

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
OCTOBER 26, 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, October 26, 2009 at 6:00 pm with the following members present:

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

County Personnel in Attendance:
County Manager K. Bryan Steen
Clerk to the Board Darlene Bullins
Finance Director Julia Edwards
Support Services Supervisor Danny Stovall

Others in Attendance:
Dr. Stewart Hobbs – Superintendent – Stokes Co. Schools

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.

GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA

Chairman Inman entertained a motion to approve or amend the October 26, 2009 Agenda.

Commissioner Lankford moved to approve the October 26, 2009 Agenda as presented.

Commissioner Smith 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 October 8, 2009 – Special Meeting
- Minutes of October 12, 2009

Health Department - Budget Amendment #26

Finance Director Julia Edwards submitted Budget Amendment #26.

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			
100.5100.511	Non-Capital Equipment	\$5,000.00	\$7,000.00	\$12,000.00
	Totals	\$5,000.00	\$7,000.00	\$12,000.00

This budget amendment is justified as follows:

To appropriate one-time funding to assist local Health Departments with improving the immunization rates and local immunization capacity. This funding received will purchase equipment (i.e. auto dialers, generators, refrigerators and/or freezers, etc.)

This will result in a net increase of \$7,000.00 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 this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Immunization Action Plan			
100.3301.239	Grant	\$17,052.00	\$7,000.00	\$24,052.00
	Totals	\$17,052.00	\$7,000.00	\$24,052.00

Senior Services – Budget Amendment #27

Senior Services Program Director Lynn Martens submitted the Stokes Aging Committee’s recommendation to use ARRA (American Recovery & Reinvestment Act) Nutrition Funding for Congregate and Home Delivery Meal Programs. Director Martens noted Stokes County would receive the following allocation:

- Congregate Nutrition \$11,462 - Federal and State Funding
 \$1,274 - Local Match
 \$12,736 - Total

- Home Delivered Meals \$5,642 - Federal and State Funding
 \$627 - Local Match
 \$6,269 - Total

Director Martens stated that the local match would come from the Senior Services 2009-10 Budget – no extra county funding needed. Director Martens submitted Budget Amendment #27 and the Agreement for the Provision of County- Based Nutrition Services for the Elderly through the American Recovery and Reimbursement Act of 2009 for the Board’s approval.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
Senior Services				
100.5860.220	Food & Provisions	\$177,000.00	\$20,904.00	\$197,904.00
100.5860.290	Miscellaneous Expense	\$1,900.00	\$166.00	\$2,066.00
Totals		\$178,900.00	\$21,070.00	\$199,970.00

This budget amendment is justified as follows:
To appropriate funding from ARRA funds for Congregate and Home Delivered Meals.

This will result in a net increase of \$21,070.00 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
100.3301.379	NWPCOG-ARRA Nutrition	\$00.00	\$21,070.00	\$21,070.00
Totals		\$00.00	\$21,070.00	\$21,070.00

(A copy of the agreement will be retained by the Clerk and the Senior Services Department)

Tax Administration Report – September 2009

Tax Administrator Oakley presented the following Real and Personal Property Refunds (September 2009) which are more than \$100 at the October 12th meeting with a request for approval at the October 26th meeting: (Tax Administrator Jake Oakley recommended approval of the Refunds)

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

Name	Bill Number	Amount	Reason
Wells Fargo	09A598101487383	\$296.92	Elderly Application Approved
Mary Cockerham	09A695504807412	\$122.20	Elderly Application Approved
Arne and Charlotte Eriksen	09A690213037973	\$336.90	Elderly Application Approved
Billy & Eva Priddy	09A699900140688	\$356.44	Elderly Application Approved
Avoline Smith	09A598216848339	\$203.49	Elderly Application Approved
Kathleen Tedder	09A692503328169	\$351.45	Elderly Application Approved
Total Amount		\$1,667.40	

Tax Administrator Oakley presented the following Real and Personal Property Releases (September 2009) which are more than \$100 at the October 12th meeting with a request for approval at the October 26th meeting: (Tax Administrator Jake Oakley recommended approval of the Releases)

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

Name	Bill Number	Amount	Reason
Shelby Woodruff	09A155888977.09	\$106.74	Taxpayer's error
Betty & Roger Boles	09A599800024890	\$116.38	Elderly Application Approved
Louis Frohlich	09A698400170798	\$207.15	Elderly Application Approved
Norma Hill	09A597603339708	\$401.33	Elderly Application Approved
John Lawson Heirs (Maeola Lawson)	09A598301496034	\$266.43	Elderly Application Approved

James & Velma Shelton	09A604700673697	\$160.28	Elderly Application Approved
Lillie King Sheff Heirs (Frank Y Sheff)	09A690800799220	\$166.25	Elderly Application Approved
Allard/Kathleen Smith	09A598215542318	\$412.30	Elderly Application Approved
Lee Sweeney	09A598601274249	\$248.05	Elderly Application Approved
Linda W. Treece	09A599301283520	\$104.14	Elderly Application Approved
Floyd Vaden	09A699900686240	\$229.43	Elderly Application Approved
Paul Warren	09A695102864237	\$370.50	Elderly Application Approved
	Total Amount	\$2,748.98	

Tax Administrator Oakley presented the following Present-Use Value Applications at the October 12th meeting with a request for approval at the October 26th meeting: (Tax Administrator Jake Oakley recommended approval of the Present-Use Value Applications)

Name	Parcel #	Acres	Reason
Leann Gallimore	597307691132	97.01	Agricultural
Mary Helen Bowman	599700099694	32	Forestry
Betty Bowman			

Tax Administrator Oakley presented the following Late Application for Elderly Exemption, Disabled Exemption, and Disabled Veterans for 2009 at the October 12th meeting with a request for approval at the October 26th meeting: (Tax Administrator Jake Oakley recommended approval of Late Application for Elderly Exemption, Disabled Exemption, and Disabled Veterans):

Name	Parcel Number	Acreage	Assigned Value
Rose Wall Ivester	6912-01-06-6108	Lot	\$105,800.00

Commissioner Lankford moved to approve the Consent Agenda as presented.

Commissioner Carroll 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:

- New EMS Station is now under roof
- Recent article in the Winston Salem Journal regarding the County’s Broadband Feasibility Study
- Channel 14 recently interviewed the manager and others regarding the Broadband Feasibility Study

Commissioner Lankford informed Board members of the recent health condition of Ed Wooters, NCACC.

Commissioner Smith noted the recent passing of Mr. Max Briggs.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Board of Education - Request for Payment – Engineering Fees for School Projects

County Manager Bryan Steen briefed the Board regarding the following request for payment received from Chairperson Bill Hart, Stokes County Board of Education:

Service	Project	Fee
Pre-Design	Nancy Reynolds	\$20,670.00
Schematic Design	New Elementary School	\$44,625.00
Schematic Design	Southeastern Middle School	\$7,223.42
	Total	\$72,518.42

Following invoiced service, per Chairperson Hart, will be combined into the New Elementary School Project, therefore; no request for payment will be needed:

Service	Project	Fee
Professional Services	Stokes County Master Plan	\$118,634.00

Manager Steen stated that after reviewing the invoices with Finance Director Julia Edwards, he could not link the services appropriately to any project approved by the Board of County Commissioners for payment and requested guidance regarding payment of any or all of the request.

Dr. Stewart Hobbs, Stokes County Superintendent, discussed the following regarding the request:

- The need for a Long Range Master Feasibility Plan for Stokes County Schools as discussed at the January 22, 2007 joint meeting held at Germanton Elementary School
- Stokes County Schools hired sfL+a Architects to complete the feasibility study with the verbal agreement that sfL+a charges for the study would be rolled into their architectural fees as long as the Board of Education contracted with them for the first three priority projects
- Bid procedures were followed for architects for the three projects and the feasibility study, sfL+a was selected for the construction of a New Elementary School and Southeastern Middle School Renovation Project
- sfL+a was allowed to look at the Nancy Reynolds Project, but the Board of Education preserved the right for other architects to be considered
- Ersoy, Brake, Appleyard Architects were retained for the Nancy Reynolds Project
- sfL+a was not guaranteed the Nancy Reynolds Project
- sfL+a did preliminary work (extensive pre-design work) on the Nancy Reynolds Project
- sfL+a was paid \$6,890.00 for work done regarding land acquisition (Nancy Reynolds) with a remaining balance of \$20,670 for pre-design work
- sfL+a was paid \$4,827.79 for consultant work on land acquisition (Nancy Reynolds)
- sfL+a was paid \$25,500.00 for work done regarding land acquisition (new elementary school) with a remaining balance of \$44,625 for schematic design
- sfL+a did preliminary work for the Southeastern Middle School Project - schematic design with a balance of \$7,223.42 – no payment has been made toward this service
- sfL+a did the feasibility study at a cost of \$118,634 – no payment has been made toward this service
- sfL+a requested the Board of Education’s continued commitment for architectural services required for the construction of a new elementary school project and renovations to Southeastern Middle School when funding is available, if not, payment for services rendered would be due
- Board of Education has agreed to give sfL+a a letter of commitment honoring the Board’s previous commitment regarding the new elementary school project and renovations project for Southeastern Middle School
- Board of Education requested that a request be made to the Board of Commissioners regarding payment to sfL+a for services done regarding the new elementary school, Nancy Reynolds, and Southeastern Middle School
- Nancy Reynolds project is underway, school building is completely down

- Public presentation regarding the design for Nancy Reynolds School (virtual tour) will be sometime in November to reveal what the new school will look like – projected cost per square foot may be less than anticipated which will save funding

The Board discussed the request for payment with Dr. Hobbs.

Commissioner Carroll expressed the following:

- Very bothered about the request – not the services that were performed
- Concerned that services were rendered before any request was made to the Board of Commissioners
- Under the Fiscal Control Act, funds should have been available before entering into a contract for services
- Very concerned about the request for payment being presented at this time to the Board of Commissioners
- Suggested the Board of Education use fund balance to pay the debt

Commissioner Lankford expressed the following:

- Feels the County is obligated for the pre-design work done for the Nancy Reynolds Project due to the fact that funding has been allocated for that specific project
- Feels the Board of Education should follow with their commitment regarding the new elementary school and renovations at Southeastern Middle School
- Requested additional information regarding the process that was followed by the School System regarding the selection of architects to ensure the process had been followed properly

Commissioner Smith expressed the following:

- Agreed that the process regarding the selection of architects needs to be done properly
- Can understand the need for the master feasibility study
- Can go along with paying the amount related to the Nancy Reynolds project from the allocated funding and suggested the Board of Education continue with their agreement with sFL+a

Vice Chairman Walker expressed the following:

- Agreed that all procedures should be followed regarding the selection of architects
- Concerned that architects' fees are based on the cost of the project that is designed by the architect (the more cost for the project, the more architectural fees)
- Reiterated that allocated funding be used as wisely as possible in order to complete as many projects as possible

Chairman Inman requested the Board's views regarding the request for payment.

Commissioners Lankford, Smith, and Carroll had no problem with paying the \$20,670 for the pre-design work for the Nancy Reynolds Project from the funding already allocated for the Nancy Reynolds Project. Vice Chairman Walker had no commitment at this time.

Chairman Inman directed the Clerk to place the item on the November 9th Action Agenda.

Exempt Employees- Compensatory Leave Time – Further Discussion

Manager Bryan Steen presented the following proposed draft personnel policy requested at the October 12th meeting regarding exempt employees' accrued compensatory time for the Board's consideration: (Attorney Edward Powell has no issues with the proposed policy)

Comp-Time Use Policy for Exempt Employees Hired Prior to August 24, 2009

Exempt Employees hired prior to 08-24-2009 served the county during a period of time that policy allowed them to accumulate and record compensatory time / comp-time.

Exempt Employees in this category will use recorded comp-time utilizing the same request and approval process established for annual / sick / holiday leave until the balance is exhausted and such recorded comp-time will be utilized before use of annual or sick leave.

In the event of voluntary or involuntary termination as an employee of Stokes County, exempt personnel shall not be eligible for monetary reimbursement for recorded or unrecorded comp-time.

Manager Steen reiterated the following:

- Draft policy would be for exempt employees hired prior to August 24, 2009
- Exempt employees will still no longer accrue compensatory time
- Exempt employees will be allowed to use recorded compensatory time until the balance is exhausted
- Exempt employees will use accrued compensatory time before the use of sick, annual, and holiday leave
- Reiterated that in the event of voluntary or involuntary termination as an employee of Stokes County, exempt personnel shall not be eligible monetary reimbursement for recorded or unrecorded compensatory time

The Board discussed the proposed draft with Manager Steen, being fair to those employees who have accumulated compensatory leave balances, county's current policy being the direction of the Board which no longer allows exempt employees to accrue compensatory time, and whether to set a time that employees have to use the accrued compensatory leave balances.

Chairman Inman directed the Clerk to place the item on the November 9th Action Agenda.

Criminal Record Check – Amendment to Current Policy

Manager Bryan Steen presented the following request to the Board regarding the County's current policy that requires all applicants submit a criminal record check with all employment applications for the Board's consideration:

- Request that only applicants who have been requested to interview provide a criminal record check

Manager Steen noted that the State has recently increased the fee to obtain a criminal record check to \$25.00 which is very costly especially to those out of work who apply for a vacancy.

The Board discussed the Manager's recommendation and had no problem with his recommendation.

Commissioner Lankford requested that the policy state when the criminal record check will be due for those being interviewed.

Chairman Inman directed the Clerk to place the item on the November 9th Action Agenda.

Purchase of Law Enforcement Vehicles

Support Services Supervisor Danny Stovall requested approval to purchase six (6) 2010 Ford Crown Vics and two (2) Ford Fusions at a total cost of \$152,602.60.

Mr. Stovall noted the following information:

- Funding Source – Lease Purchase Agreement -Funded August 27, 2009
- Term Contract 070A-Capital Ford-Wilmington (2010 Ford Fusion SE = \$14,303.00 each) pickup will be in Raleigh
- Term Contract 070B – Capital Ford-Raleigh (2010 Crown Vic =\$20,666.10 each) (\$61.10 has been added to each vehicle for vinyl rear seat- easier to clean)
- Additional equipment such as light bars, push bars, radios, sirens, cages, etc. will be purchased from other sources
- Request approval to move forward with the purchase of (6) 2010 Ford Crown Vics and (2) 2010 Ford Fusions

Manager Steen suggested that the Fusions be put on a quicker rotation schedule in the coming years so that the vehicles can be placed in other departments rather than the Crown Vics in order to have a more fuel efficient fleet.

The Board discussed Mr. Stovall's request and had no issues.

Mr. Stovall noted that with the estimated cost compared to the amount of funding that has already been secured, there could be enough funding left to purchase an additional Fusion.

Chairman Inman, with full consensus of the Board, directed Mr. Stovall to move forward with the purchase of (6) 2010 Ford Crown Vics and (2) 2010 Ford Fusions.

The Board agreed to discuss the issue of purchasing an additional Fusion after all expenses have been incurred.

Job Vacancies

County Manager Bryan Steen requested the Board's approval to advertise and fill the following positions: (requested by Captain Mike Marshal on October 21st)

- SRO Officer – Chestnut Grove Middle School
- Patrol Officer

The Board discussed the urgency of the request, need for a SRO at Chestnut Gove Middle School which is paid for by the Stokes County School System, and the need to move the item to today's Action Agenda.

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

Appointments – Juvenile Crime Prevention Council (JCPC)

Chairman Inman noted that JCPC Chairman Jan Spencer had submitted the following request:

- Replace Sheriff Mike Joyce's designee of Thomas Sands with Kelly Craine

- Term ends on June 30, 2011

Clerk Darlene Bullins noted that no advertisement would be done due to this appointment is recommended by Sheriff Mike Joyce.

Chairman Inman entertained a motion.

Commissioner Smith moved to appoint Kelly Craine to serve on the JCPC.

Commissioner Lankford seconded and the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Courtroom “C” and District Attorney – Renovations Projects – Proposed Bids

Support Services Supervisor Danny Stovall presented the following information regarding the bids that were received before 5:00 pm on the October 9th deadline for the renovations to Courtroom “C” and District Attorney’s offices:

- Option #1 -Using multiple contracts -total cost \$155,516 (\$28,756 additional funding needed to complete both projects)
- Option #2 -Using single contracts -total cost \$158,041 (\$31,290 additional funding needed to complete both projects)
- Cost saving measure – Do not remove block wall inside Courtroom “C” –deductions will be forthcoming from all contractors (could save as much as \$15,000)
- Request approval to move forward with renovations projects

Manager Steen recommended leaving the block wall as suggested by Mr. Stovall and that if additional funding is needed, funding could be allocated from funds set aside for asphalt paving. There would still be enough funding left for paving the worst areas such as Community Services Building and Library Parking Lot.

The Board discussed the bids provided by Mr. Stovall, leaving the block wall as suggested by Mr. Stovall, and trying to complete both projects without having to use additional funding.

Mr. Stovall noted that he would return to the Board if any additional funding is needed.

Chairman Inman entertained a motion.

Vice Chairman Walker moved to approve Option #1 – multiple contracts in the amount of \$155,516.00 for renovations to Courtroom “C” and District Attorney’s offices and to leave the block wall inside Courtroom “C”. Commissioner Smith seconded and the motion carried unanimously.

Mr. Stovall requested direction from the Board regarding which project to proceed with first.

The Board discussed which project to proceed with first.

The Board unanimously agreed to proceed with renovations to District Attorney’s offices first and correlate the renovations to Courtroom “C” with the court’s schedule.

Job Vacancies

Chairman Inman entertained a motion regarding the job vacancies moved from today's Discussion Agenda.

Commissioner Smith moved to approve the request from the Sheriff's Department to fill the SRO and Patrol Officer vacancies. 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 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).

Commissioner Lankford moved to enter 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 seconded and the motion carried unanimously.

The Board returned to the open session of the October 26th meeting.

Health Department

Chairman Inman entertained a motion.

Commissioner Smith moved to approve the Health Director's request and Board of Health's recommendation to hire Ms. Grubb as a Public Health Educator/Mental Health Coordinator at a salary of \$34,000.

Vice Chairman Walker seconded and the motion carried unanimously.

Legal

Chairman Inman entertained a motion.

Commissioner Carroll moved to authorize the County Manager to engage special legal

counsel with Mr. Crill to assist the county as needed. Vice Chairman Walker seconded and the motion carried unanimously.

Closed Session

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

- To discuss matters relating to the location or expansion of industries or other businesses in the County pursuant to G.S. 143-318.11(a)(4).

Commissioner Carroll moved to enter closed session for the following:

- To discuss matters relating to the location or expansion of industries or other businesses in the County pursuant to G.S. 143-318.11(a)(4).

Vice Chairman Walker seconded and the motion carried unanimously.

The Board returned to the open session of the October 26th meeting.

Adjournment

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

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

Darlene M. Bullins
Clerk to the Board

J. Leon Inman
Chairman