

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
FEBRUARY 14, 2011

The Board of Commissioners of the County of Stokes, State of North Carolina, met for regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administration Building) located in Danbury, North Carolina on Monday, February 14, 2011 at 1:30 pm with the following members present:

Chairman Ernest Lankford
Vice Chairman J. Leon Inman
Commissioner Jimmy Walker
Commissioner Ronda Jones
Commissioner James D. Booth

County Personnel in Attendance:
Clerk to the Board Darlene Bullins
Finance Director Julia Edwards
Economic Development Director Alan Wood
DSS Director Kristy Preston
Support Services Supervisor Danny Stovall
Tax Administrator Jake Oakley

Chairman Ernest Lankford called the meeting to order.

Chairman Lankford presented the following "Thought for the Day":

- "There is a difference in a plan that sounds good and a good sound plan"

Commissioner Booth delivered the invocation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

Chairman Lankford 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 Lankford entertained a motion to approve or amend the February 14, 2011 Agenda.

Commissioner Booth, who serves on the Board of Health, requested to add the following to today's Discussion Agenda:

- Job Vacancy – Home Health – Received a resignation from the billing clerk this past Thursday

Commissioner Booth noted that the employee is responsible for billing Home Health services.

Commissioner Walker noted that this is not the normal procedure, but had no issues with adding the vacancy if needed.

The Board had no issues with adding the request from Commissioner Booth.

Commissioner Booth moved to approve the February 14, 2011 Agenda as amended.

Commissioner Jones seconded and the motion carried unanimously.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

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

Minutes

- Minutes of January 13, 2011
- Minutes of January 19, 2011
- Minutes of January 24, 2011
- Minutes of February 2, 2011

Tax Administration - Budget Amendment #50

Finance Director Julia Edwards submitted Budget Amendment #50.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Tax Administration			
100.4140.390	Tax Refund & Settlements	\$4,000.00	\$(167.00)	\$3,833.00
100.4140.511	Equipment – Non Capitalized	<u>\$00.00</u>	<u>\$906.00</u>	<u>\$906.00</u>
	Totals	\$4,000.00	\$739.00	\$4,739.00

This budget amendment is justified as follows:

To appropriate funds from warranty payment on printer and transfer funds to purchase a replacement printer.

This will result in a net increase of \$739.00 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
100.3839.000	Miscellaneous Revenue	<u>\$6,000.00</u>	<u>\$739.00</u>	<u>\$6,739.00</u>
	Totals	\$6,000.00	\$739.00	\$6,739.00

Sheriff's Department - Budget Amendment #51

Finance Director Julia Edwards submitted Budget Amendment #51.

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			
100.4310.352	Maint. & Repairs-Buildings	<u>\$00.00</u>	<u>\$2,372.00</u>	<u>\$2,372.00</u>
	Totals	\$00.00	\$2,372.00	\$2,372.00

This budget amendment is justified as follows:

To appropriate State Fines and Forfeitures to purchase carpet and tile for the Sheriff's Office – no county funding.

This will result in a net increase of \$2,372.00 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
100.3301.413	State Fines & Forfeitures	\$3,666.00	\$2,372.00	\$6,038.00
	Totals	\$3,666.00	\$2,372.00	\$6,038.00

Social Services - Budget Amendment #52

Finance Director Julia Edwards submitted Budget Amendment #52.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Social Services			
100.5310.030	Salaries & Wages – Contract	\$58,692.00	\$5,625.00	\$64,317.00
100.5310.090	Social Security	\$116,970.00	\$349.00	\$117,319.00
100.5310.091	Medicare	\$27,355.00	\$82.00	\$27,437.00
	Totals	\$203,017.00	\$6,056.00	\$209,073.00

This budget amendment is justified as follows:

The increase is to cover the cost of an internship for four months for DSS. All funding will be provided by Vocational Rehabilitation to Stokes County – no county funding.

This will result in a net increase of \$6,056.00 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
100.3301.205	DSS-Miscellaneous	\$4,000.00	\$6,056.00	\$10,056.00
	Totals	\$4,000.00	\$6,056.00	\$10,056.00

Social Services - Budget Amendment #53

Finance Director Julia Edwards submitted Budget Amendment #53.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
Social Services				
100.5310.351	Maint. & Repairs – Autos	\$1,000.00	\$4,000.00	\$5,000.00
100.5310.510	Equipment	\$130,500.00	\$(2,500.00)	\$128,000.00
100.5310.250	Auto Supplies	\$11,000.00	\$(500.00)	\$10,500.00
100.5310.311	Employee Training	\$7,203.00	\$(500.00)	\$6,703.00
100.5310.350	Maint. & Repair - Equipment	\$800.00	\$(500.00)	\$300.00
Totals		\$150,503.00	\$00.00	\$150,503.00

This budget amendment is justified as follows:

To appropriate additional funding for Maintenance and Repair to Autos.

Sheriff's Department - Budget Amendment #54

Finance Director Julia Edwards submitted Budget Amendment #54.

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				
100.4310.290	Miscellaneous	\$1,165.00	\$400.00	\$1,565.00
Totals		\$1,165.00	\$400.00	\$1,565.00

This budget amendment is justified as follows:

To appropriate funds for Annual Program Participation Fees for 2011 Law Enforcement Support Services – no county funding.

This will result in a net increase of \$400.00 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
100.3301.413	State Fines & Forfeitures	\$3,666.00	\$400.00	\$4,066.00
Totals		\$3,666.00	\$400.00	\$4,066.00

Sheriff's Department - Budget Amendment #55

Finance Director Julia Edwards submitted Budget Amendment #55.

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				
100.4310.340	Printing	\$1,000.00	\$280.00	\$1,280.00
	Totals	\$1,000.00	\$280.00	\$1,280.00

This budget amendment is justified as follows:

To appropriate funds for the purchase of 500 Sheriff's Office Sympathy Cards – no county funding.

This will result in a net increase of \$280.00 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
100.3839.001	Calendar Funds	\$6,858.00	\$280.00	\$7,138.00
	Totals	\$6,858.00	\$280.00	\$7,138.00

Vice Chairman Inman moved to approve the Consent Agent as submitted.

Commissioner Booth seconded and the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

Update – Manager and Board of Commissioners

Chairman Lankford opened the floor for updates from the Board.

Chairman Lankford noted the following:

- Board of Commissioners approved an employment agreement with Richard D. Morris to serve as Interim County Manager for at least six months
- Board of Commissioners recently approved revisions to the Stokes County Personnel Policies Handbook
- GIS/Mapping has created a very high quality Stokes County Atlas that will be on sale for citizens once approved by the Board of Commissioners

Commissioner Jones noted that she had received a thank you note from the King Chamber of Commerce in appreciation for the \$2000 appropriated by the Board of Commissioners.

Commissioner Booth noted that the following comments regarding students still being able

to turn into the Clyde Amos Road without coming to a complete stopping:

- Students can turn into the Clyde Amos Road traveling approximately 35 to 40 miles per hour
- Comments have been received that students are still following logging trucks/buses and immediately turning in without stopping
- Have contacted NCDOT and suggested adding a traffic island at the end of the road which would force drivers to have to stop and turn into the road
- NCDOT representative stated that was probably not possible as the road is due to be paved within the next 6-8 months
- Very concerned about the safety of the North Stokes students and citizens
- Will continue to work on getting something worked out to ensure the safety of students and citizens

Vice Chairman Inman noted that he felt the best solution was a one-way road with no turn in access from Highway #89 and he had not received any comments since the special appropriation from the NCDOT to change the entrance to the road.

Northwestern Regional Libraries – Update

Danbury Librarian Nora Lankford presented the Board with the 2009-10 Highlights from the Danbury Public Library and invited Board members to tour the History Room at the Danbury Library.

King Librarian Ann Nichols presented the Board with the 2009-10 Highlights from the King Public Library and invited Board members to tour the new Gentry Technology Center. Librarian Nichols noted the increase in the number of patrons visiting the libraries in Stokes County due to the current economy using computers to search for jobs and completing applications on line.

Walnut Cove Librarian Betty Smith presented the Board with the 2009-10 Highlights from the Walnut Cove Public Library and invited Board members to tour the new additions to the Walnut Cove Library.

Librarians Lankford, Nichols, and Smith expressed their appreciation to the Board for the continuous support.

Director John Hedrick and Branch Supervisor Joan Sherif, Northwestern Regional Library
February 14, 2011

System, also expressed their appreciation for the continuous support. Director Hedrick noted the Northwestern Regional Library System celebrated its 50th anniversary last year and looked forward to serving Stokes County for another 50 years.

Economic Development Commission – Quarterly Update

Economic Development Director Alan Wood presented the following Economic Development Commission Quarterly Report (EDC Strategic Priorities/Results Update):

- EDC Member Russel Slate was in attendance for the presentation
- EDC has a planning session scheduled in March to review the EDC Strategic Plan and will start looking at what needs to be changed, adapted, and will establish goals for the next year.
- Director Wood introduced Sue Hoover who transferred from DSS to fill the ED Administrative Assistant position on December 13th and is a tremendous asset to the department
- Current Economic Development Plan is a good sound plan that the EDC and the Economic Development Department continue to try to make better
- **Business Retention/Expansion (Short Term Objectives)**
 - EDC Website is functional and is receiving continuous updates
 - Additional pages have been added to the EDC Website to allow marketing of small industrial/commercial buildings and sites
 - All old sites have been re-routed through the new site
 - Efforts continue to refine the Business Directory and verify that the information is correct and complete
 - Second Annual Business Extravaganza was held on January 20, 2011 and was a huge success with the number of booths increasing to 41 with approximately 200+ in attendance
 - NewBridge Bank, this year's Corporate Sponsor, has already stepped up and committed to being next year's Corporate Sponsor
 - Efforts continue to develop relationships with residential and commercial realtors
 - Have been working with 25+ local brokers to start a website touting Stokes County property
 - Co-hosting a booth at the Winston Salem Home Show in February to tout Stokes County as an attractive alternative using the theme: "We are closer than you think"
 - Have received a Building Reuse Grant from the Rural Center for Todd Wall for the former Venable Building located on Highway 8 (building has been vacant for 9 years)
 - \$24,000 Grant that will provide renovations to the building which will house at least four separate businesses and are projecting 5 new jobs
 - Two businesses are already located in the building

- North Carolina Tobacco Grant Fund is pending – educational grant (\$250,000) that will provide funding to work with Forsyth Tech. Community College and Stokes County School System to build a greenhouse and hoop house for sustainable and extensive agricultural (only county funding would be in kind – land)
 - Have received two requests for additional information regarding the grant which indicates the grant is still moving through the system
 - Grant announcement date is the end of April 2011
- Recently applied for a Rural Center Innovation Grant in cooperation with Surry County, Rockingham County, and Foothills Connect (Rutherford County) for the Local Foods Initiative to assist farmers in being able to sell to all markets within Surry County, Rockingham County and Foothills Connect.
- Have been appointed as an ex-officio to the Piedmont Local Foods' Board representing Stokes County
- Reuse Building Grant for Jessup's Mill is pending in the amount of \$32,000 which will help create 5 new jobs
 - Will be developing a campground (tourism)
 - Will be putting part of the mill back in operation
 - Will be looking at working with Local Foods
 - Grant announcement is the end of February 2011
- Two other Tobacco Trust Fund Grants in the amount of \$40,000 to assist local farmers are pending
- Almost \$500,000 dollars worth of grants have been received or are pending
- Continuing to work with businesses that Economic Development helped to establish new websites by providing continuous training sessions
 - Businesses are reporting favorable results and receiving new business from their new website, feels this is the best thing that the County has done by providing grant funding for the development of their website
- Business Retention/Expansion (Long Term Objectives)
 - "Buy Local" campaign continues to be a priority
 - Have had discussion with the King Chamber of Commerce to begin a countywide project to promote "Buy Local"
 - Did not receive stimulus funding to provide countywide Broadband coverage; however, have been working with partners including Appalachian Regional Commission (ARC) and CenturyLink to determine best strategy for improving coverage
 - Have started a systematic program to visit local businesses, and to discuss current conditions and areas where assistance would be beneficial
 - Meeting is scheduled with ARC to try to leverage funding to go into certain locations to help get broadband to those areas that don't have broadband
- Business/Industry Recruitment (Short Term Objectives)
 - New pages have been added to the website to show all available commercial/industrial buildings and sites
 - Have added and updated all known buildings in the county to state site
 - Held quarterly review sessions with Board of Commissioners to discuss EDC activities
 - Visited King and Walnut Cove Councils to update them on the EDC efforts

- Discussed the need for an industrial site and have started a process to identify a possible site
- Business/Industry Recruitment (Long Term Objectives)
 - Have developed good relationships on several fronts including Rockingham County Business & Technology, Foothills Connect, Forsyth Technical Community College, Piedmont Triad Partnership, NC Department of Commerce and others
 - Applied and was accepted in the 21st Century Communities Program which will run for 2+ years
 - Completion of websites, exploring next steps to create an affordable program to market the county
 - Looking for cross-marketing opportunities with Surry, Yadkin, Rockingham, and Davie EDCs to discuss areas where the County can leverage funding
- Entrepreneurial Activities (Short Term Objectives)
 - Working on a buy local campaign which could impact sales tax revenues for the county as well as increasing revenue for local businesses
 - Have established a close working relationship with Forsyth Technical Community College and Small Business Technology Development Center
 - Working on grants with both parties that will assist entrepreneurs
 - Have had 6 meetings with new/start-up businesses in conjunction with SBTDC
- Entrepreneurial Activities (Long Term Objectives)
 - Have changed our focus after not receiving stimulus grant for Broadband
 - Have held meetings with Appalachian Regional Commission and have had discussions with Golden Leaf to discuss funding for Broadband
 - Currently meeting with CenturyLink to discuss their plans for expansion in the county
 - Grant pending from NC Rural Center to create a program that will allow farmers more access to local markets and will help customers get a better handle on supply of fresh produce
- Travel/Tourism Development (Short Term Objectives)
 - New tourism website is active and constantly updated
 - ED Director Wood is now serving as the Chair of the Cascade Highlands Board
 - New Visitor Guides “PurePlay” have been distributed to all state visitors’ centers along the interstate corridors and have distributed over 8,500 brochures in the last 7 months
 - Continue to make use of the local libraries as visitor information centers
 - Draft of a plan for enhancement to Moratock Park has been tabled for the present time
- Travel/Tourism Development (Long Term Objectives)
 - Working with Arts Council Director to renovate the former Art Market in Danbury and hopes to have a visitor center presence there
 - Hanging Rock Corridor Plan has been finalized and is being presented to the Commissioners at today’s meeting

- Hanging Rock Corridor Plan is a very intensive study of current assets and discussion of opportunities that will continue to develop tourism in the county
- Funding has been leveraged from the Scenic By Way Program in “Our State” magazine

Commissioner Jones expressed her appreciation for all the work that has been done and looks forward to seeing future progress.

Vice Chairman Inman noted that the EDC is making strides with infrastructure to seeing good things happening in Stokes County.

Commissioner Walker noted that he likes the “grassroots approach” by not putting emphasis on only one particular thing and feels that working on initiatives such as Broadband that will allow individuals to work from home along with entrepreneurship and the local produce concept.

Commissioner Walker questioned Director Wood how he felt the county was doing with Economic Development.

Director Wood responded that he feels the county has made more progress in some areas than others, has raised the county’s profile, put some infrastructure things in place, made significant progress in learning about our local businesses and letting them know that the county is there to help if possible and have an excellent Economic Development Commission that works well together.

Commissioner Walker commended Director Wood for the positive connection that has been established with local businesses and citizens and feels Director Wood is a good fit for the county.

Director Wood feels the path (with adjustments if necessary) that the EDC has taken is right for Stokes County and that the County will continue to see progress.

Commissioner Booth expressed appreciation to Director Wood for the update and noted

that he looked forward to seeing more progress with the creation of small businesses, expansion of current businesses and the creation of new jobs.

The Board expressed their appreciation to Director Wood for the presentation.

Hanging Rock Corridor Plan – Briefing

Economic Development Director Alan Wood introduced Consultant Helen Ruth Almond, Antaleus Consulting, LLC, who presented the following comments regarding the Hanging Rock Corridor Plan:

(Director Wood noted before Ms. Almond's presentation, that this plan is designed to build upon the current assets that the County has and can be used to leverage funding with partners)

- Stokes EDC has recognized the need to focus additional resources on tourism development as part of the county's economic development strategy
- An estimated 900,000 visitors come to Stokes County annually, with over 500,000 visiting Hanging Rock State Park
- The majority of the visitors do not come into the county for other activities; therefore, the county has been unable to capture needed tourism dollars
- Stokes EDC has recognized the need for additional outdoor recreation infrastructure to build on the strong base of natural and recreational assets, anchored by Hanging Rock State Park and the Dan River, to get visitors to stay longer, spend more money and return back to Stokes County
- The Hanging Rock Corridor Committee included representation from the Stokes EDC, Stokes County Commissioners, Hanging Rock State Park, Dan River Basin Association, Stokes County Arts Council, StokesCore, Stokes County YMCA, Piedmont Land Conservancy and the Northwest Piedmont Council of Governments
- Report includes a description of the following:
 - Asset Mapping Process
 - Asset Maps of the Draft Moratock Park Master Plan and the major recreation, cultural heritage, and agricultural-based county tourism assets
 - Identified opportunities for development of additional tourism infrastructure
 - Opportunities for regional connections and collaborative partnerships
- The Committee identified five target areas of opportunity for tourism development as well as specific priority initiatives which include the following:
 - Trail Development
 - Build on current trail infrastructure through implementation of the draft Moratock Park Master Plan
 - Establish hiking trails linking Hanging Rock State Park to Danbury
 - Establish Danbury Greenway link between Government Center and Dan River at Moratock Park
 - Develop a multi-use trail system along the Dan River

- Establish NC Mountains to Sea Trail in Stokes County
 - Dan River
 - Develop recreation infrastructure along the river including improvements for paddle/canoe/camping/fishing access sites, public access at Seven Island, reopening Whitt's access, and connecting to other creek trails, Rockingham County, and Virginia
 - Cultural Heritage Activities
 - Renovate the Danbury Art Market with the addition of a visitors' center
 - Create a visual arts trail
 - Increase scheduled music and cultural events
 - Develop agri-tourism in the county
 - Scenic Byways
 - Improve scenic byway signage
 - Identify designated motorcycle routes
 - Work with NCDOT to designate cycling lanes
 - Capacity Building
 - Develop additional campgrounds
 - Research and identify business development opportunities near Hanging Rock State park
 - Identify additional outdoor recreation opportunities for visitors
- Regional Collaborations and Partnership Opportunities
 - Today's economically challenging environment, local, state, and federal agencies, as well as private foundations, are looking for regional funding and partnership opportunities where resources can be leveraged more effectively
 - Seven opportunities for collaboration have been identified with the following organizations and established initiatives:
 - Partner with Dan River Basin Association (DRBA)
 - Work closely with NC Division of Parks and Recreation (DPR)
 - Work closely with the DPR and State Park System
 - Work with NC Department of Transportation (NCDOT)
 - Partner with the Civil War Trails
 - Partner with NC Birding Trail
 - Develop connectivity and regional collaborations with the Yadkin Valley Heritage Corridor on a regional Scenic Byway designation, the Mountains to Sea Trail
- EDC is utilizing sustainable "placed-based" economic development strategies to rebuild and reposition Stokes County into a sustainable economy
- EDC has recognized the potential of tourism as a sustainable "placed-based" economic development strategy that can be used to promote job creation in these uncertain economic times

Director Wood noted that progress has already started with Dan River Basin Association seeking grants to help clean up the 704 river access to help bring more tourism to the County.

Vice Chairman Inman questioned Ms. Almond regarding what is the County's next step

and commented that several of these things presented today have already been started. Ms Almond noted that she felt the next step is identify collaborative partnerships “champions” to move forward with the plan.

Director Wood noted that a meeting with the Hanging Rock Corridor Committee is scheduled for the first of March to start expanding on the recommendations.

Commissioner Jones noted that she felt that this was an excellent plan and is very excited to see what will develop from the plan with bringing in more tourism to Stokes County.

Commissioner Booth noted the Sauratown Trails easements, which he was the first private landowner to give an easement for the trails, needs to be kept up to date in order not to lose the easements. Commissioner Booth also noted that there were approximately 50+ private landowner easements that connects to Pilot Mountain State Park.

Ms. Almond noted that encouraging Hanging Rock State and Pilot Mountain State Park to work together along with Stokes and Surry Counties on the Sauratown Trails connection can only be a win-win situation for everyone.

Commissioner Booth expressed concerns with the Seratoma Campgrounds, owned by the State, located on Moores Spring Road, not being utilized. The springhouse which was restored sometime back is going down; the mineral spring water was sold back in the 1920’s and 1940’s.

Director Wood noted that he had not been involved with the project that was being done on the property, but has a meeting scheduled to find out where the project is currently at and that this campground would be a valuable asset for overflow campers from Hanging Rock State Park.

Commissioner Walker agrees with the comments about the importance of the Dan River and is very pleased with Commissioner Booth’s insight regarding the Sauratown Trails’ easements.

Commissioner Walker confirmed with Ms. Almond that “champions” (catalysts) referred to

individuals (leaders) who would get behind a specific project and embrace the project to help move the project forward.

Ms. Almond noted that funding is available even in these economic times, you just have to know where to look and go after the funding.

Commissioner Walker noted that he was continuing to believe the county needs to have a Parks/Recreation person in-house to monitor such things as the Sauratown Trails' leases, county parks, the river, etc.

Commissioner Walker confirmed with Director Wood that this Hanging Rock Corridor Plan could be the baseline for a county wide recreation plan and to develop county assets in a meaningful way. Director Wood also noted that there is a draft plan for Moratock Park that is in committee with the EDC.

Clerk to the Board Darlene Bullins noted that the new Chairman of the Sauratown Trails Association had recently been by the office, obtained copies of the easements on file and notified the county that they are working on easement renewals.

Chairman Lankford, on behalf of the Board, expressed appreciation to Ms. Almond for the presentation.

Stokes County Community Child Protection Team – Annual Report

DSS Director Kristy Preston presented the following Stokes County Community Child Protection Team (CCPT) 2010 Annual Report:

- CCPT met five times in 2010
- Seven specific cases were reviewed during the year
- CCPT recognized the following system deficiencies:
 - Detection and monitoring of individuals abusing prescription medications
 - Continued problems related to mental health reform
 - Lack of prevention social workers to address issues known to contribute to abuse and neglect
 - Lack of adequate transportation within the county
 - Limited substance abuse services in the county

- CCPT hosted a round table discussion regarding the problem of prescription drug abuse in our county with Dr. Daryl Nelson, EMS Medical Director, as the guest speaker
 - As a result of the meeting, a letter was sent to the NC Medical Board requesting their assistance in encouraging all physicians to use/review the Narcotics Registry available to them before writing prescriptions for controlled substance
- In 2010, 407 reports of child abuse or neglect were investigated by the Stokes County Department of Social Services with 757 children involved
- Of the cases reported to DSS, approximately 21% were substantiated for abuse, neglect, or dependency or found to be in need of services
- Recommendation for the Board of Commissioners;
 - Continue to support efforts to make services available to Stokes County citizens with mental health and substance abuse needs
- CCPT remains focused on the task of identifying system deficiencies in Stokes County as they relate to child abuse and neglect
- Will be inviting a member of the school system and YVEDDI to join the CCPT
- CCPT welcomes input from the BOCC and appreciates the continued support

Director Preston noted that there has been a scheduling conflict with the school system member and is not sure that YVEDDI knows their participation is a mandate and is planning on getting in touch with YVEDDI. Commissioner Walker suggested Director Preston get in touch with the new transportation director and make him aware of the situation.

Chairman Lankford, on behalf of the Board, expressed appreciation to Director Preston for the report.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Tax Administration Report – January 2011

Administrator Jake Oakley presented the following informational data for the January report:

Fiscal Year 2010-11	Budget Amt	Collected Amt	Over Budget	Under Budget
County Regular & Motor Vehicles	\$(20,744,514.00)	\$18,941,289.43		\$1,803,224.57
Prior Taxes 93-09 Tax Years				
County Regular & Motor Vehicles	\$ 700,000.00	\$477,560.31		\$222,439.69

EMS Collections

Total Collected	
(01-01-11/01-31-11)	\$10,180.88
Total Collected	
(07-01-10/06-30-11)	\$77,696.48
Delinquent accounts received from EMS (none)	

Personal Property Discovery Report	# of	Total	Taxes
Audit Dates	Accts	Value	Due
01-01-11/01-31-11	21	\$250,712.00	\$2,260.23
07-01-10/06-30-11	372	\$4,317,597.00	\$37,041.19

Business Personal Property Discovery Report	# of	Total	Taxes
Audit Dates	Accts	Value	Due
01-01-11/01-31-11	0	\$00.00	\$00.00
07-01-10/06-30-11	1	\$2,162.00	\$23.31

Motor Vehicle Release Report	Accounts	Total Value
Audit Dates		
01-01-11/01-31-11	52	\$2,044.84

Motor Vehicle Refund Report	Accounts	Total Value
Audit Dates		
01-01-11/01-31-11	9	\$303.40
Number billed for Jan. 2011	4057	

Garnishment Totals

Month	Total Accounts	Original Levy Amt	Collected Amt
01-01-11/01-31-11	156	\$37,445.75	\$29,209.55
F/Year 2010-11			
(July 1 – June 30)	1263	\$272,909.48	\$199,401.97

Interstate Collection Report (December 2010)	Collection	Total Collected
Cumulative total Collected (Jan. 2011)	NC Debt Setoff	\$28,975.89
Cumulative total Collected (to date)	Motor Vehicles	\$44,633.60
Cumulative total Collected (to date)	Property Taxes	\$11,505.61
Cumulative total Collected (to date)	EMS	<u>\$31,033.59</u>
Cumulative total Collected (to date)	All Categories	\$87,172.80

Tax Administrator Jake Oakley submitted the following Real and Personal Property Releases (January 2011) which are less than \$100 for the Board's review:

Releases (Real and Personal Property)**Less than \$100–January 2011–Per NCGS 105-381 (b)**

Name	Bill Number	Amount
Richard Brannock	10A155906538.09	\$1.83
Ola Linville	10A35183.01	\$97.08
Rodney Baughman	10A155892375.09	\$10.98
	09A155892375.09	<u>\$10.98</u>
	Total Amount	\$120.87

Tax Administrator Jake Oakley presented the following Real and Personal Property Release (January 2011) which is more than \$100 for the Board's consideration:

Releases (Real and Personal Property)**More than \$100–January 2011–Per NCGS 105-381 (b)**

Name	Bill Number	Amount	
Pipemasters Inc.	10A155923849.07	<u>\$346.43</u>	Listed in Error Business closed 2009
	Total Amount	\$346.43	

Tax Administrator Jake Oakley presented the following Real and Personal Property Refund (January 2011) which is more than \$100 for the Board's consideration:

Refund (Real and Personal Property)**More than \$100–January 2011–Per NCGS 105-381 (b)**

Name	Bill Number	Amount	
Ola Linville	09A35183.01	\$107.35	SWMH Double Listed
	08A35183.01	\$128.34	SWMH Double Listed
	07A698700506985	\$122.26	SWMH Double Listed
	06A698700506985	<u>\$143.72</u>	SWMH Double Listed
	Total Amount	\$501.67	

Tax Administrator Jake Oakley submitted the following Present-Use Value Late Applications per NCGS 105-277.4(a1) for the Board's consideration:

Tax Payer	Parcel #	Acreage
John Parsons	696210453097	1.77 ac
Marilyn Parsons		
John Parsons	696212853116	0.87 ac
Marilyn Parsons		

Reason: Two small parcels joining two large farms owned by Mr. and Mrs. Parsons, who already classified under

Present-Use Tax Deferred Assessment

Tax Payer	Parcel #	Acreage
Brenda Hutchinson	696319619221	9.10 ac
William Hutchinson		
Brenda Hutchinson	636319720045	11 ac
William Hutchinson		
Brenda Hutchinson	696319612390	1 ac
William Hutchinson		
Brenda Hutchinson	696319612359	1 ac
William Hutchinson		

Reason: Application was dated 01-31-11, but postmarked 02-03-11

Tax Payer	Parcel #	Acreage
Donnie Farmer	697700557012	17.33 ac
Donnie Farmer	697700640427	10.70 ac

Reason: Mr. Farmer has owned one of these parcels since 1971

Tax Payer	Parcel #	Acreage
Anderson Cromer	690401395564	15.13 ac
Anderson Cromer	690500077910	69.33 ac
Anderson Cromer	690401297513	16.28 ac

Reason: Mr. Cromer has owned the land since 2001

Tax Administrator Oakley noted the Tax Office recommends approval for the

Present-Use Value Late Applications for the following:

- John Parsons and Marilyn Parsons
- Brenda Hutchinson and William Hutchinson
- Donnie Farmer
- Anderson Cromer

Tax Administrator Oakley noted that budgeted taxes were 92% collected as of January 2011 and there will probably be more revenue from Debt Set Off from the State due to taxes being filed.

Tax Administrator Jake Oakley presented the following information regarding the draft Stokes County Road Atlas:

- GIS/Mapping Department has completed the development of a Stokes County Road Atlas

- Draft copy is ready for production for use by County personnel, Fire Departments, State Patrol, general public, etc. upon approval of the Board
- Atlas will be available in black/white at \$6.00 each and color at \$18.00
- Prices basically cover materials, design and staff time for production of each atlas
- Atlas has front and back pages which reduces the production cost of the atlas
- Prices basically cover materials, design, and staff time for production of each atlas
- Emergency services have reviewed the atlas and very eager to start using it
- Requested the Board approve the new Stokes County Road Atlas along with the recommended cost for the atlas

Chairman Lankford noted that the Meadowbrook School was left off the back page.

The Board commended the Mapping staff for a very professional job with the production of the atlas.

Tax Administrator Jake Oakley notified the Board the following regarding the Advertisement of Tax Liens:

- According to NCGS 105-369(a), the Tax Collector must report to the Governing Body a total amount of unpaid taxes for the current fiscal year (2010-11) that are liens on real property, including the county and municipalities
- The Governing Body must order the Tax Collector to advertise these tax liens
- According to NCGS 105-369(b1), after the Governing Body orders the Tax Collector to advertise the tax liens, the Tax Collector must send a notice to the owner of record of each effected parcel which must be sent to the owner's last known address by first class mail at least 30 days before the date of advertisement is to be published
- Projected date for the mailing of second notices is February 25, 2011
- Projected advertisement date for the 2010 tax liens in the Stokes news is April 14, 2011
- Delinquent Tax Bills (as of 02-04-2011) = 5,250 bills = \$1,859,382.68 principal due
- Taxpayers who had made arrangements to pay their unpaid taxes will not be sent a past due notice and will not be included in the advertisement

Tax Administrator Oakley requested the Board order the Tax Collector to advertise the delinquent taxes no earlier than 30 days after the mailing of the past notices.

Chairman Lankford confirmed with Tax Administrator Oakley that this was the normal procedure for advertisement of tax liens.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the following on the February 28th Consent Agenda:

- Real and Personal Releases more than \$100.00
- Real and Personal Refund more than \$100.00
- Present-Use Value Late Applications
- Approval of the new Stokes County Road Atlas
- Order to Advertise 2010 Tax Liens

Social Services – Salary Request to Use Lapsed Salaries

DSS Director Kristy Preston presented the following information regarding salary request to use lapsed salaries:

- Request permission to utilize lapsed salaries to contract with one or two individuals to assist Income Maintenance staff in taking and processing applications for two days per week
- Current economic situation has had a dramatic impact on the number of individuals and families in our community who are eligible for public assistance
- Coupled with two recent vacancies, workers are struggling to keep up with the increased demand
- Received another resignation from an adult Medicaid Income Maintenance Caseworker which adds to the problem
- Takes up to 12 weeks to fill a position and approximately 3-6 months to train an Income Maintenance Caseworker
- Stimulus funding has been providing a contract worker in Food and Nutrition, that funding will be exhausted in mid March
- Have recently shifted some of staff to the areas which have seen the most dramatic increase; however, it is still difficult to meet the increasing demand from our citizens
- In the past, short term contracts prove to be the most cost effective and efficient way to meet the various needs of demanding programs
- Contracts will also allow DSS greater flexibility as we provide mandated services
- There is approximately \$39,000 dollars in lapsed salaries not including the last resignation
- Would like to change the original request to contract one full time employee at a cost of \$8,700 dollars with the county share being approximately \$3,700 dollars which would last until the end of this fiscal year (June 30, 2011)
- With only using approximately \$8,700 dollars, there would be approximately \$31,000 dollars that could be reverted back to the county's general fund at the end of this fiscal year
- Have a contract employee who now works 3 days a week in Child Support who has expressed interest in this type of short term employment along with applicants who were not hired with the last vacancy in Income Maintenance
- There were 15 Income Maintenance Caseworkers in 1995 and there are 14 Income Maintenance Caseworkers in 2011
- Food and Nutrition caseload in 1995 was 1,045 with the caseload in 2011 being 2,800

- Income limits changed for Food Stamps in July and more families are now eligible which has increased the caseloads
- Understaffing always increases the potential for error

The Board discussed the request with Director Preston.

Due to the urgency with the matter, Commissioner Walker recommended moving the item to today's Action Agenda.

Finance Director Julia Edwards noted that there would have to be a budget amendment done to transfer the lapsed salaries from salaries/wages to salaries/wages-contract.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the February 28th Action Agenda.

Personnel Policy – Change of Pay Date – Further Discussion

Commissioner Booth requested to have further discussion on the motion recently approved by the Board to change the pay date from Friday to the following Tuesday.

Commissioner Booth noted the following:

- Approximately 40-50 individuals have signed a petition requesting the Board to change the pay date back to Fridays
- Have received negative comments regarding the change
- Employees expressed concerns with personal payments already set up according to the current pay date
- Feels there are a lot more unhappy employees who are not speaking up
- Recommend going back to the pay date being on Fridays
- Feels this will be a benefit to the employees

The Board discussed the issue with Finance Director Edwards.

Commissioner Walker requested Finance Director Edwards to recap her reasoning for the change.

Finance Director Julia Edwards noted the following:

- When the County went to direct deposit in 2003, staff lost 2 days of processing time
- Banks require the direct deposit information be completed two days before the actual pay date, for example: With the current arrangement of being paid on Friday, the payroll has to be completed by Wednesday afternoon (4:00 pm)

- Prefer to have the payroll completed by noon on Wednesdays in order to transmit to make sure there are no issues
- Timesheets are not due into payroll until Monday morning which only allows Monday, Tuesday, and Wednesday morning to process payroll
- There are other staff including myself that have to stay to make sure payroll is completed on time
- Mentioned changing the pay date to the previous county manager who stated this could be taken care of in the personnel policy revision, but it was not included
- With the change, employees who have direct deposit will have their funds available in their accounts on Tuesdays and employees who receive a paper check will be given that check on Tuesdays
- With the change, Finance will have two additional days for processing
- There are a lot of changes that have to be made such as figuring comp. time, prorating salaries, etc.
- Finance Department has not received any additional staff, there were 4 Finance employees in 1979 and there is still only 4 Finance employees in 2011
- The work load has increased tremendously

Commissioner Walker suggested the incoming interim county manager work with the Finance Director to see if there could be any other solution to the issue.

Finance Director Edwards noted that she had not started the change in February giving employees approximately 5-6 weeks before the change.

Chairman Lankford noted the following:

- Could the payroll cut off for timesheets be on Friday instead of Monday
- Being paid on Fridays is also a convenience to employees, employees have noted that the banks are open late on Fridays, can leave for vacation immediately after being paid on Friday, can shop for groceries, clothing, etc. on Saturdays following the Friday pay date

Director Edwards noted that with the new attendance software, all departments could sign off on the timesheets on Friday instead of Monday except for Communications, EMS, Jail, and Sheriff's Department.

Finance Director Edwards explained the new Attendance Software.

Vice Chairman Inman stated that he see the issues expressed by the Finance Director, but feels changing the pay date is taking something away from employees in a very difficult economic time.

Vice Chairman Inman suggested looking into having timesheets turned in earlier and agreed with Commissioner Walker to have the interim county manager work with the Finance Director to see if there were other options available before making a final decision.

Commissioner Jones noted the following:

- Looking at this at a different angle
- Concurred with Vice Chairman Inman's comments, but at the same time, thinking about the big picture with the increase in the volume of work with no increase in staff in the Finance Department
- Have heard from approximately 50 employees and prefer to go with the majority
- Would like to revisit the issue
- Do not want to cause a hardship on anyone, but must consider what services cost the county taxpayers
- Would like to look at ways that could help the Finance Department
- Will go with the majority on this decision

Chairman Lankford also agreed with Commissioner Walker to have the interim manager review the issue and directed the Clerk to place the item on the Action Agenda for the next meeting.

Finance Director Edwards confirmed with the Board that the change in the pay date should not start in March.

Fire Service District and Fire Commission and Use of Service District Funds

Clerk to the Board Darlene Bullins presented the Fire Service District and Fire Commission and Use of Service District Funds for the Board's consideration.

Clerk Bullins noted that Article X (Renewal of this Document-page 9) states the following:

- To remain in effect, this policy must be renewed by each newly constituted Board within 80 days following the seating of newly elected or newly re-elected members on the first Monday in December of every even-numbered year
- No changes have been made to the 9-page document

Chairman Lankford confirmed with Clerk Bullins that this is only a procedural approval.

Commissioner Walker confirmed with Clerk Bullins that the county had not received any comments or concerns with the existing document.

Clerk Bullins also informed the Board that the service contracts with the individual fire

departments are due for renewal by July 1, 2011.

The Board had no issues with the Agenda item.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the February 28th Action Agenda

Appointments – Economic Development Commission

Clerk Darlene Bullins represented the following information regarding the vacancies:

- Terms expiring for: Bruce Younts, Jane Priddy-Charleville – citizen appointments
- Term expiring for Commissioner J. Leon Inman – Commissioner appointment
- Mr. Younts and Ms. Priddy-Charleville wish to be considered for re-appointment
- Guidelines for citizens appointments/re-appointments have been followed, no applications have been received

Vice Chairman Inman noted that he would be delighted to continue serving as the Commissioner appointment if it be the pleasure of this Board.

Commissioner Jones nominated the following:

- Bruce Younts
- Jane Priddy-Charleville
- Vice Chairman J. Leon Inman

Commissioner Booth moved to close the nominations. Commissioner Jones seconded and the motion carried unanimously.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the February 28th Action Agenda.

Job Vacancies

Chairman Lankford presented the following job vacancies for the Board to consider:

- Sheriff's Department – Deputy Sheriff (vacant: February 7th)
- Sheriff's Department (Jail) - Jailer (vacant: February 4th)
- Solid Waste – Solid Waste Truck Driver (vacant: January 31st)
- EMS – Intermediate (vacant: January 20th)

Chairman Lankford opened the floor for discussion.

The Board had no issues with the job vacancies.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the February 28th Action Agenda.

Job Vacancy – Home Health

Chairman Lankford turned the item over to Commissioner Booth who requested the item being added to today's Agenda.

Commissioner Booth noted the following:

- Lead Worker IV who does the billing for Home Health resigned last Thursday
- Will take time to train someone for the billing position

Clerk Bullins noted that the Health Department notified Administrative regarding the resignation on Thursday of last week, too late for the Agenda and that this is a very crucial position – does the billing for Home Health services.

The Board had no issues with the job vacancy and agreed to place the item on the February 28th Action Agenda.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Homeland Security Grant – Memorandum of Agreement

Chairman Lankford entertained a motion.

Vice Chairman Inman moved to proceed with the grant and purchase of the Commander 350 Expandable Trail System demo model and options. Commissioner Jones seconded the motion.

Chairman Lankford noted that the Board agreed this is an item that the County can utilize, but hate to think that a year or two from now a request would be made to purchase a truck to pull the trailer.

The motion carried unanimously.

Proposed Fiscal Year 2010-11 Audit Contract – Martin Starnes & Associates, CPAs, P.A.

Chairman Lankford entertained a motion.

Commissioner Booth moved to approve the Fiscal Year 2010-11 Audit Contract with Martin Starnes & Associates at a renewal price of \$45,000. Commissioner Jones seconded and the motion carried unanimously.

Vice Chairman Inman expressed appreciation to Finance Director Edwards for following up on the Board's request and the Board's diligence saving the county \$1,500.00 on the contract renewal.

Proposed Public School Building Capital Fund Application – NC Education Lottery

Chairman Lankford entertained a motion.

Vice Chairman Inman moved to proceed with the Public School Building Capital Fund-North Carolina Education Lottery Application for the following:

- Construction of new elementary school
 - Planning and Design Services = \$1,248,726.00
 - New construction = \$315,548.00
- Renovations/Construction Southeastern Middle School
 - Planning and Design Services = \$906,500.00

Commissioner Jones seconded and the motion carried unanimously.

Job Vacancies

Chairman Lankford entertained a motion.

Commissioner Walker moved to approve the following vacancies be filled:

- Social Services - Community Social Services Assistant
- Sheriff's Department - Lieutenant

Commissioner Booth seconded and the motion carried unanimously.

Appointments

Chairman Lankford noted that Virginia Southern had been nominated at the January 28th meeting for re-appointment to serve as the King representative on the Northwestern Regional Library Board.

Chairman Lankford entertained a motion to close the nominations.

Vice Chairman Inman moved to close the nominations. Commissioner Jones seconded and the motion carried unanimously.

Chairman Lankford polled the Board:

Commissioner Jones: Virginia Southern
Vice Chairman Inman: Virginia Southern
Chairman Lankford: Virginia Southern
Commissioner Walker: Virginia Southern
Commissioner Booth: Virginia Southern

Chairman Lankford noted that the Board unanimously approved for Virginia Southern to be re-appointed to the Northwestern Regional Library Board as the King representative.

CLOSED SESSION

Chairman Lankford entertained a motion to enter Closed Session for the following:

- To consider the initial employment or appointment of an individual to any office or position, other than a vacancy in the Board of County Commissioners or any other public body, or to consider the qualifications, competence, performance, character, and fitness of any public officer or employee, other than a member of the Board of Commissioners or of some other public body pursuant to G.S. 143-318.11(a)(6).

Commissioner Booth moved to enter Closed Session for the following:

- To consider the initial employment or appointment of an individual to any office or position, other than a vacancy in the Board of County Commissioners or any other public body, or to consider the qualifications, competence, performance, character, and fitness of any public officer or employee, other than a member of the Board of Commissioners or of some other public body pursuant to G.S. 143-318.11(a)(6).

Vice Chairman Inman seconded and the motion carried unanimously.

The Board reconvened to the regular session of the February 14th meeting.

Adjournment

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

Commissioner Walker moved to adjourn the meeting. Commissioner Booth seconded and the motion carried unanimously.

Darlene M. Bullins
Clerk to the Board

Ernest Lankford
Chairman