

STATE OF NORTH CAROLINA )  
 )  
COUNTY OF STOKES )  
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OFFICE OF THE COMMISSIONERS  
STOKES COUNTY GOVERNMENT  
DANBURY, NORTH CAROLINA  
DECEMBER 27, 2011

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administration Building) located in Danbury, North Carolina on Tuesday, December 27, 2011 at 6:00 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:  
County Manager Richard D. Morris  
Clerk to the Board Darlene Bullins  
Finance Director Julia Edwards  
Health Director Scott Lenhart  
Sheriff Mike Marshall

Chairman Ernest Lankford called the meeting to order.

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

- "The journey of a thousand miles must begin with a single step"

Commissioner Walker 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 in the Pledge of Allegiance.

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

Chairman Lankford entertained a motion to approve or amend the December 27, 2011 Agenda.

Commissioner Booth moved to approve the December 27<sup>th</sup> Agenda as presented.

Commissioner Walker seconded and the motion carried unanimously.

**PUBLIC HEARING – ABANDONING THE RIGHT OF WAY ON A PORTION OF  
McANALLY ROAD – SR#1703**

Chairman Lankford called to order the Public Hearing for the Abandonment of the Right of Way on a Portion of McAnally Road –SR#1703.

There were no public comments.

Chairman Lankford closed the Public Hearing.

**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 December 6, 2011 – Planning Meeting
- Minutes of December 12, 2011- Regular Meeting

**Finance - 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
	<b>Register of Deeds</b>			
100.4180.020	Salaries & Wages –Part Time	\$4,763.00	\$582.00	\$5,345.00
	<b>Sheriff's Department</b>			
100.4310.000	Salaries & Wages	\$1,387,111.00	\$1,845.00	\$1,388,956.00
	<b>Emergency Communications</b>			
100.4325.000	Salaries & Wages	\$358,828.00	\$4,155.00	\$362,983.00

<b>Emergency Medical Services</b>				
100.4370.000	Salaries & Wages	\$1,086,993.00	\$1,240.00	\$1,088,233.00
<b>Health Department</b>				
100.5100.000	Salaries & Wages	\$1,017,814.00	\$2,617.00	\$1,020,431.00
<b>Contingency</b>				
100.9910.100	Leave Cost	<u>\$82,506.00</u>	<u>\$(10,439.00)</u>	<u>\$72,067.00</u>
<b>Totals</b>		<b>\$3,938,015.00</b>	<b>\$00.00</b>	<b>\$3,938,015.00</b>

This budget amendment is justified as follows:

To transfer funds for pay off of employees' unused vacation, holiday and compensatory time of those who resigned, retired or were dismissed. Totals were vacation = \$5,745.00; holiday = \$4,518.00; and compensatory time = \$176.00

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.

#### **Sheriff's Department - Budget Amendment #47**

Finance Director Julia Edwards submitted Budget Amendment #47.

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

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
<b>Sheriff's Department</b>				
100.4310.511	Equipment – non-capital	<u>\$11,376.00</u>	<u>\$1,000.00</u>	<u>\$12,376.00</u>
<b>Totals</b>		<b>\$11,376.00</b>	<b>\$1,000.00</b>	<b>\$12,376.00</b>

This budget amendment is justified as follows:

To purchase a used commercial refrigerator for the evidence room which is necessary for the proper preservation of specific evidence that requires refrigeration.

This will result in a net increase of \$1,000.00 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.

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
100.3301.411	Federal Fines & Forfeitures	<u>\$7,979.00</u>	<u>\$1,000.00</u>	<u>\$8,979.00</u>
<b>Totals</b>		<b>\$7,979.00</b>	<b>\$1,000.00</b>	<b>\$8,979.00</b>

### **Sheriff's Department - Budget Amendment #48**

Finance Director Julia Edwards submitted Budget Amendment #48.

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

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
	<b>Sheriff's Department</b>			
100.4310.290	Miscellaneous	<u>\$1,765.00</u>	<u>\$43.00</u>	<u>\$1,808.00</u>
	<b>Totals</b>	<b>\$1,765.00</b>	<b>\$43.00</b>	<b>\$1,808.00</b>

This budget amendment is justified as follows:

To purchase Christmas Cards for the Sheriff's Department – no county funding.

This will result in a net increase of \$43.00 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.

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
100.3839.001	Calendar Funds	<u>\$6,793.00</u>	<u>\$43.00</u>	<u>\$6,836.00</u>
	<b>Totals</b>	<b>\$6,793.00</b>	<b>\$43.00</b>	<b>\$6,836.00</b>

### **Tax Administration Report – November 2011**

#### **Real and Personal Releases More than \$100**

Tax Administrator Jake Oakley presented the following Real and Personal Property Releases (November 2011) which are more than \$100 at the December 12<sup>th</sup> meeting with a request for approval at the December 27<sup>th</sup> meeting:

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

Iris S Bowles	11A694504626992	\$252.39	Correction of Appraisal
Carol Moore	11A690303024526	<u>\$701.83</u>	Approval –late Application
	<b>Total Amount</b>	<b>\$954.22</b>	

### **Delinquent EMS/Motor Vehicle Tax Bills**

Tax Administrator Jake Oakley requested to forward the 2009/2010 Motor Vehicles and EMS Delinquent Billings to Interstate Collection Agency at the December 12<sup>th</sup> meeting with a request for approval at the December 27<sup>th</sup> meeting.

### **Proposed Ordinance for Adoption of the 2009 International Fire Code**

County Manager Rick Morris presented the following proposed Ordinance for Adoption of the 2009 International Fire Code including the 2012 North Carolina Amendments and Appendices at the December 12<sup>th</sup> meeting with a request for approval at the December 27<sup>th</sup> meeting:

#### **ORDINANCE FOR ADOPTION OF THE INTERNATIONAL FIRE CODE**

An Ordinance of Stokes County adopting the 2009 edition of the International Fire Code, regulating and governing the safe-guarding of life and property from fire and explosion hazards arising from the storage, handling, and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises in Stokes County; providing for the issuance of permits and collection of fees.

The Board of Commissioners of Stokes County does ordain as follows:

**Section 1:** That a certain document, three (3) copies of which are on file in the office of the Stokes County Fire Marshal, being marked and designated as the International Fire Code, 2009 edition, including the 2012 North Carolina Amendments and Appendices, as published by the International Code Council, be and is hereby adopted as the Fire Code of Stokes County, in the State of North Carolina regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Fire Code on file in the office of the Stokes County Fire Marshal are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions, and changes.

**Section 2:** That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Stokes County Board of Commissioners hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

**Section 3:** That nothing in this ordinance or in the Fire Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any causes of action acquired or existing, under any act, nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this ordinance.

**Section 4:** That the Clerk to the Stokes County Board of Commissioners is hereby ordered and directed to cause this ordinance to be published.

**Section 5:** That this ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and in effect January 1, 2012.

Adopted this 27<sup>th</sup> day of December, 2011.

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**Ernest Lankford - Chairman**

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**J. Leon Inman – Vice Chairman**

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**Jimmy Walker - Commissioner**

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**Ronda Jones - Commissioner**

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**James D. Booth - Commissioner**

Attest:

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

**Proposed Resolution – NCDOT Construction Program for Fiscal Year 2011-12**

County Manager Rick Morris presented the following proposed Resolution approving the NCDOT Construction Program for Fiscal Year 2011-12 at the December 12<sup>th</sup> meeting with a request for approval at the December 27<sup>th</sup> meeting:

**RESOLUTION CONCURRING WITH THE SECONDARY ROAD CONSTRUCTION  
PROGRAM FOR STOKES COUNTY AS PROPOSED BY THE  
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION  
FOR FISCAL YEAR 2011-2012**

**WHEREAS**, pursuant to the provision of N.C.G.S. 136-44.5 through 136-44.7, the North Carolina Department of Transportation/Division of Highways has completed a study of all State maintained unpaved secondary roads to determine the number of miles of unpaved State maintained roads in the State, developed a uniformly applicable formula of the allocation of secondary roads maintenance funds for use in each county, and developed criteria for improvements and maintenance of secondary roads and annual work programs for construction and maintenance of secondary roads in each county in accordance with those criteria;

**WHEREAS**, pursuant to the provision of N.C.G.S. 136-44.8 the North Carolina Department of Transportation has posted in the Stokes County courthouse a county map showing tentative secondary road paving projects rated according to the priority of each project in accordance with the criteria and standards adopted by the Board of Transportation;

**WHEREAS**, the said map has been posted for at least two weeks prior to the public meeting and discussion of the secondary road construction program for Stokes County by the North Carolina Department of Transportation representatives with the Stokes County Commissioners;

**WHEREAS**, The North Carolina Department of Transportation has provided a notice to the public of the public meeting of the Stokes County Board of Commissioners at which the annual secondary road construction program for Stokes County is to be presented to the said board and other citizens of the county;

**WHEREAS**, the notice was published in a newspaper published in Stokes County or having a general circulation in the county once a week for two weeks succeeding weeks prior to the meeting and advised that a county map is posted in the courthouse showing tentative secondary road paving projects rated according to the priority of each project;

**WHEREAS**, representatives of the North Carolina Department of Transportation have met with the Stokes County Board of County Commissioners at a regular meeting and have made a presentation to and discussed with the said board and other citizens present at the meeting the proposed secondary road construction program, specifically including the priority rating of each tentative secondary road paving project in the program, according to the criteria and standards adopted by the Board of Transportation;

**NOW THEREFORE, BE IT RESOLVED**, that the Stokes County Board of Commissioners, based on the presentation and discussion of the secondary road construction program for Stokes County, hereby concurs with the construction program as proposed by the North Carolina Department of Transportation for fiscal year 2011-2012.

Adopted this 27<sup>th</sup> day of December 2011.

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**Ernest Lankford - Chairman**

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**J. Leon Inman - Vice Chairman**

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**Jimmy Walker - Commissioner**

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**Ronda Jones - Commissioner**

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**James D. Booth - Commissioner**

Attest:

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

**Proposed Resolution – Retiring of Law Enforcement officer – Thomas “Kenny” Norman**

County Manager Rick Morris presented the following proposed Resolution Authorizing the Sale of County Issued Service Side Arm at the December 12<sup>th</sup> meeting with a request for approval at the December 27<sup>th</sup> meeting:

**Resolution authorizing sale of County issued service side arm:  
(North Carolina General Statute 20-187.2.A)**

**WHEREAS**, Jail Captain, Thomas McKinley Norman is retiring from the Stokes County Sheriff's Department on December 30, 2011; and

**WHEREAS**, Jail Captain, Thomas McKinley Norman has been a dedicated law enforcement officer to the citizens of Stokes County from October 4, 2004 through December 30, 2011; and

**WHEREAS**, North Carolina General Statute 20-187.2 (a), permits Stokes County to donate the badge worn at no cost, and to the sell service issued side arm to retiring law enforcement officers, at a price determined by the Board of Commissioners.

**THEREFORE, THE BOARD OF COMMISSIONERS OF STOKES COUNTY RESOLVES THAT:**

1. The Sheriff of Stokes County is authorized to present to Jail Captain, Thomas McKinley Norman his Stokes County Sheriff's Department issued badge at no cost.
2. The Sheriff of Stokes County is also authorized to sell a Bersa Thunder, 380 caliber pistol, serial number B15324 at a set price of \$1.00 to Jail Captain, Thomas McKinley Norman after securing a permit as required by North Carolina General Statute 14-402 or 14-409.

Adopted this the 27<sup>th</sup> day of December 2011.

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**Ernest Lankford - Chairman**

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**J. Leon Inman – Vice Chairman**

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**Jimmy Walker - Commissioner**

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**Ronda Jones - Commissioner**

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**James D. Booth – Commissioner**

Attest \_\_\_\_\_

**Darlene Bullins**  
**Clerk to the Board**

Vice Chairman Inman moved to approve the Consent Agenda as presented.

Commissioner Jones seconded and the motion carried unanimously.

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

### **Update – Manager and Board of Commissioners**

There were no comments from Manager Morris.

Commissioner Walker noted the following:

- Finance Director Julia Edwards confirmed that the audit information from Stokes Reynolds Memorial Hospital was received in time for the County to submit their audit to Local Government Commission (LGC) by the deadline

Finance Director Edwards noted that as of December 22<sup>nd</sup>, the County's audit had not been

reviewed by LGC and suspected it would probably be after the first of the year.

Chairman Lankford noted the following:

- Expressed appreciation to Clerk Bullins for taking care of the arrangements for the employee Christmas luncheon – very pleased to see so many employees attending the luncheon

Commissioner Jones noted the following:

- Very impressed with departments trying to continuously save county funding

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

### **Health Department – Proposed Staff Reorganization/Reclassifications**

Health Director Scott Lenhart presented the following information regarding proposed staff reorganization/reclassifications:

- Currently, the Health Department has several vacant positions: Accounting Tech. III (part time position); Community Outreach Worker (full time position); and Health Educator II (full time position)
- Request to reclassify the Accounting Tech. III position (18.75 hours per week/grade 63) to a Processing Assistant IV (30 hours per week/grade 59) – reclassification will save approximately \$1,192.63 in county funding and will fix staffing shortage at the front desk
- Freeze the full time Community Outreach Worker (grade 58) position and transfer these duties to the Health Educator position until the Breast Feeding Program enlists more patients – freezing the position will save the overall county budget approximately \$27,940.41 with \$19,120.41 being county funds
- Reclassify the Health Educator II (grade 67) position to a Health Education Specialist (grade 65) position saving approximately \$11,597.83 in county funding
- Health Educator II position in most other counties is a supervisor, in Stokes there are no other positions for the Health Educator II to supervise
- The Health Education Specialist can be supervised by the Nursing Supervisor as is done in most all other small Health Departments like Stokes
- Overall county budget savings = \$43,730.83 based on hiring employees at step one at the grade
- WIC funding in the amount of \$8,820.00 (used for funding a portion of the Health Education Specialist's salary if approved) for fiscal year 2011-12 will increase the savings in county funding to approximately \$39,538.20
- WIC funding in the amount of \$7,667.00 (used for funding a portion of the Health Education Specialist's salary if approved) for fiscal year 2012-13 will increase the savings in county funding to approximately \$39,577.83
- Will reduce the Health Department Staff by one full time position
- Respectfully request to advertise these positions in-house and outside as needed

Commissioner Walker noted the following:

- Expressed appreciation to Director Lenhart and Commissioner Booth for finding available space for CenterPoint (Reynolds Grant)
- Expressed appreciation to Director Lenhart for proposing reclassifications that reduce county funding
- Would also like to express appreciation to DSS Director Preston and Sheriff Marshall for also proposing reclassifications that reduce county funding
- With budget soon approaching, maybe the County Manager can also look at possible reclassifications and streamlining job duties
- Confirmed with Health Director Lenhart that all positions were currently vacant

Health Director Lenhart noted that originally there was no available space for use by CenterPoint, but after the recent patient flow study done by the new Nursing Supervisor, available space opened up and will be meeting next week with Victor Armstrong at CenterPoint to make sure the space is suitable.

Commissioner Booth noted the following:

- Confirmed with Health Director Lenhart that the WIC Funding will be funding part of the Health Education Specialist position which is all county funding
- Appreciates the Health Director looking at ways to reduce county funding, decreasing managerial staffing when not needed

Vice Chairman Inman noted the following:

- Expressed appreciation for making available space for the Reynolds grant
- “Win-Win” situation

Health Director Lenhart noted that accreditation continues to mandate some changes, but also provides avenues for changes that are beneficial to staff and citizens.

Commissioner Jones noted the following:

- Appreciate streamlining which is saving taxpayers’ dollars

Chairman Lankford noted the following:

- Expressed appreciation for proposing reclassifications that save county dollars
- Appreciate looking at ways to provide the best health care available to the citizens of Stokes County

Commissioner Walker questioned if opening the Southwestern Service Center would help alleviate space issues at the Health Department.

Health Director Lenhart responded that opening the Southwestern Service Center would not alleviate space issues, but would take staff from the Danbury location to cover the Center which causes staffing issues for the Danbury location.

Commissioner Walker requested Director Lenhart look at the needs and what makes sense in this current economy; a trip from King to the Danbury location is about 34 miles round trip.

Director Lenhart also noted that the State Accreditation Consultant will be touring the Southwestern Service Center within the next month to make recommendations to bring the Center up to accreditation standards once the accreditation at the Danbury location is over.

Commissioner Booth noted the following:

- Citizens who live on Highways 772 and 704 (Sandy Ridge area) and those in the Asbury area have approximately the same miles round trip to come to Danbury
- Citizens in the King area have approximately 15-20 medical providers, citizens living on 772 and 704 and in the Asbury area have no providers in the area
- Reiterated that transferring staff from Danbury to cover the Southwestern Service Center reduces staff at the Danbury location – very complicated situation

Commissioner Walker agreed that the greatest need is in the northern part of the county, but hopes that those making the decisions look at what makes sense for ALL the county.

Director Lenhart noted the following:

- King's proximity to Winston Salem and their population often hurts the county in obtaining grants
- Stokes County is considered an urban county and not a rural county

Health Director Lenhart noted the Health Department has recently applied for a grant to expand the Breast Clinic Mobile Unit to four other sites in the County.

Commissioner Walker requested an update on the status of the mobile unit that the County recently acquired through a grant.

Health Director Lenhart responded:

- Currently do not have a permanent vehicle to pull the trailer
- Trying to obtain funding to acquire the needed supplies and equipment
- Need training for staff to be able to set the trailer up

- Preparedness Coordinator is currently working with EMS Director Stevens and State officials to obtain funding for the needed supplies
- Chairman Lankford, with full consensus of the Board, directed the Clerk to place the

item on the January 9, 2012 Action Agenda.

### **Sheriff's Department – Proposed Reclassification**

Sheriff Mike Marshall presented the following information regarding a proposed reclassification (reclassify Domestic Violence/Execution Officer to a Records Clerk-Sheriff):

- For approximately a year, office duties within the Stokes County Sheriff's Office have become more demanding with increasing numbers of gun permits, conceal carry permits, as well as, the state required processing for said permits
- Increasing demands on internal record processing and the needs associated with record retention and storage
- With the loss of the "E911 System Coordinator" position, Spillman software requirements continue to demand editing and maintenance attention within the Sheriff's Office which also affects office needs
- In consideration of these demands and office needs, the Sheriff's Office has been required to utilize the sworn position of the "Domestic Violence/Execution Officer" in the Sheriff's Office to assist in meeting these demands and needs
- The duties performed by the "Domestic Violence/Execution Officer" have now been distributed out among other staff members
- Through this request for reclassification, and upon approval the Board of County Commissioners, the Department recognizes and anticipates an annual reduction in full-time salaries and benefits of approximately \$10,000.00
- Upon approval of this reclassification request, one patrol vehicle from the fleet of Sheriff's Office vehicles and all accompanying maintenance expense to this one patrol vehicle shall be excluded from the annual budget of the Sheriff
- Opportunity for this reclassification has become available due to a retirement
- Upon approval of this reclassification request, the Department anticipates an approximate over-all \$15,000.00 reduction to the Sheriff's Office annual budget
- This reclassification request does not anticipate any additional increase to the current budget of the Stokes County Sheriff's Office
- Upon approval, this reclassified position shall mirror the current Records Clerk-Sheriff Job Description.

Commissioner Walker noted the following:

- Appreciate departments bringing cost savings recommendations to the Board
- "Win-Win" situation for all involved

- Trust the Sheriff's judgment in running his department and continuing to provide services to the citizens along with saving county dollars

Vice Chairman Inman noted the following:

- Appreciate the Sheriff taking the opportunity when it becomes available to save county dollars and maintain service to the citizens of the County
- Confirmed with Sheriff Marshall that duties of the Domestic Violence/Execution Officer have already been distributed to other staff members
- Confirmed with Sheriff Marshall that reclassifying the Domestic Violence position will not have any impact on Domestic Violence services

Commissioner Booth noted the following:

- Confirmed with Sheriff Marshall that there have been no issues with the transferring of the duties of the Execution Officer since September 2011 and no reduction in patrol services to the citizens of the county
- Appreciates the Sheriff bringing cost savings recommendations to the Board

Commissioner Jones noted the following:

- Confirmed with Sheriff Marshall that even with the reclassifications and employees taking on extra duties, morale is still up and that all reclassifications have been done when positions became vacant
- Appreciate the Sheriff taking the initiative to change things in order to save taxpayers' dollars

Chairman Lankford noted the following:

- Expressed appreciation to Sheriff Marshall for his creativity in reclassifying positions when they become vacant and saving county dollars

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the January 9, 2012 Action Agenda.

**Proposed Amendments to the Ordinance for the Protection of Public Health, Welfare, and Safety in Connection with the Holding of Mass Gatherings – Further Discussion**

County Manager Rick Morris presented the following proposed Ordinance for the Protection of Public Health, Welfare, and Safety in Connection with the Holding of Mass Gatherings along with an Application for a Permit for a Mass Gathering for the Board's review:

STATE OF NORTH CAROLINA  
COUNTY OF STOKES

AN ORDINANCE FOR THE PROTECTION OF  
PUBLIC HEALTH, WELFARE, AND SAFETY  
IN CONNECTION WITH THE HOLDING OF  
MASS GATHERINGS

Be it therefore resolved by the Board of Commissioners of Stokes County

## **Section 1. INTENT AND PURPOSE**

The intent and purpose of this Ordinance is to provide for the protection of the public health, public welfare, and public safety of those persons in attendance at mass gatherings held in Stokes County and of those persons who reside near or are located in close proximity to the sites of mass gatherings or are directly affected thereby. **This ordinance is not intended to discourage approved legitimate businesses and event promoters from holding events, where proper actions have been taken to protect the public health, safety and welfare of those attending the event and those persons otherwise affected by the event.** Examples of approved businesses and event promoters are local school systems (sports events), church facilities, race track promoters (car racing) and privately owned open air parks, which are properly facilitized and approved for camping, musical concerts or other outdoor activities.

## **Section 2. DEFINITIONS**

The following definitions shall apply in the enforcement of this Ordinance

- (1) 'Mass gatherings' means the congregation or assembly of more than 1500 people in an open space; it shall include mass gatherings held for any purpose but shall not include assemblies in permanent buildings or permanent structures designed or intended for use by large numbers of people which meet standards set by local and state building codes.
- (2) "Person" means any person, firm, corporation or other organization of any kind, which holds, sponsors, organizes, conducts, or promotes, jointly or severally, a mass gathering.
- (3) "Health Director" shall mean the Stokes County Health Director or authorized representative.
- (4) "Environmental Health Specialists" shall mean the Environmental Health representative of the Stokes County Health Director.
- (5) "Director of Emergency Services" shall mean the Stokes County Director of Emergency Services or authorized representative.
- (6) "County Manager" means the County Manager of Stokes County.
- (7) Approved and / or Established Business or Activity shall mean it has been approved by Stokes County or can gain approval by demonstrating that it has experience, expertise and a history of promoting problem free mass gathering events. The approved list will be reviewed and re-approved annually by the County Manager.

## **Section 3. PERMIT NOT REQUIRED**

- (a) If you are an approved and / or established business or activity with a proven track record of professionally promoting open air mass gathering events then a permit is not required.
  1. A list of approved and grandfathered businesses is available from the Stokes County Planning Dept. at (336) 593-2444 or 2439.
  2. The location of the event must be correctly zoned for mass gathering events.
  3. The attendance must not exceed 5000 or a permit will be required by NC GS 130A-253.
  4. Recognized and approved non-profits will not normally require a permit, however each request from a non-profit will be assigned a risk factor by the County Manager based on the type of activity they are proposing, and where risk is determined to be high, a permit may be required.
  5. To assist county planning in the support of mass gathering events, which do not require a permit, the County Manager should be notified by letter or email a minimum of 30 days prior to start of all mass gathering events.
- (b) Businesses and / or promoters will be grandfathered from obtaining a mass gathering permit if they were an established business prior to implementation of the current and previous mass gathering ordinances. This determination on the eligibility for being grandfathered will be made by the Stokes County Planning Director.
  1. To be an approved venue two consecutive negative water sample results for coliform bacteria (if water supply is non-community or non-public) must be collected, and paid for by the venue owner annually. The owner or agent of the owner of the venue must also submit a site plan, which shows the location of proposed and existing:

- Privies or toilets
- Lavatory and bathing facilities
- Water supply sources including lakes, streams, wells, storage tanks
- Areas of assemblage
- Camping areas
- Food service areas
- Garbage and refuse storage and disposal areas
- Entrances and exits to public highways
- Emergency ingress and egress roads
- Activity area
- Distance to nearest dwelling
- Command post
- Parking facilities ( 100 cars per acre or 30 buses per acre)
- Approved wastewater disposal system

#### **Section 4. PERMIT REQUIRED**

- (a) Unless the requestor meets the requirements of Section 3. Above, a mass gathering permit will be required for any person(s) who shall organize, sponsor or hold any mass gathering unless a permit has been issued to such persons by the County Manager under the provisions of this Ordinance. A permit shall be required for each mass gathering and is not transferable to other persons. Such a permit shall be issued by the County Manager and by a Environmental Health Specialists based on the written report of an Environmental Health Specialists. The inspection and report shall be to determine whether the provisions of this Ordinance have been complied with by the applicant. If the event is conducted within one of the municipalities within the county, then the permitting requirements in that municipality must be complied with in lieu of the county permit.

#### **Section 5. APPLICATION FOR PERMIT**

- (a) Application for a permit for a mass gathering shall be made to the County Manager, on a form available from the Stokes County Planning Dept (see Attachment). The permit application shall be completed by the person who will organize, sponsor or hold the mass gathering. The application shall be filed with the County Manager at least 30 days prior to the commencement of the mass gathering for a one day event and 45 days prior notice for an event for two or more days. A non-refundable fee of two hundred (\$100.00) dollars shall accompany the application.
- (b) The application shall contain the following information: identification of the applicant, identification of any other person(s) responsible for organizing, sponsoring or holding the mass gathering, the location of the proposed mass gathering, the estimated maximum number of persons reasonably expected to be in attendance at any one time, the date or dates and the hours during which the mass gathering is to be conducted, and a statement as to the total time period involved. The application shall further contain the purpose of the mass gathering and a description of the activities that may take place at the gathering.
- (c) The application shall be accompanied by an outline map of the area to be used, to approximate scale, showing the location of all proposed and existing privies or toilets; lavatory and bathing facilities; all water supply sources including lakes, ponds, streams, wells, storage tanks, etc.; all areas of assemblage; all camping areas; all food service areas; all garbage and refuse storage and disposal areas; all entrances and exits to public Highway; and emergency ingress and egress roads.
- (d) In addition to the requirements provided in subsections (a) through (c) of this section, the application shall be accompanied by a statement that the applicant will use every reasonable means to provide adequate surveillance and security necessary to insure compliance by those in attendance at such mass gathering with all applicable laws which prohibit the unlawful possession, possession for sale, transportation or use of intoxicating beverages or drugs, whether narcotic or not if prohibited by applicable law, and if such permit be granted said applicant shall employ or otherwise provide competent and trained security personnel at a ratio of one for each 300 persons, or fraction thereof, expected to be in attendance at such mass gathering, which security personnel shall be approved in writing by the Sheriff of Stokes County and such approval must be attached to said application. If no intoxicating beverages are available at the mass gathering, then said applicant shall employ or otherwise provide competent and trained security personnel at a ratio of one for each 500 persons expected to be in attendance at such mass gathering.

- (e) In addition to the requirements provided in subsections (a) through (d) of this section, the application shall be accompanied by a statement that the applicant will use every reasonable means to provide adequate surveillance and security to ensure compliance by those in attendance at such mass gathering with applicable laws relating to traffic regulations, trespass and crimes against persons and property in an area with a radius of 2500 feet from the center of the proposed site for such mass gathering, and in the event such permit is granted shall provide competent, trained personnel as provided in Subsection (e).
- (f) In addition to the requirements provided in subsections (a) through (e) of this section, the application shall be accompanied by a statement that the applicant will use every reasonable means to provide adequate emergency medical services. At the site of the mass gathering, the applicant shall employ or otherwise provide emergency medical services, at a ratio not less than two emergency medical technicians for 1,000 people and one certified ALS ambulance per 5000 people. The director of Emergency Services for the county shall determine if emergency medical services are adequate.
- (g) In addition to the requirements specified in sections (a) through (e) of this section the applicant will be required to provide information and references related to other mass gathering events conducted by the applicant during the past five years. This information is required to aid the County Manager in making a determination on whether the applicant has an acceptable track record in conducting similar mass gathering events. If past performance is determined to be problematic, the permit will likely be denied.

**Section 6. PROVISIONAL PERMIT, BOND AND INSURANCE REQUIRED.**

- (a) Within 10 days after the receipt of the application, the County Manager and a Sanitarian shall review the application and inspect the proposed site for the mass gathering. If it reasonably appears that the requirements of this Ordinance can be met by the applicant, a provisional permit shall be issued.
- (b) If the County Manager shall deem it necessary to protect the health, welfare and safety of those persons in attendance at mass gatherings and of other persons who may be affected by mass gatherings and to carry out the provisions of this Ordinance, he may require the permittee within 5 days after issuance of the provisional permit to file with the County Manager a performance bond or other surety to be executed to the County in the amount of \$5,000.00. The bond, if required, shall be conditioned on full compliance with this Ordinance and shall be forfeitable upon noncompliance and a showing by the County Manager of any injury, damage or other loss to the State or local governmental agencies caused by the noncompliance. The permittee shall in addition file satisfactory evidence of public liability and property damage insurance in an amount determined by the County Manager to be reasonable (but not to exceed \$1,000,000) in relation to the risks and hazards involved in the proposed mass gathering.

**Section 7. ISSUANCE OF PERMIT; REVOCATION; FORFEITURE OF BOND; CANCELLATION**

- (a) If, upon inspection by the County Manager 15 days prior to the starting date of the mass gathering, or earlier upon request of the permittee, the required facilities are found to be in place and satisfactory arrangements are found to have been made of required services, and other applicable provisions of this Ordinance are found to have been met, the County Manager shall issue a permit for the mass gathering. If, upon such inspection, the facilities, arrangements, or other provisions are not satisfactory, the provisional permit shall be revoked and no permit issued.
- (b) Upon revocation of either the provisional permit or the permit, the permittee shall immediately announce cancellation of the mass gathering in as effective a manner as is reasonably possible, including, but not limited to, the use of whatever methods were used for advertising or promoting the mass gathering.
- (c) If the provisional permit or the permit is revoked prior to or during the mass gathering, the County Manager may order the permittee to install such facilities and make such arrangements as may be necessary to accommodate those persons who may nevertheless attend or be present at the mass gathering despite the cancellation and to restore the site to a safe and sanitary condition. In the event the permittee fails to comply with the order of the County Manager, the County Manager may immediately proceed to install such facilities and take such other arrangements and provisions for cleanup as may be minimally required in the interest of public health and safety, utilizing such State and local funds and resources as may be available. Prior to and within 60 days after such action, the County Manager may apply to a court of competent jurisdiction to order forfeiture of the permittee's performance bond or surety for violation of this Ordinance. The court may order that the proceeds shall be applied to the extent necessary to reimburse the State and local governmental agencies for

expenditures made pursuant to the action taken by the County Manager upon the permittee's failure to comply with his order. Any excess proceeds shall be returned to the insurer of the bond or to the surety after deducting costs.

## **Section 8. STANDARDS AND REQUIREMENTS FOR PERMITTED EVENTS**

The following standards and requirements are intended to protect the health, welfare, and safety of those attending mass gatherings and of other persons who may be affected by mass gatherings. In applying these standards and requirements to a particular mass gathering, the County Manager is hereby authorized to apply more or less rigid standards and requirements as called for by the specific characteristics of the gathering based upon generally recognized public health principles and practices. Any such alteration in the prescribed standards and requirements shall be in writing and shall be sent to the applicant. Necessary facilities and services shall be provided, including, but not limited to, the following:

**Item 1. Activity area.** An activity area shall be provided of sufficient size to accommodate the estimated number of persons reasonably expected to be in attendance at any one time. This activity area is in addition to those areas required for parking in Item 7, for camping in Item 4, and for the command post in Item 5.

**Item 2. Distance from dwellings.** No part of the perimeter of the activity and camping areas shall be within 1500 feet of any residence unless the occupant or owner has signed a written waiver. Notarized copies of any such waivers shall accompany the application.

**Item 3. Distance from certain public water supply sources.** No part of the perimeters of the activity, including camping areas, shall be located within one mile of a Class I or Class II reservoir, as classified by North Carolina Department of Environment and Natural Resources (hereafter NCDENR) or within three miles of a protected watershed which drains into an A—I stream, as classified by the NCDENR, and which stream is used as a source of public water supply.

**Item 4. Camping area.** An area of adequate size shall be provided and designated for camping. Such area shall be in addition to the areas provided for activities in Item 1 and for parking in Item 7.

**Item 5. Command post.** An adequate command post at a conveniently accessible location approved the County Manager shall be provided for use by law enforcement, health officials and other governmental agencies. The command post shall consist of at least one building or mobile unit equipped with adequate utilities and an adequate number of parking spaces. The permittee shall insure access to it at all times by government personnel.

**Item 6. Ingress and egress roads, entrances and exits.** The permittee shall provide personnel and arrangements necessary to keep entrances and exists to public highways open to traffic at all times. Coordination with private parties and/or NCDOT as needed regarding adequate ingress and egress roads.

**Item 7. Parking.** Parking facilities shall be provided off public roadways sufficient to serve the reasonably expected requirements at a rate of up to 100 passenger cars per acre or 30 buses per acre. One parking space for cars shall be provided for each four people to attend. Camper class vehicles shall park in the camping area provided in Item 4. Parking on shoulders of public highways shall not be permitted and temporary signs shall be erected by applicant to so indicate.

**Item 8. Plan for limiting attendance, exclusion of non-ticket holders, crowd control, and security enforcement.** Attendance shall not exceed the number stated in the application. The application for permit shall be accompanied by a written plan for limiting attendance to the number stated in the application for permit, the exclusion of persons not holding tickets, and a written plan for security enforcement, including the number of security guards to be provided for internal and external crowd control and security enforcement. The plan shall be accompanied by a written statement from the Sheriff that the plan is adequate. The permittee shall execute the plan.

**Item 9. Dust control.** The application shall be accompanied by a written plan for dust control. The permittee shall execute the plan.

**Item 10. Fire prevention and control.** The application shall be accompanied by a written plan for fire prevention and control. If the event attendance is 1,000 or more, a crowd manager must be designated for every 250 persons in attendance.

**Item 11. Plans for emergencies.** The application shall be accompanied by written plans for dealing with emergency situations involving the occurrence of incidents requiring rapid evacuation, including arrangements for use of emergency egress roads.

**Item 12. Provision of adequate medical care.** The application for permit shall be accompanied by a written plan for the provision of adequate medical care, such plan having been approved in writing by the local health director and Director of Emergency Services. At the time of the inspection required by Section 5, the structure and all supplies and equipment provided for in the plan shall be in place; and the agreements and statements provided for in the plan shall be determined to be valid. The plan shall include provisions for:

- (a) The name and address of a physician licensed to practice medicine in North Carolina to be responsible for the organization and delivery of emergency medical services. A signed notarized statement by the physician accepting the responsibility shall accompany the plan. He shall determine how many licensed physicians, licensed nurses, and other medical personnel shall be on duty on the premises at any particular time.
- (b) At least one enclosed covered Structure to be used as a medical treatment center. The structure or structures shall provide at least a total of 450 square feet and shall have running water under pressure from an approved source.
- (c) A list of medical supplies and equipment sufficient to support reasonably anticipated medical care requirements.
- (d) Notification of all general public hospitals within 20 miles of the mass gathering location as to scheduled dates and anticipated attendance of the mass gathering.
- (e) The name and address of at least one licensed ambulance service agency to be responsible for providing emergency transportation. A signed notarized statement by an official of the agency accepting the responsibility shall accompany the plan.

**Item 13. (a) Water supply — general.** There shall be provided a water supply from an approved source. An approved emergency source shall be provided in addition where necessary. Approved facilities shall be provided for distributing and dispensing and the supply shall be adequate in quantity and quality. The sponsor shall have in his possession, at the time of the inspection as provided in Section 5, the reports of bacteriological and chemical examinations of water samples by the laboratory section of the NCDENR. The water shall be chlorinated so as to provide a free—chlorine residual of at least 1.0 part per million at all outlets at all times during the gathering. The water supply and the facilities for distribution and dispensing shall be provided with effective safeguards to prevent the introduction of hallucinogenic drugs or other contamination.

- (b) Water supply - requirements. If water is to be provided only for drinking and washing, water shall be supplied at a rate of three gallons per person per day and a peak hour demand of one and one—half pints per person. If water is to be provided for drinking, washing, and bathing, water shall be supplied at a rate of 12 gallons per day per person and a peak hour demand of six pints per person.
- (c) Water supply — source. Water shall be obtained from a public or community water supply approved by NCDENR. If new source of water supply is to be provided, the application shall be accompanied by the necessary plans, engineer's report, and specifications (in triplicate) as required for review and approval by the Sanitary Engineering Division, North Carolina Division of Health Services, and the application shall include plans, engineer's report, and specifications for the emergency source capable of supplying at least three gallons per day per person. If water is to be hauled from an off—site source, storage facilities shall be provided in the area sufficient in volume to supply the needs of the gathering for its duration before being filled with water for use during the gathering, all storage tanks shall be cleaned thoroughly, filled with clean water containing a chlorine residual of at least 100 parts per million, and, after a contact time of at least twenty—four hours, all such tanks shall be emptied. Subsequently, and prior to the issuance of a permit, all such tanks shall be filled with water from an approved source and all inlets to such tanks shall be closed and locked so as to give positive protection against the introduction of contamination.
- (d) Water supply distribution. Water outlets shall be provided at an adequate number of convenient and readily accessible locations properly distributed throughout the activity and camping areas

**Item 14. Toilet facilities / sewage disposal.** Sanitary toilet facilities shall be provided at an adequate number of convenient and readily accessible locations properly distributed throughout the activity and camping areas at a rate of not more than 100 persons per toilet seat. If chemical toilet rental is to be employed, all toilets shall be so located as to be readily accessible by service vehicles and shall be serviced as often as necessary. Material removed from such toilets shall be disposed of in a public or community sewage system

If water—carried sewage facilities are provided, the sewer system shall be connected to a public or community sewage system having waste—water treatment facilities of adequate capacity to treat the flow of waste—water from the mass gathering; and the application shall be accompanied by a signed statement by the North Carolina Department of Natural and Economic Resources attesting to the adequacy of the treatment facilities. A similar statement shall accompany the application if material removed from a chemical toilet is to be disposed of in a public or community sewage system. No sewage shall be discharged to the surface of the ground or into any watercourse.

**Item 15. Solid waste collection and disposal.** Facilities shall be provided for all solid wastes to be collected and stored in leak—proof, non—absorbent containers, and all solid wastes shall be removed daily or more often and disposed of in a community solid waste disposal facility or in a sanitary landfill to be constructed in the area. Solid wastes shall be placed in the landfill, compacted as densely as possible, and covered after each day of operation with a compacted layer of at least six inches of dirt. Approved receptacles having a maximum capacity of 55 gallons shall be provided at places conveniently located throughout the activity, camping and parking areas, and at each food service facility for the deposition of solid wastes. If bulk solid waste storage containers are used, at least two four—cubic yard containers shall be provided per 1,000 persons in the case of once—daily removal, or two two—cubic—yard containers per 1,000 persons in the case of once—daily removal, and these containers shall be so located as to be accessible to solid waste service vehicles.

**Item 16. Food dispensing.** Sanitary food dispensing facilities shall be provided at accessible and convenient locations, and shall be maintained in a sanitary condition. Perishable food items dispensed from such facilities shall be limited to pre-packaged items, such as wrapped sandwiches, prepared in commercial establishments and under official sanitary supervision, and shall be dispensed in the unbroken packages; provided, that chicken, hamburgers, and frankfurters obtained from approved sources may be cooked and packaged at the site if all operations or preparation, cooking and packaging in unit packages for dispensing to individuals are done inside an approved structure or vehicle, in a sanitary manner, and otherwise in compliance with the “Rules and Regulations Governing the Sanitation of Restaurants and Other Food Handling Establishments” of NCDENR, perishable foods shall be stored at or below 45 degrees F. or in the frozen state, until heated or cooked immediately before serving.

**Item 17. Insect and rodent control.** There shall be no fly or mosquito—breeding places, rodent harborages, or undrained areas on the premises. Necessary measures shall be taken to control flies, mosquitoes, rodents, or other vermin.

**Item 18. Post—gathering clean—up.** Within one week after the end of the gathering, all sanitary landfills and the areas and immediate surrounding properties shall be cleaned of all litter and solid wastes on roads leading from the areas and within one mile of the areas and which can be attributed to the mass gathering shall be removed. All solid wastes shall be disposed of as provided in Item 15. Unless otherwise directed by the owner of the property, all temporary facilities (such as solid waste receptacles and signs) shall be removed from the areas.

**Item 19. Noise level at perimeter.** The application shall be accompanied by detailed plans for amplifying equipment, which shall be so located and operated as to limit the noise level at the perimeter of the site to no more than 70 decibels on the A scale of a sound level meter which meets the specifications of the American National Standards Institute. The applicant shall include a signed statement certifying that the noise level limit as herein specified will not be exceeded.

**Item 20. Lighting.** The application shall be accompanied by detailed plans for lighting designed to illuminate the site.

**Item 21. Signs.** Signs shall be posted throughout the area showing the locations of toilet facilities, water supply outlets, solid waste receptacles, food stands, first aid facilities, and the command post.

## **Section 9. PENALTIES**

- (a) Any person who willfully holds a mass gathering as herein defined without first securing a permit to do so as herein provided shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine of not more than five hundred dollars (\$500.00), or imprisonment for a period not to exceed thirty days.
- (b) Any person who willfully fails to perform any other act required by this Ordinance, or who willfully does any act prohibited by this Ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine not to exceed five hundred dollars (\$500.00), or by imprisonment for a period not to exceed thirty days.

**Section 10. INJUNCTION**

If any person shall violate or threaten to violate the provisions of this chapter or any rules and regulations adopted pursuant thereto and such violation, if continued, or such threatened violation, if committed, is or may be dangerous to the public health, safety, or welfare, or if any person shall hinder or interfere with the proper performance of duty of the County Manager or his representative and such hindrance or interference is or may be dangerous to the public health, the County Manager may institute an action in the superior court of the county in which such violation, threatened violation, hindrance, or interference occurred for injunctive relief against such continued violation, hindrance or interference, irrespective of all other remedies at law, and upon the institution of such an action, the procedure shall be in accordance with the provisions of article 37 of Chapter 1 of the General Statutes.

**Section 11. RIGHT OF ENTRY**

Authorized representatives of the County Manager shall have at all times the right of proper entry upon any and all parts of the premises of any place in which such entry is necessary to carry out the provisions of this chapter, or the rules and regulations adopted under the authority of this chapter; and it shall be unlawful for any person to resist a proper entry by such authorized representatives of the County Manager.

**Section 12. REPEALER CLAUSE**

All rules and regulations heretofore adopted by the Stokes County Board of Commissioners which are in conflict with the provisions hereof are hereby repealed. This Ordinance shall be enforceable regardless of the applicability of other rules and regulations of other governmental bodies.

**Section 13. SEVERABILITY**

If any provisions of this Ordinance, or the application hereof to any person or circumstances is held invalid, the remainder hereof or the application of such provisions to other persons or circumstances, shall not be affected thereby.

**Section 14. EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after the ENTER NEW DATE date.

**Section 15. APPEAL CLAUSE**

Any person, firm, corporation or other organization of any kind adversely affected by the decision of the County Manager and administration of this Ordinance would have the right of appeal to the Stokes County Board of County Commissioners, such appeal to be heard within twenty days of the written notification of adverse decision by the county manager.

**COUNTY OF STOKES**

\_\_\_\_\_  
Ernest Lankford, Chairman  
Stokes County Board of Commissioners

**ATTEST**

\_\_\_\_\_  
Darlene Bullins  
Clerk to the Board

Amended ADD New DATE

**STOKES COUNTY  
APPLICATION FOR A PERMIT FOR A MASS GATHERING**

NOTE: To be submitted at least 30 days prior to commencement of the mass gathering or 45 days prior for 2 or 3 day events.

Name of Mass Gathering \_\_\_\_\_

Name of Sponsoring "Person" \_\_\_\_\_

Permanent-Mailing-Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

December 27, 2011

[20]

Name(s), Permanent Mailing Address(es), and telephone Number(s) of Other Sponsors

\_\_\_\_\_

Name of Property Owner \_\_\_\_\_

Permanent Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Detailed Location of Site- Directions from nearest incorporated town \_\_\_\_\_

\_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

County \_\_\_\_\_

Size of Site \_\_\_\_\_

Deed Registration Book Number \_\_\_\_\_ and Page \_\_\_\_\_

Expected maximum attendance at any one time \_\_\_\_\_

Opening Time and Date \_\_\_\_\_

Closing Time and Date \_\_\_\_\_

Total Time Period \_\_\_\_\_

Are copies of items listed on enclosed checklist included in this application as required? Yes \_\_\_ No \_\_\_

Made out in triplicate by the Applicant. All copies submitted to the Stokes County Manager.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Manager Morris noted the following:

- Modifications have been made to make the Ordinance to be more “business friendly”
- Per request at the December 12<sup>th</sup> meeting, Mass Gathering Ordinances from the City of King were provided in the Agenda packet, Town of Walnut Cove does not have any Mass Gathering Ordinances
- Per direction of the Board at the December 12<sup>th</sup> meeting, the following have been added under Section #3(a) (items 4 and 5 under )
  - Recognized and approved non-profits will not normally require a permit; however, each request from a non-profit will be assigned a risk factor by the County Manager based on the type of activity they are proposing, and where risk is determined to be high, a permit may be required (to try to categorize non-profits)
  - To assist county planning in the support of mass gathering events, which do not require a permit, the County Manager should be notified by letter or email a minimum of 30 days prior to start of all mass gathering events (mandates everyone having a mass gathering with or without a permit to notify the county a minimum of 30 days before the event)
- Have circulated the proposed changes to selected department heads as directed by the Board and all have given approval to the changes

- Per suggestion of Director of Arts Eddy McGee, add the following to the Application:
  - Will alcohol be sold and/or consumed at the event? Yes or No
  - Will ask that same question regarding each event
- Would request further direction from the Board regarding any further changes

The Board discussed the proposed changes with Manager Morris.

Chairman Lankford noted the following:

- Would need to possibly look at non-profits located in Stokes County and non-profits located out of Stokes County (for example: a non-profit located in another state)
- Possibly look at charging out of state non-profits a permit fee
- Possibly look at charging out of state private businesses a permit fee
- Would like to have the Board's views

Commissioner Jones agreed with Chairman Lankford that out of state non-profits and private businesses should be charged a permit fee – using county facilities and services without paying any taxes.

County Manager Morris noted that all non-profits (if not already approved) would be evaluated the same way and any high risk event would require a permit.

Manager Morris stated that one aspect of the changes was to make the ordinance more “business friendly” and charging out of state participants really takes away the “business friendly”.

Manager Morris noted that most of the private businesses would probably be out of state.

Vice Chairman Inman noted the following:

- There are very few non-profit organizations actually located in the county, several of the non-profits main organizations are located outside the county – example: Boy Scouts
- Need to try to be as “business friendly” as possible
- Needs a legal review to see if this could be discriminatory by only charging out of state non-profits and businesses

Manager Morris noted that charging out of the county participants seems to take away the “business friendly” and possibly sends a signal that the County does not want anyone from out of the County to come to Stokes County.

Commissioner Jones confirmed the following correction with Manager Morris:

- Section 5 (a) A non-refundable fee of two hundred (\$100.00) dollars... should read A non-refundable fee of one hundred (\$100.00) dollars...

Commissioner Booth noted the following:

- Do not want to “gut” the Ordinance too much, but understands the need for “business friendly”
- Wants to make sure that events not being held in an established/approved venue/business would need to get a permit
- Confirmed the permit fee is \$100 for anyone having to get a permit

County Manager Morris confirmed that other businesses can get on the approved list.

County Manager Morris reiterated those not on the approved and/or established business list would be assigned a risk factor and where the risk is determined to be high, a permit may be required.

Chairman Lankford confirmed with Manager Morris that a business who is not approved, can be approved according to Section 3(1).

Commissioner Booth confirmed with Manager Morris that approved businesses must follow Section 3 (1).

Commissioner Walker noted the following:

- Almost on board with the amendments
- Glad the County is changing the document to be “business friendly”
- Safety factor is the County Manager has the ability to review the request prior to the event
- Suggested changing the 30 day notification to 60 days if someone actually needs to get a permit
- No issues with the County Manager assigning the risk factor and determining if a permit is needed
- Can always amend the Ordinance if issues evolve

Manager Morris noted possibly leaving the 30 day notification and adding 60 days notification for a two-day event.

Commissioner Booth noted that the list in Section 3(1) doesn't include insurance requirements as noted in Section 6(b).

Sheriff Mike Marshall noted that a new policy will be coming to the Board in January regarding a program that will require all businesses requesting law enforcement to contract with the County. The County will pay the employee and will charge the business an hourly rate to cover all expenses such as uniforms, car, gasoline, etc.. This proposed policy will follow Forsyth, Surry, Rockingham, Guilford, Davidson, and Davie Counties' current policies, Stokes County being the only County in the District not already having such a program. Sheriff Marshall noted that anytime an officer works as a law enforcement officer, the County is actually responsible (on or off duty).

Manager Morris noted that he could add the following to the approved venue Section (3)(1)

- The permittee shall in addition file satisfactory evidence of public liability and property damage insurance in an amount determined by the County Manager to be reasonable (but not to exceed \$1,000,000) in relation to the risks and hazards involved in the proposed mass gathering

Manager Morris noted that those who are listed as approved/or established business or activity should already know what it takes to produce a problem free mass gathering with adequate staffing of law enforcement, health officials, etc.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the January 9, 2012 Action Agenda.

**NCDOT –Proposed Order to Abandon a Portion of the Right of Way on McAnally Road – SR#1703**

County Manager Rick Morris submitted the following proposed Order to Abandon a Portion of the Right of Way on McAnally Road – SR#1703:

STATE OF NORTH CAROLINA )  
 )  
COUNTY OF STOKES )

OFFICE OF THE COMMISSIONERS  
STOKES COUNTY GOVERNMENT  
DANBURY, NORTH CAROLINA

**ORDER**

## **CLOSING A PORTION OF SR #1703 – MCANALLY ROAD**

The Stokes County Board of County Commissioners, after notice and public hearing pursuant to N.C.G.S. 153A-241, makes the following findings and conclusions:

1. The State of North Carolina abandoned the road outlined in red on the attached map of SR#1703- McAnally Road and will not maintain that portion of the road;
2. The requesting property owner is the sole property owner along the portion of the road to be closed;
3. Closing the public road is not contrary to the public interest and no individual owning property in the vicinity of the road would be deprived of reasonable means of ingress and egress to this property;
4. The Board of County Commissioners concludes that closing of the portion of the road pursuant to N.C.G.S. 153A-241 is in the best interests of the sole property owner and the citizens of the County of Stokes.

**IT IS THEREFORE ORDERED** by the Board of County Commissioners of the County of Stokes that since the State will not maintain the abandoned portion of SR#1703 – McAnally Road, the abandoned portion of SR#1703 – McAnally Road be closed pursuant to N.C.G.S. 153A-241.

### **CERTIFICATE**

The foregoing **Order** was duly adopted by the Board of Commissioners of the County of Stokes at a meeting on the \_\_\_\_ day of \_\_\_\_\_, **2012**, and appears on the minutes of the said Commission. A certified copy of the order shall be filed in the office of the Register of Deeds of the County.

**WITNESS**, my hand and official seal this the \_\_\_\_ day of \_\_\_\_\_, **2012**.

\_\_\_\_\_  
**Ernest Lankford - Chairman**

\_\_\_\_\_  
**J. Leon Inman - Vice Chairman**

\_\_\_\_\_  
**Jimmy Walker - Commissioner**

\_\_\_\_\_  
**Ronda Jones - Commissioner**

\_\_\_\_\_  
**James D. Booth - Commissioner**

**Attest:**

\_\_\_\_\_  
**Darlene M. Bullins – Clerk to the Board**

Manager Morris noted the following:

- All General Statute requirements have been met
- Request approval at the January 9<sup>th</sup> meeting – Action Agenda

~~The Board had no issues with the Agenda item.~~

Commissioner Walker confirmed that this involved one sole property owner.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the January 9, 2012 Action Agenda.

**Resolution Approved by the King City Council to Support Legislation Governing the Use of All Terrain Vehicles and Motorcycles**

County Manager Rick Morris noted per direction of the Board at the December 12<sup>th</sup> meeting, the following approved Resolution from the City of King was included in tonight's Agenda for discussion:

**CITY OF KING  
RESOLUTION NO. 2011 - 14**

**RESOLUTION SUPPORTING LEGISLATION GOVERNING THE USE OF  
ALL TERRAIN VEHICLES AND MOTORCYCLES**

**WHEREAS**, the King City Council recognizes the right of its citizens to enjoy peace, tranquility and the reasonable use and enjoyment of home and property; and,

**WHEREAS**, numerous citizens of the City of King have complained about excessive noise, trespassing and unsafe driving by riders of All Terrain Vehicles (ATV's) and off road motorcycles, causing damage to residential property and farm land, and detracting from the peace of the citizens of king and the enjoyment of their property; and,

**WHEREAS**, the safety and security of our citizens is first and foremost the responsibility of our government, in whatever capacity and at all levels, to protect our citizens from trespassers and damage to real and personal property, and;

**WHEREAS**, the ability of these riders to drive their vehicles to and from the City's jurisdiction into the County's jurisdiction has been an obstacle for city and county law enforcement agencies in apprehending and prosecuting the perpetrators of these nuisances.

**NOW, THEREFORE BE IT RESOLVED**, that the King City Council fully supports the enactment of legislation by our representatives in the General Assembly to:

1. Reduce the nuisances associated with the illegal use and trespassing by ATV and off-road motorcycle riders throughout the State of North Carolina, and
2. Authorize local units of government to charge fines and fees to the riders or parents of juvenile riders involved in the illegal use of ATV and off-road motorcycles, and

3. Authorize law enforcement officials in local units of government to confiscate ATV's and off-road motorcycles which are used in violation of state and local ordinances.

Adopted this the 5<sup>th</sup> day of December 2011.

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Jack Warren, Mayor

(SEAL)

Attest:

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Tamara H. Hatley, City Clerk

Vice Chairman Inman noted the following:

- King City Council approved the Resolution and requested the County consider also approving the Resolution
- There are several incidents across the county where All Terrain Vehicles are basically making a mockery of private property
- Have no problems with citizens riding ATVs when riding on their own property or have permission from the property owner

Commissioner Jones noted the following:

- Don't normally like Ordinances, but sometimes you have to have them
- This Resolution is needed to protect the property owners
- Concerned that someone can be on your property without permission and the land owner can be liable

Commissioner Booth noted the following:

- Questioned the Sheriff what could actually be done now

Sheriff Marshall responded:

- There is actually a law regarding four wheelers – a property owner can charge someone with trespassing as long as the individual can be identified
- If someone is arrested for trespassing, the Sheriff's Department will leave the four wheeler and the land owner can call anyone they like to come and pick up the four wheeler
- One thing that is missing – the person riding on someone else's property must have written permission from the landowner with them at all times
- Confirmed that a property owner can be liable for trying to stop four wheelers by ditching wrenches, putting up cables, cutting down trees and placing them in the paths, etc.
- New law – if a person runs from law enforcement and is caught and is arrested, the four wheeler can be confiscated and placed in the County's impoundment lot
- Reiterated the need to include written permission from the landowner be included in a Resolution

Commissioner Jones would like to include some type of waiver that would eliminate the property owners from being liable if someone is hurt.

Vice Chairman Inman noted that some of the property being damaged is owned by individuals or companies who are not located in Stokes County.

Commissioner Walker noted the following:

- Understood from a King Police Officer that the Resolution might not have been approved by the Council
- Concerned about the excessive noise included the Resolution which can be an opinion
- Need to have a legal review from the County Attorney before adopting a Resolution
- On board to do something, just want to make sure it is done right
- Concerned about someone being on someone else's property by accident and getting arrested
- Laws should have some type of levels for the not so severe such as someone accidentally riding on someone's property
- Agrees there is definitely a need
- Confirmed with Sheriff Marshall the following needs to be included in a Resolution supported by the Board
  - Requirement to have written permission from the property owner at all times while riding on someone else's property
  - Means of punishment should be a tiered system
- Reiterated that something definitely needs to be done

Chairman Lankford noted that he had no issues with supporting a Resolution as long as the County has fully researched the issue. Chairman Lankford requested the Resolution include legislation that the property owner is not responsible for unauthorized individuals on their property.

Chairman Lankford, with full consensus of the Board, directed the County Manager to draft a Resolution for the Board's consideration for the January 9<sup>th</sup> meeting.

#### **Pilot View RC&D Update**

County Manager Rick Morris presented the following presentation regarding Pilot View RC&D Update:

- Initially a fact finding presentation was given by the County Manager to granting agencies at the N.C. Rural Center.

- Attendees included representatives from Stokes County Gov't, Forsyth Tech (Dr. Green), and NCDOT.
- N.C. Rural Center meeting was followed by a visit to Raleigh to discuss the project with legislators (Representative Bryan Holloway and Senator Don East) and Golden Leaf Foundation (President Don Gerlock) by Vice Chairman Inman, Rick Morris and Alan Wood.
- These two initial meetings were followed by direction from the BOCC on 26 Sep 2011 to apply for assistance from Pilot View RC&D to pursue grant funding for the project.
  - Application was submitted, followed by a presentation of the project to Pilot View RC&D Board of Directors (BOD) by the County Manager.
  - The Pilot View RC&D BOD unanimously approved the project.
  - The Pilot View RC&D internal task force next reviewed the project and will give final approval of the project based on the county agreeing to conditions as specified in a letter dated 28 Nov 2011, which was included in your meeting agenda for tonight.
  - The Pilot View RC&D letter requests a response by 15 Jan 2012 that the county is in agreement with the conditions contained in the letter.
    - Items specified in each separate condition are not required to be completed by 15 Jan 2012, just a written response that the county agrees with the conditions in principle.

#### **Recommended Path Forward**

- Next step is to approve conditions as set forth by Pilot View RC&D and respond in writing by 15 Jan 2012.
- Pilot View RC&D letter triggers several actions:
  - BOCC must agree to conditions in the letter to include the 20% match.
  - To meet Pilot View's 15 Jan 2012 suspense date, meetings will be required the first week in Jan to discuss funding match participation by Forsyth Tech and NCDOT (meetings are tentatively scheduled for 5 Jan 2012 with both agencies)
  - (Dr. Greene with Forsyth Tech. and NCDOT District Engineer Pat Ivey)
  - (Charles Anderson will also be attending the meetings)
  - One or two Commissioner participation especially with the meeting with Dr. Greene would be good
- With final approval of the project by the BOCC and Pilot View RC&D, Pilot View will aggressively pursue grant funding and, in conjunction with the county, manage all aspects of the project to include design, contractor solicitation and project execution / oversight.
- Additional consideration; Given approval of the project, I would recommend that the BOCC authorize the County Manager to issue a separate letter to each property owner along the proposed sewer extension route notifying them that the county is pursuing funding with anticipation of completing this project. The letters should be issued in early January.
- Met with staff this week to make sure all issues have been considered; one point noted was to make sure the County property (old prison facility) was included in the design

The Board discussed the Agenda item with Manager Morris.

Commissioner Jones noted that she had no issues with the request from Pilot View and the need to keep moving forward.

Vice Chairman Inman noted the following:

- Have reviewed the letter from Pilot View
- Have no problem in agreeing in principles with items listed
- Personally feel that Golden Leaf Foundation, which is a “back in funder”, would be in for somewhere between \$500,000 to \$750,000 with County and/or partners still having to provide a 20% match

Commissioner Walker noted the following:

- Appreciate the work done by Manager Morris, Vice Chairman Inman and others
- Feel encouraged with the progress that has been made
- Agree with Vice Chairman Inman – agreeing in principles with items listed
- Several unanswered questions regarding hook ups, fees, and what is fair that needs to be addressed
- Possibly use the \$250,000 appropriated by the General Assembly towards the 20% match
- Need to have a lot of the questions answered in order to inform the public
- Expressed concerns with other citizens paying for sewer and the county using tax dollars for the connection to the Meadows area allowing individuals to hook on – needs to be done fair

Commissioner Booth noted the following:

- Feel good about the grant opportunities
- Agree with fellow Commissioners regarding the need to keep moving forward
- Could possibly change the design to include other areas
- Hope there will be very little tax dollars needed – looking for partners to provide the necessary match

Manager Morris agreed with Commissioner Walker that there are several questions that need to be answered which could probably be answered during the design phase.

Manager Morris noted that matching funds could come from the County’s Sewer Fund and/or the four cent school construction/community college tax if needed.

The Board unanimously agreed to direct the County Manager to move forward with Pilot View for grant opportunities.

#### **Appointment – Stokes Health Service Alliance**

County Manager Rick Morris noted the following vacancy on the Stokes Health Services Alliance:

- Notified by Health Director Scott Lenhart that Linda Stevens, Member-At-Large resigned at the October 2011 meeting
- County Commissioners are responsible for appointing two At-Large-Members per the ByLaws
- Would respectfully request the Board of Commissioners appoint an At-Large-Member to serve the unexpired term until August 2012

Chairman Lankford opened the floor for nominations.

There were no nominations.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the January 9<sup>th</sup> Action Agenda.

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

### **Proposed Agreement for the Provision of Service Provider-Based Aging Services for the Walnut Cove Senior Center and Budget Amendment #49**

Chairman Lankford entertained a motion regarding the proposed Agreement for the Provision of Service Provider-Based Aging Services for the Walnut Cove Senior Center presented at the December 12<sup>th</sup> meeting along with Budget Amendment #49:

### **Walnut Cove Senior Center Fund - Budget Amendment #49**

Finance Director Julia Edwards submitted Budget Amendment #49.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
<b>Walnut Cove Senior Center Fund</b>				
204.5861.180	Professional Services	<u>\$20,092.00</u>	<u>\$1,000.00</u>	<u>\$21,092.00</u>
	<b>Totals</b>	<b>\$20,092.00</b>	<b>\$1,000.00</b>	<b>\$21,092.00</b>
<b>General Fund</b>				
100.5830.696	Walnut Cove Senior Center	<u>\$48,106.00</u>	<u>\$1,000.00</u>	<u>\$49,106.00</u>
	<b>Totals</b>	<b>\$48,106.00</b>	<b>\$1,000.00</b>	<b>\$49,106.00</b>

This budget amendment is justified as follows:

To appropriate additional funding for Health Promotions for the Walnut Cove Senior Center.

This will result in a net increase of \$1,000.00 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
	<b>Walnut Cove Senior Center Fund</b>			
204.3301.378	Health Promotions	\$00.00	\$1,000.00	\$1,000.00
	<b>Totals</b>	<b>\$00.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
	<b>General Fund</b>			
100.3301.372	Health Promotions	\$00.00	\$1,000.00	\$1,000.00
		<b>\$00.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>

Vice Chairman Inman moved to approve the Proposed Agreement for the Provision of Service Provider-Based Aging Services with Piedmont Triad Regional Council Area Agency on Aging and Budget Amendment #49. Commissioner Jones seconded and the motion carried unanimously.

#### **Proposed Employee Evaluation System**

Chairman Lankford entertained a motion regarding the proposed Employee Evaluation System presented at the December 12<sup>th</sup> meeting and direction from the Board regarding the County Manager serving as the rater for the Tax Administrator, Finance Director, and Clerk to the Board.

Commissioner Jones moved to approved the Employee Evaluation System. Vice Chairman Inman seconded the motion for discussion.

Chairman Lankford noted the motion needed to include the Board's direction regarding the County Manager being the rater for the Tax Administrator, Finance Director, and Clerk to the Board.

Commissioner Booth recommended the County Manager be the rater for the Tax Administrator, Finance Director, and Clerk to the Board with evaluations being brought to the Board for discussion before being given to the employees.

Commissioner Jones agreed with Commissioner Booth.

Commissioner Walker stated that he maintained the same position as at the December 12<sup>th</sup> meeting and that being those evaluations are the responsibility of the County Manager.

Commissioner Walker noted that he felt that would be micro managing.

Commissioner Jones amended her motion to include direction to the County Manager to be the rater and evaluations be brought to the Board before being given to the employees.

Vice Chairman Inman noted that he had no issues with the Manager being the rater for the Tax Administrator, Finance Director, and Clerk to the Board and amended his second to the motion.

Commissioner Walker respectfully requested to be excused from reviewing any employee's evaluations except for the County Manager's evaluation.

County Manager Morris noted the Chairman could sign off as the reviewer.

Commissioner Walker confirmed with County Manager Morris that the Health Department and Social Services Department would be doing the evaluations without input from the County.

The motion carried (4-1) with Commissioner Walker voting against the motion.

### **Delta Alert System**

Chairman Lankford entertained a motion regarding the following proposed Delta Alert System policy presented at the December 12<sup>th</sup> meeting:

### **Proposed Policy**

#### **Delta Alert Guidelines for Use Stokes County Government Danbury, N.C.**

### **Introduction:**

Delta Alert system is a contract service that allows authorized government officials to create and distribute public information quickly and efficiently to the citizens, and employees, of Stokes County. The system can be used to send emergency or non-emergency messages within the County government or externally to local businesses and households within the county.

Use of the Delta Alert System will be limited to a small number of authorized individuals.

#### **Goals & Uses:**

- Rapid public notification in the event of a manmade or natural disaster such as a chemical spill or other catastrophic event.
- Distribution of public information that may be critical in the event of a local emergency situation such as a missing child or elderly person, public issues such as pending winter storms, adverse weather events, boil water advisories.
- Public health issues concerning the spread of diseases or illness.
- Notification of Stokes County employees when inclement weather causes delays in opening County Offices or requires emergency callback for disaster operations.
- To send useful, time-sensitive information that is beneficial to the receiver of the message and that is not a nuisance or a bother.

**Messages that are personal or political in nature are strictly prohibited. Use of the Delta Alert System is for official government business and emergency communications only.**

#### **Delta Alert Database:**

*Authorized users can create a message and send a call to a number of people at up to three phone numbers and two-email addresses per person. This database can be created and maintained by one of two ways:*

1. Delta Alert System obtains the information from telephone service providers.
2. The County obtains the information directly from a citizen who provides the information.

The Delta Alert System database is not to be shared with any other business, vendor or other government agency, and individuals can opt out of the database upon request. County employees will receive notifications only after opting in to the Delta Alert System.

The Stokes County Emergency Communications (ECOM) / Department shall be responsible for processing local requests from citizens that wish to be part of, or to opt out of, the Delta Alert System database.

*Each respective department will maintain current employee contact information and assure this information is updated in a timely manner by forwarding an updated employee list to Stokes County Emergency Communications Office or Human Resources, which will be forward to Delta Alert System database.*

#### **Authorized Users:**

*The following positions are authorized to use the Connect-CTY system on behalf of Stokes County:*

- County Manager
- Health Director
- Health Departments Emergency Preparedness Coordinator
- Sheriff
- Emergency Management Director
- ECOM Director
- Fire Marshal

The county manager or his/her designee must approve all notifications before being sent. Should the County Manager or his designee not be available the Chairman of the BOCC must approve all notifications.

**Procedures for Use:**

Emergency Communication and/or Notification: The County Manager or designee, Sheriff, Health Director, Emergency Mgt. Director, Fire Marshal and ECOM Director shall have the authority to create and disseminate emergency messages to responders and the public as necessary. Requests to send emergency messages should be forwarded to ECOM after approved by the county manager regardless of time of day. ECOM will create and distribute messages based upon a strict set of protocols. Emergency Messages must be coordinated between local communications centers and law enforcement agencies so as to avoid duplication and confusion. The Emergency Preparedness Coordinator for the Stokes County Health Department may disseminate public health messages as needed upon approval of the Health Director and County Manager.

Non-Emergency/Public Information: Department Heads may request access the Delta Alert System for non-emergency/public information purposes with prior approval of the county manager. The Department Head will forward the message to ECOM and then disseminate the message once it has been approved.

**What the Public and Employees Need to Know:**

*The Public and County Employees both may opt out of notifications from the Delta Alert System by calling the following number XXX-XXXX.*

*For people with Caller-ID, a Delta Alert System call from Stokes County will show the following phone number (????????????). This number is an announcement line (no voicemail) that provides callers with a short message about Delta Alert and directs them to another number during normal business hours if there are any questions about the service.*

Manager Morris noted DSS Director Kristy Preston is taking the issue of her being an authorized user to the DSS Board meeting scheduled for tomorrow.

Manager Morris noted the Board could adopt the Delta Alert Guidelines contingent on the DSS Director being or not being an authorized user.

Commissioner Booth moved to approve both versions of the Delta Alert Guidelines contingent on the DSS Director being or not being an authorized user. Commissioner Walker seconded the motion for discussion.

Commissioner Walker noted that his personal opinion is not whether the DSS Director is an authorized user, but how the Department of Social Services would use the system.

Commissioner Booth confirmed the Board of Health approved the system to be used

by the County with all messages being approved by the County Manager or his designee or the Chairman of the Board of Commissioners.

The motion carried unanimously.

**Appointments – Stokes County Adult Care Homes Community Advisory Committee**

Chairman Lankford opened the floor for any other nominations.

Chairman Lankford noted the following were nominated at the December 12<sup>th</sup> meeting:

- Jewel Mabe
- Carolyn Manuel

There were no other nominations.

Chairman Lankford entertained a motion to close the nominations.

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

Chairman Lankford polled the Board:

Commissioner Jones: Jewel Mabe and Carolyn Manuel  
Vice Chairman Inman: Jewel Mabe and Carolyn Manuel  
Chairman Lankford: Jewel Mabe and Carolyn Manuel  
Commissioner Walker: Jewel Mabe and Carolyn Manuel  
Commissioner Booth: Jewel Mabe and Carolyn Manuel

Chairman Lankford noted the re-appointments of Jewel Mabe and Carolyn Manuel to the Stokes County Adult Care Homes Community Advisory Committee.

**Appointments – Stokes County Nursing Homes Community Advisory Committee**

Chairman Lankford opened the floor for any other nominations.

Chairman Lankford noted the following was nominated at the December 12<sup>th</sup> meeting:

- Yates Wilkinson, Jr.

There were no other nominations.

Chairman Lankford entertained a motion to close the nominations.

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

Chairman Lankford polled the Board:

Commissioner Jones: Yates Wilkinson, Jr.  
Vice Chairman Inman: Yates Wilkinson, Jr.  
Chairman Lankford: Yates Wilkinson, Jr.  
Commissioner Walker: Yates Wilkinson, Jr.  
Commissioner Booth: Yates Wilkinson, Jr.

Chairman Lankford noted the appointment of Yates Wilkinson Jr. to the Stokes County Nursing Homes Community Advisory Committee.

Chairman Lankford noted one vacancy remains on the Advisory Committee.

Chairman Lankford directed the Clerk to place the vacancy on the January 9<sup>th</sup>

Action Agenda.

#### **Appointments – Walnut Cove Senior Center Advisory Council**

Chairman Lankford noted the two remaining vacancies for the Walnut Cove Senior Center Advisory Council.

Chairman Lankford noted the County had received the following applications for appointment:

- Carroll S. Knight
- Ruby D. Griffin

Vice Chairman Inman nominated the following:

- Carroll S. Knight
- Ruby D. Griffin

Chairman Lankford entertained a motion to close the nominations.

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

Chairman Lankford polled the Board:

Commissioner Jones: Carrol S. Knight and Ruby D. Griffin  
Vice Chairman Inman: Carrol S. Knight and Ruby D. Griffin  
Chairman Lankford: Carrol S. Knight and Ruby D. Griffin  
Commissioner Walker: Carrol S. Knight and Ruby D. Griffin  
Commissioner Booth: Carrol S. Knight and Ruby D. Griffin

Chairman Lankford noted the appointments of Carrol S. Knight and Ruby D. Griffin to the Walnut Cove Senior Center Advisory Council.

### **Closed Session**

Chairman Lankford entertained a motion 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 consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged pursuant to GS 143-318.11(a)(3).
- 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 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 consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged pursuant to GS 143-318.11(a)(3).
- 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 Jones seconded and the motion carried unanimously.

The Board reentered the regular session of the December 27<sup>th</sup> meeting.

**Adjournment**

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

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

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

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**Ernest Lankford**  
Chairman