

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
JANUARY 17, 2017

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administration Building) located in Danbury, North Carolina on Tuesday, January 17, 2017, at 1:30 pm (rescheduled from January 9, 2017 due to inclement weather) with the following members present:

Chairman Jimmy Walker
Vice Chairman Ernest Lankford
Commissioner James D. Booth
Commissioner Ronda Jones
Commissioner Ronnie Mendenhall

County Personnel in Attendance:
County Manager Richard D. Morris
Clerk to the Board Darlene Bullins
County Attorney Tyrone Browder
Finance Director Julia Edwards
Arts Council Director Eddy McGee
DSS Director Stacey Elmes
DSS Social Work Supervisor Marsha Marshall
Jail Captain Debbie Tuttle
Sheriff Mike Marshall
Tax Administrator Jake Oakley
Real Property Appraiser Richard Brim
Assistant Tax Collector Cheryl Hill

Chairman Jimmy Walker called the meeting to order and welcomed those in attendance for today's meeting.

INVOCATION

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

Vice Chairman Lankford delivered the invocation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

Chairman Walker invited the citizens in attendance to join the Board in the Pledge of Allegiance.

GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA

Chairman Walker entertained a motion to approve or amend the January 17, 2017 Agenda.

Chairman Walker requested the following item be removed from today's Agenda:

- Information Agenda – North Carolina 211 Information

Chairman Walker noted:

- Executive Director Cindy Tuttle, Stokes Partnership for Children, was unable to attend today's rescheduled meeting due to a scheduled Partnership meeting
- Would like to place the item on the February 13th Agenda

The Board had no issues removing the item and placing it on the February 13th Agenda.

Commissioner Booth moved to approve the January 17th Agenda as amended.

Commissioner Jones seconded and the motion carried unanimously.

COMMENTS – Commissioners/Manager

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

County Manager Morris commented:

Forsyth Tech – Trades Building Meeting

- Attended the second of two Forsyth Tech Trades Building Meetings last week along with Vice Chairman Lankford
- Presented commissioners with a plan line sketch for the Trades Building which included space for Wellness & Physical Education, Plumbing, Welding, Electrical, and Horticulture & Agriculture
- The group approved the plan line sketch that was provided to the Board based on receiving the \$1.5 million Golden LEAF Grant
- The purpose for the plan line sketch, up to this point, is to just have something to place in the Golden LEAF application to justify the need for the entire \$1.5 million
- This is not locked in; changes can still be made
- The sketch will allow four trades and one wellness/physical education area based on the square footage needed for each particular trade
- If the \$1.5 million is not received, there will probably only be enough square footage for two trades

- Really need to get the \$1.5 million from the Golden LEAF Foundation

Chairman Walker responded:

- Have some good news based on your comments that I received at the Legislative Goals Conference last week
- Found out that the Golden LEAF Foundation has been awarded an additional \$25 million and the Department of Commerce has been awarded an additional \$10 million; hopefully the County will receive some of this additional funding

County Manager Morris continued:

Petree Project – Pine Hall

- Plan to have a public information meeting around the first of February at the new Petree Building in Pine Hall
- Will be able to have the meeting in the new facility
- Working with CEO Pam Tillman, Pioneer Community Hospital of Stokes, to try to get the medical clinic up and running by the end of February

Chairman Walker questioned Vice Chairman Lankford if he would like to add any additional information regarding the Forsyth Tech meeting?

Vice Chairman Lankford responded:

- Feel County Manager Morris presented what was discussed at the meeting
- It was sort of discouraging to know that we have some trades that will not be able to be at the facility even though we have really been charging hard to get those trades
- Training for those trades such as heating/air conditioning and carpentry would provide good paying jobs for our Stokes County residents
- Forsyth Tech does not seem to agree with that, will just have to wait and see how much pressure we will have to put on to get what we would like to have in Stokes County

Chairman Walker responded:

- Maybe if not now, then later

Vice Chairman Lankford commented:

- Ethics for Life “And call on me in the day of trouble: I will deliver you, and you shall glorify me” (Psalm 50.15)

Commissioner Booth commented:

- Have a few comments regarding the information provided by Manager Morris and Vice Chairman Lankford
- I had some reservations at the last meeting when we found out that the HVAC would not be included in the Trades Facility
- HVAC is one of the best trades that you can have as far as a good paying trades job
- Don’t see some of these other trades paying like HVAC
- Need carpenters and now it has been taken out

- Like Vice Chairman Lankford, very disappointed that these trades are being taken out of “so called” the Trade Facility
- There was approximately \$800,000 received from the NC Connect Bond
- If we only have the \$800,000, probably will not have any trade

Vice Chairman Lankford responded:

- Would probably have two – one being welding which is a good paying trade

Commissioner Booth responded:

- Would probably only have that one trade – welding
- Was hoping to get all these trades in the facility

County Manager Morris responded:

- It is only driven by the amount of available space
- If you put HVAC in, you will probably only have one trade to go with HVAC
- There is just not enough available space in the facility for all the trades
- It is a combination of looking at each individual space and the amount of space needed for that particular trade
- Just can’t get all the trades in the facility unless you build a bigger facility

Commissioner Booth responded:

- Understand about the square footage and needed space
- But with only the \$800,000, agreed there will probably only be two trades
- If the Golden LEAF Grant of \$1.5 million comes through, which is almost 2 times the \$800,000, can’t understand why you can only fit in two more trades
- Don’t exactly know the design/information the group is looking at

County Manager Morris responded:

- The group looked at the amount of space at the main campus for each particular trade and put as many trades as possible into the sketch
- Any combination of trades can go into the facility
- Think the group is trying to get as much as possible in the space
- You can’t get all the trades in this one facility, you would have to just build a bigger facility
- HVAC takes a tremendous amount of facilitation and space; carpentry does too or it would have stayed in

Commissioner Booth responded:

- Can see that to a certain extent, but with two times the \$800,000, it seems more could be put it

County Manager Morris responded:

- It is not a direct relationship; it is not proportional
- The number of trades to the number of dollars is not proportional

Commissioner Booth commented:

- Just seems more could be put in
- Just voicing my concerns

County Manager Morris responded:

- This is all just to have a piece of paper to put in the grant application in order to secure the funding
- Everything is on the table, as far as, changing the trades

Chairman Walker commented:

- There seems like there needs to be more discussion on this topic
- Would like to suggest having this topic on the next Discussion Agenda
- Would like to see how the rest of the Board feels about having it on the next Agenda

The Board had no issues with putting the item on the next Agenda.

Chairman Walker, with full consensus of the Board, directed the Clerk to place the item on the Discussion Agenda for the next meeting.

Commissioner Booth continued:

- Would like to welcome everyone here today

Commissioner Mendenhall commented:

- Feel there could be changes to the Trades Facility, looking forward to that discussion
- Appreciate everyone being here today

Commissioner Jones commented:

- Will save my comments regarding the Trades Facility until the next meeting
- Had the opportunity to do a favor for the Silver Stocking folks in Kernersville
- Was able to visit the elderly people in the hospital and give out presents during Christmas; very heartwarming experience knowing that our elderly are being cared for
- Just want to let the Board know that I was one of the 13 folks that Governor McCrory appointed to the Oil and Gas Commission on December 30th
 - Will do my best on this Commission
- Forsyth Tech will be having a class on Farmer's Market on February 25th

Chairman Walker commented:

- It is very gratifying to know that the elderly is being cared for
- When I was mayor of King, used to give everyone in the assisted living facilities a Christmas card
- Hope the additional \$25 million awarded to the Golden LEAF Foundation can provide some funding toward this Trades Facility
- Also would like to welcome everyone here to today

- Also want to encourage people who have something on their mind to attend our meetings and speak during Public Comments

PUBLIC COMMENTS

Chairman Walker noted that the Board of Commissioners will hear Public Comments, but will not respond to Public Comments and that each speaker will be allowed three (3) minutes.

The following spoke during Public Comments:

Junior Morrison

1115 Evans Road

King, NC

Re: Lack of Animal Control Services

Mr. Morrison presented the following comments:

- I would like to know why Stokes County Animal Control can't pick up dogs in the county as they used to do
- I caught a dog in a trap around 4:00 pm on January 6, 2017
- I called Animal Control about 8:30 am the next morning and left a message requesting that the dog be picked up
- Chief Ben Hooker called back about 9:20 am and stated that the dog would not be picked up and that they did not do that any more
- I asked if I could bring the dog over and drop it off
- Ben Hooker said no and that no dogs can be dropped off until further notice
- He stated that if I kept the dog in a trap, I would have to put an electric blanket on the trap to keep the dog warm because it was going to get cold on Friday night
- Ben Hooker asked who does the dog belong to
- I stated that I was not sure
- I turned the dog loose and then I recognized whose dog it was
- I called Chief Ben Hooker back and told him where the dog lived
- He said he would talk to the owner about letting the dog run lose 24/7
- I asked him when were they going to have an auction
- He said, auction, why
- I stated if the trucks that the taxpayers of Stokes County bought for animal pickup were not being used for the intended purpose, they need to be sold
- Ben Hooker stated, we ride around in them and sometimes we get calls about animal neglect and/or abuse and we go talk to people
- Are there any other state or federal agencies that need to know about Stokes County's dilemma?
- North Carolina General Statutes 67-12 (Permitting dogs to run at large at night; penalty; liability for damage) – No person shall allow his dog over six months old to run at large in the nighttime unaccompanied by the owner or by some member of the owner's family, or some other person by the owner's permission
- I also have a picture for each Board member of the dog going in the trap; picture also has the date on it

- No one is enforcing that state statute
- Stopped at the Animal Shelter on Wednesday and talked to Ben in person
- Ask Ben if he had any dogs for adoption?
- Ben stated that the shelter only had one dog at this moment and it bites and can't be adopted
- Talked to commissioners earlier this week and was told that the County had a 72-hour euthanasia law that they were following at this time
- This makes me wonder why the dog is still at the shelter
- While I was there on Sizemore Road, I noticed that the driveway had been scraped for the Animal Control; no vehicle had been in the driveway since it had been scraped
- If no one had been in, why did we scrape the driveway
- That is wasting taxpayer's money just like the new truck we bought for Ben to ride around in
- Wonder why we, the taxpayers, are paying for two people to ride in a vehicle to the animal control building to work where they do not work
- Animals are not been received or adopted

Three minute time limit called

Sri Ananda Sarvasri

1060 Tyler Road

Walnut Cove, NC

Re: Happy, Healthy, & Green

Mr. Sarvasri read the following comments:

- According to our Constitution, it is the responsibility of government to protect the people from all enemies, foreign and domestic
- For months, I have made presentations documenting the fact that our agricultural and food industries have largely become junk food industries (provided the Board of County Commissioners several pages of information)
- They are a domestic enemy
- They are filling us as efficiently as any Army
- The American junk-food lifestyle causes over 75% of our medical expenses and is also responsible for our social problems
- The science of orthomolecular psychiatry shows that our junk food lifestyle radically alters our biochemistry and neurochemistry
- It degrades our mental and emotional health leading to crime, addiction, family violence, depression, and suicide – essentially the whole host of social problems
- These are major expenses to society
- The foster care problem is a prime example
- In other words, our junk-food lifestyle is the primary driving force behind all the negative trends we see today, our physical, mental, emotional, and social problems
- The second page of the handout shows the severity of the problem
- The #1 grocery expense by all households is sugary, acidic, caffeinated, carbonated soft drinks, junk-food beverages
- Look at the left-most item on the blue chart

- Soda is the #1 expenditure of all families
- Look at the two charts on the right
- The top four bars of each chart represent junk foods, the bottom four bars represent healthy foods
- The vast majority of expenditures are for junk foods by a wide margin
- The last page of the handout is the widely agreed upon recommendation for a healthy human diet
- Today, I am proposing solutions
- In addition to dietary and lifestyle changes, I am proposing 10 additional solutions listed on the first page of the handout
- These solutions can only happen with education and practical incentives
- The primary incentive is simple: Tax Junk Food
- Today, I propose a substantial tax on junk food as an incentive for healthy foods, a disincentive for junk foods, as an educational tool, and to create a large revenue source to promote health, education, and green technologies
- In my next presentation, I will suggest guidelines for taxing junk foods and using the money for nutritional education, restoring our soils, building community gardens and solar greenhouses, and promoting green technologies to create good jobs in the County

Chairman Walker expressed appreciation to those who spoke.

CONSENT AGENDA

Chairman Walker entertained a motion to approve or amend the following items on the

Consent Agenda:

- Minutes of December 20, 2016 – Emergency Meeting
- Minutes of December 27, 2016 – Regular Meeting
- Minutes of January 4, 2017 – Special Called Meeting

Emergency Medical Services - Budget Amendment #49

Finance Director Julia Edwards submitted Budget Amendment #49.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
Emergency Medical Services				
100.4370.351	Maintenance & Repair – Auto	<u>\$72,932.00</u>	<u>\$2,741.00</u>	<u>\$75,673.00</u>
	Totals	\$72,932.00	\$2,741.00	\$75,673.00

This budget amendment is justified as follows:

To appropriate insurance claim funds for repairs to vehicle.

This will result in a **net increase** of **\$2,741.00** 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	<u>\$49,969.00</u>	<u>\$2,741.00</u>	<u>\$52,710.00</u>
	Totals	\$49,969.00	\$2,741.00	\$52,710.00

Emergency Communications - Budget Amendment #50

Finance Director Julia Edwards submitted Budget Amendment #50.

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			
100.4325.020	Salaries & Wages – Part Time	\$50,000.00	\$30,000.00	\$80,000.00
	Contingency			
100.9910.000	Contingency	<u>\$88,240.00</u>	<u>\$(30,000.00)</u>	<u>\$58,240.00</u>
	Totals	\$138,240.00	\$00.00	\$138,240.00

This budget amendment is justified as follows:

To transfer funds from Contingency to part time salaries for part time training

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.

Commissioner Jones moved to approve the Consent Agenda as presented. Commissioner Mendenhall seconded and the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

Jail Inspection Report – December 2016

Jail Captain Debbie Tuttle presented the following information regarding the December 2016 Jail Inspection Report:

- Jail Inspector Roger McCoy, The Division of Health Service Regulation (DHSR) – Construction Section, performed the jail inspection on December 13, 2016
- Very good inspection
- Deficiencies were very minor other than overcrowding
- The following deficiencies were noted:
 - One light fixture not working in C Block
 - Light actually burned out during the inspection
 - Work order placed on 12-13-16
 - Light was replaced in C Block on 12-14-16
 - The hot water was not working in the dayroom sink of C Block
 - The toilet in the dayroom of C Block would not stop flushing in a reasonable amount of time when flushed
 - Work order placed on 12-13-16
 - Repaired on 12-13-16
 - The male population was eight (8) over the male design capacity of (60) sixty
 - At the time of the jail inspection, there were more than the capacity of 68 due to Writs from other agencies due in court
 - Since 12-13-16, all writs have been returned and total count is 67
 - Have outsourced inmates to Wilkes, Rockingham, and Caswell counties
 - Since the start of this Fiscal Year's budget, have used approximately 250 days to outsource inmates
 - When we outsource inmates and they bond out, there is additional cost to go get that inmate and bring them back to Stokes County; this can be in the middle of the night
- The jail is currently overcrowded as we speak
- We had 72 inmates this morning
- If the number remains the same tomorrow, will be outsourcing inmates tomorrow
- Would be happy to answer any questions

Chairman Walker opened the floor for discussion.

Vice Chairman Lankford questioned the makeup of who is being outsourced males or females?

Jail Captain Tuttle responded:

- It varies with males being most of the time
- Several years ago, another Jail Captain had switched a block so the count on the females and males were off with Jail Inspector McCoy
- We can now house 16 females and not be overcrowded with the remaining inmate count up to 52 for males
- Jail Inspector McCoy didn't have the documentation regarding the change, but he is coming back get the document so that his records reflect the change

Vice Chairman Lankford confirmed with Jail Captain Tuttle that they never have any available space to house inmates from other facilities except for the misdemeanor confinement program.

Vice Chairman Lankford confirmed with Jail Captain Tuttle that the jail has been overcrowded for 250 days.

Chairman Walker expressed the Board's appreciation for the jail inspection report.

Presentation of the Stokes County Audit – Fiscal year 2015-16

Chairman Walker introduced Senior Audit Accountant Kelly Gooderham, Martin Starnes & Associates, who was in attendance for the meeting to present the Fiscal Year 2015-16 Audit.

Accountant Gooderham noted that Audit Manager Matt Braswell was unable to attend today's presentation due to already being scheduled in another county.

Accountant Kelly Gooderham presented the following overview:

- Audit Highlights
 - Unmodified opinion
 - (clean report)
 - All County Departments were very cooperative to work with
- Stokes County's Fund Balance Classifications
 - Non Spendable Fund Balance
 - Inventory = \$66,311
 - Inter-fund Loans = \$82,636
 - Restricted Fund Balance
 - Stabilization by State Statute = \$1,887,378
 - All others = \$3,871,731
 - Assigned Fund Balance = \$2,263,540
 - Unassigned Fund Balance = \$13,165,483
 - Total General Fund – Fund Balance = \$21,337,079
- Total Fund Balance: General Fund
 - 2014 = \$20,080,019
 - 2015 = \$20,203,477
 - 2016 = \$21,337,079
 - \$1,133,602 increase over 2015 which equates to approximately 6%
- Fund Balance Position – General Fund
 - Total Fund Balance = \$21,337,079
 - Non Spendable = \$(148,947)
 - Stabilization by Statute = \$(1,887,378)
 - Available Fund Balance 2016 = \$19,300,754

- Available Fund Balance 2015 = \$16,304,638
 - Increase in Available Fund Balance = \$2,996,116
 - Local Government Commission uses the county's available fund balance as a comparison between other units of the same size
- Available Fund Balance as a Percent of Expenditures and Transfers to Other Funds: General Fund
 - 2014 = 40%
 - 2015 = 38%
 - 2016 = 44%
 - This Fund Balance is the combination of General Fund, Debt Service, and Health Department
- Comparison of Stokes County's General Fund Balance for 2015 (obtained from the State Treasurer's website) (2016 data is not available)
 - County is 39%
 - Population Group is 31%
 - Statewide is 27%
- General Fund Summary
 - Revenues
 - 2015: \$38,376,048
 - 2016: \$40,979,857
 - Increase of \$2,603,809 over 2015
 - Increase due to the increase in Ad Valorem Taxes and federal/state grants
 - Expenditures
 - 2015: \$40,994,995
 - 2014: \$42,179,358
 - Increase of \$1,184,363 over 2015
 - Increase due primarily to human services expenditures
- Ad Valorem Tax
 - 2014 = \$24,053,243
 - 2015 = \$23,782,287
 - 2016 = \$24,632,037
 - Increase of \$849,750 over 2015
 - Increase due primarily to tax increase from 64 cents to 66 cents
- Intergovernmental (federal and state grants)
 - 2014 = \$10,570,659
 - 2015 = \$8,609,479
 - 2016 = \$9,975,510
 - Increase of \$1,366,031 over 2015
 - Increase due primarily to DSS related funding sources
- Sales and Services
 - 2014 = \$3,836,197
 - 2015 = \$3,358,076
 - 2016 = \$3,524,472
 - Increase of \$166,396 over 2015
 - Increase due primarily to a Medicaid Cost Settlement in the Health Department

- Other Taxes and Licenses (includes local option sales tax)
 - 2014 = \$3,857,708
 - 2015 = \$4,124,526
 - 2016 = \$4,530,719
 - Increase of \$406,193 over 2015
 - Increase due primarily to increase in sales tax revenue
- Increase due Human Services
 - 2014 = \$10,469,402
 - 2015 = \$9,702,334
 - 2016 = \$10,203,773
 - Increase of \$501,439 over 2015
 - Increase due primarily in funding in the General Public Assistance which also resulted in higher operating costs which correlates with the increase in federal and state grants
- Public Safety
 - 2014 = \$8,413,162
 - 2015 = \$8,662,745
 - 2016 = \$9,287,868
 - Increase of \$625,123 over 2015
 - Increase due primarily to public safety, jail, and emergency medical services increase in salary and benefits along with operating costs
- Education
 - 2014 = \$10,304,827
 - 2015 = \$10,303,586
 - 2016 = \$10,359,395
 - Increase of \$55,809 from 2015
 - Fairly comfortable to last year
- General Government
 - 2014 = \$4,583,917
 - 2015 = \$4,949,086
 - 2016 = \$4,669,060
 - Decrease of \$280,026 from 2015
 - Largely due to Capital Outlay -Tax Software in prior year
- Will be glad to answer any questions at this time

Chairman Walker opened the floor for discussion.

Commissioner Jones confirmed with Accountant Gooderham that the County's Fund Balance that the Board concentrates on during budget time is \$17,465,348 which equates 29.73%.

Chairman Walker questioned Accountant Gooderham how this audit report makes the County look as far as to the Local Government Commission?

Accountant Gooderham responded:

- Do not have that information today, but will be glad to get that information back to the County
- Personally, the County has a very healthy Fund Balance for the County's size

Chairman Walker commented:

- Would like to compliment the County staff for their cooperation with the audit process

Chairman Walker expressed the Board's appreciation to Accountant Gooderham for the presentation.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Social Services Monthly Report

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

- Operational Support Team County Contact
 - Reviews Medicaid and Food Stamps to keep the agency on track
 - We are on track and target to where we need to be
 - We have done good keeping the Food Stamp timeliness rate at a 100%
 - Have only had one time in the past few months that it has fallen below the 95%
- Metrics (As of December 2016):
 - Income Maintenance
 - NC FAST – In Compliance
 - Child Care to go live in February 2017
 - Delayed from January 2017 as reported last month
 - WorkFirst – In Compliance
 - 64 open cases
 - \$13,749 in benefits delivered
 - One benefit diversion = \$708
 - FNS – In Compliance
 - 2,872 open cases
 - 6,102 participants
 - \$658,311 in benefits delivered
 - Adult Medicaid, Family & Children's Medicaid – In Compliance
 - Medical Assistance
 - 8,031 open cases
 - 9,021 participants
 - Have one Income Maintenance Caseworker vacancy which is currently being advertised
 - Special Assistance:
 - 192 open cases
 - \$83,181 Special Assistance benefits delivered

- Child Support – In Compliance
 - Serving 1,334 children with collections at \$199,260
- Program Integrity – In Compliance
 - 179 open cases
 - Collected \$2,774 with \$543.37 of collections retained in the county
- Child Day Care – In Compliance
 - 15 children on waiting list for service
 - Added 25 children during December
- Foster Care
 - Foster Care Services – Immediate Attention Required
 - 107 children in custody at the end of December
 - As of 01-17-2017, have 110 children in custody
 - State standard is a caseload of fifteen (15)
 - Have all social worker positions in foster care filled with the last vacancy filled 01-17-17
 - Community Social Services Assistant approved by the Board on 12-27-16 has been filled with employee reporting to work on 01-23-2017
 - Very pleased to have these position filled
 - Foster Care Home Licensing – Needs improvement
 - Currently have 24 licensed foster homes located in Stokes and other counties
 - Working to complete the licensing requirements for seven (7) families
 - Information session about becoming a foster parent was held on 01-16-17 with 18 people attending the session
 - Starting a foster parent class in February with 8 couples registered
 - Number of foster children outweigh the number of foster care social workers
 - Adoptions – In Compliance
 - No adoptions this month
- Child Protective Services
 - Investigations – In Compliance
 - Received 41 reports involving 44 children
 - There were 23 reports accepted for investigation
 - Ten (10) of these were found in need of services
 - Have 35 active CPS investigations
 - Case Management – In Compliance
 - Fifteen (15) open cases
 - Assists to other Counties
 - Five (5) assists
- Adult Services
 - Adult Protective Services – In Compliance
 - Received five (5) reports
 - Two (2) reports were screened in

- One (1) report received an offer services visit
- Guardianship – In Compliance
 - Currently have 30 adult wards
 - State standard is a caseload of 30
- SSBG/HCCBG/Payee/Adult Day – In Compliance
 - Twenty-two (22) open cases
- Facility Monitoring – In Compliance
 - Monitor six (6) adult care facilities
 - No complaints received this month
- Family Caregiver Program – In Compliance
 - Fifteen (15) open cases
 - Currently working two (2) referrals
- SA IH/MAC – In Compliance
 - Eighty-one (81) open cases
 - Currently working ten (10) referrals
- CAP DA – In Compliance
 - Sixty-six (66) open cases
 - Currently working eleven (11) referrals
- Intake – In Compliance
 - See any individual that comes into the agency needing assistance with anything from housing to utility assistance to other resources
- Other – In Compliance
 - No unclaimed bodies
 - LIEAP
 - December – 270 approved families totaling \$56,600
- Supervision (Staff/Supervisor Ratio) - Needs Improvement
 - The biggest area of concern is social work services with the need for a Social Work Supervisor in Child Welfare and a Program Manager for Social Work Programs
- Staffing (Years of Service) – In Compliance
 - As of 01-17-17, all vacant positions in foster care have been filled
 - Agency has one vacant Income Maintenance Caseworker II position
- Medicaid Transportation – In Compliance
 - Information not available for December as of this reporting
- Clerical – In Compliance
 - (1,199) Walk Ins
 - One (1) Fishing License disbursed
 - No Voter Registrations turned in

Chairman Walker opened the floor for discussion.

Commissioner Jones commented:

- Thankful it is not as depressing as last month

Vice Chairman Lankford commented:

- Very pleased with this month's report
- Confirmed with Director Elmes that the Community Social Services Assistant position has been filled
- Feel that the Community Social Services Assistant is going to really help

Tax Administration Report – December 2016

Tax Administrator Jake Oakley presented the following informational data for the

December 2016 Report for the Board's review: (Tax Administrator Oakley noted that Real Property Appraiser Richard Brim and Assistant Tax Collector Cheryl Hill were in attendance for today's meeting to answer any questions)

Fiscal Year 2016-17	Budget Amount	Collected Amount	Over Budget	Under Budget
Current 2016 Taxes	\$20,420,409.00	\$14,600,047.58		\$5,820,361.42
Percentage = 71.50%				
New Schools F-Tech Fund	\$1,317,445.00	\$964,838.12		\$352,606.88
Percentage = 73.24%				
Prior Taxes				
County Regular & Motor Vehicles	\$450,000.00	\$294,685.38		\$155,314.62
Percentages = 65.49%				

Business and Personal Property Discovery Report – October, November & December 2016

Tax Administrator Jake Oakley presented the following Business and Personal Property

Discovery Report for October, November, & December 2016 for the Board's review:

	Number of	Total	Taxes
Audit Dates	Accounts	Value	Due
10-01-16/12-31-16	390	\$ 941,990.00	\$ 9,030.74

Business and Personal Discoveries Billed for Fiscal Year 2016-17

Tax Administrator Jake Oakley presented the following Business and Personal Discoveries

Billed for Fiscal Year 2016-17 for the Board's review:

	Number of	Total	Taxes
Audit Dates	Accounts	Value	Due
07-01-16/06-30-17	519	\$1,161,496.00	\$11,026.27

Garnishments

Tax Administrator Jake Oakley presented the following Garnishments for October, November, & December 2016 for the Board's review:

Audit Dates	Number of Accounts	Total Value	Taxes Due
10-01-16/12-31-16	151	\$ 38,720.99	\$ 14,145.88
07-01-16/06-30-17	637	\$ 156,027.61	\$ 135,357.84

EMS Billings & Collections

Tax Administrator Jake Oakley presented the following Current and Delinquent EMS Billing for Fiscal Year 2016-17 for the Board's review:

	Transports		Medicare/Medicaid		Other
Month	Billed	Charged	Collected	Non-Billable*	Non-Billable*
Jul-16	287	\$ 190,015.90	\$ 116,548.02	\$ 60,170.24	\$ 34,625.55
Aug-16	332	\$ 218,584.09	\$ 124,271.79	\$ 79,635.48	\$ 186,385.97
Sep-16	371	\$ 246,072.75	\$ 112,786.22	\$ 82,369.59	\$ 2,420.03
Oct-16	409	\$ 274,592.50	\$ 135,569.75	\$ 72,277.19	\$ 1.23
Nov-16	327	\$ 206,644.47	\$ 142,157.35	\$ 74,860.94	\$ 425.00
Dec-16	230	\$ 148,205.18	\$ 106,593.54	\$ 45,322.44	\$ 1,835.10
Totals	1,956	\$1,284,114.89	\$737,926.67	\$ 414,635.91	\$ 225,692.88

*Non Billable are contractual obligation, amount for which the patient can't be billed

NCVTS Motor Vehicle Billings & Collections – Quarterly Report July 2016- November 2016

Tax Administrator Jake Oakley presented the NCVTS Motor Vehicle Billings & Collections – Quarterly Report July 2016- November 2016 for the Board's review:

Tax Code	Number of	Levy	Interest	Adjustment	Billing	Total Collected
Jurisdiction	Vehicles	Billed	Paid	Made	Cost	To Date
King City	2,610	\$ 95,153	\$ 608	\$ (570)	\$ (5,162)	\$ 90,029
King Car Fee	2,444	\$ 12,230	none	\$ (10)	none	\$ 12,220
Walnut Cove Town	551	\$ 15,469	\$ 120	\$ (59)	\$ (699)	\$ 14,831
Danbury Town	71	\$ 903	\$ 1	\$ (25)	\$ (41)	\$ 838
School Tax	22,323	\$ 63,313	\$ 357	\$ (235)	\$ (3,003)	\$ 60,432
King Fire	3,395	\$ 18,139	\$ 103	\$ (85)	\$ (861)	\$ 17,296

Rural Hall Fire	642	\$ 3,594	\$ 13	\$ (11)	\$ (169)	\$ 3,427
Walnut Cove Fire	2,417	\$ 11,499	\$ 66	\$ (22)	\$ (536)	\$ 11,007
General County	22,323	\$ 981,318	\$ 5,603	\$ (3,652)	\$ (46,540)	\$ 936,729
Service Fire	12,708	\$ 62,200	\$ 327	\$ (194)	\$ (2,975)	\$ 59,358
Totals	22,323	\$ 1,263,818	\$ 7,198	\$ (4,863)	\$ (59,986)	\$1,206,167
						Total Refunds \$ (4,912)
						\$1,201,255

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

Billing Cost in car fees for the City of King are calculated in the King City Bills

Lowest Cost \$2.35

Billed

(County, School Fund, Service Fire - based on 23,323 cars)

Highest Cost

Billed \$4.19

(County, School Fund, King City - based on 2,610 cars)

Average cost

per bill \$2.68

Interstate Credit Collections – DataMax

Tax Administrator Jake Oakley presented the following Interstate Credit Collections –

DataTax for the Board's review:

NC Debt Set-Off for Property Tax & EMS Accounts

Cumulative Total to Date Collected -NC Debt Setoff **\$262,696.24**

Cumulative Totals

Cumulative Total to Date Collected-Motor Vehicles \$142,283.45

Cumulative Total to Date Collected- Property Taxes \$53,844.99

Cumulative Total to Date Collected - EMS \$396,423.01

Grant Total to Date Collected - All categories \$592,551.45

Releases Less than \$100 – Real and Personal Property

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

Real and Personal Property (December 2016) at the January 17th meeting for the Board's review:

Releases Less Than Name	\$100 Real/Personal Bill Number	Property Amount
Rex Clady Bennett	851227-2016-2016	\$14.35
	851227-2015-2015	\$17.08
	851227-2014-2014	\$19.47
	851227-2013-2013	\$22.70
Brandon C Byer	3269-2016-2016	\$16.56
	3269-2015-2015	\$19.79
Anne Carpenter	851425-2014-2014	\$42.88
	851425-2013-2013	\$50.35
	851425-2012-2012	\$58.37
Tanner James Hartford	851473-2014-2014	\$22.77
	851473-2013-2013	\$26.94
	851473-2012-2012	\$31.47
	851473-2011-2011	<u>\$36.32</u>
	Total Amount	\$379.05

Releases More than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Releases more than \$100 – Real and Personal Property (December 2016) at the January 17th meeting for the Board's review with consideration for approval at the January 23rd meeting:

Releases More Than \$100 Name	Real/Personal Bill Number	Property Amount	Reason
William Hampton Green	851471-2016-2016	\$170.73	Boat Listed in Rockingham County
	851471-2015-2015	\$128.46	
	851471-2014-2014	\$166.25	
	851471-2013-2013	\$209.50	
	851471-2012-2012	\$257.09	
	851471-2011-2011	\$309.08	
Charles Martin & Others	310270-2016-2016	\$383.67	Rollback Bill Reversal Due to Delay in Closing
	310270-2016-2015	\$420.12	
	310270-2016-2014	\$438.85	
	310270-2016-2013	<u>\$471.98</u>	
	Total Amount	\$2,955.73	

Refunds More than \$100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Refunds more than \$100 –

Real and Personal Property (December 2016) at the January 17th meeting for the Board's review with consideration for approval at the January 23rd meeting:

Refunds More Than \$100	Real/Personal	Property	
Name	Bill Number	Amount	Reason
Surry-Yadkin Electric			
Member Corporation	289741-2015-2015	\$2,087.08	Rea Property Double- Billed
	289741-2016-2016	\$2,059.34	Real Property Double-Billed
B&B Septic & Drain Service Inc.	31704059	<u>\$281.56</u>	Vehicle Out of State
	Total Amount	\$4,427.98	

Chairman Walker opened the floor for discussion.

The Board had no issues with the information provided by Tax Administrator Oakley.

Chairman Walker, with full consensus of the Board, directed the Clerk to place the following on the January 23rd Consent Agenda:

- Releases More than \$100 – Real and Personal Property
- Refunds More than \$100 – Real and Personal Property

Tax Administration – Personal Property Schedule of Values

Tax Administrator Jake Oakley presented the following documents for the Board's review with consideration for approval at the January 23rd meeting:

- 2017 Department of Revenue Cost Index and Depreciation Schedules (Business Personal Property)
- 2017 Pricing Guidelines for Personnel Property
- 2017 Single Wide Mobile Home Pricing Guidelines (Schedules Developed from Marshall and Swift)

Tax Administrator Oakley noted the following:

- This has to be approved each year
- These documents are used to price and value personal property
- Request the document be placed on the January 23rd Consent Agenda

Chairman Walker opened the floor for discussion.

The Board had no issues with the request from Tax Administrator Oakley.

Chairman Walker, with full consensus of the Board, directed the Clerk to place the following on the January 23rd Consent Agenda:

- 2017 Department of Revenue Cost Index and Depreciation Schedules (Business Personal Property)
- 2017 Pricing Guidelines for Personnel Property
- 2017 Single Wide Mobile Home Pricing Guidelines (Schedules Developed from Marshall and Swift)

Clerk to the Board Darlene Bullins confirmed with the Board that all the backup information (numerous pages) placed in today's Agenda relating to the Personal Property Schedule of Values and Depreciation Schedules for 2017 did not have to be included in the January 23rd Consent Agenda.

Tax Administration – 2017 Revaluation

Tax Administrator Jake Oakley presented the following information regarding the 2017 Revaluation:

- The Stokes County Appraisal Team has completed the 2017 Revaluation which goes into effect January 2017
- Very proud of the staff in completing this Revaluation
- Values are derived from a sale comparison market study for individual neighborhoods within each Township
- Value adjustments are neighborhood specific and vary among the differing classes of real property
- 2017 figures provided to the Board are not final and are subject to adjustment due to property owner appeals and adjustments made by the Board of Equalization and Review
- 2017 Notices of Value are scheduled to be mailed to all Real Property Owners on February 10, 2017
- Value Data being presented today does not reflect exemptions/deferments
- Overall increase is approximately 3.48%
- This information does not include the new Walmart coming to King

Tax Administrator Oakley provided the following charts for the Board's review (values do not reflect exemptions/deferments) that reflect the Total County Real Property Value Changes and the Real Property Values by Township/Municipalities:

**Total County Real Property Value
Changes**

Description	2016 ASSESSED VALUE	2017 REAPPRAISAL ASSESSED VALUE	VALUE CHANGE	% OF CHANGE	Projected Revenue \$0.66 tax rate
Land Value	\$1,375,202,711	\$1,379,753,702	\$4,550,991	0.33%	\$30,036.54
Res Building Value	\$1,526,023,800	\$1,605,986,900	\$79,963,100	5.24%	\$527,756.46
Com Building Value	\$262,457,700	\$289,941,824	\$27,484,124	10.47%	\$181,395.22
OutBuilding Value	\$52,755,100	\$52,706,600	-\$48,500	-0.09%	-\$320.10
Total Building Value	\$1,841,236,600	\$1,948,635,324	\$107,398,724	5.83%	\$708,831.58
Total Property Value	\$3,216,439,311	\$3,328,389,026	\$111,949,715	3.48%	\$738,868.12

The above Values do not reflect exemptions / Deferments

Real Property Values by Township / Municipalities

TOWNSHIP	2016 ASSESSED VALUE	2017 REAPPRAISAL ASSESSED VALUE	VALUE CHANGE	% OF CHANGE
BEAVER ISLAND	\$210,499,500	\$217,898,700	\$7,399,200	3.52%
BIG CREEK	\$171,216,700	\$174,286,600	\$3,069,900	1.79%
DANBURY	\$124,150,600	\$129,168,800	\$5,018,200	4.04%
MEADOWS	\$350,766,500	\$365,367,286	\$14,600,786	4.16%
PETERS CREEK	\$154,630,700	\$158,641,800	\$4,011,100	2.59%
QUAKER GAP	\$206,372,600	\$211,897,500	\$5,524,900	2.68%
SAURATOWN	\$385,710,502	\$398,680,806	\$12,970,304	3.36%
SNOW CREEK	\$192,038,600	\$198,129,100	\$6,090,500	3.17%
YADKIN	\$1,421,053,609	\$1,474,318,434	\$53,264,825	3.75%
COUNTYWIDE	\$3,216,439,311	\$3,328,389,026	\$111,949,715	3.48%

MUNICIPALITIES	2016 ASSESSED VALUE	2017 REAPPRAISAL ASSESSED VALUE	VALUE CHANGE	% OF CHANGE	Rate Revenue
KING	\$481,247,404	\$506,181,441	\$24,934,037	5.18%	\$0.422 \$105,221.64
WALNUT COVE	\$100,976,600	\$104,105,200	\$3,128,600	3.10%	\$ 0.400 \$ 12,514.40
DANBURY	\$20,897,200	\$22,316,200	\$1,419,000	6.79%	\$ 0.270 \$ 3,831.30

The above Values do not reflect exemptions / Deferments

Tax Administrator Oakley provided the Board with a copy of the 2017 Stokes County Reappraisal Notice of Real Property Value letter which will be mailed to the property owner which explains to the property that they are entitled to have an actual visitation and observation of their

property.

Chairman Walker opened the floor for discussion.

Vice Chairman Lankford commented:

- Confirmed with Tax Administrator Oakley and Real Property Appraiser Richard Brim that this Revaluation was easier than the last Revaluation

Real Property Appraiser Richard Brim responded:

- Had more sales to go with this Revaluation

Vice Chairman Lankford continued:

- Feels the 3.48% increase sounds about right as far as where the economy is today
- Confirmed with Tax Administrator Oakley that land values did not go up a lot with houses hitting around 5% growth

Tax Administrator Oakley reiterated that this information did not include the new Walmart which is scheduled to open in March 2017.

Commissioner Booth commented:

- Confirmed with Tax Administrator Oakley that there was a 5% decrease with the last Revaluation with 3.48% coming back; not the total 5%, but at least some
- Confirmed with Tax Administrator Oakley that there was some loss in land this year and that is probably why the County did not see the entire 5%
- Confirmed with Tax Administrator Oakley that this Revaluation is locked in for 4 years

Commissioner Jones commended Tax Administrator Oakley on the report which was very informational.

Chairman Walker requested Tax Administrator Oakley to explain how a citizen can question the value of their property.

Tax Administrator Oakley responded:

- Information on how to get in touch with the Tax Administration is listed on the bottom of the 2017 Stokes County Reappraisal Notice of Real Property Value letter being sent to the citizen
- Staff will explain and justify how the value was reached
- If there are any mistakes, they will be corrected
- If the citizen is not satisfied with the staff's justification, the taxpayer can appeal to the Board of Equalization and Review
- If the citizen is not satisfied with the Board of Equalization and Review, the taxpayer has the opportunity to appeal to the State

Chairman Walker expressed appreciation to Tax Administrator Oakley for the detailed report.

Arts Council – The Arts Place of Stokes – Proposed Reimbursement Position

County Manager Rick Morris presented the following information regarding the proposed reimbursement position request from Arts Council Director Eddy McGee:

- Arts Council would like to add one full time position to handle the increased workload when the new Art Market operations soon get underway
- Director McGee would supervise this new county position
- The full salary and benefits costs of this additional position would be 100% reimbursed to the County from the Arts Council
- Position is needed to assist Director McGee and staff in the operation of the new retail operation in the expanded Art Market facility along with a myriad of other new activities that will be occurring throughout the upstairs and downstairs renovations to the facility (classes, meetings, etc.)
- Art Market will be expanding its hours to six days per week, which will include nights and weekends to maximize revenue in support of the new facility and its many offerings to the public
- Director McGee and staff will continue to perform their current fund raising and other departmental duties and they will also support the additional employee to ensure coverage of the facility during the expanded hours of operation
- The new business model for the renovated facility is designed to attract many of the visitors at Hanging Rock State Park as well as other visitors from around the state who travel to Stokes County
- The primary reason I am recommending this be a fully reimbursed county position is to prevent Director McGee and his staff from having to take on the Human Resources (HR) responsibilities such as payroll, taxes, medical insurance, etc. for one employee, which would be difficult to do
- Offering the position as a county position with county employee benefits may improve the chances of attracting a well-qualified person who will be need to work the expanded weekend and nighttime hours required to make this project a success
- This type of reimbursement program has been used successfully before with the Arts Council
- When Director McGee was hired, half of his salary was reimbursed to the County from the Arts Council

Arts Council Director McGee commented:

- Timeline for the facility is coming along quickly
- Staff should be back in the Arts Council office week after next
- Retail market for the facility is probably not going to start until March
- We need to start scheduling staffing for the facility
- Some performances have already been scheduled for February

- The workload involving the facility has already increased for the Arts Council staff
- Facility will be open six days a week
- Plans are to hire a full time manager for the facility who will manage the facility and oversee part time staff and volunteers
- Arts Council will reimburse the County 100% as noted in the manager's information
- Want to make sure the commissioners know that the Arts Council Board has not acted on whether this is the route they want to go
- The Arts Council Board may want just simply contract the position and pay them an hourly wage
- It is more attractive when there is a benefits package
- Understand this will not be an additional workload to the county staff
- Reiterated that the Arts Council will reimburse the County 100% for the position

Chairman Walker opened the floor for discussion.

Vice Chairman Lankford commented:

- I support the Arts and don't have any problems with that
- I am just a little bit discouraged that I am seeing this request at this time
- I did not think we would be ready for a request for a position and especially the way it is being requested
- I know you have an Arts Council and thought you would start out with a lot of volunteer help, then see where that went and then after that take another look
- For sure, it always work likes this and I have been very pleased with Eddy's performance, but it did start out half and half and then the next thing I knew, it was full time plus
- I don't know what else to say other than I am disappointed in this request at this time

Commissioner Jones commented:

- I have a totally different perspective which is not unusual
- I think it is great
- Director McGee has figured out how to reimburse the County 100%
- There is so much work over there
- I don't think anyone can decide on timelines
- This is your baby and you should know what you need to be able to make this work
- I trust you and have full faith that this is what you need
- From what I am reading, the County is not losing out on anything
- I know volunteers are great but they get worn out and are hard to find
- If this is what you need, I am all for it
- Appreciate all you have done for this County, it has been miraculous

Commissioner Mendenhall commented:

- I am in agreement with Commissioner Jones on this issue
- Director McGee provided me with a lengthy tour of the facility last week
- Director McGee answered all my questions

Commissioner Booth commented:

- Confirmed with Director McGee that the retail market will hopefully open in March and is uncertain exactly when this position will start

Arts Council Director McGee responded:

- Reiterated that the Arts Council Board may not support this concept even if the Board of County Commissioners approve the concept
- Arts Council can contract the position and not have to go through the County
- The reason I am asking now is not necessarily for the present time but possibly for the future
- We want a quality person to manage the facility
- The person we hire may not want a benefit package
- We have different ways to do this

Commissioner Booth continued:

- Confirmed with Director McGee that the Arts Council Board had not decided which way they want to go

County Manager Morris responded:

- Director McGee is gathering information so the Arts Council can decide which way they wish to go

Commissioner Booth continued:

- Confirmed with Director McGee that the previous Art Market was staffed with volunteers and staff from the Winston Salem Urban League Program

Arts Council Director McGee responded:

- That facility did not have a set schedule
- It was only open when there were people available to operate the facility
- This facility will be open Tuesday – Sunday: Tuesday – Thursday (9:00 am to 6:00 pm); Friday & Saturday (9:00 am to 9:00 pm); and Sunday (12:00 noon to 4:00 pm)

Commissioner Booth continued:

- Confirmed with Director McGee that he did not see any issues paying for a salary that could be between \$30,000 to \$40,000 per year
- Confirmed with Director McGee that the Arts Council is financially able to reimburse the County 100% for salary and benefits for this position which will not be contingent on what is being done at the Art Market

County Manager Rick Morris responded:

- Resources from the Art Market will add to the available funds once it is up and running

Chairman Walker commented:

- Director McGee has an exemplary record in Stokes County

- You have accomplished quite a bit and have established yourself as a very credible person who is an asset to the County
- If a person of your stature in the County makes a request, I think that carries a lot more weight than from someone who does not have your track record
- I have and will continue to be supportive of the Arts in the County
- Remember when your salary was changed to 100% county and the reason it was changed was the fact that you were having to spend valuable time seeking funding for that 50% when you could be seeking funding for creative programs
- Would like to hear Director McGee's thoughts about the advantages of the request

Director McGee responded:

- At this point, the Arts Council may only make this a contract position with an hourly wage and no benefits along with any state requirements
- Can do it as a contract because of having under 50 employees
- By going through the County, the system is already established and could provide benefits to that employee such as health, dental, retirement, 401(k), etc.
- You will be able to offer more to a qualified individual
- As I stated before, not necessarily looking at this for now but possibly for the future
- You want quality people to be managing the facility
- Will be more responsibility for the Arts Council staff for keeping up with contracts, hours, etc.

Chairman Walker confirmed with County staff that there would be no need to add an administrative fee, if legal, to cover staff involvement.

County Manager Morris responded:

- The system is already there with an Arts Council Budget, it would simply be adding another employee

Chairman Walker confirmed with County Attorney Ty Browder that from what had been presented today, the information did not raise any flags or issues.

Vice Chairman Lankford commented:

- Since this is not an urgent matter, would like to have more time to do more investigation – possibly a couple of meetings

Chairman Walker confirmed with Arts Council Director McGee that the Arts Council Board meets this coming Monday.

Director McGee responded:

- I can relay what I presented to the Board of Commissioners
- The Arts Council Board may just decide to contract the position

Chairman Walker commented:

- If the Arts Council Board does wish to pursue this option, it can be placed back on the Agenda for further discussion

County Manager Morris commented:

- When we were talking about this position, this position is an anchor point to go along with the Arts Council staff
- For clarification, the three of them will not be able to do all the work, there is still going to be a lot of volunteers and some part time help in addition to those three employees

Arts Council Director McGee responded:

- There will definitely have to be other part time employees that would not be run through the County

Chairman Walker commented:

- Confirmed with Director McGee that he would be taking this option to the Arts Council Board meeting on Monday to see where they stand regarding this option and then relay their decision to the Clerk
- Would like to put back on the Board's Agenda possibly the first meeting in February if the Arts Council Board is interested

Commissioner Jones commented:

- Ready to vote today

Chairman Walker commented:

- Seems the Board has no issues with placing the item back on the Agenda
- Would like to take this opportunity to commend Director McGee for taking on the task to raising the entire funding for the Art Market project

Commissioner Booth commented:

- Also appreciate Director McGee's work done on the project
- The item may or may not have to come back to this Board

Proposed Jail Expansion Project - Update

County Manager Rick Morris presented the following information regarding the proposed

Jail Expansion Project Update:

- Sheriff Mike Marshall is in attendance for today's discussion
- The County is now at the logical decision point to make a decision on proceeding with the jail expansion
- The decision to move forward with construction is recommended for the following reasons:

- Original justification to enter the design phase basically remains unchanged from the information that was provided to the BOCC at that time
- Jail remains overcrowded and was cited for being overcrowded on the latest jail inspection, which exposes the county to the threat of a lawsuit similar to the previous one that forced construction of the current jail facility
- Business model remains the same where the expansion should generate revenue for the county and prevent the significant cost of housing excess inmates outside of the county
- USDA Loan has been approved which locks in a low interest rate
- Construction costs are increasing and could increase even faster under the new Trump Administration based on early indicators such as the stock market surge
- County Attorney Browder needs to complete the survey and title work as soon as possible to meet the USDA loan requirements
 - Don't want to spend additional county funding unless the project is approved
- County has already invested \$400,000+ in the design process and preparation for the bid process
- Prospects for getting federal inmates still looks very good, which will be a steady revenue source
- Reiterated the low interest rate with the USDA loan
- Have provided the Board with conservative estimates that have been supported by the County's Financial Advisor Doug Carter
- Staff is ready to go forward if the Board is comfortable going forward with the project

Sheriff Mike Marshall commented:

- Construction costs are estimated at \$5,188,018.91
- Don't know how long that figure will remain
- Revenue projections have not changed:
 - Low end - \$826,470.03
 - High end - \$1,570,121.00
- Financial Advisor Doug Carter has reviewed the projections
- The issue, as far as overcrowding, has not been corrected in the last year and a half
- Have outsourced inmates averaging about \$80,000 per year which does not include transportation, medical, etc.
- Feel good about housing Federal inmates, with the appointment of a new Federal Marshal for this area, feel the numbers will increase
- Expanding the jail is to correct the overcrowding, but with being able to produce additional revenue, we should go for the project

Chairman Walker opened the floor for discussion.

Vice Chairman Lankford commented:

- Confirmed with Sheriff Marshall that the design is complete except for a few exceptions on the land process

- Confirmed with Sheriff Marshall that the County has already invested approximately \$400,000
- For some reason, I did not think it was going to be that much to get ready for the bid, maybe didn't get all the information
- Confirmed with Sheriff Marshall that the estimate is a little over \$5 million, but will not know the exact cost until the bid is released
- Confirmed with Sheriff Marshall that the architect is ready to bid the project, just waiting for Board approval
- Confirmed with Sheriff Marshall that if the project is approved, could possibly break ground in the Spring
- Confirmed with Sheriff Marshall that is it consistent that the count at the jail for the past 14 months has either been at capacity or over

Commissioner Booth commented:

- Confirmed with Sheriff Marshall Revenue projections have been projected as follows:
 - Low end - \$826,470.03
 - High end - \$1,570,121.00

Sheriff Mike Marshall responded:

- Projected on the low end – 15 federal inmates and 30 misdemeanor confinements (already approved for 20 misdemeanor and federal marshal has guaranteed 25)
- Projected on the high end - 30 federal inmates and 55 misdemeanor confinements)
- Forsyth County is getting ready to do some remodeling with certain floors - completely shutting certain floors down – will not be housing misdemeanor confinements with the County having the potential to get those from Forsyth
- A request has to be put in for the misdemeanor confinements
- Right now my request is 20 because we never know what the population is going to be in the jail
- Get \$40 a day for a misdemeanor confinement
- Get \$65 a day for federal inmate

Commissioner Booth continued:

- Confirmed with Sheriff Marshall that this expansion provides the County with an additional 88 beds
- Confirmed with Sheriff Marshall the jail is out of compliance every week and that a judge can order the County to build a new jail and what kind of jail to build
- Confirmed with Sheriff Marshall that the current jail was built by court order
- Confirmed with Sheriff Marshall that the projected payment has been estimated at \$300,726 per year
- Confirmed with county staff that the USDA loan interest rate is 2.375%
- Confirmed with Sheriff Mike Marshall that beds would be used when available to produce additional revenue to pay the loan off if desired by the Board
- Bottom line – over capacity
- May have a judge order the County to build a new jail
- The USDA has no penalties in paying off the loan early

- We are at the point we need additional space to eliminate overcrowding
- We are at the point we have a great interest rate
- We are at the point we have a USDA loan for 40 years with no penalties of paying off the loan early

Sheriff Mike Marshall responded:

- If the project is approved, we will be the only jail in this district that is the Prison Rape Elimination Act of 2003 (PREA) compliant (new addition will have 16 beds that are PREA compliant)
- PREA compliant is where an inmate is under 18 and has to be separated from the general population in the jail and is the first US federal law passed dealing with the sexual assault of prisoners

Commissioner Booth confirmed with Sheriff Marshall that these beds that are PREA compliant will be something other jails will be looking for – a necessity.

Commissioner Jones commented:

- Just going to say what I am thinking
- Have heard this about a half of dozen times
- Don't know why we are even discussing it again
- Ready to break ground
- Done talking, ready to go

Commissioner Mendenhall commented:

- Very simple to me
- See three significant things that should lead us to support this project:
 - Increased revenue for the county with a projection of \$1.5 million (high end)
 - USDA Loan with an interest rate of 2.375% that is not going down
 - Puts the County in compliance with the overcrowding and puts the County in the driver's seat
- Support this project 100%

Chairman Walker commented:

- Just doing a little math
- If we use that \$1.5 million revenue project, for every week we wait, we are losing \$28,000 per week, \$125,000 per month

Sheriff Mike Marshall responded:

- The \$1.5 million is a conservative figure
- You also have to figure what the County is paying out for outsourcing inmates

Chairman Walker continued:

- Very supportive of this project
- Have been so all along

- Don't see much downside potential and see very much upside potential with this project
- Will open the floor for any further comments
- Would then, as a Board, decide what steps will be taken next

Commissioner Booth commented:

- When we talked about the revenue projections, you have to factor in the expenditures, but projections still show additional revenues for the County

Chairman Walker questioned what was the direction of the Board regarding this potential jail expansion project?

Chairman Walker commented:

- Agreed with Commissioner Jones, ready to go forward with the project
- Don't know of any other information that will change my position
- If there is support, would suggest moving the item to today's Action Agenda

The Board unanimously agreed to move the item to today's Action Agenda.

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

Chairman Walker expressed appreciation to Sheriff Mike Marshall for his hard work, being proactive, and bringing his idea to the Board for consideration.

Sheriff Mike Marshall responded:

- Can't take all the credit, have a tremendous staff that has put a lot of hard work and time into this project

Stokes County – Policy For Fire Service District & Fire Commission & Use of Service District Funds

County Manager Rick Morris presented the following Policy for Fire Service District & Fire Commission & Use of Service District Funds:

County of Stokes

Policy for

Fire Service District and Fire Commission

and Use of Service District Funds

I. Purpose and Objectives of Fire Commission

The Stokes County Fire Commission is established for the oversight of revenue generated within the Stokes County Fire Service District and serves as an advisory group for the Stokes County Board of Commissioners on matters pertaining to the fire service district. All decisions made by the Fire Commission shall require final approval by the Stokes County Board of Commissioners. The following shall be the objectives and duties of the Fire Commission:

1. During the annual budget process, the Fire Commission shall review each submitted budget item from each service district agency and make recommendations to the Board of Commissioners as to the final approved amount of each submitted agency budget.
2. During the annual budget process, after meeting with representatives from each service district agency, the Fire Commission shall recommend to the Board of Commissioners any additions or cuts to budget items based on the needs of the specific agencies and the priority of needs. The Fire Commission shall ensure that the total recommended budget does not exceed available service district revenues and that the recommended service district tax rate does not exceed fifteen cents (\$0.15) per \$100 property valuation as specified by North Carolina statute. The Fire Commission shall always be aware of the tax burden that their budget recommendations could place on the taxpayers of the Stokes County Fire Service District and therefore be fiscally responsible in making their budget recommendations. The Board of Commissioners shall evaluate the recommendations from the Fire Commission and make a final decision on the service district budget and tax rate.
3. The Fire Commission shall hear and make recommendations on any emergency requests by a service district agency for funds from the service district fund balance during the budget year. Before approving such emergency requests, the Fire Commission shall consult with the Stokes County Fire and Rescue Association and give due consideration to any recommendation received from that organization. After approval from the Fire Commission, the request will be forwarded without delay to the Board of Commissioners for a final decision.
4. Individual Fire Commissioners shall establish communications with each service district agency and work with the agency representatives to maintain a "needs assessment" for the specific agency.

II. Size and Selection of Fire Commission

The Stokes County Fire Commission shall consist of **eight** members with no more than one member affiliated with a single service district agency:

1. ***Three appointed Members Affiliated with a Service District Agency:*** The Stokes County Board of Commissioners shall appoint three individuals who are affiliated with a service district agency to serve on the Fire Commission. In making these appointments, the Board of Commissioners shall give priority consideration to candidates recommended by the Stokes County Fire and Rescue Association. Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member's status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and the Board of Commissioners shall appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment. Each member will have one vote on any item of business that comes before the Fire Commission, except as limited in Part VI of this document.
2. ***Three appointed Civilian Members Not Affiliated with a Service District Agency:*** The Stokes County Board of Commissioners shall appoint three individuals who have *no* affiliation with a service district agency to serve on the Fire Commission. In making these appointments, the Board of Commissioners shall identify possible candidates by using the same recruitment procedures as with other appointed boards, committees, and commissions, but shall specifically invite recommendations from the Stokes County Fire and Rescue Association. Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member's status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and the Board of Commissioners shall appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment. Each member will have one vote on any item of business that comes before the Fire Commission, except as limited in Part VI of this document.
3. ***Stokes County Fire Marshal:*** The Fire Marshal shall serve as an ex-officio, non-voting member of the Fire Commission. This member will advise the Commission as an unbiased member on the needs of the service district agencies and on the constantly changing standards and regulations from the state and federal government. This person will also serve as Secretary of the Fire Commission. The Fire Marshal may designate another member of his/her department to attend any meeting in his/her absence.
4. ***President of the Stokes County Fire and Rescue Association.*** The President of the Stokes County Fire and Rescue Association shall serve as an ex officio member of the Fire Commission. This member shall provide technical advice to the Fire Commission, serve as a liaison to the Association and its member agencies, and facilitate coordination among the various agencies and the Fire Commission to promote fiscally responsible use of available resources. This member shall not vote except to break a tie among the appointed members.

Note 1 — Geographical Representation: Whenever possible, appointed members shall reside in different geographical locations of the fire service district/county in an effort to give fair representation to each region. The Stokes County Fire Marshal shall assist the

Board of Commissioners in the appointment process by identifying and reporting the geographical residence of Fire Commission members and prospective members.

Note 2 — *Staggered Terms*: Terms of the six appointed members shall be staggered so that half of the members are appointed every year. During the transition period following approval of this document by the Board of Commissioners, terms of Fire Commissioners shall be structured as follows:

- The Board of Commissioners shall in a timely manner appoint a third civilian member to the Fire Commission in accordance with Part II.2 above to serve a two year term, expiring October 31, 2010.
- The two incumbent Fire Commissioners appointed for two year terms during 2008 shall serve terms expiring October 31, 2010.
- The two incumbent Fire Commissioners appointed for two year terms during 2007 and the one incumbent Fire Commissioner appointed during 2008 to fill the remaining one year of an unexpired term shall serve terms expiring October 31, 2009.
- Beginning in 2009, the Board of Commissioners shall appoint or reappoint three members as provided in Part II above, representing the same categories as those members whose terms expire October 31, 2009, to serve two year terms, effective November 1, 2009.
- In 2010, the Board of Commissioners shall appoint or reappoint three members as provided in Part II above, representing the same categories as those members whose terms expire October 31, 2010, to serve two year terms, effective November 1, 2010.

III. Qualifications of Appointed Fire Commissioners

A. Commissioners Appointed From Service District Agencies

The three appointed members affiliated with a service district agency shall possess the following qualifications:

1. The member shall possess a basic understanding of volunteer fire departments, rescue squads, and rural fire protection within the topography of Stokes County.
2. The member shall be an active member or an active Board member of a fire department and/or rescue squad that serves a response district within the Stokes County Fire Service District.
3. The member shall have a minimum of ten years of fire and/or rescue service experience.
4. The member shall have a basic knowledge of fire/rescue tools and equipment, North Carolina fire protection laws, NFPA Standards, along with other fire/rescue regulations and standards.
5. The member shall be a resident of Stokes County.
6. The member shall not hold any public office while serving as a Fire Commissioner.

B. Commissioners Not Affiliated with Service District Agencies

The three appointed members not affiliated with a service district agency shall possess the following qualifications:

1. The member shall have business management skills and experience.
2. The member shall *not* be an active member or an active Board member of a fire department and/or rescue squad that serves a response district within the Stokes County Fire Service District.
3. The member shall be a resident of Stokes County and reside in a location served by a Fire Service District agency.
4. The member shall not hold any public office while serving as a Fire Commissioner.

IV. Duties of the Members of the Fire Commission

Each member of the Fire Commission shall perform the following duties:

1. The secretary of the Fire Commission shall assign each appointed commissioner a number of specific agencies. A commissioner shall not be assigned to an agency in which the commissioner is an active member. The secretary of the Fire Commission shall have the authority to make any needed changes to the assignments, as he/she thinks necessary.
2. The commissioner shall meet with the representatives of each agency that he/she is assigned at least twice each year, including at least once during the agency's development of its annual budget. The commissioner is responsible for initiating contact with the agency to determine a convenient time for both parties to meet.
3. Each commissioner shall attend the annual service district budget workshop sessions.
4. Each commissioner shall receive a copy of the budget request of each service district agency from the secretary of the Fire Commission prior to the scheduled service district budget workshop sessions.
5. Each commissioner shall attend called emergency sessions of the Fire Commission during the county budget process as needed.
6. After the Fire Commission completes its annual budget duties, the chairperson of the Fire Commission shall present the recommended combined service district budget and recommended service district tax rate to the Board of Commissioners.

Members not performing their duties as described above will be terminated from the Fire Commission by the Stokes County Board of Commissioners. A recommendation for termination may come from a majority vote of a quorum of the Stokes County Fire and Rescue Association or be initiated by the Board of Commissioners following consultation with the Association. Members may be excused from their duties because of a *temporary* incapacitation such as a short-term illness, family problem, or occupational priority. Members not performing their duties because of a *long-term* incapacitation shall submit their resignation. Any member who is terminated or submits his/her resignation will be replaced by another member appointed by the Board of Commissioners, following the same process used in making the initial appointment, to serve the remainder of the term.

V. Meetings of the Fire Commission

Meetings of the Fire Commission shall be conducted as follows:

1. The Fire Commission shall observe all requirements of the North Carolina Open Meetings law. The secretary of the Fire Commission shall be responsible for providing to the Clerk of the Board of Commissioners a schedule of the regular meeting dates of the Commission and any changes or additions to the schedule.
2. The appointed members of the Fire Commission shall elect a chairperson and a vice-chairperson from its membership. The chairperson of the Fire Commission shall be responsible for notifying each commissioner of all regularly scheduled meetings and emergency sessions and shall preside over all meetings of the Commission unless excused under the provisions of Section VI below. The vice-chairperson shall assume the duties of the chairperson in the chairperson's absence from the meeting.
3. The chairperson shall maintain an atmosphere conducive for the free exchange of ideas and an orderly and timely flow of business in all meetings.
4. During the annual service district budget workshop process (including appeal hearings) with agency representatives, the only active participants shall be members of the Fire Commission and the service district agency representative(s) for the budget request being considered. This requirement may be waived if both the Fire Commission and the agency agree to hear from or consult with another party. All budget sessions will be open to the public for observation.
5. During Fire Commission meetings in which the proposed service district budget is revised or finalized, the only active participants in the deliberations shall be members of the Fire Commission. This requirement shall not limit the ability of the Commission to seek information from other parties as necessary to make informed decisions. These meetings will be open to the public for observation.
6. The process of developing the final proposed budget and proposed tax rate shall follow these general steps.
 - a) The service district agency will receive its budget package from the Fire Commission secretary. The package will contain instructions on how to prepare its budget. The agency's Fire Commissioner will ensure that the agency has the needed resources for budget preparation. Any agency that does not follow the instructions contained in the package will lose its right to appeal any budgetary disagreements before the Fire Commission and a chance to review their final line-item budget before it is presented to the Board of Commissioners.
 - b) After the agency completes its budget, it will send the budget to the secretary of the Fire Commission. The secretary will distribute copies of each individual agency's budget documents to all members of the Fire Commission.
 - c) After each Fire Commissioner has reviewed each agency's budget, a notice will be sent to each agency containing the date and time in which its representatives are to meet with the Fire Commission for the budget workshop process.
 - d) After meeting with all agencies during the budget workshop process, the Fire Commission will develop a revised budget (if necessary) for each agency showing the line-by-line amount approved by the Fire Commission. The secretary will then send each agency its revised budget for review, provided that the agency followed the instructions in the budget package. The secretary will at the same time notify each eligible agency of the time and date that it may appeal its revised budget.
 - e) If an agency is satisfied with the results of the revised budget, no further meeting will be necessary. If an agency wishes to appeal its budget, it will meet with the Fire Commission at the appropriate time to give its reasons. The Fire Commission shall respond to each appealed item and will either approve or deny the item in the presence of the agency's representatives.

- f) After considering appeals made by the agencies, the Fire Commission will approve a final recommended budget for each agency, a recommended combined budget for the service district, and a recommended service district tax rate. These recommendations will then be submitted to the Board of Commissioners. Each agency that followed the instructions in the budget package shall receive from the secretary of the Fire Commission a copy of the Fire Commission's recommendations to the Board of Commissioners at least one week prior to their submission to the Board.
- g) As part of the total county budget process, the County Budget Officer shall review the recommendations from the Fire Commission and suggest any modifications to the proposed service district budget and service district tax rate. If the Budget Officer proposes any changes to the Fire Commission's recommendations, then the Board of Commissioners shall schedule a meeting with the Fire Commission or its chairman to discuss their recommendations.
- h) If the Board of Commissioners approves a service district tax rate different from that recommended by the Fire Commission, then the Fire Commission will develop a revised budget for each agency as described in Part V.6.d of this document. The process will continue with Parts V.6.e and V.6.f until the Board of Commissioners approves a final service district budget package.
- i) After approval by the Board of Commissioners, the secretary will provide each agency with its line-by-line approved budget.
- j) The Fire Commission's review and approval of agency budgets and allocation of funds on a line-item basis shall not be construed to restrict the authority of an agency's board of directors to modify, adjust, or amend the agency's budget, including transferring funds among line items, during the fiscal year as necessary to best meet the needs of the agency.

VI. Elimination of Potential Conflicts of Interest

The following step shall be taken to eliminate the possibility of conflicts of interest and to maintain the credibility of the Fire Commission:

- ☐ During the meetings in which the service district budget is developed, revised, or finalized, any Fire Commissioner who is an active member or board member of the agency being examined shall be excused from consideration and action on that particular budget. Control of the meeting shall be passed to the vice-chairperson should the chairperson need to be excused for this purpose. This action does not prohibit this person from being physically present during the meetings.

VII. Compensation

Fire Commission members, except the Fire Marshal, shall receive monetary compensation for each regularly scheduled or called meeting of an amount determined by the Board of Commissioners; however, this amount will not be less than \$30 per meeting.

Each Fire Commissioner will receive travel compensation from the county for each meeting that he/she attends with their assigned service district agency. Compensation will be at the "per mile" rate that is paid to Stokes County employees for use of their personal vehicles.

Fire Commissioners who receive monetary compensation shall keep an expense report detailing any Fire Commission meetings along with the date attended and a mileage report along with the date while attending meetings with assigned agencies. The Fire Commissioners shall submit annually their expense reports, on the supplied forms, to the secretary of the Fire Commission to be forwarded to the Stokes County Finance Office. These reports shall be submitted at least 30 days prior to the new budget year. These funds shall be budgeted and paid from the appropriate line item of the Stokes County Governing Body budget.

VIII. Use of Service District Funds

A. Valid Use of Service District Funds

Service district funds are collected from the citizens of Stokes County to provide fire suppression and rescue services by service district agencies that operate within the boundaries of Stokes County. *Service District Agency* is defined as a *volunteer* fire or rescue agency that has been approved to receive service district funds by the Stokes County Board of Commissioners. These funds should be limited to costs directly related to operating expenses incurred by these agencies in their provision of contracted services. Examples of these expenses include — but are not limited to — the following:

1. Purchase of apparatus and equipment as determined by the agency using good business practices to assure that the apparatus and equipment will be usable within the vast majority of its response district.
2. Purchase of supplies, equipment, and services necessary for support of fire/rescue/EMS operations such as fire suppression supplies, EMS and rescue supplies, insurance and bonds, fuel, pension fund payments in accordance with the agency's policies, and other items determined by the agency's representatives necessary to support the services available to taxpayers of the service district.
3. Operation and maintenance of apparatus and equipment needed for fire suppression and rescue operations including installation, maintenance, and upkeep of rural water supply sites.
4. Building and grounds expenses (including construction, maintenance, and utilities) to house apparatus and equipment along with providing space for training, department business, and community activities.
5. Debt service payments for buildings and/or equipment that have been financed, provided such debt incurred after July 1, 2007 received prior consent and approval from the Board of Commissioners, following a review by and recommendation from the Fire Commission, if the agency receives more than 50% of its budget from Stokes County tax revenues; prior consent and approval is not required if the agency receives less than 50% of its budget from Stokes County tax revenues.
6. Limited professional services such as nominal fees to contract the services of time consuming administrative activities such as secretary and treasurer, and including fees and other expenses for preparation of the agency's annual audit report.
7. Expenses incurred by the Stokes County Fire and Rescue Association, if budgeted in accordance with the Association's constitution and by-laws, that directly support activities of service district agencies, provided that other fire districts within the county contribute **on a pro rata basis if they** benefit from such expenditures. Examples include — but not limited to — training expenses, child-safety trailer expenses, insurance payments, etc.
8. Other equipment that *directly* benefits the service district agencies upon approval of the Stokes County Fire Commission. Examples include — but not limited to — hose testers, air bottles, foam, pump test equipment, spill absorbent products, etc.
9. Equipment purchased and/or personnel employed by the Stokes County Fire Marshal's office that directly support fire suppression activities of service district agencies, provided that other fire districts within the county contribute on a pro rata basis if they benefit from such expenditures.
10. Contingency fund for emergency use by service district agencies to repair or replace equipment that was damaged or destroyed or funds expended through unforeseen circumstances that were not otherwise included in the agency's annual budget.

11. Support of full-time and/or part-time compensated firefighters upon approval from the Stokes County Fire Commission following consultation with the Chiefs Council of the Stokes County Fire and Rescue Association.
12. Expenses of the Fire Commission, including stipends and travel for fire commissioners, and supplies and postage needed by the secretary of the Fire Commission to ensure that the agencies receive their budget packages as described in Part V.6 of this document.

B. Improper Use of Service District Funds

Service district tax funds shall be used only to support the volunteer service district agencies serving the Stokes County Fire Service District. Such funds shall *not* be used for expenses incurred by other Stokes County agencies unless specifically allowed under North Carolina law; these other agencies include, but are not limited to, the following:

1. Emergency Medical Services
2. Communications
3. Law Enforcement
4. Tax Administration
(Note 1: Under the *Local Government Budget and Fiscal Control Act*, costs associated with levying and collecting the service district tax can legally be charged against revenues collected, but it is the policy of the Board of Commissioners not to use service district funds for this purpose)
5. Mapping Office.
6. Fire Marshal – except as provided in Part VIII.A.9

(Note 2 – County Employee Salaries: Service district tax funds shall not be used to directly pay salaries of employees in any Stokes County government agency except as provided in Part VIII.A.9)

IX. Amending This Document

In accordance with state law, the Stokes County Board of Commissioners may modify or amend this document as it deems necessary to properly provide services for the citizens of Stokes County.

1. The Board of Commissioners shall promptly consider requests for changes to this document that are submitted by the Stokes County Fire and Rescue Association and which have been developed in accordance with the by-laws of the Association.
2. The Board of Commissioners may on its own initiative propose amendments to this document. Before adopting any changes to this document, the Board shall seek input from the Stokes County Fire and Rescue Association and provide a review and comments period of at least 30 days before enacting such changes.
3. This document is an official policy of the Stokes County Board of Commissioners, and the Board retains final authority to enact any changes or amendments thereto.

X. Renewal of This Document

This document, along with any modifications or amendments made in accordance with Part IX, shall be the policy of the Stokes County Board of Commissioners during the term of the Board that adopted it. To remain in effect, this policy must be renewed by each newly constituted Board within 90 days following the seating of new members on the first Monday in December of every even-numbered year.

County Manager Morris commented:

- Policy requires approved by a newly constituted Board within 90 days following the seating of new members (Commissioner Ronnie Mendenhall) on the first Monday in December of every even-number year
- Fire Marshal Brian Booe is in attendance for any questions

Chairman Walker opened the floor for discussion.

The Board had no issues with the item and agreed to place the item on the January 23rd

Action Agenda.

Chairman Walker, with full consensus of the Board, directed the Clerk to place the item on the January 23rd Action Agenda.

External Posting – Health Department

County Manager Rick Morris presented the following information regarding a request to externally post a vacant Human Services Planner I position:

- Stokes County Health Department respectfully requests to advertise the Human Services Planner I (Bioterrorism Coordinator)
- Position has been posted internally, but no qualified applications were received
- Position is vital to the department as it deals in local emergency response planning efforts including Biological events involving Smallpox and/or Pandemic Flu, Chemical, Radiological or Natural events and coordinates surveillance and emergency response efforts at the regional and state level
- Request the item be moved today's Action Agenda in order to expedite the hiring process

Chairman Walker opened the floor for discussion.

The Board had no issues with the item.

The Board unanimously agreed to move the item to today's Action Agenda.

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

Appointments – Surry Housing Consortium (SHC)

County Manager Rick Morris presented the following appointment on the Surry Housing

Consortium:

January 17, 2017

- Replacement for former Commissioner J. Leon Inman
- Consortium is under the Piedmont Triad Regional Council
- Meets 6 times per year and provides funding for the Home Program that covers projects in 4-county region of Davie, Stokes, Surry, and Yadkin Counties
- Main purpose of the Consortium is to determine how to spend the allotment of funds for the region and to provide oversight for the program
- Alternates meeting in the 4-county region

Clerk to the Board Darlene Bullins noted the following regarding the appointment:

- SHC has a meeting on January 26th
- Since this is a commissioner appointment, would request the appointment be made at today's meeting in order for the appointee to be able to attend the January meeting
- Wanted to let the Board also know that the appointment for the Forsyth Tech Advisory Council (replacement for former Commissioner J. Leon Inman) will be placed on the next Agenda

Chairman Walker opened the floor for volunteers or nominations.

Commissioner Mendenhall volunteered to serve on the SHC as long as the meeting dates are not on the third Thursday as he already have two committee appointments for this Thursday.

The Board unanimously agreed to approve Commissioner Ronnie Mendenhall to serve on the SHC.

Vice Chairman Lankford volunteered to serve on the Forsyth Tech Advisory Council.

The Board unanimously agreed to place the appointment for the Forsyth Tech Advisory Council on the January 23rd Agenda.

Chairman Walker, with full consensus of the Board, directed the Clerk to place the item on the January 23rd Discussion Agenda.

GENERAL GOVERNMENT -- GOVERNING BODY -- ACTION AGENDA

Legislative Goals for Fiscal Year 2017-18

Chairman Walker presented the following information regarding the Legislative Goals Conference:

- Approved 2017-18 North Carolina Counties' Five Priority Goals at the Legislative Goals Conference last week:
 - 1) PE-1: Seek legislation to establish a new state-county partnership to address statewide public school capital challenges – including but not limited to maintenance, renovation, construction and debt-through a dedicated, stable funding stream that is consistent from county to county and sufficient to meet the school facility needs of all 100 counties
 - 2) PE-2: Seek legislation to repeal the statutory authority under NC General Statutes 115C-431 (c) that allows a local school board to file suit against a county board of commissioners over county appropriations for education
 - 3) TF-1: Support efforts to preserve and expand the existing local revenue base of counties, and oppose efforts to divert to the state fees or taxes currently allocated to the counties to the state. Oppose efforts to erode existing county revenue streams and authorize local option revenue sources already given to any other jurisdiction
 - 4) GG-1: Support increased state funding for transportation construction and maintenance needs and support legislation to ensure that the STI funding formula recognizes that one size does not fit all and that projects in both rural and urban areas are prioritized and funded
 - 5) JPS-1: Support legislation and funding to raise the Age of Juvenile Jurisdiction from 16 to 18 with the exception of felony crimes
- A total of 21 goals were submitted and approved
- These were not the exact five that I would have picked
- Explained the mechanism of how the Legislative Goals Conference worked; very interesting the process
- If the smaller K-3 ratios adopted in the last state budget remain in place without the exceptions being restored, it will significantly increase the school's budget for additional classrooms and personnel
- This will be required with no additional funding from the state – translates to additional local funding and would be another unfunded mandate from the state
- Had the option to submit new goals before a screening committee which I did
- Screening committees were composed of the chairs of all the committees such as Agriculture, Environment, General Government, Health & Human Services, Justice & Public Safety, Public Education, Tax & Finance
- Had 4 other commissioners offer their support for the goal I submitted regarding the K-3 ratios remaining in place without the exceptions being restored
- The screening committee made a decision to refer the goal to the Education Committee for further study
- Commissioner Mark Richardson, Rockingham County, chairs that committee
- Commissioner Richardson stated it would certainly get some attention and probably would get more attention, probably could have not made it to the top priority goals
- Spoke with Commissioner Kevin Austin and Representative Kyle Hall who seem to think this is going to be taken care of
- Commissioner Richardson assured me that this would get adequate and appropriate attention from his committee

- Very interesting process

Chairman Walker opened the floor for discussion.

The Board had no issues with the information submitted by Chairman Walker.

Appointments – Stokes Aging Planning Committee

Clerk to the Board Darlene Bullins noted that there was one vacancy for the Stokes Aging Planning Committee and that the Committee will meet January 18th and hopes to have a recommendation for the Board to consider.

Clerk to the Board Bullins noted that the Aging Planning Bylaws state that the Committee would provide recommendations for the Board's consideration.

Commissioner Mendenhall requested to allow DSS Director Elmes to speak about the duties of the Aging Planning Committee.

The Board had no issues allowing DSS Director Elmes answer Commissioner Mendenhall's question.

DSS Director Elmes noted:

- Committee is a group of age 60 and over who come together to decide issues that deal with the elderly and disabled
- The Committee has struggled in the past with not having enough members who want to participate in making something happen
- There is representative from DSS and Senior Services
- There was more representation from the County years ago
- Piedmont Triad Regional Council assists the committee with things that need to be done
- The Committee needs to put together an aging plan
- For example, May is Older Americans Month – would like to do some event for the Older Americans

Chairman Walker confirmed with Board members that no one had a nomination for the Board to consider.

Chairman Walker, with full consensus, directed the Clerk to place the item on the January 23rd Action Agenda.

Appointments – Triad Community Board – Cardinal Innovations

Chairman Walker noted the following were nominated at the December 12th meeting to serve on the Triad Community Board – Cardinal Innovations:

- Client or Family Member – J. Leon Inman
- Community Stakeholder – Pam Tillman

Chairman Walker opened the floor for any other nominations.

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

Chairman Walker polled the Board:

- Commissioner Mendenhall:
 - Client or Family Member – J. Leon Inman
 - Community Stakeholder – Pam Tillman
- Commissioner Booth:
 - Client or Family Member – J. Leon Inman
 - Community Stakeholder – Pam Tillman
- Chairman Walker:
 - Client or Family Member – J. Leon Inman
 - Community Stakeholder – Pam Tillman
- Commissioner Jones:
 - Client or Family Member – J. Leon Inman
 - Community Stakeholder – Pam Tillman
- Vice Chairman Lankford:
 - Client or Family Member – J. Leon Inman
 - Community Stakeholder – Pam Tillman

Chairman Walker noted that J. Leon Inman would serve in the Client or Family Member position and Pam Tillman would serve in the Community Stakeholder position.

Proposed Jail Expansion Project – Update

Chairman Walker entertained a motion regarding the proposed Jail Expansion Project presented at today's meeting.

Commissioner Booth moved to approve the jail expansion project. Commissioner Jones seconded and the motion carried unanimously.

External Postings – Health Department

Chairman Walker entertained a motion regarding the external postings for a vacant Human Services Planner I position which was presented at today's meeting.

Commissioner Jones moved to approve the external posting for the vacant Human Services Planner I. Vice Chairman Lankford seconded and the motion carried unanimously.

CLOSED SESSION

Chairman Walker requested the Clerk read the following reasons for entering Closed Sessions:

- To consider the initial employment or appointment of an individual to any office or position, other than a vacancy in the Board of County Commissioners or any other public body, or to consider the qualifications, competence, performance, character, and fitness of any public officer or employee, other than a member of the Board of Commissioners or of some other public body pursuant to G.S. 143-318.11(a)(6)
- To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged pursuant to GS 143-318.11(a)(3)

Vice Chairman Lankford requested to add the following condition to enter into Closed Session which would not take every long:

- To consider and take action with respect to the position to be taken by the county in negotiating the price or other material terms of an agreement for the acquisition or lease of real property pursuant to G.S. 143-318.11(a)(5)

Chairman Walker referred the request to County Attorney Browder.

County Attorney Browder had no issues as long as the Board agreed to Commissioner Lankford's request.

The Board unanimously agreed to add the following condition to enter into Closed Session:

- To consider and take action with respect to the position to be taken by the county in negotiating the price or other material terms of an agreement for the acquisition or lease of real property pursuant to G.S. 143-318.11(a)(5)

Chairman Walker entertained a motion to enter Closed Session for the following:

- To consider the initial employment or appointment of an individual to any office or position, other than a vacancy in the Board of County Commissioners or any other public body, or to consider the qualifications, competence, performance, character, and fitness of any public officer or employee, other than a member of the Board of Commissioners or of some other public body pursuant to G.S. 143-318.11(a)(6)
- To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged pursuant to GS 143-318.11(a)(3)
- To consider and take action with respect to the position to be taken by the county in negotiating the price or other material terms of an agreement for the acquisition or lease of real property pursuant to G.S. 143-318.11(a)(5)

Vice Chairman Lankford moved to enter Closed Session for the following:

- To consider the initial employment or appointment of an individual to any office or position, other than a vacancy in the Board of County Commissioners or any other public body, or to consider the qualifications, competence, performance, character, and fitness of any public officer or employee, other than a member of the Board of Commissioners or of some other public body pursuant to G.S. 143-318.11(a)(6)
- To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged pursuant to GS 143-318.11(a)(3)
- To consider and take action with respect to the position to be taken by the county in negotiating the price or other material terms of an agreement for the acquisition or lease of real property pursuant to G.S. 143-318.11(a)(5)

Commissioner Booth seconded and the motion carried unanimously.

The Board re-entered to the opened session of the January 17th meeting.

Health Director

Chairman Walker entertained a motion.

Commissioner Mendenhall moved to hire Emily Naylor as the new Stokes County Health Director at a salary grade of 83 step 4B with an effective date of January 18, 2017. Vice Chairman Lankford seconded and the motion carried unanimously.

Adjournment

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

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

Darlene M. Bullins
Clerk to the Board

Jimmy Walker
Chairman