

STATE OF NORTH CAROLINA )  
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COUNTY OF STOKES )  
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OFFICE OF THE COMMISSIONERS  
STOKES COUNTY GOVERNMENT  
DANBURY, NORTH CAROLINA  
AUGUST 12, 2013

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 12, 2013 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  
County Attorney Tyrone Browder  
Finance Director Julia Edwards  
Social Services Director Kristy Preston  
Tax Administrator Jake Oakley  
Health Director Scott Lenhart  
Health Education Specialist Chelsea Bullins

Chairman Ernest Lankford called the meeting to order and welcomed those in attendance.

Commissioner Jones delivered the invocation.

#### **GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE**

Chairman Lankford opened the meeting by inviting everyone 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 12, 2013 Agenda.

County Manager Rick Morris requested the following:

- To postpone Item “H” under the Discussion Agenda “ Proposed Memorandum of Understanding – Rockingham County – E911”
- Upon legal review, County Attorney Ty Browder noted a few items that need to be clarified in the MOU
- Would place on the next meeting’s Agenda if ready

The Board had no issues with postponing Item “H” until the next meeting.

Commissioner Jones moved to approve the August 12<sup>th</sup> Agenda with the elimination of Item “H” (Discussion Agenda) “Proposed Memorandum of Understanding – Rockingham County – E911.

Vice Chairman Booth seconded and the motion carried unanimously.

**PUBLIC HEARING – Lawsonville Elementary School Renovation/Construction Project Execution/Delivery of Contract, Deed of Trust, Installment Financing**

Chairman Lankford called the Public Hearing regarding the Lawsonville Elementary School Renovation/Construction Project (Execution/Delivery of Contract, Deed of Trust, Installment Financing) to order.

There were no public comments.

Chairman Lankford closed the Public Hearing.

**COMMENTS - Manager/Commissioners**

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

Manager Rick Morris presented the following comments:

- **CDBG** - Presented Board members the mandatory monthly status report for July 2013
  - Original schedule showed completion in the 8<sup>th</sup> quarter
  - Actual performance shows on schedule to complete all rehab units by August 30, 2013, one month ahead of the 30 month expenditure deadline
  - With the completion of the last house, there will be seven (7) comprehensive rehabilitations completed to date
- **American Red Cross – Blood Drive**
  - County recently sponsored a blood drive with a mobile unit at the Government Center

- Forty-two (42) people presented to donate
- Three (3) were first time donors
- Thirty-seven (37) productive units were collected on a twenty-five (25) unit goal
- Appreciate the efforts done by Clerk Darlene Bullins in organizing the event

**EMS Assistant Medical Director**

- Stokes County has the opportunity to have an Assistant Medical Director under the county's Medical Director, Dr. Darrell Nelson
- Dr. Justin Sempsrott is completing a one (1) year fellowship at Wake Forest Baptist Health in Emergency Medicine
- This program helps prepare the individual to be a County EMS Medical Director
- County will enter into a (no money) contract with Dr. Sempsrott describing his duties with approval of the County Attorney
- Dr. Sempsrott will be added to the department's system plan per the guidelines set forth by the North Carolina Office of EMS
- Great opportunity for the County to have another physician to assist in the medical oversight of the EMS Program
- Dr. Sempsrott has spent two (2) days with EMS staff conducting oral examinations with staff and will be instructing the department's continuing education class later this month
- Liability will be covered by Wake Forest Baptist Health
- Very good opportunity for the County

The Board of Commissioners had no issues with the naming of Dr. Sempsrott as the Assistant Medical Director to the Stokes County EMS System.

Commissioner Jones commented:

- No comments

Commissioner Inman commented:

- No comments

Chairman Lankford commented:

- No comments

Vice Chairman Booth commented:

- No comments

Commissioner Walker commented:

- As riding around the county, very concerned with an item that has been brought to the Board's attention, grass clippings in the highway
- Has been researched by the county manager and county attorney
- Not sure what the answer is to solve this issue
- Starting of school just around the corner

## 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 3, 2013 – Budget Work Session
- Minutes of June 18, 2013 – Budget Work Session
- Minutes of July 22, 2013 – Regular Meeting

### Health Department – Title XIX Fund - 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
	<b>Health Department</b>			
	<b>Title XIX Fund</b>			
110.5102.311	Training	<u>\$00.00</u>	<u>\$150.00</u>	<u>\$150.00</u>
	<b>Totals</b>	<b>\$00.00</b>	<b>\$150.00</b>	<b>\$150.00</b>

This budget amendment is justified as follows:

To appropriate funds for training in Child Health. This is a correction to the Fiscal Year 2013-14.

This will result in a net increase of **\$150.00** in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	<b>Health Department</b>			
	<b>Title XIX Fund</b>			
110.3991.000	Fund Balance	<u>\$1,045,695.00</u>	<u>\$150.00</u>	<u>\$1,045,845.00</u>
	<b>Totals</b>	<b>\$1,045,695.00</b>	<b>\$150.00</b>	<b>\$1,045,845.00</b>

### **Legal - Budget Amendment #7**

Finance Director Julia Edwards submitted Budget Amendment #7.

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

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
	<b>Legal</b>			
100.4150.180	Professional Services	\$55,000.00	\$27,500.00	\$82,500.00
	<b>Contingency</b>			
100.9910.000	Contingency	<u>\$79,250.00</u>	<u>\$(27,500.00)</u>	<u>\$51,750.00</u>
	<b>Totals</b>	<b>\$134,250.00</b>	<b>\$00.00</b>	<b>\$134,250.00</b>

This budget amendment is justified as follows:

To transfer funds from Contingency for legal services for Home Health.

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.

### **Environmental Health - Budget Amendment #8**

Finance Director Julia Edwards submitted Budget Amendment #8.

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

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
	<b>Environmental Health</b>			
100.5192.180	Professional Services	\$00.00	\$10,000.00	\$10,000.00
	<b>Contingency</b>			
100.9910.000	Contingency	<u>\$51,750.00</u>	<u>\$(10,000.00)</u>	<u>\$41,750.00</u>
	<b>Totals</b>	<b>\$51,750.00</b>	<b>\$00.00</b>	<b>\$51,750.00</b>

This budget amendment is justified as follows:

To transfer funds from Contingency for Environmental Health issue.

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.

### **Social Services - Budget Amendment #9**

Finance Director Julia Edwards submitted Budget Amendment #9.

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

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
<b>Social Services</b>				
	Prof. Services- Community			
100.5310.187	Resource Connection	<u>\$3,000.00</u>	<u>\$2,438.00</u>	<u>\$5,438.00</u>
	<b>Totals</b>	<b>\$3,000.00</b>	<b>\$2,438.00</b>	<b>\$5,438.00</b>

This budget amendment is justified as follows:

To appropriate additional grant funding for the Community Resource Connections for department expenditures and purchases.

This additional funding was received by the County on 06-04-2013 and deposited into the HCCBG revenue line item,

This will result in a net increase of **\$2,438.00** in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
<b>General Fund</b>				
100.3301.373	HCCBG	<u>\$51,618.00</u>	<u>\$2,438.00</u>	<u>\$54,056.00</u>
	<b>Totals</b>	<b>\$51,618.00</b>	<b>\$2,438.00</b>	<b>\$54,056.00</b>

### **Capital Project Fund - Budget Amendment #10**

Finance Director Julia Edwards submitted Budget Amendment #10.

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

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
<b>Capital Project Fund</b>				
<b>Poplar Springs Elem. School</b>				
400.5915.600	General Contract	\$10,857,890.00	\$34,515.00	\$10,892,405.00
400.5915.601	Architect Fees	\$1,482,387.00	\$(34,004.00)	\$1,448,383.00
400.5915.750	Financing Fees	\$64,723.00	\$2,462.00	\$67,185.00

<b>Southeastern Stokes Mid Sch</b>				
400.5917.600	General Contract	\$5,784,201.00	\$51,731.00	\$5,835,932.00
400.5917.601	Architect Fees	\$742,530.00	\$(21,154.00)	\$721,376.00
400.5917.690	Financing Fees	<u>\$37,180.00</u>	<u>\$(2,461.00)</u>	<u>\$34,719.00</u>
<b>Totals</b>		<b>\$18,968,911.00</b>	<b>\$31,089.00</b>	<b>\$19,000,000.00</b>

This budget amendment is justified as follows:

To appropriate sales tax refund funds to budget the full \$19,000,000.00 and to transfer funds to complete the two school projects.

Sales Tax Refund appropriation is \$28,116 for Southeastern Stokes Middle School and \$2,973 for Poplar Springs Elementary School.

This will result in a net increase of **\$31,089.00** in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
<b>Capital Project Fund</b>				
400.3839.000	Sales Tax Refund	<u>\$00.00</u>	<u>\$31,089.00</u>	<u>\$31,089.00</u>
<b>Totals</b>		<b>\$00.00</b>	<b>\$31,089.00</b>	<b>\$31,089.00</b>

#### **Capital Project Fund - Budget Amendment #11**

Finance Director Julia Edwards submitted Budget Amendment #11.

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

<b>Account Number</b>	<b>Account Description</b>	<b>Current Budgeted Amount</b>	<b>Increase (Decrease)</b>	<b>As Amended</b>
<b>Capital Project Fund</b>				
<b>Community School Project</b>				
400.5916.630	Sewer Construction	<u>\$00.00</u>	<u>\$2,000,000.00</u>	<u>\$2,000,000.00</u>
<b>Totals</b>		<b>\$00.00</b>	<b>\$2,000,000.00</b>	<b>\$2,000,000.00</b>

This budget amendment is justified as follows:

To appropriate Golden LEAF Grant for sewer to the Community College Project.

This will result in a net increase of **\$2,000,000.00** in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
<b>Capital Project Fund</b>				
400.3816.000	Golden LEAF	<u>\$00.00</u>	<u>\$2,000,000.00</u>	<u>\$2,000,000.00</u>
	<b>Totals</b>	<b>\$00.00</b>	<b>\$2,000,000.00</b>	<b>\$2,000,000.00</b>

### **Health Department – Job Title Change**

Clerk to the Board/Personnel Officer Darlene Bullins presented the following request:

- The 2013-14 Fiscal Year County Budget was adopted with the reclassification of a Nutritionist II to a Nutritionist Program Director – Grade 70
- When final approval was received from the Office of State Personnel in July, it was suggested that the job be reclassified to a Nutritionist III which is already on the county's classification – Grade 70
- No change in funding – only a title change
- Request approval for the Nutritionist II to be reclassified to a Nutritionist III instead of the Nutritionist Program Director I at the August 12<sup>th</sup> meeting – title change only

Vice Chairman Booth moved to approve the Consent Agenda as presented. Commissioner Jones seconded the motion.

Commissioner Walker confirmed with Finance Director Edwards that Budget Amendment #8 was for an Environmental Health issue and not for training.

The motion carried unanimously.

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

Health Director Scott Lenhart presented the following Stokes County 2012 Health Community Health Assessment Summary per requirements of state accreditation: (Health Education Specialist Chelsea Bullins was also in attendance for the presentation)

### **Community Health Assessment**

#### **Stokes County Health Department 2012 Community Health Assessment**

The following information listed below is highlights of the Stokes County Health Department Community Health Assessment (CHA). The CHA is required for Accreditation and is also a requirement according to the health department Contract Addendum. The CHA is done every four years and a State of the County Health Report is completed between the four year cycles.



- Assessment was completed by using Survey Monkey
  - 370 citizens took the Survey. Stokes County only needed to have a minimum of 200.
  - Survey had three components
    - Adult
    - Teens
    - Focus Groups
  - Stokes County had a 6% population growth from the 2000 census to the 2010 census.
  - Age of Stokes County population
    - Under 18 is 22.1%
    - Ages 18-24 is 7.3
    - Ages 25-44 is 23.7%
    - Ages 45-64 is 30.6
    - 65 and over is 16.2%
  - 2012 Average SAT scores was 1,398, of the eligible students 53.1% took the SATs.
  - Percent of Student enrolled in free or reduce lunches during 2011/2012 was 52% compared to NC at 56%. (shows economic structure of county – shows how many can't afford school lunches)
  - Percent of individuals that are uninsured 16.5%
  - Percent of women who did not received prenatal care during their pregnancies, 3% compared to NC 5.4% (hopeful the 3% will be decreased with the new department's prenatal clinic)
  - Pregnancy rate for Stokes County for ages 15-19 33.1/1,000 compared to NC at 43.8/1,000.
  - Infant mortality rate for Stokes County 13.4/1,000 compared to NC 8.2/1,000 (indicator of the health of the county) (hopeful the mortality rate will be decreased with the department's prenatal clinic)
  - Top five leading causes of death in Stokes County
    - Cancer (all sites)
    - Disease of the heart
    - Chronic lower respiratory diseases
    - Cerebrovascular disease
    - Other unintentional injuries
  - Top five unhealthy behaviors in Stokes as reported by individuals taking the 2012 CHA
 

<b>Adult survey</b>	<b>Teens Survey</b>
○ Drug abuse	Alcohol Abuse
○ Alcohol abuse	Tobacco Use
○ Lack of exercise	Drinking and Driving
○ Smoking/tobacco use	Drug use
○ Poor eating habits	Child abuse and neglect
- Not much difference from the results taken four (4) years ago
- Top five community issues that impact the quality of life is Stokes County as reported in the 2012 CHA

- Unemployment
- Low income/poverty
- Availability of health services
- Lack of or inadequate health insurance
- Positive activities for teens
- Top five health concerns as reported by the citizens in the 2012 CHA
  - Cancer
  - Diabetes
  - Motor Vehicle injuries
  - Heart Disease
  - School Violence (first time this has hit the top five (5) health concerns)
- Top three health concerns that will be targeted over the next four years
  - Access to health care
  - Dental Care
  - Mental Health
  - Action plans must be done on the top three (3) health concerns
  - Two of the health concerns are repeats from the last survey

Health Director Lenhart noted:

- Community Health Assessment must be presented to the Board of Commissioners who have assumed the duties of the Board of Health and that a 150+ page report is available for the Board's review via email or in print
- Have a power point presentation that will be taken out into the communities

Chairman Lankford opened the floor for discussion.

Chairman Lankford questioned Director Lenhart if the low income level has been changed regarding children enrolled in free or reduce lunches?

Director Lenhart responded:

- Unsure if the income level has changed
- Information was taken from 2011-2012 data
- Changes to the income level could account for the increase from the last four (4) years

Commissioner Walker commented:

- Wondering about the 2012 average SAT scores, has the top score of 1500 been increased?
- Unemployed and low income being at the top for the top five (5) community issues is very consistent with what I hear when talking to citizens across the county
- Citizens want to see more attention and effort directed towards jobs
- Statics regarding unemployment tells me the county has more work to do
- A little surprised that school violence showed up in the top five health concerns, wondering if the survey was done during a publicized school incident or could it be

something in internal such as “school bullying”; hear that mentioned frequently from middle school students

Director Lenhart responded:

- Not sure what the top SAT score is
- Survey was done June 2012 to September 2012 before the Sandy Hook incident, but there has been several high profile stories on television, several on “school bullying”; media could have driven that up somewhat

Commissioner Walker continued:

- Information is just information unless you can act on it
- This is very good information from 370 Stokes County citizens
- Is there any action you can see based on this data regarding Stokes County or any recommendations as Health Director you might have?

Director Lenhart responded:

- Have been working on a lot of the data
- Health Department has already been looking at the top three (3) health concerns even before the survey was done: access to health care, dental care, mental health
- Dental Clinic was identified in the last assessment
- Have a Dental Crisis Fund through Healthy Carolinians which pays \$500 per person for emergencies
- Have a Dental Focus Group which tries to find ways to further expand outreach for people who need dental services
- Have been acting on a lot of the issues already
- Continue to work with mental health
- Would like to have a mental health provider one day a week at the Health Department
- Pioneer Hospital has a psychiatrist on staff
- Need to continue to address these issues
- Seeing some improvements with the dental issues
- The assessment can be used by other agencies for grant writing, data collection, etc.

Commissioner Jones commented:

- Very interested in this type of information, lets us know what are some of the citizens’ concerns and what is going on in the county
- Very surprised and interested in the dental information
- Appreciate the time and effort put in to gathering this data

Vice Chairman Booth commented:

- Noticed recently that unemployment actually increased during June and July in a time when you think it would decrease with summer jobs
- Unemployment is a very big concern

Commissioner Inman commented:

- Excellent survey and assessment

- This type of information and data is extremely important, “if you want to get to a different place, you need to know where you are now, before trying to get to a different place”
- No surprise that unemployment and low income are the top two community issues
- Note with great interest that access to health care is the number one health concern
- What have you seen happen with the access to health care since becoming the Health Director?

Director Lenhart responded:

- It has definitely improved
- Just employed a new physician at the Health Department
- Have a new mental health provider in the area that is seeing private patients
- New mental health section at Pioneer Community Hospital
- Pioneer Community Hospital has recruited three (3) new physicians to serve Stokes County citizens in the past two months
- Expansion to be built in Danbury with possibly more specialists coming to King
- Providing orthopedic services at Pioneer Community Hospital
- Mental health is a different issue
- Dental health is a very big issue in this county
- Dental clinic being sponsored by the Health Department only sees kids, that leaves half of the population – adults
- Some aspects we are definitely moving forward, but with some aspects we are moving backwards
- Transportation is still a big concern
- 75% of Stokes County is classified as “medically deficient”, the only part that is not is the King area
- It takes time to make a difference
- Will continue to work on the issues, “small steps, big gains”

Chairman Lankford accepted the Community Health Assessment presented by Health

Director Lenhart and expressed the Board’s appreciation for the detailed report.

Chairman Lankford noted that he had held his “thought for the day” for this particular time:

- “Someone’s kind words encourage us, let us be careful to speak words of encouragement to others”
- Appreciate the message provided to the Board by Director Lenhart

### **Stokes County Health Department Annual Report for Fiscal Year 2012-2013**

Director Lenhart included the following message from the Health Director in his

Annual Report:

The staff of the Stokes County Health Department/Family Health Center is pleased to present their first annual report. Over the past two years since taking over as the health director for Stokes County, the health department has seen many changes and have accomplished many things. The staff has been working hard at building a healthier Stokes County, and this year our theme will be on expansion of services and making Stokes County a healthier community.

Within the last year, the health department received full state accreditation from the North Carolina Local Health Department Accreditation Board. In addition to this accomplishment, the health department has started a dental clinic focusing on school age children, and the county has approved a new addition to the health department to help with the overcrowding and for future growth of the county. One of the biggest accomplishments happened in June 2013 when the health department and Baptist Hospital agreed to have a joint venture in providing prenatal services for Stokes County. It has been over nine years since the Stokes County Health Department has offered Prenatal Services. For the last two years the Stokes County Health Department has been in collaboration with Wake Forest Baptist Health to bring prenatal services back to Stokes County. Prenatal services will start July, 2013.

This year we will be focusing on growing our services and presence in the community by offering more public and educational programs relating to healthy lifestyles and choices.

With partnerships with the Community Transformation Project, Economic Development of Stokes County, Health By Design, and NC Cooperative Extension Office shows we have the commitment to expand our reach into the community through honest, open collaboration. I would also like to thank the staff of the Stokes County Health Department and all our partners for their support and commitment to making Stokes County a healthier place to live.

A handwritten signature in black ink, appearing to read "Scott D. Lenhart", with a stylized flourish at the end.

Scott D. Lenhart, Health Director

Health Director Scott Lenhart presented the following Stokes County Health Department Annual Report for Fiscal Year 2012-2013 per requirements of state accreditation: (Health Education Specialist Chelsea Bullins was also in attendance for the presentation)

August 12, 2013

## **Stokes County Health Department Annual Report for FY 2012/2013**

The following information listed below is highlights of the Stokes County Health Department Community Annual Report. The annual report is required for Accreditation.

- Very busy year for the Health Department
- Public Health Priorities identified
  - Access to Care
  - Mental Health
  - Dental Health
- Patients seen in the Primary Care clinic:
  - Nursing 3,320 primary care 2,869 = total 6,189 patients seen
  - Should be twice as much, turnovers, training, and new health record system impacted the number of patients that could be seen
  - During the year, there was five (5) months with only one provider
  - Hope to see the patients number increased with the new provider
- Dental Clinic (pediatric only)
  - 109 scheduled, 66 seen
  - Was able to refer a young patient to a dentist in Winston Salem who did a root canal and crown for the available \$150 dental funds
- BCCCP program (Breast Cervical Cancer Control Program)
  - 143 seen
- CC4C (Care Coordination for Children)/PCM (Pregnancy Care Management)
  - CC4C 70 patients per month
  - PCM 63 patients per month
- Women's Health Program
  - 327 Pap exams; 87 abnormal and 36 had to be referred for further evaluation
- Environmental Health
  - Inspections 328
  - Permits 64
- Women, infant, children (WIC)
  - Patients seen 11,030 at Danbury and King
  - Can expand services in King
  - Should be seeing 96% of the population that qualifies, currently only seeing 94%
- Communicable Disease
  - Pertussis outbreak Sept 2012, March 2013
  - Measles outbreak Measles April-June 2013
  - Diseases investigated (attached printed report)

### *Community Health/Educational Services*

During this fiscal year, it has been difficult to recruit a Health Educator. In April, 2013 the Health Department finally recruited a full time health educator. During the absence of our Health Educator, students from North Stokes High School and Appalachian State University worked in the health education area.

- Community Health Education Services that were provided during FY 2012/2013 includes:
- Puberty Education classes for Stokes County Schools
- Birth Control and STD classes for E-Link program
- Health Fairs
- Collaboration with community groups includes:
  - Stokes County Family Planning Committee
  - STOP Coalition
  - Stokes County Healthy Carolinians
  - NWAHEC Coalition
  - Community Transformation Project
  - Susan G. Komen education committee
  - Stokes County News (five articles published)

Health Director Lenhart noted the Stokes County Health Department Annual Report for Fiscal Year 2012-2013 must be presented to the Board of Commissioners who have assumed the duties of the Board of Health and that a 25+ page report is available for the Board's review via email or in print.

Chairman Lankford opened the floor for discussion.

Vice Chairman Booth commented:

- Confirmed with Director Lenhart that the Health Department currently has one physician that sees patients Monday, Tuesday, and Wednesday afternoon and one Nurse Practitioner that sees patients Monday-Friday
- Confirmed there is no funds budgeted for an additional part time provider
- Should see an increase in the number of patients seen with the providers currently on staff
- A good goal is to keep those current providers on staff

Director Lenhart responded:

- If both providers stay, could possibly see up to 10,000 patients a year

Commissioner Walker commented:

- Encouraged by the reports being presented today
- Seems like we are closing the gap, but there continues to be challenges
- One in particular is transportation

- Services can be available, but the patient who doesn't have insurance or Medicaid has to find a way to Danbury or go to the Emergency Room
- Feel that sometimes the services are available, but the person in need does not know how to access those services
- One of my concerns is the vulnerable segment of the county's population
- Lot of time is spent making decisions that impact a certain segment of the county's population, the most vulnerable are probably the most easiest to overlook
- They have needs and we must make sure that they are not ignored and that we are making progress to serve those people
- You can have funding, providers, etc. but to me, the most noble effort is the effort placed toward meeting the needs
- How do you see what I have just mentioned?

Director Lenhart responded:

- Right now, the Health Department payer mix is about 25% Medicaid and 50% is at no cost or sliding scale
- One huge problem is that normally the patient can get to the Health Department, but can't get to referrals (normally specialists are in Winston Salem)
- Efforts then have to be made to try to get the patients to their referral
- Don't know what the answer is regarding transportation
- Hopefully with Pioneer bringing in specialists, it will help the issue
- It is going to take funding and working together to develop a plan

Chairman Lankford accepted the Stokes County Health Department Annual Report for Fiscal Year 2012-2013 presented by Health Director Lenhart and expressed the Board's appreciation for the detailed report.

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

### **Proposed Amendment – Articles of Incorporation – Stokes-Reynolds Memorial Hospital, Inc.**

County Manager Rick Morris presented the following comments regarding the proposed Amendment to the Articles of Incorporation for Stokes-Reynolds Memorial Hospital, Inc.:

- County Attorney Ty Browder found that the registered agent had not been changed to the current county manager
- Registered Agent needs to be changed from former County Manager Kenneth B. Steen to current County Manager Richard D. Morris
- Does not require any Board of Commissioner action
- It is only an administrative change
- Only requires the signature from the Stokes-Reynolds Memorial Hospital's Board of Trustee Chairman



Commissioner Walker, who serves as the Chairman of the Board of Trustees, commented:

- Seems like “housekeeping” – an administrative detail
- Would be glad to sign

The Board had no issues with the change.

**Proposed Articles of Incorporation – Stokes County Medical Facilities Corporation**

County Manager Rick Morris presented the following proposed Articles of Incorporation for the Stokes County Medical Facilities Corporation prepared by County Attorney Ty Browder:

**ARTICLES OF INCORPORATION  
OF  
STOKES COUNTY MEDICAL FACILITIES CORPORATION**

Pursuant to Section 55A-2-02 of the General Statutes of North Carolina, the undersigned corporation does hereby submit these Articles of Incorporation for the purpose of forming a nonprofit corporation.

1. The name of the corporation is Stokes County Medical Facilities Corporation.
2. The period of duration of the corporation shall be perpetual.
3. The purposes for which the corporation is organized are:
  - (a) To lease, own, build, establish, utilize, conduct, maintain and operate, exclusively for non-profit purposes, one or more hospitals, out-patient medical and surgical facilities, long term care facilities and/or other health care related facilities in Stokes County, North Carolina.
  - (b) To engage, directly or through wholly or partially owned subsidiaries, in any other lawful act or activity for which corporations may be organized under Chapter 55A of the General Statutes of North Carolina that may, directly or indirectly, promote the interests of the corporation or enhance the value of its property; provided, however, that the corporation shall not engage, other than as an insubstantial part of its activities, in activities that are not in furtherance of one or more of those purposes specifically enumerated above.
  - (c) The carrying out of the corporate purposes shall be for the benefit of the citizens of Stokes County; and the corporation will be performing an essential government function in support of county government.
4. The corporation shall have one member, which shall be The County of Stokes, North Carolina.
5. Subject to the provisions of Chapter 55A of the General Statutes of North Carolina and to the bylaws of the corporation, the Board of Directors of the corporation shall have power to make all such rules, regulations and ordinances as they may deem necessary or useful for the conduct,

government and maintenance of the corporation and the management of its affairs; provided however that the bylaws of the corporation shall be subject to the approval of the Stokes County Board of Commissioners.

6. The fiscal year of the corporation shall begin on October 1 and end on September 30 of each year. No later than August 31 of each year, the corporation shall submit an operating budget for the approval by the members of the Stokes County Board of Commissioners. The corporation shall submit financial statements for each fiscal year to the members of the Stokes County Board of Commissioners within 180 days of the end of the corporation's fiscal year.

7. No part of the net earnings of the corporation shall inure to the benefit of, nor be distributable to, its member, directors, trustees, officers or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article III hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law), or (b) by a corporation, contributions to which are deductible under Section 170(c) (2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law).

The corporation shall not exercise any power or authority that would cause the corporation to recognize gross income under Section 61 of the Internal Revenue Code because such income is not included under the exception from gross income provided by Section 115 of the Internal Revenue Code or any corresponding provision of any future United States revenue law.

8. In the event of dissolution or other termination of the corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the corporation, distribute all of the net assets of the corporation to The County of Stokes, North Carolina; or, if it is not then in existence, to one or more organizations which themselves are exempt as organizations described in Sections 501(c) (3) and 170(c) (2) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Internal Revenue law), or to federal, state or local government exclusively for public purposes.

9. The address of the initial registered office of the corporation is 1014 Main Street, Danbury, Stokes County, North Carolina 27016, and the name of the initial Registered Agent at such address is Richard D. Morris. The mailing address of the corporation's Registered Agent is P. O. Box 20, Danbury, Stokes County, North Carolina 27016.

10. The Board of Directors of the corporation shall be elected or appointed by its sole member, The County of Stokes, North Carolina. The number of Directors, their method of election or appointment, and their terms of office shall be determined from time to time by the County pursuant

to resolution adopted by a majority of the members of the Board of Commissioners of Stokes County.

The initial Board of Directors shall be:

<u>Name</u>	<u>Address</u>
_____	_____
_____	_____
_____	_____

A director of the corporation may be removed from office at any time by the Stokes County Board of Commissioners.

11. The name and address of the incorporator is:

<u>Name</u>	<u>Address</u>
J. Tyrone Browder	P. O. Box 550 153A Jefferson Church Road King, NC 27021

12. These articles will be effective upon filing.

This \_\_\_\_\_ day of August, 2013.

\_\_\_\_\_  
J. Tyrone Browder, Incorporator

NORTH CAROLINA

STOKES COUNTY

I, Gwendolyn A. Young, a Notary Public, do hereby certify that J. Tyrone Browder personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my hand and official seal this the \_\_\_\_\_ day of August, 2013.

\_\_\_\_\_  
Notary Public

My commission expires: January 15, 2018

August 12, 2013

County Manager Morris noted:

- This is a follow on to the action taken at the July 22<sup>nd</sup> meeting
- Proposed Articles of Incorporation were prepared by County Attorney Ty Browder in consultation with other attorneys
- Does exactly what we need for it to do to get the non-profit established
- Would request the item be moved to today's Action Agenda along with the appointment of the Board of Directors – time sensitive item
- Would like to have this completed today in order to have an organizational meeting with the new Board before starting Family Medical Leave to prevent any holdup with seeking the USDA Funding for the expansion of medical facilities in Stokes County
- County Attorney Browder is available for any questions regarding the Articles of Incorporation

Chairman Lankford opened the floor for discussion.

Vice Chairman Booth confirmed with Attorney Browder that in the event of dissolution or other termination of the corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the corporation, distribute all of the net assets of the corporation to the County of Stokes or if is not then in existence, to one or more organizations which themselves are exempt as organizations as required by the Internal Revenue Code (Item #8).

Vice Chairman Booth confirmed with Attorney Browder that ownership of the facilities after the loan is completed will be addressed in the contract entered into by the Board of Commissioners.

Commissioner Walker requested Attorney Browder explain the following wording: "The carrying out of the corporation of the corporate purposes shall be for the benefit of the citizens of Stokes County; and the corporation will be performing an essential government function in support of county government".

Attorney Browder responded:

- This section was put in at the request of Attorney John Branch who helped draft the proposed Articles of Incorporation
- This is being classified as a "governmental non-profit"
- This terminology is not used in North Carolina corporate law; it is in the IRS Code

- This is for the purpose of getting the loan guarantee, must be qualified as a governmental non-profit

Commissioner Walker confirmed with Attorney Browder that the physical address for the corporation will be the address of the administrative building.

Commissioner Walker noted the unusual fiscal year October 1<sup>st</sup> to September 30<sup>th</sup>.

Attorney Browder responded:

- Also the recommendation of Attorney Branch

County Manager Morris commented:

- October to September is the fiscal year of the federal government and may have some bearing on the USDA reporting

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

#### **Appointments – Stokes County Medical Facilities Corporation**

County Manager Rick Morris presented the following applications received for appointment to the newly created Stokes County Medical Facilities Corporation:

- David Coffill
- Derek Edwards
- Mary Booth Gilliam
- Jason Sizemore
- Rick Morris

County Manager Rick Morris noted the following:

- Would request to move this item to today's Action Agenda – time sensitive item
- Names will need to be included on the Articles of Corporation
- Need to have an organizational meeting as soon as possible as previously mentioned during the Proposed Articles of Incorporation

Commissioner Walker questioned if the appointments could be made today since the Board's rules state that nominations will be at the first meeting and appointments made at the next regular meeting?

Clerk Bullins noted that the Board's rules were as Commissioner Walker stated, but would be at the discretion of the Board whether to move the item to today's Action Agenda as requested.

Commissioner Walker commented:

- Would be very concerned to breach the Board's protocol

County Manager Morris commented:

- That will prevent having a meeting before August 26<sup>th</sup>

Commissioner Walker responded:

- Don't know that the Board has ever done that before
- Don't think it is good for a Board to violate its own rules

Chairman Lankford commented:

- Feels that everything must be taken into consideration
- Manager Morris will be out of the office due to medical reasons and would like to have an organizational meeting

County Manager Morris commented:

- Without appointments today, it could be another 4 to 6 weeks before a meeting could be held
- Trying to get everything organized in order to allow the non-profit to make application for funding
- There is a pending purchase agreement with Baptist Hospital regarding the medical center in King
- To me, seems like these are very important issues to take into consideration

Vice Chairman Booth confirmed with Manager Morris that the appointment has been advertised in the Stokes News and placed on the County's website.

Commissioner Walker commented:

- Feels someone could challenge if the Board's procedures were not followed
- Feels citizens know that appointments are always introduced at one meeting and appointed at the next meeting
- The Board has not even made any nominations

Chairman Lankford commented:

- Nominations can be made at today's meeting and a special meeting called before the manager goes out for medical reasons

Commissioner Jones commented:

- Have a full schedule between now and the next meeting
- Feels these are extenuating circumstances
- Rules are guidelines and are nice to have, but they are not laws
- There are times when you must deviate when there are extenuating circumstances
- There is the loan, there is the purchase agreement, there is the manager being out of the office for an unknown amount of time, as I noted, extenuating circumstances
- Must look at the needs

Chairman Lankford reiterated a special meeting could be called if the Board could not agree to move the item to today's Action Agenda.

Commissioner Walker responded:

- Will not agree to move the item to today's Action Agenda
- If the rest of the Board wants to breach the procedures that have been established for many years, would consider that a very serious concern

Commissioner Jones commented:

- Would agree to move the item to today's Action Agenda due to the extenuating circumstances

Commissioner Inman requested a legal opinion from County Attorney Browder?

County Attorney Browder responded:

- This is not a legal issue, it is a procedure issue
- This is the Board's established procedure and the Board can always vary from that procedure if it decides to
- It is up to the Board

The Board discussed having a special meeting on either August 19<sup>th</sup> or 20<sup>th</sup>.

Commissioner Walker commented:

- Here is another aspect
- Know some folks that might be interested in the appointment
- Knew that I could come to the meeting today and there would be a second meeting before appointments were made
- The Board has not deviated from this procedure that I know of
- Have not had a chance to check with those people that might have an interest in the appointment
- To come in today and just change the rules, can't go along with that even though understand the manager's issues
- Feel there are other factors to consider

Chairman Lankford noted the Board had two options:

- Move to today's Action Agenda
- Have a special meeting on August 19<sup>th</sup>

Chairman Lankford suggested moving on to the next item and returning to this item later in the meeting.

The Board agreed to return to the item later in the meeting regarding a decision

about the appointments.

**Transfer/Lease of Land to Forsyth Tech for the Community College Facility**

County Manager Rick Morris presented the following information regarding the transfer/lease of land to Forsyth Tech for the Community College Facility:

- County has two (2) options
  - Transfer property to Forsyth Tech
  - Long-term lease with Forsyth Tech with a forty-year lease preferred, but shorter leases with options to renew may be acceptable
- In event that an institution shall cease to operate, title to all real and personal property donated to the institution shall vest in the county in which the institution is located; thus the land and building would be returned to Stokes County
- Forsyth Tech normally requires a minimum of eight (8) acres for the facility, parking, and future expansion
- If there were ever state funds available for construction or expansion of the college, the land must be in Forsyth Tech's name in order for the value of the land to be counted towards matching state funds; only the construction cost of the college could be used toward a match
- Need to get this taken care of in order to make sure this does not hold anything up with moving forward with the project
- Request item to placed on the August 26<sup>th</sup> Action Agenda

Chairman Lankford opened the floor for discussion.

Commissioner Jones commented:

- See no issues with transferring the land in case there is future funding

Vice Chairman Booth commented:

- Information provided notes that state funding can be used if the land is transferred or a forty (40) year lease is in place

County Attorney Browder responded:

- Information received from Ken Jarvis, Forsyth Tech, states that the value of land can't be included in a match for state funding

Commissioner Jones confirmed with County Attorney Browder that if the County transferred the land, a restriction would be in the deed that does not allow the land to be used for anything other a community college and if the community college ceases to operate, all real and personal property would be returned to the county.



Vice Chairman Booth commented:

- Value of approximately eight (8) acres would be between \$50,000 and \$60,000

Commissioner Walker commented:

- If my memory is correct since the conception of the project, the plan had been to deed the land to Forsyth Tech
- That is consistent with every school in Stokes County
- County builds the school and the land is deeded to the Board of Education
- Don't see there is any difference between the schools and the community college in the way this should be done
- Don't see any issue deeding the land

Chairman Lankford responded:

- Not sure there has ever been a decision made to deed the land to Forsyth Tech.

County Manager Morris commented:

- Do not feel there makes any difference whether it is leased or deeded
- If deeded and there were state matching funds, the value of the land could be counted toward the county's match for state funds
- If leased, the value of the land could not be counted toward the county's match for state funds
- This information, as noted by Attorney Browder, was provided by Forsyth Tech
- Probability of state matching funding in the near future is not very good based on the current conditions

Commissioner Inman commented:

- Reiterated in any event, all real and personal property would revert back to the County if the community college ceases to operate

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 26<sup>th</sup> Action Agenda.

**Lawsonville Elementary School Renovation/Construction Project**  
**Proposed Resolution, Proposed Installment Financing Contract, Proposed Deed of Trust,**  
**Proposed Lease with Stokes County, and Proposed Agency Agreement**

**Proposed Resolution**

County Manager Rick Morris presented the following proposed Resolution regarding the Lawsonville Elementary School Renovation/Construction Project:

## EXTRACTS FROM MINUTES OF THE BOARD OF COMMISSIONERS

The Board of Commissioners for the County of Stokes, North Carolina, met in a regular meeting in the Commissioner's Chambers on the 2<sup>nd</sup> Floor of the Administration Building located at 1014 Main Street, Danbury, North Carolina at 1:30 p.m. on August 12, 2013.

Present:

Absent:

Also present:

\* \* \* \* \*

Commissioner \_\_\_\_\_ moved that the following resolution, copies of which having been made available to the Board of Commissioners, be adopted:

### **RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF STOKES, NORTH CAROLINA, APPROVING A CONTRACT AND DEED OF TRUST AND THE DELIVERY THEREOF AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS**

*WHEREAS*, the County of Stokes, North Carolina (the "*County*") is a political subdivision validly existing under the Constitution, statutes and laws of the State (the "*State*");

*WHEREAS*, the County has the power, pursuant to the General Statutes of North Carolina, to (1) purchase real and personal property, (2) enter into installment purchase contracts to finance the purchase or improvement of real and personal property used, or to be used, for public purposes, and (3) grant a security interest in some or all of the property purchased or improved to secure repayment of the purchase price;

*WHEREAS*, the Board of Commissioner of the County (the "*Board*") has determined that it is in the best interest of the County to (1) enter into an installment financing agreement (the "*Contract*") with STI Institutional & Government, Inc. (the "*Bank*") in order to pay the capital costs to renovate and expand the County's existing Lawsonville Elementary School by constructing a single story addition to the existing classroom building, and upgrading the school's utilities and parking lot (collectively, the "*Project*"), (2) in order to provide security for the County's obligations under the Contract, grant to the Bank a security interest in the site of Lawsonville Elementary School (including all improvements thereon, the "*Mortgaged Property*") under a deed of trust, security agreement and fixture filing (the "*Deed of Trust*"), (3) enter into a lease agreement (the "*Lease*") with the Stokes County Board of Education (the "*Board of Education*") authorizing the use of the Mortgaged Property by the Board of Education and (4) enter into an agency agreement (the "*Agency Agreement*") with the Board of Education authorizing the Board of Education to act as agent for the County in connection with the construction of the Project;

*WHEREAS*, the Board conducted a public hearing with respect to the Project on August 12, 2013 to receive public comments on the Project, the Contract and the Deed of Trust;

*WHEREAS*, the County has filed an application with the Local Government Commission of North Carolina (the "LGC") for its approval with respect to the County entering into the Contract in an aggregate principal amount of not to exceed \$2,100,000;

*WHEREAS*, there has been made available to the Board the forms of the Contract, the Deed of Trust, the Lease and the Agency Agreement (collectively, the "Instruments"), which the County proposes to approve, enter into and deliver, as applicable, to effectuate the proposed financing at an interest rate as specified in the Instruments; and

*NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF STOKES, NORTH CAROLINA, AS FOLLOWS:*

*Section 1. Ratification of Prior Actions.* All actions of the County, the County Manager, the Finance Director of the County and the Clerk to the Board and their respective designees in effectuating the proposed financing are hereby approved, ratified and authorized pursuant to and in accordance with the transactions contemplated by the Instruments.

*Section 2. Authorization to Negotiate, Execute and Deliver the Instruments.* The County hereby approves the financing of the Project in accordance with the terms of the Instruments, which will be valid, legal and binding obligation of the County in accordance with its terms. The County hereby approves the amount advanced by the Bank to the County pursuant to the Contract in an aggregate principal amount not to exceed \$2,100,000, such amount to be repaid by the County to the Bank as provided in the Contract. The Instruments are in all respects authorized and approved, and the Chairman, the County Manager, the Finance Director of the County and the Clerk to the Board or their respective designees, individually and collectively, are authorized, empowered and directed to execute and deliver the Instruments for and on behalf of the County, including necessary counterparts, in substantially the form as set forth above. The execution of each Instrument by the Chairman, the Clerk to the Board, the County Manager, the Finance Director or their respective designees shall constitute conclusive evidence of the County's approval of any and all such deviations in such Instrument from the form and content of similar agreements previously executed and delivered by the County, and that from and after the execution and delivery of the Instruments, the Chairman, the County Manager, the Finance Director of the County and the Clerk to the Board or their respective designees are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Instruments as executed.

*Section 3. Authorization to Negotiate, Execute and Deliver Agreements Relating to Project and the Mortgaged Property.* The County Manager and the Finance Director, with advice from the County Attorney and Special Counsel, are hereby authorized and directed to negotiate with the County Board of Education for (1) the conveyance to the County of the Mortgaged Property to be encumbered by the lien of the Deed of Trust and (2) such construction and acquisition agreements and lease agreements as may be required by the entity or entities, or their respective assigns, providing the funds to the County under the Contract to finance the Project (collectively, the "Agreements"). The Chairman, the Clerk to the Board, the County Manager, the Finance

Director and their respective designees, individually and collectively, are each hereby authorized, empowered and directed to execute and deliver such Agreements, including necessary counterparts, in substantially the same form and content as similar agreements previously executed and delivered by the County in similar financings, but with such changes, modifications, additions or deletions as they may deem necessary, desirable or appropriate. The execution of each Agreement by the Chairman, the Clerk to the Board, the County Manager, the Finance Director or their respective designees shall constitute conclusive evidence of the County's approval of any and all such deviations in such Agreement from the form and content of similar agreements previously executed and delivered by the County, and from and after the execution and delivery of each Agreement, the Chairman, the Clerk to the Board, the County Manager and the Finance Director of the County are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of such Agreements as executed.

*Section 4. County Representative.* That the Chairman, the County Manager and the Finance Director of the County, individually and collectively, are hereby designated as the County's Representative to act on behalf of the County in connection with the transactions contemplated by the Instruments and the Agreements, and the Chairman, the County Manager and the Finance Director are each authorized to proceed with the acquisition of the Project in accordance with the Instruments and to seek opinions as a matter of law from the County Attorney, which the County Attorney is authorized to furnish on behalf of the County, and opinions of law from such other attorneys for all documents contemplated hereby as required by law.

The Chairman, the Clerk, the County Manager and the Finance Director of the County or their respective designees are each hereby authorized, empowered and directed to do any and all other acts and to execute any and all other documents, which they, in their discretion, deem necessary and appropriate to consummate the transactions contemplated by the Instruments and the Agreements or as they deem necessary or appropriate to implement and carry out the intent and purposes of this Resolution.

*Section 5. Bank Qualification.* The County hereby designates the Contract as a "qualified tax-exempt obligation," as defined by Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

*Section 6. Repealer.* All motions, orders, resolutions and parts thereof in conflict herewith are hereby repealed.

*Section 7. Effective Date.* This Resolution is effective on the date of its adoption.

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, the foregoing resolution entitled "A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF STOKES, NORTH CAROLINA, APPROVING A CONTRACT AND A DEED OF TRUST AND THE DELIVERY THEREOF AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS" was duly adopted by the following vote:



Education?

Finance Director Edwards responded:

- Since the County is financing the project, the land must be in the County's name
- Board of Education transfers the land to the County
- Board of Education leases the property from the County for the term of the debt
- Once the debt is paid off, the land is transferred back to the Board of Education
- This is consistent with all other debt recently incurred regarding schools

Commissioner Walker questioned County Attorney Browder if that could be done with the community college?

County Attorney Browder and Finance Director Edwards both agreed that could be done.

Commissioner Walker stated that he liked consistency with actions taken by the Board.

County Attorney Browder commented:

- If you take the state funding out of the equation regarding the community college, would recommend the county lease the land to Forsyth Tech. rather than transferring the land
- Agree, the county does need to be as consistent as possible

The Board had no issues with the documentation presented by Manager Morris.

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

### **Tax Administration Report – July 2013**

Tax Administrator Jake Oakley presented the following informational data for the May Report:

<b>Fiscal Year 2013-14</b>	<b>Budget Amt</b>	<b>Collected Amt</b>	<b>Over Budget</b>	<b>Under Budget</b>
<b>County Regular &amp; Motor Vehicles</b>	\$20,480,675.00	\$902,073.07		\$19,578,601.93
<b>New Schools F-Tech Fund</b>	\$1,365,378.00	\$60,400.75		\$1,304,977.25
<b>Prior Taxes</b>				
<b>1998-2012 Tax Years</b>				
County Regular & Motor Vehicles	\$750,000.00	\$152,930.55		\$597,069.45
<b>EMS Current Collections</b>				
<b>Total Collected</b>				
(07-01-13/07-31-13)		\$122,011.64		

Total Collected  
(07-01-13/06-30-14) \$122,011.64

**Delinquent EMS Collection Report**

**Total Collected**  
(07-01-13/07-31-13) \$13,495.10.  
(07-01-13/06-30-14) \$13,495.10

**Business and Personal Property Discovery Report**

<b>Audit Dates</b>	<b># of Accts</b>	<b>Total</b>	<b>Taxes Due</b>
07-01-13/07-31-13	261	\$2,168,552.00	\$19,329.01
07-01-13/06-30-14	261	\$2,168,552.00	\$19,329.01

**Motor Vehicle Release Report**

<b>Audit Dates</b>	<b>Accounts</b>	<b>Total Value</b>
07-01-13/07-31-13	35	\$1,014.45

**Motor Vehicle Refund Report**

<b>Audit Dates</b>	<b>Accounts</b>	<b>Total Value</b>
07-01-13/07-31-13	13	\$507.58
<b>Number billed for July 2013</b>	5180	

**Garnishment Totals**

<b>Month</b>	<b>Total Accounts</b>	<b>Original Levy Amt</b>	<b>Collected Amt</b>
07-01-13/07-31-13	209	\$80,123.46	\$57,389.21
<b>F/Year 2013-14</b>			
(07-1-13/6-30-14)	209	\$80,123.46	\$57,389.21

**Interstate Collection Report**

	<b>Collection</b>	<b>Total Collected</b>
July 2013		
Cumulative Total Collected to Date	NC Debt Setoff	<b>\$149,966.99</b>
Cumulative Total Collected (to date)	Motor Vehicles	\$92,412.10
Cumulative Total Collected (to date)	Property Taxes	\$24,126.19
Cumulative Total Collected (to date)	EMS	<u>\$156,163.51</u>
Collected (to date)	All Categories	<b>\$272,701.80</b>

**Monthly Delinquent Tax Collection Report**

Tax Administrator Jake Oakley presented the following Monthly Delinquent Tax Collection Report for July 2013:

<u>County</u>	<u>Real/Personal</u>	<u>Property</u>	<u>July</u>	<u>2013</u>			
Year	Beginning Balance	Releases	Refunds	Debits/ Credits	Writeoffs	Payments	Ending Balance
2012	\$ 573,822.10	\$(2,766.60)	\$289.00	\$565.51	\$(5.06)	\$(76,013.06)	
2011	\$ 225,936.62	\$(162.03)	\$289.90	\$76.99		\$(13,019.05)	\$ 27,090.432
2010	\$ 115,824.37	\$(33.03)	\$326.03	\$64.74		\$ (4,762.39)	\$ 115,914.69
2009	\$ 74,812.12	\$(110.91)	\$300.99			\$ (2,596.78)	\$ 74,812.12
2008	\$ 38,724.20	\$(71.58)	\$121.85			\$ (1,468.70)	\$ 38,724.20
2007	\$ 24,840.40					\$ (87.56)	\$ 24,840.40
2006	\$ 16,661.49					\$ (131.64)	\$ 16,661.49
2005	\$ 12,021.39					\$ (30.86)	\$ 12,021.39
2004	\$ 12,394.98						\$ 12,394.98
2003	\$ 9,179.50						\$ 9,179.50
2002	\$ 6,855.51						\$ 6,855.51
2001	\$ 5,200.44						\$ 5,200.44
2000	\$ 362.74						\$ 362.74
1999	\$ 391.72						\$ 391.72
1998	\$ 359.67						\$ 539.10

<u>County</u>	<u>Motor</u>	<u>Vehicles</u>	<u>July</u>	<u>2013</u>			
Year	Beginning Balance	Releases	Refunds	Debits/ Credits	Writeoffs	Payments	Ending Balance
2012	\$227,483.50	\$(502.65)	\$278.00	\$83.60	\$(24.43)	\$(52,390.12)	\$ 174,927.90
2011	\$ 36,075.83			\$90.84	\$(0.46)	\$(1,393.57)	\$ 34,772.64
2010	\$ 31,443.08				\$(0.51)	\$(582.23)	\$ 30,860.34
2009	\$ 23,144.64				\$(0.10)	\$(153.62)	\$ 22,990.92
2008	\$ 21,323.84			\$(7.08)		\$(82.50)	\$ 21,234.26
2007	\$ 18,531.31			\$(22.08)	\$(1.73)	\$(43.36)	\$ 18,464.14
2006	\$ 13,067.41					\$(45.32)	\$ 13,022.09
2005	\$ 15,742.09					\$(8.40)	\$ 15,733.69
2004	\$ 14,115.57				\$0.05	\$(7.23)	\$ 14,108.39
2003	\$ 14,174.62					\$(14.48)	\$ 14,160.14
2002	\$ 17,038.00						\$ 17,038.00
2001	\$ 14,491.87						\$ 14,491.87
2000	\$ -						\$ -
1999	\$ -						\$ -
1998	\$ -						\$ -

<u>New</u>	<u>Schools</u>	<u>Forsyth</u>	<u>Tech</u>	<u>Fund</u>	<u>July</u>	<u>2013</u>	
Year	Beginning Balance	Releases	Refunds	Debits/ Credits	Writeoffs	Payments	Ending Balance
2012	\$55,182.12	\$(130.03)	\$37.81	\$(49.16)	\$ (2.07)	\$ (8,547.25)	\$ 46,589.74
2011	\$ 16,053.15	\$(10.80)	\$19.33	\$(10.09)	\$ (0.04)	\$ (912.12)	\$ 15,159.61

August 12, 2013



**Releases less than \$100 – Real and Personal Property**

Tax Administrator Jake Oakley presented the following Releases less than \$100 – Real and Personal Property (July 2013) for the Board's review:

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

<b>Property</b>	<b>July 2013</b>	
<b>Name</b>	<b>Bill Number</b>	<b>Amount</b>
Nina Tuttle	13A694404738718	\$64.86
Sheri Compton	13A65344.09	\$6.00
Laura Roome	13A156044813.09	\$6.00
Debra Johnson	13A156028998.06	\$6.00
Cabbot Black	13A17368.09	\$12.00
Ida Stilley	13A14133.04.1	\$1.76
Brenda Southern	13A1558932620.07	\$44.52
Richard Hocutt	13A156023567.02.1	\$22.78
Ricoh USA, Inc-Tax Ser.	13A156045682.09	\$22.52
	13A156045682.03.1	\$6.13
Tina Moore	13A155925755.05	\$18.00
Bonnie Gentry	13A1559194447.09	\$18.00
Tina Batton	13A155905755.01.1	\$41.46
Norman Nifong	13A59831.07	\$42.40
Tammie Burcham	11A155908049.09	<u>\$57.25</u>
	<b>Total Amount</b>	<b>\$369.68</b>

**Refunds less than \$100 – Real and Personal Property**

Tax Administrator Jake Oakley presented the following Refunds less than \$100 – Real and Personal Property (July 2013) for the Board's review:

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

<b>Property</b>	<b>July 2013</b>	
<b>Name</b>	<b>Bill Number</b>	<b>Amount</b>
F. Darlene Moore	08A599219623065	\$71.58
	09A599219623065	\$77.90
Tammie Burcham	10A155908049.09	\$57.86
	09A599219623065	<u>\$38.37</u>
	<b>Total Amount</b>	<b>\$ 245.71</b>

### Releases more than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Releases more than \$100 – Real and Personal Property (July 2013) for the Board's review and consideration at the August 26<sup>th</sup> meeting:

#### Releases more than \$100 - Real/Personal

Property Name	July 2013 Bill Number	Amount	
James R. Venable	13A694504639915	\$3,270.99	Balance on Prorated
Helen Morton	13A696500525926	\$207.27	2013 Taxes remaining after
Raymond Booth & Others			purchase by a non-taxable
Carrols LLC	13A1556045619.09	\$1,132.16	Government Entity (Stokes
Burger King #778			County)
Mary Dobbins Frye Trust	13A598700809071	\$254.51	Correction of acreage
Breault Revocable Living			
Trust	13A598600512563	\$425.47	Furniture/Fixtures Reported
Dynamic Machining X			Twice
MFG	13A156046208.09	<u>\$2,294.01</u>	Elderly Exemption
	Total Amount	\$7,584.41	Elderly Exemption
			Leasehold improvements
			incorrectly reported by
			accountant

Tax Administrator Oakley noted:

- Request to place on the August 26<sup>th</sup> Consent Agenda

### Refunds more than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Refunds more than \$100 – Real and Personal Property (July 2013) for the Board's review and consideration at the August 26<sup>th</sup> meeting:

#### Refunds more than \$100 - Real/Personal

Property Name	July 2013 Bill Number	Amount
Frances Moore	10A599219623065	\$127.24
	11A599219623065	\$135.02

12A599219623065	<u>\$135.02</u>
<b>Total Amount</b>	<b>\$397.28</b>

Tax Administrator Oakley noted:

- Request to place on the August 26<sup>th</sup> Consent Agenda

#### **Late Application for Disabled Veteran Exclusion for 2013**

Tax Administrator Jake Oakley presented the following Late Application for Disabled Veteran Exclusion for 2013 (July 2013) for the Board's review and consideration at the August 26<sup>th</sup> meeting:

- Kathy M. Flinchum
- Taxpayer owns a tract of land and a dwelling located at 1012 Old Town Road, Walnut Cove, NC
- Assigned value of \$78,100
- Parcel No: 6963-19-60-5400
- Review of her application and accompanying documents indicate that she qualifies for the exemption
- Tax Administration recommends the Board approve the late application

Tax Administrator Oakley noted:

- Request to place on the August 26<sup>th</sup> Consent Agenda

#### **2001 & 2002 Delinquent Vehicle Bills (Write off Request)**

Tax Administrator Jake Oakley presented the following 2001 and 2002 Delinquent Vehicle Bills (Write Off Request) for the Board's review and consideration at the August 26<sup>th</sup> meeting:

- Tax Office has determined that there is no further recourse of collection on the listed Delinquent Vehicles Bills from the Tax Years 2001 and 2002
- Requesting the following billings be written off based upon NCGS 105-378:
  - Tax Years 2001 (653 Accounts) Principal Amount Due =\$14,631.12
  - Tax Years 2002 (702 Accounts) Principal Amount Due = \$17,038.13
  - Total Principal Amount Due =\$31,669.25
- Request to place on the August 26<sup>th</sup> Consent Agenda

#### **2001 & 2002 Delinquent Personal Property Bills (Write off Request)**

Tax Administrator Jake Oakley presented the following 2001 and 2002 Delinquent Personal Property Bills (Write Off Request) for the Board's review and consideration at the August 26<sup>th</sup>

meeting:

- Tax Office has determined that there is no further recourse of collection on the listed Delinquent Personal Property Bills from the Tax Years 2001 and 2002
- Requesting the following billings be written off based upon NCGS 105-378:
  - Tax Years 2001 (62 Accounts) Principal Amount Due = \$5,097.90
  - Tax Years 2002 (75 Accounts) Principal Amount Due = \$5,294.01
  - Total Principal Amount Due = \$10,391.91
- Request to place on the August 26<sup>th</sup> Consent Agenda

#### **Tax Years 1996-2002 Business Personal (Write off Request)**

Tax Administrator Jake Oakley presented the following Tax Years 1996-2002 Business Personal (Write Off Request) for the Board's review and consideration at the August 26<sup>th</sup> meeting:

- Tax Office has determined that there is no further recourse of collection on the listed Business Personal Billings from the Tax Years 1996-2002
- Requesting the following billings be written off based upon NCG S105-378:
  - Tax Years 1996-2002 (33 Accounts) Principal Amount Due = \$4,572.68
- Request to place on the August 26<sup>th</sup> Consent Agenda

#### **Tax Years 2000-2002 EMS Bills (Write off Request)**

Tax Administrator Jake Oakley presented the following Tax Years 2000-2002 EMS Bills (Write Off Request) for the Board's review and consideration at the August 26<sup>th</sup> meeting:

- Tax Office has determined that there is no further recourse of collection on the listed Tax Years 2000 and 2002
- Requesting the following billings be written off based upon NCGS 105-378:
  - Tax Years 2000 (481 Accounts) Principal Amount Due = \$103,434.43
  - Tax Years 2001 (544 Accounts) Principal Amount Due = \$158,033.42
  - Tax Years 2002 (482 Accounts) Principal Amount Due = \$164,890.86
  - Total Principal Amount Due = \$426,358.71
- Request to place on the August 26<sup>th</sup> Consent Agenda

#### **Meadows Family EMS Bills**

Tax Administrator Jake Oakley presented the following information regarding the Meadows Family EMS Bills (Write Off Request) for the Board's review and consideration at the August 26<sup>th</sup> meeting:

- Tax Office has determined that there is no further recourse of collection (Mr. and Mrs. Meadows are deceased with no estate assets) on the below listed EMS Billings from the Tax Years 2001-2011
  - Tax Years 2001-2011 (18 Accounts) Principal Amount Due = \$6,170.18
- Very sad situation, no funding available in the estate to pay the bills
- Attorney would like to close the estate, but can't until these charges are written off by the Board
- Request to place on the August 26<sup>th</sup> Consent Agenda

The Board had no issues with the July 2013 Report.

Tax Administrator Oakley reported:

- Approximately \$600,000 ahead in collections compared to the same time last year
- Bills were mailed approximately one week earlier this year
- Hope August will be a \$9 million collection month

Commissioner Walker questioned Tax Administrator regarding the new vehicle tax collection taken over by the State?

Tax Administrator Oakley responded:

- The State is starting to send out the first combined statements for tags that need to be renewed in September
- Some people have already started paying
- In October, the Board will see a new collection report regarding exactly what is happening with the motor vehicle taxes, revenue, cost, fees along with what is being done in the current system
- Hearing that citizens really like it, being able to pay the renewal cost and taxes at the same time (one stop)
- Hope the increased collection rate will offset the cost
- There has been some added cost approved by the state
- License Permitting Offices will be allowed to charge the county \$1.43 fee per transaction, one License Permitting Office in the county (Walnut Cove)
- Additional charges will be added for using a debit or credit card
- Not hearing any negatives at this point
- State made the new system very confusing
- Hope the new report will provide the Board information regarding the revenue and fees

Finance Director Edwards noted that the State will not charge any fees for July and August.

Chairman Lankford questioned the number of vehicles registered in Stokes County?

Tax Administrator Oakley responded:

- Approximately 55,000

Vice Chairman Booth expressed concerns with the possibility of the fees outweighing the increased collection percentage.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the following on the August 26<sup>th</sup> Consent Agenda:

- Real and Personal Releases more than \$100
- Real and Personal Refunds more than \$100
- Late Application for Disabled Veteran Exclusion
- 2001 and 2002 Delinquent Vehicle Bills (write off request)
- 2001 and 2002 Delinquent Personal Property Bills (write off request)
- Tax Years 1996-2002 Business Personal Bills (write off request)
- Tax Years 2000-2002 EMS Bills (write off request)
- Meadows Family EMS Bills (write off request)

### **Social Services Monthly Report**

Social Services Director Kristy Preston presented the following information regarding the Social Services Monthly Report for the Board's review:

- Services Report
  - Social Work Services
  - Family Support Services
  - Administration
- Audits and Reviews
  - Food and Nutrition
    - Management Evaluation Review – June 2013
  - Food and Nutrition Services Quality Control
  - Division of Medical Assistance - Medicaid
- Director's Report
  - Child Support – Collections Report 2013
  - Program Integrity – Collections Report 2013
  - NC FAST Update – NC and the Affordable Care Act – Issues #3 and #4

Social Services Director Preston presented the following proposed amended Local General Assistance Policy for the Board's review and consideration at the August 26<sup>th</sup> meeting:

### **Stokes County Department of Social Services Local General Assistance Policy**

Local General Assistance is available to eligible individuals and families in Stokes County who are faced with a crisis situation, and who are ineligible to receive any other emergency assistance funds. The main provision of General Assistance is a one-time payment, made to alleviate a crisis.

The following guidelines apply to General Assistance:

- Funds are limited to \$100.00, except in extreme emergency situations. Funds may be authorized one time per family, per year for such household or personal needs as: fuel/power bills, rent, medication, food, clothing (such as diapers), lodging, or other necessary items.
- To be considered for General Assistance, the family unit's income should be less than 100% of the Federal Poverty Level. Families whose income is over 100% Federal Poverty may be considered for General Assistance in the event of extenuating circumstances. The agency retains sole discretion in determining eligibility for General Assistance.
- The services intake worker is responsible for screening all General Assistance applications and presenting them to the Social Work Supervisor III for consideration. The Social Work Supervisor III is authorized to approve or deny all requests up to \$100.00. Requests for assistance above \$100.00 must be approved by the Agency Director.
- The services intake worker may require all necessary verifications in order to determine the applicant's need for General Assistance when in the professional judgment of the intake worker the applicant's statements are vague, conflicting, or inaccurate.
- The services intake worker shall use the Stokes County General Assistance Application for all requests, whether or not the request is approved. This form shall be filed along with any necessary paperwork (check request, receipts) in a service case.
- Before authorizing General Assistance, the services intake worker should explore any other resources the family may have, including relatives, public assistance, services provided by other agencies or other funding sources. A prompt referral should be made to another agency when necessary. The service intake worker should inform the family of these or any services that the Stokes County Department of Social Services may provide the family to help prevent a future crisis situation.
- The services intake worker shall advise the family that General Assistance funds can only be used once per family, per year. However, subsequent requests will be considered on a case by case basis.
- After hours approval of General Assistance funds may be approved by the Social Work Supervisor on-call. Appropriate paperwork to support the use of General Assistance Funds should be completed on the next business work day.
- The General Assistance fund is a limited fund and will be reviewed periodically with the intent of maintaining the fund for the course of the entire year. The availability of funds may determine the need for a change in policy.

Amended Policy Approved by the Stokes County Board of County Commissioners on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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Ernest Lankford, Chairman  
Stokes County Board of County Commissioners

Director Preston noted the following:

- Current policy has not been updated in several years
- Only two changes in the amended Local General Assistance Policy:
  - Amend policy to authorize requests up to \$100 instead of up to \$50
  - Inserted the policy procedures for after hours need:
    - After hours approval of General Assistance Funds may be approved by the Social Work Supervisor on-call. Appropriate paperwork to support the use of General Assistance Funds should be completed on the next business work day
- Local General Assistance is used for emergencies when there is no other programs available for funding
- Budget \$2,000 each year
- Typically reserve this line item for unclaimed bodies, which is the responsibility of DSS
- If DSS claims an unclaimed body, DSS will pay for the disposal, normally cremation
- DSS is the last resort for unclaimed bodies
- Normally, unclaimed bodies are not homeless people, they are normally families that can't afford the burial
- School of Medicine will often take unclaimed bodies, normally younger individuals
- Department is finding out that the other pots of money are drying up
- Occasionally use the Local General Assistance for placing someone at a nearby motel if an emergency occurs during the night and then take other action the next day

Chairman Lankford opened the floor for discussion.

Commissioner Inman questioned Director Preston, other than reporting, is there any other changes in the way business is being taking care of since the elimination of the DSS Board?

Director Preston responded:

- Do not know of anything off hand
- It has been a shift in changing how we think about things
- Were accustomed to bringing things to the DSS Board at a particular date and time and working through those issues
- Change in how to get things done



Vice Chairman Booth expressed concerns with increasing the amount to \$100 which would deplete the fund faster.

Director Preston responded:

- Could make a difference, but Local General Assistance is used only as the last resort

Chairman Lankford commended Ms. Preston and staff on the recent Food and Nutrition Services Management Evaluation Review which revealed very few minor findings.

Director Preston responded:

- Very minor findings such as the afterhours message is not in Spanish, Civil Rights training materials are not current, etc. (all items noted are being addressed)
- Very pleased with the audit and very proud of the dedicated DSS staff
- Very thorough review, done every two years

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the Amended Local General Assistance Policy on the August 26<sup>th</sup> Action Agenda.

#### **Request for Hold Harmless Funding – Stokes County Schools**

County Manager Rick Morris presented the following request for Hold Harmless Funding from the Stokes County Board of Education:

- The Stokes County Board of Education, on August 5, 2013, approved to make a funding request to the Board of Commissioners due to the following Outlay Projects determined to be emergencies:
  - **North Stokes High School**
    - Retaining Wall \$105,000.00
  - **Chestnut Grove Middle, King Elementary, & Pine Hall Elementary Schools**
    - Mold Remediation = \$71,498.00
  - **Germanton Elementary School**
    - Relocation of the reception area and principal's office due to the safety of students = \$25,000.00
  - **King Elementary School**
    - Installation of (20) doors and reworking walls in "A" building, cafeteria, and gym due to safety of students = \$51,231.00
- Total funding request = \$252,729.00

County Manager Morris noted:

- Feels this request begs some other questions that the Board might want to consider asking from a policy perspective (a few questions/comments to think about)
  - School has a current expense Fund Balance
  - At the end of fiscal year 06-30-2012, the school's Fund Balance was \$3,182,128
  - During the joint meeting, it was stated that the school system appropriated \$1 million during the Fiscal Year 2012-13
  - This makes me think that they will have approximately \$2 million at June 30, 2013 in the Current Expense Fund Balance, unless there has been spending the County is not aware of
  - **Question:** Does the school plan to use, given there is \$2 million in their Current Expense Fund Balance at the end of June 30, 2013, some of their Fund Balance to balance the Fiscal Year 2013-14 budget?
  - School System was given approximately \$300,000 for Capital Expense and authorized the spending of \$1 million from their Current Expense Fund Balance for Capital
  - **Question:** Have you spent that \$300,000 appropriated and the \$1 million from Fund Balance yet that was authorized with the adoption of the Fiscal Year 2013-14 Budget?
  - **Question:** What should the policy be and what should the agreement be between the Board of Commissioners and the Board of Education regarding Fund Balance?
  - County currently has an estimated 20% Fund Balance which covers the entire county budget which includes the schools
  - Board of Commissioners have no say so on how the Board of Education's Fund Balance is spent which is all county dollars
  - Seems there are duplicated Fund Balances covering the same risks
  - **Question:** What should the Current Expense Fund Balance for the schools actually be? This might be something that both Boards need to discuss
  - **Question:** What is the Fund Balance at the end of June 20, 2013?
- Don't understand why they have requested additional funding if they have not spent the appropriated \$300,000 and the authorized \$1 million from their Current Expense Fund Balance
- Confirmed with Finance Director Edwards that there are no signs that they spent the \$1 million that was authorized last fiscal year
- Reiterated the need for the Board of Education to follow the budget guidance provided by the County before requesting additional funding
- Can't understand requesting additional funds, unless there are extenuating circumstances not known to the County

Chairman Lankford opened the floor for discussion.

Vice Chairman Booth commented:

- Understand that the County did receive \$1.1 million Hold Harmless revenue that was not expected, but must remember that the County has another tight budget coming up this next fiscal year (2014-15)
- Must keep in mind that the County had to appropriate Fund Balance to balance the budget
- During the joint meeting, there was lengthy discussion regarding roofs; do not see any roofs in the request for additional Hold Harmless funding
- Roofs were the number one issue
- Permission was given to the Board of Education to appropriate \$1 million from their Fund Balance last year which was thought to be used for roofs
- Understand Fund Balance was used to keep employees, which they have the discretion to do
- Reiterated that only county funding can be placed in their Fund Balance, unused State and Federal must be returned
- The \$1.1 million Hold Harmless can make or break the upcoming F/Y 2014-15 budget
- My opinion, don't spend the Hold Harmless, just because we got it
- Didn't realize there was that much funding in the Board of Education's Current Expense Fund Balance, seems like they are building their Fund Balance
- Question to ask ourselves, "Are we giving too much?"

Commissioner Jones commented:

- Expressed concerns with the request
- There were no roofs listed
- Their fiscal year 2013-14 budget request included \$2 million just for roofs
- Authorized last year to spend \$1 million from their current expense Fund Balance for roofs, do not believe any roofs have been done
- Received a call today that there is a classroom at South Stokes High School that floods every time it rains; work orders have been placed several times
- Do not see the roof at South or any other school listed
- Very upsetting when the County appropriates more per child than the state average and has gone into tremendous debt for new school construction and renovations
- Their Fund Balance is taxpayer money
- Can't direct them how to spend their Fund Balance
- Just keep coming back for more funding

Vice Chairman Booth commented:

- Do not believe the items mentioned in the request were top priorities in their budget request
- Reiterated no roofs were included in the request for Hold Harmless Funding

Chairman Lankford commented:

- The \$300,000 appropriated for Capital Expense can be used for these emergencies
- The Board of Education must choose their priorities

- Believe the North Stokes School retaining wall is almost completed

Vice Chairman Booth commented:

- Agree with Manager Morris' point regarding what amount should the Board of Education keep in their Fund Balance

Chairman Lankford commented:

- Dictating the amount in their Fund Balance is something that the Board of Commissioners have never been involved with

Commissioner Inman commented:

- Hear the same comments at NCACC Board of Directors' meetings from other county commissioners pertaining to School Board Fund Balances
- Can't line item the school system's budget, basically discretionary funding
- Heard other schools' Fund Balances being from \$1 million to \$20 million across the state
- Case could be made when there are extreme Fund Balances, you have overfunded the system
- In my opinion, the reason for the school system to have a Fund Balance is (no minimum) for emergencies to eliminate having to come to the Board of Commissioners for funding
- Would be hard to set a minimum Fund Balance for the Board of Education, but could have some variance on school funding appropriations, just as a general statement
- Not being critical for using Fund Balance last year to keep personnel, but when Federal and State funding is cut, the County is the last resort of funding
- Studied their budget request very carefully
- All the items listed in the Hold Harmless request were included in their F/Y 2013-14 budget request
- Need answers to the questions Manager Morris has placed on the table
- County is very fortunate to receive the Hold Harmless this year which is for the entire county budget
- The Fund Balance that the Board of Education has is probably one of the smallest amount I have heard from across the state

Commissioner Jones commented:

- One question, Where and why are the roofs not listed?
- Spending all this funding on other things besides roofs will not do any good if you still have leaking roofs
- Still not putting funding towards roofs
- Leaking roofs causes accidents, mold, disturbs classes, etc.
- Felt from prior discussions with the Board of Education that roofs would be fixed, not seeing that happen
- Concern with this request when there are so many roofs that need repairing
- Wonder if the NCACC should look into how county funding can be spent
- Not sure what the answer is

Commissioner Walker commented:

- Listen with interest from the observations being made today
- Wonder if the county had not received the Hold Harmless, would the same request have been made for additional funding?
- Board struggled completing this year's budget
- Extremely uncomfortable with the budget, could not even support its configuration because of possibly having to take approximately \$3 million from the County's Fund Balance this year and the possibility of taking approximately \$4 million next year
- Hear from both Boards how well both Boards work together and communicate
- But a question seems to be kind of out there – Is the school board really trying to see things from the County Commissioners' side?
- The Board of Commissioners, in my opinion, did a very adequate and appropriate amount of funding for the schools in the F/Y 2013-14 budget given the current circumstances
- Never seem to be able to do enough
- Can't fault them for asking, there is no downside, but on the other hand, what justification would there be for honoring this request?
- Not sure I am seeing it
- Questioned Manager Morris, as the County's Budget Officer, what is your take on honoring this request?

Manager Morris responded:

- Would not consider the request unless the \$300,000 and the \$1 million have already been spent on capital expenditures

Commissioner Walker confirmed with Finance Director Edwards that there was no information indicating whether the \$300,000 and the \$1 million has been spent.

Chairman Lankford commented:

- The Board of Education has not even approved their budget yet

County Manager Morris commented:

- Feel if the funding had been spent, it would have been indicated in the request

Commissioner Walker continued:

- Have no problem going with the Manager's recommendation, until there is some indication that certain steps have been taken, no request will be considered

Chairman Lankford suggested that the Manager get in touch with Superintendent Mendenhall to inform the Board of Education that the request has been discussed by the Board of Commissioners and no action was taken.

Commissioner Inman noted that he would like to know the answers to the questions

presented by Manager Morris.

Chairman Lankford noted that the answers to several of Manager Morris' questions will be answered when the audit is completed for F/Y 2012-13 and when the Board of Education adopts a budget.

The Board unanimously agreed to direct Manager Morris to send a response to the school superintendent that the Board discussed the request and no action was taken.

### **External Posting – Vehicle Maintenance**

County Manager Rick Morris presented the following external posting for Vehicle Maintenance:

- County has a vacant Vehicle Maintenance Mechanic position
- Position has been posted internally with no applications received
- Very vital and critical position
- Other mechanic will be out for an undetermined amount of time at the end of August
- In the process of moving the garage to the new location at Autumn Square
- Request approval to advertise externally
- Request the item be moved to today's Action Agenda

### **External Posting – Social Services**

County Manager Rick Morris presented the following external posting for Social Services:

- Social Services has had two resignations
  - Income Maintenance (Program Integrity) Fraud Investigator
  - Income Maintenance Caseworker III
- Both have been advertised internally with no qualified applicants for either position
- Both positions are vital and very crucial to the agency
- Income Maintenance Caseworker III is working on the NC FAST Project
- Request approval to advertise externally
- Request the item be moved to today's Action Agenda
- Will save advertising costs with advertising all positions at one time

Chairman Lankford opened the floor for discussion.

The Board had no issues moving Vehicle Maintenance and DSS vacant positions to today's Action Agenda.

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

**Proposed Home and Community Block Grant Agreement**

County Manager Rick Morris presented the following information regarding the Proposed Home and Community Block Grant Agreement for Fiscal Year 2013-2014 received from Piedmont Regional Triad Partnership:

- Agreement covers the current allocation of Home and Community Care Block Grant (HCCBG) Funds for Fiscal Year 2013-2014
- It is inclusive of Federal Older Americans Act Funds, Social Services Block Grant Funds and state Contributions
- Funding has been approved by Stokes County Aging Services Planning Committee

Chairman Lankford opened the floor for discussion.

The Board had no issues with the proposed agreement.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 26<sup>th</sup> Action Agenda.

**Proposed Resolution – Alcoholic Beverage Control Commission**

County Manager Rick Morris presented the following proposed Resolution – Alcoholic Beverage Control Commission:

**North Carolina**

**Alcoholic Beverage Control Commission**

**Resolution of the County of Stokes, Regarding the Designation of the Official(s) to make recommendations to the North Carolina Alcoholic Beverage Control Commission on ABC Permit Applications**

**WHEREAS**, G.S. 18B-940(f) authorizes a governing body to designate an official, by name or by position, to make recommendations concerning the suitability of persons or locations for ABC Permits; and

**WHEREAS**, the County of Stokes wishes to notify the NC ABC Commission of its designation as required by G.S. 18B-940(f).

**BE IT THEREFORE RESOLVED** that **SHERIFF** and **CHIEF DEPUTY**, is hereby designated to notify the North Carolina Alcoholic Beverage Commission of the recommendations of the County of Stokes regarding the suitability of persons and locations for ABC permits within its jurisdiction.

**BE IT FURTHER RESOLVED** that notices to the County of Stokes should be mailed or delivered to the official(s) designated above at the following address:

Mailing Address: **P O Box 118**  
Office Location: **1012 Main Street**  
City: **Danbury, NC**  
Zip Code: **27016**  
Phone: **336-593-8787**

This the \_\_\_\_\_ day of \_\_\_\_\_, 2013

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

\_\_\_\_\_  
James D. Booth - Vice Chairman

\_\_\_\_\_  
J. Leon Inman - Commissioner

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

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

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

County Manager Rick Morris noted:

- Sheriff Mike Marshall is requesting to add the Chief Deputy position to the designated employees who can notify the NC Alcoholic Beverage Control Commission regarding recommendations of the County of Stokes regarding the suitability of persons and locations for ABC permits within its jurisdiction
- Proposed Resolution is updating the State's data to positions who can make recommendations instead of specific named individuals
- State previously did not allow positions
- This will eliminate approving a new resolution when individuals change or leave positions

Chairman Lankford opened the floor for discussion.

The Board had no issues with the Sheriff's request.

Chairman Lankford, with full consensus of the Board, directed the Clerk to place the item on the August 26<sup>th</sup> Consent Agenda.



### **Appointments – Stokes County Juvenile Crime Prevention Council**

County Manager Rick Morris presented the following JCPC recommendation for appointment to the Stokes County Juvenile Crime Prevention Council:

- **Reappointments**
  - Clyde Stewart
  - Darlene Bullins
  - Kathy Ford
  - Kelly Craine
  - Robin Testerman
  - Tom Langan
- **New Appointments**
  - Tamara Veit
  - Kathy Perkins
- Terms will expired June 30, 2015
- Following have resigned from JCPC due to new employment, new positions, or time constraints
  - Melissa Hiatt
  - Ed Eklund
  - Sarah Booze
- Currently recruiting to fill the following appointment
  - Member of the business community

Chairman Lankford opened the floor for nominations.

Commissioner Inman nominated the following:

- Reappointments
  - Clyde Stewart
  - Darlene Bullins
  - Kathy Ford
  - Kelly Craine
  - Robin Testerman
  - Tom Langan
- Appointments
  - Tamara Veit
  - Kathy Perkins

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 August 26<sup>th</sup> Action Agenda.

**Appointments – Stokes County Medical Facilities Corporation**

Chairman Lankford suggested a Special Called Meeting on Monday, August 19, 2013 at 9:30 am to appoint members to the Stokes County Medical Facilities Corporation.

It was the consensus of the Board for a Special Called Meeting for Monday, August 19<sup>th</sup> at 9:30 am.

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

**Proposed Resolution-Public Auction of Surplus Property**

County Manager Rick Morris presented the following updated proposed Resolution declaring surplus property and scheduling a Public Auction for Saturday, September 7, 2013 at 10:00 am:

**RESOLUTION**

STATE OF North Carolina

COUNTY OF STOKES

WHEREAS, GS 153A-176 authorizes the County to dispose of real or personal property in accordance with procedures prescribed in Chapter 160A, Article 12;

WHEREAS, the County of Stokes has accumulated an excessive amount of unusable personal property and vehicles and it is in the best interest of the County to dispose of items listed below by public auction in accordance with GS 160A-270;

1981 GMC Truck	1GDG6D1A6BV581212
1986 Chevrolet Van	1GCEG25H2G7129273
1988 Chevrolet Truck	1GCBS14E7J2146903
1990 Chevrolet Van	1GCDG15Z5L7149283
1991 Chevrolet Truck	1GCEC14H4ME154240
1991 Chevrolet Truck	1GCCS14Z3M2122044
1994 Ford Crown Vic	2FALP71WXR183318
1995 Ford Crown Vic	2FALP71WOSX160605
1996 Ford Truck	1FTCR10U8TUC36954
1996 Ford Crown Vic	2FALP71W8TX202326

1996 Ford Crown Vic	2FALP71W4TX123381	
1997 Ford Ambulance	1FDKE30F1VHB77452	“totaled/wrecked”
1998 Ford Crown Vic	2FAFP71WXWX132328	
1998 Ford Crown Vic	2FAFP71W1WX132329	
1998 Ford Crown Vic	2FAFP71W1WX132332	
1998 Ford Crown Vic	2FAFP71WXWX132331	
1998 Ford Truck	1FTYR10U4WUB82689	
1999 Ford Crown Vic	2FAFP71WOXX196587	
1999 Ford Crown Vic	2FAFP71W4XX196589	
1999 Ford Crown Vic	2FAFP71W2XX196591	
1999 Ford Crown Vic	2FAFP71W6XX196593	
1999 Ford Crown Vic	2FAFP71W2XX196588	
2000 Ford Crown Vic	2FAFP71WOYX157242	
2000 Ford Crown Vic	2FAFP71W9YX157241	
2001 Jeep	1J4FF48S21L597992	
2003 Ford Crown Vic	2FAFP71W33X109467	
2004 Ford Crown Vic	2FAHP71W84X146184	
2005 Ford Chassis	1FDXE45P95HB11213	
2005 Ford Chassis	1FDXE45P55HB11208	
2005 Ford Chassis	1FDXE45P75HB11209	
2006 Ford Chassis	1FDXE45P96HA62693	

#### Storage Lien Vehicles

1990 Nissan Truck	1N6SD11Y0LC315470
1990 International Dump Truck	2HTTUAST8LCO39854
1996 Chevrolet Suburban	3GNFK16R5TG114115
1997 Ford Explorer	1FMDU32E9VUB43248
1998 Dodge Truck	1B7GL22X1WS711215
2002 Mitisubi	JA3AJ86E42U066662

NOW, THEREFORE BE IT RESOLVED that the Stokes County Board of Commissioners declare the above personal property as surplus and is to be sold at public auction.

AND, BE IT FURTHER RESOLVED that the Stokes County Board of Commissioners hereby approves September 7, 2013, at 10:00 a.m., at the Stokes County Governmental Complex in Danbury as the time and place of said public auction.

Adopted this the 12<sup>th</sup> day of August 2013.

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Ernest Lankford – Chairman

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James D. Booth – Vice Chairman

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J. Leon Inman - Commissioner

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Jimmy Walker - Commissioner

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Ronda Jones – Commissioner

Attest

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

Chairman Lankford entertained a motion.

Commissioner Inman moved to approve the submitted updated proposed Resolution declaring surplus property and scheduling a Public Auction for September 7, 2013 at 10:00 am.

Commissioner Jones seconded and the motion carried unanimously.

**Proposed Bids – Health Department Expansion Project**  
**Budget Amendment #12**

County Manager Rick Morris presented the following Budget Amendment which appropriates additional funding from Title XIX Funding and transfer funds for the Health Department Expansion Project:

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	<b>Health Department Title XIX Funding</b>			
100.5104.180	Professional Services	\$75,000.00	\$(55,000.00)	\$20,000.00
100.5104.511	Equipment – Non capital	\$50,000.00	\$(30,000.00)	\$20,000.00
100.5104.550	Building	<u>\$350,000.00</u>	<u>\$205,000.00</u>	<u>\$555,000.00</u>
	<b>Totals</b>	<b>\$475,000.00</b>	<b>\$120,000.00</b>	<b>\$595,000.00</b>

This budget amendment is justified as follows:

To appropriate additional Title XIX Fund Balance and transfers funds for the construction of new additional.

This will result in a net increase of **\$120,000.00** in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
<b>Health Dept-Title XIX</b>				
110.3991.000	Fund Balance	<u>\$1,045,845.00</u>	<u>\$120,000.00</u>	<u>\$1,165,845.00</u>
	<b>Totals</b>	<b>\$1,045,845.00</b>	<b>\$120,000.00</b>	<b>\$1,165,845.00</b>

Chairman Lankford entertained a motion regarding Budget Amendment #12 and awarding the bid for the Health Department Expansion Project to James Matthew Builders (\$527,242.00).

Commissioner Jones moved to approve Budget Amendment #12 and James Matthew Builders at \$527,242 for the Health Department Expansion Project. Vice Chairman Booth seconded and the motion carried unanimously.

#### **Appointments –Stokes County Jury Commission**

Chairman Lankford noted the County had received an application for appointment to the Stokes County Jury Commission from Mary Booth Gilliam.

Chairman Lankford noted Durward Bennett was nominated at the July 22<sup>nd</sup> meeting for re-appointment.

Chairman Lankford entertained a motion to close the nominations.

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

Chairman Lankford polled the Board:

- Commissioner Jones: Durward Bennett
- Commissioner Inman: Durward Bennett
- Chairman Lankford: Durward Bennett
- Vice Chairman Booth: Durward Bennett
- Commissioner Walker: Durward Bennett

Chairman Lankford noted the Board unanimously re-appointment Durward Bennett

to serve on the Stokes County Jury Commission.

**Proposed Articles of Incorporation – Stokes County Medical Facilities Corporation**

Chairman Lankford entertained a motion.

Commissioner Inman moved to approve the proposed Articles of Incorporation for the Stokes County Medical Facilities Corporation with the insertion of the names of the Board of Directors once appointed. Commissioner Jones seconded and the motion carried (4-1) with Commissioner Walker voting against the motion.

**Lawsonville Elementary School Renovation/Construction Project**

Chairman Lankford entertained a motion.

Vice Chairman Booth moved to approve the proposed Resolution for the Lawsonville Elementary School Renovation/Construction Project and award the bank bid to SunTrust at 2.44% for fifteen (15) years. Commissioner Inman seconded and the motion carried unanimously.

**External Posting – Vehicle Maintenance and Social Services**

Chairman Lankford entertained a motion.

Vice Chairman Booth moved to approve the external posting for the Vehicle Maintenance Mechanic position and the Fraud Investigator and IM Caseworker III positions for Social Services. Commissioner Jones seconded and the motion carried unanimously.

**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.

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

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**Ernest Lankford**  
**Chairman**