

STATE OF NORTH CAROLINA)
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COUNTY OF STOKES)
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OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
JANUARY 28, 2008

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 Monday, January 28, 2008 at 6:00 pm with the following members present:

Chairman J. Leon Inman
Vice-Chairman Jimmy Walker
Commissioner Ron Carroll
Commissioner Ernest Lankford
Commissioner Stanley Smith

County Personnel in Attendance:
County Manager K. Bryan Steen
Clerk to the Board Darlene Bullins
County Attorney Edward Powell
Finance Director Julia Edwards
Emergency Services Director Monty Stevens
Emergency Communications Director Del Hall
Support Services Supervisor Danny Stovall
Tax Administrator Jake Oakley

Chairman J. Leon Inman called the meeting to order.

Commissioner Lankford 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.

Chairman Inman informed those in attendance that the news media (Fox8) had reported incorrectly that the Stokes County Animal Shelter was to be discussed at tonight's meeting.

Chairman Inman stated that the Stokes County Animal Shelter was not on tonight's agenda and the county manager is currently investigating the issues that have been presented to the County relating to the animal shelter.

Chairman Inman allowed anyone who had not previously signed up to speak during public comments to sign up at this time due to the incorrect information aired by Fox8.

GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA

Chairman Inman entertained a motion to approve or amend the January 28, 2008 agenda.

Commissioner Carroll requested to add "School Facilities Needs" to the discussion agenda.

The Board unanimously agreed to add "School Facilities Needs" to the discussion agenda.

Commissioner Lankford moved to approve the January 28th agenda as amended.

Commissioner Carroll seconded and the motion carried unanimously.

PUBLIC COMMENTS

The following spoke during public comments:

Angie Gamble

1023 Brookridge Drive
Walnut Cove, NC 27052

Re: Opposition of gassing at Shelter

Ms. Gamble spoke in opposition of gassing animals at the county animal shelter. Ms. Gamble noted a news program (several years ago) in which an animal control employee stated his job was hard, bad, never got use to it, and sometimes gives you nightmares.

Shari Strader

64 Edgewood View Land
Winston Salem, NC

Re: Animal Shelter

Ms. Strader spoke on behalf of the NC Coalition for Humane Euthanasia. Ms. Strader requested the Board make improvements to the Stokes County Animal Shelter. Ms. Strader, on behalf of the NC Coalition, presented the County with a new HP Photosmart Digital Camera (model M437V) for the purpose of taking pictures of more animals to increase adoptions. Ms. Strader noted the following issues: animal shelter needs to be upgraded; too small to handle in the influx of animals; the atmosphere not conducive for adoptions to the public; and the gas chamber which is outdated and considered inhumane by many to euthanize the animals. Ms. Strader presented Board members the following information: GS 130A-192 and Animal Welfare Act -52J (which is believed to be violated); Stokes County Animal Control records that are not in compliance with state regulations; Fire Marshal's report – county's euthanasia system; and correspondence from various veterinarians. Ms. Strader concluded by offering the services of the NC Coalition for Humane Euthanasia.

Marilyn McGee

6333 Doral Drive
Tobaccoville, NC 27050

Re: Concerns Regarding Animal Shelter

Ms. McGee noted one problem, which has an effect on the animal shelter, is the need to educate the public regarding spaying and neutering of animals. Ms. McGee requested the County investigate the shelter, seek a more humane way to euthanize animals, consider lethal injection, increase the size of the facility in order to separate animals who are sick, and provide programs regarding spaying and neutering of animals to the public.

Velvet Kitzmiller

2124 Hope Beasley Road
Sandy Ridge, NC 27046

Re: Stokes County Animal Shelter

Ms. Kitzmiller spoke on behalf of the animals and wildlife of Stokes County. Ms. Kitzmiller spoke on the following issues: no proper vet care; no spaying or neutering program in place; no adoption website and the shelter is unwilling to work with outside volunteer rescue groups; filthy conditions-unsanitary; and the "death chamber". Ms. Kitzmiller requested the Board investigate the Stokes County Animal Shelter.

Ted Kitzmiller

2124 Hope Beasley Road
Sandy Ridge, NC 27046

Re: Animal Control Problems

Mr. Kitzmiller, Veterinary Technician, spoke regarding the following issues: inhumane, cruel, and unprofessional technique used by the Stokes County Animal Shelter for euthanasia of animals; the inexpensive use of lethal injection; dumping of dead animals in the landfill; filthy conditions at the animal shelter; and unprofessional animal control officers who will not work with local rescue groups. Mr. Kitzmiller requested the Board investigate these issues.

Laura Gamble

1023 Brookridge Drive
Walnut Cove, NC 27052

Re: **Concerns regarding gassing at shelter**

Ms. Gamble spoke regarding the kind of animal shelter needed in Stokes County – a clean, good place that provides for animals. Ms. Gamble expressed concerns about the gassing of animals at the Stokes County Animal Shelter. Ms. Gamble requested the Board discuss the means in which animals are euthanized at the shelter.

Deborah Wenzel

4486 NC 704 HWY E
Sandy Ridge, NC 27046

Re: **Stokes County Animal Shelter**

Ms. Wenzel requested the Board’s assistance by stopping the gassing of animals at the shelter and to also investigate of the quality of care given to animals. Ms. Wenzel spoke briefly regarding the many local rescue groups in the area willing to assist the shelter in the adoption of animals.

William Wenzel

4486 NC 704 HWY E
Sandy Ridge, NC 27046

Re: **Stokes County Animal Shelter**

Mr. Wenzel compared the gassing of the animals at the Stokes County Animal Shelter to the Holocaust. Mr. Wenzel requested assistance from the Board regarding this issue.

Mr. Sam Hill

1274 Hill Road
King, NC 27021

Re: **Animal Shelter**

Mr. Hill stated that he respected the individuals who had previously spoken, but while listening heard no empirical evidence that lethal injection is more humane than the present form of the county’s euthanasia system.

Chairman Inman expressed appreciation to those who spoke during public comments and reiterated the issues were being investigated by the County.

CONSENT AGENDA

Chairman Inman entertained a motion to approve or amend the following items on the consent agenda:

Minutes

- Minutes of January 14, 2008
- Minutes of January 23, 2008

Tax Administration Report - December 2007

Real and Personal Property Releases Over \$100 - December 2007

Tax Administrator Jake Oakley presented the following Real/Personal Property Releases over \$100 for the Board's consideration at the January 14th meeting- discussion agenda: (Real/Personal Property Releases over than \$100 must be approved by the Board of Commissioners)

Name	Acct. Number	Amount	Reason
Joel Colvin Brown	155926100	\$ 1,611.20	25.77 ac not in W/C City limits
Sinclair Broadcast Gp	155914654	\$ 2,106.04	Used incorrect depreciation schedule
Joseph S Otey	65858	\$ 115.66	Per NCGS105-366(4)-estate closed
	65858	\$ 108.11	Per NCGS105-366(4)
	65858	\$ 104.55	Per NCGS105-366(4)
Hovert F Simmons	156006646	\$ 326.52	Billed incorrect acreage
	Totals	\$ 4,372.08	

Real and Personal Property Refunds Over \$100 - December 2007 per NCGS 105-381(b)

Tax Administrator Jake Oakley presented the following Real/Personal Property Refund over \$100 for the Board's consideration at the January 14th meeting- discussion agenda: (Real/Personal Property Refunds over \$100 must be approved by the Board of Commissioners)

Property Tax Refund Request	Account	Total	Reasons
William Perry	156016588	\$ 84.16	Double Listed
		\$ 56.10	
	Total	\$ 140.26	

Tax Administrator Oakley presented the following documents for the Board's review and consideration at the January 14th meeting: (discussion agenda)

- 2008 Department of Revenue Cost Index and Depreciation Schedules (Business Personal Property)
- 2008 Pricing Guidelines for Personal Property
- 2008 Single Wide Mobile Home Pricing Guidelines (Schedules developed from Marshall & Swift)

Sheriff's Department – Budget Amendment #47

Finance Director Julia Edwards submitted Budget Ordinance Amendment #47.

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			
100.4310.260	Departmental Supplies	\$25,093.00	\$230.00	\$25,323.00
	Totals	\$25,093.00	\$230.00	\$25,323.00

This budget amendment is justified as follows: To purchase respirator and two cartridges.

This will result in a net increase \$230.00 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	Judgments	\$5,426.00	\$230.00	\$5,656.00
	Totals	\$5,426.00	\$230.00	\$5,656.00

Commissioner Carroll requested further information regarding budget amendment #47.

Vice Chairman Walker requested if budget amendment #47 related to budget amendment #48. Finance Director Edwards confirmed that budget amendment #47 did relate to budget amendment #48 and did not have any further information.

Sheriff's Department – Budget Amendment #48

Finance Director Julia Edwards submitted Budget Ordinance Amendment #48.

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			
100.4310.260	Departmental Supplies	\$25,093.00	\$30.00	\$25,123.00
	Totals	\$25,093.00	\$30.00	\$25,123.00

This budget amendment is justified as follows:
Doctor's visit for employee to wear respirator mask.

This will result in a net increase of \$30.00 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	Judgments	\$5,426.00	\$30.00	\$5,456.00
	Totals	\$5,426.00	\$30.00	\$5,456.00

Commissioner Carroll questioned the reason for the Doctor's visit. The Board discussed both budget amendments #47 and #48.

The Board unanimously agreed to hold budget amendments #47 and #48 until the February 11th meeting for further information.

Social Services – Special Adoption Assistance - Budget Amendment #49

Finance Director Julia Edwards submitted Budget Ordinance Amendment #49.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Social Services Department			
100.5470.003	Special Adoption Assistance	\$.00	\$31,700.00	\$31,700.00
	Totals	\$.00	\$31,700.00	\$31,700.00

This budget amendment is justified as follows:

DSS had a balance of \$4,700 to carry forward from June 2007, plus two additional electronic funds transfers that were made – one for \$9,000 and one for \$18,000.00 – documentation provided confirms the 100% federal and state dollars.

This will result in a net increase of \$31,700.00 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
100.3301.216	Special Adoption Funds	\$.00	\$31,700.00	\$31,700.00
	Totals	\$.00	\$31,700.00	\$31,700.00

Social Services – Crisis Intervention - Budget Amendment #50

Finance Director Julia Edwards submitted Budget Ordinance Amendment #50.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Social Services Department			
100.5480.000	Crisis Intervention	\$26,549.00	\$25,610.00	\$52,159.00
		\$26,549.00	\$25,610.00	\$52,159.00

This budget amendment is justified as follows:

DSS used the budget estimate of \$26,549.00 from the state budget estimates. Documentation provides the funding authorization which shows the correct amount of the budget is \$52,159.00 – 100% federal dollars.

This will result in a net increase of \$25,610.00 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
100.3301.202	SS County Federal	\$26,549.00	\$25,610.00	\$52,159.00
	Totals	\$26,549.00	\$25,610.00	\$52,159.00

Social Services – TANF - Budget Amendment #51

Finance Director Julia Edwards submitted Budget Ordinance Amendment #51.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
Social Services Department				
100.5410.002	TANF Domestic Violence	\$12,636.00	\$1,329.00	\$13,965.00
	Totals	\$12,636.00	\$1,329.00	\$13,965.00

This budget amendment is justified as follows:

DSS used the budget estimate of \$12,636.00 from state budget estimates. Documentation provides funding authorization which shows the correct amount of the budget which is \$13,965.00 – 100% federal dollars

This will result in a net increase of \$1,329.00 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
100.3301.202	SS County Federal	\$12,636.00	\$1,329.00	\$13,965.00
	Totals	\$12,636.00	\$1,329.00	\$13,965.00

Social Services – Adult Day Care - Budget Amendment #52

Finance Director Julia Edwards submitted Budget Ordinance Amendment #52.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
Social Services Department				
100.5850.000	Adult Day Care	\$3,598.00	\$10,007.00	\$13,605.00
	Totals	\$3,598.00	\$10,007.00	\$13,605.00

This budget amendment is justified as follows:
 DSS used the budget estimate of \$3,598.00 from the state budget estimates. Documentation provides funding authorization which shows the correct amount of the budget is \$13,605.00-100% federal, state, and county dollars.

This will result in a net increase of \$8,306.00 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
100.3301.202	SS County Federal	\$3,598.00	\$10,007.00	\$13,605.00
	Totals	\$3,598.00	\$10,007.00	\$13,605.00

Commissioner Carroll noted the following correction to Budget Amendment #52:

Change: a net increase of **\$8,306.00** in the expenditures... amount should be **\$10,007.00**.

Germanton Park – Proposed PARTF Grant

Mr. Richard Rutledge, Board of Directors-Germanton Park, presented a request to the county administrative staff requesting the County file an application on behalf of the Germanton Park to the North Carolina Parks and Recreation Trust Fund for a PARTF Grant for renovations to the shelters at the Park. The total project cost is estimated at \$7,350 with \$3,675 being requested from PARTF funds and the required match of \$3,675 being provided by the Germanton Park Board of Directors. The Grant Application is requesting funding to replace roofing on two shelters located at the Park. The item is being placed on the consent agenda due to a submittal deadline of January 31, 2008.

Chairman Inman entertained a motion to approve the consent agenda as amended (removing budget amendments #47 and #48).

Commissioner Lankford moved to approve the consent agenda as amended.

Commissioner Smith seconded and the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

Comments – Manager and Board of Commissioners

County Manager Bryan Steen presented a request from the Stokes County Economic Development Commission to hold a joint meeting on Wednesday, February 20, 2008 at 1:30 to discuss Economic Development in Stokes County.

Commissioner Lankford noted the Board was awaiting further information regarding the Stokes County Economic Development Ordinance and Rules of Procedures and expressed concerns scheduling a meeting before reviewing and discussing the information.

The Board discussed scheduling the meeting at the Board Retreat, which is scheduled for this Saturday, February 2nd. The Board agreed to discuss information at the Board Retreat which would be submitted from Manager Steen, Chairman Inman, Commissioner Carroll, and County Attorney Powell regarding the role of the Economic Development Commission.

County Manager Bryan Steen presented the following information:

- Ms. Nancy Painter-NCDOT had informed the County that there is progress being made on the YVEDDI/Garage project – a consultant should be named very soon to head up the feasibility study
- Interim Health Director Jenny Braswell had presented information to the County that a perk test permit is being completed in approximately 8 weeks.
- Interim Director Braswell is also working on contracting with two qualified Environmental Health Specialists to help catch up the backlog

Vice Chairman Walker requested additional information regarding the time frame of a perk test permit specifically the length of time a person is expected to wait. Vice Chairman Walker also requested specific information regarding the procedure when a person is placed on the waiting list.

(For example: Two citizens apply for their permit the same day, one gets their permit within one to two weeks while the other citizen does not get their permit for eight weeks)

Chairman Inman requested Commissioner Carroll (Health Board member) to discuss the issue at the next Board of Health meeting.

Vice Chairman Walker requested additional information regarding the time frame for the renovations at the Stokes Opportunity Center.

Chairman Inman noted that Mr. Danny Stovall had been instructed to move forward with bids for possible construction in early spring.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Financial Advisor – Request for Proposals

Finance Director Julia Edwards presented the following information regarding Request for Proposals for Financial Advisory Services:

- Proposals received on January 11, 2008
 - BB& T Capital Market
 - Davenport & Company LLC
 - DEC Associates, Inc.
 - First Southwest Company

Finance Director Edwards discussed the following information submitted by each financial group:

BB&T Capital Markets (BB&TCM)

BB&TCM recommends the Financial Advisory Fee be based on a per bond basis at a rate satisfactory to Stokes County. The County would be responsible for all of the direct costs (legal, rating, printing, advertising, etc) and would reimburse BB&TCM for properly approved direct out-of-pocket expenses such as travel, lodging, meals, express delivery, and other communication expenses to be capped at \$1,500 unless a rating agency trip to New York is involved. Financial Advisory fee is payable by the County only upon closing of a transaction.

For work performed that is directly related to the issuance of debt, we believe that a fee per bond (subject to minimum and maximum fees) achieves this objective.

Bond Issue Structure	Fee Per \$1,000 First \$25 Million	Fee Per \$1,000 Next \$25 Million	Fee Per \$1,000 over \$50 Million	Minimum Fee	Maximum Fee
Bank Loan	Flat Fee of \$25,000				
General Obligations	\$ 1.00	\$ 0.75	\$ 0.50	\$ 25,000	\$ 50,000
COPS or Others	\$ 1.25	\$ 0.75	\$ 0.50	\$ 25,000	\$ 60,000

*Note: BB&T is willing to negotiate these fees and is open to other methods that would be satisfactory to the County

A complete financial view of the County would cost approximately \$225 per hour.

Davenport & Company, LLC

Davenport is flexible as to the timing of payment. They are open to being compensated on a regularly scheduled basis and/or following financing service or project deliverable. Also, they are open to our preferences on how best to structure their compensation. We can be compensated through a pre-determined fee which may or may not include an annual retainer, a not-to-exceed amount, an hourly rate and/or a per bond fee. One or some combination of these options is many times the most viable and attractive approach to many of our clients.

Phase I: Long-Term Capital Planning Services and Related Ad Valorem Impact Analyses

For these services Davenport & Company LLC will charge a fee based upon actual time spent on the engagement, which will not exceed \$12,000.00. Additionally, customary direct out-of-pocket expenses will be charged at cost and there will be a 4% fee for indirect cost not to exceed \$480.

Phase II: Financing Execution

Regarding the specific structure of fees related to financial transactions, we would propose structuring our compensation arrangement with one or more of the following options:

	Fee Per	Minimum
Bond Issue Structure	\$ 1,000.00	Fee
Bank Loan	\$ 1.25	\$ 15,000.00
General Obligations	\$ 1.50	\$ 20,000.00
COPS or other	\$ 1.75	\$ 25,000.00

DEC Associates, Inc.

DEC Associates, Inc. financial planning fee proposal for the advisory services as described in the County request is listed below. Actual out of pocket expenses will be added to the fee amount; out of pocket expenses include travel, communications, printing and other similar costs. Advisory fees proposed above may be negotiated as to initial level and the ultimate scope of services.

	GO Bond Fee	COPS Fee	Bank Loan Fee
Financial & Debt Analysis	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Debt Issuance	\$ 10,000.00	\$ 25,000.00	\$ 10,000.00

To the extent that DEC services are requested for the completion of a specific financing, to be undertaken after the planning process, a fee would be negotiated based upon the size, type, complexity and other factors related to the specific financing.

First Southwest Company

First Southwest Company offers Stokes County expertise across a wide range of municipal finance specialties and is exceptionally well positioned to deliver the right solutions for complex financial opportunities and challenges. Our proposal anticipates the superior level of support, interaction and advice, which is consistent with our services to other North Carolina local government issuers. For the scope of services outlined in this proposal, we propose an advisory fee of \$1.25 per bond, with a maximum fee of \$35,000. In addition, First Southwest proposes that the County reimburse First Southwest, at cost, for reasonable travel related out-of-pocket expenses incurred in connection with providing advisory services.

This fee provides Stokes County with full access to our firm’s professionals and the resources listed in this proposal as well as all other professionals in the firm who will be consulted or asked to participate as appropriate to provide additional resources and knowledge.

A complete financial view of the County would cost approximately \$225 per hour.

Finance Director Edwards presented the following scenario, which estimated costs for a \$35,000,000 debt:

Example of estimated cost
\$35,000,000 Debt

Bank Loan	BB&TCM	Davenport & Co.	DEC	First Southwest
Financial Review	\$11,925 *	Included	Included	\$11,925 *
Financial & Debt Analysis	\$10,000	\$12,480 **	\$25,000**	\$ -
Debt Issuance	\$15,000	\$43,750	\$10,000	\$43,750
	\$36,925	\$56,230	\$35,000	\$55,675

COPS	BB&TCM	Davenport & Co.	DEC	First Southwest
Financial Review	\$11,925*	Included	Included	\$11,925*
Financial & Debt Analysis	\$10,000	\$12,480 **	\$25,000 **	\$ -
Debt Issuance	\$22,750	\$52,500	\$25,000	\$43,750
	\$44,675	\$64,980	\$50,000	\$55,675

GO Debt	BB&TCM	Davenport & Co.	DEC	First Southwest
Financial Review	\$11,925*	Included	Included	\$11,925*
Financial & Debt Analysis	\$10,000	\$12,480 **	\$25,000 **	\$ -
Debt Issuance	\$28,750	\$61,250	\$10,000	\$43,750
	\$50,675	\$73,730	\$35,000	\$55,675

* Note: Financial Review is estimated at 53 hours at \$225 per hour.

** Note: Estimated cost no to exceed.

The Board discussed the submitted proposals, Phase I (Financial Review and Financial and Debt Analysis) and Phase II (Debt Issuance), long term capital planning services, and the need to hear presentations from the financial advisory groups.

Finance Director Julia Edwards recommended either BB&T Capital Markets and DEC Associates, Inc. Director Edwards has received excellent references from other counties regarding all financial advisors who submitted a proposal.

Vice Chairman Walker noted that both the Board of Education and Board of Commissioners need to agree on the amount needed for school facilities and then seek funding.

Commissioner Carroll suggested having the two lowest bidders BB&T Capital Markets and DEC Associates, Inc at the next meeting for presentations so that the Board knows exactly what is being provided in their proposal.

The Board unanimously agreed to hear presentations from BB&T Capital Markets and DEC Associates, Inc at the February 11th meeting in order to keep the process moving.

Chairman Inman directed the Clerk to place the item on the February 11th –discussion agenda.

Proposed Buffer Zone Protection Program Grant–(U S Dept. of Homeland Security)

Emergency Services Director Monty Stevens presented the following information regarding the proposed Buffer Zone Protection Program Grant:

- February 2007- the County received notification from NC Emergency Management that Stokes County would be receiving \$179,550 in Buffer Zone Protection Program Grant funding
- Single largest amount ever received by Stokes County with no county match
- The grant is a reimbursement grant which means the County is responsible to pay up front, then request reimbursement from Homeland Security
- US Department of Homeland Security has placed emphasis on this particular round of grant funding on Hydroelectric Power plants

- There were only two sites in North Carolina selected for funding and Stokes County was chosen because of the Belews Creek Steam Station which is operated by Duke Energy
- Several meetings were held with NC Emergency Management, ESRI (Security Contracting Firm based in Charlotte), Belews Creek Steam State representatives, Emergency Services, Sheriff's Department, Fire Marshal's Office, and Emergency Communications to develop a requested equipment list for the plan proposed by ESRI for the Belews Creek Steam Station-Duke Energy
- Equipment list has just been recently approved by NC Emergency Management and the US Department of Homeland Security
 - (14) 800 mHz portable radios \$35,000
 - (1) Docking station for radios \$35,287
 - (1) Water Boon Barrier \$ 8,233
 - (4) Surveillance Telescopes \$ 9,580
 - (19) Night Vision Goggles \$54,150
 - (10) Mobile Data Terminals w/wireless capabilities \$35, 800
 - (1) GPS Capable Digital Camera \$ 1,500

Director Stevens concluded by requesting the Board approve for the County Manager to execute the Memorandum of Agreement (MOA) at the February 11th meeting in order to proceed with purchases.

The Board discussed the Buffer Zone Protection Grant Program Grant, equipment proposed, and expressed appreciation to Director Stevens for securing the \$179,550 grant.

Chairman Inman directed the Clerk to place the item on the February 11th action agenda.

County Space Needs – Proposal

County Manager Bryan Steen presented the following information regarding the submitted county space needs proposal:

- Proposal for reallocation of county office space meets the intended purposes of the reallocation in a fair, logical and cost wise means
- The proposal has been discussed with those departments and agencies impacted by the reallocation proposal. Planning Director David Sudderth had some concerns with sharing the space with Environmental Health on the 1st floor of the Ronald Reagan Building
- Time sensitive issue for Elections due to upcoming Presidential Election in November – would need to be completely moved by August 1, 2008

- FTCC- temporary needs could be met by the use of one additional classroom
- Proposal would provide the District Attorney’s Office the needed space to meet current needs and allow for future growth and most importantly, it will provide as requested, public access to the District Attorney’s office
- At the current time, Support Services Supervisor Danny Stovall has the State on hold for upgrading the telephone system to all state offices in the Government Center Complex along with holding off on issuing of RFPs for replacement of copy/fax/scanner machines for county offices – office space assignments will impact completion of these projects
- Letters of approval from Elections Director Jason Perry, Director Ann Watts-FTCC, District Attorney Ricky Bowman, Court Counselor Supervisor Rusty Slate-Justice/Delinquency Prevention, and Judicial District Manager Brian K. Gates and Chief Probation/Parole Officer John Cowden
- Possible use of county personnel for renovations on the 3rd floor
- Upcoming quarterly review of expenditures and revenues could provide the necessary funding for renovations

County Government Office Relocation Proposal

Department	Current Location	Proposed Location
Fire Marshal	Lower level Gov. Ctr with EMS	3rd Floor of Ronald Reagan Building space permitting or Community Services Building
Economic Development	2nd Floor -Ronald Reagan Bldg	3rd Floor - Ronald Reagan Building
EMS	Lower level Gov. Center with FM	3rd Floor of Ronald Reagan Building and current Environmental Health Office for Shift Supervisor Office and storage
Elections	Lower level Government Center	Lower Level Probation Office Space and retain some current office space
Environmental Health Planning/Building Inspections	Lower level Government Center	1st Floor -Ronald Reagan Building
Forsyth Tech.	Lower level Government Center	Additional New Classroom using current Planning/Zoning Office
GIS Mapping	1st Floor-Ronald Reagan Bldg	3rd Floor - Ronald Reagan Building
Public Works	Lower level Government Center	3rd Floor - Ronald Reagan Building
Adult Probation	Lower and Upper Level Gov. Ctr.	Current EMS/Fire Marshal's Office and retain current offices next to Courtroom “C”

Juvenile Probation	Upper Level - Government Ctr.	Current Public Works/Bld Maint. Office
District Attorney	Upper Level Security Area of Government Center	Current Upper Level Adult Probation Office and Current Grand Jury Room

Manager Steen also requested the Board consider a request from Artist’s Way Creation Bakery/ Café to rent county office space adjacent to their current location for an expansion of their business in Danbury. Manager Steen stated that after reviewing the issues related to this request, he is in favor of their request not only from the perspective of county space need, but also from the view of positive economic growth by an existing business in Stokes County.

Manager Steen also discussed the following Phases:

Phase I: Obtain temporary storage for equipment and materials on 3rd floor. Complete construction of new office space on 3rd floor and Community Service Building if needed. Move assigned offices to 3rd floor with completion by June 30, 2008.

Phase II: Move all upper level Probation Offices to vacant lower level EMS/Fire Marshal as noted above. Move Board of Elections Staff Offices to former lower level Probation Office with completion by July 30, 2008.

Phase III: Move Law Library to vacant space in front of Court Room “A”, move Grand Jury meetings to current Law Library, renovate current upper level Adult Probation Offices and Grand Jury Room for District Attorney’s Staff with completion by September 30, 2008.

The Board discussed the proposal submitted by Manager Steen, vacant space at the Old DSS Building, and the projected cost/funding.

Commissioner Carroll expressed concerns with dividing EMS. Commissioner Carroll noted support for leasing the additional space to Artist’s Way Creation Bakery/Cafe.

Manager Steen noted that the 3rd floor did not seem feasible for delivery and storage of EMS supplies.

Vice Chairman Walker requested a Commissioner's office for members of the Board to share if additional space was available.

Commissioner Lankford expressed concerns with EMS being on the 3rd floor which would not be accessible to citizens, having Elections in two separate areas of the Government Center, and if possible the use of county personnel for renovations on the 3rd floor.

Commissioner Smith supported the utilization of the 3rd floor and requested the possibility of a storage building instead of using office space in the lower level of the Government Center Building to store the election equipment.

Mr. Richard Rutledge, Board of Elections, reiterated the need for the completion of the move by the first of August due to the Presidential Election and noted the Board of Elections could work with the proposal.

Chairman Inman directed the County Manager to have a draft rental lease for the space being requested by Artist's Way Creation Bakery/Cafe along with projected cost and funding sources for the proposed renovations at the February 11th meeting.

Organizational Restructuring – Board Appointment of Department Heads

County Manager Bryan Steen presented the Board information relating to the following statutorily appointed county positions along with General Statutes pertaining to those positions, appointments per County Personnel Policy (Article VIII- Employment Procedures, Requirements, Incentives – Section 2 – Appointments), and other appointments:

Information below relates to the following statutorily appointed county positions:

- Clerk to Board of Commissioners – GS 153A-111
 - Darlene Bullins – Last appointment - December 6, 2005
- County Attorney – GS 153A-114
 - Edward Powell – Last appointment – June 15, 2006
- Budget Officer – GS 159-9
 - County Manager serves as Budget Officer

- Finance Officer – GS 159-24
 - Julia Edwards – Last Appointment – December 6, 2005
- Emergency Management Director – GS 166A-7
 - Monty Stevens – Last Appointment – December 6, 2005
- Assistant Emergency Management Director – GS 166A-7
 - Brad Cheek – Last Appointment – December 6, 2005
- County Manager - GS 153A-81 and GS 153A-82
 - Bryan Steen – Appointed March 16, 2007
- Tax Assessor - GS 105-294
 - Jake Oakley – Appointed June 25, 2007
- Tax Collector – GS 105-349
 - Jake Oakley – Appointed June 25, 2007

The following appointments per County Personnel Policy –(Article VIII- Employment Procedures, Requirements, Incentives – Section 2- Appointments):

Last appointed on December 6, 2005:

- Planning Director – David Sudderth
- Economic Development Director – County Manager serving as Interim

Others Appointed on December 6, 2005:

- Fire Marshal – Brad Cheek – GS 153A-234

Commissioner Carroll noted that according to General Statute 166A-7, it does require an Assistant Emergency Management Director, only an Emergency Management Director.

County Attorney Edward Powell reviewed GS 166A-7 and confirmed that the statute only requires an Emergency Management Director and the Assistant Emergency Manager Director can be appointed if so desired.

Commissioner Carroll also noted that the personnel policy which states that the Planning Director and Economic Development Director will be appointed by the County Manager conflicts with General Statute GS 159-9, which states the duties of the County Manager.

County Attorney Powell confirmed that General Statutes override County Personnel Policy.

The Board discussed the information presented by Manager Steen.

Commissioner Carroll reiterated the four positions in question: Planning Director, Economic Development Director, Assistant Emergency Management Director, and Fire Marshal.

Vice Chairman Walker requested any additional information relating to the appointment of the Planning Director and Economic Development Director for the Board's review.

Chairman Inman directed the Clerk to place the following four positions: Planning Director, Economic Development Director, Assistant Emergency Management Director, and Fire Marshal on the February 11th – Action Agenda.

School Facilities Needs

Commissioner Carroll requested that the Board of Commissioners formally request the Board of Education to provide a list of top priority school facility needs. Commissioner Carroll noted that after the joint meeting with the Board of Education, it is clear that both Boards are on the same page (build schools) with the top priorities – a new elementary school in the Yadkin Township and Nancy Reynolds Elementary School.

Chairman Inman noted that after the joint meeting with the Board of Education, he spoke with Superintendent Hobbs on Friday to encourage the Board of Education to provide the County with a list of top school facilities needs.

Superintendent Hobbs noted that an architectural firm would be chosen very soon and suggested a possible meeting after the Board of Commissioners had acquired a financial advisor.

Chairman Inman requested School Board Member Bill Hart who was in attendance at the meeting to relate the message to the Board of Education that the Board of Commissioners

would like to request a list of top priorities as soon as possible.

School Board Member Bill Hart noted that should not be a problem.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

GIS 2008 Aerial Photography Project – Proposal

Tax Administrator Jake Oakley presented the following information regarding the proposed GIS 2008 Aerial Photography Project:

- Through negotiations with the top four vendors, Surdex Corporation has been selected for the GIS 2008 Aerial Photography Project
- Surdex Corp. can provide the quality of work that Stokes County requires and be within the NC State specifications
- Mr. Ed Turner- Surdex has expressed concerns with the time frame that the work needs to start and finalization of the contract
- The urgency consists of the following time of flight and type of ground control that needs to be done according to state specifications:
 - Flight time is between February 10th and March 20th, flown between 10:00 am and 2:00pm of each day with weather permitting
 - Ground control needs to be completed before the window of flight.
 - Ground control consists of locating, establishing and flagging (30) to (35) geodetic monuments that have vertical and horizontal control which will take approximately (2) weeks to complete
- Project cost with Ground Control provided by Surdex = \$97,500 (turnkey project)
- In the event that any other County in close proximity elects to join this project under a separate agreement of their own, Surdex will give Stokes County a 10% discount along with a \$1,000 rebate upon the completion of the projects (possible other counties – Surry and Wilkes)
- Project funding will be in two separate years – fiscal year 2007/08 and 2008/09
- Stokes County has received a \$9,000 NCDEHR grant, if other counties choose not to participate this year, the grant would increase
- The aerial photography will be a great asset for other departments such as Planning and Zoning, School System, Economic Development, etc.
- Submitted contract has been pre-approved by County Attorney Ed Powell
- Contract has also been reviewed and approved for technical services being provided by Tax Administrator Jake Oakley

Tax Administrator Jake Oakley requested approval from the Board to allow the county manager to execute the proposed contract with Surdex in the amount of \$97,500 for the 2008

Aerial Photography Project.

The Board discussed the submitted proposed contract for the 2008 Aerial Photography Project.
(Proposed 2008 Aerial Photography Project discussed at the Dec. 10th & Dec. 27th meetings)

Chairman Inman entertained a motion.

Commissioner Carroll moved to allow the Tax Administrator to proceed with the 2008 Aerial Photography Project with Surdex and to allow the county manager to execute the final contract. Vice Chairman Walker seconded and the motion carried unanimously.

EMS Toolkit Grant – Emergency Medical Dispatch Enhancement Project

Chairman Inman presented the EMS Toolkit Grant – Emergency Medical Dispatch Enhancement Project, which was discussed at the January 14th meeting.

Chairman Inman entertained a motion to approve the EMS Toolkit Grant – Emergency Medical Dispatch Enhancement Project.

Commissioner Carroll moved to proceed with acceptance of the 2008 EMS Toolkit Grant in the amount of \$71,828 for the Stokes County EMS System EMD Enhancement Project and at the conclusion of the grant to re-evaluate and make a decision regarding the staff position. Vice Chairman Walker seconded and the motion carried unanimously.

Fuel Tank NCDENR Requirements

Chairman Inman presented the following bids for repairs to the County’s underground fuel tanks which were presented at the January 14th meeting:

Estimated Repair costs for all tanks

Collins Petroleum Services	\$40,513.70 Option 1
Protective Technologies - Garage	2,600.00
Project Totals	\$43,113.70
Southern Pump & Tank	\$42,427.10 Option 1 - Turnkey quote
Protective Technologies - Garage	2,600.00
Project Totals	\$45,021.10

Four Star Petroleum Services	\$45,867.54 Option 1
Protective Technologies - Garage	2,600.00
Project Totals	\$48,467.54

The Board continued discussion with Support Services Supervisor Danny Stovall who recommended Southern Pump and Tank (turnkey) in the amount of \$42, 427.10 and Protective Technologies in the amount of \$2,600 – total cost \$45,021.00.

Finance Director Julia Edwards noted that funding was available from the Contingency Line Item.

Chairman Inman entertained a motion.

Commissioner Lankford moved to approve Southern Pump and Tank (turnkey) in the amount of \$42, 427.10 and Protective Technologies in the amount of \$2,600. Vice Chairman Walker seconded and the motion carried unanimously.

Surplus Tax Property

Chairman Inman presented the top bidder – Piedmont Land Conservancy for the sale of foreclosed properties – Lots 83-84 Tory’s Den in the amount of \$5,365.46 which was presented at the January 14th meeting.

Chairman Inman entertained a motion.

Vice Chairman Walker moved to accept the bid from Piedmont Land Conservancy for the sale of foreclosed properties – Lots 83-84 Tory’s Den in the amount of \$5,365.46.

Commissioner Smith seconded and the motion carried unanimously.

Appointments

Appointments – Local Firefighter’s Relief Fund Board

Chairman Inman presented the following nominations (nominated at the January 14th meeting) to serve on the Local Firefighter’s Relief Fund Board.

Nominated to serve a one-year term:

FIRE DEPARTMENT	TRUSTEE NAME
PINNACLE VFD	Mr. Travis Sink
LAWSONVILLE VFD	Mr. Ronnie Mabe
FRANCISCO VFD	Mr. Atherton Jessup
WALNUT COVE VFD	Mr. James Teague
NORTHEAST STOKES VFD	Mr. Jonathan Wall
STOKES ROCKINGHAM VFD	Ms. Kay Morris
SAURATOWN VFD	Mr. Jim Walton
DANBURY VFD	Mr. John Booth
SOUTH STOKES VFD	Mr. Bobby Boles
DOUBLE CREEK VFD	Mr. Tom Tilley

Nominated to serve a two-year term:

FIRE DEPARTMENT	TRUSTEE NAME
PINNACLE VFD	Mr. Jeremy Bowman
LAWSONVILLE VFD	Mr. Arthur Glidewell
FRANCISCO VFD	Ms. Ashley Pack
WALNUT COVE VFD	Mr. Dwight Ball
NORTHEAST STOKES VFD	Mr. Bobby Dunlap
STOKES ROCKINGHAM VFD	Mr. Devin Rhodes
SAURATOWN VFD	Mr. Randall Patterson
DANBURY VFD	Mr. Elmer Manuel
SOUTH STOKES VFD	Ms. Jean Young
DOUBLE CREEK VFD	Mr. Donald Durham

Chairman Inman entertained a motion.

Commissioner Carroll moved to approve the nominations submitted at the January 14th meeting for the specified one and two year terms. Vice Chairman Walker seconded and the motion carried unanimously.

Seamless Mobility Study – Steering Committee

Chairman Inman presented the following nomination for the Board’s consideration:

- Seamless Mobility Study – Steering Committee – Chairman J. Leon Inman

Chairman Inman entertained a motion.

Commissioner Carroll moved to appoint Chairman Leon Inman to serve on the Seamless Mobility Study Steering Committee. Commissioner Smith seconded and the motion carried unanimously.

Planning Board – Yadkin Township

Chairman Inman presented the following nominations for appointment to the Planning Board – Yadkin Township for the Board’s consideration:

- Scott Barr
- Michael Hartley
- Larry Snyder
- Patrick Tuttle

Commissioner Carroll withdrew the nomination of Patrick Tuttle due to a conflict with his employment with NCDOT.

Commissioner Lankford moved to appoint Larry Snyder to the Planning Board – Yadkin Township.

Chairman Inman ruled that the motion dies for lack of second.

Vice Chairman Walker moved to appoint Michael Hartley to the Planning Board – Yadkin Township.

Chairman Inman ruled that the motion dies for lack of second.

Commissioner Smith moved to appoint Scott Barr to the Planning Board – Yadkin Township.

Chairman Inman ruled that the motion dies for lack of second.

Chairman Inman directed the Clerk to place the item on the February 11th action agenda.

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).

Vice Chairman Walker 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).

Commissioner Smith seconded and the motion carried unanimously.

The Board returned to open session of the January 28th meeting.

Board Retreat

Chairman Inman reminded the Board of the upcoming Board Retreat scheduled for Saturday, February 2, 2008 at 9:00 am.

Adjournment

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

Commissioner Smith moved to adjourn the meeting. Commissioner Lankford seconded and the motion carried unanimously.

Darlene M. Bullins
Clerk to the Board

J. Leon Inman
Chairman