

STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
)

OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
DECEMBER 10, 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, December 10, 2012 at 1:30 pm with the following members present:

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

County Personnel in Attendance:
County Manager Richard D. Morris
Clerk to the Board Darlene Bullins
Finance Director Julia Edwards
Register of Deeds Kathy Young
Tax Administrator Jake Oakley

Chairman Ernest Lankford called the meeting to order.

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

- "Who is the King of Glory? The Lord of hosts, he is the King of Glory."

Commissioner Inman 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 10, 2012 Agenda.

County Manager Rick Morris requested to add the following item to today's Discussion

Agenda:

- Request from DSS Director Kristy Preston to post externally a vacant Social Worker III position in the Foster Care Unit due to the position was posted internally and DSS received no applications (after the Agenda was already delivered)
- Director Preston would like to post the position in the Winston Salem Journal
- Would save advertising dollars if the DSS external posting was approved today along with the Health Director Scott Lenhart's request to post external positions
- Both DSS and Health Department are requesting to advertise in the Winston Salem Journal

The Board had no issues adding Manager Morris' request to today's Discussion Agenda.

Vice Chairman Booth moved to approve the December 10th Agenda as amended.

Commissioner Jones seconded and the motion carried unanimously.

PUBLIC HEARING – SOLID WASTE TEN-YEAR MANAGEMENT PLAN

Chairman Lankford called the Public Hearing for the Solid Waste Ten-Year Management

Plan to order. The following spoke during the Public Hearing:

Patti Dunlap

3270 Dodgetown Road
Walnut Cove, NC 27052

Ms. Dunlap presented the following concerns:

- Don't have much prepared today, but would like to address concerns regarding recycling at the greenbox sites
- With the co-mingle boxes, there is no ability to recycle glass
- A citizen must drive to the landfill at Quaker Gap if they wish to recycle glass, creating a larger carbon footprint
- The co-mingle boxes list plastic jugs, newspaper, aluminum cans and magazines, seems that would be impossible to separate
- Having to separate and store the glass to take to the landfill is very inconvenient for the citizens
- Would like the Board to consider the issue of having to take glass for recycling to the landfill

Chairman Lankford closed the Public Hearing.

PUBLIC COMMENTS

The following spoke during public comments:

Mr. John Hedrick

Northwestern Regional Library Director

Re: **Northwestern Regional Library (NWRL)**

Director Hedrick presented the following comments:

- Introduced the following who were also in attendance for today's meeting:
 - King Librarian Ann Nichols
 - Walnut Cove Librarian Christine Boles
 - Danbury Librarian Nora Lankford
- Presented the following 2011-12 Highlight Pamphlets from:
 - Danbury Public Library
 - King Public Library
 - Walnut Cove Public Library
 - Northwestern Regional Library
- NWRL now offers Ebooks to the public
 - Ebooks were added this year for the first time and have been very popular with 5,078 being checked out so far
 - Have approximately 5,000 ebooks available
 - NWRL has partnered with Appalachian Regional Library to offer ebooks and audio books to patrons with a card from either system
 - 827 members from NWRL have accessed ebooks from Appalachian Regional Library System (01/02/12-11/28/12)
 - 4,698 members have accessed ebooks from NWRL (01/02/12-11/28/12)
 - Feel circulation will increase as new ebooks are added (circulations are limited)
- Stokes County combined Library Statistics for 2011-2012
 - Circulation – 131,946
 - Internet – 48,573
 - Non- Print – 7,033
 - # of Users – 21,934
 - Door Count – 102,961
 - Programs – 1,216
 - Attendance – 20,158
- NWRL combined Library Statistics for 2011-2012
 - Circulation - 517,804
 - Internet – 181,870
 - Non- Print – 37,972
 - # of Users – 88,873
 - Door Count – 445,498
 - Programs – 4,596
 - Attendance – 93,294
- Extended appreciation to the Board of Commissioners for their continued support

- Stated it is a privilege to serve the citizens of Stokes County

Chairman Lankford expressed the Board's appreciation for the update.

CONSENT AGENDA

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

Minutes

- Minutes of November 26, 2012 – Regular Meeting
- Minutes of December 3, 2012 – Organizational Meeting

Sheriff's Department - Budget Amendment #35

Finance Director Julia Edwards submitted Budget Amendment #35.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Sheriff's Department			
100.4310.260	Departmental Supplies	\$31,792.00	\$2,015.00	\$33,807.00
	Totals	\$31,792.00	\$2,015.00	\$33,807.00

This budget amendment is justified as follows:

To purchase flooring for the officers' room, file room, and conference room.

This will result in a net increase of \$2,015.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3301.413	State Fines & Forfeitures	\$9,130.00	\$2,015.00	\$11,145.00
	Totals	\$9,130.00	\$2,015.00	\$11,145.00

Sheriff's Health Department - Budget Amendment #36

Finance Director Julia Edwards submitted Budget Amendment #36.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
Sheriff's Department				
100.4310.260	Departmental Supplies	<u>\$33,807.00</u>	<u>\$835.00</u>	<u>\$34,642.00</u>
	Totals	\$33,807.00	\$835.00	\$34,642.00

This budget amendment is justified as follows:

To purchase Sheriff's Office Travel Mugs – no county funding.

This will result in a net increase of \$835.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3839.001	Calendar Funds	<u>\$5,792.00</u>	<u>\$835.00</u>	<u>\$6,627.00</u>
	Totals	\$5,792.00	\$835.00	\$6,627.00

Administration/Finance - Schools - Budget Amendment #37

Finance Director Julia Edwards submitted Budget Amendment #37.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
New School/F. Tech Fund				
211.9820.000	Transfer to General Fund	<u>\$335,986.00</u>	<u>\$113,615.00</u>	<u>\$449,601.00</u>
	Totals	\$335,986.00	\$113,615.00	\$449,601.00

This budget amendment is justified as follows:

To transfer funds from New School/F.Tech Fund for the debt payment of the PODS. This debt service payment is not an allowable expenditure from the lottery funds due to PODS are movable equipment per the regulations.

This will result in a net increase of \$113,615.00 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
	General Fund			
100.3328.001	Public School Capital Fund-Lottery	\$1,997,397.00	\$(113,615.00)	\$1,883,782.00
100.3982.970	Transfer from New School/F. Tech Fund	<u>\$335,986.00</u>	<u>\$113,615.00</u>	<u>\$449,601.00</u>
	Totals	\$2,333,383.00	\$00.00	\$2,333,383.00
	New School/F.Tech Fund			
211.3961.000	Fund Balance	<u>\$637,381.00</u>	<u>\$113,615.00</u>	<u>\$750,996.00</u>
	Totals	\$637,381.00	\$113,615.00	\$750,996.00

Proposed Resolution – Opposing Wind Projects in Low-Level Military Flight Training Areas

Clerk to the Board Darlene Bullins presented the following proposed resolution Opposing Wind Projects in Low-Level Military Flight Training Areas at the November 26th meeting with a request for approval at the December 10th meeting:

RESOLUTION

OPPOSING WIND PROJECTS IN LOW-LEVEL MILITARY FLIGHT TRAINING AREAS

WHEREAS, a wind energy project is planned for coastal North Carolina in Beaufort County, which would involve the construction of 49 wind turbines at a height of 505 feet above the ground; and

WHEREAS, the proposed wind energy project is directly in the most frequently used low-level training route used by Seymour Johnson Air Force Base F-15E aircrew en route to the Dare County Bombing Range; and

WHEREAS, this vital training route is the only one in the nation for the highly-critical mission of providing low-altitude training using unique terrain-following technique at only 500 feet of altitude; and

WHEREAS, frequent use of the Dare County Bombing Range and specific air training routes and operating areas over North Carolina is critical to maintain combat readiness and providing military personnel the opportunity to train as they would fight.

NOW, THEREFORE, BE IT RESOLVED, that the **Stokes County Board of Commissioners** supports efforts to maintain combat readiness through intensive training on the ground and in the air, and oppose the planned energy project as an incompatible land use that would negatively impact

military preparedness in a crucial air corridor that connects military pilots with training ranges in Dare County.

Adopted this 10th day of **December, 2012.**

Ernest Lankford – Chairman

James D. Booth – Vice Chairman

J. Leon Inman – Commissioner

Jimmy Walker – Commissioner

Ronda Jones – Commissioner

Attest:

Darlene M. Bullins – Clerk of the Board

Proposed 2013 Board of Commissioners' Calendar

Clerk to the Board Darlene Bullins presented the following proposed 2013 Board of Commissioners' Calendar at the November 26th meeting with a request for approval at the December 10th meeting:

PUBLIC NOTICE

2013 COMMISSIONERS' MEETINGS SCHEDULE

The Stokes County Board of Commissioners will meet each month on the 2nd (Second) Monday at 1:30 pm and 4th (Fourth) Monday at 6:00pm

2nd MONDAY

4th MONDAY

January 14, 2013
February 11, 2013
March 11, 2013
April 8, 2013
May 13, 2013
June 10, 2013
July 8, 2013
August 12, 2013
September 9, 2013
October 14, 2013
November 12, 2013**
December 9, 2013

January 28, 2013
February 25, 2013
March 25, 2013
April 22, 2013
May 28, 2013*
June 24, 2013
July 22, 2013
August 26, 2013
September 23, 2013
October 28, 2013
November 25, 2013
December 23, 2013

*May 27th Meeting changed to Tuesday, May 28th (Due to Holiday)

**November 11th Meeting changed to Tuesday, November 12th (Due to Holiday)

The Board of Commissioners will conduct its regular meetings in the Commissioners' Chambers at the Administrative Building in Danbury. The Board will consider invitations to meet at different locations throughout the County at the invitation of community groups that wish to host a meeting.

Commissioners' Meeting (Planning)– First Tuesday of every other month 7:00 pm

Planning meetings are held as needed- the meeting will be advertised prior to the dates listed below:

Held in Commissioners' Chambers

February 5, 2013 (as needed)

April 2, 2013 (as needed)

June 4, 2013 (as needed)

August 6, 2013 (as needed)

October 1, 2013 (as needed)

December 3, 2013 (as needed)

Stokes County League of Governments – 6:30 pm

Meeting with Town of Danbury, Town of Walnut Cove, City of King and Stokes County

January 24, 2013 – Town of Walnut Cove

April 18, 2013 – Town of Danbury

July 18, 2013 – City of King

October 3, 2013 – Stokes County

Any other change in Date, Time, or Place will be advertised and placed on the County Web Page – www.co.stokes.nc.us

Darlene Bullins
Clerk to the Board

Commissioner Jones moved to approve the Consent Agenda as presented.

Commissioner Walker seconded the motion for discussion.

Commissioner Walker confirmed with Finance Director Julia Edwards that Budget Amendment #37 is transferring \$113,625 from the New School/F. Tech Fund for the debt payment of the PODS due to the State not allowing that particular expenditure to be paid from Lottery Funds - State considers the PODS as movable equipment.

Finance Director Edwards noted that she was not aware that the State considered PODS as movable equipment.

Commissioner Inman noted that the Resolution Opposing Wind Projects in Low Level Military Flight Training Areas which is on today's Consent Agenda at the request from Dare County opposes a planned energy project as being incompatible land use that would negatively

impact military preparedness in a crucial air corridor that connects military pilots with training ranges in Dare County. Commissioner Inman also noted that this Board does not oppose any type of alternative energy project that will “trim the Duke Power light bill”.

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.

Manager Rick Morris commented:

- Appreciate the Board’s indulgence during my recent knee surgery
- Should be back full time this week

Commissioner Jones commented:

- Would like to wish everyone a Merry Christmas
- Always like to see citizens come out to our meetings
- Hope everyone will understand the challenges the Board faces with the upcoming revenue losses from Hold Harmless and Revaluation
- Hope everyone will help with one of the Board’s goals of opposing unfunded mandates by making sure state and federal representatives hear your concerns
- But must remember that we are very blessed as a county and doing a lot better than other counties

Commissioner Inman commented:

- Ditto Commissioner Jones’ comments

Commissioner Walker commented:

- Want to wish everyone a very Merry Christmas
- Feels the County has had a very good year
- Very pleased with the information in this year’s audit which will be presented later in today’s meeting
- There were five years when the County was below the State’s recommended Fund Balance figure
- Since those five years, with the dedication of staff and BOCC to save money and make good conservative decisions, the County’s Fund Balance has grown
- Benefit of having a healthy Fund Balance makes Stokes County in better shape than many of the other counties
- Will still have tough decisions to make with the upcoming 12/13 budget
- Good audit says a lot for Stokes County
- Both Christmas Parades (King and Walnut Cove) went very well with great weather
- Lot of good spirit at both parades

Vice Chairman Booth commented:

- Most individuals who have had surgery like the manager's are usually out 6 weeks; Manager Morris is back after only two weeks
- Also want to wish everyone a Merry Christmas
- Ditto what the other Commissioners have said
- Feel the County is blessed to have a conservative Board with a team working together and watching how every penny is spent
- Blessed with a Fund Balance for a "rainy day"
- Would like to thank my colleagues for working together and making conservative decisions
- Feel this Board is on the right track with the recent building of two new schools and a community college on the way and renovations to start soon at Lawsonville Elementary School

Chairman Lankford commented:

- Two great Christmas parades
- Would like to wish everyone a Merry Christmas

Fiscal Year 2011-12 Audit Presentation

Finance Director Julia Edwards introduced Cindy Moseley from Martin Starnes &

Associates who presented the following information regarding the 2011-12 Audit:

- Audit process is year round (07/01/2011-06/30/2012)
- Audit Highlights
 - Unqualified opinion
 - No findings or questioned costs
 - No significant deficiencies or material weaknesses
 - Cooperative Staff
- General Fund Summary
 - Revenues
 - 2011 = \$39,949,305
 - 2012 = \$40,336,838
 - 1% increase
 - Expenditures
 - 2011 = \$39,113,730
 - 2012 = \$40,179,002
 - 1% increase
- Fund Balance
 - Serves as a measure of the County's financial resources available
 - Assets – Liabilities = Fund Balance
 - Five Classifications:
 - Non spendable – not in cash form
 - Restricted – external restrictions (laws, grantors)

- Committed – internal constraints at the highest (Board) level – do not expire, required Board action to undo
 - Assigned – internal constraints, lower level than committed
 - Unassigned – no external or internal constraints
- Total Fund Balance which is now a combination of General Fund, Revaluation Fund, and New School/Forsyth Tech:
 - 2010 = \$10,993,214
 - 2011 = 13,214,356
 - 2012 = 14,791,246
 - Increase of \$1,576,890 from 2011 in total Fund Balance
- Available Fund Balance
 - Available Fund Balance as defined by the Local Government Commission (LGC) is calculated as follows:
 - Total Fund Balance less non-spendable (not in cash form, not available) less stabilization by State Statute (by state law, no available = Available Fund Balance
 - This is the calculation utilized as the basis for comparing Stokes County to other units and calculating your Fund Balance percentages
- Fund Balance Position – General Fund
 - Total Fund Balance = \$14,791,246
 - Minus Non spendable (\$69,697) (only inventories)
 - Minus Stabilization by State Statute (\$1,690,245)
 - Equal Available Fund Balance ending 06-30-2012 = \$13,031,304
 - Available Fund Balance ending 06-30-2011 = \$11,287,224
 - Increase in Available Fund Balance = \$1,744,080
- Available Fund Balance as a Percent of Expenditures and Transfers to other Funds: General Fund:
 - 2009 = 22%
 - 2010 = 22%
 - 2011 = 28%
 - 2012 = 31%
 - Trending upward
- Stokes County's Fund Balance Classifications
 - Non-spendable Fund Balance (Inventory) = \$69,697
 - Restricted Fund Balance:
 - Stabilization by State Statute = \$1,690,245
 - Register of Deeds = \$2,632
 - All others = \$314,335
 - Committed Fund Balance = \$00.00
 - Assigned Fund Balance = \$957,835
 - Unassigned Fund Balance = \$11,756,502
 - Total General Fund Balance = \$14,791,246
 - Fund Balance is trending upward
- Comparison of Stokes County's Fund Balance
 - 2011- above the average of county and statewide percentages
 - 2012 – figures are not all available yet
 - Trending upward

- Total Fund Balance as a Percent of Expenditures – General Fund
 - 2012 = 35.09%
 - 2011 = 29.37%
- Ad Valorem Tax
 - 2010 = \$21,503,081
 - 2011 = \$21,550,476
 - 2012 = \$23,122,908
 - Property tax collection this year was 96% with state average being 95%
- Restricted Intergovernmental (grants)
 - 2010 = \$9,008,117
 - 2011 = \$10,810,041
 - 2012 = \$10,485,698
 - Grants are getting to be very competitive and harder to get
 - 3% decrease
- Sales and Services
 - 2010 = \$3,403,827
 - 2011 = \$3,703,880
 - 2012 = \$3,845,564
 - 4% increase
- Other Taxes and Licenses
 - 2010 = \$3,675,597
 - 2011 = \$3,342,559
 - 2012 = \$3,592,980
 - 7% increase
- Human Services
 - 2010 = \$9,753,029
 - 2011 = \$10,402,202
 - 2012 = \$10,283,800
 - 1% decrease
- Public Safety
 - 2010 = \$7,608,605
 - 2011 = \$7,622,140
 - 2012 = \$7,586,392
 - 1% decrease
- Education
 - 2010 = \$10,442,894
 - 2011 = \$10,526,119
 - 2012 = \$10,267,838
 - 3% decrease
- General Government
 - 2010 = \$3,714,395
 - 2011 = \$3,948,003
 - 2012 = \$3,931,747
 - 1% decrease
- Very good audit

The Board discussed the audit presentation with Ms. Moseley.

Commissioner Walker confirmed with Ms. Moseley that non-spendable items are like inventories, prepaids, which are not in cash form.

Commissioner Walker also confirmed that restricted classification is outlined in the General Statutes, different language being used with GASB.

Finance Director Julia Edwards presented the following information regarding the Fiscal Year 2011-12 Audit:

- Audit has been sent to Local Government Commission (LGC) for their review; therefore, the audit report cannot be printed until LGC responses
- Due to audit standard changes in FY 2011, the General Fund Balance referred to in the audit is a combination of General Fund, Revaluation Fund, and New Schools/F. Tech Fund
- Reiterated that the Fund Balance figure that is presented is the combination of these funds
- Below is a history of the General Fund Balance excluding Revaluation Fund and New School/Forsyth Tech Fund:

Fiscal Year	Available Fund Balance	Percentage
2000-01	\$ 2,088,722	6.31%
2001-02	\$ 1,142,869	3.76%
2002-03	\$ 1,812,203	5.73%
2003-04	\$ 2,588,736	7.65%
2004-05	\$ 2,816,666	7.68%
2005-06	\$ 3,538,875	9.00%
2006-07	\$ 5,591,968	14.53%
2007-08	\$ 7,561,378	19.57%
2008-09	\$ 8,265,346	21.67%
2009-10	\$ 7,602,723	19.38%
2010-11	\$ 9,852,461	24.56%
2011-12	\$ 11,756,502	27.90%

- General Fund Balance alone is 27.90% (excludes Revaluation Fund and New Schools/Forsyth Tech Fund)
- Has increased from 2010-11
- Current unreserved Fund Balance total = \$11,756,502
- Fiscal Year 2012-13 Fund Balance appropriation = \$1,745,565
- Estimated unreserved Fund Balance as of 12-10-2012 = \$10,010,937 or 21.84%

Commissioner Jones commented:

- Appreciate the estimated Fund Balance percentage for F/Y 2012-13

- The 35% figure makes it look like the County is “squirreling” away lots of money which is just not true
- Very pleased with the audit
- County has to be very careful with the upcoming four years of projected revenue loss from the upcoming revaluation

Chairman Lankford commented:

- Very pleased with the audit
- Appreciate the work staff has done to assist the auditors

Commissioner Walker confirmed with Finance Director Edwards that any new revenues or unspent appropriations would offset the \$1.7 appropriated from Fund Balance in the current Fiscal Year which could increase the estimated 21.84% figure.

County Manager Rick Morris commented:

- Quarterly reviews are being done, but getting less funding to transfer to Contingency due to the lean budgets being approved
- Just want the Board to focus on the 21.84% at this time
- Fiscal Year 2013-14 Budget will be approved before we actually know how Fiscal Year 2012-13 ends

Commissioner Inman commented:

- County Manager Morris makes an excellent point
- Agree the Board must concentrate on the 21.84% Fund Balance estimate
- Appreciate the hard work done by all county employees to work with the Board to increase the Fund Balance each year

Chairman Lankford expressed the Board’s appreciation for the presentation.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Tax Administration Report – November 2012

Tax Administrator Jake Oakley presented the following informational data for the

November Report:

Fiscal Year 2012-13	Budget Amt	Collected Amt	Over Budget	Under Budget
County Regular & Motor Vehicles	\$20,861,260.00	\$12,735,053.40		\$8,126,206.60
New Schools F-Tech Fund	\$1,390,751.00	\$849,575.21		\$541,175.79

Prior Taxes**1994-2011 Tax Years**

County Regular & Motor

Vehicles

\$675,000.00

\$497,443.68

\$177,556.32

EMS Collections**Total Collected**

(11-01-12/11-30-12)

\$86,811.52

Total Collected

(07-01-12/06-30-13)

\$255,537.96

Delinquent EMS Collection**Report****Total Collected**

(11-01-12/11-30-12) \$8,311.21

(07-01-12/06-30-13) \$62,410.81

Personal Property Discovery Report**Audit Dates**

11-01-12/11-30-12

07-01-12/06-30-13

of**Accts**

73

1,476

Total

\$563,902.00

\$10,778,189.00

Taxes**Due**

\$5,070.16

\$93,985.75

Business Personal Property Discovery**Report****Audit Dates**

11-01-12/11-30-12

07-01-12/06-30-13

of**Accts**

0

0

Total**Value**

\$00.00

\$00.00

Taxes**Due**

\$00.00

\$00.00

Motor Vehicle Release**Report****Audit Dates**

11-01-12/11-30-12

Accounts

50

Total Value

\$2,258.44

Motor Vehicle Refund**Report****Audit Dates**

11-01-12/11-30-12

Number billed for

November 2012

Accounts

4

Total Value

\$213.68

4655

Garnishment Totals

Month	Total Accounts	Original Levy Amt	Collected Amt
11-01-12/11-30-12	113	\$20,599.05	\$24,907.50
F/Year 2012-13			
(07-1-12/6-30-13)	656	\$191,041.31	\$174,072.21

Interstate Collection Report

November 2012

Cumulative Total Collected to Date

Collection

NC Debt Setoff

Total Collected

\$116,128.86

Cumulative Total Collected (to date)

Cumulative Total Collected (to date)

Cumulative Total Collected (to date)

Collected (to date)

Motor Vehicles

Property Taxes

EMS

All Categories

\$85,775.40

\$22,003.00

\$119,686.18\$227,464.58

Tax Administrator Oakley noted:

- The current collection rate is approximately 61.50% excluding the 2% discount
- Collections look good compared to previous years
- Feel the department is on schedule
- Working with taxpayers who are unable to pay the full amount at one time
- Will be providing the Board with a detailed EMS Collection Report in possibly February 2013
- Working to catch up the claims since the move from EMS and setting policies/procedures to make sure claims stay current

Monthly Delinquent Tax Collection Report

Tax Administrator Jake Oakley presented the following Monthly Delinquent Tax Collection Report for November 2012:

<u>County</u>	<u>Real/Personal</u>	<u>Property</u>	<u>Nov.</u>	<u>2012</u>			
Year	Beginning Balance	Releases	Refunds	Debits/ Credits	Writeoffs	Payments	Ending Balance
2011	\$ 409,242.62				\$ (1.53)	\$(30,838.31)	\$ 378,402.78
2010	\$ 181,508.80				\$ (.15)	\$ (7,037.73)	\$ 174,470.92
2009	\$ 105,467.16					\$ (2,350.67)	\$ 103,116.49
2009	\$ 55,201.30					\$ (1,142.85)	\$ 54,058.45
2007	\$ 30,596.30					\$ (412.27)	\$ 30,184.03
2006	\$ 19,155.75					\$ (57.72)	\$ 19,098.03
2005	\$ 14,219.00					\$ (16.28)	\$ 14,202.72
2004	\$ 13,667.02						\$ 13,667.02
2003	\$ 10,054.26					\$ (163.78)	\$ 9,890.48
2002	\$ 8,109.72						\$ 8,109.72
2001	\$ 5,813.62						\$ 5,813.62
2000	\$ 7,575.07						\$ 7,575.07
1999	\$ 7,967.72						\$ 7,967.72
1998	\$ 590.06						\$ 590.06

<u>County</u>	<u>Motor</u>	<u>Vehicles</u>	<u>Nov.</u>	<u>2012</u>			
Year	Beginning Balance	Releases	Refunds	Debits/ Credits	Writeoffs	Payments	Ending Balance
2011	\$ 112,685.23	\$ (57.36)			\$ (2.48)	\$(14,283.20)	\$ 98,342.19
2010	\$ 36,999.78			\$66.72	\$ (0.31)	\$ (1,150.46)	\$ 35,915.73
2009	\$ 24,955.58					\$ (204.57)	\$ 24,751.01
2009	\$ 23,651.35	\$ (15.00)			\$ (0.16)	\$ (377.12)	\$ 23,259.07
2007	\$ 19,123.52					\$ (188.03)	\$ 19,935.49
2006	\$ 13,557.35				\$ (0.22)	\$ (55.52)	\$ 13,501.61

2005	\$ 16,471.49		\$ (4.89)	\$ 16,466.60
2004	\$ 14,591.86		\$ (67.50)	\$ 14,524.36
2003	\$ 14,494.17		\$ (7.07)	\$ 14,487.10
2002	\$ 17,322.54	\$ (0.13)	\$ (68.91)	\$ 17,253.50
2001	\$ 14,875.06		\$ (58.65)	\$ 14,816.41
2000	\$ 18,692.12			\$ 18,692.12
1999	\$ 16,485.26			\$ 16,485.26
1998	\$ 16,540.23			\$ 16,540.23

<u>New</u>	<u>Schools</u>	<u>Forsyth</u>	<u>Tech</u>	<u>Fund</u>	<u>November</u>	<u>2012</u>	
Year	Beginning	Releases	Refunds	Debits/ Credits	Writeoffs	Payments	Ending Balance
2011	\$ 32,779.44	\$ (2.19)			\$ (0.24)	\$(2,927.13)	\$ 29,849.88

Tax Administrator Oakley noted:

- The Board might want to consider writing off some of the old accounts next spring since the department is no longer able to enforce collection on those accounts prior to 2002
- The amounts from 1998 to 2002 (real/personal property) are mostly personal property with the older motor vehicles being unable to locate owners (moved out of state)
- Will be talking to state officials to see if blocks can be placed on the owners' current vehicles to try to collect some of these older unpaid tax bills

Releases less than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Releases less than \$100 – Real and Personal Property for the Board's review:

Releases less than \$100 - Real/Personal Property

November, 2012

Name	Bill Number	Amount
Terry Shelton	12A156008238.07.1	\$11.77
Joshua M Smith	12A155928401.06.1	\$5.39
Clyde Allen Widener Jr	12A155903869.06.1	\$3.88
Daryle Drew Smith	12A155890705.09	\$3.53
William Glenn Bracken	12A155908357.09.1	\$44.96
	Total Amount	\$69.53

Releases more than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Releases more than \$100 – Real and Personal Property for the Board's consideration at the December 26th meeting:

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

November, 2012

Name	Bill Number	Amount	Reason
Jimmie & Imogene Southern	12A692401456616.1	\$106.78	Continuing Use-value
	12A692401456616.2	\$106.78	Continuing Use-value
	12A692401456616.3	\$113.20	Continuing Use-value
	12A692401456616.4	\$113.20	Continuing Use-value
Dorothy & Lonza Seay	11A698900436079	\$350.39	Condition of home
	12A698900436079	\$350.39	Condition of home
William Glenn Bracken	12A599211669872	\$135.38	Eld Appr. by BOCC
Phillip A Crouse & Others	12A599317109290	<u>\$354.26</u>	Eld Appr. by BOCC
	Total Amount	\$1,630.38	

Tax Administrator Oakley requested the Real and Personal Releases more than \$100 be placed on the December 26th Consent Agent.

Refunds more than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Refund more than \$100 – Real and Personal Property for the Board's consideration at the December 26th meeting:

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

November, 2012

Name	Bill Number	Amount	Reason
June G Bullins	12A695504924558	<u>\$393.99</u>	Late Eld Ap -Appr. by BOCC
	Total Amount	\$393.99	

Tax Administrator Oakley requested the Real and Personal Refund more than \$100 be placed on the December 26th Consent Agent.

Real Property Tax Listing Forms

Tax Administrator Jake Oakley presented the following information regarding Real Property Tax Listing Forms:

- Real Property, unlike Personal Property, is automatically listed each year
- The Tax Office does not require a signed listing form covering land and buildings each year
- Normally, the department only sends out listing forms to owners of personal property; however, as 2013 is a revaluation year, every Stokes County Real Property owner will be mailed a 2013 Listing Form
- Unless there is opposition from the Board, listing forms will be mailed out around December 27th
- Purpose of this comprehensive mailing is to obtain information for the Tax Office to update personal contact data and appraisal data to reflect any unreported or unpermitted (no written permit) improvements to Real Property that may have occurred since the last revaluation
- Feel this will be very beneficial to the Tax Office
- Looking at approximately 38,000 listing forms excluding churches to be mailed by South Data
- Would like to send a comprehensive listing form for real and personal property during the revaluation years (every four years) which will alert the taxpayers that a revaluation year is approaching
- Personal property listing forms will continue to be sent out every year
- The following explanatory insert will be included with each listing form mailed to all real and personal property owners:

Dear Taxpayer:

Normally, the Stokes County Tax Department only mails listing forms each January to record owners of Personal Property. However, as 2013 is a revaluation year, every owner of Real Property in Stokes County is also being mailed a listing form. The purpose of this comprehensive mailing is to obtain information for the Tax Office, to enable us to update personal contact information (addresses, telephone numbers and e-mail addresses) and appraisal data to reflect any unreported or unpermitted (no written permit) improvements to Real Property that may have occurred since the last revaluation. We have attempted to eliminate the mailing of duplicate forms; however, if you receive duplicate forms, as an owner of either Personal Property or Real Property, you only need to complete and return one form.

Stokes County Tax Administration

Chairman Lankford confirmed the following with Tax Administrator Oakley:

- Will start sending out listing forms to every Stokes County real property owner during revaluation years (every four years)
- The \$62,410.81 is the delinquent amount collected during July 1, 2012 to November 30, 2012

Commissioner Walker questioned Tax Administrator Oakley when would the Board know what impact the revaluation will have on tax revenue?

Tax Administrator Oakley responded:

- Evaluate the sales ratio almost every other day
- Will have information at the first meeting in January explaining what will be mailed to the taxpayers in February regarding the revaluation notices
- Will provide a detailed report to the Board at the first meeting in January explaining exactly what has happened to this county's property values, how much value the county has lost, and the expected loss in revenue based on current tax rate
- Will break this information down by townships
- The County's current sales ratio should be 100% market value; currently, it is at 104.7% market value
- The County's current sales ratio is 4.7% inflated
- Some property values have decreased, some have increased, and some have stayed the same
- Vacant land has not lost any value; all the loss is in the equity of the homes

Commissioner Inman expressed appreciation to the Tax Department for their continued efforts in collecting 96% during Fiscal Year 2011-12 with the current economy.

Commissioner Walker expressed appreciation to the Tax Department for using the "citizen friendly" approach in collecting taxes; have not gotten complaints, actually getting compliments.

Chairman Lankford, with full consensus of the Board, directed the clerk to place the following items on the December 26th Consent Agenda:

- Releases for Real and Personal more than \$100
- Refund for Real and Personal more than \$100

Register of Deeds – Records Retention and Disposition Schedule

Register of Deeds Kathy Young presented the following information regarding the Records Retention and Disposition Schedule for the Register of Deeds' Office for the Board's consideration and approval:

- The North Carolina Department of Cultural Resources, Division of Archives and Records has issued the Records Retention and Disposition Schedule for the Register of Deeds which was approved October 10, 2012
- The document is 93 pages which has been approved by me as Register of Deeds

- The last Retention and Disposition Schedule was issued August 15, 2003.
- A committee was formed in 2011 to review and update the existing schedule, which I had the privilege to serve on
- Would have been to you earlier, but was unable to attend the BOCC meetings due to a recent ankle injury
- Would request to move to today's Action Agenda

Commissioner Walker questioned Register of Deeds Kathy Young regarding the status of records being imaged to electronic storage?

Register of Deeds Young responded:

- Everything is on electronic storage
- All real estate records are digitized
- Currently working on conversion of vital records (deaths, births, marriage)
- Death records are on electronic storage back to 1940
- Birth records are on electronic storage back to 1950
- Staff works on this conversion in their spare time
- Older records are harder to prepare for electronic storage

Commissioner Inman confirmed with Register of Deeds Young that this is required by the North Carolina Department of Cultural Resources.

Commissioner Inman complimented Register of Deeds Young on the easy access to records via the internet.

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

Establishment of an E911 Governance Board

County Manager Rick Morris presented the following information regarding the establishment of an E911 Governance Board:

- Have been working with the Emergency Communications Department over the last year to increase performance and reduce risk to the county
- All emergency services in the county depend on what happens when the call comes into the E911 center
- Have been working closely with Rockingham County to be able to convert our calls to Rockingham County if lines goes out
- Have talked to Rockingham County staff regarding their E911 Governance Board which makes recommendations in the development of dispatch protocols,

procedures, policies, and systems related to service delivery for their respective user service activity

- Would request the Board report directly to the manager
- Would make recommendations to the manager regarding improvements to the E911 Center and reductions in risk due to the nature of the work performed in the center
- Would have Board make recommendations to improve the communications process between the E911 Center and the stakeholders who are directly involved with the center
- Would like to have the telecommunicators down the road to be able to compete in competition
- Would meet quarterly
- Would have the Board report issues/recommendations directly to the manager
- Will bring recommendations that need approval directly to the Board of Commissioners
- The Board could probably be very helpful during the transition to the new center
- Would want the following to serve at no cost on the Board as voting members:
 - EMS Director
 - Sheriff
 - Dr. Darryl Nelson
 - Representative from the Fire Service
 - Representative from municipalities
 - At least one citizen representative
- Would want the following to serve as non voting members:
 - IT Director
 - Communications Director
- Would also want guidance from the Board of Commissioners

Chairman Lankford opened the floor discussion.

Vice Chairman Booth commented:

- Feels this would be a good idea
- Feels this would help to continue improvements within the department

Commissioner Walker commented:

- Sounds like it would be set up similar to Rockingham County
- Questioned how the county's E911 Center compares to Rockingham County?

Manager Morris responded:

- There is significant differences in the scope of what Rockingham County does
- Stokes County has four consoles at the center with normally three telecommunicators, Rockingham County has 8 consoles with 8 telecommunicators
- Rockingham County just received an \$8 million grant to build a new E911 Center which will consolidate calls from all municipalities and the county
- Rockingham's new center will have 16 consoles
- The State now requires the backup unit to mirror the County's operation

- If the County system goes down, the staff can drive to Rockingham County and be able to dispatch emergency traffic immediately
- Very good working relationship with Rockingham County
- There are plans down the road to build a backup facility for both Rockingham and Stokes
- Rockingham County officials feel the Governance Board is very beneficial to the county and to the department
- Do not have to exactly copy what Rockingham County has

Commissioner Walker commended Manager Morris for taking the initiative to start talking with Rockingham County to serve as a backup for Stokes County.

Chairman Lankford commented:

- Expressed concerns with individuals having voting rights
- Would like to review the information more closely
- Agree to the suggested membership to serve possibly as an improvement team

County Manager Morris noted that he would like to get input from those serving on the Board to see how they feel they could best contribute to improving the center.

Commissioner Inman commented:

- Compliment the manager for bringing the idea to the Board for consideration
- Extremely important how the call is answered when it comes into the center
- Partnering with Rockingham County is important, but what happens in Stokes County is the most important
- Agree with Chairman Lankford as the Board being an advisory organization such as an Advisory Council
- Don't feel the Board should have any involvement with personnel or disciplinary actions
- Very pleased to see the manager involved with the department where lives depend on it on a daily basis
- Feels an advisory council, more so than a governance board, could be a benefit to the county

Commissioner Jones commented:

- Feels this would be a positive thing
- Glad the key players would be involved
- Agree an advisory council would probably be a better fit
- Not sure the need is there for voting members

Vice Chairman Booth commented:

- Would want to know about what kind of authority voting members would have
- Feels an advisory council would probably work better
- Good idea

County Manager Morris responded:

- Suggest the Board approve the key players at the next meeting
- Will meet with the key players and discuss what this board/council could bring to the table and then return the information to the Board for further discussion

Commissioner Walker commented:

- Have no issues with allowing this Board to report directly to the manager
- Has always been and will continue to be my philosophy to let the people closest to the situation itself who have authority and responsibility deal with it
- Feels the manager could use his discretion as to what does and does not need to come before the Board of Commissioners
- Let those do their jobs
- Don't see the difference in an advisory board versus an governance board, it would depend on how the board is actually set up

Commissioner Inman responded:

- To him, an advisory board advises; a governance board governs

Manager Morris suggested the Board place the item back on the Discussion Agenda at the December 26th meeting or a later date to allow him to meet with the suggested members for input.

The Board unanimously agreed to place the item on a future Agenda for further discussion after Manager Morris has met with the suggested members for input.

Emergency Communications Budget Revision

County Manager Rick Morris presented the following information regarding a request to increase the Emergency Communications' current part time salary line item in the current budget:

- Would like to increase the part time personnel line items (Salaries/Wages, Social Security, and Medicare tax) by \$9,155 which would be taken from the personnel contingency
- The department currently has two telecommunicators and one telecommunicator supervisor during the week
- The time between 1:00 pm to 1:00 am on holidays and weekends is currently not being covered along with a few other hours
- In my opinion, there is an urgent need to have three telecommunicators at all times
- This amount would enable an additional telecommunicator during the 1:00 pm to 1:00 am
- This would be a temporary measure until the whole issue could be addressed in the upcoming F/Y 2013-14 budget
- Feels there is an urgent need for this additional staffing

- Following Budget Amendment allocates the needed funding:

Emergency Communications - Budget Amendment

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Emergency Communications			
100.4325.020	Salaries & Wages – Part time	\$27,000.00	\$8,500.00	\$35,500.00
100.4325.090	Social Security	\$23,160.00	\$530.00	\$23,690.00
100.4325.091	Medicare Tax	\$5,417.00	\$125.00	\$5,542.00
	Contingency			
100.9910.300	Personnel Contingency	<u>\$50,000.00</u>	<u>\$(9,155.00)</u>	<u>\$40,845.00</u>
	Totals	\$105,577.00	\$00.00	\$105,577.00

This budget amendment is justified as follows:

To transfer funds from Personnel Contingency for part time additional coverage on weekends and holidays.

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.

Chairman Lankford opened the floor for discussion.

Commissioner Jones commented:

- Makes sense – funding already in place

Commissioner Inman commented:

- No problem, trust the manager's judgment
- The time when it is needed is when you use it

Commissioner Walker commented:

- Funding available from the Personnel Contingency
- Agreed with Commissioner Inman, trust the manager's judgment

Vice Chairman Booth commented:

- Confirmed with Manager Morris that funding is available from the Personnel Contingency and would be addressed in the upcoming budget
- Confirmed with Manager Morris that more statistical data regarding the need would be available during the budget work sessions

Manager Morris responded:

- Will definitely be addressed in the upcoming budget

- Will only leave a few hours (1:01 am to 12:49 pm) that are not covered by three telecommunicators which is the lesser busy time
- Only takes one call answered incorrectly to make the national news
- Would like to move to today's Action Agenda in order to cover the weekends and Christmas holidays

Chairman Lankford commented:

- Have no issues to temporarily allocating funding until the situation can be fully addressed in the upcoming budget process
- Funding is currently available in the part time line items

The Board discussed allowing Manager Morris to authorize the hiring of additional part time staff.

Commissioner Jones noted the need to have the upcoming holidays covered.

The Board unanimously agreed to allow Manager Morris to authorize the hiring of additional part time staff to cover weekends and holidays as discussed.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the December 26th Action Agenda and directed Manager Morris to authorize hiring of additional part time staff to cover weekends and holidays as discussed.

Health Department Expansion Project – Architectural Services

County Manager Rick Morris presented the following information regarding the selection of architectural services for the Health Department Expansion Project:

- Pursuant to the resolution approved by the BOCC on November 13th, the following architectural firms were asked to provide a fix fee amount for architectural services for the Health Department Expansion Project
- Information was accepted until 5:00 pm on Wednesday, November 21, 2012
- The following bids were received:
 - Peterson/Gordon Architects - \$20,000.00
 - Robbins & Architecture - \$28,087.00
 - Efrid Sutphin Pearce & Associates - \$45,500.00
- Received no quote from the following:
 - Walter Robbs Callahan & Pierce Architects
 - Edwin Bouldin Architect
- Would recommend the low bid – Peterson/Gordon Architects

The Board discussed the bids received for architectural services for the Health Department Expansion Project with Manager Morris.

Vice Chairman Booth commented:

- Bids confirm that there is always a need to go out for architectural bids
- Have seen other organizations not bid the architectural services and paid extremely high fees for the services
- Reiterated the need to bid architectural services

Commissioner Walker commented:

- Agree with Vice Chairman Booth regarding the need to bid architectural services
- Can lose money on front side by paying high architectural services
- If the right architect is hired, he can save money on the back side

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the December 26th Consent Agenda.

Health Department, Home Health and Social Services Departments – External Posting

County Manager Rick Morris provided the following requests from Health Director Scott Lenhart and DSS Director Kristy Preston:

- Stokes County Health Department requests to advertise the following open positions externally:
 - Public Health Nurse II for Home Health
 - Public Health Nurse II for Health Department
 - Health Education Specialist with a hiring range to be \$30,000 to \$35,000 due to the vacancy was externally posted from November 2011 to July 2012 before a qualified applicant was hired (required per state contract)
 - Health Education Specialist was hired below \$30,000 and only stayed long enough to find another job with higher pay
 - Hiring range would allow the director to hire up to \$35,000 without returning to the Board for additional approval
 - Would like to advertise in the Winston Salem Journal
 - Public Health Nursing positions are revenue producing positions
- Stokes County Department of Social Services requests to advertise externally a vacant Social Worker III position in the Foster Care Unit
- Social Services also has a vacant Social Worker II position
- Social Services would also like to advertise both Social Work positions in the Winston Salem Journal
- Will save advertising costs if both departments advertise together
- Request to move both requests to today's Action Agenda

Chairman Lankford opened the floor for discussion.

Commissioner Inman and Commissioner Jones had no issues with advertising externally.

Vice Chairman Booth commented:

- Concerned with setting a precedent
- Concerned with increasing the starting salary by \$10,000
- Missed the last Health Board meeting when this was discussed
- Concerned with raising the salary on one particular position while there are others that can't be filled

Chairman Lankford commented:

- Baptist Hospital has announced 950 employees will be laid off between January 2013 and April 2013
- Suggested lowering the \$35,000 cap

Commissioner Jones commented:

- Concerned with the amount of money being lost with training employees just to have them move on
- Agree with Vice Chairman Booth regarding setting a precedent
- Turnover is not healthy especially for the Health Department
- Don't want department heads to feel that they can't hire the right person for the job due to money, but there is always that question of funding

Commissioner Walker commented:

- Concerned with the number of requests from the Health Director that the Board is not supporting which could cause the Director to move to another county where there is support
- With so many requests coming from one particular department probably indicates the county's salary ranges are not reflecting the current market
- Lot of the positions in Health and DSS are not county funding
- In the 8 years as a Commissioner, most of the salary requests for higher starting pay have been from one department – Health
- Feels the health director knows more about what he needs to get the right person in the right position to operate the Health Department
- Feels the County has the right person as the Health Director
- Can go with Director Lenhart's hiring range of \$30,000 to \$35,000

Chairman Lankford noted he was looking at the big picture with all the Health Department positions and employees.

Commissioner Inman reiterated that the nursing positions were revenue producing positions.

Chairman Lankford noted it was the consensus of the Board to place both requests 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.

Voting Delegate Designation – Legislative Goals

County Manager Rick Morris noted the County had been notified the following:

- Request has been received from the NCACC for a voting delegate for the Legislative Goals Conference (January 24th and 25th)
- Due January 11, 2013

Commissioner Inman stated that he would be attending the conference and would be happy and honored to serve as the County's voting delegate if no one else would be attending the conference.

Commissioner Jones stated that she would be attending, but would request Commissioner Inman continue to be the designated voting delegate for the County.

The Board had no issues with Commissioner Inman being the County's voting delegate.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the December 26th Consent Agenda.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Proposed Memorandum of Agreement – Homeland Security Grant

Chairman Lankford entertained a motion to approve the proposed Memorandum of Agreement Homeland Security Grant along with Budget Amendment #37 presented at the November 26th meeting:

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
Emergency Management				
100.4330.510	Equipment	<u>\$00.00</u>	<u>\$44,257.00</u>	<u>\$44,257.00</u>
	Totals	\$00.00	\$44,257.00	\$44,257.00

This budget amendment is justified as follows:

To appropriate Homeland Security Grant Funds for the purchase of a truck for the purpose of moving trailers that Stokes County has acquired for Emergency Management Homeland Security.

This will result in a net increase of \$44,257.00 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
General Fund				
100.3301.262	Emergency Management	<u>\$32,749.00</u>	<u>\$44,257.00</u>	<u>\$77,006.00</u>
	Totals	\$32,749.00	\$44,257.00	\$77,006.00

Commissioner Inman moved to approve the Memorandum of Agreement Homeland Security Grant along with Budget Amendment #37. Commissioner Jones seconded and the motion carried unanimously.

Proposed Contract – PTRC Area Agency on Aging – Walnut Cove Senior Center

Chairman Lankford entertained a motion to approve the proposed contract with PTRC Area Agency on Aging and the Walnut Cove Senior Center presented at the November 26th meeting.

Commissioner Jones moved to approve the PTRC Area Agency on Aging – Walnut Cove Senior Center contract. Vice Chairman Booth seconded and the motion carried unanimously.

Appointments – Stokes County Fire Commission

Chairman Lankford noted that Mike Alley who was nominated to serve as the civilian member on the Stokes County Fire Commission at the November 26th meeting has declined the appointment.

Chairman Lankford nominated Arzell Montgomery.

Commissioner Walker requested the appointment be left opened until the December 26th meeting in order for him to check with a potential candidate.

The Board had no issues with placing the item back on the December 26th Action Agenda.

Chairman Lankford entertained a motion to close the nominations.

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

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the December 26th Action Agenda.

Appointments – Stokes County Board of Health

Chairman Lankford noted the following were nominated at the November 26th meeting to serve on the Stokes County Board of Health:

- Dr. Debbie Cowan – Veterinarian position
- Jessica Bennett – Registered Dental Hygienist (will serve in the position until a dentist living in Stokes County wishes to serve on the Board)
- Vickie Murrow - Physician

Commissioner Inman noted the correct spelling of Vickie Murrow, should be Vickie Morrow.

Chairman Lankford entertained a motion to close the nominations.

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

Chairman Lankford polled the Board:

Commissioner Jones: Cowan, Bennett, Morrow
Commissioner Inman: Cowan, Bennett, Morrow
Chairman Lankford: Cowan, Bennett, Morrow
Commissioner Walker: Cowan, Bennett, Morrow
Vice Chairman Booth: Cowan, Bennett, Morrow

Chairman Lankford noted the following were unanimously appointed by the Board to serve on the Stokes County Board of Health:

- Dr. Debbie Cowan – Veterinarian position

- Jessica Bennett – Registered Dental Hygienist (will serve in the position until a dentist living in Stokes County wishes to serve on the Board)
- Vickie Morrow - Physician

Proposed Resolution – Solid Waste Ten Year Management Plan

Chairman Lankford entertained a motion regarding the proposed Resolution – Solid Waste Ten-Year Management Plan.

Resolution

**STOKES COUNTY
RESOLUTION TO APPROVE THE STOKES COUNTY
TEN-YEAR SOLID WASTE MANAGEMENT PLAN**

WHEREAS, better planning for solid waste will help protect public health and the environment, provide for an improved solid waste management system, better utilize our natural resources, control the cost of solid waste management; and,

WHEREAS, NC General Statute 130A-309.09A (b) requires each unit of local government, either individually or in cooperation with other units of local government, to develop a 10-year comprehensive solid waste management plan; and

WHEREAS, Stokes County was adequately represented on the Stokes County Solid Waste Management Plan Advisory Board and the Board has been actively involved in the planning process.

NOW, THEREFORE, BE IT RESOLVED that the County Commissioners of Stokes County hereby approved the Stokes County Ten Year Solid Waste Management Plan.

ADOPTED by the Board of Commissioners during regular session on this _____ day of _____, 2012.

Ernest Lankford - Chairman

James D. Booth - Vice Chairman

J. Leon Inman - Commissioner

Jimmy Walker - Commissioner

Attest:

Ronda Jones - Commissioner

Darlene M. Bullins - Clerk to the Board

Vice Chairman Booth moved to approve the Resolution which approves the Stokes County Ten-Year Solid Waste Management Plan. Commissioner Jones seconded the motion.
December 10, 2012

Commissioner Walker expressed concerns with the comments regarding the recycling of glass presented during the Public Hearing along with the landfill no longer taking televisions.

Commissioner Walker noted a citizen had stated that the landfill had refused to take four televisions last week.

Commissioner Inman noted that he took a television to the landfill three days ago with no issues.

Commissioner Jones agreed it was out of the way for citizens to have to take glass to the Landfill for recycling.

The Board discussed the issues presented during the Public Hearing regarding glass recycling.

The Board discussed the new co-mingled items that are being recycled.

Commissioner Inman stated that Director Delehant's memo states the plan has been updated and reflects an increase in the percentages for recyclables.

Commissioner Inman noted that the current plan does not pertain to the issues with recycling glass.

Clerk Bullins contacted Public Works Director Mark Delehant who provided the following information regarding the recycling of glass:

- In order to recycle glass, new boxes will have to be rented at \$150 per box per month for each location
- It not profitable to rent boxes
- The new facility that takes the co-mingle recyclables does not take glass
- Televisions are still accepted at the landfill at no cost

Chairman Lankford noted that there are other procedures regarding waste disposal that has to be taken to the Landfill.

Commissioner Jones stated this will probably discourage citizens who want to recycle glass.

Commissioner Walker suggested Public Works Director Delehant look into the recycling of glass for any kind of solution.

The motion carried unanimously.

Register of Deeds – Records Retention and Disposition Schedule

Chairman Lankford entertained a motion regarding the Register of Deeds' Records Retention and Disposition Schedule presented at today's meeting.

Commissioner Inman moved to approve Register of Deeds' Records Retention and Disposition Schedule presented at today's meeting. Commissioner Jones seconded and the motion carried unanimously.

Health, Home Health, and DSS – External Posting

Chairman Lankford entertained a motion to post externally positions for Health, Home Health, and DSS along with a hiring salary range for the Health Department's Health Education Specialist.

Chairman Lankford suggested the hiring salary range for the Health Education Specialist be \$30,000 to \$32,000.

Commissioner Walker commented:

- Want to support the directors as much as possible; they are the ones that operate the department
- More flexible with giving the departments a budget and allowing them to basically run the department within their budget
- The jobs where there are no salary change and are being requested to advertise externally should not have to come to this Board, they are always approved
- Don't understand why I must vote on something that needs to happen
- As far as the salary, I have no problem with the hiring salary to start at \$32,000, but would hope the director can find someone at \$30,000 or below
- Willing to give the director the hiring salary up to \$35, 000 if that is what he feels it is going to take to get the right person in the job that will stay
- Need to have less turnover
- The job was opened from November 2011 to July 2012, which saved funding
- Would support the director's request particularly since it was approved by the Health Board

Commissioner Inman commented:

- Essentially agree with the comments from Chairman Lankford and Commissioner Walker
- Think the Health Director will use his judgment to get the best qualified person at the best negotiated salary as he has done in the past
- Getting it out of the starting \$25,000 range for someone who must have a four year degree will hopefully help
- Will be okay either way

Chairman Lankford commented:

- Tough economy with lots of individuals seeking employment

Vice Chairman Booth commented:

- Would be willing to lower the top of range to \$32,000

Commissioner Jones commented:

- There was a large gap of time between filling the position
- Got someone who came in at the low end and did not stay long
- Had the director had the ability to offer more when the employee turned in their notice, they might have reconsidered to stay
- Give him the hiring range with the message to stay as low as possible
- Turnover is not good for morale
- This is a specialized position
- Hate to lose someone over a few thousand dollars especially since the department has already taken some time to train

Chairman Lankford noted that was a chance you take with any position if the employee gets an offer with more pay.

Commissioner Inman moved to approve the external advertising for the Health, Home Health, and DSS vacant positions with a hiring cap of \$32,500 for the Health Education Specialist. Commissioner Jones seconded the motion.

Commissioner Inman reiterated that the Health Director will use his judgment in hiring a qualified person and will return to the Board if he has a qualified candidate that needs a little more than the \$32,500.

Commissioner Walker questioned the breakdown of the salary (state, county, federal) of this particular position and requested that the breakdown be included with future similar requests.

Commissioner Walker stated that he supported the Board of Health and Health Director's recommendation and feels the director would not have requested the hiring range unless he felt he needed it.

Vice Chairman Booth responded to Commissioner Walker's comments:

- Can agree to a certain extent, but there are other jobs in that department and other departments that would have questions regarding hiring ranges
- Can open up a lot of issues

Commissioner Walker agreed with Chairman Lankford that the terminated positions at Baptist at the first of the year could change the market.

Clerk to the Board Bullins confirmed with Health Director Lenhart, the salary was being paid completely by grants this year and in the upcoming budget there could be a small amount of county funding if grants are not available.

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

Commissioner Walker reiterated his vote against the motion was to allow the director to use his judgment in the hiring range and the fact there is no county funding this fiscal year.

CLOSED SESSION

Chairman Lankford entertained a motion to enter closed session for the following reason:

- To consider and take action with respect to the position to be taken by the county in negotiating the amount of compensation or other material terms of an employment contract pursuant to G.S. 143-318.11(a)(5)

Commissioner Inman moved to enter closed session for the following:

- To consider and take action with respect to the position to be taken by the county in negotiating the amount of compensation or other material terms of an employment contract pursuant to G.S. 143-318.11(a)(5)

Commissioner Walker seconded and the motion carried unanimously.

The Board returned to the regular session of the December 10th meeting.

Adjournment

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

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

Darlene M. Bullins
Clerk to the Board

Ernest Lankford
Chairman