Moore reported to the Board as requested that there was no available space at JR Jones to use for a King Clinic, the use of a used ambulance does not provide adequate space for primary use, and the use of a portable mobile clinic is very expensive to purchase and operate.

Director Moore recommended the best option to provide primary care outside of Danbury is the building recently used as the King Clinic. Director Moore noted the start-up funding for the King Clinic would be approximately \$26,000.

Director Moore reiterated the need for primary care, family care coordination services, and WIC services in the area.

The Board discussed the need for services in the area, concerns that all areas in the County are provided medical services, cost savings for health department, time savings for health department personnel, population density of King, and services previously offered at the clinic.

Commissioner Walker moved to approve the motion to accept Health Director Moore's recommendation to reopen the King Clinic.

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

**GENERAL GOVERNMENT – FINANCE - BUDGET ORDINANCE AMENDMENT #47**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #47, which is necessary to amend the General Fund, Revaluation Fund, and Walnut Cove Senior Center Fund for middle year review. The appropriations are to be changed as follows:

<b>Account Number</b>	<b>EXPENDITURES</b>	<b>Decrease</b>	<b>Increase</b>
	<b>See Attachment below:</b>	<u>\$266,784.00</u>	<u>\$544,045.00</u>
		\$266,784.00	\$544,045.00

This will result in a net increase of \$277,261.00 in the appropriations of the General Fund. To provide the additional revenue for the above, the following revenues will be increased.

<u>Account Number</u>	<u>REVENUES</u>	<u>Decrease</u>	<u>Increase</u>
<b>General Fund</b>			
100.3831.450	Interest on Investment		\$ 150,000.00
100.3344.411	Revenue Stamps		\$ 3,005.00
100.3301.257	Carolina Access II	\$ 68,250.00	
100.3301.214	State Foster Care	\$ 20,000.00	
100.3301.215	EA Foster Care		\$ 60,000.00
100.3301.213	IV-E Foster Care		\$ 63,405.00
100.3301.410	Federal Inmate Reimbursement		\$ 4,000.00
100.3301.412	State Inmate Reimbursement		\$ 22,000.00
100.3586.450	Senior Services Program Income		\$ 1,000.00
100.3839.004	Senior Services Miscellaneous		\$ 1,226.00
100.3301.364	NCDOT-Workfirst	\$ 6,125.00	
100.3540.420	DSS Medicaid CAP/DA		\$ 67,000.00
		<u>\$ 94,375.00</u>	<u>\$ 371,636.00</u>

<u>General Fund Account Number</u>	<u>EXPENDITURES</u>	<u>Decrease</u>	<u>Increase</u>
<b>Governing Body</b>			
		\$	
100.4110.101	401K	150.00	
100.4110.130	Unemployment Insurance		\$ 1,210.00
		\$	
100.4110.311	Training	1,060.00	
100.4110.450	Insurance		\$ 50,425.00
Unemployment Insurance invoice was \$1,210 more than budget. The Property/Liability insurance was higher than estimated and an adjustment to Workmen's Comp of \$29.131.			
<b>Finance</b>			
100.4130.510	Equipment		5,400.00
100.4130.511	Equipment Non Capitalized	5,400.00	
<b>Tax Administration</b>			
100.4140.000	Salaries		5,385.00
100.4140.090	Social Security	575.00	
100.4140.091	Medicare Tax	125.00	

100.4140.101	401K	900.00	
100.4140.110	Group Insurance	590.00	
100.4140.340	Printing	2,000.00	
100.4140.390	Tax Settlement	1,120.00	
100.4140.450	Insurance and Bond	75.00	
	<b>GIS/Mapping</b>		
100.4141.000	Salaries		3,840.00
100.4141.020	Salaries-Part Time	500.00	
100.4141.090	Social Security	400.00	
100.4141.100	Retirement		50.00
100.4141.101	401K	150.00	
100.4141.310	Travel	359.00	
100.4141.311	Training	500.00	
100.4141.340	Printing	100.00	
100.4141.440	Misc. Contractual Services	400.00	
	<b>Elections</b>		
100.4170.000	Salaries		7,010.00
100.4170.090	Social Security		350.00
100.4170.091	Medicare Tax		80.00
100.4170.100	Retirement		300.00
100.4170.101	401K		60.00
100.4170.511	Equipment Non Capitalized		4,243.00

Correct on budget for salaries and appropriate HAVA grant funds that was collected in fiscal year 2004-05. Therefore, the funds need to be re-appropriated in fiscal year 2005-06.

**Register of Deeds**

100.4180.000	Salaries		3,325.00
100.4180.020	Salaries Part Time	1,000.00	
100.4180.090	Social Security	100.00	
100.4180.101	401K	370.00	
100.4180.170	Other Fringe Pension		1,150.00

Revenue from revenue stamps for these expenses.

**Public Buildings**

100.4190.000	Salaries		1,850.00
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100.4190.090	Social Security	1,150.00	
100.4190.091	Medicare Tax	150.00	
100.4190.110	Group Insurance	450.00	
100.4190.311	Training	100.00	
	<b>Information Systems</b>		
100.4210.000	Salaries		5,500.00
100.4210.090	Social Security	1,000.00	
100.4210.091	Medicare Tax	25.00	
100.4210.100	Retirement	300.00	
100.4210.490	Dues & Subscription	350.00	
	<b>Vehicle Maintenance</b>		
100.4250.000	Salaries	1,300.00	
100.4250.090	Social Security	200.00	
100.4250.101	401K	400.00	
100.4250.110	Group Insurance	135.00	
	<b>Sheriff's Department</b>		
100.4310.000	Salaries	7,000.00	
100.4310.101	401K	270.00	
	<b>Jail</b>		
100.4320.000	Salaries	2,000.00	
100.4320.101	401K	2,465.00	
100.4320.330	Utilities		26,000.00
	<b>Emerg. Communications</b>		
100.4325.000	Salaries	10,000.00	
100.4325.010	Salaries Overtime	8,000.00	
100.4325.250	Auto Supplies	200.00	
	<b>Emergency Management</b>		
100.4330.090	Social Security	350.00	
	<b>Fire &amp; Rescue</b>		
100.4340.510	Equipment	2,000.00	
	<b>Medical Examine</b>		
100.4360.000	Professional Services		10,000.00
	<b>Emerg. Medical Services</b>		
100.4370.000	Salaries	60,000.00	

100.4370.010	Salaries Overtime		50,000.00
100.4370.020	Salaries Part Time		50,000.00
100.4370.090	Social Security		1,000.00

100.4370.091	Medicare Tax		200.00
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100.4370.101	401K	2,000.00	
100.4370.110	Group Insurance		2,100.00

100.4370.111	Dental Insurance	600.00	
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Increase of overtime/part time due to employee on military leave.

**Animal Control**

100.4380.000	Salaries	1,500.00	
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100.4380.090	Social Security	100.00	
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100.4380.100	Retirement	100.00	
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100.4380.110	Group Insurance	500.00	
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**Solid Waste**

100.4720.020	Salaries Part Time	3,000.00	
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100.4720.090	Social Security	295.00	
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100.4720.101	401K	700.00	
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100.4720.260	Departmental Supplies		1,500.00
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100.4720.350	Maint. & Repairs Equipment		2,495.00
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**Planning**

100.4910.090	Social Security	800.00	
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100.4910.091	Medicare Tax	200.00	
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100.4910.101	401K	300.00	
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100.4910.110	Group Insurance	50.00	
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**Economic Development**

100.4920.310	Travel	1,505.00	
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100.4920.311	Training		1,200.00
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100.4920.510	Equipment		600.00
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**Cooperative Extension**

100.4950.440	Misc. Contractual Services	20,000.00	
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**Natural Resources**

100.4960.000	Salaries		3,000.00
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100.4960.020	Salaries Part Time	2,000.00	
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100.4960.101	401K	300.00	
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100.4960.311	Training	1,000.00	
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100.4960.490	Dues & Subscription		
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		485.00	
	<b>Home Health</b>		
100.5190.000	Salaries	30,000.00	
100.5190.020	Salaries Part Time	10,000.00	
100.5190.030	Salaries Permanent Part Time	1,000.00	
100.5190.090	Social Security	5,000.00	
100.5190.091	Medicare Tax	100.00	
100.5190.100	Retirement	750.00	
100.5190.101	401K	1,200.00	
100.5190.110	Group Insurance	4,000.00	
100.5190.230	Medical Supplies		20,000.00
100.5190.490	Dues & Subscription	845.00	
	<b>Environmental Health</b>		
100.5192.000	Salaries	20,000.00	
100.5192.090	Social Security		1,045.00
100.5192.091	Medicare Tax	250.00	
100.5192.100	Retirement	750.00	
100.5192.101	401K	1,000.00	
100.5192.110	Group Insurance	1,000.00	
	<b>Social Services</b>		
100.5310.000	Salaries	10,000.00	
100.5310.083	CAP/DA		17,000.00
100.5310.090	Social Security	2,000.00	
100.5310.091	Medicare Tax	800.00	
100.5310.101	401K	100.00	
100.5310.110	Group Insurance	3,000.00	
100.5310.180	Professional Services		5,000.00
100.5310.182	Prof Servs.-CAP/DA		50,000.00
100.5310.370	Advertising		1,000.00
100.5310.440	Misc. Contractual Services		2,500.00

CAP/DA and Prof Serv CAP/DA is funded with a revenue source.

**Public Assistance**

100.5430.000	State Foster Care		80,000.00
100.5440.000	IV-E Foster Care		90,000.00

State Foster is funded 50/50 and IV-E is funded 70/30. The increase is due to the volume of foster children that

the Department of Social Services is responsible for.

<b>Senior Services</b>		
100.5860.000	Salaries	4,225.00
100.5860.030	Salaries Permanent Part Time	2,000.00
100.5860.101	401K	600.00
100.5860.340	Printing	900.00
100.5860.350	Maint. & Repairs Equipment	100.00
100.5860.351	Maint. & Repairs Auto	200.00
<b>Arts Council</b>		
100.6150.000	Salaries	550.00
100.6150.090	Social Services	75.00
100.6150.091	Medicare Tax	10.00
100.9910.000	<b>Contingency</b>	31,852.00
100.9820.982	<b>Transfer to Revaluation</b>	10,575.00

**Revaluation Fund**

**Expenditures**

202.4140.000	Salaries	1,500.00
202.4140.090	Social Security	550.00
202.4140.091	Medicare Tax	125.00
202.4140.100	Retirement	50.00
202.4140.101	401K	100.00
202.4140.260	Departmental Supplies	2,000.00
202.4140.310	Travel	470.00
202.4140.311	Training	1,880.00
202.4140.321	Postage	5,000.00
202.4140.340	Printing	1,000.00
202.4140.370	Advertising	1,000.00

**Revenues**

202.3981.000	Transfer from General Fund	10,575.00
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**Walnut Cover Senior Center Fund**

204.5861.000	Salaries	150.00
204.5861.000	Departmental Supplies	150.00

266,784.00      544,045.00

Finance Director Edwards noted that the following justification of the budget ordinance amendment for fiscal year 2005-06:

- Middle Year Review

Chairman Inman entertained a motion to approve Budget Ordinance Amendment #47.

Vice Chairman Joe Turpin moved to approve Budget Ordinance Amendment #47.

Commissioner McHugh seconded and the motion carried unanimously.

Finance Director Julia Edwards noted that this budget amendment allocated \$31,852 to the General Fund.

**GENERAL GOVERNMENT – FINANCE- BUDGET ORDINANCE AMENDMENT #48**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #48, which is necessary to amend the General Fund to transfer funds for payout of employees who resigned or retired as of 11-18-2005. The appropriations are to be changed as follows:

<u>Account Number</u>	<u>EXPENDITURES</u>	<u>Decrease</u>	<u>Increase</u>
	<b>Sheriff's Department</b>		
100.4310.000	Salaries & Wages		\$ 3,142.00
	<b>Jail</b>		
100.4320.000	Salaries & Wages		\$ 3,311.00
	<b>Emergency Medical Services</b>		
100.4370.000	Salaries & Wages		\$ 9,925.00
	<b>Animal Control</b>		
100.4380.000	Salaries & Wages		\$ 1,870.00
	<b>Solid Waste</b>		
100.4720.000	Salaries & Wages		\$ 3,955.00
	<b>Planning</b>		
100.4910.000	Salaries & Wages		\$ 2,942.00
	<b>Health Department</b>		
100.5100.000	Salaries & Wages		\$ 1,660.00
100.5100.030	Salaries & Wages Permanent P/T		\$ 1,560.00
	<b>Home Health</b>		
100.5190.000	Salaries & Wages		\$ 207.00
100.5190.030	Salaries & Wages Permanent P/T		\$ 195.00
	<b>Environmental Health</b>		
100.5192.000	Salaries & Wages		\$ 7,796.00
100.5192.030	Salaries & Wages Permanent P/T		\$ 195.00
	<b>Social Services</b>		
100.5310.000	Salaries & Wages		\$ 4,661.00
100.9910.100	<b>Leave Cost</b>	\$ 41,419.00	
		<u>\$ 41,419.00</u>	<u>\$41,419.00</u>

This will result in a net increase of \$00.00 in the appropriations of the General Fund.

Finance Director Edwards noted that the following justification of the budget ordinance amendment for fiscal year 2005-06:

- Funds were budgeted for payout to employees

Chairman Inman entertained a motion to approve Budget Ordinance Amendment #48.

Vice Chairman Joe Turpin moved to approve Budget Ordinance Amendment #48.

Commissioner McHugh seconded and the motion carried unanimously.

**GENERAL GOVERNMENT – HEALTH DEPARTMENT - BUDGET ORDINANCE AMENDMENT #49**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #49, which is necessary to amend the General Fund for the start up of the King Clinic. The appropriations are to be changed as follows:

<b>Account Number</b>	<b>EXPENDITURES</b>	<b>Decrease</b>	<b>Increase</b>
	<b>Health Department</b>		
100.5191.230	Medical Supplies		\$ 7,250.00
			\$
100.5191.261	Office Supplies		750.00
100.5191.320	Telephone		\$ 2,000.00
100.5191.511	Equipment Non Capitalized		\$ 15,951.00
		<u>          </u>	<u>          </u>
		\$ -	\$ 25,951.00

This will result in a net increase of \$25,951.00 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>
100.3519.414	King Clinic Fees		\$ 25,951.00
		<u>          </u>	<u>          </u>
		\$ -	\$ 25,951.00

Finance Director Edwards noted that the following justification of the budget ordinance amendment for fiscal year 2005-06:

- The King Clinic was not included in the budget due to the building was not available for occupancy

Vice Chairman Joe Turpin moved to void Budget Ordinance Amendment #49.

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

**GENERAL GOVERNMENT – DSS- PUBLIC ASSISTANCE - BUDGET ORDINANCE AMENDMENT #50**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #50, which is necessary to amend the General Fund to appropriate additional Funds for the crisis intervention program, which assist with fuel oil, wood, electrical bills, etc. for needy families. The appropriations are to be changed as follows:

<b>Account Number</b>	<b>EXPENDITURES</b>	<b>Decrease</b>	<b>Increase</b>
	<b>Public Assistance</b>		
			\$
100.5480.000	Crisis Intervention		1,942.00
			\$
			1,942.00

This will result in a net increase of \$1,942.00 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>
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100.3301.202	DSS County Federal	\$	1,942.00
		\$	1,942.00

Finance Director Edwards noted that the following justification of the budget ordinance amendment for fiscal year 2005-06:

- Received notice of additional funding on December 9, 2005

Chairman Inman entertained a motion to approve Budget Ordinance Amendment #50.

Vice Chairman Joe Turpin moved to approve Budget Ordinance Amendment #50.

Commissioner John Turpin seconded and the motion carried unanimously.

**GENERAL GOVERNMENT – KING SENIOR CENTER - BUDGET ORDINANCE AMENDMENT #51**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #51, which is necessary to amend the General Fund to transfer funds from Capital Reserve Fund for the King Senior Center. The appropriations are to be changed as follows:

<u>Account Number</u>	<b>GENERAL FUND EXPENDITURES</b>	<u>Decrease</u>	<u>Increase</u>
100.4111.493	King Senior Center		\$ 5,000.00
			\$ 5,000.00
	<b>CAPITAL RESERVE FUND</b>		
201.5860.001	King Senior Center	\$ 5,000.00	
	Transfer to General		
201.9810.000	Fund		\$ 5,000.00
		\$ 5,000.00	\$ 5,000.00

This will result in a net increase of \$5,000.00 in the appropriations of the General Fund. To provide the additional revenue for the above, the following revenues will be increased.

<u>Account Number</u>	<b>REVENUES</b>	<u>Decrease</u>	<u>Increase</u>
100.3982.960	Transfer from Capital Reserve		\$ 5,000.00
			\$ 5,000.00

Finance Director Edwards noted that the following justification of the budget ordinance amendment for fiscal year 2005-06:

- Fiscal year 2004-05 appropriation for the King Senior Center transferred to Capital Reserve

Chairman Inman entertained a motion to approve Budget Ordinance Amendment #51.

Commissioner McHugh moved to approve Budget Ordinance Amendment #51.

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

**GENERAL GOVERNMENT – EMERGENCY MANAGEMENT - BUDGET ORDINANCE AMENDMENT #52**

Finance Director Julia Edwards requested the approval of Budget Ordinance Amendment #52, which is necessary to amend the Grant Fund to re-appropriate funds from the NC Division of Emergency Management to conduct a Commodity Flow Study to determine the types and amounts of hazardous materials that are being carried across the County's roadways and railways. The appropriations are to be changed as follows:

<u>Account Number</u>	<u>EXPENDITURES</u>	<u>Decrease</u>	<u>Increase</u>
	<b>Emergency Management</b>		
203.4330.440	Misc. Contractual Services		\$ 5,100.00
			\$ 5,100.00

This will result in a net increase of \$5,100.00 in the appropriations of the Grant Fund.  
To provide the additional revenue for the above, the following revenues will be increased.

<u>Account Number</u>	<u>REVENUES</u>	<u>Decrease</u>	<u>Increase</u>
203.3301.008	Div. of Emergency Management		\$ 5,100.00
			\$ 5,100.00

Finance Director Edwards noted that the following justification of the budget ordinance amendment for fiscal year 2005-06:

- This was budgeted in fiscal year 2004-05, but was not completed till the fiscal year 2005-06, therefore, these funds need to be re-appropriated for the project

Chairman Inman entertained a motion to approve Budget Ordinance Amendment #52.

Vice Chairman Joe Turpin moved to approve Budget Ordinance Amendment #52.

Commissioner John Turpin seconded and the motion carried unanimously.

**GENERAL GOVERNMENT – BOARD OF HEALTH- APPOINTMENTS**

Commissioner McHugh moved to appoint the following to serve on the Health Board:

- Physician – Dr. Sam Newsome
- Dentist – Dr. Mark Johnson
- Optometrist – reappointment – Dr. Kevin Walker (only optometrist available to serve in the County)
- General Public – Crow McGee
- Veterinarian – Sarah Shumate (member of the public in lieu of veterinarian-no other veterinarian available to serve)

Commissioner John Turpin seconded the motion.

Commissioner Walker noted that Health Director Moore had confirmed that there were no other Veterinarians available in the County to serve on the Health Board.

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

(All appointees were nominated at the December 12<sup>th</sup> meeting)

**GENERAL GOVERNMENT – STOKES COUNTY FIRE COMMISSION – APPOINTMENT**

Vice Chairman Joe Turpin moved to appoint David Manual Sandy Ridge, NC to serve as a civilian member on the Stokes County Fire Commission.

Commissioner John Turpin seconded and the motion carried unanimously.

(Mr. Manual was nominated at the December 12<sup>th</sup> meeting)



## **GENERAL GOVERNMENT – KING ETJ – PLANNING BOARD – APPOINTMENT**

Commissioner John Turpin moved to appoint Norman “Ron” Clifford to serve on the King ETJ –Planning Board. Vice Chairman Joe Turpin seconded and the motion carried unanimously.  
(Mr. Clifford was nominated at the December 12<sup>th</sup> meeting)

## **GENERAL GOVERNMENT – GOVERNING BODY – TRANSPORTATION ADVISORY COMMITTEE**

Chairman Inman opened the floor for discussion regarding the Transportation Advisory Committee requesting the approval of the Resolution Authorizing Execution of a Revised Memorandum of Understanding for Winston Salem Urban Area Metropolitan Planning Organization.

Chairman Inman noted that the Winston Salem Urban Area Transportation Advisory Committee (TAC) voted to extend an invitation to the Town of Wallburg to join the MPO as a member with one (1) vote on the TAC.

Chairman Inman noted as requested that the joining of the Town of Wallburg would not dilute Stokes County’s vote.

Commissioner John Turpin moved to approve the Resolution Authorizing the Execution of the Memorandum of Understanding of the Winston Salem Urban Area Metropolitan Planning Organization Reflecting Changes to Membership. Vice Chairman Joe Turpin seconded and the motion carried unanimously.  
(a copy of the Resolution will be retained in the Clerk’s office)

## **GENERAL GOVERNMENT – ADMINISTRATION – PERSONNEL ISSUE – HIRING OF RELATIVES**

County Manager Rick Morris presented the following requested information regarding surrounding counties’ policy concerning the hiring of relatives:

- Yadkin County – Does Not
- Surry County – Does
- Wilkes County – Does Not
- Forsyth County – Tries to avoid unless significant recruiting problems exist
- State Personnel – Does (Health and DSS)

County Attorney Jonathan Jordan presented Board members with information from the North Carolina Administrative Code relating to the Special Applicant Considerations along with definitions of “significant other”.

Attorney Jordan reiterated that Health and DSS would have to follow regulations set aside in the North Carolina Administrative Code with the Sheriff and Register of Deeds following General Statute requirements.

County Manager Rick Morris reiterated the following recommendation:

- a. Members of an immediate family shall not be employed at the same time if such employment would result in an employee directly or indirectly supervising a member of the immediate family.
- b. This policy shall not be retroactive, and no action will be taken concerning those members of the same family employed in conflict with (a) above prior to the adoption of this policy.
- c. Immediate family is defined for the purpose of this section as spouse, mother, father, guardian, children, sister, brother, aunt, uncle, niece, nephew, grandparents, grandchildren, plus the various combinations of half, step, in-law, and adopted relations that can be derived from those named

County Manager Morris also reiterated that the State Personnel Act allows the hiring of relatives as long as relatives are not supervised by one another.

The Board continued discussion of changing the current county policy of hiring relatives within the same department.

Commissioner Walker moved to keep the county policy of hiring relatives within the same department as it is.

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

### **GENERAL GOVERNMENT – FINANCE – OBTAINING SOCIAL SECURITY NUMBERS FOR COUNTY USE**

Finance Director Julia Edwards informed the Board that the County would no longer be able to use DMV in obtaining social security numbers free of charge.

The County will have to use LexisNexis(Accurint) in order to obtain social security numbers which will cost \$.25 per match or \$350 monthly fee. It is the opinion of the Finance Department, based on Tax Department's usage, which is the main user of this service, that the \$.25 match cost would be cost efficient. If the matches increase, the County would have the option to contract for the monthly fee.

Chairman Inman entertained a motion to approve the use of LexisNexis(Accurint) for obtaining social security numbers at a cost of \$.25 per match.

Vice Chairman Joe Turpin moved to approve the use of LexisNexis(Accurint) for obtaining social security numbers at a cost of \$.25 per match.

Commissioner John Turpin seconded and the motion carried unanimously.

### **GENERAL GOVERNMENT – GOVERNING BODY – COUNTY MANAGER VACANCY**

The Board discussed the advertising of the County Manager vacancy in the County Lines, County Website, Winston Salem Journal/Website, and Stokes News.

Chairman Inman directed the Clerk to the Board to proceed with the advertising of the county manager's position with the status opened till filled.

### **GENERAL GOVERNMENT – GOVERNING BODY - PRESENTATION TO COUNTY MANAGER RICK MORRIS**

The Board of Commissioners presented County Manager Rick Morris with a framed print for his services to Stokes County as County Manager.

County Manager Rick Morris expressed his appreciation to the Board for the opportunity to serve as Stokes County Manager.

### **CLOSED SESSION**

Chairman Inman entertained a motion to enter into closed session for the following:

- To discuss matters relating to the location or expansion of industries or other businesses in the county pursuant to G.S. 143-318.11(a)(4).
- To consider and take action with respect to the position to be taken by the county in negotiating the price or other materials terms of an agreement for the acquisition or lease of real property pursuant to G.S. 143-318.11(a)(5)
- To consult with the Attorney employed or retained by the Public Body in Order to preserve the attorney-client privilege between the Attorney and the Public Body, which privilege is hereby acknowledged, and to consider and give instructions to an attorney concerning the handing or settlement of a claim judicial action, mediation, arbitration, or administrative procedure pursuant to G.S. 143-318.11(a)(3).
- To consider the initial employment or appointment of an individual to any office or position, other than a vacancy in the Board of County Commissioners or any other public body, or to consider the qualifications, competence, performance, character, and fitness of any public officer or employee, other than a member of the Board of Commissioners or of some other public body pursuant to G.S. 143-318.11(a)(6)

Commissioner John Turpin moved to enter into closed session for the following:

- To discuss matters relating to the location or expansion of industries or other businesses in the county pursuant to G.S. 143-318.11(a)(4).
- To consider and take action with respect to the position to be taken by the county in negotiating the price or other materials terms of an agreement for the acquisition or lease of real property pursuant to G.S. 143-318.11(a)(5)
- To consult with the Attorney employed or retained by the Public Body in Order to preserve the attorney-client privilege between the Attorney and the Public Body, which privilege is hereby acknowledged, and to consider and give instructions to an attorney concerning the handing or settlement of a claim judicial action, mediation, arbitration, or administrative procedure pursuant to G.S. 143-318.11(a)(3).
- To consider the initial employment or appointment of an individual to any office or position, other than a vacancy in the Board of County Commissioners or any other public body, or to consider the qualifications, competence, performance, character, and fitness of any public officer or employee, other than a member of the Board of Commissioners or of some other public body pursuant to G.S. 143-318.11(a)(6)

Vice Chairman Joe Turpin seconded and the motion carried unanimously.

The Board re-entered into regular session of the December 27, 2005 meeting.

#### **GENERAL GOVERNMENT – ADMINISTRATION –COUNTY MANAGER DUTIES**

Vice Chairman Joe Turpin moved to approve the following motions:

- Allow the Clerk to the Board, Emergency Management Director and Chairman of Board of Commissioners to jointly determine the closing of the County facilities due to inclement weather during the time of 1-03-06 to 1-09-06
- All travel expected between 1-03-06 to 1-09-06 be pre-approved by the leaving County Manager prior to 1-03-06
- Any other issues that arise be handled by the Clerk to Board, Chairman of Board of Commissioners and the effected Department Head

Commissioner John Turpin seconded and the motion carried unanimously.

There being no further business to come before the Board, Chairman Inman entertained a motion to adjourn the meeting.

Vice Chairman Joe Turpin moved to adjourn the meeting.

Commissioner McHugh seconded and the motion carried unanimously.

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**Darlene M. Bullins**  
**Clerk to the Board**

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**J. Leon Inman**  
**Chairman**