STATE OF NORTH CAROLINA	)	**OFFICE OF THE COMMISSIONERS**
	)	**STOKES COUNTY GOVERNMENT**
COUNTY OF STOKES	)	**DANBURY, NORTH CAROLINA**
	)	**OCTOBER 23, 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 Monday, October 23, 2017 at 6:00 pm 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

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

INVOCATION

Chairman Walker requested Commissioner Booth to give the invocation.

Commissioner Booth delivered the invocation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

Chairman Walker invited those 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 October 23, 2017

Agenda.

Commissioner Mendenhall moved to approve the October 23rd Agenda as presented. Commissioner Jones seconded and the motion carried unanimously.

COMMENTS - Manager/Commissioners

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

Commissioner Jones commented:

- Attended the Citizen's Police Academy Graduation in Bluffton, South Carolina (uncle and aunt were graduating from the Academy)
- The purpose of the Citizen's Police Academy is to help foster an understanding of police work and the police functions between the Bluffton Police Department and the community it serves
- Very impressed with the program
- Once a citizen graduates, they can volunteer to help the police department at festivals, education the public on specific issues, etc.
- Have spoken to Sheriff Mike Marshall about the program
- With everything going on in the world today, this might be something we want to look at in our own county, especially with the current opioid epidemic

Commissioner Mendenhall commented:

- Would like to welcome everyone to tonight's meeting
- Even though we only have one (1) visitor tonight, we always appreciate those who take the time to attend our meetings to take part in the governmental process
- Been out of town for several days and always appreciate getting back home in Stokes County
- Was able to see the presentation of the Medal of Honor to Gary Rose on television this afternoon
    - With my strong military family background, this is a very touching ceremony to me
    - Very emotional opening comment - "No one has a greater love than to lay down one's life for one's friend"
    - Presentation also showed the other Medal of Honor participants
- My prayers and thoughts are with those around the world who are defending our country

Commissioner Booth commented:

- Would also like to welcome everyone to tonight's meeting

Vice Chairman Lankford commented:

- Also saw the Medal of Honor presentation today

- Ethics for Life – "To everything there is a season, a time for every purpose under heaven" Ecclesiastes 3:1

Chairman Walker did not have any comments for tonight's meeting.

County Manager Morris did not have any comments for tonight's meeting.

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:

Ellen Peric
1095 Wheeler Smith Road
Lawsonville, NC
RE: **Arts Update**

Ms. Peric presented the following Arts Update to the Board of County Commissioners (BOCC):

"Jack" – October 20th & 21st
- A one-man play starring Michael Huey about "Jack the Ripper" took place at The Arts Place – a real thriller
- Approximately 60 guests saw the performance
- On Saturday night, they shopped before the show at The Arts Place spending approximately $1,100
- Very good event for the Arts Council

"Shakespeare at the Rock" – October 14th & 15th
- The Shared Radiance Theater (UNCG) in cooperation with Hanging Rock State Park performed "Much Ado About Nothing" along the trails of Hanging Rock State Park
- Everyone loved the performance – sold out shows both days

Ten (10th) Annual Old Timers Cup – October 14th (6:00pm)
- Not a huge crowd – several people came out to support those performing
- Still a very good event

Southeastern Regional State Parks Superintendent Conference
- Held at Hanging Park State Park today
- Spoke with Economic Development Tech Analyst Tory Mabe about the collaboration between the Park and the Arts Council
- Came from 16 states across the southeast
- Those in attendance were very interested in what we were doing
- Superintendent Riddlebarger noted to those in attendance "if anything fun is happening in Stokes County, the Arts Council is usually involved – appreciate Superintendent Riddlebarger's support

"The Ghost of Camp Saura" – October 27th, 28th, & 29th
- Directed by Brack Llewellyn

- Stars 12 local youth
- Play will be performed at The Arts Place
- Will be a great event

Apple Gallery – September 27th to October 24th

- Carol Engler and Jude Lobe will be exhibiting their work in the gallery
- Opening reception is Friday, October 27th (5:30 pm to 8:00 pm)
- Free and open to the public

"Men in Black" – Rocking Halloween

- Rock and Roll Show on Saturday, October 28th
- Will be a prize given for the best Halloween costume

Three R's - November 11, 2017

- Rex McGee, Riley Baugus, and Ryan Cavanaugh
- Will be doing a banjo workshop
- Can attend the workshop or just come to observe

"Soup in a Bowl" – November 18, 2017

- This will be the third annual "Soup in A Bowl"
- Supports all the food banks/outreach ministries in Stokes County
- Raised over $3,000 for those organizations last year

Thank you for your attention.

CONSENT AGENDA

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

Minutes

- Minutes of March 31, 2017 – Special Called Meeting
- Minutes of October 9, 2017 – Regular Meeting

District Resource Center - Budget Amendment #15

Finance Director Julia Edwards submitted Budget Amendment #15.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	District Resource Center			
100.4321.511	Equipment Non-Capitalized	$645.00	$600.00	$1,245.00
	Total	**$645.00**	**$600.00**	**$1,245.00**

This budget amendment is justified as follows:
To appropriate District Resource Fees for the purchase of an additional camera for the DRC and

EMS Building. This would replace a camera that has lightning damage and three (3) additional cameras and DVR – No County Funding.

This will result in a **net increase** of **$600.00** 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
100.3433.410	District Resource Center Fees	$00.00	$600.00	$600.00
	Total	**$00.00**	**$600.00**	**$600.00**

Tax Administration Report – September 2017

Releases More Than $100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Releases more than $100 – Real and Personal Property (September 2017) at the October 9th meeting for the Board's review with consideration at the October 23rd meeting:

Name	Bill Number	Amount	Reason
Town of Walnut Cove	850179-2017-2017	$641.30	Govt. Exempt Transfer to Religious Exempt-Bill Void
Bobby Lee Middleton Sr.	291191-2017-2017	$183.52	Home Value Removed – Homesites 2 to 1
New Middleton Co Inc.	291183-2017-2017	$156.14	Double Wide Mobile home Burned – Homesites 4 to 3
	291183-2016-2016	$142.59	Double Wide Mobile home Burned – Homesites 4 to 3
ErLinda Y. Flores	299099-2017-2017	$1,060.36	Revised Assessment – Home Overvalued
Karen Lou Patterson.	85187-2017-2017	313.02	Late Use Value – Application Approved
	Total Amount	**$2,496.93**	

Refunds More Than $100 – Real and Personal Property

Tax Administrator Jake Oakley presented the following Refunds more than $100 – Real and Personal (September 2017) at the October 9th meeting for the Board's review with consideration at the October 23rd meeting:

Name	Bill Number	Amount	Reason
Stephens Farm Trust Refund Check to: Peter Fatz & Christine Fatz	283686-2017-2017	$289.37	Corrected Ownership of DWMH-Rebilled for 2017

Stephens Farm Trust	283686-2016-2016	$287.41	Corrected Ownership of DWMH-Rebilled for 2016
Refund Check to: Lydia Ann Fatz Higgins			
Lawrence A Langdon	3169559	$170.89	Vehicle Sold
Gloria P Lewis	38776651	$141.73	Vehicle Sold
David Joseph Martin	25393425	$132.93	Vehicle Sold
	Total Amount	**$1,022.33**	

Tax Procedures, Enforcement of Unpaid Tax/Ambulance Bills

Tax Administrator Jake Oakley presented the following Tax Procedures for the Enforcement of Unpaid Tax/Ambulance Bills (Notice of Attachment/Garnishments on Wages and/or Bank Accounts) at the October 9th meeting for the Board's review with consideration at the October 23rd meeting:

Tax Procedures – Enforcement of Unpaid Tax/Ambulance Bills
As requested by the Stokes County Board of Commissioners, the following are Procedures/Guidelines on the enforcement of delinquent tax/ambulance bills based on N.C.G.S. 105–356, 366, 367, 368 and Rule 4 of the North Carolina Rules of Civil Procedure and Chapter 44, Article 9A and 9B for the ambulance liens:

Yearly Annual billing:

Annual statements are mailed in July of each year, followed by a second notice the following February to cover the unpaid Real/Personal property bills. Advertisement of unpaid Real Property in local newspaper by April 15th.

Billing of Ambulance bill

First billing requesting Insurance allowing 45 days or if office has information, notice is sent for person liable giving 30 days to respond. Third billing is final notice before delinquent action is taken.

Enforcement of unpaid taxes:

When bills are not paid following the above steps, enforcement of collection procedures may be initiated, including attachment/garnishment of wages and/or bank accounts as outlined below. Tax Administration is also charged with the collection of delinquent EMS bills by resolution, (Delinquent EMS bills are to be treated as a tax bill having the same guideline under the enforcement procedures set-out by State Statute in 44-51.4).

1. Delinquent notice sent by regular mail of upcoming enforcement procedures to be taken. Taxpayer has ten (10) days to respond.

2. If no response to delinquent notice, Garnishment by Certified Mail is sent to Taxpayer by the United States Postal Service. At this time a $30.00 Civil Action fee is placed on tax bill.

3. United States Postal Service notifies taxpayer of Certified Mail to be picked up and signed for. The Post Office will attempt three (3) notification mailings for pick-up, before returning to sender. If Tax Office receives signed return receipt back, Taxpayer will have 10 days from receipt of Notice to file objections with the Tax Office.

4. Once County has received unclaimed Certified Mail, the Tax Office will forward Garnishment Notification to Sheriff's Office for service. Upon Garnishment Notice being served by Sheriff's Office, the Taxpayer will have ten (10) days from date of service to file objections with the Tax Office. Note: the $30.00 fee applied in the first certified mailing will now be paid to the Sheriff's Office for their service.

5. If the Taxpayer has filed no objections to the notice of garnishment within 10 days from receipt as required by Statute, Garnishment will be forwarded to the garnishee's Employer for the garnishment of wages and other compensation. At this time another $30.00 Civil Action fee is placed on tax bill, giving a total of $60.00 fee for all procedures taken.

6. Garnishment procedures, against a taxpayer's bank account or other property will only be implemented by the Delinquent Tax Collector upon receipt of approval of this action by the Tax Administrator. The Notice of Garnishment will be sent by certified mail return receipt addressee only to the bank, or other party holding property of the taxpayer first. Then a copy sent to the taxpayer certified mail return receipt addressee only. If taxpayer does not pick up the certified mail, then service will be attempted as set forth in paragraph 4 above, or by any other method set forth in Rule 4 of the North Carolina Rules of Civil Procedure, until service upon the taxpayer is completed.

Upon the review of these procedures for the Enforcement of Delinquent Taxes, I am requesting these guidelines/procedures be placed on the Consent agenda for final approval.

Approval _____ Denial _____

_____ Date_____ _____ Date_____

Jake Oakley
Stokes County Tax Administrator

Jimmy Walker
Chairman, Board of Commissioners

Commissioner Booth moved to approve the Consent Agenda as presented.

Commissioner Jones seconded and the motion carried unanimously.

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

LifeBrite Community Hospital of Stokes – Update

County Manager Rick Morris noted that the LifeBrite representatives were running a little late and requested to move the item to later in the meeting.

Chairman Walker noted the Agenda item could heard when LifeBrite representatives arrived.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA

Proposed Jail Expansion Project – Construction Bid Award

County Manager Rick Morris presented the following information regarding the bids for the Jail Expansion Project that was presented at the September 25th meeting:

- Following bids were opened and read aloud:
  - Garanco Inc. – Pilot Mountain, NC
    - $5,379,800.00
    - License #34928
  - Hickory Construction Company
    - $6,264,908.00
    - License #1145
  - H. M. Kern Corporation
    - $6,517,000.00
    - License #8542
- Funding Source: United States Department of Agriculture (USDA) Loan
- Moseley Architects provided staff with a tabulation of bids and upon their review, to the best of their knowledge and belief, it is their opinion that Garanco Inc. appears to be the apparent low and responsive bidder

County Manager Morris continued with updated information:

- County has received the USDA Approval Notification Letter
- Have been advised by USDA to proceed with taking the next steps toward construction
- Would request the Board of Commissioners award the bid for the Jail Expansion Project to the lowest bidder Garanco Inc – Pilot Mountain, NC – bid $5,379,800
- Need to make sure to meet Garanco's 60- day bid notification
- Would request the item be moved to tonight's Action Agenda in order to expedite the project
- Sheriff Mike Marshall was planning to be in attendance for tonight's meeting, but had an unexpected conflict arise
- Support Services Supervisor Danny Stovall is in attendance to answer any questions

Chairman Walker asked Supervisor Stovall if he had any comments for the Board regarding the Agenda item?

Support Services Supervisor Danny Stovall commented:

- Ready to award the bid to Garanco so we can proceed with the jail expansion project
- Once the bid is awarded, will start working with USDA regarding contract administration

County Manager Morris commented:

- Have a lot of administrative tasks to do before the end of the calendar year to get the project off the ground
- This item and the next Agenda item will get the County through the Local Government Commission (LGC)
- Ready to get started with the project

Chairman Walker opened the floor for questions/discussion/comments.

Vice Chairman Lankford commented:

- Confirmed with Supervisor Stovall that the reason the bid was higher than the first estimate was due to construction costs increasing since the first estimate was done

Supervisor Stovall responded:

- As you will recall, started out with six (6) contractors
- When the first bid was opened, there were only two (2) bids
- When the second bid was opened, there were only three (3) bids
- Believe the economy is better and there is work out there along with the increasing costs of materials – have increased approximately 10%

Chairman Walker commented:

- Really hard to believe the increase was not more due to the economy being better and a lot of hard work out there

Supervisor Stovall responded:

- When you look at all the bids, you can tell Garanco of Pilot Mountain (in our back door) really wanted this project

Commissioner Booth commented:

- May have a few questions with the next Agenda item
- Confirmed with Supervisor Stovall that when it is all said and done, the total project will be approximately $6.5 million

Chairman Walker questioned what was the pleasure of the Board regarding moving the item to tonight's Action Agenda.

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

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

Interim Financing – Proposed Jail Expansion Project – Local Government Commission - Application Approval

County Manager Rick Morris presented the following information from Finance Director Julia Edwards regarding the Local Government Commission (LGC) application for interim financing for the Jail Expansion Project:

- Would like to request approval from the Board of Commissioners to allow the county manager and the finance director to submit and execute the LGC application for the interim financing in the amount not to exceed $6,527,600 for the jail expansion project
- Schedule of Events
  - November 1st – Submit LGC application
  - November 13th – Board adopts initial resolution - calling for public hearing
  - November 27th – Board holds public hearing and adopts resolution and documents
  - December 5th – LGC approval
- Resolutions and documents that need to be approved the same day will be on the November 13th and November 27th Agendas in order to meet LGC deadlines
- Would request this request be moved to tonight's Action Agenda

Chairman Walker opened the floor for questions/discussion/comments.

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

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

Recreational Options – Implementation of a Recreation TaskForce

Chairman Walker presented the following comments regarding the Agenda item:

- Recreational options – Implementation of a Recreation TaskForce was discussed at the October 9th meeting

- It was consensus of the Board to form a Recreation TaskForce to investigate the possibility of a recreational center in the Danbury/Walnut Cove area and to determine the county's recreational needs
- The item was placed back on tonight's Agenda for further discussion

Vice Chairman Lankford commented:

- If a Recreation TaskForce is formed, believe we should have individuals from 4-5 communities (such as Walnut Cove, Lawsonville, Sandy Ridge, Pine Hall, Francisco)
- The main focus now would be to get the TaskForce formed
- Would like to look at having the TaskForce formed by the first of the year (2018)

Chairman Walker responded:

- If we don't get started, it will never get done

Chairman Walker opened the floor for discussion/questions/comments.

Commissioner Mendenhall commented:

- Agree with Vice Chairman Lankford's comments regarding the composition of the TaskForce
- Agree with the comments from other commissioners regarding the need to look at the recreational needs of the County
- Believe we would also need to include Nancy Reynolds and Germanton areas
- Believe there needs to be a couple of commissioners on the TaskForce

Commissioner Jones commented:

- Believe this is a very good start
- Believe getting started shows a commitment from the Board
- Can't help from thinking about our community group in Francisco – a very talented group of people that may be a good resource to tap into
- Need to start brainstorming and see what we can come up with
- There may be some facility within the county that could be renovated
- All for the idea

Commissioner Booth commented:

- Definitely agree it is something that can be looked into
- Need to look at the feasibility and where funding could come from – grants
- Probably need to look at options and funding before getting a committee together
- Can get a committee together once we know there are options available
- Remember Chairman Walker mentioning that it took about ten (10) years to get the YMCA in King
- It is not something that can be done overnight
- Need to look at funding
- Lot of obstacles to jump over
- Willing to look at the idea

Chairman Walker commented:

- Would like to speak to the funding aspect
- There was mention of the need for a Recreational Plan at the last meeting
- One of our neighboring counties – Surry County – has received two PARTF Grants
- Believe one of the PARTF Grants was $500,000 and another for $250,000
- The funding is out there, but the County has to show some initiative that we have a plan
- Believe part of the duties of the TaskForce would be to develop a Recreation Plan

Chairman Walker questioned the direction of Board regarding the Agenda item.

Chairman Walker suggested possibly talking to people between now and the next meeting about serving on a TaskForce.

Vice Chairman Lankford responded:

- Suggested possibly putting it back on the November 27th Agenda
- This would give the Board ample time to talk to people about serving on the TaskForce and what their thoughts are regarding recreational needs
- Believe we need to really think about this item
- Need to look what other recreational centers have – such as the Armfield Center in Pilot Mountain – inside walking tracks that both young and old can use

Commissioner Jones commented:

- Might want to have a public meeting to allow people to come and express their thoughts about recreational needs
- Have a lot of people in the County that have some great ideas
- Need to hear what the residents want
- Need to hear what is needed in our county

Chairman Walker commented:

- Could ask people to come and speak at the last meeting in November
- Believe people in this part of county such as Walnut Cove have gone far too long with very limited recreation activities
- Agree with Vice Chairman Lankford – need to look at the recreational needs for both young and old
- Look at things for those physically challenged

Commissioner Booth commented:

- Would like for the County Manager to see if there is funding available from Golden LEAF, PARTF, etc.
- Look at the funding Golden LEAF provided to increase the Trades Facility that will be built on the community college campus
- It has allowed us to increase the size of the facility from 750 sq. ft. to 1,500 sq. ft. with hopes to increase the number of trades

Chairman Walker commented:

- Believe there is a lot of grants out there for recreation

Commissioner Booth responded:

- Believe that is something we need to look into up front, then go from there

Chairman Walker commented:

- Remember that one of the things that started this discussion was when the USDA representative stated that USDA would gladly fund this type of project
- USDA Representative stated that USDA likes this kind of project and that USDA would like to be involved
- USDA Representative had some good ideas

Commissioner Booth responded:

- Have to keep in mind that the USDA funding is a loan, not a grant
- I would like to see what kind of grants are available for recreation

Chairman Walker commented:

- Not sure about the cost for such a facility
- Might need to look at where we can start with options to improve
- Would like to see an indoor swimming pool
- Commissioner Booth is right about having to pay the funds back, but can look at borrowing the needed funding at a favorable rate – continue to do fundraising to pay that funding back or we can wait until we get enough to build a facility – not sure how long that would take
- Visited the Armfield Center in Pilot – very nice facility
- Armfield Center uses a lot of part time help and is not totally paid for yet
- Armfield Center has been in operation approximately twenty (20) years

Vice Chairman Lankford commented:

- Would like to get some information from Surry County about the grants they obtained from PARTF

Clerk Darlene Bullins responded:

- Spoke with the Recreation Director in Surry County about the PARTF Grants
- Director stated the following:
    - Must have a Comprehensive Recreational Plan before even applying
    - PARTF Grants are scored based on a points system, without a Comprehensive Recreational Plan, you will never get enough points to qualify for funding
- Spoke to several counties who have Comprehensive Recreational Plans
- Most of those Comprehensive Recreational Plans are at least 100 pages, have been done by experienced outside consultants
- Caswell County just released their Comprehensive Recreational Plan which cost $60,000
- Surry County's Comprehensive Recreational Plan was done by outside sources

- Think Commissioner Mendenhall mentioned at the last meeting about getting information from USDA, USDA Representative Josh Carswell stated in the meeting with Chairman Walker that he would be happy to attend a meeting to discuss possibilities

Chairman Walker, with full consensus of the Board, requested the Clerk to see if USDA Representative Carswell could be at the November 27th meeting.

Commissioner Booth confirmed with Clerk Bullins that the PARTF Grant is a $1 for $1 match.

Clerk Bullins noted that land could possibly be used as an in-kind match.

Vice Chairman Lankford requested to see other counties' Comprehensive Recreation Plans if possible.

Clerk Bullins noted that most of the Comprehensive Recreational Plans are too big to email.

Clerk Bullins provided Board members with the Caswell County Comprehensive Recreational Plan.

Commissioner Booth commented:

- Would like information about Surry County's involvement with the Armfield Center
- Would also like to know about the PARTF Grant

Chairman Walker commented:

- One thing that people like Mark Black and many others in business quickly recognize is that sometimes you have to spend some money to make money
- If we can spend $50,000 on a recreational plan and get $1.5 million in grants, I would consider that a very good investment

The Board unanimously agreed to place the item back on the November 27th Discussion Agenda.

Chairman Walker noted:

- Item will be discussed at the November 27th meeting
- Request USDA Representative to be at the November 27th meeting
- Would like to know if there was county funding for the Armfield Center in Pilot Mountain
- Would like to know about the PARTF Grants received by Surry County

Commissioner Booth connected:

- Would like to know if there are other recreational centers in Surry County

Chairman Walker noted to contact Clerk Bullins if there was any other information needed before the November 27th meeting.

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

GENERAL GOVERNMENT – GOVERNING BODY – INFORMATION AGENDA

LifeBrite Community Hospital of Stokes – Update

Chairman Walker noted that the hospital officials had arrived and unless there was objection from the Board, he would allow the representatives from LifeBrite Community Hospital of Stokes to present their update.

There was no objection from the Board.

Chairman Walker introduced Hospital Administrator Pam Tillman who would be presenting the LifeBrite Community Hospital of Stokes update.

Hospital Administrator Tillman introduced the following who were in attendance for tonight's presentation: (Admin. Tillman allowed each attendee to speak during the introduction)

President of Hospital Operations Tim Merritt

President of Hospital Operations Merritt commented:

- Started my hospital career as a Paramedic and then moved into Respiratory Therapy
- Went back to school and received my degree in hospital administration
- Started my first hospital CEO career in 1992
- Since then, have been CEO at various hospital facilities (specialty, psychiatry, acute care, rural health hospitals, and critical access hospital)
- Decided to bring my experience to work with LifeBrite
- Only been on board with LifeBrite Community Hospital of Stokes for a few weeks
- Very happy to be a part of making things improve
- Look forward to working with LifeBrite and the Commission

Chief Financial Officer Warren Binderman

- Appreciate the opportunity to come before the Commission
- Been with LifeBrite since 2014

- LifeBrite is getting ready to close on another hospital in southern Georgia
- My background is mostly accounting and finance, mergers/acquisitions, integrate companies within a very complex structure
- Don't think there is a more complex structure than healthcare these days
- Will be supporting Admin. Tillman in building the hospital up to making it a viable part of the community, which it has been, along with looking at different areas to better serve the community

Corporate Controller Renee Owens

- First day on the job
- Have approximately twenty (20) years in healthcare accounting
- Have a MBA in healthcare administration
- Looking forward to working with Admin. Tillman and the LifeBrite Hospital Group

Consultant Dan Irvwin

- Been in and around healthcare for about thirty-five (35) years
- Started out in radiology
- Have a Master's Degree in business
- Have worked at various hospitals helping them to become more profitable
- Will be looking at equipment – making sure the hospital has the right resources where they are needed

Hospital Admin. Pam Tillman presented the following update:

- Have continuously been working with payers such as Medicare and Medicaid
- Notice has been given that the party buying the Medical Office Building in King will no longer be keeping LifeBrite and other specialists in the building
- LifeBrite must vacate space by the end of October, the others have been given until December 31st
- The Medical Office Building was carved out of the Pioneer bankruptcy
- It has been very stressful not knowing where the LifeBrite operations in that building would be going – still have some up in the air such as radiology
- It has also put a lot of pressure on the King Medical community as to where these specialists will go
- Have been able to identify a couple of options to keep the King Family Practice (former practice of Dr. Newsome) open with Nurse Practitioner Candice Key under the supervision of Dr. Kirk Sanders
- King Family Practice will be located at the LifeBrite Medical Center (former JRJones Facility)
- Hope to have everything done for Nurse Practitioner Key to open by November 8th
- Notices will be going out to patients tomorrow to let them know the practice is not closing and that they will be notified of the final site selection
- Will be trying to accommodate specialists who were in the Medical Office Building, if possible
- Looking at possibly placing some of the specialists in the LifeBrite Medical Center
- Also talking to Dr. Newsome about some of the specialists moving into his old office building
- Have been working very hard to try to make all this happen

- Working to open the Pine Hall Medical Facility – working on insurance credentialing
- Working with President of Hospital Operations Tim Merritt to see what services that were closed down by Pioneer that can now be reopened and in what order
- Very happy to have those who have recently joined our team in making the best decisions for the future
- Will be happy to answer any questions

Chairman Walker commented:

- Very encouraged in what I am hearing
- Very pleased to hear that Candice Key will be staying in King

Chairman Walker opened the floor for discussion/questions/comments.

Commissioner Jones commented:

- Don't want to be a downer, but there are two (2) things in this county that really worry me – one is the hospital and the other is RiverStreet
- Have been burned twice with the hospital
- There are people that are worried and that worries me
- There has been almost ninety (90) rural hospitals to close nationwide
- I am worried
- I am worried that you might come up and give us a week's notice that you are in trouble - sort of like what happened before
- Give me a sign that things are going to be ok

President of Hospital Operations Merritt responded:

- Just left a very stable company to join LifeBrite
- Would not have left that stable job if I had not felt solid about the future of this hospital and this company
- During the past few weeks, I have seen the commitment LifeBrite is making to keep healthcare in this county
- For my personal perspective, would not have taken a career change (CEO) of this magnitude if I had not felt solid about the situation
- I feel good about the move I have made

Commissioner Jones continued:

- Appreciate President of Operations Merritt's comments, it is reassuring
- Just asking as a citizen, as a constituent, and a commissioner, that if you get in trouble, letpublic
- us try to be part of the solution – don't blindside us like we have been done before

Chief Financial Officer Warren Binderman commented:

- As the CEO, I will tell you that we are being very cautious about all our steps from the start to now
- We are not leaping to do anything, careful with hiring, doing whatever we can to not have to terminate employees
- We are maintaining payroll at current levels

- Would love to increase wages for employees – that is one of our goals
- We acquired the hospital in January
- We are making good progress
- We are not out of the woods, obviously, we bought a bankrupt company
- It is not an easy situation when you buy a bankrupt company, it is very complex
- Finally got it to point that we can compartmentalized where many of the issues are
- Trying to move issues along so that we can increase profits
- Can't say we are making a lot of money, but can say we are financially stable at the local level
- At the parent company level, we are very low capitalized so that we can maintain the capital needs
- We need to acquire equipment
- We have "skin" in the game – have put a significant amount of cash in, have put a tremendous amount of sweat equity
- There are a lot of people working really hard to make this happen, such as Pam who works about 12+ hours a day
- Have brought in experienced professionals to help build us up
- We would not have brought them in if we did not have confidence in our system
- Hope that helps relieve your worry

Commissioner Jones continued:

- Have to also keep in mind –patient care, employee morale

Chief Financial Officer Warren Binderman responded:

- Have to have quality employees in order to have patients
- It is all a balancing act
- Respect Commissioner Jones' opinion

Vice Chairman Lankford commented:

- Know Admin. Tillman's work schedule is unreal
- Believe a community hospital needs someone out there promoting it
- Confirmed with Chief Financial Officer Binderman that the model includes promoting the hospital
- The community needs to know what is going on - the facts
- Want to make sure the hospital grows
- Community needs this hospital to remain open
- Do not want to see people going out and talking about things that may not be true
- Over 40% of the county's population is over 50 years old
- About 30% of that is over 60 years old
- That is why we have such a need for the hospital
- That is why I can explain to most people about the need for the hospital
- Hospital administration needs to promote as much as they can

Chief Financial Officer Warren Binderman responded:

- Obviously that is one of our biggest drivers – get the word out
- We have a lot of things going on, but can't discuss many of those in open forum
- Hope to be able to discuss many of those later in tonight's meeting

Vice Chairman Lankford continued:

- Hope everything continues to strive

Commissioner Mendenhall commented:

- Most of our questions are going to come later
- As in all businesses, image and customer service are essentials
- I know you will be able to discuss more later

Commissioner Booth commented:

- Want to publically thank LifeBrite for taking over the hospital operation, especially with the position the hospital was in under Pioneer
- Appreciate LifeBrite taking over during the bankruptcy, especially when we were trying to keep the doors open
- Do not believe everyone understands how close it came with the hospital closing
- It needs to be known publically how LifeBrite came to the rescue
- What I am seeing and hearing, I feel it is going to continue to grow and be a good thing for Stokes County
- Looking forward to greater things

Chairman Walker commented:

- I am a fan of small hospitals
- Believe people who go down to Winston often get lost in the shuffle
- Like hospitals without parking decks
- Believe LifeBrite has a lot of potential
- Believe if the numbers could be worked out, there is a lot of potential in small hospitals in the total scheme of things
- Like Commissioner Jones said earlier that the small, rural hospitals seemed to be shoved aside
- Maybe something needs to be done on how small hospitals are compensated to make it work right
- Live in the King area, there has been ripples going through the King area regarding the loss of urgent care and Dr. Newsome's situation
- Have heard Vice Chairman Lankford say before that everything that gets on social media such as Facebook is not totally accurate
- People form their perceptions and not always on reality but other sources such as social media
- Maybe some work needs to be done in that area
- Was at a recent meeting with other municipalities in the county, the city manager of King was asking questions about LifeBrite, urgent care, Dr. Newsome and LifeBrite's role in that particular part of the county
- Half people of the county live in that quadrant of the county
- Patients in that area do not come toward this part of the county for medical care
- It easier to get to Winston from King than from King to Danbury
- It would seem that you need someone in King referring people to Danbury to the hospital which I think Dr. Newsome has done for years
- There are ongoing questions about how the pieces are going to fit together so that the

comfort level of the people in that part of the county can get back to where we would prefer it would be – getting the pieces to fit together that it makes sense for the hospital, the emergency room in King if that is feasible, urgent care

- Urgent care was in King when LifeBrite took over and urgent care is not there now
- There is a question about how that might be addressed and that may be discussed later in tonight's meeting
- Really hope we can make this small hospital concept work
- Think it would be to everyone's advantage, especially in this part of the county where medical services are needed
- When something is taken away such as the emergency room and urgent care, it smacks harder than if it was never there to start with
- There was an emergency room in King for over 25 years and thanks to Pioneer it just disappeared
- Can't count the number of people who spoke to me about the loss of the emergency room in King
- Beginning to lose count of the number of people who have called or visited me recently about where things are at and how are they going to be handled
- Seems like there is some work that needs to be done
- Encouraged with what I am hearing here today
- Have good representation today here from LifeBrite
- Like Commissioner Booth stated, we owe you a great deal of gratitude – we came very close to not having a hospital
- Also appreciate LifeBrite stepping in and taking over when we really needed someone
- Very nice for the past several months to not have the hospital at the top of the list of things to be concerned about
- Hearing today from Commissioner Jones that she has been concerned, I have not been concerned

Commissioner Jones commented:

- I read a lot
- Just look at Stuart Hospital which recently closed

Chief Financial Officer Warren Binderman responded:

- Would just like to say that Stuart Hospital closed for very different reasons

Commissioner Jones responded:

- Understand that, but you have to keep in mind there were over 90 small, rural hospitals that closed across the nation – that is huge

Chief Financial Officer Warren Binderman responded:

- Critical access hospitals have really being taken a hit, hospitals in general have been taking a hit
- Insurance companies have not been making it easy
- We are managing through it
- We have a good team to do it
- Think things are on an up tick

- Think the community will be very pleased with future things that we just can't discuss in open session
- Can't talk about personnel issues and hope you can respect that
- We are very respectful of the community
- We are not here just for show and this meeting
- We are here to work
- I spend two or three days a week in Danbury
- We are working hard at moving things forward
- We are taking things one step at a time
- We have a great hospital administrator, Pam Tillman, to work with

Chairman Walker commented:

- Could like to know why Stuart Hospital closed if possible

Chief Financial Officer Warren Binderman responded:

- It was a total situation due to the fact that Pioneer owned the facility
- It was a $7 million build out
- Not why a bank would loan out that kind of funding
- The bank, by and large, was what put that facility in the bankruptcy
- Their operating statics were relatively good
- That $7 million debt for a critical care hospital was what killed them
- There were other things done
- We do not run our business like Pioneer – do not have a huge corporate headquarters –huge overhead

Consultant Dan Irvwin commented:

- Have worked all over the country with small and large hospitals
- Have been concerned since 2009 about rural health
- If companies like LifeBrite don't continue to keep rural health going, it is going to die out
- Have been working with a huge hospital in Texas that has to figure out how to save $50 million this year just to make the same amount of money that was made three (3) year ago
- Rural healthcare is getting much harder
- Going to have to have companies like LifeBrite if rural health is going to continue
- It is going to take small structure, good operation, and good business decisions to make it work
- Very selectively who we work with and we are happy to be here working with LifeBrite

Chairman Walker continued:

- You are not alone with some of the challenges you are facing
- Understand larger hospitals are facing some of the same revenue challenges

Consultant Dan Irvwin responded:

- Have worked with some of the largest hospital systems in Houston, Texas

- Did a study which showed the return on the investment of less than 6% even though it was one of the most profitable organizations in the country
- Hospitals have to work on a shoestring budget

Corporate Controller Renee Owens commented:

- On my first day, learned how much the staff love their jobs and are very dedicated
- Many of the staff wear many hats
- With my background in hospital accounting and cost reporting, will be looking at direct and indirect costs – goal is to have a better return on the rate per day
- Like Warren stated – it is one thing at a time
- It can't all be done in one day
- Look forward to working with Pam and her staff
- Believe, as a team, we will accomplish a lot

Administrator Tillman commented:

- Looking forward to working with those who have just come on board

Chairman Walker expressed appreciation to all those in attendance for tonight's presentation and look forward to talking more later.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA (continued)

Economic Development Director – Edited Job Description

County Manager Rick Morris presented the proposed edited Economic Development Director job description:

ECONOMIC DEVELOPMENT DIRECTOR

General Statement of Duties

Performs all duties to include business recruitment and retention for economic and industrial development along with tourism programs within the County.

Distinguishing Features of the Class

An employee in this class performs duties directing the economic development program for the County which includes the promotion of tourism that is a component of economic development. Work involves encouraging the expansion of existing industries, the establishment of new industries in the County for the purpose of creating jobs, economic opportunities and increasing County revenues through new investments. The Director is required to have a broad knowledge of County operations, available resources and the needs of industry and business. The director coordinates a variety of resources to make available infrastructure to new businesses and promotes the County with an effective image to attract new industry. The director works with a broad scope of contacts in establishing recruitment efforts and coordinating resources. Employee is also responsible for assisting existing industry and businesses in obtaining infrastructure support and staffing, promoting attributes

of the area, and maintaining a database of County resources. Director is also responsible for the administrative functions of the department that include budget preparation, fiscal control, reporting and daily operations. Work is performed under supervision the County Manager and is evaluated by the expansion of new investment for the County and overall effectiveness of the Economic Development Program.

Duties and Responsibilities

Essential Duties and Tasks

Develops programs to attract new industry and business to County; receives inquiries from business representatives, manufacturers and others interested in establishing or expanding operations in County, and provides information relating to suitability of County for expressed needs; assists industrial realtors in providing information about clients; arranges and/or conducts tours of County facilities and real estate available for industrial use.

Assists existing industries and businesses in County with problems and concerns pertaining to infrastructure support and manpower availability, contacting County, state and federal agencies to provide available assistance as appropriate.

Collects and maintains a variety of demographic, geographical and economic data and databases about County; investigates labor supply, transportation, utilities, machinery, financing and other requirements for establishment of new industry; photographs available sites and/or facilities; prepares and continually updates technical reports, brochures, news releases; etc., used in publicizing the advantages of locating in County.

Makes recommendations to the Board of County Commissioners concerning capital improvements for the County, and expansion and attraction of business and industry; recommends obtaining options on land as possible industrial sites, as appropriate.

Serves as coordinator for, or participant in, community and regional economic development committees and boards, providing input and advice based on expertise and/or observations; participates in activities of such groups as appropriate to promote interests of County.

Confers with representatives of County and non-county firms and explains the advantages of locating new or expanded facilities in the County; advises North Carolina Department of Commerce of County's available resources.

Attends seminars, conferences, workshops, classes, lectures, etc., as appropriate, to enhance and maintain knowledge of trends and developments in the field of industrial development and promotion; reviews professional journals, attends association and professional meetings, and otherwise maintains contacts with industrial and business professionals to facilitate exchange of information.

Develops vision for economic growth and provides the budget proposals for industrial development programs, and administers approved budgets.

Assigns, directs and supervises activities of administrative support staff, ensuring adherence to established policies, procedures and standards; assists and advises subordinate, as necessary, resolving problems as non-routine situations arise.

Manages special projects at the discretion of the County Board of Commissioners.

Additional Job Duties

Performs other related work as required.

Recruitment and Selection Guidelines

Knowledges, Skills and Abilities

Considerable knowledge of the methods and techniques used in business solicitation and industrial promotion.

Considerable knowledge of the available resources of the County.

Considerable knowledge of the resources available to assist industries at the county, state and federal levels.

Considerable knowledge of general management and business organization principles and practices.

Considerable knowledge of the local and regional travel and tourism industry.

Ability to use common computer applications such as Microsoft Work, Excel, Powerpoint and the internet.

Ability to exercise considerable independent judgment and discretion in establishing, applying and interpreting policies and procedures.

Ability to gather, analyze and interpret industrial and economic data and to make sound recommendations based on the information.

Ability to develop effective promotional material for the County.

Ability to effectively express ideas orally and in writing.

Ability to make oral presentations before large groups of people.

Ability to work in a consulting capacity and exercise leadership in contact with a variety of public, industrial and business officials at various levels of authority and influence.

Ability to establish and maintain effective working relationships as necessitated by work assignments.

Physical Requirements

Must be able to perform the basic life operational skills of fingering, talking, hearing, and repetitive motions.

Must be able to perform sedentary work, exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or constantly to move objects.

Must possess the visual acuity to prepare and analyze data and figures, perform accounting tasks, operate a computer terminal, and do extensive fiscal research and reading.

Desirable Education and Experience

Bachelor's degree in business administration, marketing or a related field, and considerable experience in business, industrial development planning, or a related field; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities. Professional certifications are not a requirement for this position. Knowledge and experience in obtaining economic development and tourism grants are desired.

Special Requirements

Possession of a valid driver's license.

Special Note: This generic class description gives an overview of the job class, its essential job functions, and recommended job requirements. However, for each individual position assigned to this class, there is available a completed job questionnaire with a physical abilities checklist, which can give, further details about that one specific position. Those documents should be reviewed before initiating a selection process. They can provide additional detailed information on which to base various personnel actions and can assist management in making legal and defensible personnel decisions.

County Manager Morris noted:

- Items highlighted were changed at the suggestion of the Board at the last meeting
- Would be open to any other suggestions from the Board

Chairman Walker opened the floor for questions/discussion/comments.

Commissioner Mendenhall commented:

- Would like to possibly see the wording changed regarding the following: Knowledge and experience in obtaining economic development and tourism grants are desired
- Do not necessarily like desired

Commissioner Jones commented:

- Suggested possibly using preferred instead of desired

There were no other changes or additions from the Board.

Commissioner Jones commented:

- Hope those interested will get from the job description that we are trying to promote quality of life here when talking about tourism – job description does not exactly say that

Chairman Walker questioned what was the pleasure of the Board regarding this item.

Vice Chairman Lankford commented:

- Action Agenda –next meeting

Commissioner Mendenhall commented:

- Would like to see Action Agenda this meeting

Commissioner Jones commented:

- Agree with Commissioner Mendenhall – Action Agenda this meeting

Chairman Walker commented:

- Will go Action Agenda this meeting
- Majority – Action Agenda this meeting

Chairman Walker, with a majority of the Board, directed the Clerk to place the item on tonight's Action Agenda.

Proposed Policy – Pine Hall Community Campus – Use by Non-Profit Organizations

County Manager Rick Morris presented the following proposed policy regarding the Pine Hall Community Campus – Use by Non-Profit Organizations for the Board's review and consideration:

Policy for Non-Profit Organizations' Use of the Pine Hall Community Campus

Non-profit organizations are allowed to use the Pine Hall Community Campus facility at a reduced rate of $25.00 per four-hour blocks of time along with a refundable $100 deposit per the approved Operating Procedures.

Per the agreement with the donor of the property/facility, non-profit religious organizations may also use the facility, but not for regular meetings.

Governmental organizations are allowed to use the facility at no cost with no required deposit.

County Manager Morris commented:

- Forgot to include in the operating procedures for the Pine Hall Community Campus
- Would request this be moved to tonight's Action Agenda due to people wanting to use the facility
- Wording in the proposed policy is directly from the agreement with Mr. Petree
- Mr. Petree has no problems with religious organizations using the facility, just does not want it used for regular meetings.

Chairman Walker opened the floor for questions/discussion/comments.

The Board had no issues with the proposed policy and moving the item to tonight's Action Agenda.

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

GENERAL GOVERNMENT - GOVERNING BODY – ACTION AGENDA

Appointment – City of King Planning Board/Board of Adjustment - ETJ

Chairman Walker noted that Norma Cox was nominated at the October 9, 2017 meeting.

Chairman Walker opened the floor for any further nominations.

There were no further nominations.

Chairman Walker entertained a motion to close the nominations.

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

Chairman Walker polled the Board:

- Commissioner Booth: Norma Cox
- Commissioner Mendenhall: Norma Cox
- Vice Chairman Lankford: Norma Cox
- Commissioner Jones: Norma Cox
- Chairman Walker: Norma Cox

Chairman Walker noted that Norma Cox was unanimously appointed to serve on the City of King Planning Board/Board of Adjustment.

Appointments – Northwestern Regional Library Board – King Library Appointment

Chairman Walker noted Scott Tedder was nominated at the October 9, 2017 meeting.

Chairman Walker opened the floor for any further nominations.

Chairman Walker entertained a motion to close the nominations.

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

Chairman Walker polled the Board:

- Commissioner Mendenhall: Scott Tedder
- Vice Chairman Lankford: Scott Tedder
- Commissioner Jones: Scott Tedder
- Commissioner Booth: Scott Tedder
- Chairman Walker: Scott Tedder

Chairman Walker noted that Scott Tedder was unanimously appointed to serve on Northwestern Regional Library Board as the King Library Appointment.

Proposed Jail Expansion Project – Construction Bid Award

Chairman Walker entertained a motion regarding the proposed Jail Expansion Project – Construction Bid Award which was presented at tonight's meeting.

Commissioner Jones moved to award the bid for the Jail Expansion Project to Garanco Inc. Pilot Mountain in the amount of $5,379,800.

Commissioner Booth seconded the motion.

Chairman Walker opened the floor for any further discussion.

With no further discussion, the motion carried unanimously.

Interim Financing – Proposed Jail Expansion Project – Local Government Commission (LGC) – Application Approval

Chairman Walker entertained a motion regarding the Interim Financing for the Jail Expansion Project – Local Government Commission application which was presented at tonight's meeting.

Commissioner Booth moved to authorize the county manager and the finance director to submit and execute the LGC application for interim financing in the amount not to exceed $6,527,600 for the Jail Expansion Project. Commissioner Jones seconded the motion.

Chairman Walker opened the floor for any further discussion.

With no further discussion, the motion carried unanimously

Economic Development Director – Edited Job Description

Chairman Walker entertained a motion to approve the edited Economic Development Director job description which was presented and amended at tonight's meeting.

Commissioner Jones moved to approved the amended Economic Development Director job description. Commissioner Mendenhall seconded the motion.

Chairman Walker opened the floor for any further discussion.

With no further discussion, the motion carried unanimously

Proposed Policy – Pine Hall Community Campus – Use by Non-Profit Organizations

Chairman Walker entertained a motion to approve proposed policy – Pine Hall Community

Campus – Use by Non-Profit Organizations which was presented at tonight's meeting.

Commissioner Booth moved to approved proposed policy – Pine Hall Community Campus – Use by Non-Profit Organizations. Commissioner Jones seconded the motion.

Chairman Walker opened the floor for any further discussion.

With no further discussion, the motion carried unanimously

Closed Session

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

- 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 G.S. 143-318.11(a)(3)

- To discuss matters relating to the location or expansion of industries or other businesses in the County pursuant to G.S. 143-318.11(a)(4)

- 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)

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

- 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 G.S. 143-318.11(a)(3)

- To discuss matters relating to the location or expansion of industries or other businesses in the County pursuant to G.S. 143-318.11(a)(4)

- 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)

Commissioner Mendenhall seconded and the motion carried unanimously.

The Board re-entered the open session of the October 23rd meeting.

Chairman Walker entertained a motion.

Vice Chairman Lankford moved to allow LifeBrite Community Hospital of Stokes to upgrade the existing facilities as needed. Commissioner Mendenhall seconded the motion.

Chairman Walker opened the floor for any further discussion.

With no further discussion, 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 Jones moved to adjourn the meeting. Commissioner Mendenhall seconded and the motion carried unanimously.

Darlene M. Bullins
Clerk to the Board

Jimmy Walker
Chairman