

STATE OF NORTH CAROLINA)
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COUNTY OF STOKES)
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OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
AUGUST 10, 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, August 10, 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
Tax Administrator Jake Oakley
Support Services Supervisor Danny Stovall
Emergency Communications Director Del Hall
Economic Development Director Alan Wood

Others in attendance:
Chairman Worth Hampton – Economic Development Commission
EDC Member Sam Hill

Chairman J. Leon Inman called the meeting to order.

Commissioner Stanley Smith 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 10, 2009 Agenda. Commissioner Lankford moved to approve the August 10, 2009 Agenda as presented. Vice Chairman Walker seconded and the motion carried unanimously.

PUBLIC COMMENTS

The following spoke during public comments:

Richard Tharp
601 N Main Street
Danbury, NC 27016
Re: **Marker for McCanless Inn**

Mr. Tharp requested assistance from the County regarding the placement of a tourism marker at the historic McCanless Inn located in Danbury. Mr. Tharp noted he had received information that the August 10, 2009

State would contribute \$4,500 and requested the County contribute \$1,100. Mr. Tharp noted that there were several groups who had contacted him regarding doing reenactments and felt the Inn would bring revenue to the County. Mr. Tharp stated he had invested approximately \$65,000 and was trying to obtain stimulus funding and would appreciate any assistance from the County.

Chairman Inman requested Mr. Tharp leave his contact information with the Clerk and requested the County Manager and Economic Development Director contact Mr. Tharp.

CONSENT AGENDA

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

Consent Agenda:

Minutes

- Minutes of July 27, 2009
- Minutes of June 16, 2009 - Budget Work Session
- Minutes of June 24, 2009 - Budget Work Session
- Minutes of June 25, 2009 - Budget Work Session

Sheriff's Department - 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
Sheriff's Department				
100.4310.510	Equipment	\$200,000.00	\$5,035.00	\$205,035.00
100.4310.351	Maint. & Repairs-Auto	<u>\$65,000.00</u>	<u>\$1,521.00</u>	<u>\$66,521.00</u>
	Totals	\$265,000.00	\$6,556.00	\$271,556.00

This budget amendment is justified as follows:
To appropriate insurance claim funds from wrecked vehicle.

This will result in a net increase of \$6,556.00 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 this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3839.850	Insurance Claims	<u>\$00.00</u>	<u>\$6,556.00</u>	<u>\$6,556.00</u>
	Totals	\$00.00	\$6,556.00	\$6,556.00

Sheriff's Department - Budget Amendment #6

Finance Director Julia Edwards submitted Budget Ordinance Amendment #6.

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

Sheriff's Department				
Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.4310.511	Equipment – Non Capital	\$2,750.00	\$30,938.00	\$33,688.00
100.4310.510	Equipment	\$200,000.00	\$29,400.00	\$229,400.00
100.4310.260	Departmental Supplies	<u>\$21,120.00</u>	<u>\$2,580.00</u>	<u>\$23,700.00</u>
	Totals	\$223,870.00	\$62,918.00	\$286,788.00

This budget amendment is justified as follows:

To purchase Taser Units, digital cameras, rifles, GPS Tracking System, Video System, Surveillance Cameras, Taser Training/Field Cartridges, and Narcotics Vehicles. Items will be purchased through OBJ Grant.

This will result in a net increase of \$62,918.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3301.416	OBJ Law Enforcement Grant	\$00.00	\$62,918.00	\$62,918.00
	Totals	\$00.00	\$62,918.00	\$62,918.00

Commissioner Lankford moved to approve the Consent Agenda as presented.

Commissioner Smith seconded and the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

Update – Manager and Board of Commissioners

County Manager Bryan Steen noted the following:

- Approval has been received from Local Government Commission to redirect loan proceeds for the construction of a new EMS facility
- County has been awarded a Productivity Award from North Carolina Association of County Commissioners for the development and implementation of the Video Probable Cause Process which will be awarded at the North Carolina County Commissioners' Conference
- Animal Shelter Staff is in the process of transitioning to the use of lethal injection for all animals, process should be completed within the next 4-6 weeks

Vice Chairman Walker requested the following information from Manager Steen:

- History and progress of the Well Grant along with the clarification of the purchase of a lot
- Renovations at the District Attorney's office, (understood that if there was adequate space, there could be an additional District Attorney in the County)
- Progress of the renovations of Courtroom "C"

Manager Steen noted that he would provide the Board with an update regarding Vice Chairman Walker's requests within the next few days and that a final meeting is scheduled with the Judges to review the final renovation drawings for Courtroom "C". There were no other updates.

Economic Development Commission – Update

Mr. Worth Hampton, Chairman of the Economic Development Commission, discussed the following update: (Economic Development Director Alan Wood and Economic Development Commission Member Sam Hill were in attendance for the presentation)

- In response to Mr. Tharp's request, the EDC Tourism Committee is taking inventory of markers in the County and the sites that need markers and unsure how long of a process this is going to take due to funding

ECONOMIC DEVELOPMENT UPDATE

The Economic Development Commission Board of Directors adopted a plan of work in May of this year. These include both long and short term goals. Below you will find information on the status of these goals.

Business retention/expansion:

Short Term Objectives: 6 to 12 Months

- ⊙ Letter to local businesses: Offering assistance and appreciation:

Letter was completed and mailed to 500 + businesses in the county, providing contact information and offering assistance. (Mailing completed June 6, 2009)

- ⊙ List of major employers: Public and Private:

This is being worked on and will be added as a part of new ED web site

- ⊙ Updates to web site

Work is progressing on new ED web site. New templates are in place, the pages are being built and data is being gathered. Target date for going live: Early September +/-

- ⊙ Business/Industry Directory located on Web Site

Data is being gathered for this, the page is laid out and will be incorporated as part of new web site. This will be a searchable page, allowing visitors to search businesses by key words

- ⊙ Business appreciation meetings/ business/industry appreciation week

Working on a theme, time and location to host this event. Also talking with potential sponsors.

Business retention/expansion

Long Term Objectives:

- ⊙ Incentive program for business/industry: new and existing

Making presentations to the taxing municipalities and asking for support in any incentives that may be offered

- ⊙ Create Business/Industry Council

This will develop as an off-shoot of the business calls being made and will take time to develop

- ⊙ Mentoring program/ Retired Executive program

Have started discussions with Forsyth Tech and Small Business and Technology Development Center (SDTDC) on developing this program

- ⊙ Create Permanent Channels of Communication with businesses

- ⊙ Revive Stokes County Trust

- ⊙ Develop & Catalog Allies and Resources

Meetings have taken place with: SBTDC, Forsyth Tech, Stokes Core, Workforce

Development, NC Dept Travel and Tourism, Piedmont Triad Partnership and others.

Business/Industry recruitment

Short Term Objectives: 6 to 12 Months

- ⊙ Website enhancement

In process see above

- ⊙ Update building/site listing (commercial/retail and industrial)

Current Info is up-to-date. State is currently working on new site listing page with GIS technology

- ⊙ Internet based marketing: keyword analysis

To follow web site completion

- ⊙ Develop Broker Network

Meeting held with 20+ RE brokers to start dialogue

Business/Industry recruitment

Long Term Objectives:

- ⊙ Gain control of and develop industrial site or sites with ultimate goal of having these sites certified and project ready

Process of identifying sites is underway

- ⊙ Look to expand areas where needed infrastructure is located

Have had discussions with local municipalities on infrastructure needs and availability

- ⊙ Develop and carry out long term strategic marketing campaign

Entrepreneurial activities

Short Term Objectives: 6 to 12 months

- ⊙ ID existing entrepreneurs in county

This is covered in building the business directory

- ⊙ Local promotion/marketing our county: what is needed?

Working on a marketing program that will assist businesses in County. Web based marketing and training is on aspect of this. Possible Incumbent Workers grant will assist in funding this initiative.

- ⊙ Promote Entrepreneurial programs from FTCC and SBTDC

Developing relationships with these and other partners to create more tools to help new business grow and develop

- ⊙ ID possible funding sources to assist with growth/development

- ⊙ Host meetings locally in concert with PTP entrepreneurial group

Entrepreneurial activities

Long Term Objectives:

- ⊙ Develop programs in HS and Jr. High (Junior Achievement)

- ⊙ Look for and develop partnership opportunities with local colleges (UNCG, WFU and others)

- ⊙ Leverage available partners to create county-wide broadband communication

This is ongoing. Meetings have been held with local providers. Map showing best estimate of current broadband availability has been created. Meetings held with area partners to discuss possible funding sources (Stimulus Money, Golden Leaf, Rural Center) have been discussed

- ⊙ Develop rural distribution network for area farmers: providing produce for local communities

Working with local co-operative extension office and SBTDC to develop a game plan. Also working with one project that is successful to see if other possibilities exist

- ⊙ Develop a community foundation to assist entrepreneurs and the travel/tourism industry

Travel/Tourism Development

Short Term Objectives: 6 to 12 months

- ⊙ Update website: changing pictures to coincide with seasons

- ⊙ Enhance and broaden calendar of events

- ⊙ Develop contacts and build relationships with existing organizations, working with them to promote current events and create new opportunities

- ⊙ Develop printed materials to mirror web-site: promoting consistent message

A nine person working group is currently developing a marketing plan to establish a brand for the county, develop tools to promote Stokes County and take advantage of the 400-500,000 visitors to the county (that we know of). This will include a new logo, website, new marketing tools, advertising in selected local magazines (based on our projected market).

We are also discussing the development of new access to the Dan River and how to fund this

Travel/Tourism Development

Long Term Objectives:

- ⊙ Establish Welcome Center or Centers

Working to ID possible locations and funding sources for two or three visitor centers in the county

- ⊙ Establish and Inn and Conference Center

Feasibility study under way

- ⊙ Identify a county image: who are we and who do we want to be?

Branding work is under ways

- ⊙ ID and develop co-op advertising opportunities

Chairman Hampton also noted the following:

- ⊙ Business Appreciation Meeting is scheduled for January 21, 2010 at Camp Hanes

- ⊙ Identifying Industrial Sites is Underway: Site will probably be in King due to the availability of water and sewer, but the EDC has a potential site near Kobe Wieland which does not have water and sewer

- ⊙ Hope to secure funding from Golden Leaf for increasing Broad Band across the County

- ⊙ Tourism Committee is the most active group

- ⊙ Due to State budget cuts, the County is losing Tom Holder, NC Tourism and Development, who served Stokes County and is unsure what region the County will be placed with

- ⦿ EDC has applied for a \$15,000 grant from the Piedmont Triad Partnership which has passed the first approval stage
- ⦿ If approved for the Grant Funding, it will be used to offer free website construction for businesses in Stokes County, County should know the grant outcome by August 19th
- ⦿ Surveys are being conducted at Hanging Rock State Park which should provide the EDC valuable information regarding tourism
- ⦿ Websites will feature what vegetables and fruits are in season and will provide information and directions where to find those
- ⦿ Working on possible visitor centers in Stokes County

Chairman Hampton stated that the EDC has been working on the fundamentals getting committees, ideas, and plans underway and things are now coming together.

The Board discussed the information provided by Chairman Hampton.

Vice Chairman Walker requested additional information regarding Entrepreneurship which he felt was one of the best ways to increase Economic Development in Stokes County.

Chairman Hampton noted that the EDC was working to establish a Score Group of retired business professionals who could be consultants to businesses in the County and working with Forsyth Technical Community College to get Entrepreneurship information in the schools.

The Board expressed their appreciation to the EDC and ED Director Wood for the work being done to bring Economic Development and Tourism to Stokes County.

Commissioner Smith, who is served on the RTI Board, noted the County would be fortunate if placed in the western region who is served by Helen Ruth Almond.

Chairman Inman, who is a member of the EDC, noted that the EDC is on the right track and one important thing to remember regarding Economic Development is that along with bringing new business to the county, it is just as important to retain businesses in the County.

Chairman Hampton also wanted to thank the Board for providing the funding to hire Economic Development Director Alan Wood who is doing an outstanding job for Stokes County.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Tax Administration Report – July 2009

Tax Administrator Jake Oakley presented the following informational data:

Fiscal Year 2009-10	Budget Amt	Collected Amt	Over Budget	Under Budget
County Regular & Motor Vehicles	\$(20,702,277.00)	\$431,612.36		\$20,270,664.64
Prior Taxes 1993-2008 Tax Years				
County Regular & Motor Vehicles	\$ 600,000.00	\$ 131,924.48		\$ 468,075.52
EMS Collections				
Total Collected (07-1-09/07-31-09)	\$ 8,042.90			
Total Collected (7-01-09/6-30-10)	\$ 8,042.90			
Delinquent accounts received from EMS (no accounts received)				
Personal Property Discovery Report				
Audit Dates		# of Accts	Total Value	Taxes Due
07-01-09/07-31-09		34	\$585,579	\$4,842.43

Business Personal Property Discovery Report	# of	Total	Taxes
Audit Dates	Accts	Value	Due
07-01-09/07-31-09	3	\$1,202.00	\$8.76

Motor Vehicle Release Report	Accounts	Total Value
Audit Dates		
07-01-09/07-31-09	40	\$2,341.17

Motor Vehicle Refund Report	Accounts	Total Accounts
Audit Dates		
07-01-09/07-31-09	12	\$510.13

Number billed for July 2009 5035

Garnishment Totals

	Totals	Original Levy
Month	Accounts	Amount
F/Y 07-08 (July-June)	1547	\$ 585,042.84
F/Y 08-09 (July 1 st –June 30 th)	2663	\$822,302.19
July 2009	271	50,286.52
Totals	4481	\$1,457,631.55

Real and Personal Property Releases Less than \$100–July 09-Per NCGS 105-381 (b)

Name	Bill Number	Amount
Pamela B Sharpe	09A698700972722	\$ 21.28
Jerry & Gloria Mickey	09A598203307609	\$ 55.20
Stephen B Burge	09A597419512313	\$ 88.45
Thomas Day	09A155892486.08	\$ 97.08
David Durham	09A3389.08	\$ 61.93
James Cheek	09A155905510.02	\$ 24.05
Tammy Davis	09A41901.06	\$ 38.93
Sallie Scales	09A12118.08	\$ 23.33
Benjamin Martinez	09A155889370.07	\$ 40.15
David Fulp	09A6118.04	\$ 35.72
Joyce Evans	09A155919266.01	\$ 53.58
Wiley Burcham	09A621.09	\$ 6.00
Jerry Hall	09A155892237.04	\$ 60.12
Kenneth Carrick	09A155923637.03	\$ 1.87
Randal Lawson	09A72084.01	\$ 7.32
Mildred Pettitt	09A156014228.09	\$ 6.00
Samuel Greene	09A155922795.03	\$ 39.21
Randy Galyean	09A39050.09	\$ 44.81
Lloyd Hancock	09A3927.04	\$ 25.25
Keith Hatcher	09A155920919.04	\$ 37.34
Total Amount		\$ 767.62

Real and Personal Property Refunds Less than \$100–July 09-Per NCGS 105-381 (b)

Name	Bill Number	Amount
David Durham	08A33989.08	\$ 69.59
	07A609100676861	\$ 76.91
	06A609100676861	\$ 83.85
James Cheek	08A155905510.02	\$ 24.42
	07A155905510.02	\$ 23.98
Tammy Davis	08A41901.06	\$ 23.14
David Fulp	08A6118.04	\$ 39.16
	07A694500888701	\$ 37.92
	06A694500888701	\$ 34.01
	05A2005009068	\$ 48.28
	04A2004009044	\$ 50.05

Joyce Evans	08A155919266.01	\$	60.52
	07A698500873297	\$	67.21
	06A698500873297	\$	80.42
Jerry Hall	08A155892237.04	\$	60.34
	07A692200813716	\$	58.74
	06A692200813716	\$	57.89
	05A2005010759	\$	57.73
	04A2004010740	\$	59.03
Samuel Greene	08A155922795.03	\$	39.00
	07A695600925328	\$	39.49
	06A695600925328	\$	42.55
	05A2005018317	\$	72.07
	Total Amount	\$	1,206.30

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

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

Viola Baird	09A694700166262	\$	123.03	Lots billed at incorrect unit price
Rebecca Bouton	09A690302772538	\$	385.70	System error- inactive parcel billed
Tommy Watson Construction	09A598220910403	\$	231.42	System error- inactive parcel billed
Donald Ray Stewart	09A691404634448	\$	1,863.33	System error- inactive parcel billed
Ryan Dixon	09A155901883.08	\$	103.29	SWMH was double listed
Roger Taylor	09A155916260.07	\$	104.38	SWMH rep. in 03-06
	07A155916260.07	\$	119.68	SWMH rep. in 03-06
Billy Byrd	09A155892732.09	\$	286.62	DWMH was double listed
Joshua Bullins	09A156010636.01	\$	126.54	SWMH was double listed
Benjamin Martinez	09A155889370.07.01	\$	206.47	SWMH in Forsyth County
	Total Amount	\$	3,550.46	

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

Real and Personal Property Refunds More than \$100--July 09-Per NCGS 105-381 (b)

Name	Bill Number	Amount	Reason
Thomas Day	08A155892486.08	\$ 105.86	SWMH Double Listed
	07A696900402564	\$ 111.31	SWMH Double Listed
	06A696900402564	\$ 101.42	SWMH Double Listed
	05A2005006550	\$ 137.12	SWMH Double Listed
Ryan Dixon	08A155901883.08	\$ 112.36	SWMH Double Listed
	07A155901883.08	\$ 117.88	SWMH Double Listed
	06A155901883.08	\$ 125.93	SWMH Double Listed
	05A2005006924	\$ 145.25	SWMH Double Listed
	04A2004006910	\$ 161.54	SWMH Double Listed
Joyce Evans	05A200500803	\$ 101.27	SWMH Double Listed
	Total Amount	\$ 1,219.94	

Tax Administrator Oakley presented the following Present-Use Value Applications for the Board's consideration:

Name	Parcel #	Acres	Reason
Jerry & Yvonne Rutledge	692200575657	29.58	Forestry
	692300625022	11.06	Forestry
Jerry & Yvonne Rutledge	692300831126	28.15	Forestry

Mickey Wagoner	693303019632	60.00	Forestry	seven years, but have never applied for Forestry Use Value
	692300649659	15.00	Forestry	
Robert W Stewart	694304632420	33.87	Agriculture	Mr. Stewart has owned this land for over ten years. The land is being farmed.
Ronald & Frances Young	604000577803	24.58	Forestry	The land has been in the family for many years.

Tax Administrator Oakley stated that the Tax Department recommends approval of the submitted Present-Use Value Late Applications.

Tax Administrator Oakley present the following Late Application for Elderly Exemption and Disabled Veteran for 2009:

- Mary F. Watts
 - Account – 155928193
 - Parcel: 6901-05-28-0332
 - One acre of land and dwelling located in Pinnacle
 - Assigned tax value of \$140,800

Tax Administrator Oakley stated that the Tax Department recommends approval by the Board regarding Ms. Watts’ Late Application and that Late Applications can be accepted until 12-31-2009.

Tax Administrator Oakley noted that his office is currently purging the tax data base which will “clean up” accounts such as single wide mobile homes being listed as both personal and real property.

Tax Administrator Oakley also noted that his office will be introducing other ideas to the Board for their consideration regarding the collection of taxes in the very near future.

Chairman Inman, with full consent of the Board, directed the Clerk to place the Real/Personal Property Releases and Refunds more than \$100, the Present-Use Value Late Applications, and the Late Application for Elderly Exemption and Disabled Veterans for 2009 on the August 24th Consent Agenda.

Interstate Collection Agency – Further Discussion

The Board continued discussion regarding contracting with Interstate Collection Agency. Tax Administrator Oakley presented the item to the Board at the July 27th meeting.

Manager Steen reiterated that using Interstate Collection Agency is another option to try to collect delinquent accounts such as taxes, EMS bills, water bills, etc.

Commissioner Carroll reiterated he had no issues with using a collection agency but would like to see the accounts turned over after five years instead of ten years.

Vice Chairman Walker expressed concerns turning over ten year old bills particularly if a taxpayer had never received a copy of the bill. Tax Administrator Oakley explained that only delinquent accounts that pertain to personal property, motor vehicles, and EMS would be turned over to the

Collection Agency from his department. Tax Administrator Oakley further stated that some of the delinquent accounts in the Tax Office dated 1999, 2000, 2001, and 2002 that dealt with transferable property after January 1st of each year could possibly have been sent to the property owner who owned the property on January 1st and not the new property owner who purchased the property after January 1st. The County's current software which was installed in 2003 eliminates this issue by a parent/descendent tracking. Vice Chairman Walker noted that he would like to see the County attempt to contact the taxpayers before turning over delinquent accounts to a collection agency. Tax Administrator Oakley noted that an advertisement in the Stokes News could try to alert delinquent taxpayers about the County's new policy if adopted.

Tax Administrator Oakley noted that he mailed all delinquent bills (personal and motor vehicles) out in October of 2007 and again in October 2008 with boxes of bills (at least 70-80%) being returned undeliverable.

Tax Administrator Oakley noted the motor vehicles taxes are the biggest problem and he would like to turn over all delinquent motor vehicles taxes up to 2008. (North Carolina will start collecting motor vehicles taxes July 2011.)

Tax Administrator Oakley reiterated that Interstate Collection Agency has the ability to track the taxpayer outside of North Carolina and has other means of enforcement through the placement of delinquent accounts to the Credit Bureau which can affect someone's ability to borrow or refinance.

Tax Administrator Oakley urged the Board to also allow Interstate Collection Agency to utilize Debt Setoff which allows the collection of delinquent accounts over \$50 to be paid from State Income Tax Refunds. Interest will stop once the State accepts the request for payment for delinquent taxes. Debt Setoff could possibly collect a large amount of the delinquent motor vehicle taxes.

Commissioner Lankford stressed that once all these delinquent taxes are "cleaned up" (personal, motor vehicle taxes being collected by State in 2011, and new collection procedures in EMS and Tax Department) there should not be any delinquent accounts and sees no need to contract for more than 2 years.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on August 24th Action Agenda.

Proposed Lock Box Automated Payment System

Finance Director Julia Edwards and Tax Administrator Jake Oakley noted the following information regarding the Proposals for Lock Box Automated Payment Services: (Tax Administrator Jake Oakley presented the item to the Board at the June 8th meeting)

- County received proposals for Lock Box Automated Payment Services until July 17, 2009 – the following submitted a proposal:
 - NewBridge Bank - \$19,500.00 – estimated cost (Current bank relationship)
 - First Citizens - \$28,882.50 – estimated cost (cost for account with Bank \$192.00 yearly)
 - RBC - \$23,445.00 – estimated cost (cost for account with Bank \$5,382.00 yearly)
 - SunTrust – \$32,199.84 - estimated cost (cost for account with Bank \$8,400.60 yearly)
- All tax payments will be mailed to the Bank’s designated facility, processed at that facility, and deposited into the County’s account daily (the bank electronically processes the payment)
- The payment information will be downloaded to the County’s tax system daily
- This new procedure would stop all the mail having to be opened, processed, and entered in the county system which will save time allowing county employees to work on the collection of delinquent accounts
- Several other counties use Lock Box Accounts for their collections
- Have not received any negative comments regarding the use of Lock Box Services
- Taxpayers can still come into the Tax Office and pay their taxes in person
- Problems with payments will be turned over to the Tax Department and the Tax Department will handle all problems
- The Bank would not have any contact with the citizens/taxpayers
- Estimate 99% of the payments for vehicle taxes are mailed and processed by the Tax Department
- Estimate 82% of the payments for real property are mailed and processed by the Tax Department
- Fees will decrease when the State takes over the collection of motor vehicles (probably be cut in half by 2012)
- Expenditures for the service could possibly be paid from bank analysts’ fees

Finance Director Edwards and Tax Administrator Oakley recommended that Stokes County select NewBridge Bank for Lock Box Services.

The Board discussed the proposals with Finance Director Edwards and Tax Administrator Oakley.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on August 24th Action Agenda.

Purchasing Contracts

Proposed Bids – Fiscal Year 2009-10 Vehicles Financing

Support Services Supervisor Danny Stovall presented the following Proposals for financing Fiscal Year 2009-10 vehicle purchases received Wednesday, August 5th:

Bank	Rate	Bank Fees	1st Payment Due 09-2010
RBC Bank	2.83%	\$ 100.00	\$ 203,316.25
BB&T	3.28%	\$ -	\$ 205,215.69
SunTrust	3.468%	\$ 750.00	
New Bridge	4.875%	1,463.00	
First Citizens	Did not quote due to 2 year loan term		
Local Federal Credit Union	Does not provide 100% financing		
Wachovia	No response		

Mr. Stovall noted the following:

- Loan Amount - \$390,000.00
- Term – 2 years
- Funding for Sheriff patrol cars (State contract usually available in October) and two ambulance remounts
- One ambulance is currently in West Jefferson and should be finished within the next 30 days

The Board discussed the proposed bids received for capital financing.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on August 24th Action Agenda.

Proposed Resolution – E911- Computer Software – Sole Source

Support Services Supervisor Danny Stovall submitted the following proposed Resolution regarding the purchase of CAD Software:

RESOLUTION

**EXEMPTION FROM GENERAL STATUTES
FOR FISCAL YEAR 09-10 CAD SOFTWARE/INTERFACE PURCHASES**

WHEREAS, North Carolina General Statutes 143-131 and 143-129 require public bidding for the purchase of apparatus, supplies, materials, or equipment requiring an estimated expenditure of public money over a stated dollar amount may be performed, nor may any contract be awarded therefore, by any board or governing body of the State, or of any institution of the State government, or of any political subdivision of the State, unless provisions of these statutes are complied with;

WHEREAS, North Carolina General Statute 143-129 contains the following exception; (e) (6) Exceptions – The requirements of this Article do not apply to: Purchases of apparatus, supplies, materials, or equipment when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration. Notwithstanding any other provision of this section, the governing board of a political subdivision of the State shall approve the purchases listed in the preceding sentence prior to the award of the contract.

WHEREAS, the Board of Commissioners are convened in a regular meeting:
NOW THEREFORE, THE BOARD OF COMMISSIONERS OF STOKES COUNTY RESOLVES THAT:

The purchase of Police/Fire software and CAD interface modules be made exempt from the provisions of North Carolina General Statute bidding requirements per 143-129(e)(6) for the following reasons:

- Stokes County’s E911 system currently utilizes software from Priority Dispatch and Spillman Technologies;
- Software and interface modules to be purchased will be provided by existing vendors;
- Software compatibility, standardization and vendor performance is a major concern and shall be taken into consideration for these purchases;

Adopted the 24th day of August 2009.

J. Leon Inman- Chairman

Jimmy Walker – Vice Chairman

Ron Carroll - Commissioner

Ernest Lankford - Commissioner

Stanley Smith – Commissioner

Attest _____

Darlene Bullins
Clerk to the Board

Mr. Stovall noted the following:

- NCGS 143-131 and 143-129 require public bidding for the purchases over a certain dollar amount
- NCGS 143-219 contains the following source exception pertaining to purchases:
 - “(e) Exceptions – The requirements of this Article do not apply to”:
 - “(6) Purchases of apparatus, supplies, materials, or equipment when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration. Notwithstanding any other provision of this section, the governing board of a political subdivision of the State shall approve the purchases listed in the preceding sentence prior to the award of the contract.”
- The purchase of Police/Fire Software and CAD Interface Modules be made exempt from the provisions of NCGS bidding requirements per 143-129(e)(6) for the following reasons:
 - Stokes County’s E911 system currently utilizes software from Priority Dispatch and Spillman Technologies
 - Software and interface modules to be purchased will be provided by existing vendors
 - Software compatibility, standardization and vendor performance are major concerns to be taken into consideration for these purchases
- Priority Dispatch Software – Cost \$60,522
- Spillman Technologies – Cost \$25,669
- Funding for the purchases will provided by E911 Funding
- Emergency Communications Director Del Hall and Information Systems Director Dianna Fulp both request to use the sole source due to currently using the Priority Dispatch and Spillman Technologies

Emergency Communications Director Del Hall noted the following:

- Telecommunicators are currently using Priority Dispatch for EMS Call
- New software will be for fire and police
- Each law enforcement agency will determine their response categories before the program is implemented
- Software was approved in the 2009-10 fiscal year

The Board discussed the proposals with Mr. Stovall and Director Hall.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on August 24th Action Agenda.

New EMS Facility in Pinnacle – Update

Support Services Supervisor Danny Stovall noted the following:

- Grading is 95% completed – rest will be done at the end of the project
- Plumbing is being done
- Water lines to the facility will be installed this week
- Footings are to be poured by the end of the week if all goes well
- Concrete slab should be poured within the next two weeks
- Concrete floors in the bay area are sloped 2” from back to front and will allow vehicles to be washed inside the bay area

- Did not include drains in the bay area due to regulations that would require oil/water separators which would be very expensive
- Once concrete slab is poured, it will take approximately 10 days to cure, then the construction on the building will began

Job Vacancies

County Manager Bryan Steen recommended the following vacancies be advertised and filled:

Position	Department	Status	Additional Information
Administrative Assist.	Public Building/Utilities	Vacant 04-17-2009	Approved in budget to be filled 10-01-09
Maintenance Parks	Public Building	Vacant 01-19-2009	Approved in budget to be filled 10-01-09 Another vacancy could possibly occur in late fall
Social Worker III- Temp	DSS	Vacant 06-26-2009	Temporary position approved in the budget through February 2010- fill asap due to workload
Telecommunicator (2)	E911	Vacant 06-11-2009	Currently vacant

The Board discussed the vacancies with Manager Steen.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on August 24th Action Agenda.

Personnel

County Manager Bryan reviewed the following proposed personnel policies which were introduced at the July 27th meeting:

Holiday and Compensatory Time – Proposed Policy

Article VII. Overtime Provisions (page 9 and 10)

Section 1 – Non Exempt Employees

Employees will be required to use compensatory time as soon as possible after accumulation at the direction of the Department Head and will be required to use Compensatory time before the use of any other leave time.

Delete: Employees are encouraged to use accrued compensatory time within sixty (60) days of the date it is earned.

Article V. Employee Benefits (Page 2)

Section 1 - Holidays

If the Department Head or County Manager determines that it is necessary for an employee to work on a holiday, compensatory hours shall be awarded for the hours worked. Employees who are subject to work holidays because the department continues to operate as usual shall receive an accrual of holiday hours which may be taken at a later date (with the approval of the Department Head). These departments are: Sheriff’s Department, Emergency Communications, Jail, and EMS .

Accumulated holiday hours are compensable if the employee terminates.

Revision:

If the Department Head or County Manager determines that it is necessary for an employee to work on a holiday, compensatory hours shall be awarded for the hours worked. Employees who are subject to work holidays because the department continues to operate as usual shall receive an accrual of holiday hours which will be taken at the direction of the Department Head and prior to the use of

all other leave time. These departments are: Sheriff's Department, Emergency Communications, Jail, and EMS. Accumulated holiday hours are compensable if the employee terminates.

This will also be added to Article V. - Section 2- Annual Leave (Vacation), Section 3- Sick Leave and Personal Leave, and Article VII. Overtime Provisions (page 9 and 10)

Insert: Employees will be required to use accrued Holiday Time before using any other type of leave

County Manager Steen noted the following:

- Reiterated that language allows the department head to direct the use of holiday and comp. time
- Start the new policy with the beginning of a pay period
- Can always be revisited and amended
- Flexibility in taking the time will allow no disruption of services to the citizens of Stokes County, but Department Heads will be made aware that time should be taken as soon as possible

The Board continued discussion regarding the proposed policy.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on

August 24th Action Agenda.

Exempt Employees – Timesheet Maintenance - Proposed Policy

Section 2 – Exempt Employees

Employees classified as exempt will not maintain a timesheet unless reporting the use of sick or annual leave.

Manager Steen introduced the proposed policy at the July 27th meeting.

County Manager Steen noted the following:

- Reiterated that exempt employees will no longer maintain a timesheet unless reporting the use of sick or annual leave and will no longer accrue comp. time
- Start the new policy with the beginning of a pay period

The Board continued discussion regarding the proposed policy.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on

August 24th Action Agenda.

Arts Council Director – Revision of Job Classification

The Board continued discussion regarding the Arts Council Director – Revision of Job Classification which was presented by Manager Steen at the July 27th meeting.

Manager Steen reiterated the following changes:

- Title – Director of Arts and Cultural Services
- Addition – May serve as the Executive Director of the Stokes County Arts Council

Vice Chairman Walker noted the use of the “may” serve as the Executive Director which he felt was an appropriate choice of wording.

Commissioner Carroll stated that the current job title “Arts Council Director” has worked for thirty five years and sees no point in changing it now.

Chairman Inman, with full consent of the Board, directed the Clerk to place the item on August 24th Action Agenda.

Stokes County Juvenile Crime Prevention Council (JCPC)

Chairman Inman noted that there had been no applications received for the appointment.

Commissioner Smith noted that JCPC Chairman Jan Spencer noted that filling the appointment was at the discretion of the Board.

Commissioner Carroll reminded Board of Education Chairman Bill Hart, who was in the audience, about the possibility of having a member of the Board of Education on the JCPC.

Chairman Hart noted he had not made the Board of Education aware of the position, but would do so at the next meeting.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Proposed Resolution – Nancy Reynolds Renovation Project

Chairman Inman entertained a motion regarding the following proposed Resolution - Nancy Reynolds Renovation Project which was presented at the July 27th meeting:

Extract of Minutes of a regular meeting of the Board of Commissioner of the County of Stokes, North Carolina held in the Commissioners’ Chambers, New Government Center, Danbury, North Carolina 27016, on August , 2009.

* * *

The following members were present:

The following members were absent:

Also present:

* * *

Commissioner _____ moved for consideration of the following resolution (the “Resolution”), a copy of which was available to the Board and which was read by title:

RESOLUTION OF THE COUNTY OF STOKES, NORTH CAROLINA DECLARING THE INTENT OF THE COUNTY OF STOKES, NORTH CAROLINA TO REIMBURSE ITSELF FOR CAPITAL EXPENDITURES INCURRED IN CONNECTION WITH THE ACQUISITION, CONSTRUCTION, DEMOLITION AND EQUIPPING OF THE NANCY REYNOLDS ELEMENTARY SCHOOL PROJECT FROM THE PROCEEDS OF CERTAIN TAX-EXEMPT OBLIGATIONS TO BE EXECUTED AND DELIVERED IN CALENDAR YEAR 2009 OR 2010.

WHEREAS, the Board of Commissioners of the County of Stokes, North Carolina (“County”) has determined that it is in the best interests of the County to finance the acquisition, demolition, construction, and equipping of Nancy Reynolds Elementary School Facility (the “Project”);

WHEREAS, the County presently intends, at one time or from time to time, to finance all or a portion of the costs of the Project with proceeds of tax-exempt obligations and reasonably expects to execute and deliver its tax-exempt obligations (the “Obligations”) to finance, or to reimburse itself for, all or a portion of the costs of the Project; and

WHEREAS, the County desires to proceed with the Project and will incur and pay certain expenditures in connection with the Project prior to the date of execution and delivery of the Obligations (the “Original Expenditures”), such Original Expenditures to be paid for originally from a source other than the proceeds of the Obligations, and the County intends, and reasonably expects, to be reimbursed for such Original Expenditures from a portion of the proceeds of the Obligations to be executed and delivered at a date occurring after the dates of such Original Expenditures;

Closed Session

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

- To consider and take action with respect to the position to be taken by the county in negotiating the price or other material terms of an agreement for the acquisition or lease of real property pursuant to G.S. 143-318-11(a)(5).
- To consider the initial employment or appointment of an individual to any office or position, other than a vacancy in the Board of County Commissioners or any other public body, or to consider the qualifications, competence, performance, character, and fitness of any public officer or employee, other than a member of the Board of Commissioners or of some other public body pursuant to G.S. 143-318.11(a)(6).

Vice Chairman Walker moved to enter into closed session for the following:

- To consider and take action with respect to the position to be taken by the county in negotiating the price or other material terms of an agreement for the acquisition or lease of real property pursuant to G.S. 143-318-11(a)(5).
- 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. 143-318.119(a)(6).

Commissioner Lankford seconded and the motion carried unanimously.

The Board returned to the open session of the August 10th 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