

STATE OF NORTH CAROLINA)
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COUNTY OF STOKES)
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OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
JANUARY 11, 2010

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, January 11, 2010 at 1:30 pm with the following members present:

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

County Personnel in Attendance:
County Manager K. Bryan Steen
Clerk to the Board Darlene Bullins
Finance Director Julia Edwards
Economic Development Director Alan Wood
Public Health Director Josh Swift

Chairman Jimmy Walker called the meeting to order and delivered the invocation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

Chairman Walker 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 Walker entertained a motion to approve or amend the January 11, 2010 Agenda.

Commissioner Smith requested to add the following to the Discussion Agenda:

- Adding wordage regarding the Discussion Agenda to read –“If time sensitive material is being discussed, the Board has the option to move the item to Action Agenda”

Vice Chairman Lankford expressed concerns with discussing changing the format of the Agenda during a regular meeting and suggested discussing the item at an upcoming budget/goal session.

Chairman Walker stated he would entertain a motion at this time.

Commissioner Carroll noted that Commissioner Smith's proposal is simply putting in writing what the Board's practice has been during the last three years and would make it very clear to the public to avoid any confusion.

Commissioner Carroll moved to add Commissioner Smith's request to today's Discussion Agenda. Commissioner Smith seconded the motion.

Vice Chairman Lankford reiterated the need to discuss this type of item in a work session rather than a regular meeting and expressed concerns with this item not being on today's Agenda.

Chairman Walker called the question.

The motion carried (4-1) with Vice Chairman Lankford voting against the motion.

Chairman Walker noted the item would be added to today's Discussion Agenda as Item G.

County Manager Bryan Steen informed the Board that there is no longer a need to have a Closed Session today and requested to remove the item from today's Agenda.

The Board had no issues with Manager Steen's request.

Commissioner Smith moved to approve the January 11, 2010 Agenda as amended.

Commissioner Carroll seconded and the motion carried (4-1) with Vice Chairman Lankford voting against the motion.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

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

Minutes

- Minutes of December 28, 2009

Fire Marshal - Budget Amendment #45

Finance Director Julia Edwards submitted Budget Amendment #45.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Fire Marshal			
100.4340.000	Salaries & Wages	\$135,318.00	\$(2,256.00)	\$133,062.00
100.4340.351	Maint. & Repairs –Auto	\$3,400.00	\$2,256.00	\$5,656.00
	Totals	\$138,718.00	\$00.00	\$138,718.00

This budget amendment is justified as follows:
To transfer funds for repairs to vehicles.

This will result in a net increase of \$00.00 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.

Health Department - Budget Amendment #46

Finance Director Julia Edwards submitted Budget Amendment #46.

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				
100.5100.261	Office Supplies	\$63,110.00	\$298.00	\$63,408.00
100.5100.370	Advertising	\$1,340.00	\$450.00	\$1,790.00
	Totals	\$64,450.00	\$748.00	\$65,198.00

This budget amendment is justified as follows:

To appropriate funds received to help with the new NC Smokefree Law.

This will result in a net increase of \$748.00 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 and verified through the WIRM Reporting System.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3301.227	NC Smokefree Law	\$00.00	\$748.00	\$748.00
	Totals	\$00.00	\$748.00	\$748.00

Commissioner Inman moved to approve the Consent Agenda as presented.

Vice Chairman Lankford 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 just about finished
- EMS Director Monty Stevens would like to hold the open house sometime during the week of February 15th-19th
- Renovations to the District Attorney’s offices are about halfway finished
- Placement flags have been placed on the Meadows property where the POD and future community college facility will be located
- Danny Stovall would be glad to meet with Commissioners individually to review the location sites before any grading is started, but would need to visit the site by Thursday of this week in order to inform all members of the Board if there were major concerns

The Board discussed possible dates for the EMS Open House – New Pinnacle Station.

The Board unanimously agreed to have the EMS Open House on Tuesday, February 16th at 2:00 pm.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

EDC Update

Economic Development Director Alan Wood presented the following EDC Update:

(EDC Chairman Worth Hampton was unable to attend the meeting)

- Economic Development Website is live and functional – www.stokesedc.org

- The new EDC website has been added as a link to the County's website
- Business Directory is up and running
- Business Event to show appreciation to businesses in Stokes County is scheduled for January 21, 2010 at Camp Hanes
- Meetings are continuing to take place with SBTDC, Forsyth Tech, Stokes Core, Workforce Development, NC Dept. Travel/Tourism, Piedmont Triad Partnership and others to provide grant funding and assistance to local businesses
- Continuing to obtain information to update the county's building/site listing (commercial/retail/industrial)
- Website keyword analysis is ongoing – 35 keywords have been submitted and are being added to the website to assist the county with page ranking on the internet
- Process of identifying industrial sites ongoing process
- Grant received to fund web building program for local businesses
- Seven sites are live and approximately 31 more are in various stages of completion
- Forsyth Technical Community College Small Business Center is providing 4-6 classes at different locations throughout the county, focusing on starting a business, writing business plans, and how to market a business
- Phase II Study is underway concerning the expansion of Broadband Service to all residents of Stokes County
- Phase II should be complete by January 30, 2010 with 2-3 options
- If stimulus funding is available, there is only a 20% county match which could come from other grant funding such as Golden Leaf
- Work continues on developing Piedmont Local Food Initiative
- Tourism website is underway with work on-going to develop the layout and content
- Working on new visitor information (maps, brochures, etc.) to coincide with new tourism website
- Local events are being posted on the tourism website and Stokes County facebook page
- Work continues on branding Stokes County and a new logo for Travel and Tourism
- Temporary visitor information center established in the Danbury Library has been very successful
- Plans are for other temporary visitor information centers to be established at the King and Walnut Cove Libraries by Spring 2010
- Supplying maps, brochures, etc. to three temporary visitor centers could present some funding issues
- New Visitor's Guide will include paid advertisements from area businesses to help offset the cost of the guide
- Feasibility Study (prepared by Northwest Piedmont Council of Governments) to establish an Inn/Conference Center should be completed by January 12th

The Board commended Director Wood on his progress and the work being done by the Economic Development Commission.

Request to Use Economic Development Funding

Economic Development Director Alan Wood presented the following information regarding Stokes County joining the Piedmont Food Initiative:

- Program is based on a project from Rutherford County (Foothills Connect)
- Initiative will match farmers in Rockingham, Stokes, and Caswell counties with institutions in the immediate area that are looking for fresh, nutritious, competitively priced locally grown produce
- Idea is to use technology to link farmers and potential customers via the internet
- Mr. Tim Will, who developed Foothills Connect in Rutherford County, is willing to share his technology and website which will greatly reduce the time frame to get the program up and running in Stokes County
- Once farmers are signed up in the program, they will provide information via a website on what products they have for sale
 - Customers will then place orders on line

- The produce and value-added products will be delivered to a central distribution facility and delivered directly to the institution or central drop off point (if they are going to individual buyers)
- Money is collected and proceeds are deposited directly into the farmers' accounts (split is 80% for the farmer and 20% to cover the costs associated with the program)
- Rockingham County, who started working on this program about six months ago, has invited Stokes County to join in – saving Stokes County numerous hours of work and money getting the program off the ground
- Program will create a new income stream for local farmers and will get fresh foods to local consumers in a more timely fashion
- Stokes County Cooperative Extension Director Michael Hylton is recruiting farmers in Stokes and thinks the results can have a significant impact
- Feels the initiative will definitely impact the local economy and open up a potential large new market – institutional food buyers in the Piedmont
- Hopes to keep family farms in operation and provide wholesome fresh foods
- Rockingham County has projected a \$111,000 budget for 2010
- Rockingham, Caswell, and Stokes counties estimate to generate \$120,000 to \$150,000 local sales this year
- Various grant applications for funding have already been applied for such as Gold Leaf Foundation, Tobacco Trust Fund, etc., both grants (if approved) will not be awarded until May
- Funds are needed to get the program up and running, with hopes to be selling produce in March
- Rockingham County has already provided a substantial portion of what is needed but not the entire amount
- Three meetings have been held with approximately 30+ farmers very interested in the program
- Classes will be provided for local farmers
- Program could also expand the growing season for farmers by using hoop houses and greenhouses
- Next meeting will be January 19th in Reidsville, Michael Hylton is working on transportation for local farmers to attend that meeting
- Program in Rutherford County involves high school students
- Program is intended to sell produce from large or small farms, someone can even grow their produce in their own backyard

Director Wood requested to use \$5,000 from the Economic Development Capital Reserve Funding to assist with this project. Director Wood noted that Rockingham County has not requested funding, but reiterated joining Rockingham County at this point will allow Stokes County farmers to start selling produce this spring.

The Board discussed the program, new types of produce being grown in Stokes County, and the possibility of expanding the growing season (hoop houses, greenhouses, etc.) with Director Wood.

Commissioner Inman, who serves on the EDC, noted this comes as a unanimous request from the EDC.

Chairman Walker confirmed with ED Director Wood that if the County started this type of program without joining Rockingham, it could cost well over \$100,000+. Director Wood also noted that the County is tagging on to an estimated \$300,000 to \$400,000 already spent in Rutherford County.

Chairman Walker, with full consent of the Board, directed the item be placed on the January 25th Action Agenda.

Tax Administration Report – December 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)	\$14,984,547.31		\$5,717,729.69

Prior Taxes 93-08 Tax Years

County Regular & Motor Vehicles	\$ 600,000.00	\$ 457,769.85		\$ 142,230.16
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EMS Collections

Total Collected (12-1-09/12-31-09)	\$ 6,875.59
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Total Collected (07-01-09/6-30-10)	\$ 44,861.14
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Delinquent accounts received from EMS (December 09) = 0

Personal Property Discovery Report

Audit Dates	# of Accts	Total Value	Taxes Due
12-01-09/12-31-09	6	\$65,762	\$533.01

Business Personal Property Discovery Report

Audit Dates	# of Accts	Total Value	Taxes Due
12-01-09/12-31-09	0	\$00.00	\$00.00

Motor Vehicle Release Report

Audit Dates	Accounts	Total Value
12-01-09/12-31-09	73	\$2,587.52

Motor Vehicle Refund Report

Audit Dates	Accounts	Total Accounts
12-01-09/12-31-09	8	\$148.77
Number billed for Dec. 2009	4238	

Garnishment Totals

Month	Total Accounts	Original Levy Amt	Collected Amt
F/Year 2009-10			
(July 1 – June 30)	1258	\$247,702.91	\$216,340.61
December-09	159	\$26,630.04	\$28,505.76

Stokes County Interstate Report

Vehicle Taxes	Dec. 2009
Month to Date Collected	\$7,436.35
# of Accounts Collected	154

Month to Date Cancelled	\$ 930.47
# of Accounts Cancelled	10

Property Taxes

Dec. 2009	
Month to Date Collected	\$ 801.91
# of Accounts Collected	7

Month to Date Cancelled	\$00.00
# of Accounts Cancelled	0

EMS

Dec. 2009	
Month to Date Collected	\$ 2,398.80
# of Accounts Collected	15

Month to Date Cancelled \$1,499.98
 # of Accounts Cancelled 5

Cumulative Totals

Cumulative Total to Date Collected-**Motor Vehicles** \$ 11,395.16
 Cumulative Total to Date Collected- **Property Taxes** \$ 1,190.26
 Cumulative Total to Date Collected - **EMS** \$ 3,559.62
 Grant Total to Date Collected - **All categories** \$ 16,145.04

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

Name	Bill Number	Amount
Perry Hole	09A17714.02.1	\$46.71
Wendi Tackett	09A55803.04	\$24.00
Robert Hester	09A155891751.07	\$50.38
	Total Amount	\$121.09

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

Name	Bill Number	Amount
Piedmont Home Choice LLC	09A30786.09	\$31.06
Ollie Fulk	08A30786.09	\$30.66
	07A690303207123	\$29.81
	06A690303207123	\$29.61
	05A2005008986	\$33.94
	Total Amount	\$155.08

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

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

Name	Bill Number	Amount
Country Wide Home Loans* *(account escrowed for David and Judy Dixon)	09A699403306341	\$411.64
Steve & Dorothy Chaney	09A698800309453	\$195.51
	Total Amount	\$607.15

Tax Administrator Oakley presented the following Late Applications for Elderly & Disabled Exemption and Disabled Veterans Exclusion for 2009 for the Board’s consideration:

Name	Parcel Number	Acreage	Assigned Value
Roger Dean Amos	6968-00-88-3645	Tract	\$117,100
Jonathan & Charlene Crumley	6050-00-65-0620	Tract	\$207,100
Charlie Mae Brown	6919-00-62-2854	Tract	\$238,400
Alvis & Era Jane Hole	6952-08-89-2653	Tract	\$355,700
Mary L. Sharpe	6912-03-04-3964	Tract	\$197,100
Elsie L. Shropshire	6912-04-51-5587	Tract	\$118,600
Nancy T. Smith	6961-01-17-9496	Tract	\$67,500

Tax Administrator Oakley recommends approval of the following:

- Refunds more than \$100 – Real & Personal Property
- Late Applications for Disabled Veteran Exclusion for 2009
- Late Applications for Elderly and Disabled Exemption for 2009

The Board had no issues with the requests presented by Administrator Oakley.

Vice Chairman Lankford requested information from Tax Administrator Oakley regarding the fact that no EMS accounts were submitted to the Tax Department during the month of December.

Vice Chairman Lankford noted the need to make sure that delinquent accounts are being handled promptly and turned over to the Tax Department as soon as possible.

Tax Administrator Oakley noted that the process for collecting EMS accounts is a slower process due to making sure that insurance has been filed and collected before the bill is turned over to the Tax Department. Tax Administrator Oakley also noted that during the month of December, EMS staff was making sure all accounts eligible for collection by Interstate Collection were turned over to the Tax Department in time for debt setoff by the NC Department of Revenue in 2010.

Chairman Walker, with full consent of the Board, directed the following items be placed on the January 25th Consent Agenda.

- Refunds more than \$100 – Real & Personal Property
- Late Applications for Disabled Veteran Exclusion for 2009
- Late Applications for Elderly and Disabled Exemption for 2009

Tax Administration – Approval of 2010 Personal Property, Motor Vehicles & Business Pricing Guides

Tax Administrator Jake Oakley presented the following for the Board's consideration:

- 2010 Department of Revenue Cost Index and Depreciation Schedules (Business Personal Property)
- 2010 Pricing Guidelines for Personal Property
- 2010 Single Wide Mobile Home Pricing Guidelines (Schedules developed from Marshall and Swift)
- 2010 TEC Motor Vehicle Pricing Guide

Tax Administrator Oakley noted the following:

- These pricing guides have been used for several consecutive years by Stokes County

Vice Chairman Lankford questioned the process being used by the Tax Department regarding a vehicle with a salvage title.

Tax Administrator Oakley noted that the Tax Department tries to work with individuals who have a vehicle with a salvage title. If individuals do not agree with the value placed by the Tax Department, they are informed that they have the right to appeal the Tax Department's decision to the Board of Commissioners.

Chairman Walker, with full consent of the Board, directed the Approval of 2010 Personal Property, Motor Vehicles & Business Pricing Guides be placed on the January 25th Consent Agenda.

Proposed Board of E&R Hearing Dates

Tax Administrator Jake Oakley presented the following proposed hearing dates for the 2010

Board of Equalization and Review for the Board's consideration:

- April 8, 2010, Thursday, 2:00 pm - 6:00 pm
- April 22, 2010, Thursday, 10:00 am - 1:00 pm
- May 6, 2010, Thursday, 2:00 pm - 6:00 pm
- May 18, 2010, Tuesday, 5:00 pm - 8:00 pm

The Board discussed the proposed dates.

The Board discussed the following possible dates:

- April 7, 2010, Wednesday, 2:00 pm - 6:00 pm
- April 22, 2010, Thursday, 10:00 am - 1:00 pm
- May 6, 2010, Thursday, 2:00 pm - 6:00 pm
- May 17, 2010, Monday, 5:00 pm - 8:00 pm

Chairman Walker, with full consent of the Board, directed the following proposed dates be placed on the January 25th Consent Agenda:

- April 7, 2010, Wednesday, 2:00 pm - 6:00 pm
- April 22, 2010, Thursday, 10:00 am - 1:00 pm
- May 6, 2010, Thursday, 2:00 pm - 6:00 pm
- May 17, 2010, Monday, 5:00 pm - 8:00 pm

Commissioner Inman commended the Tax Department for their collection efforts with 73% of the projected budget being collected by the end of December.

Tax Administrator Oakley noted that as of 01-11-10, approximately 90% of the projected ad valorem tax revenue has been collected.

Job Vacancies

County Manager Bryan Steen recommended the following positions be filled:

- EMS Paramedic – Vacant on 01-01-2010
- E911 Telecommunicator – Vacant on 01-04-2010
- PHN II (Women's Health Coordinator) – Vacant on 01-21-2010

Health Director Josh Swift spoke briefly regarding the Public Health Nurse II position.

Director Swift noted that the PHNII position will be vacated due to a lateral move within the Family Health Center.

Chairman Walker opened the floor for further discussion.

Commissioner Carroll moved the item be placed on today's Action Agenda.

Commissioner Smith seconded the motion.

Vice Chairman Lankford confirmed with Manager Steen that the item did not have to be moved to the Action Agenda today and could wait until the January 25th meeting.

The motion carried (4-1) with Vice Chairman Lankford voting against the motion.

Tentative Schedule – Goal Session Meetings

County Manager Bryan Steen presented the following tentative schedule for Goal Session Meetings for the Board’s consideration:

- Thursday, February 25, 2010 - 1:30 pm
- Wednesday, March 3, 2010 - 2:00 pm
- Thursday, March 11, 2010 - 10:30 am

The Board discussed the proposed dates submitted by Manager Steen.

Chairman Walker noted that additional meetings could be set if needed.

The Board unanimously agreed on the following dates for Goal Session Meetings:

- Tuesday, February 23, 2010 – 1:30 pm
- Wednesday, March 3, 2010 – 2:00 pm

Chairman Walker directed the Clerk to post the Goal Session Meeting dates.

Agenda Procedures – Discussion Agenda

Chairman Walker opened the floor for discussion regarding agenda procedures added to today’s Discussion Agenda.

Commissioner Smith requested that wordage be added below the Discussion Agenda that time sensitive material may be moved if necessary to the Action Agenda. Commissioner Smith noted that this informs the public that items could be moved directly to the Action Agenda if necessary.

Commissioner Carroll reiterated that the statement would inform the public what has already been the practice of this Board for the past three years.

Commissioner Carroll suggested placing the following in parenthesis directly below Discussion Agenda:

- “Items on the Discussion Agenda that are time sensitive may be moved to the Action Agenda at the same meeting at the discretion of the Board”

Vice Chairman Lankford noted that he actually opposes items being added to the Agenda at the beginning of the meeting unless absolutely necessary, adding items to the Agenda does not give adequate time to research the item if needed. Vice Chairman Lankford feels the format of having the item on Discussion Agenda and then moving it to Action Agenda at the next meeting gives sufficient time to do further research if necessary. Vice Chairman Lankford noted if there are time sensitive items that need to be added after the agenda is delivered, the Manager should inform Board members prior to the meeting.

Commissioner Carroll agreed that items should only be added if time sensitive, but the Board's Rules of Procedures allow for Board members to request items to be added during the approval of the Agenda at each meeting. Commissioner Carroll reiterated that there are times that items need to be moved to the Action Agenda and adding the wordage simply notifies the public of the possibility.

Chairman Walker, with no further discussion or objection, directed the item be placed on the January 25th Action Agenda.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Job Vacancies

Chairman Walker entertained a motion regarding the following positions recommended by Manager Steen to be filled:

- EMS Paramedic – Vacant on 01-01-2010
- E911 Telecommunicator – Vacant on 01-04-2010
- Public Health Nurse II – Vacant on 01-21-2010

Commissioner Smith moved to approve the recommendation by the County Manager to advertise the following vacant county positions:

- EMS Paramedic – Vacant on 01-01-2010
- E911 Telecommunicator – Vacant on 01-04-2010
- Public Health Nurse II – Vacant on 01-21-2010

Commissioner Carroll seconded and the motion carried unanimously.

Adjournment

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

Commissioner Inman moved to adjourn the meeting. Vice Chairman Lankford seconded and the motion carried unanimously.

Darlene M. Bullins
Clerk to the Board

Jimmy Walker
Chairman