

STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
)

OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
AUGUST 13, 2012

The Board of Commissioners of the County of Stokes, State of North Carolina, met for regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administration Building) located in Danbury, North Carolina on Monday, August 13, 2012 at 1:30 pm with the following members present:

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

County Personnel in Attendance:
County Manager Richard D. Morris
Finance Director Julia Edwards
Tax Administrator Jake Oakley
Sheriff Mike Marshall
Jail Captain Eric Cone

Clerk to the Board Darlene Bullins – absent

Chairman Ernest Lankford called the meeting to order.

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

- "The most valuable of all talents is that of never using two words when one will do "

Commissioner Booth delivered the invocation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

Chairman Lankford opened the meeting by inviting the citizens in attendance to join the Board in the Pledge of Allegiance.

GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA

Chairman Lankford entertained a motion to approve or amend the August 13, 2012

Agenda.

Vice Chairman Inman moved to approve the August 13th Agenda as presented.

Commissioner Jones seconded and the motion carried unanimously.

PUBLIC COMMENTS

There were no public comments:

CONSENT AGENDA

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

Minutes

- Minutes of June 12, 2012 - Budget Work Session
- Minutes of June 19, 2012 - Budget Work Session
- Minutes of June 19, 2012 - Special Called Meeting
- Minutes of June 26, 2012 - Budget Work Session
- Minutes of July 23, 2012 - Regular Meeting
- Minutes of August 6, 2012- Recessed Meeting
- Minutes of August 7, 2012 - Special Called Meeting

DSS/Special Appropriations - Budget Amendment #6

Finance Director Julia Edwards submitted Budget Amendment #6.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Special Appropriations			
100.4520.490	YVEDDI	\$164,989.00	\$(7,786.00)	\$157,203.00
	Social Services			
100.5310.316	DOT Travel-Transitional	<u>\$17,662.00</u>	<u>\$(1,355.00)</u>	<u>\$16,307.00</u>
	Totals	\$182,651.00	\$(9,141.00)	\$173,510.00

This budget amendment is justified as follows:

To reduce appropriation for RGP Transportation and DOT Work First Transportation Funding from the State.

This will result in a net decrease of \$(9,141.00) in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3301.367	DOT Work First	\$17,662.00	\$(1,355.00)	\$16,307.00
100.3301.263	RGP Transportation	<u>\$135,075.00</u>	<u>\$(7,786.00)</u>	<u>\$127,289.00</u>
	Totals	\$152,737.00	\$(9,141.00)	\$143,596.00

Commissioner Booth 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

Chairman Lankford opened the floor for updates from the Board and the County Manager.

Finance Director Julia Edwards presented the following information regarding the

Hold Harmless revenue:

- County received the Hold Harmless revenue in the amount of \$2,265,293.84 on August 9th (this was the amount projected by NCACC)

Manager Morris noted the following:

- Linda Eubanks, Senior Services, received a complimentary note from Tracey Scott thanking Senior Services for their efforts in getting meals provided to her father
- Health Department received a certificate for extra effort at the Communicable Disease Conference for their measurable progress in Communicable Disease
- Nancy Reynolds Elementary School, with the assistance from Stokes County Soil and Water District, received a \$2,500 check for the completion of an outdoor greenhouse. The greenhouse will be used this year as a hands on enrichment learning tool that will foster environmental education and stewardship among students by allowing them to be involved in meaningful activities tied to common core essential standards

Chairman Lankford noted the following:

- Anytime grants are received for the county or school system, that is dollars that aren't having to be paid by the taxpayer
- Very valuable to Stokes County to receive grant funding

Commissioner Booth noted:

- Visited the greenhouse and will definitely be a very nice addition to the outdoor learning center at Nancy Reynolds Elementary School
- This will allow children to have hands-on experience in planting and watching things grow

Commissioner Jones noted:

- Agreed this is a very worthwhile project, children need to know where their food comes from
- Stokes Stomp is coming up the second weekend in September
- Stokes Future, Inc. will have a booth at the Stomp

Vice Chairman Inman noted:

- County had ribbon cutting for the new Poplar Springs Elementary School and renovations/new construction at Southeastern Middle School recently
- Heard a lot of positive comments
- Recently learned that CenterPoint's state revenue is going to be cut by \$1.6 million
- CEO Betty Taylor and Finance Director Kevin Beauchamp, CenterPoint Human Services, have stated since the County has allocated funding for the implementation of the waiver, Stokes County will not see any reduction in services for the consumers
- CEO Betty Taylor will be meeting with Regional Director Jim White, Pioneer Health Services, Inc., to discuss contracting with Pioneer Community Hospital of Stokes to provide mental health services to the citizens which; this would be very beneficial to the citizens of Stokes County who need mental health services

Chairman Lankford responded:

- CenterPoint partnering with Pioneer Community Hospital of Stokes is very good news because healthcare has been a very big focus of the Board of Commissioners – making sure the County can provide the very best healthcare for Stokes County

Commissioner Jones responded;

- This partnering with CenterPoint also confirms Pioneer's commitment

Commissioner Walker noted:

- Also pleased with the recent ribbon cutting at the two new school projects
- Also heard some of the same positive feedback
- Very gratifying to know that the new elementary school is ready to be opened (estimated to impact approximately 1,500 students in a positive way)
- Have made progress in the county by eliminating mobile units at our schools – have gained a lot of ground
- Very pleased with the new addition and to see some of the safety issues at Southeastern being corrected
- Reassuring to see progress being made in Stokes County
- Always want to hear positive things about Stokes County
- Very good to know that the County is looking not only at the present needs, but also at future needs for our schools

- Thanks to foresight of our county manager and others, the dedicated school fund is well within range now for the next projects – community college which has a lot of ongoing, deep heavy support for the facility and the needs at Lawsonville Elementary School which are just as important and their turn is coming up very soon
- This Board will not be done until those projects are completed
- Very effective week for Stokes County – Board of Commissioners was in meetings that resulted in some very positive things for Stokes County
- Still have concerns with some issues at Poplar Springs Elementary School – some of the citizens have been impacted by the placement of the school
- These citizens had some type of verbal arrangement with the previous owner of the land that the school is located on
 - They understood that when they placed structures that were not totally on their property and partially on the property now owned by the county, it would not be an issue
- Hope there can be a win/win situation worked out for these citizens and the school system
- Was told by someone in an authoritative position in the school system that moving these structures now may not be necessary

Commissioner Booth noted:

- Also very pleased to participate in the ribbon cutting at the new school projects
- Went to school at Southeastern Middle School when it was a high/elementary school, very pleased to see that one of the old structures could be used and remodeled during the renovation project and fit into the campus
- Shows that you can make an existing facility look like new
- Very pleased to see the new addition and the new parking area
- Very pleased with the final product at Southeastern Middle School

Chairman Lankford responded:

- Also pleased with the two new school projects which will benefit Stokes County students

Jail Inspection Report - June 2012

County Manager Rick Morris noted the following:

- June 19, 2012, Garrick Starck, Jail Inspector, from the Construction Section of the Division of Health Services Regulation, inspected the jail to determine compliance with 10 NCAC subchapters 14J – Jails, Local Confinement Facilities
- Jail Captain Eric Cone will present the findings along with the required responses

Jail Captain Eric Cone presented the following Jail Inspection Report:

- Provided Board members with a copy of the required responses being sent back to the State:
 - Emergency Exits Comply with the Building Code - page 3
 - Has already been corrected

- Jailers make and document irregular rounds twice per hour - page 4
 - Do not believe the inspector understood the county's rounds report
 - According to county's report, only one round to the kitchen area was missed
 - Will have Jail Sergeant continue to monitor the rounds report daily and make sure the officers are complying with the minimum requirement
- Locked storage of firearms outside of security perimeter - page 9
 - Plans are being made to discuss this matter with the Board of Commissioners for optional funding resources and site location alternatives
- Wiring and electrical fixtures - page 11
 - Light fixtures had already been reported to county maintenance prior to the inspector's arrival but just not repaired – has since been repaired by county maintenance
- Adequate lavatories - page 13
 - Have spoken to maintenance who will be contacting a licensed plumber to review the issue to see how to increase the time the water stays on by itself
 - Possibility that the increased water pressure, expected to be completed within the next two months, could help with this issue
- New group under the construction section of the Division of Health Service Regulation now does the inspections
- Understand this group does a totally different inspection than the previous section
- Reiterated that most of the items had been reported to maintenance; maintenance had just not had enough time to get the items repaired
- Responses have been sent to North Carolina Department of Health and Human Services – Division of Health Service Regulation- Construction Section

Sheriff Mike Marshall responded to Locked storage of firearms outside of security perimeter

- page 9:

- Inspector had issues about the evidence room being in the jail
- Initially wrote up the County for having weapons stored in the jail
- Jail was designed in 1991 to have an evidence room that is self contained in case of a fire
- Jail staff cannot access the evidence room
- After providing the inspector with the floor plans, the inspector recommended that the department look into other options for an evidence room in the near future for storage of firearms and ammunition
- Informed the state that this recommendation would be presented to the Board of Commissioners
- Can look at other options for storage for weapons and ammunition

Chairman Lankford responded:

- Expressed appreciation to Sheriff Marshall and jail staff for what he considered was a great report
- Very few items that did not meet the state standard which is not uncommon especially with a new inspector from a totally different division

Jail Captain Eric Cone noted:

- Would like to thank County Manager Morris for recommending funding and the Board of Commissioners for allocating funding for maintenance service to the jail doors

Vice Chairman Inman questioned Sheriff Marshall regarding further information about the evidence room which was in the 1991 jail floor plan?

Sheriff Marshall responded:

- Sheriffs throughout the state feel the evidence room being in the jail is probably the safest place it can be
- There are multiple locks to get to the evidence room
- Some of the larger jails also store weapons in their evidence room
- Reiterated that the evidence room has no access by jail staff
- Evidence door is made of steel
- Reiterated the write up was changed to a recommendation after discussing the issue
- Agreed with Jail Captain Cone that with the new inspector being from a different section, inspection is not done the same way
- Evidence room has been in the Jail for 19 years with no issues
- Plans were approved by the State with no issues with an evidence room being in the jail
- Policies and procedures dictate that there can be no inmates or staff in the area when evidence is taken to and from the evidence room
- Understand a lot of the jails across the State are receiving write ups from the new inspectors that were never noted by previous inspectors

Vice Chairman Inman agreed with Sheriff Marshall that the jail is the safest place to store evidence and commended the Sheriff and staff for a good report.

Commissioner Jones noted that the Jail facility is not that old and evidence room was approved by the state when it was designed and constructed. Commissioner Jones also commended the Sheriff for a good report.

Commissioner Walker noted:

- Appreciate the hard work being done to receive a good report
- In line with the previous good reports received from the State

- Confirmed with Sheriff Marshall that all the questions or concerns have been addressed with the exception of the evidence room
- Questioned Sheriff Marshall regarding if the next inspector does not agree with making the issue with the evidence room a recommendation?

Sheriff Marshall responded:

- If the issues comes up on the next inspection report again, will address the NC Sheriff's Association about all the other 99 jails in North Carolina and where will the funding come from to find an alternate location
- Stokes County complied with the State in 1991
- Comfortable with the issue regarding the evidence room being a recommendation
- North Carolina Department of Correction facilities also have evidence rooms that store weapons
- Every facility that houses inmates has a lockbox for officers to place their weapon in before entering the jail which is in the perimeter of the jail
- Feels this was a misunderstanding

Commissioner Booth noted:

- Feels the Sheriff is on top of the issue regarding the evidence room
- Hope this is not another unfunded mandate from the State
- Appreciate the Sheriff looking into the issue and what other facilities across the state are doing
- Appreciate the good report

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Tax Administration Report – July 2012

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

Fiscal Year 2012-13	Budget Amt	Collected Amt	Over Budget	Under Budget
County Regular & Motor Vehicles	\$(20,861,260.00)	\$592,384.39		\$20,268,875.61
New Schools F-Tech Fund	\$1,390,751.00	\$39,892.86		\$1,350,858.14
Prior Taxes 1993-2011 Tax Years County Regular & Motor Vehicles	\$675,000.00	\$150,280.92		\$524,7193.08
EMS Collections Total Collected (07-01-12/07-31-12)	\$19,154.13			

Total Collected \$19,154.13
(07-01-12/06-30-13)

Delinquent accounts received
from EMS (144 accounts
=\$76,034.43/07-11-12)

Personal Property Discovery Report Audit Dates	# of Accts	Total	Taxes Due
07-01-12/07-31-12	195	\$1,851,792.00	\$14,918.62
07-01-12/06-30-13	195	\$1,851,792.00	\$14,918.62

Business Personal Property Discovery Report Audit Dates	# of Accts	Total Value	Taxes Due
07-01-12/07-31-12	0	\$00.00	\$00.00
07-01-12/06-30-13	0	\$00.00	\$00.00

Motor Vehicle Release Report Audit Dates	Accounts	Total Value
07-01-12/07-31-12	58	\$1,769.98

Motor Vehicle Refund Report Audit Dates	Accounts	Total Value
07-01-12/07-31-12	10	\$395.88
Number billed for July 2012	4848	

Garnishment Totals			
Month	Total Accounts	Original Levy Amt	Collected Amt
07-01-12/07-31-12	114	\$55,810.48	\$48,186.67
F/Year 2012-13			
07-1-12/06-30-13	114	\$55,810.48	\$48,186.67

Interstate Collection Report	Collection	Total Collected
Total Collected for July 2012		
Cumulative Total Collected	NC Debt Setoff	\$120,775.88
Cumulative Total Collected (to date)	Motor Vehicles	\$82,179.10
Cumulative Total Collected (to date)	Property Taxes	\$21,866.26
Cumulative Total Collected (to date)	EMS	\$111,773.42
Collected (to date)	All Categories	\$215,818.78

Releases less than \$100 – Real and Personal Property – July 2012

Tax Administrator Jake Oakley presented the following Releases less than \$100 for real and personal property for the Board's review:

August 13, 2012

**Releases less than
\$100 - Real/Personal
Property**

July, 2012

Name	Bill Number	Amount
Clyde Alberg	12A62867.09.1	\$4.71
Gregory Ledbetter	12A16799.07.1	\$47.95
James Lackey	12A10078.05.1	\$31.78
George King	12A155926539.09.1	\$38.50
Robert Dixon	12A692500052423	\$49.35
Joel Harris	12A58498.04	\$90.16
Shelby Sands	12A599211666869	\$4.23
Joe Johnson	12A7367.04	\$85.99
Robert Barr	12A155895288.09	\$6.00
Richard Bowman	12A66142.09.1	\$1.09
BCM Comm. Svsc Inc	12A156041614.02.1	<u>\$25.42</u>
	Total Amount	\$385.18

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

Refunds less than \$100 – Real and Personal Property – July 2012

Tax Administrator Jake Oakley presented the following Refunds less than \$100 for real and personal property for the Board's review:

**Refunds less than
\$100 - Real/Personal
Property**

July, 2012

Name	Bill Number	Amount
Joe Johnson	12A7367.04.1	<u>\$93.81</u>
	Total Amount	\$93.81

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

Releases more than \$100 – Real and Personal Property – July 2012

Tax Administrator Jake Oakley presented the following Releases more than \$100 for real and personal property for the Board's review and consideration:

**Releases more than
\$100 - Real/Personal
Property**

July, 2012

Name	Bill Number	Amount	Reason
Tamoney Hall	10A599700550490	\$468.16	Fire on 11-29-2009
	11A599700550490	\$496.32	Fire on 11-29-2009 Clerical error-incorrect value
Diane Smith	11A155912131.09	\$600.00	
Thomas A. Amos Jr	12A66102.01.1	<u>\$150.19</u>	Billing value incorrect
	Total Amount	\$1,714.67	

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

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 27th Consent Agenda.

Refunds more than \$100 – Real and Personal Property – July 2012

Tax Administrator Jake Oakley presented the following Refunds more than \$100 for real and personal property for the Board's review and consideration:

**Refunds more than
\$100 - Real/Personal
Property**

July, 2012

Name	Bill Number	Amount	Reason
Rickey Nowlin	11VABY9339	<u>\$189.18</u>	System Valued Incorrect
Marketta Nowlin			
	Total Amount	\$189.18	

The Board had no issues with the refund request for Mr. and Mrs. Nowlin.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 27th Consent Agenda.

Late Application for Elderly and Disabled Exemption for 2012

Tax Administrator Jake Oakley presented the following Late Applications for Elderly and Disabled Exemption for 2012 for the Board's review and consideration:

**Late Application for
Elderly and Disabled
Exemption for 2012**

July, 2012

Name	Parcel Number	Address	Description	Tax Value
Mary Lee Carter	5972-04-70-7794	1610 Rierson Road Tobaccoville, NC	Land/Dwelling	\$102,000
Nancy J. Hazelwood	6976-04-81-4784	1105 Stacy Rothrock Rd Madison, NC	Land/Dwelling	\$78,000

Tax Administrator Oakley noted due to the circumstances of this request and discussions with Ms. Carter and Ms. Hazelwood, the Tax Administration recommends the Board approve the late application requests.

The Board had no issues with the late application requests from Ms. Carter and Ms. Hazelwood.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 27th Consent Agenda.

Late Application for Disabled Veteran Exclusion for 2012

Tax Administrator Jake Oakley presented the following Refunds more than \$100 for real and personal property for the Board's review and consideration:

**Late Application for
Disabled Veteran
Exemption for
2012**

July, 2012

Name	Parcel Number	Address	Description	Tax Value
Paul E. Thompson	6996-00-36-9075	1023 Hunt Joyce Rd Madison, NC	Land/Dwelling	\$94,400

Tax Administrator Oakley noted due to the circumstances of this request and discussion with Mr. Thompson, the Tax Administration recommends the Board approve the late application request.

The Board had no issues with the late application request from Mr. Thompson.
August 13, 2012

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 27th Consent Agenda.

Motor Vehicle Appeal – Allen J. and Meredith B. Tuttle

Tax Administrator Jake Oakley presented the following Motor Vehicle Appeal for the Board's review and consideration

- Ms. Meredith Tuttle is appealing the Tax Office's assigned value of \$14,230 for a 2003 Springdale Camper
- Ms. Tuttle is requesting a reduction to the NADA's average retail price of \$8,790
- The value of \$14,320 represents the TEC (TEC is the motor vehicle pricing schedule adopted by the Board of Commissioners) value listed for this vehicle
- Ms. Tuttle was sent a letter on June 1, 2012 requesting information about the camper
- The Tax Office did not receive a reply from the request for information about the camper
- Could possibly have reduced the value if the Tuttle's had responded to the request for more information
- In order to remain consistent and fair with the time line of appealing the value of motor vehicles, the Tax Administration recommends that the Board of Commissioners deny this appeal and uphold the assigned value of \$14,230

The Board discussed the item with Tax Administrator Oakley.

Commissioner Booth confirmed with Tax Administrator Oakley that the Tuttle's could appeal the tax value next year.

Tax Administrator Oakley noted:

- The taxpayer only has 30 days from the billing date to appeal the value placed on personal property; the Tax Office goes beyond that by requesting additional information
- The Tuttle's did not appeal until they received a delinquent letter from the Tax Office which goes out 60 days after the initial billing and indicated that a block would be put on the tag and also possible garnishments
- Their actual billing was in April 2012 which the Tuttle's claimed they did not receive, but did receive the delinquent letter
- Couldn't find the exact model in the TEC Guides
- The request for more information was mailed in June 2012
- Reiterated no response to the letter from the Tax Office was received from Mr. and Mrs. Tuttle

Commissioner Walker confirmed with Tax Administrator Oakley that the difference in the

taxes would be approximately \$30.

Vice Chairman Inman noted that he was on board with the Tax Office's recommendation in order to remain consistent and fair to all taxpayers.

Commissioner Jones agreed with Vice Chairman Inman's comments.

Commissioner Walker questioned Tax Administrator Oakley regarding his comment about not being able to locate the camper in the TEC Guide?

Tax Administrator Oakley responded:

- TEC Guides for campers and trailers are hard to match up with what comes from the State; therefore, the Tax Office must request information from the taxpayer
- For example, the length and weight are not included in what is received from the State of North Carolina

The Board unanimously agreed to place the Tax Administrator's recommendation to deny the request on the August 27th Consent Agenda.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 27th Consent Agenda.

Tax Administrator Oakley noted the information:

- Tax bills are out
- Lot of taxpayers are paying their bills to take advantage of the 2% discount
- Everything looks good

2013 Revaluation Real Property Schedule of Values

Tax Administrator Jake Oakley presented the following information:

- Presented the Board a copy of the proposed 2013 Revaluation Real Property Schedule of Values which outlines the methods and procedures used to establish the Real Property Values for the 2013 Revaluation
 - Includes the Present-Use Deferred Taxation Schedule
- Public Hearing has been scheduled for the August 27th meeting
- Schedule of Values will be placed on the August 27th meeting Discussion Agenda
- Tax Administrator Oakley, Real Property Appraiser Richard Brim and Real Property Appraiser Tech Danny Nelson will be at the August 27th meeting to answer any questions
- Schedule will be on the September 10th Action Agenda with a request for approval by the Board of Commissioners

taxes would be approximately \$30.

Vice Chairman Inman noted that he was on board with the Tax Office's recommendation in order to remain consistent and fair to all taxpayers.

Commissioner Jones agreed with Vice Chairman Inman's comments.

Commissioner Walker questioned Tax Administrator Oakley regarding his comment about not being able to locate the camper in the TEC Guide?

Tax Administrator Oakley responded:

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- Would request the Board of Commissioners review the document
- Sales information has been updated in the Schedule
- If someone objects after it is approved by the Board at the September 10th meeting, their complaint/appeal then must go to the State

Commissioner Booth confirmed with Tax Administrator Oakley that the average 5% decrease in overall property values should remain the same.

Tax Administrator Oakley noted:

- There will be some areas in the County that the values will not decrease and some areas in the County that the value will see more than a 5% decrease
- The decrease in values are only in the homes; land values are basically holding their own
- Don't see any increase in values, but could be a very slim amount in some areas if any
- Reiterated the 5% decrease is an overall average
- You may have some areas in the Yadkin Township where some homes and lots may see as much as 20% to 25% decrease in value, these are the \$400,000 to \$500,000 homes
- Some vacant lots have been selling between \$50,000 to \$60,000
- These lots are now going for approximately \$30,000
- These sales are broken out separately
- Vacant land may see a slight increase in value
- Schedule has been adjusted based on information from the State

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 27th Discussion Agenda.

DM Squared Building Reuse Grant

County Manager Rick Morris presented a request from Economic Development

Director Alan Wood:

- Would like to apply for a NC Rural Center Building Reuse Grant for DM Squared which is a manufacturing company
- Grant request is for \$96,000 which requires a 5% cash match which would be \$4,800
- \$4,800 match can be allocated from the Economic Development's budget
- DM Squared is currently located in Rural Hall
- Currently has 10+ employees
- Looking to hire 8-10 within the next two years
- Average wage for workers is \$40,000/year
- Offer to purchase in place on former Carolina Medical Building located on 157 Industrial Drive in King

- There is a Brownfield application in process at this time, but should be done within the next 30 days; this will relieve the purchase of any liability associated with any kind of Brownfield
- ED Director Alan Wood is talking with the City of King for a sewer line extension to the building and possibly funding for this part of the project
- Request to move to today's Action Agenda due to an August 24th Rural Center deadline
- Request approval for Chairman Lankford to execute the following support letter:

August 13, 2012

Ms. Melody Adams, Director
Building Reuse Program
4021 Cary Drive
Raleigh, NC 27610

RE: DM Squared Building Reuse Grant

Dear Melody:

Please accept this letter from Stokes County, as our funding commitment for a five percent (5%) cash match for DM Squared to use in their renovation of the former Carolina Medical Building located at 157 Industrial Drive in King. Based on the grant application request for \$96,000, this will amount to \$4,800 and will be reimbursed to the company after work is completed by the company, the invoices are paid and submitted for and approved by the NC Rural Center.

DM Squared will be a welcome addition to the business community in Stokes County. The new, well paying jobs and the reuse of a structure that has been vacant for a number of years and the increase they will bring to the tax base are very valuable to our efforts to grow the local economy. The type of advanced manufacturing that they represent will hopefully inspire others to take a look at Stokes County when they are considering growth opportunities.

Stokes County appreciates all the assistance that we receive from the NC Rural Center and anticipate continuing our association with you in the future.

Respectfully,

Chairman Ernest Lankford
Stokes County Board of Commissioners

cc: File

The Board discussed the Agenda item with Manager Morris.

Commissioner Walker confirmed with Manager Morris that as a manufacturing company, they could also qualify for a possible CDBGrant at \$12, 000/net new job created that would require

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a \$25% local match which could be applied for later.

Vice Chairman Inman noted the following:

- DM Squared is currently working on their due diligence and have approximately 60 days to complete
- For example: If the Brownfield is not completed, the purchaser has no obligation to purchase the property
- EDC has discussed the project and has no issues with the Reuse Grant

Commissioner Walker noted the number of citizens that constantly are talking about the creation of jobs in the County.

Commissioner Walker stated that he is on board with the grant.

Commissioner Walker noted that he was happy to see the City of King involved in the project.

Vice Chairman Inman noted that hopefully the City of King will help with the sewer line extension.

Manager Morris noted, to his understanding, the King Mayor had voiced his support for the project.

Vice Chairman Inman noted the 8-10 jobs with an average wage of \$40,000.

Commissioner Jones noted:

- Have spoke several times regarding the need to support Economic Development
- Very glad this will create new jobs
- On board with the application
- Agreed to move the item to today's Action Agenda

The Board had no issues with placing the item on today's Action Agenda.

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

Relocation of E911 Center – Engineering Drawings Quotes

County Manager Rick Morris presented the following information regarding the relocation of the E911 Center:

- Sealed drawings will be required for this project per the County's Inspections Department
- Support Services Supervisor Danny Stovall contacted and secured quotes from local engineering firms for providing drawings for the needed electrical and HVAC upgrades along with the installation of a UPS system, transfer switch/generator and lighting protection to serve only the E911 console dispatch room and IT equipment room
- The following quotes were received:
 - Peterson/Gordon Architects - \$10,500.00
 - Engineering Sub – Consultant Engineering Services Inc.
 - Robbins Architecture - \$19,990.00
- Relocation of the E911 Center – Estimate Budget - \$125,000 to \$150,000
- Funding Source for the Relocation – Capital Reserve Fund
- Will need Board approval on the following items due to a very tight time-frame for having the space renovated and ready to be utilized by the end of 2012:
 - Adoption of the proposed resolution exempting this project from NCSG 143-64.31 as outlined in NCGS 143-64.32
 - Approval to move forward with the design phase utilizing Peterson/Gordon Architects for the required scaled drawings (Turn-around timeframe on drawings will be approximately 3-4 weeks)
- Hope to have a rough cost estimate for the entire project at the next meeting
- Have two RFPs that will impact the cost of the relocation
 - Console Equipment (already have two proposals)
 - Paging Equipment (proposals are due next week)
 - Project includes radios, consoles, and paging equipment
- Can't provide a total cost until the costs for the consoles and paging equipment are determined
- Providing this information today for discussion only

The Board discussed the information with Manager Morris.

Commissioner Booth questioned there being so much difference in the quotes?

Manager Morris responded:

- Some quotes are high if the firm doesn't really care if they get the project or not
- Have worked with both firms, very reliable organizations

Commissioner Walker noted that engineering and architectural fees are always high and likes to see competition; the Board owes it to the citizens to make sure we get the best firm for the best price.

Commissioner Walker suggested the Board talk to engineering firms that are always at the upcoming NCACC conference and have them get in touch with Danny Stovall.

Manager Morris noted that there was a very tight time-frame with this project.

Commissioner Walker acknowledged the tight time-frame and had no issues with using Peterson/Gordon, but in the future, would like to have ample time to take more steps to get more quotes from other firms.

Chairman Lankford suggested placing the item on the August 27th Discussion Agenda to discuss the total estimated project cost for relocation of the E911 Center.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the Discussion Agenda with the option to move to the Action Agenda if the Board decides to approve the relocation of the E911 Center.

Proposed Resolution

Resolution

WHEREAS, North Carolina General Statute 143-64.31 requires the initial selection of firms to perform architectural, engineering and surveying services without regard to fee,

WHEREAS, The County of Stokes proposes to enter a contract for architectural or engineering services pertaining to the relocation of the E911 Call Center into the Government Center Building; and

WHEREAS, North Carolina General Statute 143-64.32 permits the County to exempt a project; and

WHEREAS, the professional fees is in an amount less than thirty thousand dollars (\$30,000.00)

WHEREAS, the Board of Commissioners is convened in a regular meeting:

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

The above-described project is hereby made exempt from the provisions of North Carolina General Statute 143-64.31 for the reason stated in this resolution.

Adopted this the ____ day of August 2012.

Ernest Lankford- Chairman

August 13, 2012

J. Leon Inman – Vice Chairman

Jimmy Walker - Commissioner

Ronda Jones - Commissioner

James D. Booth - Commissioner

Attest

Darlene Bullins – Clerk to the Board

Spillman CAD Server Upgrade- Quote

County Manager Rick Morris presented the following information regarding the quote for the Spillman CAD Server Upgrade:

- Server upgrade was discussed and approved during the Fiscal Year 2012-13 budget process
- Current server's warranty expired on June 30, 2012 with no renewal options
- All maintenance calls to the existing server are charged per hour which can be very expensive
- Quote received:
 - Spillman Technologies and Solutions = \$111,242 less sales tax
- IT Director Dianna Fulp secured these quotes and this server will be replacing the current Sun SB2500 server which has reached the end of support life by Sun
- Funding Source – 2012-13 Budget Amount = \$112,256
- Request to move to today's Action Agenda in order to expedite the ordering which if ordered today will be the middle of November receiving the server
- Would need to approve the Resolution - Exemption from General Statutes For Fiscal Year 2012-13 CD Server Purchase due to the County's entire system is Spillman

Commissioner Walker confirmed with Manager Morris that there were no other options and that IT Director Fulp had no issues with the purchase.

The Board had no issues with the request.

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

Proposed Resolution

RESOLUTION

**EXEMPTION FROM GENERAL STATUTES
FOR FISCAL YEAR 12/13 CAD SERVER PURCHASE**

WHEREAS, North Carolina General Statutes 143-129 require public bidding for the purchase of apparatus, supplies, materials, or equipment requiring an estimated expenditure of public money over a stated dollar amount and further provided that no contract may be awarded therefore, by any board or governing body of the State, or of any institution of the State government, or of any political subdivision of the State, unless provisions of these statutes are complied with;

WHEREAS, North Carolina General Statute 143-129 contains the following exception;

(e) (6) Exceptions – The requirements of this Article do not apply to:

Purchases of apparatus, supplies, materials, or equipment when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration. Notwithstanding any other provision of this section, the governing board of a political subdivision of the State shall approve the purchases listed in the preceding sentence prior to the award of the contract.

WHEREAS, the Board of Commissioners is convened in a regular meeting:

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

The purchase of a replacement CAD server and data migration be made exempt from the provisions of North Carolina General Statute bidding requirements per 143-129(e)(6) for the following reasons:

- Stokes County's E911 system currently utilizes Spillman Technologies software;
- Spillman Technologies has partnered with Solutions II to provide hardware to Spillman Technologies software customers at a reduced cost;
- Sever and Software compatibility, standardization and vendor performance are major concerns to be taken into consideration for these purchases;

Adopted the ____ day of August 2012.

Ernest Lankford- Chairman

J. Leon Inman – Vice Chairman

Jimmy Walker - Commissioner

Ronda Jones - Commissioner

James D. Booth – Commissioner

Attest

Darlene Bullins - Clerk to the Board

Appointment – Animal Cruelty Investigator

County Manager Rick Morris presented the following information regarding the appointment of an Animal Cruelty Investigator:

- Have already appointed Mona Triplett to serve as the Animal Cruelty Investigator for Stokes County
- Did not realize that GS 19A-45 requires the Board of Commissioners to appoint the investigator
- Previously informed the Board of Ms. Triplett's appointment, but need to do it according to the general statutes
- Mona volunteered to serve as the investigator and has attended all training sessions at no cost to the county
- Has already attended several training sessions for the position
- Mona recently served as the Chairman to the Animal Control Advisory Council
- Mona has served as a past Animal Cruelty Investigator for the county
- Mona serves as the Chairman of the Stokes County Humane Society
- One year appointment
- Will be working under the director of Chief Animal Control Officer Phil Handy
- Feel Mona will work well in this appointment
- Would appreciate the Board appointing Ms. Triplett today in order for Ms. Triplett to assume the duties of the Animal Cruelty Investigator; already has some cases going to court on August 28th

The Board had no issues with the appointment of Mona Triplett to serve as the Animal Cruelty Investigator for the County.

Vice Chairman Inman noted that Mona had a deep passion for animals.

Commissioner Walker noted that he is very comfortable with the appointment of Mona.

Commissioner Walker questioned if the Animal Control Advisory Council had approved the appointment? Commissioner Walker noted that he did not want the Advisory Council to think the Board bypassed asking for their approval.

Manager Morris noted that they were not consulted, but felt that there would be no issues from the Council.

Manager Morris noted that if the Board approved the appointment today, he would make sure the Animal Control Advisory Council has no issues with the appointment of Mona.

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

Proposed Agreement for the Protection, Development and Improvement of Forest Lands in Stokes County

Manager Rick Morris presented the following information regarding the proposed Annual Agreement for the Protection, Development and Improvement of Forest Lands in Stokes County:

- Annual Agreement for the Protection, Development and Improvement of Forest Lands in Stokes County
- County Share of \$51,000 was approved during the Fiscal Year 2012-13 budget process
- County Attorney Powell has reviewed and approved the proposed agreement
- Forest Ranger Jonathan Young has indicated that the Department is currently looking at some possible reorganization
- Ranger Young did note that if the changes occurred this fiscal year, it would not affect the County's allocation
- Ranger Young also noted that he would keep the Board updated on the reorganization (meeting was scheduled for last Friday)
- My understanding is that a regional supervisor would be located in Stokesdale and one individual ranger in each town
- Looking at placing a bulldozer in Stokes County

Commissioner Booth noted:

- Understand that if the reorganization occurs, the Ranger in Stokes County could be moved to another location as the supervisor for several counties
- Don't quite understand the reorganization
- Could lose a good ranger
- Feels the reorganization could not be good for Stokes County
- Need to know what the reorganization means for Stokes County
- Don't feel the County should approve the agreement until County staff understands how this will affect the county
- County currently has only one full time active Forest Ranger at the moment; one ranger currently on leave

The Board discussed the Agenda item with Manager Morris.

Commissioner Walker suggested having Forest Ranger Jonathan Young at the next meeting for an update regarding the reorganization.

Chairman Lankford agreed with Commissioner Booth the need to know about the reorganization and how it will affect Stokes County before signing the agreement.

The Board agreed to have Forest Ranger Jonathan Young at the next meeting.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 27th Discussion Agenda.

Proposed Resolution – Sale of Surplus Mulch

County Manager Rick Morris presented the following regarding the Sale of Surplus Mulch:

- Need approval of the following resolution authorizing the County Landfill staff to sell surplus mulch to requesting individuals at a rate of \$8.00 per scoop
- Generated the mulch from some mandated tree clearing at the landfill
- It will be first come, first served

Resolution Authorizing Sale of Wood Mulch

WHEREAS, The Stokes County Landfill has several tons of ground up tree/stump mulch left over from a small tree clearing operation; and

WHEREAS, North Carolina General Statute, 160A-265 permits the County to sell or dispose of personal property; and

WHEREAS, the Board of Commissioners is convened in a regular meeting;

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

1. The Board of Commissioners authorizes the Stokes County Landfill Staff to sell surplus wood mulch to individuals at a rate of \$8.00 per scoop.

Adopted the ____ day of August 2012

Ernest Lankford - Chairman

J. Leon Inman – Vice Chairman

Jimmy Walker - Commissioner

Ronda Jones - Commissioner

James D. Booth – Commissioner

Attest: _____
Darlene Bullins

August 13, 2012

The Board has no issues with the request.

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

NCACC Solicitation of County Legislative Goals Proposals for 2013/14 – Further Discussion

County Manager Rick Morris noted the following:

- Started discussion at the July 23rd meeting
- Advertised to allow citizen input
- Received the following recommendations from Mary Kerley
 - Lobby against specific legislation that weakens local government control and centralized government on the state level
 - Oppose mandates by the State which require funding but allow no direct, local input, or representation
- Has a September 17th deadline for goals submission

Chairman Lankford requested Board members to have their goals ready for discussion at the next meeting.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 27th Discussion Agenda.

Health Department – External Posting – Processing Assistant III – 80%

County Manager Rick Morris presented a request from Health Director Scott Lenhart:

- Health Department respectfully requests to post externally a vacant Processing Assistant III position
- Billing position
- Has been posted internally with no applicants
- Became vacant due to other open positions within the county
- Very vital position
- Need to request to move to today's Action Agenda

Commissioner Booth suggested getting all the billing in one location if possible.

The Board had no issues with the request.

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

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Performance Agreement – CenterPoint Human Services, Inc. F/Y 2012-13

Chairman Lankford entertained a motion to approve the Performance Agreement with CenterPoint Human Services, Inc. for the Fiscal Year 2012-13.

Vice Chairman Inman moved to approve the Performance Agreement with CenterPoint Human Services, Inc. for the Fiscal Year 2012-13. Commissioner Booth seconded the motion.

Commissioner Walker thanked Jeff Eads, CenterPoint, for being at today's meeting.

Commissioner Walker questioned Jeff Eads, in his opinion, with all the changes over the past few years, is the County still on a good track as far as the needs being met to provide our citizens the best mental health services available.

Mr. Jeff Eads responded:

- Feels CenterPoint and the County are in a good place
- Very pleased that the County is able to help CenterPoint with the additional funding for the implementation of the Medicaid Waiver
- Forsyth and Rockingham Counties have not made that commitment yet, which could affect services to the consumers
- Stokes County will see no reduction in services to the consumer
- CenterPoint can't draw any funding from Medicaid until January 2013
- Feels Stokes County's choice to provide the additional funding was a good one
- Very optimistic about the future

Commissioner Walker questioned if the startup funds will be returned to the County?

Mr. Jeff Eads responded that to his understanding, the startup funds will be returned to the County over a period of years.

The motion carried unanimously.

Appointments – Surry County Housing Consortium

Chairman Lankford noted the two vacancies for the Surry County Housing Consortium.

There were no nominations.

Vice Chairman Inman noted that he had two individuals that he would ask before the August 13, 2012

next meeting.

County Manager Morris suggested Joe McKenzie who had applied for a couple of other appointments and staff had been instructed to keep his name available for other appointments.

Vice Chairman Inman noted he would like to see his application again for consideration.

Commissioner Booth suggested the manager ask Mr. McKenzie if he is interested.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 27th Action Agenda.

Appointments – Walnut Cove Senior Center Advisory Council

Chairman Lankford noted the County had received an application from Ms. Ann McKenzie who is already very involved at the Center.

Commissioner Booth nominated Ms. Ann McKenzie to serve on the Walnut Cove Senior Center Advisory Council.

Chairman Lankford entertained a motion to close the nominations.

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

Chairman Lankford polled the Board:

Commissioner Jones: Ann McKenzie
Vice Chairman Inman: Ann McKenzie
Chairman Lankford: Ann McKenzie
Commissioner Walker: Ann McKenzie
Commissioner Booth: Ann McKenzie

Chairman Lankford noted the Board unanimously appointed Ann McKenzie to serve on the Walnut Cove Senior Center Advisory Council.

DM Squared Building Reuse Grant

Chairman Lankford entertained a motion regarding a support letter for DM Squared Building Reuse Grant which was presented at today's meeting.

Commissioner Booth moved to approve Chairman Lankford to execute the Support letter for DM Squared Building Reuse Grant. Commissioner Jones seconded and the motion carried unanimously.

Spillman CAD Server Upgrade- Quote

Chairman Lankford entertained a motion regarding Spillman CAD Server Upgrade Quote which was presented at today's meeting.

Commissioner Jones moved to approve the quote for the purchase of a CAD Server Upgrade from Spillman and Solutions II along with the Resolution – Exemption from General Statutes for Fiscal Year 2012-13 CAD Server Purchase. Commissioner Booth seconded and the motion carried unanimously.

Appointment – Animal Cruelty Investigator

Chairman Lankford entertained a motion regarding the appointment of the Animal Cruelty Investigator which was presented at today's meeting.

Vice Chairman Inman moved to appoint Mona Triplett to serve a one year term as the Stokes County Animal Cruelty Investigator. Commissioner Jones seconded the motion.

Commissioner Walker confirmed with Manager Morris that he was going to check with the Animal Control Advisory Council regarding Mona's appointment.

The motion carried unanimously.

Proposed Resolution – Sale of Surplus Mulch

Chairman Lankford entertained a motion regarding sale of surplus mulch presented at today's meeting.

Commissioner Booth moved to approve the sale of surplus mulch at \$8.00 per scoop along with the Resolution authorizing the sale of wood mulch. Commissioner Jones seconded and the motion carried unanimously.

Health Department – External Posting – Processing Assistant III – 80%

Chairman Lankford entertained a motion to externally posting for a vacant Processing Assistant III position at the Health Department which was presented at today's meeting.

Commissioner Booth moved to approve a motion allowing the Health Department to post externally a vacant Processing Assistant III position. Commissioner Jones seconded and the motion carried.

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.

Darlene M. Bullins
Clerk to the Board

Ernest Lankford
Chairman