

STATE OF NORTH CAROLINA
COUNTY OF STOKES

OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
AUGUST 11, 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, August 11, 2008 at 1:30 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
Finance Director Julia Edwards
Support Services Supervisor Danny Stovall
Senior Services Program Director Lynn Martens

Chairman J. Leon Inman called the meeting to order.

Commissioner Ron Carroll 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.

GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA

Chairman Inman entertained a motion to approve or amend the August 11, 2008 Agenda.

Commissioner Lankford moved to approve the August 11, 2008 Agenda as presented.

Vice Chairman Walker seconded and the motion carried unanimously.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

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

Minutes

- Minutes of July 28, 2008 – Regular Meeting

Health Department – Budget Amendment #4

Finance Director Julia Edwards submitted Budget Ordinance Amendment #4.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
Health Department				
100.5100.000	Salaries and Wages	\$945,140.00	\$(9,366.00)	\$935,774.00
100.5100.090	Social Security Tax	\$61,592.00	\$(581.00)	\$61,011.00
100.5100.091	Medicare	\$14,405.00	\$(136.00)	\$14,269.00
100.5100.100	Retirement	\$48,976.00	\$(459.00)	\$48,517.00
100.5100.101	401(k)	\$9,934.00	\$(94.00)	\$9,840.00
100.5100.110	Group Insurance	\$120,267.00	\$(985.00)	\$119,282.00
100.5100.111	Dental Insurance	\$8,045.00	\$(66.00)	\$7,979.00
100.5100.230	Medical Supplies	\$106,250.00	\$4,000.00	\$110,250.00
100.5100.261	Office Supplies	\$16,340.00	\$1,586.00	\$17,926.00
100.5100.351	Maintenance/Repairs-Auto	\$1,500.00	\$400.00	\$1,900.00
100.5100.511	Equipment-Non-Capital	\$5,371.00	\$5,701.00	\$11,072.00
	Totals	\$1,337,820.00	\$00.00	\$1,337,820.00

This budget amendment is justified as follows:

To transfer Bio-Terrorism funds for purchase of necessary supplies and equipment by 08-09-08.

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

Cooperative Extension – Budget Amendment #5

Finance Director Julia Edwards submitted Budget Ordinance Amendment #5.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Cooperative Extension			
100.4950.290	Miscellaneous Expense	\$00.00	\$2,000.00	\$2,000.00
	Totals	\$00.00	\$2,000.00	\$2,000.00

This budget amendment is justified as follows:

To appropriate funds from Stokes County Farm Bureau to be used to support an environmental bio-retention project at North Stokes High School.

This will result in a net increase of \$2,000.00 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
100.3839.000	Miscellaneous Revenue	\$6,920.00	\$2,000.00	\$8,920.00
	Totals	\$6,920.00	\$2,000.00	\$8,920.00

Commissioner Carroll moved to approve the Consent Agenda as submitted.

Commissioner Smith seconded and the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

Plaque Presentation – North Carolina National Guard and Reserve

Executive Director Johnny Dwiggins, NC Committee for Employer Support of the Guard and Reserve, (Mr. Steve Page was unable to attend the meeting presented the following plaques to Stokes County:

- Statement of Support for the Guard and Reserve
- Seven Seals Award for meritorious leadership and initiative in support of the men and women who serve America in the National Guard and Reserve

Mr. Dwiggins, on behalf of the NC National Guard and Reserve, expressed their sincere appreciation for the support given to Stokes County employees who serve in the National Guard and Reserve.

Chairman Inman expressed the Board's appreciation for the presentation and to the men and women who serve in the National Guard and Reserve.

Comments – Manager and Board of Commissioners

County Manager Bryan Steen noted the following:

- Interviews for the Economic Development Director will be held this week
- Joint Meeting with the Board of Education is scheduled for 08-18-08 at 4:30 pm in the School Administrative Office - Board Room
- Potential joint meeting with the Economic Development Commission in September for a presentation regarding the Duke Energy Readiness Site Selection currently being performed

Chairman Inman noted a recent article in "Simple Pleasures" (published by the Mount Airy News which focuses on the Town of Danbury and the upcoming Stokes Stomp.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Fire Commission – 2008-09 Service District Apparatus Purchase Date Request

Chairman Steven Roberson, Stokes County Fire Commission, presented the following request:

- Northeast Stokes Volunteer Fire Department and Rescue, Inc. request permission to move the purchase date of fire apparatus to the 08-09 fiscal year
- The request is being made due to the following circumstances:
 - The age of current apparatus (1986 model first out engine
 - Apparatus maintenance/repairs have doubled in the last year
 - Leaking tanks and other problems that are cost prohibitive to repair
 - All of the fire apparatus is just in bad shape
- Northeast Stokes has been given the opportunity to purchase new apparatus at a reasonable price for the apparatus needed

- Financing can be arranged so that no payment will be due until the 2009-10 fiscal year
- There will be no additional funding needed for the 2008-09 fiscal year
- The Northeast Stokes Board of Directors approved for Chief Joe James to pursue the purchase of new fire apparatus
- The Stokes County Fire Commissioners met on July 29th and recommended to present this request to the Board of Commissioners for consideration

Northeast Stokes Fire Chief Joe James noted the following regarding the request:

- Fire truck (22 years old needing to be replaced is the first fire truck bought from Service District funding
- Purchase was approved by the Fire Commissioners for 2009-2010 budget year
- New emission control standards coming out in November are estimated to increase the cost by approximately \$25,000 to \$50,000 and are expected to increase maintenance cost
- Estimated cost is approximately \$250,000 to \$300,000
- Interest fixed rate could possibly be as low as 3.2%
- Truck being taken off line will probably be given to Pine Hall Substation

The Board discussed the request and had no issues.

Chairman Inman, with full consent of the Board, moved the item to the Action Agenda.

Revised Policy for Fire Service District & Fire Commission and Use of Service District Funds

Commissioner Carroll, on behalf of the Fire Service District Study Committee, presented the following revised document for the Board’s consideration: (Commissioner Carroll noted the items in bold type are the items that were revised by the committee

County of Stokes

**Policy for
Fire Service District and Fire Commission
and Use of Service District Funds**

I. Purpose and Objectives of Fire Commission

The Stokes County Fire Commission is established for the oversight of revenue generated within the Stokes County Fire Service District and serves as an advisory group for the Stokes County Board of Commissioners on matters pertaining to the fire service district. All decisions made by the Fire Commission shall require final approval by the Stokes County

Board of Commissioners. The following shall be the objectives and duties of the Fire Commission:

1. During the annual budget process, the Fire Commission shall review each submitted budget item from each service district agency and make recommendations to the Board of Commissioners as to the final approved amount of each submitted agency budget.
2. During the annual budget process, after meeting with representatives from each service district agency, the Fire Commission shall recommend to the Board of Commissioners any additions or cuts to budget items based on the needs of the specific agencies and the priority of needs. **The Fire Commission shall ensure that the total recommended budget does not exceed available service district revenues and that the recommended service district tax rate does not exceed fifteen cents (\$0.15 per \$100 property valuation as specified by North Carolina statute. The Fire Commission shall always be aware of the tax burden that their budget recommendations could place on the taxpayers of the Stokes County Fire Service District and therefore be fiscally responsible in making their budget recommendations. The Board of Commissioners shall evaluate the recommendations from the Fire Commission and make a final decision on the service district budget and tax rate.**
3. The Fire Commission shall hear and make recommendations on any emergency requests **by a service district agency** for funds from the service district fund balance during the budget year. **Before approving such emergency requests, the Fire Commission shall consult with the Stokes County Fire and Rescue Association and give due consideration to any recommendation received from that organization. After approval from the Fire Commission, the request will be forwarded without delay to the Board of Commissioners for a final decision.**
4. Individual Fire Commissioners shall establish communications with each service district agency and work with the agency representatives to maintain a “needs assessment” for the specific agency.

II. Size and Selection of Fire Commission

The Stokes County Fire Commission shall consist of **eight** members with no more than one member affiliated with a single service district agency:

1. **Three appointed Members Affiliated with a Service District Agency:** The Stokes County Board of Commissioners shall appoint three individuals who are affiliated with a service district agency to serve on the Fire Commission. **In making these appointments, the Board of Commissioners shall give priority consideration to candidates recommended by the Stokes County Fire and Rescue Association.** Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member’s status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and **the Board of Commissioners shall**

appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment. Each member will have one vote on any item of business that comes before the Fire Commission, **except as limited in Part VI of this document.**

2. **Three appointed Civilian Members Not Affiliated with a Service District Agency:** The Stokes County Board of Commissioners shall appoint **three** individuals who have no affiliation with a service district agency to serve on the Fire Commission. **In making these appointments, the Board of Commissioners shall identify possible candidates by using the same recruitment procedures as with other appointed boards, committees, and commissions, but shall specifically invite recommendations from the Stokes County Fire and Rescue Association.** Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member's status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and **the Board of Commissioners shall appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment.** Each member will have one vote on any item of business that comes before the Fire Commission, **except as limited in Part VI of this document.**
3. **Stokes County Fire Marshal:** The Fire Marshal shall serve as an ex-officio, non-voting member of the Fire Commission. This member will advise the Commission as an unbiased member on the needs of the service district agencies and on the constantly changing standards and regulations from the state and federal government. This person will also serve as Secretary of the Fire Commission. **The Fire Marshal may designate another member of his/her department to attend any meeting in his/her absence.**
4. **President of the Stokes County Fire and Rescue Association.** The President of the Stokes County Fire and Rescue Association shall serve as **an ex officio member of the Fire Commission. This member shall provide technical advice to the Fire Commission, serve as a liaison to the Association and its member agencies, and facilitate coordination among the various agencies and the Fire Commission to promote fiscally responsible use of available resources. This member shall not vote except to break a tie among the appointed members.**

Note 1 — Geographical Representation: Whenever possible, appointed members shall reside in different geographical locations of the fire service district/county in an effort to give fair representation to each region. **The Stokes County Fire Marshal** shall assist the Board of Commissioners in the appointment process by identifying and reporting the geographical residence of Fire Commission members and prospective members.

Note 2 — Staggered Terms: Terms of the six appointed members shall be staggered so that half of the members are appointed every year. During the transition period following approval of this document by the Board of Commissioners, terms of Fire Commissioners shall be structured as follows:

- **The Board of Commissioners shall in a timely manner appoint a third civilian member to the Fire Commission in accordance with Part II.2 above to serve a two-year term, expiring October 31, 2010.**
- **The two incumbent Fire Commissioners appointed for two-year terms during 2008 shall serve terms expiring October 31, 2010.**
- **The two incumbent Fire Commissioners appointed for two-year terms during 2007 and the one incumbent Fire Commissioner appointed during 2008 to fill the remaining one-year of an unexpired term shall serve terms expiring October 31, 2009.**
- **Beginning in 2009, the Board of Commissioners shall appoint or reappoint three members as provided in Part II above, representing the same categories as those members whose terms expire October 31, 2009, to serve two year terms, effective November 1, 2009.**
- **In 2010, the Board of Commissioners shall appoint or reappoint three members as provided in Part II above, representing the same categories as those members whose terms expire October 31, 2010, to serve two year terms, effective November 1, 2010.**

III. Qualifications of Appointed Fire Commissioners

A. Commissioners Appointed From Service District Agencies

The three appointed members affiliated with a service district agency shall possess the following qualifications:

1. The member shall possess a basic understanding of volunteer fire departments, rescue squads, and rural fire protection within the topography of Stokes County.
2. The member shall be an active member or an active Board member of a fire department and/or rescue squad that serves a response district **within the Stokes County Fire Service District.**
3. The member shall have a minimum of ten years of fire and/or rescue service experience.
4. The member shall have a basic knowledge of fire/rescue tools and equipment, North Carolina fire protection laws, NFPA Standards, along with other fire/rescue regulations and standards.
5. The member shall be a resident of Stokes County.
6. The member shall not hold any public office while serving as a Fire Commissioner.

B. Commissioners Not Affiliated with Service District Agencies

The three appointed members not affiliated with a service district agency shall possess the following qualifications:

1. The member shall have business management skills and experience.
2. The member shall *not* be an active member or an active Board member of a fire department and/or rescue squad that serves a response district **within the Stokes County Fire Service District**.
3. The member shall be a resident of Stokes County **and reside in a location served by a Fire Service District agency**.
4. The member shall not hold any public office while serving as a Fire Commissioner.

IV. Duties of the Members of the Fire Commission

Each member of the Fire Commission shall perform the following duties:

1. The secretary of the Fire Commission shall assign each appointed commissioner a number of specific agencies. A commissioner shall not be assigned to an agency in which the commissioner is an active member. The secretary of the Fire Commission shall have the authority to make any needed changes to the assignments, as he/she thinks necessary.
2. The commissioner shall meet with the representatives of each agency that he/she is assigned at least twice each year, including at least once during the agency's development of its annual budget. The commissioner is responsible for initiating contact with the agency to determine a convenient time for both parties to meet.
3. Each commissioner shall attend the annual service district budget workshop sessions.
4. Each commissioner shall receive a copy of the budget request of each service district agency from the secretary of the Fire Commission prior to the scheduled service district budget workshop sessions.
5. Each commissioner shall attend called emergency sessions of the Fire Commission during the county budget process as needed.
6. After the Fire Commission completes its annual budget duties, the chairperson of the Fire Commission shall present the recommended combined service district budget and recommended service district tax rate to the Board of Commissioners.

Members not performing their duties as described above will be terminated from the Fire Commission **by the Stokes County Board of Commissioners. A recommendation for termination may come from a majority vote of a quorum of the Stokes County Fire and Rescue Association or be initiated by the Board of Commissioners following consultation with the Association.** Members may be excused from their duties because of a *temporary* incapacitation such as a short-term illness, family problem, or occupational priority. Members not performing their duties because of a *long-term* incapacitation shall submit their resignation. Any member who is terminated or submits his/her resignation **will be replaced by another member**

appointed by the Board of Commissioners, following the same process used in making the initial appointment, to serve the remainder of the term.

V. Meetings of the Fire Commission

Meetings of the Fire Commission shall be conducted as follows:

- 1. The Fire Commission shall observe all requirements of the North Carolina Open Meetings law. The secretary of the Fire Commission shall be responsible for providing to the Clerk of the Board of Commissioners a schedule of the regular meeting dates of the Commission and any changes or additions to the schedule.**
- 2. The appointed members of the Fire Commission shall elect a chairperson and a vice-chairperson from its membership. The chairperson of the Fire Commission shall be responsible for notifying each commissioner of all regularly scheduled meetings and emergency sessions and shall preside over all meetings of the Commission unless excused under the provisions of Section VI below. The vice-chairperson shall assume the duties of the chairperson in the chairperson's absence from the meeting.**
3. The chairperson shall maintain an atmosphere conducive for the free exchange of ideas and an orderly and timely flow of business in all meetings.
- 4. During the annual service district budget workshop process (including appeal hearings with agency representatives, the only active participants shall be members of the Fire Commission and the service district agency representative(s) for the budget request being considered. This requirement may be waived if both the Fire Commission and the agency agree to hear from or consult with another party. All budget sessions will be open to the public for observation.**
- 5. During Fire Commission meetings in which the proposed service district budget is revised or finalized, the only active participants in the deliberations shall be members of the Fire Commission. This requirement shall not limit the ability of the Commission to seek information from other parties as necessary to make informed decisions. These meetings will be open to the public for observation.**
6. The process of developing the final proposed budget and **proposed** tax rate shall follow these general steps.
 - a) The service district agency will receive its budget package from the Fire Commission secretary. The package will contain instructions on how to prepare its budget. The agency's Fire Commissioner will ensure that the agency has the needed resources for budget preparation. Any agency that does not follow the instructions contained in the package will lose its right to appeal any budgetary disagreements before the Fire Commission and a chance to review their final line-item budget before it is presented to the **Board of Commissioners.**
 - b) After the agency completes its budget, it will send the budget to the secretary of the Fire Commission. The secretary will distribute copies of each

individual agency's budget documents to all members of the Fire Commission.

- c) After each Fire Commissioner has reviewed each agency's budget, a notice will be sent to each agency containing the date and time in which its representatives are to meet with the Fire Commission for the budget workshop process.
- d) After meeting with all agencies during the budget workshop process, the Fire Commission will develop a revised budget (if necessary for each agency showing the line-by-line amount approved by the Fire Commission. **The secretary will then send each agency its revised budget for review, provided that the agency followed the instructions in the budget package. The secretary will at the same time notify each eligible agency of the time and date that it may appeal its revised budget.**
- e) If an agency is satisfied with the results of the revised budget, no further meeting will be necessary. If an agency wishes to appeal its budget, it will meet with the Fire Commission at the appropriate time to give its reasons. The Fire Commission shall respond to each appealed item and will either approve or deny the item in the presence of the agency's representatives.
- f) After considering appeals made by the agencies, the Fire Commission will approve a final recommended budget for each agency, a recommended combined budget for the service district, and a recommended service district tax rate. These recommendations will then be submitted to the Board of Commissioners. Each agency that followed the instructions in the budget package shall receive from the secretary of the Fire Commission a copy of the Fire Commission's recommendations to the Board of Commissioners at least one week prior to their submission to the Board.
- g) **As part of the total county budget process, the County Budget Officer shall review the recommendations from the Fire Commission and suggest any modifications to the proposed service district budget and service district tax rate. If the Budget Officer proposes any changes to the Fire Commission's recommendations, then the Board of Commissioners shall schedule a meeting with the Fire Commission or its chairman to discuss their recommendations.**
- h) If the Board of Commissioners approves a service district tax rate different from that recommended by the Fire Commission, then the Fire Commission will develop a revised budget for each agency as described in Part V.6.d of this document. The process will continue with Parts V.6.e and V.6.f until the Board of Commissioners approves a final service district budget package.
- i) After approval by the Board of Commissioners, the secretary will provide each agency with its line-by-line approved budget.
- j) **The Fire Commission's review and approval of agency budgets and allocation of funds on a line-item basis shall not be construed to restrict the authority of an agency's board of directors to modify, adjust, or**

amend the agency's budget, including transferring funds among line items, during the fiscal year as necessary to best meet the needs of the agency.

VI. Elimination of Potential Conflicts of Interest

The following step shall be taken to eliminate the possibility of conflicts of interest and to maintain the credibility of the Fire Commission:

- During the meetings in which the service district budget is developed, revised, or finalized, any Fire Commissioner who is an active member or board member of the agency being examined shall be excused **from consideration and action on that particular budget**. Control of the meeting shall be passed to the vice-chairperson should the chairperson need to be excused for this purpose. **This action does not prohibit this person from being physically present during the meetings.**

VII. Compensation

Fire Commission members, except the Fire Marshal, shall receive monetary compensation for each regularly scheduled or called meeting of an amount determined by the Board of Commissioners; however, this amount will not be less than \$30 per meeting.

Each Fire Commissioner will receive travel compensation from the county for each meeting that he/she attends with their assigned service district agency. Compensation will be at the "per mile" rate that is paid to Stokes County employees for use of their personal vehicles.

Fire Commissioners who receive monetary compensation shall keep an expense report detailing any Fire Commission meetings along with the date attended and a mileage report along with the date while attending meetings with assigned agencies. **The Fire Commissioners shall submit annually their expense reports, on the supplied forms, to the secretary of the Fire Commission to be forwarded to the Stokes County Finance Office.** These reports shall be submitted at least 30 days prior to the new budget year. **These funds shall be budgeted and paid from the appropriate line item of the Stokes County Governing Body budget.**

VIII. Use of Service District Funds

A. Valid Use of Service District Funds

Service district funds are collected from the citizens of Stokes County to provide fire suppression and rescue services by service district agencies that operate within the boundaries of Stokes County. *Service District Agency* is defined as a *volunteer* fire or rescue agency that has been approved to receive service district funds by the Stokes County Board of Commissioners. These funds should be limited to costs directly related to operating expenses incurred by these agencies in their provision of contracted services. Examples of these expenses include — but are not limited to — the following:

1. Purchase of apparatus and equipment as determined by the agency using good business practices to assure that the apparatus and equipment will be usable within the vast majority of its response district.

2. Purchase of supplies, equipment, and services necessary for support of fire/rescue/EMS operations such as fire suppression supplies, EMS and rescue supplies, insurance and bonds, fuel, pension fund payments in accordance with the agency's policies, and other items determined by the agency's representatives necessary to support the services available to taxpayers of the service district.
3. Operation and maintenance of apparatus and equipment needed for fire suppression and rescue operations including installation, maintenance, and upkeep of rural water supply sites.
4. Building and grounds expenses (including construction, maintenance, and utilities to house apparatus and equipment along with providing space for training, department business, and community activities.
- 5. Debt service payments for buildings and/or equipment that have been financed, provided such debt incurred after July 1, 2007 received prior consent and approval from the Board of Commissioners, following a review by and recommendation from the Fire Commission, if the agency receives more than 50% of its budget from Stokes County tax revenues; prior consent and approval is not required if the agency receives less than 50% of its budget from Stokes County tax revenues.**
6. Limited professional services such as nominal fees to contract the services of time consuming **administrative** activities such as secretary and treasurer, **and including fees and other expenses for preparation of the agency's annual audit report.**
7. Expenses incurred by the Stokes County Fire and Rescue Association, if budgeted in accordance with the Association's constitution and by-laws, that directly support activities of service district agencies, **provided that other fire districts within the county contribute on a pro rata basis if they benefit from such expenditures.** Examples include — but not limited to — training expenses, child-safety trailer expenses, insurance payments, etc.
8. Other equipment that *directly* benefits the service district agencies upon approval of the **Stokes County Fire Commission.** Examples include — but not limited to — hose testers, air bottles, foam, pump test equipment, spill absorbent products, etc.
- 9. Equipment purchased and/or personnel employed by the Stokes County Fire Marshal's office that directly support fire suppression activities of service district agencies, provided that other fire districts within the county contribute on a pro rata basis if they benefit from such expenditures.**
10. Contingency fund for emergency use by service district agencies to repair or replace equipment that was damaged or destroyed or **funds expended** through unforeseen circumstances that were not otherwise included in the agency's annual budget.

11. Support of full-time and/or part-time compensated firefighters upon approval from the Stokes County Fire Commission following consultation with the Chiefs Council of the Stokes County Fire and Rescue Association.

12. Expenses of the Fire Commission, including stipends and travel for fire commissioners, and supplies and postage needed by the secretary of the Fire Commission to ensure that the agencies receive their budget packages as described in Part V.6 of this document.

B. Improper Use of Service District Funds

Service district tax funds shall be used only to support the volunteer service district agencies serving the Stokes County Fire Service District. Such funds shall *not* be used for expenses incurred by other Stokes County agencies unless specifically allowed under North Carolina law; these other agencies include, but are not limited to, the following:

1. Emergency Medical Services
2. Communications
3. Law Enforcement
4. Tax Administration

(Note 1: Under the Local Government Budget and Fiscal Control Act, costs associated with levying and collecting the service district tax can legally be charged against revenues collected, but it is the policy of the Board of Commissioners not to use service district funds for this purpose

5. Mapping Office.
6. Fire Marshal – **except as provided in Part VIII.A.9**

(Note 2 – County Employee Salaries: Service district tax funds shall not be used to directly pay salaries of employees in any Stokes County government agency **except as provided in Part VIII.A.9**

IX. Amending This Document

In accordance with state law, the Stokes County Board of Commissioners may modify or amend this document as it deems necessary to properly provide services for the citizens of Stokes County.

- 1. The Board of Commissioners shall promptly consider requests for changes to this document that are submitted by the Stokes County Fire and Rescue Association and which have been developed in accordance with the by-laws of the Association.**
- 2. The Board of Commissioners may on its own initiative propose amendments to this document. Before adopting any changes to this document, the Board shall seek input from the Stokes County Fire and Rescue Association and provide a review and comments period of at least 30 days before enacting such changes.**
- 3. This document is an official policy of the Stokes County Board of Commissioners, and the Board retains final authority to enact any changes or amendments thereto.**

X. Renewal of This Document

This document, along with any modifications or amendments made in accordance with Part IX, shall be the policy of the Stokes County Board of Commissioners during the term of the Board that adopted it. To remain in effect, this policy must be renewed by each newly constituted Board within 90 days following the seating of new members on the first Monday in December of every even-numbered year.

Commissioner Carroll noted the following:

- Currently revised policy is nine pages
- Tried to make sure that the revised document is in compliance with all general statutes
- Role of the Fire Association is now strictly advisory
- Membership has been changed slightly with adding one new civilian member
- The revised document addresses the issue of amending and renewing the document
- Document must be renewed by each newly constituted Board within 90 days following the seating of new members on the first Monday in December of every even-numbered year to prevent any issue
- Has been submitted to the Fire Association and Service District Fire Departments for their review and comments and currently have received no comments from either
- Fire Commissioners will elect their own Chairman
- Did not try to reinvent the wheel

Commissioner Carroll briefly discussed each item in the document that had been revised.

Fire Commission Chairman Steven Roberson noted that all fire departments in the Service District except for Danbury Vol. Fire Department had expressed no concerns with the revised document.

The Board discussed the submitted revised document.

Commissioner Lankford expressed concerns with Item 11:

- Support of full-time and/or part-time compensated firefighters upon approval from the Stokes County Fire Commission following consultation with the Chiefs Council of the Stokes County Fire and Rescue Association.

Commissioner Carroll noted that this revision is for the future.

Chairman Inman and Commissioner Carroll expressed their appreciation to committee members for their dedication and hard work. (Committee member Steve Fowler was in attendance for the meeting)

Commissioner Lankford requested the item be placed back on the Discussion Agenda for the August 25th meeting in order to have additional time to review the document again for further discussion.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on the August 25th Discussion Agenda.

Elderly and Disabled Transportation – Budget Amendment #2

Senior Services Program Director Lynn Martens noted the following regarding Elderly and Disabled Transportation (EDTAP) :

- 52 clients served during fiscal year 2007-08, 19 were on dialysis, 19 cancer patients, 6 Veterans, and 20 others for medical needs
- 19 clients during the fiscal year 2007-08 were in wheel chairs and required a lift van, YVEDDI is the only transporter in the County that has a lift van
- 14 of the clients during the fiscal year 2007-08 were below the age of 60
- EDTAP funding provided 2,239 trips, 95% being transported by YVEDDI with the others being transported by Senior Services Department staff or volunteers
- Total EDTAP funding to JD Cruises for fiscal year 2007-08 = \$5,945.95, (8%
- Total EDTAP funding to YVEDDI for fiscal year 2007-08 = \$71,654.05 (92%
- 85 to 90 percent of EDTAP funding is used for dialysis patients which normally has to have a lift van which requires YVEDDI to be the transporter
- Transportation cost continues to increase
- By approving Budget Amendment #2, YVEDDI will be in control of the EDTAP funding, this would enable clients to have a single point of entry, not having to call Senior Services first
- Transferring the EDTAP funding to YVEDDI would enable Senior Services to have more time to focus on Home and Community Block Grant transportation funding which will increase 23% this fiscal year
- Transferring the EDTAP funding to YVEDDI would allow the lead single agency to have a broader scope of the picture if transfer of funds were needed
- The County needs both vendors, YVEDDI and JD Cruises

Director Martens noted that their department would be happy to do whatever the

Board chooses and the need for all transportation funding to be closely monitored.

The Board discussed the transfer of EDTAP funding back to YVEDDI and Budget Amendment #2.

Senior Services – Budget Amendment #2

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Senior Services			
100.5860.441	Misc. Contractual Services-EDdTAP	\$76,445.00	\$(76,445.00)	\$00.00
	YVEDDI			
100.4520.490	YVEDDI	\$100,639.00	\$76,445.00	\$177,084.00
	Totals	\$177,084.00	\$00.00	\$177,084.00

This budget amendment is justified as follows:

To transfer appropriation for Elderly and Disabled Transportation funding from Senior Services to YVEDDI approved at the July 14, 2008 Board of Commissioners’ meeting.

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

Commissioner Carroll requested information regarding what would be the impact on J D Cruises according to the County’s contract.

Support Services Supervisor Danny Stovall noted that in the current contract, it is noted that EDTAP transportation goes to YVEDDI unless otherwise requested by the client and that the transportation has usually been divided by YVEDDI with 70% and JD Cruises with 30%. Mr. Stovall noted that currently Senior Services tries to use EDTAP as economical as possible, by using the closest vendor if possible. If the EDTAP funding were transferred to YVEDDI, YVEDDI would use their vehicles regardless of the distance.

Commissioner Smith noted that YVEDDI made the request to have the EDTAP transportation funding reverted back to YVEDDI in order to maximize and combine the funding which would provide more trips for citizens of Stokes County.

Vice Chairman Walker noted to his knowledge that there had been no issues with transportation being provided by YVEDDI and by transferring the EDTAP funding back to YVEDDI, this would allow more time for Senior Services staff to deal with the increase of Home and Community Block Grant transportation funding.

Commissioner Carroll noted that the Board had approved to transfer the EDTAP funding back to YVEDDI at the July 14th meeting.

Chairman Inman entertained a motion to move the item to the Action Agenda.

Vice Chairman Walker moved to transfer the item to the Action Agenda.

Commissioner Smith seconded and the motion carried unanimously.

Tax Administration Report – July 2008

County Manager Bryan Steen (Tax Administrator Jake Oakley unable to attend due to attending training presented the following informational data:

Fiscal Year 2008-09	Budget Amt	Collected Amt	Over Budget	Under Budget
County Regular & Motor Vehicles	\$(19,053,616.00	\$ 755,246.48		\$18,298,369.52

Prior Taxes 1991-2007 Tax Years

County Regular & Motor Vehicles	\$ 700,000.00	\$ 144,777.59		\$ 555,222.41
---------------------------------	---------------	---------------	--	---------------

EMS Collections

Total Collected (07-01/07-31-08	\$ 7,494.09			
Total Collected (7-01-08/6-30-09	\$ 7,494.09			
Delinquent accounts received from EMS (7-01/7-31, 2008 = 0				

Personal Property Discovery Report Audit Dates	# of Accts	Total Value	Taxes Due
07-01-08/07-31-08	2	\$13,895.00	\$ 104.34

Business Personal Property Discovery Report Audit Dates	# of Accts	Total Value	Taxes Due
07-01-08/07-31-08 - none to report			

Motor Vehicle Release Report 07-01-08 thru 07-31-2008	Accounts	Total Accounts
	43	\$ 1,422.18

Motor Vehicle Refund Report 07-01-08 thru 07-31-2008	Accounts	Total Accounts
	7	\$ 137.57

Number billed for July 2008 10,569

Real and Personal Property Releases Less than \$100 -July 2008- Per NCGS 105-381 (b

Name	Account Number	Amount
Ronnie James	97A1997000730	\$37.82
	96A1996000493	\$6.85
	95A1995000175	\$10.15
Gail Chandler	00A2000034971	\$77.03
Michael Slater	06A155909466.09	\$89.00
Brandi Shiffert	07A156006652.09	\$83.65
Roy Boykin	99A1999004370	\$61.35
	99A1998002594	\$53.62
David Middelman	02A2002050254	\$11.49
Rex Mendenhall	07A155917693.09	\$77.01
Kenneth Jones	08A56865.01	\$8.14
Rodney McDaniel	08A33831.06	\$63.14
Billy Sizemore	08A155929658.01	\$39.86
Melvin Kiser	08A74758.01	\$73.73
Bobby Mabe	08A9630.05	\$94.34
Joshua Sell	08A155890576.07	\$25.14
Total		\$812.32

Garnishment Totals	Total Accounts	Original Levy Amt
Fiscal Year 2007/08	1547	\$ 585,042.84
July 2008	194	\$ 56,569.43
Total of all	1741	\$ 641,612.27

Manager Steen presented the following Real and Personal Property Releases which are more than \$100 for the Board's consideration:

Real and Personal Property Releases More than \$100 - July 2008

Name	Account Number	Amount	Reason
Nello & Marie Martin	08A698900073476	\$ 765.42	Use Value—Didn't calculate correctly
Tommy Watson Con.	08A598220910403	\$ 227.94	Double billed-land split in 2 parcels
Dalton Developers	08A690202668916	\$ 831.60	Double billed-land split in 2 parcels
George Fowler	05A2005050573	\$ 296.01	Incorrect owner
	04A2004031514	\$ 300.57	Incorrect owner
Lori Brim Parsons	06A155900397-09-2	\$ 114.78	Double Listed
	06A155900397-09-1	\$ 603.18	Double Listed
April Ferrell	07A33173.07	\$ 135.86	SWMH repossessed
David Mittelman	07A155910477.09.1	\$ 371.47	Taxed in Surry County
	04A2004019148	\$ 181.93	Taxed in Surry County
	03A2003019079	\$ 142.60	Taxed in Surry County
Kenneth Pulliam	07A30076.01	\$ 138.65	SWMH repossessed
	Total	\$ 4,110.01	

Manager Steen presented the following proposed Timetable Request for the 2009

Proposed Schedules of Values:

- 09-08-08 Schedule of Values submitted to the Board
- 09-09-08 Schedule of Values is available for public inspection
- 09-11-08 Advertise date of a Public Hearing for the proposed 2009 Schedule of Values in the Stokes News
- 09-15-08-10-16-08 Public Hearing is held for the proposed 2009 Schedule of Values (the Board must set a date that is at least seven days prior to the adoption of the Schedule of Values
- 10-13-08 Adoption of the Schedule of Values by the Board of Commissioners
- 10-16-08 Publication of the first of four weekly public notices stating that the 2009 Schedule of Values has been adopted and that a taxpayer appeal may be filed with the Property Tax Commission "...within 30 days of the date when the notice of the order adopting the schedules, standards, and rules was first published"

The Board discussed the proposed 2009 Schedule of Values timetable.

Chairman Inman, with full consent of the Board, direct the Clerk to place the Real and Personal Property Releases more than \$100 and proposed 2009 Schedules of Values timetable on the August 25th Consent Agenda.

Proposed Bids – Stokes Opportunity Center – Renovations

Support Services Supervisor Danny Stovall presented the following information regarding the proposed bids for the Stokes Opportunity Center renovation project:

- There is no specific general statute that clearly states that the bids received for the Stokes Opportunity Center renovation project must be rejected if the Board chose to go out for RFP's for multi prime bids
- Attorney David Lawrence, Institute of Government, suggested it was only ethical to reject the single prime bids before re-bidding the project
- County Attorney Edward Powell agreed with Attorney Lawrence
- The general statutes only state that if you bid both single and multi prime, you must receive the multi prime bids one hour before the single prime bids
- Suggested that if the Board rejects the single prime bids, the County should go back out for both multi and single prime bids

Commissioner Smith noted that he had all the information needed and was ready to get started with the project.

Commissioner Lankford requested the Board reject the single prime bids and bid the project out again for multi prime bids. Commissioner Lankford noted that after talking with several individuals who are in the construction business, he feels there could be savings in re-bidding the project out for multi prime bids.

Commissioner Carroll noted that he was ready to accept the low bid and get on with the project.

Mr. Stovall requested guidance from the Board whether they would like to change anything regarding the plans if they choose to re-bid the project.

Commissioner Lankford noted the need to “speck out” the project with the new HVAC unit for the existing part and without the new HVAC unit.

Chairman Inman noted that in no way would he compromise the project.

The Board discussed re-bidding the project, deleting the new HVAC unit for the existing facility, and re-bidding for single and multi prime bids.

Chairman Inman entertained a motion to move the item to the Action Agenda.

Vice Chairman Walker moved to transfer the item to the Action Agenda with the motion being to reject the bids and re-bid the project for single and multi prime bids along with including the new HVAC for the existing facility and not including the new HVAC unit.

Commissioner Lankford seconded and the motion carried (3-2 with Commissioners Carroll and Smith voting against the motion).

Smoking in County Facilities

County Manager Bryan Steen stated that County Attorney Edward Powell had

researched smoking in county facilities and stated that G.S. 130A-498 allows local governments to restrict smoking in public places, but it is not required. County Attorney Powell also noted that the Board would need to adopt an ordinance in order to make the policy enforceable for the public.

Vice Chairman Walker expressed interest in wanting to take a further look at department heads (if the department head chose to having the authority to request employees to smoke in designated areas, particularly Social Services. This solution would allow the Board to further investigate the issue regarding other county facilities.

Commissioner Smith stated that he has no problems with providing individuals a designated area for smoking, preferably inside of the building.

Commissioner Carroll expressed concerns with the fact that everyone is concerned with the rights of the smoker, yet there are also rights for non-smokers, which he is willing to stand up for. Commissioner Carroll reiterated the fact that the DSS Board had requested the DSS facility be “smoke-free” and the DSS Board deserves an answer to their request. Commissioner Carroll reiterated that he had no issues with tobacco, but the issue is public health and he is willing to take intermediate steps in order to get things moving, even though he considers this not totally dealing with the issue.

Commissioner Lankford agreed with Commissioner Smith, which would provide individuals a designated area for smoking, preferably inside of the building. He had no issues with allowing the department head and/or the county manager having the authority to require employees to smoke in a designated area.

Commissioner Lankford reiterated that he totally respected the smokers and non-smokers and felt that there should be a designated area.

Chairman Inman entertained to motion to move the item to the Action Agenda.

Vice Chairman Walker moved to transfer the item to the Action Agenda. Commissioner

Carroll seconded and the motion carried unanimously.

Appointments

CenterPoint Human Services

Chairman Inman requested Clerk Darlene Bullins to bring the Board up to date regarding the vacant appointment to the CenterPoint Human Services Board of Directors.

Clerk Bullins noted that CEO Betty Taylor had recently informed the County that the “openly declared consumer” (mandated slot appointment had been filled by an appointee from Davie County. Due to the 50% statutory cap on individuals from specific categories, the appointee cannot be filled from the following:

- A physician or psychiatrist
- A clinical professional from the fields of mental health, developmental disabilities or substance abuse
- A family member or an individual from a citizens’ organization composed primarily of consumers, or their family members, representing the interests of individuals with mental illness, in recovery from addiction, or with developmental disabilities
- Openly declared consumer

CEO Taylor noted that Ms. Martha Davis and Ms. Jan Spencer could both be considered for the vacancy and would fill the unexpired term of Cathy Long which terminates 02-28-09.

Clerk Bullins requested direction from the Board whether to re-advertise the vacancy. Clerk Bullins noted that the position had received no response when advertised as an “openly declared consumer”.

Chairman Inman entertained a motion.

Vice Chairman Walker moved to appoint Ms. Jan Spencer to the CenterPoint Human

Services Board of Directors. Commissioner Smith seconded and the motion carried (4-1 with Commissioner Carroll voting against the motion.

Work First Planning Committee

Chairman Inman noted the following individuals had been nominated at the July 28th meeting to serve on the Work First Planning Committee:

- County Board of Social Services – **Jan Culler**
- Board of Area Mental Health Authority – **Angie Cullen**
- Local Public Health Board – **Jerry Mitchell**
- Local School Systems – **Roger Tucker**
- Business Community – no nominations
- Board of County Commissioners – **Ernest Lankford**
- Community-based organizations representative of the population to be served – no nominations
- The Department encourages counties to include other interested parties on the planning committee, such as current and former Work First recipients, business leaders, employers, providers of child care, and transportation services, child support enforcement staff, and office of private charitable organizations such as Salvation Army, Goodwill, etc. - no nominations

Chairman Inman entertained a motion.

Vice Chairman Walker moved to appoint the following to serve on the Work First Planning Committee:

- County Board of Social Services – **Jan Culler**
- Board of Area Mental Health Authority – **Angie Cullen**
- Local Public Health Board – **Jerry Mitchell**
- Local School Systems – **Roger Tucker**
- Board of County Commissioners – **Ernest Lankford**

Commissioner Smith seconded and the motion carried unanimously.

Animal Control Advisory Council

Chairman Inman noted that the following had been nominated at the July 28th meeting and there was one remaining vacancy (member from Health Department :

- Captain Mike Marshall – representative from the Sheriff’s Department
- Debbie Cowan – Veterinarian
- Both are willing to serve

Manager Bryan Steen noted that in speaking with Interim Health Director Jen Braswell, Public Health Nurse Jeenie Shelton who handles communicable diseases would be the best person to represent the Health Department.

Commissioner Smith nominated Jeenie Shelton to serve as a representative from the Health Department.

Commissioner Lankford nominated Chief Animal Control Officer Sarah Shumate.

Chairman Inman entertained a motion to appoint Captain Mike Marshall and Debbie Cowan to the Animal Control Advisory Council.

Commissioner Lankford moved to appoint Captain Mike Marshall to serve as a representative from the Sheriff’s Department and Debbie Cowan as the Veterinarian appointment. Commissioner Carroll seconded and the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Fire Commission – 2008/09 Service District Budget Amendment Request

Chairman Inman noted that Chairman Steven Roberson, Fire Commission was present to answer any further questions regarding the \$57,807 request from the Fire Commission which was presented at the July 28th meeting.

Commissioner Lankford requested that each individual item be voted on separately due to the urgency of some requests and that some stations have more than adequate fund balances to take care of their requests.

Chairman Roberson repeated the requests:

- Pinnacle/Station #31 - \$26,986 for truck payment
- Francisco/Station #34 – \$2,000 for matching grant

- Northeast Stokes/Station #36 - \$1,700 for matching grant
- Stokes Rockingham/Station #37 - \$15,000 for matching grant
- Danbury/Station #39 - \$5,371 for fuel tank
- Pilot Rescue/Station #86 - \$6,750 for escrow account

Commissioner Lankford noted that he supports Pinnacle's request for a truck and Stokes Rockingham's request for matching grant funds. Pinnacle has negotiated a special price which will save funding and Stokes Rockingham plans to use the grant to purchase equipment in order to try to lower their insurance rating.

Commissioner Carroll reiterated the Board had received a request for a budget amendment from the Fire Commission in the amount of \$57,807 and should respect the Board that made the recommendation unless the Board of Commissioners is willing to review each individual fire department's budget and do away with the Fire Commission.

Commissioner Lankford noted the need to build up the Fire Service District Fund Balance and expressed concerns that other departments who had escrow amounts cut from their budgets are not being considered.

Vice Chairman Walker noted the need to look at the urgency of each request.

Commissioner Carroll repeated his opinion that the Board should not have levied the fire tax if they were not going to allocate the funding.

The Board discussed the requests recommended by the Fire Commission.

Fire Chief Dennis Manuel, Pilot Rescue, noted that the escrow amount is for land, a new building and rescue truck. Chief Manuel noted that their rescue trucks are being used a lot with 15% of their calls being run in Stokes County. Chief Manuel also noted that the Fire Commission requires departments to have escrow funding for capital requests.

Chairman Roberson noted that all escrow accounts were denied this year due to balancing the service district requests without a tax increase and if the Fire Commission had

known that the funding for Truck #310 was going to be reverted back to the Fire Commission, probably all escrow requests could have been funded. He also noted that he did not know why the other departments who had cuts had not requested additional funding after learning of the additional available funding.

The Board continued discussion with Chairman Roberson.

Commissioner Smith confirmed with Chairman Roberson that any department could request additional funding

Fire Commissioner Clifford Hall stated that funding would probably have been allocated differently if the Fire Commission had known that the Fire Commission was not going to be responsible for the funding of Truck #310. Fire Commissioner Hall noted that the Fire Commission is currently drafting a policy regarding matching grant funds. Fire Commissioner Hall also confirmed that all departments were notified of the additional funding and the time of the special meeting.

Commissioner Lankford noted that the short notice of the special meeting which was held shortly after July 4th did not give departments time to have a meeting regarding the additional funding.

Fire Commissioner Hall noted that he felt the departments had enough time to call a special meeting prior to the Fire Commissioners' special meeting.

Chairman Roberson noted that with the approval of the nine-page document, additional funding requested after the adoption of the budget would only be approved if it was an emergency.

Commissioner Smith noted that regardless of where the funding comes from, it is going to come from either this year or next year and has no issues the recommendation from the Fire

Commission. Commissioner Smith also noted that the request should be voted on as one request and not individually.

Chairman Inman noted that the Fire Commission had done their job and made a recommendation to the Board of Commissioners.

Commissioner Carroll moved that the request from the Fire Commission in the amount of \$57,807 be approved. Commissioner Smith seconded the motion.

Commissioner Lankford reiterated that his request to vote on each item separately had not been considered.

Vice Chairman Walker agreed with Commissioner Lankford's request to vote on each item separately.

Chairman Inman called the vote.

The motion was unanimous.

Proposed Resolution – Authorizing the Filing of an Application for Approval of Financing Agreement

Chairman Inman entertained a motion regarding the following revised Proposed Resolution – Authorizing the Filing of an Application for Approval of Financing Agreement:

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the County of Stokes North Carolina desires to repair roofs of county buildings used to provide county government services and parking lots that are used to fulfill the provision of said services to the citizens of Stokes County (the Project ; and

WHEREAS, The County of Stokes North Carolina desires to finance the Project by use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this body must be presented to enable the North Carolina Local Government Commission to make findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Stokes County Commissioners, meeting in regular session on the 11th day of August, 2008, makes the following findings of fact:

1. The proposed contract is necessary or expedient because roofs of the affected buildings are over twenty years old and have experienced leaks and, if not corrected, will result in major damage to offices and disrupt the provision of county government services to include operation of the courts and the office of Clerk of Court. Additionally, parking lots and driveways to them are excessively cracked and becoming a hazard to citizens attempting to use them in order to obtain said county government services.
2. The proposed contract is preferable to a bond issue for the same purpose for several reasons including but not limited to the following:
 - A) The cost of a special election required to approve general obligation bond financing as required by the laws of North Carolina would result in an unacceptable additional cost and burden to local taxpayers as it would relate to the overall project cost.
 - B) The time required for a general obligation bond election would cause an unnecessary delay in completion of vital repairs to facilities and expose Stokes County to the possibility of a major disruption of county government services to include the provision of criminal and civil court proceedings. Such a delay and the potential for service disruption make the use of general obligation bonds impractical for the project.
 - C) The proposed project is too expensive to fund through the use of current revenues or the use of fund balance as we are attempting to build a prudent and fiscally responsible fund balance appropriate for a county our size, thus the use of installment contract financing will be the best alternative to finance these critical projects.
3. The sums to fall due under the contract are adequate and not excessive for the proposed purpose because the estimated cost of the repairs is less than \$400,000.00.
4. The County of Stokes debt management procedures and policies are good as demonstrated and documented in past audit reports and we believe the audits are an independent gauge of the results of compliance with our policies and a demonstration of our commitment to act in a fiscally responsible manner in all elements of debt management and fulfillment of contractual obligations. Further, Stokes County has not been censured by the North Carolina Local Government Commission (LGC external auditors, or any other regulatory agencies in connection with such debt management or contract payment obligation policies.
5. The County does not anticipate the need for a future property tax increase to fulfill payment of the proposed debt obligation under the contract in any fiscal year during

- the term of the contract due to fulfillment of past debt service obligations and the relatively small amount of funds proposed to be financed: less than \$400,000.00.
6. The County of Stokes is not in default in any of its debt service obligations.
 7. The attorney for the County of Stokes has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE BE IT FURTHER RESOLVED that the County Finance Officer is hereby authorized to act on behalf of the County of Stokes in the filing of an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

BE IT FURTHER RESOLVED that a Public Hearing was held to obtain public input on the financing of the proposed debt by the installment financing contract as allowed for under N.C.G.S. 160A-20 and the hearing was held on July 28, 2008 in the Stokes County Administration Building located at 1014 Main Street, Danbury, NC 27016 at 6:05 PM, and the Clerk to the Board of County Commissioners had been authorized and directed to cause an appropriate Public Hearing Notice to be published as required by law for said Public Hearing.

This resolution is effective upon adoption this, the 11th day of August 2008.

The motion to adopt this resolution was made by Commissioner _____ and seconded by Commissioner _____ and passed by a vote of _____ yes to _____ no.

J. Leon Inman - Chairman

Jimmy Walker – Vice Chairman

Ron Carroll - Commissioner

Ernest Lankford - Commissioner

Stanley Smith - Commissioner

Attest:

Darlene M. Bullins – Clerk to the Board

This, my seal, is to certify that this document is a true and accurate copy of the resolution adopted by the Stokes County Board of Commissioners on the eleventh day of August, 2008.

 Darlene Bullins, Clerk to the Board

 Date

Commissioner Smith moved to approve the revised Resolution – Authorizing the Filing of an Application for Approval of Financing Agreement. Vice Chairman Walker seconded and the motion carried unanimously.

County Policy and Procedures Relating to Travel and Training Opportunities

County Manager Bryan Steen had requested the Board remove his authority to approve travel and training requests from the County's Personnel Policy (section 12 if the Board chose to give department heads full authority to approve travel/training requests for their department. Manager Steen noted that as Budget Officer, he oversees the entire budget.

Manager Steen noted that with the quarterly reviews, funding is reverted back to Contingency and eventually back to fund balance. Manager Steen noted that travel and training for all departments totaled approximately \$70,000 for fiscal year 2007-08.

Vice Chairman Walker noted that he had received concerns that the Manager's mandatory travel only policy was causing issues in some departments. Vice Chairman Walker stated that he had no issues with the County Manager being eliminated from approving travel/training requests which would free up time for the Manager to perform other duties. Vice Chairman Walker also noted that he had received negative comments regarding the manager's mandatory travel policy.

Manager Steen noted that his original memo was generated due to the constant rising cost of fuel with fuel costing \$459,931 for fiscal year 2007-08.

Commissioner Lankford noted that he sees no problems with the current policy and that the Manager needs to review and approve all travel/training requests.

Vice Chairman Walker noted that the funds spent on training enables employees to perform their job more efficiently and that training is a valuable asset for county employees.

Commissioner Carroll reiterated the real reason for the agenda item was to make sure that the County did not have policies and procedures that actually inhibit the ability of a department to do its job to the best of its ability and restrict the scope of what the manager should be doing.

Commissioner Carroll stated that the manager should not have to be dealing with the bureaucracy of government and questioned whether the Board should be meeting with department heads to see if there are policies and procedures that they would like to see more flexible in order to give them more control over the ability to do the job they have been appointed to do and to free up the manager's time.

Commissioner Smith noted the overage in the fuel line item last fiscal year and that the Department Head should be responsible for his or her entire budget. Commissioner Smith also noted that department heads do not have to come to the manager to use other funds within their budget.

Chairman Inman noted that the manager can pass on the Board's desire to save funding at every avenue at a department head meeting without having to review and approve every request.

Chairman Inman directed the Clerk to place the item on the August 25th Discussion Agenda.

Fire Commission – 2008-09 Service District Apparatus Purchase Date Request

Chairman Inman entertained a motion.

Commissioner Lankford moved to approve the Fire Commission – 2008/09 Service District Apparatus Purchase (Northeast Stokes- fire truck . Commissioner Carroll seconded and the motion carried unanimously.

Elderly and Disabled Transportation – Budget Amendment #2

Chairman Inman entertained a motion.

Commissioner Carroll moved to approve Budget Amendment #2 as submitted:

Senior Services – Budget Amendment #2

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Senior Services			
100.5860.441	Misc. Contractual Services-EDdTAP	\$76,445.00	\$(76,445.00)	\$00.00
	YVEDDI			
100.4520.490	YVEDDI	\$100,639.00	\$76,445.00	\$177,084.00
	Totals	\$177,084.00	\$00.00	\$177,084.00

This budget amendment is justified as follows:

To transfer appropriation for Elderly and Disabled Transportation funding from Senior Services to YVEDDI approved at the July 14, 2008 Board of Commissioners’ meeting.

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

Commissioner Smith seconded and the motion carried (4-1 with Commissioner

Lankford voting against the motion.

Proposed Bids – Stokes Opportunity Center – Renovations

Chairman Inman entertained a motion.

Commissioner Lankford moved to reject all bids received for the Stokes Opportunity Center Renovations Project and bid out for single and multi prime bids along with quotes for installation of a new HVAC unit and quotes without the new HVAC unit for the older part of the building. Vice Chairman Walker seconded the motion.

Commissioner Smith confirmed the bids would no longer be valid once the Board rejected all bids. Commissioner Smith noted that the lowest bid of six commercial builders

beats everyone else by approximately \$37,000 using competent subcontractors. Commissioner Smith expressed concerns with re-bidding since now all bidders would be aware of the current bids.

Commissioner Lankford feels that quotes will be lower by bidding it out as multi prime.

Chairman Inman noted that the approximately \$64,000 overage for the project would have to come from contingency.

The motion carried (3-2 with Commissioner Smith and Commissioner Carroll voting against the motion.

Smoking in County Facilities

Chairman Inman entertained a motion.

Vice Chairman Walker moved to give the Director of Social Services the authority to request employees smoke in designated smoking areas and if she so desires request the public to use the designated smoking areas (preferably inside as well. Commissioner Lankford seconded and the motion carried unanimously.

Closed Session

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

- 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(6).

Commissioner Lankford moved to enter into closed session for the following:

- 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(6).

Vice Chairman Walker seconded and the motion carried unanimously.

The Board returned to open session of the August 11th meeting.

Health Department

Environmental Health Supervisor

Chairman Inman entertained a motion.

Commissioner Carroll moved to authorize the Interim Health Director to employ an Environmental Health Supervisor at the salary of \$47,056 or the next highest step on the County's salary grade table. Commissioner Smith seconded and the motion carried (4-1 with Commissioner Lankford voting against the motion).

PH Nursing Supervisor

Chairman Inman entertained a motion regarding the PH Nursing Supervisor's salary request.

Commissioner Carroll requested to recuse himself from voting on the PH Nursing Supervisor's salary approval.

Vice Chairman Walker moved to recuse Commissioner Carroll from voting on the PH Nursing Supervisor's salary approval. Commissioner Lankford seconded and the motion carried unanimously.

Commissioner Smith moved to authorize the Interim Health Director to employ a Public Health Nursing Supervisor at the salary of \$54,000 or the next highest step on the County's salary grade table. Vice Chairman Walker seconded and the motion carried (4-0 with Commissioner Carroll being recused from voting on the motion).

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. Vice Chairman Walker seconded and the motion carried unanimously.

Darlene M. Bullins
Clerk to the Board

J. Leon Inman
Chairman