

**STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
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**OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
NOVEMBER 14, 2007**

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 Wednesday, November 14, 2007 at 1:30 pm with the following members present:

Chairman J. Leon Inman
Commissioner Ron Carroll
Commissioner Ernest Lankford
Commissioner Stanley Smith

Vice-Chairman Jimmy Walker - absent

County Personnel in Attendance:
County Manager K. Bryan Steen
Clerk to the Board Darlene Bullins
County Attorney Edward Powell
Finance Director Julia Edwards
DSS Director Jan Spencer
EMS Director Monty Stevens
Paramedic Scott Brown
Paramedic Fred Lawson
EMS Training Officer Brian Booe
Tax Administrator Jake Oakley
Support Services Supervisor Danny Stovall

Chairman Leon Inman called the meeting to order.

Chairman Inman delivered the invocation.

Chairman Inman informed the Board that Vice Chairman Walker was unable to attend today's meeting due to illness in his immediate family.

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.

GENERAL GOVERNMENT – EMS – PRESENTATION – 2007 PARAMEDIC COMPETITION CHAMPIONS

Chairman Inman presented Paramedics Scott Brown and Fred Lawson plaques for winning the 2007 North Carolina Paramedic Competition. The Board extended their gratitude to Paramedics Brown and Lawson for bringing the title back to Stokes County once again.

GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA

Chairman Inman entertained a motion to approve or amend the November 14, 2007 agenda.

County Manager Bryan Steen requested to amend the agenda as follows:

- Add Salary Request for Interim Health Director to the Action Agenda
- Move Discussion Agenda Item B (Northwest Child Development Request) to the Action Agenda after discussion – the request is for the County to share in the cost of the renovations due to the high cost of the renovations-Northwest Child Development would like to proceed as soon as possible
- Move Discussion Agenda Item C (Northwest Community Care Network – Proposed Mental Health Coordinator Position) to the Action Agenda after discussion in order to move forward with the position
- Move Discussion Agenda Item J (Contract-County Provision of Services to Water and Sewer Authority) due to notification from MLP on 10-26-07 that they would no longer service the Germanton Water Line after 10-31-07. The Water and Sewer Authority has requested to contract with the County at a rate of \$500 per month for personnel to read the meter and service the water system. The billing will be done by an outside provider.

The Board agreed to add Salary Request for Interim Health Director to the Action Agenda.

The Board discussed the Northwest Child Development request. The Board had already agreed to rent part of a county facility with the understanding that Northwest Child

Development would pay for all renovations. The Board agreed to leave the item on the Discussion Agenda with the option to move to the Action Agenda after discussion.

The Board discussed the Northwest Community Care Network – Proposed Mental Health Coordinator Position. The Board agreed to leave the item on the Discussion Agenda with the option to move to the Action Agenda after discussion.

The Board agreed to leave Discussion Item J – (Contract- County Provision of Services to Water & Sewer Authority) on the Discussion Agenda with the option to move to the Action Agenda after discussion.

Commissioner Lankford moved to approve the November 14th agenda as amended. Commissioner Smith seconded and the motion carried (4-0) with Vice Chairman Walker absent.

PUBLIC COMMENTS

The following spoke during public comments:

Mr. Larry Lash
President of Stokes County NAACP

Mr. Lash noted he was just visiting at today's meeting.

CONSENT AGENDA

Chairman Inman entertained a motion to approve or amend the following items on the Consent Agenda:

- Minutes of June 18, 2007
- Minutes of October 15, 2007
- Minutes of October 22, 2007
- Minutes of November 1, 2007

Commissioner Carroll noted the following corrections:

June 18th minutes

Page #6 - Change the word – retain **value** employees...to **valuable** employees

Page #8 – Change the wording – expressed **concerns with...** to expressed **support for**

October 22nd minutes

Page #5 – Change the spelling – Walnut Cove **Senor...** to Walnut Cove **Senior**

Page #8 – Change the word – great **strives...** to great **strides**

Page #17 – Change the word Development **Black...** to Development **Block**

District Resource Center- Budget Amendment #32

Finance Director Julia Edwards submitted Budget Ordinance Amendment #32.

To amend the General Fund, the expenditures are to be changed as follows:

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	District Resource Center			
100.4321.440	Mis. Contractual Services	\$33,600.00	\$1,104.00	\$34,704.00
	Totals	\$33,600.00	\$1,104.00	\$34,704.00

This budget amendment is justified as follows: To appropriate additional funding from Criminal Justice Partnership for contractual services

This will result in a net increase of \$1,104.00 in the expenditures and other financial use to the County’s annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3301.363	Criminal Justice Partnership	\$71,944.00	\$1,104.00	\$73,048.00
	Totals	\$71,944.00	\$1,104.00	\$73,048.00

Sheriff’s Department – Budget Amendment #33

Finance Director Julia Edwards submitted Budget Ordinance Amendment #33.

To amend the General Fund, the expenditures are to be changed as follows:

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Sheriff's Department			
100.4310.511	Equipment-Non Capital	\$9,900.00	\$2,251.00	\$12,151.00
	Totals	\$9,900.00	\$2,251.00	\$12,151.00

This budget amendment is justified as follows:

To purchase narcotics/investigative equipment – camera, recording, surveillance equipment.

This will result in a net increase of \$2,251.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3431.415	Sheriff- Judgments	\$3,000.00	\$2,251.00	\$5,251.00
	Totals	\$3,000.00	\$2,251.00	\$5,251.00

Sheriff's Department – Budget Amendment #34

Finance Director Julia Edwards submitted Budget Ordinance Amendment #34.

To amend the General Fund, the expenditures are to be changed as follows:

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Sheriff's Department			
100.4310.351	Maint. & Repairs - Auto	\$72,308.00	\$8,167.00	\$80,475.00
	Totals	\$72,308.00	\$8,167.00	\$80,475.00

This budget amendment is justified as follows:

To appropriate funds from insurance claim for accident on 09-28-07.

This will result in a net increase of \$8,167.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3839.850	Insurance Claims	\$15,177.00	\$8,167.00	\$23,344.00
	Totals	\$15,177.00	\$8,167.00	\$23,344.00

Sheriff's Department – Budget Amendment #35

Finance Director Julia Edwards submitted Budget Ordinance Amendment #35.

To amend the General Fund, the expenditures are to be changed as follows:

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Sheriff's Department			
100.4310.511	Equipment-Non Capital	\$11,827.00	\$3,150.00	\$14,977.00
	Totals	\$11,827.00	\$3,150.00	\$14,977.00

This budget amendment is justified as follows:

To purchase enclosed trailer for storage and moving equipment to crime scene.

This will result in a net increase of \$3,150.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3301.413	State Fines/Forfeitures	\$5,805.00	\$3,150.00	\$8,955.00
	Totals	\$5,805.00	\$3,150.00	\$8,955.00

Commissioner Carroll moved to approve the Consent Agenda as amended.

Commissioner Lankford seconded and the motion carried (4-0) with Vice Chairman Walker absent.

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

Presentation of the Fiscal Year 2006-07 Audit

Mr. Shane Fox and Mr. Jeff Blaylock, Martin Starnes & Associates, CPAs, PA, discussed the following regarding the Fiscal Year 2006-07 County Audit:

(Mr. Fox presented a PowerPoint presentation).

- Audit Highlights
 - Unqualified Opinion
 - No findings or questioned costs
 - No material internal control weakness identified
- General Fund Summary
 - Revenues
 - 2006 Revenues = \$40,539,669
 - 2007 Revenues = \$38,318,311
 - Expenditures
 - 2006 Expenditures = \$39,355,366
 - 2007 Expenditures = \$37,747,687
- Fund Balance
 - Serves as a measure of the County's financial resources available
 - Assets – Liabilities = Fund Balance
 - 3 Classifications
 - Reserved
 - Unreserved Designation (Available)
 - Unreserved Undesignated (Available)
- Total Fund Balance – General Fund
 - 2006 = \$5,720,984
 - 2007 = \$7,457,570
 - Increase = \$1,736,586
- Unreserved – Fund Balance as a Percent of Expenditures-General Fund
 - 2006 = 9%
 - 2007 = 15%
- Top Revenues – General Fund
 - Top 3 Comprised \$33,506,700 of Revenues (87%) of Revenues
 - Property Tax = 50%
 - Restricted Intergovernmental = 21%
 - Sales Tax = 15%
 - Other Revenue = 14%
 - Unrestricted intergovernmental
 - Permits & fees
 - Sales & Services
 - Investment Earnings
 - Miscellaneous Revenue
- Top Expenditures – General Fund = \$37,747,687
 - Human Services = 30%
 - Other Expenditures = 26%
 - Education = 25%
 - Public Safety = 19%

Other Financial Highlights

- The assets of the County's governmental activities exceeded its liabilities at the close of the fiscal year by \$7,086,576 (net assets).
- As of the close of the current fiscal year, the County's governmental funds reported combined ending fund balances of \$8,825,516. Approximately 72% of total governmental fund balance is available for spending at the County's discretion (unreserved fund balance)
- The total fund balance in the General Fund is \$7,457,570, which increased \$1,736,586 from the prior year. At the end of the current fiscal year, unreserved fund balance for the General Fund was \$5,591,968, or 14.53% of total General Fund expenditures for the fiscal year.
- Stokes County's total governmental fund debt decreased by \$2,461,878 during the current fiscal year. The key factor to this decrease was the payment of debt. Stokes County maintains its A1 and A rating for the 16th consecutive year.

The Board discussed the presentation from Martin Starnes & Associates, CPAs, PA and the actual fund balance of 14.53%.

Forsyth Technical Community College/Stokes Core

Former Commissioner Willis Overby spoke briefly regarding Stokes Core which helps to fund projects in Stokes County.

Director of Operations (FTCC/Stokes County) Ann Watts spoke regarding the following: (Director Watts presented a PowerPoint presentation)

- Continuing Education classes in Stokes County – Duplicated headcount during fiscal year 2006-07 = 4147
- Curriculum – students working toward a degree in Stokes County –Unduplicated headcount for Fall 2007 = 650 (284 are currently taking their classes within Stokes County) (numbers would increase if Stokes County had more available space)
- Near and Long Term Needs
 - Expansion of current facility
 - Focus on quality of programs and facilities for future growth
 - Dual enrollments programs with high schools
 - Establishment of Daytime Curriculum Program
 - Fall 2008 (beginning daytime Medical Office Assisting and Medical Assisting 1st Year Programming in Stokes)
 - Spring 2008 (EMS curriculum program for new employees of Stokes County EMS begins)
 - Adult Education and Enterprise
 - Culinary Programs
 - Small Business and Work Force Development

- Mutually Supportive Opportunities
 - Small Business Center is working with Cooperative Extension to offer small business training initiatives focusing on the farmers in the county
- Current Space = 2 classrooms and office space
- Interim Facility needs minimum of 4 classrooms and office space
- 3-5 year Forsyth Tech space needs: Curriculum has significantly increased every fall over the past 3 years
- Partnership with Stokes Core-
 - Working Partnership
 - CNA facilities located at North Stokes High School
 - Scholarships and training
 - Office sharing and Internet access at the Walnut Cove location
 - Small Business Development/Training
 - Information/Mutual Support

Executive Director Tony McGee (Stokes Core) presented the following information regarding FTCC & Stokes Core (Joint Development Concept Presentation): (Director McGee presented a PowerPoint presentation)

- Stokes Core's Mission: Our mission is the development and support of entrepreneurship and job creation opportunities related to heritage tourism in Stokes County
 - Creating a new economic vision for Stokes County
 - Valuing our agricultural traditions
 - Building bridges between widespread communities
 - Supporting youth as present and future leaders
 - Advocating stewardship of our natural resources
 - Promoting entrepreneurship and heritage tourism
- Expanded and Enhanced Programs Designed for Stokes County
- Systematic Program and Facilities Development
- Meadows Site Designated as Satellite Campus in 2002
 - Current Presentation is conceptual and preliminary
 - Demonstrates Phased Development
 - Design Development Task Force with direction and oversight from Board of Commissioners will be needed to guide process
 - Preliminary Approach for the Meadows site
 - Phase I (8,000 square feet) – Rehab. Main Building & Kitchen currently located on the property
 - Phase II (20,000 square feet) New construction
 - Phase III (10,000 square feet) Demolition of part of the old facilities and new construction
 - Final Phases – Completion of demolition of the remaining old facilities and new final construction
 - Concept of a Community Kitchen at the Meadows

- Form a Task Force to insure the following requisites:
 - Development Planning (8-12 months)
 - Engineering Feasibility Study
 - Programming
 - Master Planning
 - Building and Site Design
 - Evaluation of Resource Development Options
 - Amount needed for next 12 months (interim rehabilitation)
 - Amount needed for next 36-60 months (new construction)
 - Board Community Education/Outreach and Input

Director McGee concluded by reiterating that Stokes Core wants to partner with FTCC and the Board of Commissioners to bring a FTCC satellite campus to Stokes County.

Dr. Arnold Hence, Executive Vice President -FTCC, spoke regarding the need for the engineering study and its importance to reveal if the location can support the needed facility.

Dr. Hence stated that FTCC is very enthused and on board with bringing a high quality facility to Stokes County and reiterated the importance of the engineering study.

Chairman Inman reiterated the Board's vision to have a high quality FTCC - Stokes County Campus.

The Board expressed their appreciation to Stokes Core and FTCC for their presentations and reiterated their support for a stand-alone FTCC facility in Stokes County.

Presentation of DSS Fiscal Year 2006-07 Annual Report

DSS Director Jan Spencer presented the Board with the Stokes County Department of Social Services Annual Report (2006-07). Director Spencer noted the following:

- DSS Commitment: To be responsible and sensitive to the needs of each individual or family we serve
- Five children in Foster Care obtained a high school diploma or GED during the past year
- Collected \$3,110,043 in Child Support payments for children in Stokes County
- Work First Family Assistance – 81 Adults obtained employment with 98% of adults staying off welfare after going to work

- Protective Services for Adults – 75 reports received with reports constantly increasing this fiscal year
- DSS Budget – only 9% County funds
- Over 96% of children receiving child protective services were able to remain with their parents or relatives

Director Spencer expressed appreciation to the DSS staff for their hard work and dedication.

The Board expressed their appreciation to the Director Spencer and the DSS staff for helping to meet the needs of Stokes County citizens.

Stokes County Schools AED Training – Update

EMS Training Officer Brian Booe presented the following update regarding the Stokes County Schools' AED Training:

- AED Program has been successfully implemented
- Each middle school and high school in the County has received an AED and jump bag along with one elementary school
- Central office, bus garage, and maintenance shop at London Elementary have also received an AED and jump bag
- 166 school personnel have been trained on the device
- Future goal to request additional funding from the Board of Education for an additional AED for King Elementary and Mount Olive due to size

The Board expressed their appreciation to Training Officer Booe for the hard work in implementing the program in Stokes County schools.

Comments – Manager and Board of Commissioners

County Manager Bryan Steen presented the following updates:

Town of Danbury – Water and Sewer Systems

- Met with Town of Danbury to discuss proceeding with grant applications for funding repairs and improvement to the Water System
- Town estimates a loss of 750,000 gallons of water a month due to leaks and other issues with the system
- Current grant application (USDA) requires that the basic sewer fee be \$14.00 per month instead of \$13.00 (a \$1 increase to the minimum fee) which is necessary to be grant eligible

- Town has requested to be on the Discussion Agenda at the November 26th meeting to discuss the proposed fee increase
- Request for a Public Hearing for at the 26th meeting regarding the proposed \$1.00 increase

The Board agreed to hold a Public Hearing regarding the proposed \$1.00 minimum usage sewer rate increase at the November 26th meeting.

Golder Associates

- Will present a project update on the Feasibility Study at the November 26th meeting

Economic Development Commission

- Will have an Organizational Meeting on November 28th

YMCA – Recreation Survey

- Currently conducting a recreational survey with the results being presented at the November 26th meeting

Single Family Rehabilitation Grant

- Bids were received and opened on 10-24-07
- Legal documents and contracts have started to be prepared
- Construction could start on 2 homes as early as 11-15-07
- Three additional homes will be identified for any excess funding

Stokes County Health Department

- Conducted several flu clinics = 1,810 vaccines given
- Flu vaccines still available
- Proposed Program presented to the Board of Health regarding the Family Care Program (approved by the Board of Health) which will keep the workers in the field enabling them to assist more clients
- Requested the Board of Health to conduct a comprehensive study of health services currently provided by the Health Department in order to assess the current services/programs and to plan for future needs/programs
- Recent approval of Interim Health Director

Commissioner Carroll reiterated the comprehensive study will not reduce services.

Commissioner Carroll requested the Support for the National Guard and Army Reserves previously presented by Steve Page to be on the November 26th agenda.

Commissioner Lankford noted the recent Veterans Day Celebration in King.

Commissioner Smith noted Regional Tourism Initiative Steering Committee will be meeting on November 16th.

Chairman Inman noted that the PART Board of Directors held a Public Hearing regarding the collection of taxes of rental vehicles in Stokes County with no opposition. Stokes County was incorporated into the service district which will allow PART to secure a Park and Ride Lot in King for Stokes County residents with a timeline of early 2008.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Tax Administration Report

Tax Administrator Jake Oakley presented the following informational data:

Fiscal Year 2007-08	Budget Amt	Collected Amt	Over Budget	Under Budget
County Regular & Motor Vehicles	\$(18,619,330.00)	\$9,525,067.85		\$(9,094,262.15)
Prior Taxes 1991-2006 Tax Years				
County Regular & Motor Vehicles	\$ 700,000.00	\$ 381,291.82		\$ 318,708.18

EMS Collections

Total Collection =\$638,166.38

F/Y 2007-08 = \$29,594.02

Personal Property Discovery Report Audit Dates	# of Accts	Total Value	Taxes Due
10-1-07/10-31-07	20	\$ 342,142.00	\$2,818.19

Business Personal Property Discovery Report Audit Dates	# of Accts	Total Value	Taxes Due
10-1-07/10-31-07	2	\$ 150,255.00	\$1,144.83

Montgomery Brothers Inc	\$	65.36
Montgomery Brothers Inc	\$	65.36
Montgomery Brothers Inc	\$	65.36
Montgomery Brothers Inc	\$	65.36
Montgomery Brothers Inc	\$	65.36
Montgomery Brothers Inc	\$	65.36
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Montgomery Brothers Inc	\$	65.36
Montgomery Brothers Inc	\$	65.36
Montgomery Brothers Inc	\$	65.36
Montgomery Brothers Inc	\$	65.36
Montgomery Brothers Inc	\$	65.36
Michael Dennis Rispoli	\$	12.00
Michael Dennis Rispoli	\$	12.00
Steve Alan Warren	\$	1.36
Steve Alan Warren	\$	1.49
Steve Alan Warren	\$	1.62
Steve Alan Warren	\$	1.75
Steve Alan Warren	\$	1.88
Steve Alan Warren	\$	2.00
Sara Browder Watts	\$	2.60
Jane G Taylor Wilson	\$	28.61
Jane G Taylor Wilson	\$	32.48
Jane G Taylor Wilson	\$	42.52
Jane G Taylor Wilson	\$	51.82
Jane G Taylor Wilson	\$	59.93
Jane G Taylor Wilson	\$	67.55
Jane G Taylor Wilson	\$	74.42
Jane G Taylor Wilson	\$	31.79
Total Amount	\$	3,447.93

Update for Delinquent Tax Notices

October 1, 2007 – Delinquent Tax Notices covering the period 1998-2006 were mailed from the Tax Office

- Real property tax notices = 3,346
- Motor vehicle tax notices = 16,079
- Total mailed = 19,425
- Returned mail = 4,512
- Dollar amount of tax bills mailed = \$1,288,038.91
- Dollar amount of receipts from mailing (10-01-07/11-13-07)
- All taxing districts = \$213,432.95
- GO1 =\$195,403.69
- Working with tax payers, setting up payments if necessary

- This billing serves as the second notice with garnishments to follow if not paid
- Schedule for Mailing of Tax Notices: First notice in August and Second notice in February
- State will be taking over motor vehicle tax collection in 2010

Board Consideration

Tax Administrator Oakley presented the following requests for consideration:

- Property Tax Refund – James William Rogers = \$241.07
- Property Tax Refund – William Dennis Covington Estate = \$2,572.17
- Property Tax Release – Melissa Louise Pruitt = \$111.31
- Property Tax Release – Ruby Shelton Kerns = \$162.96
- Property Tax Release – Richard Henry Mabe = \$360.00
- Property Tax Release – Robie and Nancy S. Tuttle = \$1,243.83
- Property Tax Release – Sara Browder Watts = \$493.76
- Property Tax Release – The Berry Patch –Anthony Boles & Others = \$216.15
- Property Tax Release – James T. Kiser & Others = \$208.20
- Property Tax Release – David Franklin Marion = \$811.97

Tax Administrator Jake Oakley presented the follow Tax payers' appeal due to the Board of E&R is currently adjourned:

- **Gay Jay Carroll and Terri Southern Carroll** - Taxpayer is requesting the interest portion of the tax bill to be released based on GS105-381. Taxpayer was unaware taxes for 2006 year did not get paid by escrow company =\$159.03
- **James M Wilkes** – Taxpayer is requesting the interest be released based on GS105-381. Taxpayer was unaware that 2003 taxes were not paid. The property was conveyed to Mr. Wilkes by will after the passing of his stepfather, William C Flynn = \$13.49
- **Michael Kent Embree** – Taxpayer is requesting interest to be released based on GS105-381 due to taxpayer being unaware of tax bill. Taxpayer moved out of state = \$63.36

Tax Administrator Oakley recommended denying all appeal requests.

Tax Administrator Oakley noted that GS105-381 (Taxpayer's remedies) does not allow the Board to release interest due to delinquent bills that the taxpayer is unaware of, it is the responsibility of the taxpayer to find out what taxes are due. Tax Administrator Oakley also noted that GS105-380 states the following:

105-380. No taxes to be released, refunded, or compromised.

(a) The governing body of a taxing unit is prohibited from releasing, refunding, or compromising all or any portion of the taxes levied against any property within its jurisdiction except as expressly provided in this Subchapter.

(b) Taxes that have been released, refunded, or compromised in violation of this section shall be deemed to be unpaid and shall be collectible by any means provided by this Subchapter, and the existence and priority of any tax lien on property shall not be affected by the unauthorized release, refund, or compromise of the tax liability.

(c) Any tax that has been released, refunded, or compromised in violation of this section may be recovered from any member or members of the governing body who voted for the release, refund, or compromise by civil action instituted by any resident of the taxing unit, and when collected, the recovered tax shall be paid to the treasurer of the taxing unit. The costs of bringing the action, including reasonable attorneys' fees, shall be allowed the plaintiff in the event the tax is recovered.

Chairman Inman directed the Clerk to place the requests for consideration on the Consent Agenda for the November 26th meeting.

Northwest Child Development – Request

County Manager Bryan Steen presented the request from Northwest Child Development. Chief Executive Officer Tony Burton had formally requested if the County could assist the Center in the renovations cost which is projected to be \$7500 to \$9000. Mr. Burton is in the process of leasing space (portion of the old health facility) from the County for a “More at Four Program”. Mr. Burton proposed the following options:

- Stokes County split the cost of the rehabilitation with Northwest Child Development Center and leave the rent at the proposed \$600 per month
- Northwest Child Development Center pays the entire cost of repairs and Stokes County reduces the monthly rent for the first year to \$300 per month and return to the regular rate the second year

County Manager Steen noted that correspondence had been received from Stokes Partnership for Children who has agreed to provide \$3,000 of the anticipated cost for renovations.

The Board discussed the proposal from Mr. Burton, the previous lease that was agreed to by Northwest Child Development, support of the “More at Four Program” and repairs of

water damage at exit doors in the facility.

The Board discussed the repairs needed to the county facility (water damage at exit doors) being the county's responsibility.

The Board agreed to instruct the County Manager to repair water damage at the exit doors and inform Northwest Child Development that the agreement stands as is: no splitting the costs for renovations and no decrease in the rent agreed upon.

Northwest Community Care Network –Proposed Mental Health Coordinator Position

County Manager Bryan Steen introduced Executive Director Jim Graham – Northwest Community Care Network who presented the following information regarding the Mental Health Coordinator proposal from Northwest Community Care Network:

(Mr. Jeff Eads – CenterPoint was also in attendance for the meeting)

- Offer to contract with Stokes County to place an individual in Stokes County to act as the Mental Health Coordinator and perform the duties and responsibilities as outlined in the General Statement of duties for the position
- Would prefer a liaison person, under the employment of Stokes County, to be identified to provide support to the person in this position and coordinate with Northwest Community Care Network
- Would be helpful if an advisory group could be established so that it has representation from such interested parties as Stokes County, Stokes County Mental Health Association, CenterPoint, Northwest Community Care Network and other interested parties. The Advisory Council could also assist in the selection process for the person to fill the position and possibly identify the scope of work for the individual
- Proposed budget from Northwest Community Care Network
 - Salary = \$45,000
 - Benefits = \$9,000
 - Telephone = \$500
 - Computer Services = \$2,000
 - Printing = \$1,500
 - Office Space and Utilities – In-kind Contribution
 - Total = \$77,000
- Office Space and utilities would be provided by Stokes County or another agency located in Stokes County- possibly Stokes Reynolds Memorial Hospital
- Northwest Community Care Network would only invoice the county for actual expenses incurred

- Northwest Community will not charge for any overhead or administrative expenses
- Suggest the term of the contract with Stokes County be two years with a three percent increase to the budgeted amounts for the second year
- Two year contract needed to build the program

The Board discussed the proposal presented by Mr. Graham.

Mr. Jeff Eads stated that CenterPoint had no issues with the proposal submitted by Northwest Community Care Network and could work with the arrangement.

Commissioner Carroll requested information from Mr. Eads concerning the gap in actual provision of services to certain clients in Stokes County such as substance abuse, additional psychiatry , etc. – not having to go outside Stokes County to obtain these services.

Mr. Eads noted the recent funding of \$750,000 (January 1-June 30) and \$1.5million (the next fiscal year) awarded by the NC Division of Mental Health, Developmental Disabilities and Substance Abuse is designated to reduce state psychiatric hospital use and to increase the local services for individuals with mental illness. Mr. Eads noted the funding would enhance the Mobile Crisis Management Team by providing start up funds for an additional provider, additional psychiatrists to decrease consumer wait time for appointments, services to individuals at risk or involved with legal system, and a representative located on site at the state hospital to assist with discharge planning and link the individual to local community based services.

Mr. Eads stated that even though the Crisis Grant Funding would not provide child psychiatry, the mental health coordinator could help in assessing the needs in Stokes County that would be taken back to CenterPoint so that those needs can be taken care of.

Commissioner Lankford made the motion to move the agenda item “Proposed Mental Health Coordinator Position” to the Action Agenda. Commissioner Smith seconded and the

motion carried (4-0) with Vice Chairman Walker absent.

Proposed CenterPoint Performance Agreement – Fiscal Year 2007-08

County Manager Bryan Steen noted that the proposed CenterPoint Agreement for Fiscal Year 2007-08 was presented in July 2007 and postponed until after the Mental Health Coordinator Position was worked out.

County Manager Steen requested the Board consider the proposed Centerpoint Agreement.

The Board agreed to place the Centerpoint Agreement on the Action Agenda for the November 26th meeting.

Appointments

Stokes County Water and Sewer Authority

Chairman Inman noted the vacancy on the Stokes County Water and Sewer Authority. The County had received the following applications for appointments: Kevin Webb and John Turpin.

Commissioner Carroll nominated Leroy Cain.

Commissioner Lankford nominated Kevin Webb.

Chairman Inman nominated John Turpin.

The appointment can be considered at the November 26th meeting

King Planning Board/Board of Adjustments- ETJ Positions

Chairman Inman noted the vacancies on the City of King – Planning Board/Board of Adjustments –ETJ positions. (Norma Cox regular member and Dean Hartgrove-alternate member)

Commissioner Lankford nominated Dean Hartgrove.

Commissioner Smith nominated Norma Cox.

The appointments can be considered at the November 26th meeting.

Region I Aging Advisory Council

Chairman Inman noted the vacancies (two positions) on the Region I Aging Advisory Council.

Chairman Inman nominated Mr. Jim Carlin who had submitted an application for appointment.

The appointments can be considered at the November 26th meeting.

Inventory of County Property and Space Needs

Commissioner Carroll noted that this item was placed on the agenda to make sure the item stayed on the front burner.

The Board requested information regarding space needs from each department (FTCC, Elections, District Attorney, etc), where departments are housed in each county facility, how current space is being used, any available unused space, and inventory of county owned property.

County Manager Bryan Steen noted the information could be available by the first meeting in December.

FTCC Satellite Campus Planning Process

Commissioner Carroll noted the need for interim plans as well as long range plans for a FTCC Satellite Campus in Stokes County. Commissioner Carroll also noted the need to know what is the next step and who is going to do it, for example, the engineering feasibility study discussed during the presentation from Stokes Core.

The Board discussed the need to take immediate action to get the Task Force up and

going to get things started.

Chairman Inman stated that he would speak to Dr. Green to get things started.

Proposed Salary Pay Schedule and Proposed Salary Computation Plan

The Salary Committee composed of Commissioner Ron Carroll, Commissioner Ernest Lankford, Personnel Officer Darlene Bullins, and Finance Director presented the following:

- Proposed Stokes County Revised Salary Schedule
- Proposed Stokes County Salary Computation Plan
- Proposed Personnel Policy
- Proposed Bonus for Permanent County Employees

Personnel Officer Darlene Bullins presented the following information:

Introduction

The Salary Committee composed of Commissioner Ron Carroll, Commissioner Ernest Lankford, Personnel Officer Darlene Bullins, and Finance Director Julia Edwards was charged with the responsibility to recommend fair and equitable guidelines for determining wages for permanent County employees (present and future). The committee would develop guidelines for new hires and current employees' salaries based on education, relevant outside work experience, and years of service with Stokes County. Current employees' salaries would be calculated with minor adjustments. Recommendations would be presented to the Board of Commissioners for their consideration. The Committee reviewed past history relevant to the current county salary policies in effect since the 2000 independent salary/classification study.

The Committee started with the latest salary study, which was performed in 2000 by an outside independent consultant and evaluated several options taking into consideration all changes made to the salary classification plan since 2000. The Committee requested all permanent position employees to complete a questionnaire, which requested all relevant work history and education. This information was taken into consideration for the salary computations. The 2000 salary schedule was revised to include 50 steps in order to accommodate all county employees. Normally, a salary schedule does not include that many steps, but was needed to allow placement of current employees. There were no changes made to the classification of any job as to where it is currently placed on the present plan.

A. Guidelines for Proposed Salary Computation for Current Permanent Position Employees Hired Before 2000

The proposed salary computation for current permanent employees did not take into account education and work history before the 2000 salary study. This could not be included due to the different salary schedules that were in effect before 2000 and prior work experience and education should have been given at the time of employment. The employee was given

additional steps at the end of the salary computation, which is explained below to offset this factor.

Since 2000, each permanent employee received the following steps for years of service:

- One (1) Step for every year of service to Stokes County after 2000
- One (1) Additional step was given on years 4, 6, 8, if applicable
- Two (2) Additional steps were given on years 10, 15, 20, 25 if applicable

If the employee was given a promotion, grade change, or a job reclassification, the employee was given a 4% increase to their current salary and moved to the next highest step closest salary computation on the new salary grade or minimum of the new grade whichever was higher.

If the employee transferred to a lower grade (involuntary due to reorganization), the employee was frozen at the current salary and placed on the lower grade at the same step until the employee's experience catches up with his/her current salary.

If the employee voluntarily transferred to a lower grade or was demoted to a lower grade, the employee was placed at the same step in the lower grade.

If the employee was in a work against, the employee was placed at the minimum one grade below the appropriate grade of the position or the step closest to their 2000 salary on that grade. Once the employee qualified for the appropriate grade, the employee was placed at the minimum of the appropriate grade. For example, if the employee was hired for a position on grade 66, the employee was placed on grade 65 at the minimum, once the employee qualified for the position on grade 66; the employee was placed on grade 66 at the minimum.

The following was used to calculate each employee's salary who was already employed when the 2000 study was completed:

- The employee was placed on the new salary schedule at the appropriate grade they were on in 2000 (for example – grade 57) at the step closest to their salary at the time of the 2000 study
- The employee's work history since 2000 was then calculated according to the guidelines listed above
- If the employee acquired education not required by the job description, but relevant to the job after 2000, the employee was given the following:
 - One (1) additional step for an Associate Degree over High School diploma
 - Two (2) additional steps for Bachelor Degree over Associate Degree
 - Two (2) additional steps for Masters Degree over Bachelor Degree
- Due to the fact the employee was not given credit for work history and years of service prior to the 2000 study, the employee received the following additional credit:
 - If the employee was hired during 1990 to 1996, the employee received one (1) additional step

- If the employee was hired during 1983 to 1989, the employee received two (2) additional steps
- If the employee was hired prior to 1982, the employee received three (3) additional steps

The employee's calculated salary was then compared to the employee's current salary as of 10-26-07 pay date to determine if the employee should receive a salary adjustment. If the employee is currently making more than the calculated salary, the employee will remain at the current salary until the employee's service time, promotion, reclassification, etc. moves the employee to a higher step or grade.

Guidelines for Proposed Salary Computation for Permanent Position Employees Hired After 2000 and For Permanent Position Employees Hired After Implementation of the Revised Pay Scale and Guidelines

The proposed salary computation for permanent position employees hired after 2000 and beyond takes into account education and relevant work experience.

Work Experience

One (1) step for every two years of relevant outside work experience

One (1) step for every year of prior Stokes County experience

Education – Beyond job description requirements relevant to the job

One (1) step for Associate Degree over High School Diploma

Two (2) steps for Bachelor Degree over Associate Degree

Two (2) steps for Masters Degree over Bachelor Degree

Credit for Service Time with Stokes County

- One (1) Step will be given at the end of 6 months
- One (1) Step will be given for every year of service
- One (1) Additional step will be given on years 4, 6, 8,
- Two (2) Additional steps were given on years 10, 15, 20, 25

Promotion, Reclassification, or Grade Change

The employee was/will receive 4% added to the current salary a moved to the next highest step on the new salary grade or minimum of the new grade, whichever is higher

Involuntary Transfer

The employee was/will be frozen at the current salary and placed on the lower grade at the same step until the employee's experience catches up with his/her current salary

Voluntary Transfer and Demotion

The employee was/will be placed at the same step in the lower grade that the employee is currently on.

Work Against

If the employee was/is in a work against, the employee will be placed at the minimum one grade below the appropriate grade. Once the employee qualifies for the appropriate grade, the employee was/will be placed at the minimum of the appropriate grade. For example if the employee was hired for a Social Worker II (grade 66), the employee would be placed on grade 65 at the minimum, once the employee qualified for the Social Worker II position, the employee was placed on grade 66 at the minimum. All departments who participate in the work against program will be treated the same.

B. Personnel Policy

The Committee request the following personnel policy be added to the county's personnel policy:

- Once the Department Head has selected a candidate for employment, the Department Head will calculate the salary and present the salary recommendation along with supporting documentation to the Personnel Officer for review
- The Personnel Officer will review the salary recommendation with the Finance Director
- Once the salary recommendation has been verified by the Personnel Officer and Finance Director, the candidate if applicable and salary recommendation will be present to the County Manager for final approval
- Once the County Manager has approved the candidate if applicable along with the salary recommendation, the Personnel Officer will forward this information to the Department Head
- All exceptions to the hiring salary for an employee must be approved by the Board of Commissioners
- Once the Department Head has received approval notification from the Personnel Officer, the Department Head will send the candidate an offer of employment letter for confirmation
- The candidate will not be allowed to start employment with Stokes County until the offer of employment letter has been signed by the candidate and returned to the Department Head

C. Projection Cost and Implementation Date for Revised Salary Schedule

The following is a projected cost for adjustments for permanent current employees:

- Projected annual cost including fringe benefits = \$164,425.18
- Projected cost at implementation of salary adjustments including fringe benefits = \$82,212.59
- Projected cost for the remainder of the fiscal year 2007-08 including fringe benefits = \$8,459.80

- Projected total cost for fiscal year 2007-08 = \$90,672.39

The following is a recommended implementation date for the salary adjustments:

- Pay period beginning December 14, 2007 after 5:00 pm
- Any initial salary adjustments will be paid with the January 18, 2008 pay date

D. One Time Bonus County Employees

The Board of Commissioners had allocated \$250,000 for the personnel contingency in the fiscal year 2007-08 budget. With this salary adjustment only projecting to cost \$90,672.39, the committee recommends a one-time bonus as follows:

- Employees in a permanent position hired as of July 1, 2007 will receive a one-time \$450 bonus; employees in a permanent part time position will be pro-rated according to their percentage of work schedule
- Employees in a permanent position hired as of October 1, 2007 will receive one-time \$250 bonus; employees in a permanent part time position will be pro-rated according to their percentage of work schedule
- Employees in a permanent position hired as of December 1, 2007 will receive a one-time \$100 bonus; employees in a permanent part time position will be pro-rated according to their percentage of work schedule
- Temporary employees who work a fixed schedule will receive a one-time \$100 bonus
- One-time bonus will be paid with the December 21, 2007 pay date

This bonus will be not be added the annual salary.

E. Conclusion

The Committee did not look at individual departments or individual employees in the development of the new proposed guidelines, the guidelines were developed to create a fair and equitable pay scale for all current permanent Stokes County employees (present and future). With the implementation of the new salary schedule/salary computation plan, the following incentives programs shall sunset immediately:

- Current Development Program
- Midpoint increases
- Incentives for additional training
- 15 Year Longevity Plan

Projected salary computations for each employee will be reviewed with the Department Heads for accuracy. This will give Department Heads explanation of the salary computations for their current employees as well as training of the new plan.

The Committee feels the proposed pay scale and salary computation plan gives current employees as fair and equitable pay plan as possible with all new employees being treated equally according to education and relevant work experience.

Commissioner Carroll noted that the new schedule builds longevity into the schedule which will allow employees to advance.

Commissioner Lankford reiterated the Board had allocated \$250,000 in personnel contingency in the fiscal year 2007-08 budget for county employees.

Personnel Officer Bullins stated that the Committee did not look at any particular job or employee, its main goal was to develop and recommend fair and equitable guidelines for determining wages for permanent County employees (present and future).

Personnel Officer Bullins also noted that the projection cost could change depending upon new hires and employees who could retire, resign, etc.

Commissioner Carroll noted after the revised salary pay schedule has been in place for a year or so, the possibility of a classification study being done by an outside independent consultant.

The Board discussed the proposal submitted by the Committee.

Chairman Inman directed the Clerk to place the item on the Action Agenda for the November 26th meeting.

State Employees Credit Union – Request for Lease Renewal – ATM Machine

County Manager Bryan Steen presented a request from the State Employees' Credit Union requesting to exercise the first one-year renewal option agreed upon by County Stokes and State Employees' Credit Union on January 4, 2005. In accordance with the terms of the original lease agreement, monthly rental payments will remain rent free, for the lease term beginning 01-01-2008 and ending 12-31-2008.

The Board discussed the request for Lease Renewal from the State Employees' Credit Union.

The Board agreed to move the item to the Action Agenda.

Contract – County Provision of Services to Water and Sewer Authority

County Manager Bryan Steen stated that the MLP had notified the County on October 26, 2007 that they would no longer provide meter reading and maintenance services for the Germanton Water Line effective October 31, 2007. Manager Steen had worked with other entities without any luck and spoke to the Water and Sewer Authority about the County providing the services on a six-month trial basis. Public Works Director Mark Delehant had agreed his department could provide the same service as MLP for about \$500 a month and contract with an outside vendor (for a minimal amount) for billing services (County Finance Department will provide the outside vendor with the data for billing). This would result in a substantial savings for the Water and Sewer Authority.

The Board agreed to move the item to the Action Agenda.

Proposed Resolution – EMS Stretcher Donation Request

Support Services Supervisor Danny Stovall presented a request from Ms. Whitney Hawkins –Stokes County Schools. Ms. Whitney requested the possibility of the County donating used EMS stretchers for the schools' Allied Health Programs.

EMS Training Officer Brian Booe recommended that the County donate the used Ferno 35A stretchers that are not being utilized and currently in storage to each high school. This would help offset some of the cost of obtaining equipment for the schools. Officer Booe noted that EMS could contact the schools and request to use the stretchers in the event of an emergency.

Mr. Stovall noted that North Carolina General Statute – 153A-176, 160A-265, and 160A-274 permits the County to sale, lease, exchange property with a School Administrative Unit with or without consideration upon authorization by the Board of Commissioners at a regular meeting.

Mr. Stovall presented the proposed Resolution for the Board’s consideration:

**Resolution authorizing sale of personal property worth less than \$30,000.00
(G.S. 153A-176; 160A-265; 160A-274)**

WHEREAS, The County of Stokes owns three (3) Ferno Washington Model 35A stretchers that have become surplus; and

WHEREAS, North Carolina General Statute, 153A-176, 160A-265 and 160A-274 permits the County to sale, lease, exchange such property with a School Administrative Unit with or without consideration upon authorization by the Board of Commissioners at a regular scheduled meeting; and

WHEREAS, the Board of Commissioners are convened in a regular meeting;

THEREFORE, THE BOARD OF COMMISSIONERS OF STOKES COUNTY RESOLVES THAT:

1. The Board of Commissioners authorizes the Support Services Supervisor to donated the following items to the Stokes County Schools Allied Health program without consideration;

(3) Ferno Washington Model 35A Stretchers

Adopted this the ____ day of _____ 2007.

J. Leon Inman- Chairman

Jimmy Walker – Vice Chairman

Ron Carroll - Commissioner

Ernest Lankford - Commissioner

Stanley Smith – Commissioner

Attest _____
Darlene Bullins
Clerk to the Board

The Board discussed the request.

The Board agreed to move the item to the Action Agenda.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Northwest Community Care Network – Proposed Mental Health Coordinator Position

Chairman Inman entertained a motion.

Commissioner Lankford moved to accept the proposal from Northwest Community Care Network to place a Mental Health Coordinator Position in Stokes County as soon as possible and authorize the County Manager to execute the contract with Northwest Community Care Network for those services. Commissioner Smith seconded and the motion carried (4-0) with Vice Chairman Walker absent.

Dan River Grant Application Proposal – Natural Resources

Chairman Inman entertained a motion.

Commissioner Lankford moved to approve the Dan River Application Proposal recommended by Natural Resources. Commissioner Carroll seconded and the motion carried (4-0) with Vice Chairman Walker absent.

Appointments – CenterPoint Human Services

Chairman Inman presented the following information from CEO Betty Taylor-CenterPoint: Of the two individuals (Brenda Kelly and Perry Carroll) applying, the Appointing Authority supports the appointment of Perry Carroll to the open Board of Directors' position for Stokes County.

Chairman Inman entertained a motion.

Commissioner Lankford moved to appoint Perry Carroll to serve on the CenterPoint Board of Directors. Commissioner Smith seconded and the motion carried (4-0) with Vice

Chairman Walker absent.

Economic Development Director – Reinstatement of Position

The Board continued discussion (October 22, 2007 meeting) of the reinstatement of the Economic Development Director position.

Commissioner Smith moved to approve the reinstatement the Economic Development Position for the remainder of the fiscal year and Budget Amendment #30 which allocates the funding. The motion died for lack of a second.

Commissioner Lankford stated he could not vote for the reinstatement of the Economic Development Director's position for the following reasons:

- Stay the course as the Board planned with the adoption of the Fiscal Year 2007-08 budget and not to allocate funding for this position until the next budget cycle per the recommendation of the County Manager that he would be acting as Interim Economic Development Director until the next budget
- County Manager will be eliminating the position of Interim Health Director very soon
- Consider contracting for any help that is needed before the County adopts the 2008-09 budget for any urgent projects in this budget year
- Would request the Board consider allowing Bryan McClure of Wilmington (who is very strong in Economic Development) make a presentation on December 10th to help the Board decide which direction to go
- The need to hear the presentation from Golder Associates before any action is taken
- The start up of the Economic Development Commission
- As discussed in the Planning Sessions, increase the fund balance as much as possible

Commissioner Lankford concluded that this entire Board supports Economic Development.

Commissioner Carroll has no issue in waiting until after the presentation requested by Commissioner Lankford and he would also like to have the full Board in attendance before voting on the issue.

Commissioner Carroll moved to table the agenda item until December 10, 2007.

Commissioner Lankford seconded and the motion carried (4-0) with Vice Chairman Walker absent.

Proposed Sick Leave Accrual Accumulation Rate Change

County Manager Bryan Steen continued discussion of the following proposed Sick Leave Accrual Accumulation Rate Change:

Work Schedule	Current	Proposed
	Accrual	Accrual
	Per Pay Period	Per Pay Period
37.5 Workweek Schedule	5.77 hours	6.92 hours
General Employees		
40.0 Workweek Schedule	6.17 hours	7.40 hours
Natural Resources		
45.0 Workweek Schedule	6.92 hours	8.30 hours
Sheriff's Department, Jail		
Communications,		
50.0 Workweek Schedule	7.69 hours	9.22 hours
EMS		

Chairman Inman entertained a motion.

Commissioner Lankford moved to approve the County Manager's Sick Leave Accrual Accumulation Rate Change effective with pay period beginning 11-16-07 (5:00pm).

Commissioner Smith seconded and the motion carried (4-0) with Vice Chairman Walker absent.

Budget Amendment #29 – Fire Commissioner Reimbursement

Chairman Inman entertained a motion.

Commissioner Carroll moved to approve Budget Amendment #29. Commissioner Lankford seconded and the motion carried (4-0) with Vice Chairman Walker absent.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Governing Body			
100.4110.441	Fire Commissioners Reimbursement		\$ 1,100.00	\$ 1,100.00
	Special Appropriation			
100.4520.491	Stokes County Fire & Rescue Association	\$ 23,900.00	\$(1,100.00)	\$ 22,800.00
		<hr/>		
		\$ 23,900.00	\$ -	\$ 23,900.00

This budget amendment is justified as follows:

To transfer funds for the Fire Commissioners' reimbursement from the Stokes County Fire & Rescue Association's budget to the Governing Body's budget

This will result in a net increase of \$00.00 in the expenditures and other financial use to the County's annual budget

Proposed Resolution – EMS Stretcher Donation Request

Chairman Inman entertained a motion.

Commissioner Smith moved to approve the EMS stretcher donation to Stokes County Schools. Commissioner Lankford seconded and the motion carried (4-0) with Vice Chairman Walker absent.

State Employees Credit Union – Request for Lease Renewal – ATM Machine

Chairman Inman entertained a motion

Commissioner Carroll moved to approve the Lease Renewal for the ATM Machine as requested by the Sate Employees Credit Union. Commissioner Smith seconded and the motion carried (4-0) with Vice Chairman Walker absent.

Contract – County Provision of Services to Water and Sewer Authority

Chairman Inman entertained a motion.

Commissioner Lankford moved to approve the motion to allow Stokes County to

contract with the Water and Sewer Authority to provide water meter reading services.

Commissioner Smith seconded and the motion carried (4-0) with Vice Chairman Walker absent.

CLOSED SESSION

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

- 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 handling 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 Carroll moved to enter into closed session for the following:

- 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 handling 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 Smith seconded and the motion carried (4-0) with Vice Chairman

Walker absent.

The Board returned to open session of the November 14th meeting.

Interim Health Director

Chairman Inman entertained a motion.

Commissioner Carroll stated the Board of Health has recommended the employment of Jeannette K. Braswell as Interim Director of Public Health for Stokes County effective the first Monday in December and has recommended an annual salary of \$65,000.

Commissioner Carroll moved to consent to the annual salary of \$65,000 for Ms. Jeannette Braswell as Interim Health Director. Commissioner Lankford seconded and the motion carried (4-0) with Vice Chairman Walker absent.

Fire Service Agreements

Chairman Inman entertained a motion.

Commissioner Carroll moved to approve the revised contract for Pilot Mountain Rescue Squad and EMS clarifying Items #1, #3, and #4 which clarifies that this contract is for medical first response and rescue squad services and deleting fire protection services. Commissioner Smith seconded and the motion carried (4-0) with Vice Chairman Walker absent.

(A copy of the revised agreement will be retained by the Clerk of the Board)

Commissioner Carroll moved to approve the revised contract for the Westfield Vol. Fire Department clarifying that their contract is for Fire Protection and Emergency First Responders Services and that the contract would have a term of one year. Chairman Inman seconded and the motion failed (2-2) with Commissioner Lankford and Commissioner Smith voting against the motion.

Commissioner Carroll moved to approve the following motion:

- This Board reaffirm its commitment to the appointment of a committee to develop a proposed policy governing the operations of the Service District with the process of appointing this committee to be initiated upon receipt of signed contracts from seven (7) Service District Agencies and until such time that a new policy is adopted, the procedures in place during calendar year 2007 with

the appointment of Fire Commissioners and development of the budget be retained in place with the stipulation that the Open Meetings Law be complied with and the budget recommendations flow through the County Manager for his review.

Commissioner Lankford seconded and the motion carried (4-0) with Vice Chairman Walker absent.

Adjournment

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

Commissioner Lankford moved to adjourn the meeting. Commissioner Smith seconded and the motion carried (4-0) with Vice Chairman Walker absent.

Darlene M. Bullins
Clerk to the Board

J. Leon Inman
Chairman