

STATE OF NORTH CAROLINA )  
 )  
COUNTY OF STOKES )  
 )

OFFICE OF THE COMMISSIONERS  
STOKES COUNTY GOVERNMENT  
DANBURY, NORTH CAROLINA  
FEBRUARY 9, 2009

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 (Administration Building) located in Danbury, North Carolina on Monday, February 9, 2009 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  
Emergency Medical Services Director Monty Stevens  
Tax Administrator Jake Oakley

Chairman J. Leon Inman called the meeting to order and 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 acknowledged that he is a Licensed Real Estate Broker in the State of North Carolina and due to a potential conflict of interest pertaining to today's agenda item,—"Acquisition of Land for a New Elementary School", he requests to be recused from approving the Agenda and any discussion pertaining to "Acquisition of Land for a New Elementary School in the Yadkin Township".

Chairman Inman entertained a motion.

Commissioner Lankford moved to recuse Chairman Inman from approving the Agenda and any discussion pertaining to “Acquisition of Land for a New Elementary School in the Yadkin Township”. Commissioner Smith seconded and the motion carried unanimously.

Chairman Inman turned the meeting over to Vice Chairman Walker.

Chairman Inman excused himself from the meeting.

### **GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA**

Vice Chairman Walker entertained a motion to approve or amend the February 9, 2009 Agenda.

Commissioner Lankford moved to approve the February 9, 2009 Agenda as submitted.

Commissioner Carroll seconded the motion.

County Manager Bryan Steen requested to add a Closed Session regarding attorney client privileges.

Commissioner Smith requested to add a Closed Session.

The Board discussed adding a Closed Session to today’s Agenda.

Commissioner Lankford expressed concerns regarding adding additional items to the Agenda, unless it was an emergency.

The motion failed 1-3 with Vice Chairman Walker, Commissioner Carroll, and Commissioner Smith voting against the motion and Chairman Inman being approved to abstain from the vote.

Commissioner Carroll moved to approve the February 9, 2009 Agenda with the addition of a Closed Session. Commissioner Smith seconded and the motion carried 3-1 with Commissioner Lankford voting against the motion and Chairman Inman being approved to abstain from the vote.

Chairman Inman returned to the meeting.

Vice Chairman Walker turned the meeting back over to Chairman Inman.

## **PUBLIC COMMENTS**

The following spoke during public comments:

### **Chairman Kay McGee Phillips**

101 Pilot View Drive

King, NC 27021

**Re: King Public Library**

King Library Board Chairman Kay Phillips presented the following update:

(King Librarian Ann Nichols was also in attendance for the public comments)

- Appreciation to the Board of Commissioners for the continued support for the Stokes County Libraries
- Appreciation to the Board of Commissioners for the funding in the fiscal year 2008-09 budget to complete the new salary scale started in fiscal year 2007-08 for library staff and for funding additional staff hours (part time position to full time position)
- King Library is one of the two largest libraries in the Northwest Regional System
- Currently have 12,746 registered patrons
- Summer reading – 595 children attended
- 3,766 Stokes County citizens voted in the November 2008 Election at the King Library
- In January 2009, there were 6,150 materials checked out
- In January 2009, the Shelton Room was booked for 29 meetings with 656 attendees
- Sunday afternoon hours have been changed to Saturday afternoons
- Request for additional book funding and computers in the upcoming fiscal year
- Update was given to the King City Council last week
- Would like to be able to include the proposed King Library Expansion Project in the fiscal year 2010-11 budget in conjunction with the City of King

Chairman Phillips reiterated the need for the continued support from the County for

the three public libraries in Stokes County – King, Danbury, and Walnut Cove.

**Stokes County Mental Health Association Chairperson Keith Merritt**

**Stokes County Mental Health Coordinator Angela Grubb**

Stokes County

**Re: Stokes Mental Health Association**

Mr. Keith Merritt introduced Mental Health Coordinator Angela Grubb.

Mental Health Coordinator Angela Grubb presented and discussed the following Progress Report as of February 5, 2009:

- Linked 97 consumers to mental health services (followed up to determine services have been received)
- Assisted 23 calls from area providers with questions regarding accessing mental health services for consumers
- Increased community awareness regarding ACCESS# and how to access mental health services (*# calls increased each month from Stokes County since implementation of coordinator position July 2007 to Dec 2007=622 calls vs. July 2008 to Dec 2008=762 calls or increase in 140 calls*)
  - Thru community presentations
  - Involvement in community meetings-Interagency, Stokes Collaborative, LICC, HC, MHA, First Responders, Stokes Steering Committee, Court Improvement Project/Child Planning Conferences
  - Newspaper articles in local paper
  - Distribution of materials -ACCESS# posters/cards and coordinator brochures throughout the community
- Maintain ongoing data collection regarding mental health needs and barriers to accessing services
  - Facilitate focus groups
  - Contacts with community leaders
  - Collaboration with agencies to develop solution (ie. Mtg with courts/DSS/Domestic Violence Services/Day Reporting Ctr regarding need for domestic violence support group and how to link folks to mental health services)
- Established Stokes CFAC Committee
- Established 2 NEW support groups
  - King Moravian Church for depression/bipolar disorder (2<sup>nd</sup>/4<sup>th</sup> Mon. - 7pm) started Nov 10
  - Walnut Cove Senior Center for depression (1<sup>st</sup> and 3<sup>rd</sup> Mondays - 10:30am) started Feb 2
- Coordinated 1<sup>st</sup> Annual Out of the Darkness WALK in Stokes County Well attended - over 200 people and raised over \$2000 to share services available and reduce stigma with accessing services, increase awareness suicide problem in Stokes County (highlighted one of top news stories in 2008 in Stokes NEWS) (*up to 50% of money raised will come back to community to MHA and HC*)
  - Resulted in Memory Quilt
  - Resulted in Prayer Quilt
  - Community involvement in planning and implementation of all facets of walk (media, churches, schools, MHA, HC, community leaders)
- Coordinated providing WRAP Training for consumers/providers - March 10
- Coordinator Brochure developed and distributed in Community
- Collaborating with Stokes Mental Health Assn to address mental health needs in county (Feb. 10 - Ministers Conference scheduled to involve churches)

- Collaborating with Healthy Carolinians to develop solutions to mental health needs in the community (facilitated workgroup to develop action plan for HC)
- Facilitated Emergency Responders Meetings to address mental health crises
- Communicating with community leaders to provide CIT Training for law enforcement
- Communicating with community leaders to provide ASIST Training for professionals and laypersons
- Planning Community Forum in April 2009 for providers and consumers regarding mental health needs -Coordinator Annual Report to the Community
- Grant writing -Kate B. Reynolds- Application submitted March 16- to sustain coordinator position (CenterPoint Funding to end 6/30/09) Kate B. Reynolds will not fund the entire mental health coordinator position
- Referral sources
- Calls received from Consumer or potential consumers since April 2008 = 97
- Calls for assistance from Area Providers since July 2008 = 23

Ms. Grubb reiterated the need for the Mental Health Coordinator position especially with the current economy situation.

Mr. Merritt also reiterated the need for the Mental Health Coordinator position and stated that it is only fair that Ms. Grubb know the future of the position. Mr. Merritt requested the Board consider the position as soon as possible.

Vice Chairman Walker requested to add this item to the February 23<sup>rd</sup> Agenda.

Chairman Inman directed the Clerk to place the item on the February 23<sup>rd</sup> Discussion Agenda.

**Ms. Barbara Edwards**

1560 NC HWY 772  
Pine Hall, NC 27042

**Re: School Construction/Renovation**

Ms. Edwards spoke on behalf of Southeastern Middle School. Ms. Edwards noted the need for renovation at Southeastern and requested the Board of Commissioners fund all of the top three priority school projects submitted by the Board of Education. Ms. Edwards expressed concerns regarding safety issues at Southeastern.

**CONSENT AGENDA**

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

**Minutes**

- Minutes of January 26, 2009

**Cooperative Extension – 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:

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
	<b>Cooperative Extension</b>			
100.4950.321	Postage	\$600.00	\$620.00	\$1,220.00
	<b>Totals</b>	<b>\$600.00</b>	<b>\$620.00</b>	<b>\$1,220.00</b>

This budget amendment is justified as follows:

To appropriate revenue from the “Eat Less Move More Program” for mailings.

This will result in a net increase of \$620.00 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.

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
100.3839.000	Miscellaneous Revenue	\$8,920.00	\$620.00	\$9,540.00
	<b>Totals</b>	<b>\$8,920.00</b>	<b>\$620.00</b>	<b>\$9,540.00</b>

**Sheriff’s Department – 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:

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
	<b>Sheriff’s Department</b>			
100.4310.351	Maintenance & Repairs-Auto	\$67,782.00	\$651.00	\$68,433.00
	<b>Totals</b>	<b>\$67,782.00</b>	<b>\$651.00</b>	<b>\$68,433.00</b>

This budget amendment is justified as follows:

To appropriate insurance claim funds due to deer damage to a vehicle.

This will result in a net increase of \$651.00 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.

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
100.3839.850	Insurance Claims	\$4,762.00	\$651.00	\$5,413.00
	Totals	\$4,762.00	\$651.00	\$5,413.00

**Library Funding – 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:

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
	<b>Library</b>			
100.6110.682	Building Appropriation	\$00.00	\$160,000.00	\$160,000.00
	Total	\$00.00	\$160,000.00	\$160,000.00
	<b>Capital Reserve Fund</b>			
201.6110.000	Library	\$160,000.00	\$(160,000.00)	\$00.00
201.9810.000	Transfer to General Fund	\$228,785.00	\$160,000.00	\$388,785.00
	Totals	\$388,785.00	\$00.00	\$388,785.00

This budget amendment is justified as follows:

To transfer funds from Capital Reserve Fund for the County's appropriation for the Walnut Cove Library Project.

This will result in a net increase of \$160,000.00 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.

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
100.3982.960	Transfer from Capital Reserve	\$228,785.00	\$160,000.00	\$388,785.00
	Totals	\$228,785.00	\$160,000.00	\$388,785.00

**Health Department – 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:

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
	<b>Health Department</b>			
100.5100.260	Office Supplies	\$23,837.00	\$5,727.00	\$29,564.00
	Totals	\$23,837.00	\$5,727.00	\$29,564.00

This budget amendment is justified as follows:

Stokes County has once again been awarded funding for the Healthy Carolinians Coalition. This program is coordinated by the Healthy Carolinians’ Coordinator located at Stokes Reynolds Memorial Hospital. The Funds must pass through the Health Department’s budget each year. These funds will be used for various projects that promote health and nutrition for residents of Stokes County.

This will result in a net increase of \$5,727.00 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.

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
100.3301.232	Healthy Carolinians	\$00.00	\$5,727.00	\$5,727.00
	Totals	\$00.00	\$5,727.00	\$5,727.00

**Proposed Letter – Double Creek Vol. Fire Department – Equipment Purchase**

County Manager Bryan Steen submitted a proposed letter, on behalf of Double Creek Volunteer Fire Department, to United Financial of North Carolina. The correspondence verifies that Double Creek Vol. Fire Department is a qualified Volunteer Fire Department assigned to a specific Fire District within Stokes County. The proposed letter acknowledges that the Board of Commissioners is aware of Double Creek Vol. Fire Department’s intention to acquire a new capital asset through Lease Purchase and has no objection to the transaction and such approval does not obligate the County or its Board of Commissioners in any way



regarding repayment of the debt.

Double Creek Vol. Fire Department requests the Board of Commissioners approve the Chairman of the Board to execute the proposed letter. (Letter will be retained by the Clerk).

**Liquidation of EMS Charges**

Emergency Services Director Monty Stevens submitted the following charges for individuals who were incarcerated in the Stokes County Jail at the time of the service:

<b>Call Number</b>	<b>Date of Call</b>	<b>Total Charges</b>
804204	7/9/2008	\$ 661.00
803115	5/20/2008	\$ 362.00
802569	4/27/2008	\$ 481.00
800894	2/9/2008	\$ 356.00
800733	2/3/2008	\$ 356.00
800538	1/25/2008	\$ 356.00
	<b>Total</b>	<b>\$2,572.00</b>

Director Stevens requested the Board of Commissioners approve liquidation of the submitted charges.

**Proposed Audit Contract – Martin Starnes & Associates, CPAs, P.A**

Finance Director Julia Edwards submitted the proposed Audit Contract for Fiscal Year beginning July 1, 2008 and ending June 30, 2009 between Martin Starnes & Associates and Stokes County. Finance Director Edwards requested the Board’s approval. County Attorney Edward Powell has reviewed and approved the proposed Audit Contract. (A copy of the Audit Contract will be retained by the Clerk and the Finance Director)

**Economic Development Commission – Proposed Member Terms**

Clerk Darlene Bullins submitted the following Economic Development Commission request from EDC Chairman Worth Hampton:

Request for approval for one-year terms:

- Worth Hampton
- Sam Hill
- Russel Slate
- Turk Teragliafera

Request for two-year terms:

- Chairman of the Board of Commissioners (Currently J. Leon Inman)
- Jane Priddy-Charleville
- Bruce Younts

### **Proposed Public Access Agreement – South Stokes Vol. Fire Department**

County Manager Bryan Steen submitted the NCDOT State Public Access Agreement on behalf of South Stokes Volunteer Fire Department. The Municipal Agreement consist of paving the driveway entrance up to the two bays for the South Stokes Vol. Fire Department's substation, Forest Hill, which is located off of NC 8. County Attorney Edward Powell has reviewed and approved the proposed Public Access Agreement. (A copy of the executed agreement will be retained by the Clerk)

Vice Chairman Walker moved to approve the Consent Agenda as submitted.

Commissioner Carroll seconded and the motion carried unanimously.

### **GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA**

#### **Embarq Corporation – Internet Access Update**

Public Affairs Manager Patricia H. Elmore, Embarq, presented the following update: (Embarq Business Manager Maury Scruggs was also in attendance for the meeting)

- Embarq serves over 9,700 access lines in Stokes County, 5,295 currently have DSL capability with 1,769 subscribing to DSL Services
- Embarq provides DSL access to the following
  - Danbury Exchange = (46%)
  - Quaker Gap Exchange = (41%)
  - Sandy Ridge Exchange = (46%)
  - Walnut Cove Exchange = (46%)
  - Madison Exchange = (21%)
  - Pilot Mountain = (34%)
- Surry Telephone provides DSL access to the areas of Stokes County served by the Shoals (100%) and Westfield (100%) exchange

- Windstream provides DSL access in the King (100%) exchange and to the area served by the Rural Hall (100%) exchange
- New fiber ring provides a high level of reliability for communication services in Stokes County
- Embarq Networks have on the average of one hour per year of down time versus an estimated 80 hours with various internet providers
- Households with cable access in Stokes County = 56.95%
- Embarq is held accountable by the NC Utilities Commission
- Can build services to meet the needs if feasible for businesses and residential customers – no difference in providing service to businesses and residential customers
- Will work with communities with cost sharing to provide DSL Services, demand drives the area for service
- In 2009, one site is scheduled in Stokes County (Quaker Gap Area) to “build out”, this will offer approximately 200 additional customers capability of subscribing to DSL
- Embarq’s goal is to provide all customers anything and everything that a customer can want; however, Embarq must be able to recoup the investment within a reasonable amount of time

The Board discussed Embarq’s DSL services in Stokes County.

Ms. Elmore expressed her appreciation to the Board for being allowed to present the Embarq update.

The Board discussed DSL Services with Ms. Elmore.

**Update – Manager and Board of Commissioners**

County Manager Bryan Steen noted the following:

- County is working with US Census to provide space for training sessions and also establishing a 2010 Census Complete Count Committee which will increase the awareness and motivate citizens to participate in the 2010 Census
- Meadows Property – Spoke with DEHNR this week, DEHNR is waiting on the results from the last environmental testing
- Mr. Alan Wood, Economic Development Director started on February 9<sup>th</sup>.
- Economic Director Wood is in Raleigh for a Stimulus Workshop
- Will be introducing Director Wood to town/city managers and mayors this upcoming week

Vice Chairman Walker volunteered to serve on the 2010 Census Complete Count Committee.

# GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

## Tax Administration Report – January 2009

Tax Administrator Jake Oakley 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)	\$17,059,928.31		\$1,993,687.70
<b>Prior Taxes 1991-2007 Tax Years</b>				
County Regular & Motor Vehicles	\$ 700,000.00	\$ 511,414.08		\$ 188,585.92
<b>EMS Collections</b>				
Total Collected (1-1-09/1-31-09)	\$ 3,525.83			
Total Collected (7-01-08/6-30-09)	\$ 37,028.44			
Delinquent accounts received from EMS (01-01-09/01-31-09) = 230				

Personal Property Discovery Report Audit Dates	# of Accts	Total Value	Taxes Due
01-01-09/01-31-09	7	\$159,031	\$1,247.21

Business Personal Property Discovery Report Audit Dates	# of Accts	Total Value	Taxes Due
01-01-09/01-31-09	0	\$00.00	\$00.00

Motor Vehicle Release Report Audit Dates	Accounts	Total Value
01-01-09/01-31-09	66	\$3,206.17

Motor Vehicle Refund Report Audit Dates	Accounts	Total Accounts
01-01-09/01-31-09	0	\$00.00

**Number billed for January 2009**                      3968

**Garnishment Totals**

Month	Totals Accounts	Original Levy Amount
F/Y 07-08 (July-June)	1547	\$ 585,042.84
F/Y 08-09 (July-Dec. 08)	998	\$300,522.22
January 2009	219	\$36,908.15
<b>Totals</b>	<b>2764</b>	<b>\$922,473.21</b>

**Real and Personal Property Releases Less than \$100–January 09- Per NCGS105-381 (b)**

Thomas Bowen	08A692301383974	\$2.00
	08A6923012987769	\$9.31
Jerrold Wade	08A155893059.06	\$15.57
Karen Mankins	08A72099.0979	\$54.88
<b>Total Amount</b>		<b>\$81.76</b>

**Real and Personal Property Refunds Less than \$100–January 09–per NCGS 105-381(b)**

Robert McGuire	08A43196.03	\$37.14
Michael Overton	08A155922271.06	\$81.28
	07A599600076780	\$86.59
	06A599600076780	\$85.01
James Lynch	08A61531.06	\$4.62
	07a599700482831	\$5.32
<b>Totals</b>		<b>\$299.96</b>

Tax Administrator Oakley presented the following Real and Personal Property Releases (January 2009) which are more than \$100 for the Board’s consideration:

**Real and Personal Property Releases More than \$100–January 09-Per NCGS 105-381 (b)**

<b>Name</b>	<b>Account Number</b>	<b>Amount</b>	<b>Reasons</b>
Doris Fritts	08A691401058421	\$334.50	Approval of Late Elderly Exemption
Shelly Conner	08A155928458.09	\$106.22	Owned by another taxpayer
		<b>\$440.72</b>	

Tax Administrator Oakley presented the following EMS Delinquent Release Report (January 2009) for the Board’s consideration:

<b>Name</b>	<b>Call Number</b>	<b>Amount</b>	<b>Reason</b>
April Smith	201512	\$ 464.87	Deceased-no estate
April Smith	201515	\$ 486.75	Deceased-no estate
April Smith	203158	\$ 410.17	Deceased-no estate
<b>Total</b>		<b>1,361.79</b>	

Commissioner Lankford noted the need for the County Manager and EMS Director to make sure EMS accounts are kept up to date in order to eliminate delinquent accounts.

Tax Administrator Oakley concluded 93% of the approved 2008-09 budget has been collected and the Tax Department is currently working with taxpayers by establishing monthly

payments if the taxpayer is unable to pay the full amount due.

### **Report of Unpaid Taxes for Fiscal Year 2008-09 – Liens on Real Property**

Tax Administrator Jake Oakley presented the following total amount of unpaid taxes for the current fiscal year (2008-09) that are liens on real property, including the county and municipalities, which is required to be reported to the Governing Body per NCGS 105-369(a) in the month of February each year:

- Levy Amount (County) = \$1,434,393.56
- Levy Amount (Walnut Cove) = \$36,460.56
- Levy Amount (Danbury) = \$1,541.32

Tax Administrator Oakley noted that the Governing Body must order the Tax Collector to advertise the tax liens.

Tax Administrator Oakley also noted that per NCGS 105-369(b1), after the Governing Body orders the Tax Collector to advertise the tax liens, the Tax Collector must send a notice to the owner of record of each affected parcel at the last known address by first class mail at least thirty days (notices were mailed February 5<sup>th</sup>) before the advertisement is to be published.

Tax Administrator Oakley requested the Board order advertisement of the submitted tax liens and move the item to today's Action Agenda in order to proceed with the advertisement. Tax Administrator Oakley noted if ordered by the Board, the tax liens would be advertised on 03-12-09 in the Stokes News.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on today's Action Agenda.

### **Social Services – Temporary Staffing Needs**

DSS Director Jan Spencer presented the following information regarding temporary staffing needs:

- Faltering economy is being felt by Stokes County citizens
- In 2007, there were 15,843 visits to the DSS office
- In 2008, there were 16,657 visits to the DSS office, a 5% increase
- Three areas are currently feeling a greater impact – Food and Nutrition Services, Foster Care Services and Administrative Unit which is requiring more overtime to keep up the demand
- Food & Nutrition Services
  - Caseloads size has increased 27% since 12/2004
  - Applications taken have increased 41% since 2/2008
  - Because of job losses, new people are applying each week
  - Each IMC II carries an ongoing caseload of approximately 446 cases, processes approximately 59 applications each month and may review 35 cases per month to re-determine eligibility
  - There is currently no caseload standards for this program
  - An ongoing caseload may require 62 changes each month
  - Workers must work overtime to keep up
- Foster Care Services
  - Increased number of children entering foster care due to child maltreatment
  - Experiencing an increase in substance abuse and domestic violence situations where children are unsafe, steps must be taken to protect these children
  - Supervisor in the unit carries a caseload which dictates that she be out of the office a big portion of her time
  - Current caseload size mandates are one Social Worker – no more than 15 children
  - There is a lot of time dedicated to each child when they enter the program
  - Another full time social worker is needed which would allow the supervisor to be available and do her job
- Administrative Unit
  - A unit of five plus a supervisor provides supportive services for the entire agency with the exception of the Adult Services Unit and the Child Welfare Unit
  - With increasing number of clients requesting services, files continue to increase and must be maintained
- Imaging Services
  - Sixty of the 100 counties (DSS Departments) already have imaging services
  - Imaging must be in place by 2010 in order to be in compliance with the NC Fast Case Management System (new case management system)
- Summary
  - Department is meeting the day to day challenges to the best of their ability

- Would request the Board consider imaging services in the upcoming budget to improve efficiencies in the Department
- Would request consideration of temporary, part time Income Maintenance Caseworker II for Food and Nutrition Services (50% position – approximately \$4,731 annual county cost)
- Would request consideration of temporary, part time Social Worker III for Foster Care Services (50% position – approximately \$6,042 annual county cost)
- Would request consideration of temporary, part time Processing Assistance III (50% position – approximately \$3,773 annual county cost)

DSS Director Spencer expressed her appreciation to Board and requested any assistance available for the Department.

DSS Director Spencer commended the hard work of the DSS Staff during these hard economical times.

The Board discussed the requested temporary, part time positions, benefits of imaging services, and other possible options.

Commissioner Carroll noted a motion made by Vice Chairman Walker during the 2008-09 budget process, to hold funding in Contingency for positions requested by DSS Director Spencer that were not approved and review the situation during the first of 2009.

Vice Chairman Walker requested the item be placed on the February 23<sup>rd</sup> Action Agenda. The Board unanimously agreed to place the item on the February 23<sup>rd</sup> Discussion Agenda with the option to move the item to the Action Agenda.

Chairman Inman directed Director Spencer to meet with the County Manager to look at any other available options, possible employee sharing.

**Proposed Warranty Deeds for Calvin & Ila Overby – Scattered Site Housing Grant**

County Manager Bryan Steen presented the proposed Warranty Deeds for Calvin and Ila Overby for the Board's consideration.

Manager Steen noted that the Board had approved for the Overby family to proceed



with transferring the Overby property to the children at the December 22, 2008 meeting. The Board of Commissioners must approve any deed transfer due to requirements of the Scatter Site Housing Grant.

Mr. Sam Couch, on behalf of Calvin and Ila Overby, submitted two proposed Warranty Deeds, which are both subject to life estate retained by the Grantor (Calvin & Ila Overby) which was requested by the Board of Commissioners and Scattered Site Housing Grant Authorities.

Manager Steen stated that County Attorney Edward Powell along with Gary Wilson, Benchmark have both reviewed the documents and found no conflicts with Scattered Site Housing Grant regulations.

Manager Steen requested to move the item to today's Action Agenda in order to proceed with the transaction.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on today's Action Agenda.

### **Approval for Asphalt Project**

County Manager Bryan Steen requested direction for the Board regarding moving forward with the asphalt project that was proposed earlier this year.

Manager Steen noted that the funding had already been obtained, but re-bidding would need to be done due to the time that has lapsed since the first bidding. Manager Steen noted that paving would be done in June to accommodate the court system.

The Board discussed re-bidding the project, included examining the Greenbox Sites before re-bidding, possible patching in certain areas if paving is not approved, possible lower cost due to lower petroleum cost, and determining the direction of the project after bids are received.

Support Services Supervisor Danny Stovall submitted the low bid that was rejected by the Board on October 27, 2008:

Area	Square foot	Cost
Government Center Complex	174,268	\$187,269.53
E911 communication	6,023	\$ 7,943.50
Danbury Library	12,683	\$ 27,078.75
Community Services Building	12,732	\$ 27,842.50
Moratock Park	14,339	\$ 16,628.75
Walnut Cove EMS Station	3,938	\$ 10,384.00
Community Services Bldg Addition	5,642	\$ 19,040.00
	Total	\$296,187.03

**Bidders in October 2008:**

Larco Construction  
 APAC Atlantic  
 Triangle Grading & Paving  
 JC Joyce Trucking & Paving  
 Turner Asphalt

Commissioner Lankford requested the County not only re-bid to those who placed bids in the fall, but look for additional companies due to the current economic situation.

Chairman Inman noted that he would not consider paving projects until the proposed EMS station is underway and decisions have been made about schools.

Chairman Inman, with full consent of the Board, directed the County Manager to proceed with re-bidding the projects.

**School Facility Needs – Purchase of PODS – Projected Costs and Financing Options**

County Manager Bryan Steen stated that Dr. Stewart Hobbs, School Superintendent, on behalf of the Board of Education, has requested two (2) new ten room PODS at a total cost of \$1,040,376.

Manager Steen presented the following options for purchase:

- 1) County can front the necessary funds until total Nancy Reynolds Project can meet requirements for a complete capital loan. This will require adoption of a

reimbursement resolution to enable the county to recoup county funds from loan proceeds

- 2) Obtain capital loan only for the purchase of PODS and related site preparation cost. This may be a solution due to immediacy of the need to purchase PODS. This will require LGC approval and possibly a reimbursement resolution due to timing.
- 3) Include cost of PODS with other capital projects (new elementary school construction and Nancy Reynolds) and get one loan (\$500 loan fee). This would likely require the county to front cost and make installment payments, possibly through October, until all necessary steps are completed to meet LGC requirements and timetable for loan approval.

Manager Steen noted that the School System would need to request bids for PODs in late February with bid opening anticipated during the first week of March.

Manager Steen noted that the County could make installment payments on the PODS until a loan could be finalized with LGC to possibly include other school needs, but funding that was used and not reimbursed before June 30<sup>th</sup> could have a small impact on the County's Fund Balance.

Finance Director Julia Edward confirmed that paying installment payments would have a small impact on the County's Fund Balance.

The Board discussed the request for the purchase of two (2) ten unit PODs, possible financing options, need to move forward with the PODS purchase, and the use of a Reimbursement Resolution.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on today's Action Agenda.

### **School Facility Needs – Nancy Reynolds Project**

County Manager Bryan Steen stated that Dr. Stewart Hobbs, School Superintendent, on behalf of the Board of Education, has requested to proceed with purchasing adjoining land for Nancy Reynolds School.

The Board discussed the request to purchase land adjoining Nancy Reynolds School.

Dr. Hobbs confirmed that the school's sewage system, if the school stays on that site, must be upgraded no matter what.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on today's Action Agenda.

Being recused from participate in any discussion pertaining to acquisition of land for a new elementary school in the Yadkin Township, Chairman Inman turned the meeting over to Vice Chairman Walker.

Chairman Inman excused himself from the meeting.

**School Facility Needs – Acquisition of Land for New Elementary School In Yadkin Township**

Vice Chairman Walker opened the floor for discussion pertaining to the acquisition of land for a new elementary school in the Yadkin Township.

Commissioner Carroll noted that the requested information had been received from the Stokes County Board of Education, which is to remain with the original request to purchase approximately 62 acres –Kiser Property along with information requested from the Tax Department. Based on the information received, Commissioner Carroll stated that he was ready to withdraw his earlier objection and is ready to proceed with the purchase.

Commissioner Smith stated he has no objections and is ready to vote. Commissioner Smith noted the land purchase would provide space for another school in the future.

Commissioner Lankford stated after his research, he had no issues with proceeding with the purchase of the Kiser Property for a new elementary school in the Yadkin Township.

Vice Chairman Walker commended the Board of Education's commitment to research other available properties before finalizing their decision.

Vice Chairman Walker, with full consent of the Board, directed the Clerk to place the

item on today's Action Agenda. .

Chairman Inman returned to the meeting.

Vice Chairman Walker turned the meeting back over to Chairman Inman.

**Appointment – King Planning Board/Board of Adjustments – ETJ Vacancy**

Clerk Darlene Bullins informed the Board that the City of King had notified the County that Mr. Ron Clifford had recently resigned his Planning Board ETJ appointment due to illness. Clerk Bullins noted the vacancy would be advertised in the Stokes News and placed on the County Website.

There were no nominations.

**Appointment – CenterPoint Human Services – Board of Directors**

Clerk Darlene Bullins informed the Board that CenterPoint had recently notified the County that DSS Director Jan Spencer's appointment on the Board of Director terminates 02-28-09. Clerk Bullins noted the vacancy would be advertised in the Stokes News and placed on the County Website. DSS Director Spencer had indicated that she is willing to be considered for re-appointment.

Vice Chairman Walker nominated DSS Director Jan Spencer for re-appointment.

There were no further nominations.

**Stokes County Nursing Home Community Advisory Committee**

Clerk Darlene Bullins informed the Board that information has been received from the Northwest Piedmont Council of Government that no nominations were received from nursing home facilities in the County; therefore, all vacancies can be appointed by the Board of Commissioners. Clerk Bullins noted the five vacancies would be advertised in the Stokes News and placed on the County Website and new terms would be for one year with re-

appointments for three-year terms.

Commissioner Smith nominated Myra Morgan.

There were no further nominations.

### **Stokes County Adult Care Homes Community Advisory Committee**

Clerk Darlene Bullins informed the Board that information has been received from the Northwest Piedmont Council of Government that no nominations were received from nursing home facilities in the County; therefore, all vacancies can be appointed by the Board of Commissioners. Clerk Bullins noted the three vacancies would be advertised in the Stokes News and placed on the County Website. Ms. Dennie Charland would like to be considered for re-appointment.

Commissioner Lankford nominated Ms. Dennie Charland for re-appointment.

There were no further nominations.

## **GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA**

### **Proposed Pinnacle EMS Station**

County Manager Bryan Steen requested direction from the Board regarding the proposed plan for the Pinnacle EMS Station in order for staff to proceed with bidding for architectural and engineering services.

Chairman Inman entertained a motion.

Commissioner Lankford moved to proceed with the proposed plan submitted at the January 26<sup>th</sup> meeting, direct the administrative staff to obtain architectural bids as soon as possible, and return back to the Board to decide bidding options. Vice Chairman Walker seconded and the motion carried unanimously.

Manager Steen noted that he had instructed Danny Stovall to make initial contacts and should have architectural proposals at the next meeting.

### **Proposed Water & Sewer Planning Grant - Meadow Property**

County Manager Bryan Steen requested approval from the Board regarding the following documents that must be executed in order to proceed with the proposed Water & Sewer Planning Grant – Meadows Property that was presented to the Board at the January 26<sup>th</sup> meeting by Mr. Bill Lester, Hobbs & UpChurch:

- The following documents must be reviewed and approved by the Board of Commissioners in order to submit the application:
  - Certification by Chief Elected Official
  - Memorandum of Understanding between NC Rural Economic Development Center and Stokes County
  - Commitment of other Funds Form (Capital Building Program between NC Rural Economic Development Center and Stokes County)
  - Authorizing Resolution by Governing Body of the Applicant
  - Resolution Establishing Goal for Participation of Minority Business In Building Construction Contracts
  - Certification of Minority Business Participation

Manager Steen noted that there would only be a \$5,000 match for the Planning Grant with funding available in Capital Reserve.

Chairman Inman entertained a motion.

Vice Chairman Walker moved to proceed with the Water & Sewer Planning Grant and approve the documents submitted by Mr. Bill Lester, Hobbs & UpChurch at the January 26<sup>th</sup> meeting. Commissioner Smith seconded and the motion carried unanimously.

### **Report of Unpaid Taxes for Fiscal Year 2008-09 – Liens on Real Property**

Chairman Inman entertained a motion.

Commissioner Lankford moved to order Tax Administrator Jake Oakley to advertise unpaid taxes submitted to the Board of Commissioners for the current fiscal year (2008-09) that are tax liens on real property, including the county and municipalities. Vice Chairman Walker seconded and the motion carried unanimously.

**Proposed Warranty Deeds for Calvin & Ila Overby – Scattered Site Housing Grant**

Chairman Inman entertained a motion.

Vice Chairman Walker moved to approve the proposed Warranty Deeds for Calvin & Ila Overby as pertains to the Scattered Site Housing Grant. Commissioner Lankford seconded and the motion carried unanimously.

**School Facility Needs – Purchase of PODS – Projected Costs and Financing Options**

Chairman Inman entertained a motion.

Commissioner Lankford moved to purchase two (2) new, ten unit PODS. Vice Chairman Walker seconded and the motion carried unanimously.

**School Facility Needs – Nancy Reynolds Project**

Chairman Inman entertained a motion.

Vice Chairman Walker moved to allow the Board the Education to proceed with additional land purchase for the Nancy Reynolds School Site. Commissioner Smith seconded and the motion carried unanimously.

Being recused from participate in any discussion pertaining to acquisition of land for a new elementary school in the Yadkin Township, Chairman Inman turned the meeting over to Vice Chairman Walker.

Chairman Inman excused himself from the meeting.

**School Facility Needs – Acquisition of Land for New Elementary School In Yadkin Township**

Vice Chairman Walker entertained a motion.

Commissioner Smith moved to approve the Board of Education’s request to purchase approximately 61.82 acres of land – Kiser Property for \$1.298 million dollars. Commissioner Carroll seconded and the motion carried (4-0) with Chairman Inman being



approved to abstain from the vote.

Chairman Inman returned to the meeting.

Vice Chairman Walker turned the meeting back over to Chairman Inman.

Chairman Inman expressed the Board's appreciation to the Board of Education for their cooperation and noted that the needs in the Southeastern part of the County would not be forgotten.

Vice Chairman Walker echoed Chairman Inman's comments regarding the needs in the Southeastern part of the County along with all the other schools needs would not be forgotten.

### **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).
- To consult with an 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 G.S. 143-318.11(3).

Commissioner Smith 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).
- To consult with an 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 G.S. 143-318.11(3).

Vice Chairman Walker seconded and the motion carried unanimously.

The Board returned to the open session of the February 9<sup>th</sup> meeting.

**Adjournment**

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

Vice Chairman Walker moved to adjourn the meeting. Commissioner Smith seconded and the motion carried unanimously.

---

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

---

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