

STATE OF NORTH CAROLINA)
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COUNTY OF STOKES)
)

OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
JANUARY 11, 2016

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, January 11, 2016 at 1:30 pm with the following members present:

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

County Personnel in Attendance:
County Manager Richard D. Morris
Clerk to the Board Darlene Bullins
Finance Director Julia Edwards
County Attorney Tyrone Browder

Chairman Inman called the meeting to order.

INVOCATION

Chairman Inman invited those who wished to join in the invocation to please do so.

Commissioner Lankford delivered the invocation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

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

GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA

Chairman Inman entertained a motion to approve or amend the January 11, 2016 Agenda.

Commissioner Jones moved to approve the January 11th Agenda as presented.

Commissioner Walker seconded and the motion carried unanimously.

COMMENTS - Manager/Commissioners

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

County Manager Rick Morris commented:

- Medicine Drop
 - Provided the Board with a handout of the 2015 totals regarding the collection of unused prescriptions
 - Medicine is now being collected as pounds instead of pills
 - One pound of medication equals 750 pills
 - Total collection for 2015 = 325,690.50 (pills)

Commissioner Jones commented:

- Finished and submitted the grant for the Farmer's Market (46 page document)
- Will know on February 22nd if the grant is awarded

Commissioner Walker commented:

- Have some questions on the sewer project which have been discussed on recent Agendas
 - Did some research on some of the numbers that were presented to the Board at the meetings
 - The minutes of November 23rd state the following information was provided to the Board:
 - Available funding = \$600,339
 - ARC funding = \$236,391
 - Forsyth Tech funding =- \$116,843
 - NCDOT funding = \$82,946
 - Stokes County funding = \$164,159
 - Started doing some further research and followed up with Dr. Green and Ken Jarvis at Forsyth Tech
 - According to both Dr. Green and Ken Jarvis, there is no available Forsyth Tech funding
 - Forsyth Tech requested the County invoice them for the \$250,000 that had been allocated
 - Per Ken Jarvis, the County provided two project invoices that totaled over \$250,000 which Forsyth Tech reimbursed the County \$250,000, leaving no balance of any available funding
 - Would like this looked into to clear up some of the confusion
 - If you take the Forsyth Tech funding of \$116,843 and the County funding of \$164,159 away from the \$600,339, you only have approximately \$320,000 left
 - Charles Anderson of Pilot View is indicating that there is \$420,000 available funding

- The Board is getting numbers that are not matching up
- The minutes of November 23rd also include information from Charles Anderson that states there is an area (subdivision) that has not been developed because of the lack of sewer
- Wondering how Mr. Anderson is aware of a subdivision that was planned and not developed because of the lack of sewer; normally, that is not how a subdivision is planned
- Will continue to look into the information provided to the Board regarding the available funding
- Would like some help understanding some of these numbers, particularly, how the Forsyth Tech funding comes into play
- According to very authoritative people at Forsyth Tech that remaining Forsyth Tech funding does not exist
- Welcome everyone here today

Vice Chairman Booth commented:

- Welcome everyone today
- Attended the Annual Soil and Water Conference at Raleigh this past week
 - Learned a lot at the conference – very beneficial

Commissioner Lankford commented:

- Ethics for Life “Praise the Lord, Give thanks to the Lord because he is good because his faithful love endures forever”
- This Board has its work cut out for 2016, looking forward to meeting those challenges and committed to making the best decisions possible

Chairman Inman commented:

- Agree with Commissioner Lankford, there is a lot of significant items that will be coming before this Board in 2016
- Have been discussing with Manager Morris about incorporating goal session planning and budget sessions for the very near future
- There has been no change in the CenterPoint merger
 - NCHHS Secretary Brajer has still not approved the CenterPoint/Cardinal merger
 - Very optimistic that he will approve the merger, but probably not before the February deadline wanted by CenterPoint and Cardinal
 - Meanwhile, business goes on as usual at CenterPoint
 - Will keep the Board updated
 - Will be glad to look into any mental health issue that arises

PUBLIC COMMENTS

Chairman Inman noted that no one had signed up to speak during Public Comments.

CONSENT AGENDA

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

- Minutes of November 18, 2015 – Joint Meeting with Board of Education
- Minutes of December 28, 2015 – Regular Meeting

Emergency Medical Services - Budget Amendment #36

Finance Director Julia Edwards submitted Budget Amendment #36.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Emergency Medical Services			
100.4370.351	Maint. & Repairs – Auto	\$68,926.00	\$519.00	\$69,445.00
	Totals	\$68,926.00	\$519.00	\$69,445.00

This budget amendment is justified as follows:

To appropriate funds from insurance claim for repairs to ambulance.

This will result in a **net increase** of **\$519.00** in the expenditures and other financial use to the County’s annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3839.850	Insurance Claims	\$52,639.00	\$519.00	\$53,158.00
	Totals	\$52,639.00	\$519.00	\$53,158.00

Emergency Medical Services - Budget Amendment #37

Finance Director Julia Edwards submitted Budget Amendment #37.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Emergency Medical Services			
100.4370.000	Salaries & Wages	\$1,252,155.00	\$(5,000.00)	\$1,247,155.00

100.4370.311	Training	<u>\$8,100.00</u>	<u>\$5,000.00</u>	<u>\$13,100.00</u>
	Totals	\$1,260,255.00	\$00.00	\$1,260,255.00

This budget amendment is justified as follows:

To transfer funds from lapsed salaries for Crisis Intervention Training (CIT)

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.

Emergency Communications - Budget Amendment #38

Finance Director Julia Edwards submitted Budget Amendment #38.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	Emergency Communications			
100.4325.511	Equipment – Non Capitalized	\$1,426.00	\$4,202.00	\$5,628.00
	Contingency			
100.9910.000	Contingency	<u>\$100,710.00</u>	<u>\$(4,202.00)</u>	<u>\$96,508.00</u>
	Totals	\$102,136.00	\$00.00	\$102,136.00

This budget amendment is justified as follows:

To transfer funds from Contingency to purchase computers for communications. The E911 Board has changed what can be reimbursed from E911 funds; therefore, the County is having to pay for part of the cost.

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.

Vice Chairman Booth moved to approve the Consent Agenda as presented. Commissioner Lankford seconded the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

Jail Inspection Report – November 2015

Jail Captain Eric Cone presented the following information regarding the recent November 2015 Jail Inspection Report:

- Received a very good report on the November jail inspection
- Only had a few minor maintenance issues
 - Have already met with a painting contractor regarding the painting for the HVAC vents, other minor issues have already been repaired
- Staff does a great job

Chairman Inman opened the floor for comments.

The Board commended Captain Jail Cone and the staff for their continued hard work.

Stokes County Community Child Protection and Child Fatality Prevention Team (CCPT/CFPT) Annual Report - 2015

DSS Director Stacey Elmes, Co-Chair of the Community Child Protection and Child Fatality Prevention Team, presented the following information regarding the 2015 Annual Stokes County Community Child Protection and Child Fatality Prevention Team:

- CCPT/CFPT met four times during 2015
- CCPT/CFPT reviewed selected active cases in which children are being served by Child Protective Services
- CCPT/CFPT reviewed six fatalities between the months of January 2015 and October 2015
 - Cause of Death
 - Hypoplastic Left Heart Syndrome
 - Asphyxiation
 - Unspecified Injury due to Vehicle Accident
 - Unspecified Injury due to Vehicle Accident
 - Pneumonia
 - Malignant Neoplasm of Bone
- Recommendations were made as a result of the reviews:
 - Stokes County residents could benefit from better/easier access to substance abuse and mental health assessment and treatment
 - Transportation to/from treatment is a huge barrier
 - All social workers working in the county will continue to educate new parents on safe sleeping for newborns, specifically discouraging the practice of placing any items in a crib with a newborn
 - Stokes County Department of Social Services and Stokes Family Health Center will work on increasing awareness for county residents of resources available at both departments
 - Discussed awareness being made in schools regarding suicide, alcohol, drugs, mental health issues, driver safety, etc.
 - Team needs to work on getting a member of the school system to be actively involved in the CCPT/CFPT

- Recommendations made to State Community Child Protection Team Coordinator:
 - Assistance in developing resources in rural counties
 - Information on how local gaps in services can be addressed beyond what the local team has already done
 - Regional CCPT meeting held quarterly to share ideas among local agencies
- Recommendations for the Board of County Commissioners:
 - Continue to support efforts by service providers to make resources such as transportation and mental health/substance abuse treatment available to Stokes County citizens
 - Formally appoint the following individuals to the Stokes County Community Child Protection and Child Fatality Prevention Team for 2016 at the next county commissioner's meeting

Team Member	Team Position
Stacey Elmes	DSS Director
Scott Lenhart	Health Director
Marsha Marshall	Member of DSS Staff
Det. Libby Reid - CCPT	Local Law Enforcement Officer
Sheriff Mike Marshall-CFPT	Local Law Enforcement Officer
Tom Langan	Attorney from District Attorney's Office
Jeannie Easter	Executive Director of local community action agency
Tony George	Superintendent or his designee
Kathy Perkins	Local mental health professional
Jaime Kehoe	Guardian ad Litem Coordinator
Dr. Sam Newsome	Local health care provider/County Medical Director
Greg Collins	Emergency Medical Services provider or firefighter
Judge Angela Puckett	District Court Judge
Susan Hairston	Rep. of a local child care facility or Head Start
Samantha Brewster	Parent of a child who died before their 18 th birthday
Cindy Brown Stiltner	Substance Abuse Counselor
Ronda Jones - CCPT	County Commissioner
Jimmy Walker - CFPT	County Commissioner
Rusty Slate or Jeana Barneycastle	Juvenile Services
Tamara Veit or Julie Wood	Prevention Agency
Pam Hooker	Community Representative
Sheila Bowen	Community Representative
Wanda East	Team Coordinator

- Will be working diligently this year to making sure there are members from the school system and mental health at the meetings

Chairman Inman opened the floor for discussion/questions.

Commissioner Jones commented:

- There are some very dedicated members on this team

- Transportation is a very big issue in this county especially for people who have no transportation and need services

Commissioner Walker commented:

- Appreciate Commissioner Jones reminding everyone how significant transportation is as we look at all the needs of the county
- We can say that we have all these services, but if the individual who really needs the service can't get the service, what is the use in having the services?
- Have some work to do to get transportation to those who truly need transportation to get the needed services
- Will continue to work along with Commissioner Jones on the transportation needs for our county

Chairman Inman expressed the Board's appreciation for the annual report.

Chairman Inman, with full consent of the Board, directed the Clerk to place the CCPT/CFPT appointments on the January 25th Discussion Agenda.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Tax Administration Report – December 2015

Tax Administrator Jake Oakley presented the following informational data for the

December Report:

Fiscal Year 2015-16	Budget Amt	Collected Amt	Over Budget	Under Budget
Current 2015 Taxes Percentage = 0.87070	\$20,083,177.00	\$17,485,649.31		\$2,597,527.69
New Schools F-Tech Fund Percentage = 0.8868%	\$1,295,689.00	\$1,149,032.56		\$146,656.44
Prior Taxes County Regular & Motor Vehicles Percentage = 0.3787%	\$675,000.00	\$255,589.05		\$419,410.95

Business and Personal Property Discovery Report

Audit Dates	Accts	Total Value	Taxes Due
(12-01-15/12-31-15)	12	\$132,800.00	\$1,116.67
(07-01-15/06-30-16)	191	\$848,628.00	\$7,606.32

Motor Vehicle Release Report

Audit Dates

Assessment through NC
Department of Motor Vehicles

Garnishment Totals

Month	Total Accounts	Original Levy Amount	Collected Amount
(12-1-15/12-31-15)	80	\$40,510.54	\$20,827.07
F/Year 2015-16			
(07-1-15/6-30-16)	276	\$187,036.31	\$93,251.66

*no update for the month of December due to employee being out two weeks for sickness

Interstate Collection Report

December 2015

	Collection	Total Collected
Cumulative Total Collected to Date	NC Debt Setoff	\$235,662.26
Cumulative Total Collected (to date)	Motor Vehicles	\$136,498.02
Cumulative Total Collected (to date)	Property Taxes	\$49,988.77
Cumulative Total Collected (to date)	EMS	<u>\$315,212.52</u>
Collected (to date)	All Categories	\$501,699.31

Collection of New State Motor Vehicle Billings

Tax Administrator Jake Oakley presented the following Collection of New State Motor Vehicle Billing for the Board's review:

- Graph shows each month's collection per taxing codes: **November 2015**

New VTS System

Tax Code	Levy Billed	Interest Paid	Adjustment Made	Billing Cost	Net Collected
City of King	\$13,119	\$79	-\$130	-\$1,199	\$11,869
King Car Fee	\$1,835	\$12	None	None	\$1,847
Walnut Cove Town	\$2,715	\$42	None	-\$212	\$2,545
Danbury Town	\$106	None	None	-\$9	\$97
School Tax	\$9,120	\$67	-\$53	-\$731	\$8,403
King Fire	\$2,518	\$18	-\$38	-\$204	\$2,294
Rural Hall Fire	\$473	\$3	None	-\$38	\$438
Walnut Cove Fire	\$1,673	\$14	None	-\$132	\$1,555
General County	\$141,076	\$1,022	-\$805	-\$11,310	\$129,983
Service Fire	\$8,585	\$59	-\$31	-\$690	\$7,923
Total Collected	\$181,220	\$1,316	(\$1,057)	(\$14,525)	\$166,954

- Cost in the New VTS System is calculated in all areas of billing (staffing, contracting, postage, DMV, software, etc.) by the NC Department of Revenue and prorated on each taxing district per bill

- Cost in car fees for the City of King is calculated in the City of King Bills

**CUMULATIVE COLLECTION FOR FISCAL YEAR 2015-16
NC Vehicle Tax System Summary per Tax District)**

Total Cumulative Collected to date (NCVTS) system	City of King/Car fee	\$95,694.00
Total Vehicles Billed Per Tax Code 2,437	Total Expenses	<u>\$(4,373.00)</u>
Average Cost per Bill = \$1.79	Total Net Collected	\$91,321.00
Total Cumulative Collected to date (NCVTS) system	Town of Walnut Cove	\$13,732.00
Total Vehicles Billed Per Tax Code 542	Total Expenses	<u>\$(644.00)</u>
Average Cost per Bill = \$1.19	Total Net Collected	\$13,088.00
Total Cumulative Collected to date (NCVTS) system	Town of Danbury	\$789.00
Total Vehicles Billed Per Tax Code 50	Total Expenses	<u>\$(34.00)</u>
Average Cost per Bill = \$0.68	Total Net Collected	\$755.00
Total Cumulative Collected to date (NCVTS) system	F Tech/School Fund	\$58,434.00
Total Vehicles Billed Per Tax Code 21,624	Total Expenses	<u>\$(2,630.00)</u>
Average Cost per Bill = \$0.12	Total Net Collected	\$55,804.00
Total Cumulative Collected to date (NCVTS) system	King Fire District	\$15,595.00
Total Vehicles Billed Per Tax Code 3,266	Total Expenses	<u>\$(720.00)</u>
Average Cost per Bill = \$0.22	Total Net Collected	\$14,875.00
Total Cumulative Collected to date (NCVTS) system	Rural Hall Fire District	\$3,004.00
Total Vehicles Billed Per Tax Code 622	Total Expenses	<u>\$(136.00)</u>
Average Cost per Bill = \$0.22	Total Net Collected	\$2,868.00
Total Cumulative Collected to date (NCVTS) system	Walnut Cove Fire Dist.	\$10,288.00
Total Vehicles Billed Per Tax Code 2,388	Total Expenses	<u>\$(462.00)</u>
Average Cost per Bill = \$0.19	Total Net Collected	\$9,826.00
Total Cumulative Collected to date (NCVTS) system	General County	\$888,620.00
Total Vehicles Billed Per Tax Code 21,624	Total Expenses	<u>\$(40,077.00)</u>
Average Cost per Bill = \$1.85	Total Net Collected	\$848,543.00
Total Cumulative Collected to date (NCVTS) system	Service Fire District	\$53,428.00
Total Vehicles Billed Per Tax Code 12,375	Total Expenses	<u>\$(2,389.00)</u>
Average Cost per Bill = \$0.19	Total Net Collected	\$51,039.00
Total Cumulative Collected NCVTS through November (all tax districts)		\$1,139,584.00
Total Expenses for NCVTS through November (all tax		\$(51,465.00)

districts)

Total net collected for NCVTS through November
(all tax districts) **\$1,088,199.00**
Average cost per total billings through November **\$2.41 per bill**

Lowest cost billed = \$2.16 (County, School Fund, Service Fire) (based on 21,624 cars)
Highest cost billed = \$3.76 (County, School Fund, King City based on 2,437 cars)

EMS Billing & Collections for Fiscal Year 2015-16

Tax Administrator Jake Oakley presented the following EMS Billing & Collections

Report for Fiscal Year 2015-16 for the Board's review:

Month	Transports			Medicare	Other	Collection Rate
	Billed	Charged	Collected	Medicaid Non Billable*	Non Billable*	
Jul-15	451	\$264,725.10	\$140,364.35	\$44,654.00	\$5,450.71	53.02%
Aug-15	235	\$136,920.60	\$121,859.97	\$52,114.81		89.00%
Sep-15	531	\$312,070.00	\$123,758.91	\$67,180.42	\$1,248.97	39.66%
Oct-15	463	\$277,229.80	\$135,206.53	\$73,293.22	\$1,585.07	48.77%
Nov-15	284	\$170,135.80	\$131,446.96	\$52,921.82	\$573.90	77.26%
Dec-15	294	\$175,245.10	\$122,491.88	\$42,150.10	\$154.37	69.90%
Jan-16						
Feb-16						
Mar-16						
Apr-16						
May-16						
Jun-16						
Totals	2,258	\$1,336,326.40	\$775,128.60	\$332,314.37	\$9,013.02	58.00%

Non Billable are contractual obligation, amount for which the patient can't be billed
August – decreased billed and charged due to increase in collection of property taxes

Releases Less than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Releases less than \$100 –

Real and Personal Property (December 2015) at the January 11th meeting for the Board's review:

**Releases Less Than
\$100 - Real/Personal
Property**

Name	Bill No	Amount
Curtis Ray Craddock	307075-2015	\$11.68

Charles Throckmorton	52-2015	\$36.50
Coleton Price	849304-2015	<u>\$5.95</u>
Total		\$54.13

Refunds Less than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Refunds less than \$100 – Real and Personal Property (December 2015) at the January 11th meeting for the Board’s review:

Refunds Less Than \$100 - Real/Personal Property

Name	Bill No	Amount
Michael E Joyce	308480-2015	\$18.60
Archie D Carter III		<u>\$3.30</u>
Total		\$21.90

Releases More than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Releases more than \$100 – Real and Personal Property (December 2015) at the January 11th meeting for the Board’s review with consideration at the January 25th meeting:

Releases More Than \$100 - Real/Personal Property

Name	Bill No	Amount	
Germanton Baptist Ch	307071-2015	\$132.13	
Unknown Owner	293697-2015	\$241.63	Late exemption approval (Owner determined and acreage merged into owner’s existing parcel Billing included in merged parcel amt.)
Jimmy Asbury	23832680	<u>\$173.40</u>	Error in Assessment
Total		\$547.16	

Refunds More than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Refunds more than \$100 – Real and Personal Property (December 2015) at the January 11th meeting for the Board’s review with consideration at the January 25th meeting:

**Refunds More Than
\$100 - Real/Personal
Property**

Name	Bill No	Amount	Reason
US Bank National Assoc	9972-2015	\$290.66	Equipment moved from county
Sammy R Lawson	16505794	<u>\$124.71</u>	Sold vehicle
Total		\$415.37	

Tax Administrator Oakley requested the following items be placed on the January 25th

Consent Agenda:

- Real and Personal Releases more than \$100.00
- Real and Personal Refunds more than \$100.00

Chairman Inman opened the floor for discussion.

The Board had no issues with the December Tax Report submitted by Tax Administrator Oakley.

Chairman Inman, with full consent of the Board, directed the Clerk to place the following items on the January 25th Consent Agenda:

- Real and Personal Releases more than \$100.00
- Real and Personal Refunds more than \$100.00

Personal Property Schedule of Values and Depreciation Schedules for 2106

Tax Administrator Jake Oakley provided the Board with the following Schedules for 2016 for their review and approval at the January 25th meeting:

- 2016 Department of Revenue Cost Index and Depreciation Schedules (Business Personal Property)
- 2016 Pricing Guidelines for Personal Property
- 2016 Single Wide Mobile Home Pricing Guidelines (Schedules Developed from Marshall and Swift)

Tax Administrator Oakley commented:

- In the process of listing this month and will use the submitted guidelines to price everything once the listing period is over
- Requested the following items be placed on the January 25th Consent Agenda:

- 2016 Department of Revenue Cost Index and Depreciation Schedules (Business Personal Property)
- 2016 Pricing Guidelines for Personal Property
- 2016 Single Wide Mobile Home Pricing Guidelines (Schedules Developed from Marshall and Swift)

Chairman Inman opened the floor for questions/discussion.

Commissioner Walker commented:

- Confirmed with Tax Administrator Oakley that this year has started out as business as usual
- Requested an update from Tax Administrator Oakley regarding the recent software conversion along with his comfort zone regarding the new software package

Tax Administrator Oakley responded:

- Very good month, all utilities were received prior to January 1st
- This is a Revaluation year
- Will be listing on the new software for the first time
- Have been migrating data up to now
- Tax bills were processed in July 2015 in the new system
- New price guidelines, once approved by the Board of Commissioners, will be loaded into the new software system for 2016
- The upcoming Revaluation will be done on the new software system for 2017
- Moving along very well, have had a few minor issues that have been quickly resolved
- Each county has the option to request specific programs for their county; other counties on the system have the option to upgrade their software if desired
- Software is operational and my comfort zone for Personal Property is in the high nineties; Revaluation software program is currently being developed ; Real Property is being worked on as we speak and will be finalized with the 2017 Revaluation
- Forsyth County is funding the entire Land Appraisal System which is being developed and will be ready for the County's 2017 Revaluation
- New software system is a robust system that makes the staff put in more information which allows the system to look at every detail
- Feel this new software system's enhancements enable staff to provide a better service to the citizens of Stokes County

Commissioner Walker confirmed Tax Administrator Oakley that the citizen should not have any issues with the new software system except for cosmetic changes on the bills and listing forms.

Commissioner Jones confirmed with Tax Administrator Oakley that the new Schedule of Values is on the State's website and will be placed on the County's website once approved by

the Board of Commissioners.

Chairman Inman, with full consent of the Board, directed the Clerk to place the following items on the January 25th Consent Agenda:

- 2016 Department of Revenue Cost Index and Depreciation Schedules (Business Personal Property)
- 2016 Pricing Guidelines for Personal Property
- 2016 Single Wide Mobile Home Pricing Guidelines (Schedules Developed from Marshall and Swift)

2016 Board of Equalization and Review (E&R) Dates

Tax Administrator Jake Oakley presented the following proposed dates for the Board's review and consideration for Board of Equalization and Review:

- Monday, April 4, 2016 – 1:00 pm
- Monday, May 2, 2016 – 5:00 pm

Chairman Inman opened the floor for discussion.

The Board had no issues with the dates proposed by Tax Administrator Oakley.

The Board unanimously agreed to schedule the following dates for the Board of Equalization and Review meetings:

- Monday, April 4, 2016 – 1:00 pm
- Monday, May 2, 2016 – 5:00 pm

2017 Revaluation Update

Tax Administrator Oakley provided the Board with the following information regarding the upcoming 2017 Revaluation:

- Currently, there is a considerable amount of sales analysis remaining to be done
- At this time, we are not seeing as robust of a rebound in housing sales prices as we had hoped for, since the 2013 Revaluation became effective
- The 2013 Revaluation resulted in an average overall real property value decline of approximately 3.5% (based on a \$.64 rate for 2013-14 and \$.66 rate for 2015, not including public utilities)

- Current overall combined sales ratio of qualified sales (vacant and improved from January 1, 2013 to the present) stands at 99%
- The sales ratio is the comparison between the price at which a particular property sells and the value that has been placed on the property by the Tax Office
- A sales ratio figure below 100% indicates overall average values are below overall sales prices
- The converse applies to a figure above 100%
- If the current trend continues, we will be looking at an overall average real property value increase of approximately 1% (please keep in mind that variances in sales trends between individual neighborhoods are possible)
- In regards to public utility assessment challenges based upon our sales ratio, the Revaluation years of concern are the first, fourth, and seventh years
- When a county's sales ratio falls below 90% in any of the above mentioned years, the public utilities can request from the state an equivalent downward adjustment in the property tax remitted to the specific county
- As Stokes County's sales ratio is currently approximately 99%, this is not an item of concern
- Analysis of sales trends will continue for much of 2016 with a final value notification to taxpayers occurring around February 2017

The Board had no questions regarding the Revaluation Update.

Social Services Monthly Report

DSS Director Stacey Elmes presented the following Social Services Monthly Report:

- Program Reports
 - Services Report (Social Work, Family Support Services, Administration)
 - Provides December 2015 data for all services
- Program Updates:
 - NCDSS Operational Support Team Correspondence
 - Operational Support Team Representative Carl Breazeale has reviewed the MA and FNS processing reports for the past six months
 - Representative Breazeale reported the following:
 - Stokes County has not appeared on any of the weekly "Most Impacted" or "Counties Requiring Attention" Reports
 - Stokes was one of the counties that met the "10%" benchmark for being considered "current" with MA recerts in March 2015
 - North Carolina is working hard to achieve the USDA standard of 95% timeliness for FNS approvals
 - Stokes County's most recent weekly rates have been 100%, 91.89%, and 94.12%
 - Thanks for working through the transition to NCFAST for the benefit of your neighbors in Stokes County

- As of December 2015:
 - Income Maintenance
 - NC FAST – In Compliance
 - WorkFirst – In Compliance
 - FNS – In Compliance
 - Adult Medicaid – In Compliance
 - Family and Children’s Medicaid – In Compliance
 - Child Support – In Compliance
 - Program Integrity – In Compliance
 - Appeal Hearings and Fraud Hearings – In Compliance
 - Day Care – In Compliance
 - Foster Care
 - Foster Care Services – Needs Improvement
 - Case load numbers continue to grow
 - New staff still learning
 - Foster Care Home Licensing – In Compliance
 - Adoptions – In Compliance
 - Child Protective Services
 - Investigations – In Compliance
 - Case Management – In Compliance
 - Adult Services
 - Adult Protective Services – In Compliance
 - Guardianship– In Compliance
 - SSBG/HCCBG/Payee/Adult Day– In Compliance
 - Family/Monitoring– In Compliance
 - SA IH/MAC– In Compliance
 - CAP DA/CAP C– In Compliance
 - Intake– In Compliance
 - Caseloads– In Compliance
 - Supervision (Staff/Supervisor Ratio)- Needs Improvement
 - Not enough supervisors to adequately manage employees and quality assurance
 - Supervisors are more like line workers because of program growth
 - Staffing (Years of Service) – In Compliance
 - Medicaid Transportation – In Compliance
 - Clerical – In Compliance

DSS Director Elmes provided the following information regarding Day Care Funding:

- County received information last Friday that the State will be reallocating Day Care Funding and Stokes County will receive approximately \$204,000
- Will help to maintain where the County currently is
- Will still have a waiting list of approximately 35 children
- There is a 20% county match that will be taken from TANF Funding, no additional county funding will be needed

Chairman Inman opened the floor for discussion.

Chairman Inman commented:

- Very pleased to hear that information, additional funding will help keep parents working

Commissioner Walker confirmed the waiting list was implemented in November 2015 due to the funding issue.

DSS Director Elmes responded:

- Put 11 kids on the waiting list in November
- Put 20+ kids on the waiting list in December
- Waiting list will probably continue to increase
- Will decide in February-March if funding is available to take some of the kids off the list

Commissioner Walker also confirmed with DSS Director Elmes, that as far as the department, business was as usual.

Chairman Inman expressed appreciation to Director Elmes for the monthly report.

Scheduling of Meeting Dates

County Manager Rick Morris presented the following meetings that needed to be scheduled by the Board of Commissioners:

Meeting at Social Services

County Manager Morris commented:

- This is to reschedule a meeting that was scheduled in October at the Department of Social Services and had to be cancelled
- Meeting will be especially for Social Services, no other Agenda items
- DSS Director Elmes is available to concur with the date

Chairman Inman opened the floor for possible dates.

DSS Director Elmes requested the meeting not be scheduled in January and in early February due to other scheduling conflicts.

The Board discussed possible dates.

The Board unanimously agreed to schedule the meeting at the Department of Social Services for Tuesday, February 23, 2016 at 1:30 pm in the DSS Conference Room.

DSS Director Elmes stated that she would set an Agenda that would be provided to the Board prior to the meeting.

The Board discussed possible agenda items such as training, information regarding the various departments within Social Services, statistical data, etc.

Joint Meeting with Rockingham and Caswell Counties

County Manager Morris commented:

- Would like for the Board to provide staff with three dates that will be offered to Rockingham and Caswell Counties for a joint meeting
- Will then pick the most popular date
- Suggest holding the meeting in the lower level of the Government Center Complex with a catered meal
- Meeting will be open to the public with courtrooms available if the meeting needs to be moved
- Rockingham and Caswell Counties both meet on the first Monday and third Monday of each month with this Board meeting on the second Monday and fourth Monday of each month

Chairman Inman opened the floor for possible dates.

Commissioner Lankford questioned Manager Morris what was the focus of this meeting?

County Manager Morris responded:

- Rockingham County was the first to suggest the joint meetings
- Counties are similar because of the rural nature of the counties
- A method to look at issues and work together for the common good of rural type counties likes Stokes

Commissioner Walker responded:

- Rockingham County was able to use some of the County's information regarding high speed internet and was very appreciative
- Several attended from Rockingham and Caswell Counties
- Some of the basic information regarding the recent moratorium on fracking, which was adopted by the County, started at that meeting
- Helps to maintain good relationships with significant surrounding counties
- We can all learn from each other
- Time extremely well spent
- The only change I would like to change for future meetings is for the Sheriffs be there
- Questioned County Manager Morris regarding his opinion of the meeting?

County Manager Morris responded:

- Very helpful meeting
- Normally, collaboration with others, always has some type of payoff
- Information can be obtained about certain items from other counties that may be impacting Stokes County

Commissioner Lankford responded:

- There are regional meetings that all three counties are involved in
- Counties are associated with the NC Association of County Commissioners
- The Sheriffs have an Association that meets about three times a year
- I did not attend the meeting in Rockingham due to illness
- Don't see this being a productive meeting

Commissioner Walker responded:

- As being the only commissioner at the last meeting and experiencing it firsthand, personally thought it was extremely productive
- Will continue to thank the folks in Rockingham County for being proactive and taking the initiative to get these meetings started
- Hoping it will continue in the future
- Hard to make a judgment when you were not there, wish you could have seen the types of information that was provided
- Believe you could see the benefit more, if you could have experienced it firsthand
- Seemed very important to Rockingham and Caswell Counties to have this working relationship between the counties

Commissioner Jones commented:

- Have no issues with looking at other avenues to helping each other
- Do not see any downside

Vice Chairman Booth commented:

- Was at the meeting where the three counties joined together to provide bottled water to South Carolina
- Heard some very positive comments about the joint meeting

Chairman Inman commented:

- Think we can learn something anytime we meet with other counties
- With the disappearance of the Rural Center, the disappearance of long standing grants that have been available in the past, and a new Department of Commerce in Raleigh, not sure that counties may have to ban together in the future on issues

Commissioner Jones commented:

- Recent information received noted that one of the state legislators stated that rural counties need to start being louder
- We know that power comes in numbers
- May be able to join together for the common good

The Board discussed possible dates.

The Board unanimously agreed to offer the following dates and times to Rockingham and Caswell Counties for consideration:

- Tuesday, March 1, 2016 - 6:00 pm
- Wednesday, March 2, 2016 - 6:00 pm
- Wednesday, March 16, 2016 - 6:00 pm

The Board unanimously agreed to hold the meeting in the lower lobby of the Government Center with a catered meal.

County Manager Morris noted that he would inform the Board of the date once decided.

Board of Trustees – Petree Project

Chairman Inman noted that County Manager Rick Morris had suggested holding the meeting for the Board of Trustees for the Petree Project, which must be held annually, at 5:15 pm on Monday, January 25, 2016 in the third floor conference room.

County Manager Morris commented:

- Will need to appoint an executive director for the Board of Trustees
- Will provide the Board with an update regarding the project

The Board unanimously agreed to hold the Board of Trustees' meeting for the Petree Project on Monday, January 25th at 5:15 pm (prior to the regular county commissioners' meeting).

Draft Request for Proposals – New Broadband Expansion Project

County Manager Rick Morris presented the following draft Request for Proposals (RFP) New Broadband Expansion Project for the Board's review and consideration at the January 25th meeting:

Stokes County, North Carolina

REQUEST FOR PROPOSAL

Stokes County High-Speed Internet / Broadband Expansion Project

PROPOSAL DUE DATE: XXXXXXXX, 2016

All proposals submitted must be presented in a sealed envelope to:

Mr. Danny Stovall

Purchasing Agent

Stokes County

P.O. Box 20

1014 N Hwy 8 North

Ronald Reagan Memorial Building

Danbury, NC 27016

In order to be considered for selection, a bid proposal must be received before xxxx, xx 2016.

Any RFP received after xxxxx xx, 2016 will not be accepted or considered.

Faxed or emailed proposals will not be accepted.

Background

1.1. In accordance with N.C. G.S. 153A-349.60. Authorization to provide grants, The County of Stokes is actively searching for a high-speed internet / broadband provider who would be interested in expanding the availability of high speed internet / broadband connectivity to unserved areas of the county for economic development. The county currently has a large number of its residents and businesses that are unserved. Proposal must meet the access service definition as set forth in N.C. G.S 160A-340(4).

1.2. For the purposes of this RFP the definition of unserved is no high-speed internet / broadband availability.

1.3. If a suitable high speed internet / broadband provider is identified, The County of Stokes is prepared to do a cost share arrangement to provide grant funding for a project in which the county would fund an amount not to exceed 20% of the project cost. The exact cost share percentage will be determined based on the scope and other details contained in the proposals received.

2. Scope of Work

2.1 The desired scope of this project would consist of high speed internet / broadband expansion to the maximum number of users over a three to five year period. The provider must describe in its proposal the type of technology that will be used and the service delivery method. All funding from Stokes County must be applied to the initial three years of the initial three to five year phase of the project. It is also desired that follow-up phases beyond the first five years be considered by the provider to connect additional customers on a demand basis. The additional phase(s) would be funded solely by the broadband provider.

3. Grant Funding Provisions

3.1 In accordance with N.C. G.S.153A-349.60. Authorization to Provide Grants, Stokes County is prepared to share in the cost of the initial three to five year phase of this high-speed internet / broadband expansion project. The County is willing to fund through a grant an amount not to exceed 20% of the project in three equal payments to be disbursed on the first business day of the new fiscal year beginning July 1, 2016 for the first three years of the project. The exact amount of this disbursement will be negotiated with the provider based on the scope and details of the proposed project and will depend on the level of funding that is pledged by the provider. Any grants awarded will be on a technology-neutral basis and shall be open to qualified applicants.

4. Proposal Preparation Instructions

4.1. Bidders must closely review Section 6, Evaluation Criteria, of this RFP and be aware that this is a “**Best Value**” solicitation where the successful bidder will be selected based on evaluation criteria contained in Section 6 plus all other elements contained in this section.

4.2. Bidders must ensure compliance with the administrative and other requirements contained in all sections of this RFP.

4.3. Bidders must include a map in their proposal showing the proposed area of high-speed internet / broadband expansion to include an estimate of the potential new customers in the expansion area.

4.4. Bidders must provide a description of the future growth capacity of their proposed broadband solution and its ability to adapt to new broadband applications and requirements.

4.5. Bidders must describe in detail the type of technology that is being proposed including speed and the service delivery method. Additional information should also be provided on the technical capabilities of the broadband system being proposed. As a reminder, proposals must meet the definition of high-speed internet access service as set forth in N.C. G.S. 160A-340(4).

4.6. Bidders must describe all services that will be provided as part of the high-speed internet / broadband network being installed, examples being internet services, phone, television, home security, etc.

4.7. Bidders must provide a description of how customer service support will be provided and the wait times associated with service requests and service outages.

4.8. Bidder must provide available information on pricing for individual services that will be available on the high-speed internet / broadband network.

4.9. Bidder must provide a narrative that describes the company's history.

4.10. Bidder must address the infrastructure that will be used to provide services and whether that infrastructure is provider owned or if the infrastructure must be leased or procured from another owner.

4.11. Bidder must include in their proposal an executive summary (not to exceed two pages) that describes the project and funding that is being proposed.

4.12. Bidder must describe any enhanced features and network functionality that may add value to the high-speed internet / broadband network being provided.

4.13. If desired, bidder may describe any business or teaming relationships with other providers that might positively affect the capability / services provided by the proposed high-speed internet / broadband network.

4.14. Bidder must describe their service level agreement. Stokes County will require time resolution of service outages. Provide a description of the process that will be used in the event of a service outage and whether customers will be notified when service outages occur.

4.15. Bidder must provide a description of their process for prioritizing service calls and what response times can be expected for making service repairs.

4.16. Bidder must provide the qualifications and availability of the company's technical staff that will oversee and ensure reliable operation of the high-speed internet / broadband network.

4.17. Bidder must provide an estimate of the total dollar cost of the first three to five year phase of the project where the cost sharing will occur with Stokes County.

4.18. Bidder must provide an estimate of the number of un-served customers that will be provided high-speed internet / broadband availability during the first three to five years of the proposed project. Also comment on any estimates of additional un-served customers after the first three to five year phase should also be included.

4.19. Comment on how your company's selection might have a positive indirect impact on the local Stokes County community beyond the actual advantages resulting from the expansion of high-speed internet / broadband connectivity.

4.20. Elaborate on the process that your company will use to determine where the high-speed internet / broadband expansion will be installed during the first three to five years and then the post three to five year period. If customer demand is the driver for either of these periods, please describe how that demand will be assessed.

5. Administrative

5.1. Two copies of the proposal to be considered for acceptance shall be sealed and clearly labeled with name of the company to Stokes County Government – Attention: Danny Stovall –P.O. Box 20 1014 N Main Street Ronald Reagan Memorial Building Danbury, NC 27016.

5.2. Questions concerning this RFP must be submitted in writing by email prior to (DATE) to Danny Stovall at dstovall@co.stokes.nc.us

5.3. Questions and answers will be posted on the Stokes County Website under XXXXX. .

5.4. All proposals must be signed with the firm name and by an officer or employee with authority to bind the firm for the quote (title of the signer should be indicated.) Obligations assumed by such signature must be fulfilled or firm shall be removed from Stokes County's active file of broadband providers.

5.5. All proposals should be submitted in a form that clearly addresses each of the requirements listed. The price quoted must include all costs associated with the requirements listed, including all installation costs and taxes, if applicable.

5.6. All prices or notations must be typed or written in ink. Proposals written with pencil will not be accepted. Carefully review all proposals before submission, as no corrections will be permitted after the proposals are opened.

5.7. The successful bidder shall not be held responsible for delays in performance of the contract caused by strikes, lockouts, labor disturbances, lack of or failure by transportation, acts of the government or other causes similar to the foregoing which are beyond the control of and are not the fault of the bidder.

5.8. Default by Provider. Stokes County shall hold the provider responsible for any damage that may be sustained because of failure or neglect to comply with any term or condition listed herein.

5.8.1. If the winning provider fails or neglects to furnish or deliver any of the materials, supplies or services listed herein at the prices named and at the time and place herein stated, or otherwise fails or neglects to comply with the terms of the proposal, Stokes County may, upon 30 day written notice to the firm by certified mail, cancel the Contract in its entirety or cancel or rescind any or all items affected by such default, and may, whether or not the contract is canceled in whole or in part, purchase the materials, supplies or services elsewhere without further notice to the firm.

5.9. All proposals must be accompanied by a history of the proposing firm and three (3) customer references (including name, address and phone number of contact person) to help indicate the firm's fitness as an acceptable source for this product and ability to meet the RFP requirements.

5.10. Any firm may withdraw its proposal, either personally or by written request, at any time prior to the scheduled time for opening of proposals but not after.

5.11. If Stokes County will be required to sign a letter of intent or contract service agreement, a copy must be provided with response to this request for proposals.

6. Evaluation Criteria

6.1. Any award to be made pursuant to this RFP will be based upon the proposal with appropriate consideration given to operational, technical, cost, and management requirements. Evaluation of offers will be based upon the provider's responsiveness to the RFP and the price quoted for the scope of work contained in the RFP. Upon conclusion of a successful evaluation, a recommendation will be made to the Stokes County Board of Commissioners for award of proposal.

6.2. The following weighting of the factors listed below will be used in evaluating proposal responses:

<u>Factor</u>	<u>Weight</u>
The added availability / potential number of unserved customers offered services during the first five years	35%
Overall dollar investment share proposed by the high-speed internet / broadband provider	30%
Best technical performance proposed	15%
Providers plan for having a local presence and adding local jobs or facilities as part of the high-speed internet / broadband network	10%

The Vendor's stability, experiences, and record of past performance in delivering such services.	5%
Additional positive impacts on economic development associated with high-speed internet / broadband expansion	5%
Total	100%

6.3. Stokes County Government will award a contract for broadband expansion within 60 working days after the Proposal deadline if a suitable provider is found. Stokes County intends to award the contract under the applicable North Carolina purchasing laws and all other applicable general statutes.

6.4. Stokes County reserves the right to reject any and all proposals and discontinue the RFP process without obligation or liability to any potential provider.

6.5. This solicitation is a **“Best Value” solicitation** and is not based only on lowest cost/price. Stokes County reserves the right to select the proposal which in its sole judgment best meets the broadband needs of the County.

6.6. Stokes County reserves the right to waive any irregularities or informalities in any proposal or in the proposal process. Stokes County reserves the right to unilaterally define irregularities or informalities should there be a need to do so.

6.7. Stokes County reserves the right to award more than one contract to one or more eligible bidders.

6.8. Stokes County has total discretion in the determination of evaluation criteria weights and how those weights are applied to the individual evaluation criteria contained in this RFP.

County Manager Rick Morris presented the following information regarding the draft RFP for new Broadband Expansion Project:

- Interim Economic Development Director David Sudderth discovered General Statutes 153A-349.60 which allows counties to provide grants to unaffiliated qualified private providers of high speed Internet access service, as that term is defined in G.S. 160A-340(4), for the purpose of expanding service in unserved areas for economic development in the county

- Draft Request for Proposal (RFP) is included in your agenda today for your review which would allow the county to survey providers of this type of service to see if there is an acceptable partner available to partner with the county to continue broadband expansion in Stokes County
- County Attorney Ty Browder has reviewed and approved the draft RFP
- County will follow G.S. 160A-340.6 (c) (Public-private partnerships for communication service) for advertisement purposes
- Draft RFP can be changed
- Would request the item be placed on the January 25th Action Agenda

Chairman Inman opened the floor for discussion.

Chairman Inman confirmed with Manager Morris that the only thing being used from the general statute related to cities (G.S. 160A-340.6) is the notification process – section (c).

The Board had no issues at this time regarding the draft RFP.

Commissioner Walker confirmed with Manager Morris that there was no urgency in moving the item to today's Action Agenda.

County Manager Morris responded:

- Would like for the Board to take the next two weeks to review the draft RFP

Chairman Inman confirmed with County Attorney Ty Browder that he had no issues or concerns with the draft RFP.

The Board unanimously agreed to place the item on the January 25th Action Agenda.

Chairman Inman, with full consensus of the Board, directed the Clerk to place the item on the January 25th Action Agenda.

Emergency Medical Services – External Posting

County Manager Rick Morris presented the following information regarding a request from EMS Director Greg Collins:

- Currently have an Intermediate/Paramedic position posted internally which was created by the retirement of an employee
- In the event, the position is not filled internally, would request to post externally
- Would request the item be moved to today's Action Agenda in order to expedite the hiring process

Chairman Inman opened the floor for discussion.

The Board had no issues with the Agenda item or moving the item to today's Action Agenda.

Commissioner Walker questioned Manager Morris if the salary increases were working as hoped that was approved in the FY 2015-16 Budget?

County Manager Morris responded:

- Feel the increases are working
- This vacancy is due to a retirement
- There has only been one in the past four vacancies that was due to a salary increase, the others were due to the employees changing career paths, promotions to other departments
- Will be measuring this in the upcoming months before the FY 2016-17 budget

Commissioner Walker continued:

- Noticed recently in the Winston Salem Journal that Winston Salem is in the process of upgrading police officers' pay

Vice Chairman Booth noted he thought it was about 2%.

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

Appointments – Stokes County Aging Planning Committee

County Manager Rick Morris presented the following information regarding the Stokes

County Aging Planning Committee Appointments:

- With the recent adoption of the Stokes County Aging Planning Committee Bylaws at the December 28th meeting, Aging Planning Chairman Erna Perkins would like to move forward getting the four remaining vacancies filled
- The Aging Planning Committee will be meeting in January and hopes to have four candidates for the Board to consider for appointment
- Will continue to advertise per Board policy
- Will place on the Action Agenda until the four remaining vacancies are filled

Chairman Inman confirmed with Board members there were no nominations for today's meeting.

Commissioner Walker commented:

- Like the sound of the committee interacting with the appointments
- Would like to see more of the Boards doing this type of interaction
- Still leaves the opportunity for the Board of Commissioners to appoint someone

The Board unanimously agreed to place the item on the January 25th Action Agenda.

Chairman Inman, with full consensus of the Board, directed the Clerk to place the item on the January 25th Action Agenda.

Appointments – Northwestern Regional Library Board – Walnut Cove Public Library Representative

Chairman Inman presented the following information regarding the appointment to the Northwestern Regional Library Board for the Walnut Cove Public Library Representative:

- Mr. John Hedrick, Northwestern Regional Library System, notified county staff that Walnut Cove Library Board Member Myra Quinn had been nominated by the Walnut Cove Library Board to fill the unexpired term of Robert Allen
- Robert Allen had resigned from the Walnut Cove Public Library Board
- The member for the Northwestern Regional Library Board must be a member of the Walnut Cove Library Board
- Mr. Allen's unexpired term ends on June 30, 2018

Chairman Inman opened the floor for nominations.

Commissioner Walker nominated Myra Quinn to serve on the Northwestern Regional Library Board.

With no further nominations, Chairman Inman entertained a motion to close the nominations.

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

The Board unanimously agreed to place the item on the January 25th Action Agenda.

Chairman Inman, with full consensus of the Board, directed the Clerk to place the item on the January 25th Action Agenda.

Appointments – Town of Walnut Cove Planning/Board of Adjustment – ETJ Alternate

Chairman Inman presented information regarding the ETJ Alternate appointment for the Town of Walnut Cove Planning/Board of Adjustments:

- Walnut Cove Town Manager Bobby Miller, on behalf of the Walnut Cove Planning/Board of Adjustment, requests the re-appointment of Arzell Montgomery as the EJT Alternate member
- Mr. Montgomery wishes to be considered for re-appointment
- Will advertise per Board guidelines

Chairman Inman opened the floor for nominations.

Commissioner Walker nominated Arzell Montgomery to serve as the ETJ Alternate on the Town of Walnut Cove Planning/Board of Adjustment.

With no further nominations, Chairman Inman entertained a motion to close the nominations.

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

The Board unanimously agreed to place the item on the January 25th Action Agenda.

Chairman Inman, with full consensus of the Board, directed the Clerk to place the item on the January 25th Action Agenda.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

**Replacement Vehicle Request – Sheriff’s Department
Budget Amendment #39**

Chairman Inman entertained a motion regarding the replacement vehicle request for the Sheriff’s Department presented at the December 28th meeting along with the following Budget Amendment #39:

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
Sheriff's Department				
100.4310.250	Auto Supplies	\$245,690.00	\$(2,043.00)	\$243,647.00
100.4310.510	Equipment	<u>\$170,000.00</u>	<u>\$23,656.00</u>	<u>\$193,656.00</u>
	Totals	\$415,690.00	\$21,613.00	\$437,303.00

This budget amendment is justified as follows:

To appropriate insurance claim funds, impoundment fees, and transfer funds from auto supplies for the purchase a replacement vehicle.

This will result in a **net increase** of **\$21,613.00** in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
100.3425.410	Impoundment fees	\$4,529.00	\$8,000.00	\$12,529.00
100.3839.850	Insurance Claims	<u>\$39,026.00</u>	<u>\$13,613.00</u>	<u>\$52,639.00</u>
	Totals	\$43,555.00	\$21,613.00	\$65,168.00

Vice Chairman Booth moved to approve the purchase of a 2016 Ford Police Interceptor from Earl Tindol Ford for \$23,656.00 and Budget Amendment #39. Commissioner Jones seconded and the motion carried unanimously.

Emergency Medical Services – Proposed New Fee

Chairman Inman entertained a motion the following new fees for Emergency Medical Services which was presented at the December 28th meeting:

- Crisis Solution Transport to Emergency Department
 - Invoice client and/or appropriate insurance (no change from what we currently do)
- Crisis Solution Treat No Treatment
 - \$164 Fee (invoice our Managed Care Organization – CenterPoint)
- Crisis Solution Transport to Alternative Facility
 - \$211 Fee (invoice our Managed Care Organization – CenterPoint)

Commissioner Jones moved to approve the new fees for Emergency Medical Services.

Vice Chairman Booth seconded and the motion carried unanimously.

Appointments – Transportation Advisory Committee (TAC)

Chairman Inman noted that Commissioner Lankford was nominated at the December 28th meeting to serve on the Transportation Advisory Committee (TAC).

Chairman Inman polled the Board regarding the re-appointment to the Transportation Advisory Committee:

Commissioner Jones: Commissioner Ernest Lankford
Commissioner Walker: Commissioner Ernest Lankford
Vice Chairman Booth: Commissioner Ernest Lankford
Chairman Inman: Commissioner Ernest Lankford
Commissioner Lankford: Commissioner Ernest Lankford

Chairman Inman noted that Commissioner Ernest Lankford had unanimously been re-appointed to serve on the TAC.

Emergency Medical Services – External Posting

Chairman Inman entertained a motion regarding the external posting for a vacant Intermediate or Paramedic position presented at today's meeting.

Commissioner Lankford moved to approve the external posting for a vacant Intermediate or Paramedic position. Vice Chairman Booth seconded and the motion carried unanimously.

Adjournment

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

Commissioner Lankford moved to adjourn the meeting. Commissioner Jones seconded and the motion carried unanimously.

Darlene M. Bullins
Clerk to the Board

J. Leon Inman
Chairman