

**OFFICE OF THE COMMISSIONERS  
STOKES COUNTY GOVERNMENT  
DANBURY, NORTH CAROLINA  
DECEMBER 11, 2017**

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

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

Chairman Walker asked Vice Chairman Lankford to deliver the invocation.

Vice Chairman Lankford invited those who wished to join in the invocation, to please do so.

Vice Chairman Lankford delivered the invocation.

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

### **Approval of Minutes**

Chairman Walker entertained a motion to approve or amend the following minutes:

- Minutes of June 20, 2017 – Budget Work Session
- Minutes of June 21, 2017 – Budget Work Session
- Minutes of November 27, 2017 – Regular Meeting
- Minutes of December 4, 2017 – Special Called Meeting
- Minutes of December 5, 2017 – Recessed Meeting
- Minutes of December 5, 2017 – Planning Meeting

Commissioner Jones noted the following correction to the minutes of June 15, 2017:

- Under her comments (page 15)
- Change “You can treat all your ....” to “You can’t treat all your ...”

Commissioner Mendenhall moved to approve the following minutes as amended by

Commissioner Jones:

- Minutes of June 20, 2017 – Budget Work Session
- Minutes of June 21, 2017 – Budget Work Session
- Minutes of November 27, 2017 – Regular Meeting
- Minutes of December 4, 2017 – Special Called Meeting
- Minutes of December 5, 2017 – Recessed Meeting
- Minutes of December 5, 2017 – Planning Meeting

Vice Chairman Lankford seconded the motion.

Chairman Walker opened the floor for any further discussion.

With no further discussion, the motion carried unanimously.

### **Organization of the Board of County Commissioners**

Chairman Walker turned the meeting over to Clerk to the Board Darlene Bullins for the election of Chairman and Vice Chairman.

### **Election of Chairman for the Board of County Commissioners**

Clerk to the Board Darlene Bullins opened the floor for nominations for Chairman of the Stokes County Board of County Commissioners.

Commissioner Jones nominated Commissioner Ronnie Mendenhall.

Commissioner Booth nominated Commissioner Ernest Lankford.

With no further nominations, Clerk to the Board Darlene Bullins entertained a motion to close the nominations.

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

Clerk Bullins polled the Board:

Commissioner Jones: Commissioner Mendenhall  
Commissioner Walker: Commissioner Mendenhall  
Commissioner Booth: Commissioner Lankford  
Commissioner Mendenhall: Commissioner Mendenhall  
Commissioner Lankford: Commissioner Lankford

Clerk to the Board Bullins noted Commissioner Ronnie Mendenhall had been chosen to serve as the new Chairman for the Stokes County Board of County Commissioners.

Clerk Bullins turned the meeting over to Chairman Ronnie Mendenhall.

Chairman Mendenhall commented:

- Would like to thank all the Board members
- Know that we are going to have a very busy year
- Looking forward to the upcoming year and working with each commissioner

#### **Election of Vice Chairman for the Board of County Commissioners**

Chairman Mendenhall opened the floor for nominations for Vice Chairman of the Stokes County Board of County Commissioners.

Commissioner Jones nominated Commissioner Jimmy Walker.

Commissioner Booth nominated Commissioner Ernest Lankford.

Commissioner Lankford nominated Commissioner James Booth

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

Commissioner Jones moved to close the nominations. Commissioner Walker seconded

and the motion carried unanimously.

Chairman Mendenhall polled the Board:

Commissioner Jones: Commissioner Walker

Commissioner Walker: Commissioner Walker

Commissioner Booth: Commissioner Lankford

Commissioner Mendenhall: Commissioner Walker

Commissioner Lankford: Commissioner Lankford

Chairman Mendenhall noted that Commissioner Walker had been chosen to serve as the new Vice Chairman for the Stokes County Board of County Commissioners.

### **APPROVAL OF AGENDA**

Chairman Mendenhall entertained a motion to approve or amend the December 11, 2017 Agenda.

Clerk to the Board of Commissioners Darlene Bullins requested the following amendments to the Agenda:

- **Nomination Committee for the Cardinal Innovations Healthcare – Board of Directors**
  - Request to add the appointment for the Nominating Committee to today's Discussion Agenda in order to approve another commissioner to replace Chairman Mendenhall on the Nominating Committee
  - Chairman Mendenhall was approved by the Board of County Commissioners at the December 4, 2017 meeting to serve on Nominating Committee to select the Board of Directors for Cardinal Innovations Healthcare
  - Chairman Mendenhall was notified on Thursday, December 8<sup>th</sup> that the Nominating Committee would be meeting on Thursday, December 14<sup>th</sup> in Burlington
  - Chairman Mendenhall has two other meetings that day – one meeting with the Forsyth Tech Community College Board of Directors that Chairman Mendenhall had already confirmed his plans to attend
  - Chairman Mendenhall is unable to attend the Nominating Committee meeting
- **Proposed Sidewalk Project for the Community College Campus**
  - Request to remove the Proposed Sidewalk Project for the community college campus from today's Discussion Agenda
  - Was notified after the Agenda was completed that Public Works Director Mark Delehant and Stokes Campus Director Sally Elliott have another layout for placement of the sidewalks that Director Elliott would like to propose to the staff at Forsyth Tech Community College

- The item would be placed back on the Agenda for the Board's discussion once the layout has been reviewed by Forsyth Tech Community College staff – possibly the last meeting in December or first meeting in January
- **Recreational Options – United States Department of Agriculture (USDA)**
  - Request to move the Recreational Options – USDA to the first item under the Information Agenda
  - Representative Joshua Carswell informed staff that he has a very important commitment tonight and must be able to exit the meeting today by 2:30 pm
  - Representative Carswell was unaware of this commitment when the meeting/time were scheduled

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

The Board had no issues adding the Cardinal Innovations – Nominating Committee, deleting the Proposed Sidewalk Project for the Community College Campus, and moving the Recreational Options –USDA to the first item on the Information Agenda.

Commissioner Jones moved to approve the Agenda as amended. Commissioner Lankford seconded and the motion carried unanimously.

#### **COMMENTS – Commissioners/Manager**

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

County Manager Morris had no comments for today's meeting.

Commissioner Lankford commented:

- Ethics for Life “I know that whatever God does, it shall be forever, nothing can be added to it, nothing can be taken from it, God does it, that men should fear before Him” (Ecclesiastes 3:14)
- Attended the North Carolina Association of County Commissioners' Insurance Pool last week
  - Reviewed the audit and it appears that both insurance funds are very strong (workers compensation and property/liability)
  - County participates in both insurance pools

Commissioner Booth commented:

- Would like to thank everyone for attending today's meeting and taking part in the governmental process of Stokes County
- Good to see everyone

Vice Chairman Walker commented:

- It has been a privilege and I am very grateful for the opportunity to have served this past year as Chairman to the Board of Commissioners along with serving the citizens of Stokes County
- Have tried to always be fair and consistent
- Always tried to do things in the way they needed to be done and when they needed to be done for the best interest of the people we all serve – the citizens of Stokes County
- Would like to wish Chairman Mendenhall well as he serves as Chairman of the Board along with serving the citizens of Stokes County
- Would like to welcome everyone to today's meeting for whatever reason has brought you here
- Always believe that government works better when citizens are involved

Commissioner Jones commented:

- Always glad to see everyone here – good to see people engaged
- Would like the Board to know that I have another meeting today at 6 pm
- Just wanted to let the Board know that I will be leaving at 5:30 pm
- Congratulations to Chairman Mendenhall and Vice Chairman Walker

Chairman Mendenhall commented:

- Would like to thank Commissioner Walker for doing an outstanding job serving this past year as Chairman of the Board
- It has been a pleasure to work with Commissioner Walker this past year
- Always thank everyone who comes out to our meetings and takes part in our governmental process in Stokes County
- You are the activists that are willing to come out and take part in our governmental process
- Looking forward to working as Chairman this year for the Board of County Commissioners and for the citizens of Stokes County

## **PUBLIC COMMENTS**

Chairman Mendenhall 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 comments to the Board of County Commissioners:

### **Christmas in Historic Danbury - The Arts Place**

- Outstanding Success
- Performances and demonstrations were held at Artists Way Creations and The Arts Place
- Weather was so perfect that we were able to have fiber spinners out front
- The Arts Place was packed
- Another record in one days sales at The Arts Place - \$1,700
- Have a lot of items for Christmas gifts

### **Apple Gallery**

- Will be featuring Frank Duncan this month
- Frank's reception coincided with Christmas in Historic Danbury and was well attended

### **Holiday Concerts**

- West Stokes High School and Chestnut Grove Middle School Jazz Bands will provide a free concert on Tuesday, December 12<sup>th</sup> at 7 pm at The Arts Place
- Chestnut Grove Middle School Jazz Band is directed by Ben Rhodes
- West Stokes High School Band is directed by Lorena Schakel
- 208<sup>th</sup> Army Band Jazz Combo and Brass Ensemble will provide a free concert at The Arts Place on Saturday, December 16<sup>th</sup> at 3:00 pm

### **"Uh-Oh, Here Comes Christmas!"**

- The Stokes County Arts Council and NoneSuch Playmatchers were to present 15 holiday stories from International best-selling author of "All I Need to Know I Learned in Kindergarten"- Robert Fulghum
- The performances were scheduled for December 9<sup>th</sup> and 10<sup>th</sup>
- The performances had to be postponed due to the weather this past weekend
- Plans are to try to get the performances in before Christmas, not sure if that will be possible, will try

### **Polar Plunge**

- Getting ready for the upcoming Polar Plunge at Hanging Rock State Park on January 1, 2018

Chairman Mendenhall expressed appreciation to those who spoke at today's meeting.

### **CONSENT AGENDA**

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

Consent Agenda:

#### **Fire Marshal - Budget Amendment #26**

Finance Director Julia Edwards submitted Budget Amendment #26.

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

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
December 11, 2017				

<b>Fire Marshal</b>				
100.4340.000	Salaries & Wages	\$127,065.00	\$(7,800.00)	\$119,265.00
100.4340.311	Training	\$2,795.00	\$5,800.00	\$8,595.00
100.4340.291	Uniforms	<u>\$3,800.00</u>	<u>\$2,000.00</u>	<u>\$5,800.00</u>
<b>Totals</b>		<b>\$133,660.00</b>	<b>\$00.00</b>	<b>\$133,660.00</b>

This budget amendment is justified as follows:

To transfer funds to purchase turnout gear, uniforms, and training for the new Assistant Fire Marshal from lapsed salaries.

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.

#### **Proposed Application – Public School Building Capital Fund NC Education Lottery**

Finance Director Julia Edwards presented a proposed application for the Public School Building Capital Fund – North Carolina Education Lottery in the amount of \$450,000, which was approved with the adoption of the Fiscal Year 2017-18 Budget, to be used for debt payment for construction of Nancy Reynolds Elementary School.

Finance Director Edwards requested the approval of the proposed application at the December 11<sup>th</sup> meeting.

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

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

##### **Recreational Options – United States Department of Agriculture (USDA)**

Chairman Mendenhall provided a brief update regarding the Recreational Options – USDA:

- The item was moved from the Discussion Agenda to the Information Agenda due to Representative Joshua Carswell not being able to stay past 2:30 pm

Chairman Mendenhall introduced USDA Representative Joshua Carswell.



Representative Joshua Carswell, USDA, presented the following information:

- Would like to thank the Board of County Commissioners for the opportunity to speak at today's meeting
- Good to see so many constituents at today's meeting
- Have not received an official description of the project, but USDA would love to be involved with financing this project
- USDA has been involved in several projects in Stokes County within the past few years
- USDA can offer lower interest rates than fair market
- USDA sometimes could possibly have a small amount of grant dollars
- USDA can stretch the loan term out to make it more feasible for counties to provide services and essential needs within the County
- Always glad to see counties grow and be able to offer financing options
- USDA's main goal is to make sure what we do benefits the constituents in Stokes County
- Can't provide any rates until a project is submitted
- Normally, the USDA term can be stretched out for 40 years
- Currently, interest rate is around 3.5%
- Would be happy to answer any questions

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

Commissioner Lankford noted that he did not have any comments.

Commissioner Booth noted that he did not have any comments.

Vice Chairman Walker commented:

- Appreciate the time you have taken to attend our meeting today
- Have worked with Representative Carswell on the recent community college project
- Hearing from many, many citizens regarding the need for some type of recreational center on the northern side of the county
- Citizens want and feel like this is needed
- At this time, the Board does not have a specific project other than the need for recreational opportunities in the County
- As I see it, we are more in the information gathering phase – trying to find out what options are out there
- Confirmed with Representative Carswell that USDA will actively be involved when the time is right

Representative Carswell continued:

- Provided the Board members with USDA guidelines regarding recreational facilities
- Recreational facilities are not forbidden but USDA likes to have wellness centers or community centers within the recreational feasibility
- The facility can't just be a gym, it has to have community involvement
- The facility can be used for a shelter when the electricity is off due to a bad storm

- School involvement would be great
- Would like for the commissioners to provide USDA what the needs of this facility will be as soon as possible
- Commissioners must figure out what they want

Vice Chairman Walker continued:

- Very glad to have Representative Carswell here today
- Representative Carswell has been very helpful and involved with the past loan applications for the County
- County is looking at forming a TaskForce to answer some of the questions Representative Carswell brought up – such as – “What kind of facility does the county need and want?”
- Hope to start forming the TaskForce in early January 2018

Commissioner Jones commented:

- All my questions have been answered

Chairman Mendenhall commented:

- Expressed appreciation to Representative Carswell for his involvement with the Stokes County Projects
- Representative Carswell has been a great asset for the County
- As Vice Chairman Walker mentioned, the Board is working on forming a TaskForce to find out what are the needs and what kind of facility does the County really need and want
- Confirmed with Representative Carswell that the sooner he is involved the better

Representative Carswell commented:

- Have worked with other counties’ projects that included other grant sources such as PARTF
- Will be glad to help with any part of the project
- Can always attend meetings in person or tele-conference call

Chairman Mendenhall expressed appreciation to Representative Carswell for attending today’s meeting.

### **Presentation of the Stokes County Audit – Fiscal Year 2016-17**

County Manager Rick Morris presented Senior Accountant Brandi Fesperman, Martin Starnes & Associates, who presented the Stokes County Audit for Fiscal Year 2016-17.

Senior Accountant Brandi Fesperman presented the following information:

- Audit Highlights
  - Unmodified opinion – clean opinion – the best that can be given
  - Had a very cooperative staff to work with

- Stokes County's Fund Balance Classifications
  - Non spendable fund balance:
    - Inventory - \$83,241
    - Interfund Loans - \$73,536
  - Restricted fund balance:
    - Stabilization by state statute - \$2,727,913
    - All others - \$3,177,094
  - Assigned fund balance - \$1,598,604
  - Unassigned fund balance - \$14,997,977
  - Total General Fund Balance: \$22,658,365
- Total Fund Balance: General Fund
  - 2015 = \$20,203,477
  - 2016 = \$21,337,079
  - 2017 = \$22,658,365
  - Increase from 2016 to 2017 = \$1,321,286
  - Steady increase over the past 3 years
- Fund Balance Position – General Fund
  - Total Fund Balance - \$22,658,365
  - Non spendable - \$(156,777)
  - Stabilization by state statute - \$(2,727,913)
  - Available Fund Balance 2017 = \$19,773,675
  - Available Fund Balance 2016 = \$19,300,754
  - Increase in Available Fund Balance = \$472,921
- Available Fund Balance as a Percent of Expenditures and Transfers to Other Funds: General Fund
  - 2015 = 38%
  - 2016 = 44%
  - 2017 = 43%
  - This is used by Local Government to compare counties of similar size
  - County could sustain for 5.4 months
- Comparison of Stokes County's General Fund Balance
  - Obtained from the State Treasurer's website
  - Above statewide average
- General Fund Summary
  - Revenues
    - 2016 = \$40,979,857
    - 2017 = \$43,066,306
    - Increased primarily due an increase in licenses and taxes
  - Expenditures
    - 2016 = \$42,179,358
    - 2017 = \$43,202,188
    - Increased primarily due to economic and fiscal development in public safety
- Revenues:
- Ad Valorem Tax
  - 2015 = \$22,307,579

- 2016 = \$23,142,683
  - 2017 = \$23,501,233
  - 1.6% increase
- Intergovernmental
  - 2015 = \$8,224,367
  - 2016 = \$9,591,146
  - 2017 = \$9,306,849
  - 3% decrease due to Medicaid and Hold Harmless this year
- Sales and Services
  - 2015 = \$3,171,288
  - 2016 = \$3,044,623
  - 2017 = \$3,084,742
  - Approximately \$40,000 increase
- Other Taxes and Licenses
  - 2015 = \$4,124,526
  - 2016 = \$4,530,719
  - 2017 = \$6,365,799
  - 4.5% increase due to local sales tax – economy is doing better
- Expenditures
- Human Services
  - 2015 = \$8,651,801
  - 2016 = \$9,145,306
  - 2017 = \$8,984,153
  - 1.76% decrease
- Public Safety
  - 2015 = \$8,662,745
  - 2016 = \$9,287,868
  - 2017 = \$9,589,234
  - 3% increase
- Education
  - 2015 = \$10,303,586
  - 2016 = \$10,359,395
  - 2017 = \$10,252,180
  - 1% decrease
- General Government
  - 2015 = \$4,949,086
  - 2016 = \$4,669,060
  - 2017 = \$4,935,597
  - 6% increase due to capital outlay for Public Buildings
- OPEB-GASB 75
  - New actuarial study will be required for 2017-2018 regarding the way retirement is looked at
  - Significant impact on net position
  - There will also be a statewide change with the schedule of state/federal awards which could mean that more programs would have be tested at DSS

- Not sure exactly how many more programs will need to be tested until next year
  - State may also require additional audit procedures
- Will be happy to answer any questions

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

Commissioner Jones commented:

- Seems like there are a lot of changes coming up next year
- Confirmed with Accountant Fesperman that there are a lot of uncertainties and unknowns for next year

Accountant Fesperman commented:

- Tried to look at the County's current audit to see what kind of impact this will have on the County's audit next year
- Very hard to tell until the numbers come in next year

Vice Chairman Walker commented:

- Appreciate the information being provided today
- Questioned Accountant Fesperman, "for simplicity sake, off the top, what caught your attention with this audit, if anything?"

Accountant Fesperman responded:

- Very comparable to the prior year
- County is doing very well financially
- Overall, everything looked good
- Have resolved some previous issues
- Everything going in the right direction

Vice Chairman Walker continued:

- Every year that I have been a commissioner, the Board has strived to maintain a healthy Fund Balance
- Very pleased to see the increase in Fund Balance
- Confirmed with Accountant Fesperman that there was a 6% Fund Balance increase from the prior year - very substantial
- Appreciate the report

Accountant Fesperman responded:

- Reiterated that the Fund Balance increase was very substantial
- Revenues are definitely increasing faster than expenditures

Finance Director Edwards commented:

- Just wanted to remind the Board that the fund balance information presented by the auditor is the combined general fund balance
- The General Fund "only fund balance" is as follows:
  - Fund Balance = \$19,481,271

- Non Spendable = \$(156,777)
- Stabilization by state statute = \$(2,727,913)
- Appropriated Fund Balance for Fiscal Year 2017-18 = \$(1,598,604)
- Unassigned Fund Balance = \$14,997,977 or 33.50%
- The Fund Balance increased \$2,015,923 due to new sales tax from state, Medicaid Relief Hold Harmless, and other sources
- Fiscal Year 2015-16 Fund Balance unassigned was \$13,165,483 or 29.73%

Commissioner Booth commented:

- Agree with Accountant Fesperman that the County is continuing to stay on the right track
- Since I came on this Board, it has been a conservative Board
- Very glad to hear that revenues are increasing, especially when the Fund Balance is needed every year to balance the budget
- Concerned about some of the changes mentioned for the upcoming year
- Confirmed with Accountant Fesperman that the changes mentioned will not impact the Fund Balance, only the net position - a liability that has not had to be shown before
- Confirmed with Accountant Fesperman that the County is going in the right direction
- Would like to see no funding being used from the Fund Balance to balance the county budget
- Appreciate the information provided today

Commissioner Lankford commented:

- Confirmed with Finance Director Edwards that the Fiscal Year Budget 2015-16 appropriated of \$2,265,814 was not used because of expenditures savings and revenue increases

Finance Director Edwards commented:

- Unused appropriated amounts not used, remain in the County's Fund Balance each year

Commissioner Lankford continued:

- Confirmed with Accountant Fesperman that the increase in Other Taxes and Licenses was due to the local option sales tax
- Confirmed with Finance Director Edwards that the new sales tax started in 2016-17

Chairman Mendenhall commented:

- Reviewed the audit very closely, very pleased
- Understand there are some unknowns for next year
- Expressed appreciation to Accountant Fesperman for presenting the audit report

Commissioner Booth commented:

- Just wanted to mention that even though the revenues increased last year and that none of the Fund Balance appropriated in FY 2015-16 was used, the Fund Balance

still had to be used this year because the budget increased a couple of million dollars this year

### **RiverStreet Networks – Update**

County Manager Rick Morris presented the following comments regarding the

RiverStreet Networks- Update:

- CEO/President Eric Cramer, Wilkes Communications, Inc. is here today to let the Board know where RiverStreet Networks is going, where they have been, etc.
- County has the new phone system in from RiverStreet
- With a few changes, everything is doing very well
- Believe the County is right on track of where they need to be with RiverStreet
- Believe RiverStreet has a good plan for Stokes County laid out for the future

CEO Eric Cramer, Wilkes Communications Inc., presented the following information

regarding the Public Private Partnership – Stokes County via powerpoint presentation:

- Very pleased to be back in front of the Board
- Believe the last time we were here, we were proposing this project
- Anessa McKinney, Local Sales Representative; Jody Souther, Director of Network Engineering; Kimberly Johnson, Director of Accounting & Finance; and Amanda Perry, Director of Sales & Marketing are in attendance for today's presentation
- Have a lot of things going on
- Lot of people looking at this project across the state
- State is also looking at this project as a possible model to get high speed broadband to rural areas
- Believe this is a template on how to make this work in rural counties
- Would like to commend the Board of County Commissioners for their commitment in this project and the foresight to take this project on for Stokes County
- We believe that we have met that commitment
- This is a landmark achievement in the state, a lot of people recognizing that in the state
- Have been contacted by several other counties about this project
- Have gotten off to a really good start
- The County came to us regarding the need for high speed internet in Stokes County
- Broadband Deployment
  - Valuable information for building business cases
    - Structures Passed
    - Route Miles
    - 911 Addresses
    - Density
    - Expected Take Rates over a 10-15 year period
    - Forecasting

- End User Billed Revenue vs Support
  - County had a 20% match
- Funding
  - CAF Phase I and II
  - CAF BLS
  - Infrastructure Grants for Unserved/Underserved
  - Partner with Munis / EMCs
  - Buildout Obligations
    - Long term project – will be on the 6 years that we committed too
  - Will be looking at other grant funding for this project such as America Connect Funding
  - Hopefully state broadband plan that can be tapped into
- Data Only Broadband Impacts
- Adoption
- Mapping
  - Competitors – Cable / WISPs
  - Coverage
  - Speeds
  - Technology
  - Overlap
- Access to Backhaul / Connectivity
  - Statewide network goes right through Danbury – were able to connect to that network
  - Have also connected to Surry TMC
- Dark Fiber Availability
  - Demographics
  - Households vs Occupied
  - Businesses
  - Age
  - Population
  - Median Income
- USAC – Anchor Institution Data Base
  - Schools, Colleges, Universities
  - Hospitals, Towns, PSAPs
- Anchor Institutions
  - We talked about the three-legged stool - county government, school system, and hospital
  - As well as, down the road – businesses and residential customers
  - We have looked at about 30 other counties across the state
  - Stokes County was the first outside county that we looked
  - Actually, we are looking at a 50/50 match with other counties
- Public Private Partnership Model
  - 1. We would quote the cost to deliver a package to design and engineer the network for any provider chosen



- 2. We would then work out a budget to build a backbone network including remote sites using multiple network approaches – Active FTTH, PON FTTH, Wireless FTTH
- 3. We would require grant funding of a minimum of 50% the capital build over a defined numbers of years for the backbone based on the designed cost
- 4. We would need to secure a 7-year contract for the anchor business beginning with the County Government Telecom Services at a minimum – (Voice / Broadband subject to a competitive proposal and winning the service)
- 5. We would like to establish a project team of stakeholders in conjunction with the county manager and define a project plan for the county and the associated municipalities
- 6. We would establish a marketing plan and conduct market research for demand
- 7. We can own all or part of the fiber – preferably 0/100 but will consider 80/20, 50/50, 20/80
- 8. We would light and own all of the electronics – would require co-locations and or land
- 9. We would service the network with our technicians and support staff
- 10. We would provide all of the billing and back office functions including opening local retail locations, hiring local people, providing local customer service and tech support supported in part in Wilkes
  - Will be hiring local people for sales and technicians
- 11. Once the backbone is built we would then determine based on the market demand studies where to begin building taps off of the backbone to service FTTH subscribers.
- 12. We would require an expected take of at least one service of a preferred 40% along any route
- 13. Long term fiber IRU tied to a % of gross revenue after target take rate
- Wilkes Communications/RiverStreet Networks (Stokes County Public Private Partnership:
  - Wilkes/RiverStreet Networks and Stokes County Government
  - Stokes Issued RFP - To Serve Unserved Areas
  - RiverStreet submitted proposal
  - Design and Engineered Network
    - Committed in to build within 6 years to those people
    - Pass 5,500 over 6 years
    - \$12.5M investment
      - Well into 50% of that financial commitment in just over a year
    - 20% County Match
    - Local office and employees

- Began work in 2016 with an original turn up date of July 1<sup>st</sup> and that date was pushed back to August 1<sup>st</sup> due some interconnection agreements with local carriers (took a little longer than expected)
  - Met the commitment on October 1<sup>st</sup> with discussions along the way with County Manager Morris
- County and Hospital
  - Telephone system has been installed with kinks worked out and working well
  - Next institution to work on is the hospital
- Anchor Institutions - County Government
  - County Campus
    - Complete new phone system installed
    - County did not have to pay for the upfront cost of the telephone system
    - Voice – approximate 290 seats / 28 Lines
    - Broadband – 34 Internet Connections / 1 ETS
    - Locations – 12 currently lit
    - Revenue – approximate \$9.6k per mo / \$115K annually
    - Win/win for both parties
- Anchor Institutions – Education
  - Board of Education and Community College
    - Stokes County Schools
      - Projections:
        - Voice – approximate 200 seats / 40 Lines
        - Broadband – 18 ETS Connections for Schools / 1 ETS for Board of Ed
        - Revenue – approximate \$19k per mo / \$230K annually
      - As you know, did not get that contract – will be bidding on that once again
      - Just by being in Stokes County as a competitor, the school system's bill decrease 50%
      - This competitiveness will also help businesses and residents
- Forsyth Tech
  - Two connections already for the community college
  - \$2.4K annually – more later
- Anchor Institutions – Medical
  - Pioneer Hospital now LifeBrite
    - Projections:
      - Voice - approximate 100 seats / Lines
      - Broadband
      - Revenue - approximate \$4k per mo / \$48K Ann

- Huge opportunity for a new phone system at the hospital
  - LifeBrite Satellite Locations – possible connections
  - Numerous medical offices – possible connections
- Network Design
  - Explained the demographics of who has and who does not have high speed internet
  - Phase 1 -Have hit 734 from those connected to the main line
  - Phase 2 -Another section should be ready to go within the next few weeks with 998 customers
  - Phase 3 - Have another section in the county under construction which should be up and lit in 2018
  - County has been carved up into three sections

Vice Chairman Walker commented:

- You have mentioned that maybe our first projection was a little optimistic and have refocused when certain areas will be reached
- One thing that I am getting asked as I go out talking to our citizens - “When is my high speed internet coming?”
- How would you answer that question

CEO Cramer responded:

- We had the same think happen in Wilkes
- This is a 6-year build
- There are some already lit
- The goal is to get to the 5,500
- We have come a long way in one year
- We have 38 residential accounts already
- Two cell towers hooked up that we were not expecting
- The County is hooked up
- Have to build that backbone first for connectivity
- We will then hit the two pockets and then hit wherever the demand is
- Join.RiverStreet.com is the next phase in who wants high speed internet
- It took 10 years to build out in Wilkes County
- Six (6) years will get the backbone built, most of the anchor business, and the people who don’t have 25-3
- Will be going after grant funding
- This is a lifetime network
- Going to build this out as long as we can and try to get as much public funding as possible
- In two (2) years, we should know where we are going to build the next phases

CEO Cramer continued his presentation:

- Join.RiverStreet.com
  - This is the next marketing step
  - We are going to build where people don’t have 25-3

- We want to know where the need is
  - We can't just do a shotgun approach
  - We have to spend those public funds responsibly
  - This website will tell us where high speed internet is wanted
  - The greatest need is right here in Danbury
  - The other greatest need is in the northern part of the county
  - The least amount of need is probably in King - pretty well covered
  - This is going to be a heavy marketing tool
  - We have not even marketed this site, but already have 115 people who have responded to the site
- Build Progress- Danbury
  - Capital/Expenditures
    - 54.93 of 54.93 Cable Miles
  - Cable & Wire
    - Actual Spent to Date
      - Total - \$2,595,377
      - Building - \$497,711 – used local contractor
  - Central Office
    - Actual Spent to Date
      - \$619,149
  - Structures Passed to Date
    - 734 (can be served)
- Build Progress - King
  - Capital/Expenditures
    - 43.81 of 46.68 Route Miles
  - Cable & Wire
    - Actual Spent to Date
      - Total - \$2,209,328
      - Building - \$83,786
  - Central Office
    - Actual Spent to Date
      - \$239,906
  - Structures Passed to Date
    - 0 (getting ready to lit customers from that site)
- Building Progress – Walnut Cove
  - Capital/Expenditures
    - 0 Cable Miles (no construction started yet)
  - Cable & Wire
    - Actual Spent to Date
      - Total - \$128,273
      - Building - \$43,500
  - Central Office
    - Actual Spent to Date
      - \$0
  - Structures Passed to Date
    - 0

- Building Progress - Summary
  - Cable & Wire
    - Actual Spent to Date
    - Total - \$5,209,687
  - Central Office
    - Actual Spent to Date
    - Total - \$859,055
  - Total - \$6,068,741
  - Grant - (\$1,200,000) – 20% provided from the county with another \$600,000 expected July 1, 2018
  - Net - \$4,868,741
  - Have taken out a \$5.5m loan from a large cooperative bank
  - We are funded for this project going forward
  - We are very committed to this project
  - Will probably get approximately 3,000 subscribers on the third phase which will bring us close to the 5,500
  - After that, we will edge off into those two areas that don't have service
- Stokes County Broadband Staffing
  - Outside Sales Representative – 1 (Filled) – local resident
  - Sales and Support Representatives – 3 (Filled) – local residents
  - Network Service Technician – 1 (Open) currently have someone coming into Stokes until a local person is hired
    - Will have two technicians when needed
  - Five (5) new jobs filled with local employees
- Stokes County Potential Grant Funding
  - Connect America Phase II
    - 300 Locations
    - \$78K Annual
    - Support
    - 8 Years of Funding
  - Presented a map that showed where there is 25/3 in Stokes County and where there is no service – those areas will be hit first
  - Will be looking for grant funding for those areas with no service
  - These areas are where CenturyLink decided not to build out
  - Will be getting into an auction by the FCC
  - Hope to get that \$78K annual funding for 8 years
- Stokes County Potential Grant Funding – Post Initial Buildout
  - Hopefully there will be continued Stokes County Matching Funds
  - CAF Phase III – 2021 – everywhere in the county where large carriers already exist
  - State Broadband Fund
    - Hopefully the state will create this fund which will be similar to the state E911 Fund
    - Would make funding available to be applied for
    - Working for this model to see how that works
  - Federal Infrastructure Grants
    - Received \$15.6m in federal grants for the Wilkes \$44m project

- Hope there will be similar federal grant funding in the future to go after
- Lot of work has been done in the last year
- Lit up the network October 1<sup>st</sup>
- Will be training people to get the Danbury location up and running within the next couple of weeks
- This is a high priority project for us
- We feel very good about this project

CEO Cramer presented a video that showed how this project works and why.

CEO Cramer noted that he would be happy to answer any questions.

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

Commissioner Lankford commented:

- Very excited about the talk at the federal and state governments regarding the need for high speed internet
- Hope federal/state funding will become available; if the county can be of assistance, please let us know

CEO Cramer responded:

- Believe this is already a success story
- Warren County has engaged us to do a feasibility study – looking at a 50/50 partnership
- Huge opportunity for those places that have been left behind by the larger companies
- Have been attending meetings in Raleigh to discuss how to address these problems
- People need broadband internet – really need more than 25/3
- Believe the state and FCC see the need
- Going to go after as much money as we can get

Commissioner Booth commented:

- Believe it has been about 3 years ago when we met in your office to discuss the system you had in Wilkes County
- Believe the citizens in Stokes County are over anxious to get these services
- Think we set up front, it takes a while to get this type of project on the ground – for example – Wilkes is 10 years
- Know that when you first came to Stokes County, you were expecting the school system to come on board
- School System was paying Time Warner approximately \$400,000 which was cut in half during the last bid process
- School System chose not to go with RiverStreet
- This cut us back, if counting the \$400,000, approximately \$1.2m that would have went toward this project to get the backbone in
- The County did step up and provide a portion to make up for that

- Have to understand that the entire county has to connect even in those places that already has high speed broadband
- Confirmed with CEO Cramer that down the road, this system is for the unserved and underserved
- We see cable going in
- Confirmed with CEO Cramer that off roads in Wilkes County have to have about 4 homes to go down a road off the main line

CEO Cramer responded:

- We are a COOP – a non profit
- RiverStreet is a for- profit arm of the COOP
- We plan to merge this for-profit into the non- profit
- Our mission is to serve the unserved – that is why we got started
- We also strive to provide excellence in customer service
- We are a COOP because we are going where people need high speed internet
- We don't come in like other big providers and red cherry pick the best customers and then leave
- It is about getting to everyone
- No one, other than the Board, wants to get people on this service more than we do
- We put the money back in for extending service to the citizens of Stokes County
- The goal is getting to everyone

Commissioner Booth continued:

- Confirmed with CEO Cramer, that in the beginning, the 6 years was to get the backbone and unserved pockets

CEO Cramer responded:

- To me, this is a 20-year network; will outlive my career
- Hope to expand to get to everyone
- Reiterated that the County stepped up when the School System did not come on board – that commitment has kept this project going
- If the county had not stepped up, we would definitely not be where we are today
- We are committed to make this work
- Next time we come, we will have a video with customers who tell us how they feel about the service
- Managing expectations is the biggest hurdle – even in Wilkes County, too
- Six (6) years from now, we will have accomplished the mission we started
- Ten(10) to fifteen (15) years from now, you will be able to look at a map see where fiber is located in Stokes County

Commissioner Booth continued:

- This a tremendous economic development tool for Stokes County and even more so as it goes along
- Can understand how the citizens, who have no high speed internet, feel when they see it going to areas that already have high speed internet

- Already have \$6.2m in the project
- System has to be sustainable

CEO Cramer responded:

- Danbury will probably be the first pocket hit
- Have sold \$180,000 annually – need to get more
- Want \$2,000 off this initial \$12m investment
- Areas will be built in phases, not this road or that road
- Encourage people to go to the website to let us know where the need is at

Commissioner Booth continued:

- Confirmed with CEO Cramer that the complete backbone will be connected in 2018 – the last phase will be in Walnut Cove
- Hopefully there will be grant funding to move the process up

CEO Cramer responded:

- Come 2021, which will be here before you know it, there will be funds to hopefully get to those areas
- With the backbone already there, we can go after that funding
- Have to remember that none of the funding is guaranteed

Commissioner Booth continued:

- Would love to have another update in 5-6 months to see where we are at

CEO Cramer responded:

- Will be happy to come back in 6 months- every 6 months until we are done

Vice Chairman Walker commented:

- Appreciate the update
- Like to think the County has been about as supportive as we could be expected to be under circumstances
- When the schools opted to go in another direction, we offered to create a hold harmless situation for them if they were willing to choose RiverStreet
- The school system seemed to have a preference, but the dynamics caused them to go another way which is their choice
- At that point, the County stepped up and provided \$600,000 for three consecutive years to keep the process going
- Found it very interesting that if the County had chosen not to step up, it could have created a precarious situation
- Very glad the pieces did fit together
- Confirmed with CEO Cramer the state system (MCNC Connection to Community Colleges/Universities/School Systems) running through Danbury made Stokes a very good candidate for the project
- Confirmed with CEO Cramer that this project is on the front edge – installing state of the art technology



- Confirmed with CEO Cramer that the feedback from those already connected is very positive – wanting to wait until customers are on the service for a few months before getting testimonials

Commissioner Jones commented:

- Requested CEO Cramer to explain the 25-3 terminology spoke about during the presentation

CEO Cramer responded:

- The new standard of 25 megabits per second replaces the previous 4 mbps
- The minimum upload standard was also raised to 3 mbps from 1 mbps
- FCC raised the speed standard on what qualifies as “broadband”
- Connect America 1 was 4-1
- Connect America 2 was 10-1
- Connect America future funding will be 25-3 and above
- May even make that benchmark 100-100
- Believe that is what it should be
- No one really needs a gigabyte right now, in all honesty
- We sell mostly 40 megabyte and 100 megabyte services which are more than enough
- The 25 meg will not even cover what is out – now selling 4k television
- May not need it today, but will need it in the future

Commissioner Jones commented:

- Will be promoting this on Facebook
- If you could put three bullet points on Facebook, what would they be
- Want to do my part in promoting
- Lot of people out there, including myself, saw this building up differently
- Want to relieve the fear in the constituents and let them know yes it is coming, but maybe not as quickly as it was first thought

CEO Cramer responded:

- We are progressing with the original plan
- We are committed
- We are well into finishing the backbone
- These things take time
- We are actually a little bit ahead of schedule
- If you want high speed internet, go on line and tell us you want it - [Join.RiverStreet.com](http://Join.RiverStreet.com)

CEO Cramer continued:

- This is well worth the money
- This is a game changer

Commissioner Jones continued:

- It was a huge blow when the school system decided not to go with the partnership; we have gotten over that hump
- We are committed as you are
- We need high speed internet
- Appreciate all the information presented today
- We need high speed internet service desperately
- We want this to be a success

CEO Cramer responded:

- Appreciate the county's commitment to this project
- We know this project will be a success
- Going to take continued support
- Going to take marketing
- This is happening because of the people in this room
- County Manager Morris has been a big help with this project
- Stokes has the same pricing as Wilkes
- Bear with us, it will get to you
- Reiterated the need for people to tell them where to build – go to the website
- Thank you for having us here today

Chairman Mendenhall expressed appreciation to CEO Cramer for the presentation.

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

### **Register of Deeds Recommendation – Request for Approval**

Republican Party Chairperson Virginia Smith presented the following information regarding a recommendation from the Republican Party:

- On the November 28<sup>th</sup>, the Republican Party Executive Committee met with 35 eligible voters
- There were three (3) candidates for the Register of Deeds position
- Out of the three candidates, Brandon Hooker received the most votes
- Republican Party recommends Brandon Hooker to replace Register of Deeds Kathy Young who will be retiring January 1, 2018

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

Commissioner Lankford moved to approve the Republican Party recommendation of Brandon Hooker for the replacement of Register of Deeds Kathy Young. Commissioner Jones seconded the motion.

Chairman Mendenhall opened the floor for discussion.

Commissioner Booth noted the need to move the item to today's Action Agenda since it was a Discussion Agenda item.

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

Commissioner Lankford withdrew his motion along with Commissioner Jones withdrawing her second to the motion.

Commissioner Lankford moved to place the item on today's Action Agenda. Commissioner Walker seconded the motion.

Chairman Mendenhall opened the floor for any further discussion.

With no further discussion, the motion carried unanimously.

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

### **Social Services Monthly Report**

County Manager Rick Morris (DSS Director Stacey Elmes unable to attend due attending a funeral) presented the following Social Services Monthly Report:

### **Services – (July – November 2017) Update**

#### **Income Maintenance**

##### **Work First**

**July** – 67 open cases; \$13,644 delivered in benefits

**August** – 70 open cases; \$14,031 delivered in benefits

**September** – 65 open cases; \$13,454 delivered in benefits; one benefit diversion

**October** – 64 open cases; \$14,241 delivered in benefits; two benefit diversions

**November** – 62 cases open; \$12,550 delivered in benefits; one benefit diversion

##### **Food and Nutrition**

**July** – 2804 open cases; 4890 participants; \$627,542 delivered in benefits

**August** – 2816 open cases; 4571 participants; \$627,947 delivered in benefits

**September** – 2811 open cases; 4297 participants; \$642,269 delivered in benefits

**October** – 2802 open cases; 3989 participants; \$625,024 delivered in benefits

**November** – 2791 open cases; 3839 participants; \$622,867 delivered in benefits

##### **Medicaid**

**July** – 8378 Medical Assistance cases open; 175 Special Assistance cases open; \$70,632 delivered in special assistance benefits

**August** – 8511 Medical Assistance cases open; 177 Special Assistance cases open; \$73,619 delivered in special assistance benefits

**September** – 8475 Medical Assistance cases open; 174 Special Assistance cases open; \$72,639 delivered in special assistance benefits

**October** – 8512 Medical Assistance cases open; 175 Special Assistance cases open; \$72,929 delivered in special assistance benefits

**November** – 8609 Medical Assistance cases open; 174 Special Assistance cases open; \$75,399 delivered in special assistance benefits

### **Child Day Care**

**June** services paid July: \$88,334. 141 children on the waiting list.

**July** services paid August: \$97,074. 153 children on the waiting list.

**August** services paid September: \$99,479. 216 children on the waiting list.

**September** services paid October: \$93,242. 257 children on waiting list.

### **Medicaid Transportation**

**July** – 571 clients served; 2653 trips provided; \$77,281.78 billed for trips

**August** – 191 clients served; 1685 trips provided; \$70,605.78 billed for trips

**September** – 382 clients served; 2100 trips provided; \$55,996.37 billed for trips

**October** – 334 clients served; 1906 trips provided; \$58,758.46 billed for trips

**November**—443 clients served; 1775 trips provided; \$44,741.78 billed for trips

### **Child Support**

**July** – Served 1354 children with collections at \$218,701.13

**August** – Served 1368 children with collections at \$216,051.17

**September** – Served 1366 children with collections at \$226,202.75

**October** – Served 1368 children with collections at \$212,492.83

**November**—Served 1367 children with collections at \$208,255.95

### **Program Integrity**

**July** – 190 open cases. Collected \$3,163.13 with \$620.16 retained in county.

**August** – 193 open cases. Collected \$4,146.31 with \$774.00 retained in county.

**September** – 193 open cases. Collected \$4,928.31 with \$911.90 retained in county.

**October** – 185 open cases. Collected \$3,664.13 with \$554.34 retained in county.

**November**—197 open cases. Collected \$3,336.82 with \$401.70 retained in county.

### **Adult Social Work Services**

#### **Adult Protective Services**

**July** – Received 11 reports, 5 were screened in.

**August** – Received 10 reports, 5 were screened in.

**September** – Received 13 reports, 10 were screened in.

**October** – Received 15 reports, 7 were screened in.

**November**—Received 11 reports, 7 were screened in.

#### **Guardianship**

**July** – 26 open cases

**August** – 25 open cases

**September** – 27 open cases

**October** – 28 open cases

**November**—27 open cases

**In Home Aide Programs**

**July** – 20 (HCCBG/SSBG/Payee/Adult Day), 15 Family Caregiver, 77 SA In Home, 71 CAP/DA

**August** – 21 (HCCBG/SSBG/Payee/Adult Day), 15 Family Caregiver, 76 SA In Home, 70 CAP/DA

**September** – 21 (HCCBG/SSBG/Payee/Adult Day), 15 Family Caregiver, 70 SA In Home, 70 CAP/DA

**October** – 19 (HCCBG/SSBG/Payee/Adult Day), 15 Family Caregiver, 68 SA In Home, 69 CAP/DA

**November**—24 (HCCBG/SSBG/Payee/Adult Day), 15 Family Caregiver, 68 SA In Home, 71 CAP/DA

**Facility Monitoring**

**July** – six facilities monitored, three complaints investigated

**August** – six facilities monitored, three complaints investigated

**September** – six facilities monitored, one complaint investigated

**October** – six facilities monitored

**November**—six facilities monitored

**Child Protective Services**

**July** – 42 reports received. 20 reports were accepted for investigation involving 38 children. 4 were found in need of services. 33 active CPS investigations. Offered services in two cases. 16 open case management cases. Provided six assists to other counties.

**August** – 51 reports received. 27 reports were accepted for investigation involving 52 children. 9 were found in need of services. 39 active CPS investigations. Offered services in one case. 15 open case management cases. Provided six assists to other counties.

**September** – 39 reports received. 21 reports were accepted for investigation involving 40 children. 9 were found in need of services. 39 active CPS investigations. Offered services in one case. 14 open case management cases. Provided five assists to other counties.

**October** – 50 reports received. 25 reports were accepted for investigation involving 52 children. 7 were found in need of services. 40 active CPS investigations. Offered services in two cases. 13 open case management cases. Provided five assists to other counties.

**November**—52 reports received. 25 reports were accepted for investigation involving 55 children. 7 were found in need of services. 36 active CPS investigations. Offered services in one case. 10 open case management cases. Provided 13 assists to other counties. Reports received: 22 for neglect, 3 for sexual abuse, 14 for substance abuse, 2 for domestic violence/family violence, 22 for improper supervision, 2 for improper discipline, 4 for improper care, 1 for mental health problems, and 1 for dependency.

**Foster Care**

**July** – working with 111 children, currently have 20 licensed foster homes, one adoption completed

**August**—working with 111 children, currently have 22 licensed foster homes, two adoptions completed

**September** – working with 119 children, currently have 22 licensed foster homes, two adoptions completed

**October** – working with 118 children, currently have 22 licensed foster homes, 12 families are in the process of being licensed and 15 families are currently going through MAPP

**November**—working with 109 children, currently have 19 licensed foster homes, 12 families will complete MAPP on 12/11, still working on licensing other families who have previously finished with MAPP

### **Administration**

**July** – 880 walk ins; 4 fishing licenses distributed

**August** – 1131 walk ins; 8 fishing licenses distributed

**September** – 954 walk ins; 1 fishing license distributed

**October** – 1015 walk ins; 3 fishing licenses distributed

**November**—1004 walk ins; 0 fishing licenses distributed

### **Staffing**

**July** – 3 vacancies (one foster care social worker and two adult services social worker)—continue to need an additional social work supervisor to meet state standards

**August** – 2 vacancies (one foster care social worker and one social worker-SA Liaison)—continue to need an additional social work supervisor to meet state standards

**September** – 2 vacancies (one foster care social worker and one social worker-SA Liaison)—continue to need an additional social work supervisor to meet state standards

**October** – 1 vacancy (social worker – Substance Abuse Liaison)—continue to need an additional social work supervisor to meet state policy and rule

**November**—3 vacancies (social worker/substance abuse liaison, social work supervisor, processing assistant)—continue to need an additional social work supervisor to meet state policy and rule

- **DSS Involvement with Cardinal Innovations – November 2017**
  - November 8, 2017: Permanency Planning Hearings at DSS for foster children. Cardinal staff in attendance.
  - November 9, 2017: Stokes County Local Interagency Coordinating Council met at the Stokes Partnership for Children. DSS staff and Cardinal staff were in attendance.
  - November 16, 2017: Stakeholders Meeting held at the Health Department. DSS staff attended.
  - November 28, 2017: Two (2) DSS staff members attended the drug addiction Lunch and Learn at the Wellness Center.
- **Information**
  - **Medicaid Transformation Update**
    - Transform State's current Medicaid and NC Health Choice programs from fee for service to managed care structure
    - Timing: Go live within eighteen (18) months of CMS approval; estimated July 2019
    - Prepaid Health Plans (PHPs)
      - 3 statewide MCOs (commercial plans)
      - Up to 12 Provider Led Entities (PLES) in 6 regions
      - Specialized statewide PHP for foster children
    - Maintain eligibility for parents of children placed in foster care system
    - Essential providers (i.e. Health Department)
    - Exempt population – members of federally recognized tribes

- PHPs must include all willing providers in their networks, limited exceptions apply
- **HB630 Update**
  - HB630, Part II required the Office of State Budget and Management (OSBM) in consultation with DHHS to develop an RFP and to contract with a 3<sup>rd</sup> party organization to develop a plan for reform of the State supervision and accountability for social services system as well as reform of child welfare
  - The proposals are in and being reviewed at the state
- **Foster Care – Program Development Plan Review**
  - Ongoing review of Foster Care Program – state is just sharing the review with agency
- **Work First Monitoring Results for SFY 2017-2018**
  - Work First Monitoring was conducted - obvious that training of workers will be a big part of the corrective action plan that will be returned to the state
  - Work First Family Assistance, Employment Services, and Work First Services for Low Income Families (200% services) cases were reviewed in accordance with the State Monitoring Plan

Chairman Mendenhall opened the floor for discussions/questions/comments.

Commissioner Jones commented:

- Did some averages with the information provided by DSS Director Elmes, under the circumstances, believe DSS is stable at this time
- Lot of changes going on in DSS with a lot of turnover which is a big concern
- Foster care families are slightly increasing
- Noticed in November that of the 52 Child Protective Service reports received, 14 was for substance abuse
- Very good information presented today
- Intrigued about this 3<sup>rd</sup> part organization to develop a plan for reform of the State supervision and accountability for social services system as well as reform of child welfare – that makes me wonder, but nothing we can do about that

County Manager Morris commented:

- Also wanted to mention that DSS Director Elmes has filled the Social Worker – Substance Abuse Liaison

Chairman Mendenhall noted there were no further comments.

### **Tax Administration Report – November 2017**

Tax Administrator Jake Oakley presented the following informational data for the November 2017 Report for the Board's review:

<b>Fiscal Year 2017-18</b>	<b>Budget Amount</b>	<b>Collected Amount</b>	<b>Over Budget</b>	<b>Under Budget</b>
<b>Current 2017 Taxes</b>	\$21,179,104.00	\$12,994,114.25		\$8,184,989.75
Percentage = 0.61%				
<b>New Schools F-Tech Fund</b>	\$1,366,394.00	\$863,248.39		\$503,145.61
Percentage = .63%				
<b>Prior Taxes</b>				
<b>County Regular &amp; Motor Vehicles</b>	\$500,000.00	\$317,036.36		\$182,963.64
Percentage = .63%				

### **Releases Less than \$100 – Real and Personal Property**

Tax Administrator Jake Oakley presented the following Releases less than \$100 – Real and Personal Property (November) at the December 11<sup>th</sup> meeting for the Board's review:

<b>Releases Less than Name</b>	<b>\$100 Real/Personal Bill Number</b>	<b>Property Amount</b>
<b>Frank Plunkett, Inc</b>	853519-2017-2012	<b>\$22.94</b>
	853519-2017-2013	<b>\$21.52</b>
	853519-2017-2014	<b>\$20.08</b>
	853519-2017-2015	<b>\$19.00</b>
	853519-2017-2016	<b>\$17.54</b>
	853519-2017-2017	<b>\$16.08</b>
	<b>Total Amount</b>	<b>\$117.16</b>

### **Releases More than \$100 – Real and Personal Property**

Tax Administrator Jake Oakley presented the following Releases more than \$100 – Real and Personal Property (November) at the December 11<sup>th</sup> meeting for the Board's review with consideration for approval at the December 27<sup>th</sup> meeting:

<b>Releases More than Name</b>	<b>\$100 Real/Personal Bill Number</b>	<b>Property Amount</b>	
<b>Parkdale America LLC</b>	320432-2017-2017	<b>\$2,962.86</b>	<b>Bus. Pers. Property</b>
			<b>Appealed and Reduced</b>
	<b>Total Amount</b>	<b>\$2,962.86</b>	

### **Refunds More than \$100 – Real and Personal Property**

Tax Administrator Jake Oakley presented the following Refunds more than \$100 – Real and Personal Property (November) at the December 11<sup>th</sup> meeting for the Board's review

December 11, 2017



with consideration for approval at the December 27<sup>th</sup> meeting:

Refunds More Than Name	\$100 Real/Personal Bill Number	Property Amount	
William Neal Craig	314588-2017-2017	\$195.49	Revised Assessment of Real Estate
Steven Thomas Lane	9884775	\$112.92	Vehicle Sold
Debra Paynter & Johnny Paynter	25781013	\$102.67	Vehicle Sold
Samuel Stevens & Karen Stevens	33514381	\$105.56	Vehicle Sold
Robert A Whiteheart	38474602	<u>\$271.06</u>	Vehicle Sold
Bobby Whiteheart's Body Shop			
	Total Amount	\$787.70	

### **Write Off Request**

Tax Administrator Jake Oakley presented the following information regarding EMS billing:

- Tax Office has determined that there is no further recourse of collection on the below listed EMS billings and is requesting that the accounts be written off:

Year	Transports	Balance
2003	302	\$126,107.24
2004	313	\$131,728.28
2005	346	\$139,472.79
2006	<u>456</u>	<u>\$196,023.21</u>
Total	1417	\$593,331.52

### **Scheduled Dates for 2018-19 Property Tax Listing Forms**

Tax Administrator Oakley presented the following information regarding the Scheduled Dates for 2018-19 Property Tax Listing Forms:

1. Listing forms prepared for property owners the week of December 11<sup>th</sup>
2. Listing forms shipped to vendor for production the week of December 18<sup>th</sup>
3. Advertisement will run in the local newspaper on December 21, 2017
4. Personal/Business Personal Property Listing forms will be mailed to taxpayers on December 28, 2017
5. Listing Period will be January 1, 2018 through January 31, 2018 (unless extended NC General Statute 1015-307)

Tax Administrator Oakley requested the following be placed on the December 27<sup>th</sup>

Consent Agenda for consideration of approval:

- Releases More than \$100 – Real and Personal Property
- Refunds More than \$100 – Real and Personal Property
- EMS – Write Off Request

Tax Administrator Oakley noted he would happy to answer any questions.

Tax Administrator Oakley noted that this is a very light report, but a full calendar report for 2017 will be in the January Agenda.

Chairman Mendenhall opened floor for discussion/questions/comments.

Commissioner Booth commented:

- Noted the almost \$600,000 having to be written off for EMS

Tax Administrator Oakley responded:

- Remember that amount is for 2003-2006 and bills are over ten (10) years old
- Collection Agency is seeing no action on these bills
- As Tax Administrator, can't enforce collection on anything ten (10) years old

The Board had no other issues.

Chairman Mendenhall, with full consensus of the Board, directed the Clerk to place the following on the December 27<sup>th</sup> Consent Agenda:

- Releases More than \$100 – Real and Personal Property
- Refunds More than \$100 – Real and Personal Property
- EMS – Write Off Request

### **Meadows Water Plan**

Public Works Director Mark Delehant presented the following information:

- Per request from the Board of County Commissioners, have done some research regarding options for supplying water to the proposed animal facility near the Stokes Early College High School
- There are no grants available that I am aware of and the grant cycle typically begins after the state budget is approved in July of each year
- In order to run a water line from the Early College entrance along Dodgetown to the proposed animal facility, it would require a state plan approval from NC Department of Environmental Natural Resources (NCDENR) because it would be considered a system expansion and a licensed engineer would be needed for this
- Based on a conversation with a contractor, the cost for running a water service from the back where NC Department of Transportation is connected to the proposed animal facility would be approximately \$5,000

- Waiting confirmation from an engineer that this connection could be made without state plan approval from NCDENR
- Just received information before today's meeting that there would need to be another hydra tank placed on the community college property (hydra tank holds about 4,000 gallons)
- When the community college was being built, it was discussed and decided that one (1) tank would be sufficient – state finally approved one (1) hydra tank for the location ( a lot of discussion about one or two tanks)
- Do not believe another connection to this one (1) hydra tank would be allowed by the state
- In speaking with Support Services Supervisor Danny Stovall, he does not believe the state will allow another connection to the one (1) hydra tank
- The proposed animal facility will be looked at as all other facilities needing water
- With the trades facility coming, Forsyth Tech will probably be required to put in another hydra tank
- If that happens, then there would probably be supply for this facility
- Waiting for confirmation from the architect and engineer for the answer

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

Commissioner Lankford commented:

- Believe we need to wait to see what the answer is about possibly having to install another hydra tank

Commissioner Booth commented:

- I think the simplest thing would be to hook to NC Department of Transportation (NCDOT)
- Confirmed with Director Delehant that he is fairly confident that the state will not allow another hookup
- Confirmed with Director Delehant that with the current water supply on the property, another hydra tank could be installed and provide water to the proposed animal facility
- Believe there will have to be another tank installed once the trades facility comes on line

Director Delehant responded:

- Believe there will have to be another tank installed for the trades facility, but waiting confirmation from the architect and engineer

Commissioner Booth continued:

- Confirmed with Director Delehant that another hydra tank would cost between \$40,000 to \$50,000
- Have to look at installing another hydra tank at a cost between \$40,000 to \$50,000 compared to \$500,000 for a water system that may or may not have grant funding- could be all county funding

- Believe the trades facility should be starting very soon, hopefully built within the next year or two, so probably another hydra tank would be installed

Commissioner Lankford commented:

- Think it may be starting the first of 2018, but the Advisory Committee has not seen any drawings for the facility yet

Commissioner Booth continued:

- Believe there is a good possibility, as Director Delehant stated, that another hydra tank will have to be installed when the trades facility is built
- With another hydra tank installed, the proposed animal facility should be able to get water
- For me, the answer would be to install another hydra tank instead of a water system that the county may have to completely fund at approximately \$500,000
- Understand we would have to wait for the next grant cycle which would be next year and don't even know if there are any grants available for water
- Hope the start of construction for the trades facility is nearby and that another hydra tank can be installed to supply water for the trades facility and the proposed animal facility

Vice Chairman Walker commented:

- Appreciate the information
- If you get the approval from the state and that is a pretty big "if" at this point, cost would be approximately \$5,000
- Questioned Director Delehant when he expected to get the answers he is waiting for

Director Delehant responded:

- That \$5,000 quote includes a one (1) inch service
- After talking to the engineer, he states it would have to be a two (2) inch service which would add approximately \$2,000 to the \$5,000 quote (less than \$10,000)
- Hope to have the answers before the next meeting, could be delayed if the architect and engineer have to call the state

Vice Chairman Walker continued:

- Believe the cost of another hydra tank should be covered under the construction costs for the new trades facility – that would be a necessary component for the trades facility to operate
- The funding for the new trades facility is \$2.2m which should cover the cost of a hydra tank

Director Delehant responded:

- This would be a matter of communicating to Forsyth Tech to see if installing a hydra tank could be put on the front end of the project

Vice Chairman Walker commented:

- May be one of the first things done when construction starts would be to install another hydra tank

Director Delehant commented:

- Need to be aware that if another hydra tank is installed, that may be all that can be installed on the property

Vice Chairman Walker commented:

- Want to compliment Forsyth Tech and hopefully their willingness to work with the County on this issue
- Forsyth Tech has always had a strong, community connection and spirit
- Hope they would view shifting some things, if needed, to get the hydra tank installed as soon as possible
- Hope we can find out something as soon as possible
- Want to see the animal facility built
- The animal facility is going to help our animal control situation
- It is going to help the community
- Lot of people are going to feel really good about that facility being in the County
- I want to see it happen
- Whatever we can do to get things moving, we need do
- Don't think they are waiting on having water there, believe they are waiting on getting permits which acquire access to water
- Do you know if getting water to the animal facility is holding them up

Public Director Delehant responded:

- Understand they can't get a building permit until they have a water supply

Vice Chairman Walker continued:

- So the sooner we can get water there, the better

Commissioner Jones commented:

- The explanation from Director Delehant is quite clear
- Agree with Director Delehant that another hydra tank will have to be installed on the community college property
- This is a timing thing – we are holding up something that is very important
- Whether we can get this hydra tank on the front end of the construction is unknown right now
- Could there possibly be a way to put the two (2) inch pipe in temporarily so that this no longer holds up the animal folks who want to get started?
- In our defense, it does not look good to the world that the facility is being held up because of water – waiting for answers from Raleigh
- That could be connected so quickly to the NCDOT line
- The committee has not even seen the drawing of the proposed trades facility
- This could be a lot longer than the first of year

- Not sure it would be a good idea to place a tank on the property before a site plan is presented
- Just wondering if a temporary connection could be done

Director Delehant responded:

- Unable to answer that question, that would be an architect/engineer question

Commissioner Jones commented:

- Just trying to get the animal facility started; it is crazy if water is the reason why it can't be started
- Believe we need to look into that possibility

Chairman Mendenhall commented:

- Do want to move in the right direction so that the animal facility can get started
- Requested Director Delehant to provide answers at the next meeting

Commissioner Booth commented:

- Not sure how far the proposed animal facility is out from being started
- We need to know what can and cannot be done
- Funding for a hydra tank should be in the budget for the trades facility
- Need to contact Forsyth Tech to see where they stand on this issue and if there is funding available in the budget for the trades facility

Director Delehant commented:

- Would need to get with Forsyth Tech for all those answers regarding budget, front end installation of a hydra tank, etc.

Vice Chairman Walker commented:

- Confirmed with Director Delehant that he understood that the spirit of this Board is to get water to the proposed animal facility as soon as possible
- Would appreciate if Director Delehant could get answers to the questions and possibly speed up the process if possible

Director Delehant responded:

- I am an animal lover and have two (2) rescue dogs
- I am fully supportive of their vision
- Will do all I can to help move this project forward, but unfortunately, there is a lot that is out of my control

Chairman Mendenhall, with full consensus of the Board, directed the Clerk to place the Animal Facility Water Supply back on the Discussion Agenda for the December 27<sup>th</sup> meeting if answers could be obtained.

**Proposed Resolution Performance Agreement – Between Stokes County & Cardinal Innovations Health Care**

County Manager Rick Morris presented the following proposed Agreement between Stokes County & Cardinal Innovations Healthcare which had been tabled by the Board at an earlier meeting:

**PERFORMANCE AGREEMENT  
BETWEEN  
STOKES COUNTY AND CARDINAL INNOVATIONS HEALTHCARE  
FOR THE PROVISION OF MENTAL HEALTH, INTELLECTUAL/DEVELOPMENTAL  
DISABILITIES, AND  
SUBSTANCE USE SERVICES IN STOKES COUNTY**

This Performance Agreement (“Agreement”) between Stokes County (“County”) and Cardinal Innovations Healthcare (“Cardinal Innovations”) defines the operational relationship, expectations, and responsibilities of the Parties. Cardinal Innovations is the Local Management Entity – Managed Care Organization (“LME/MCO”) that is designated for the management of publicly funded mental health, intellectual/developmental disabilities and substance use services for the residents of the County subject to all requirements of LME/MCOs under Chapter 122C of the North Carolina General Statutes and the requirements of the 1915(b)/(c) Medicaid Waivers for recipients whose Medicaid county of residence is Stokes County.

**Nature and Terms of Agreement**

This Agreement shall be effective January 1, 2018 and shall remain in effect until such time that a new agreement is executed or terminated in accordance with the provisions of this Agreement.

**Responsibilities of the Parties**

Consistent with its long-standing practice, Cardinal Innovations agrees that all Maintenance of Effort (“MOE”) mental health, intellectual/developmental disabilities, and substance use services funds received from the County will be used within the County.

Based on the aforementioned provision, the County expects its MOE funding to be used for the delivery of mental health, intellectual/developmental disabilities, and substance use services in the County. The Parties enter into this Agreement to memorialize the process for the use and expenditure of the County’s MOE funds.

- During the third quarter of each State Fiscal Year (January-March), Cardinal Innovations and County management will meet for the purpose of review and discussion regarding allocation and expenditure of MOE funds. With input from various community stakeholders to include the local community board, the annual Needs Assessment/Gaps Analysis completed by Cardinal Innovations and other relevant information, the County will develop its annual County Funding Plan that specifies priority services and/or initiatives to be funded with the County MOE funds.

- Any MOE funds unused or unearned in the annual County Funding Plan shall be set aside, at the direction of the County's Chief Financial Officer, in a separate reserve for the support of future local mental health, intellectual/developmental disabilities, and substance use service needs or returned to the County for reallocation if requested by the County.

**The County agrees to:**

1. Assure the appointment of County residents to serve on the local Stokes Community Board in accordance with its applicable bylaws.
2. Negotiate an annual Performance Agreement with Cardinal Innovations to establish clear expectations for the quality and quantity of services with respect to the MOE funds.
3. Allocate available funds to Cardinal Innovations to support mental health, intellectual/developmental disabilities and substance use services for County residents in accordance with service priorities established by the Division of MH/DD/SA Services of the North Carolina Department of Health and Human Services, the Cardinal Innovations Board of Directors, and the Stokes County Board of Commissioners.
4. Lead discussions and planning resulting in development of an annual County Funding Plan that specifies priority services and/or initiatives to be funded with MOE funds. Input from various Stakeholder Groups, the Cardinal Innovations' annual Needs Assessment/Gaps Analysis and other relevant information is reviewed and considered in Plan development.
5. The County Funding Plan shall be finalized and submitted to Cardinal Innovations Healthcare by the first of June annually to ensure timely processing of MOE allocations into Cardinal Innovation's overarching annual budget process.
6. County agrees to submit funds to Cardinal on a regular basis – either monthly or quarterly.
7. Receive and review reports on the performance of Cardinal Innovations as the manager of publicly funded services.
8. Encourage, support and provide educational opportunities to individuals residing in Stokes County through established training curriculums offered by Cardinal Innovations Healthcare (e.g., Crisis Intervention Team, Mental Health First Aid, Suicide Prevention - QPR, etc.)
9. Request Cardinal Innovations support as needed from Stokes County's local Senior Community Executive to discuss and/or address high profile or emerging community issues.

**Cardinal Innovations agrees to:**

1. Carry out the functions, responsibilities and duties of a multi-county LME/MCO as required by N.C. Gen. Stat. §§ 122C-115.4 and 117 for the benefit of the residents of the County and by the 1915(b)/(c) Medicaid Waivers for recipients whose Medicaid county of residence is the County.
2. Collaborate with the County to develop an annual Performance Agreement that specifies expectations and responsibilities of the Parties.
3. Conduct annual Needs Assessment/Gaps Analysis; seek stakeholder input and support community planning to identify and address needs.



4. Communicate to the County information and recommendations of the local Community Board related to service gaps, needs, and priorities.
5. Participate with the County on development of the annual County Funding Plan that specifies providers, services, and/or initiatives to be funded with the County MOE funds.
6. Deliver presentations to the County Board of Commissioners (at times and frequencies mutually agreed upon) that address status of providers and services, MOE funding utilization, and local behavioral health initiatives.
7. Develop and submit an annual County MOE budget to support activities as the LME/MCO and make requests for funding to the County following prescribed guidelines.
8. Provide its annual Audited Financial Statement to the County.

### **Specific Performance Expectations**

In addition to the general responsibilities outlined above, Cardinal Innovations agrees to the following specific performance expectations.

1. Behavioral Health Services  
Maintain a continuum of services for mental health, intellectual/developmental disabilities and substance use conditions to the maximum extent possible within published standards for access to care and within financial constraints.
2. Stokes Opportunity Center  
Maintain vocational services and/or appropriate community-based services for individuals with intellectual/developmental disabilities and/or mental illness to the maximum extent possible within financial constraints and requirements of the Division of Medical Assistance and/or the Division of Mental Health, Developmental Disabilities and Substance Abuse Services; promote evidence-based or best practice clinical approaches; explore alternatives that maintain clinically appropriate service levels at less cost.
3. Quarterly Reporting  
Provide quarterly presentations to the Stokes County Commissioners that describe:
  - a. Status of expenditures on County Maintenance of Effort funds.
  - b. Service access, service utilization and provider data as applicable for Stokes County residents.
  - c. Number and demographics of Stokes County residents served during the period.
  - d. Updates on annual Needs Assessment/Gaps Analysis and progress made in filling gaps.
  - e. Updates on annual client/family member and provider satisfaction surveys conducted under the leadership of the NC Division of Mental Health, Developmental Disabilities and Substance Abuse Services.
4. Financial Goals  
Pursue all reasonable means to increase revenues from non-county budget sources to assist the County in providing services responsive to the behavioral health needs of County residents.
5. Corrective Actions/Sanctions for Non-Performance  
It is in the best interest of the citizens of Stokes County, and particularly of those receiving services from Cardinal Innovations or its contractors, that every effort be made to achieve the levels of performance required in this Agreement. If Cardinal Innovations does not meet the performance

expectations outlines in this agreement, it will recommend a Plan of Correction to the County Manager. The Plan of Correction will include the name of the individual who is responsible to act, the activity or task to be undertaken, the outcome expected and the date by which the action is to be completed.

#### **Amendments**

This Agreement may be amended upon the mutual consent in writing of the Parties.

#### **Termination**

This Agreement may be terminated, in whole or in part, by mutual consent of the Parties.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.

**IN WITNESS WHEREOF**, the Parties hereby execute and deliver this Agreement as of the Effective Date set forth above.

**Stokes County**

**Cardinal Innovations Healthcare**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

County Manager Morris presented the following information:

- During the recent conference call with NC Secretary Mandy Cohen , who was discussing the recent takeover of Cardinal Innovations by Department of Health and Human Services, it was directed that any county in the process of signing a performance agreement should go ahead and execute that agreement
- Understand several commissioners were on the conference call
- The shakeup at the top of Cardinal Innovations has not impacted the services being received
- Would request the Board consider approving the proposed performance agreement

Chairman Mendenhall opened floor for discussion/questions/comments.

Commissioner Lankford commented:

- Was on the conference call and responses from the state did urge counties to execute the performance agreement
- The big concern is the top salaries being paid by Cardinal

Chairman Mendenhall commented:

- Believe almost all of the Board was on the conference call and did hear that counties should consider approving the performance agreement

Commissioner Booth confirmed with County Attorney Browder the Board needed to make a motion to take this item off the table.

Chairman Mendenhall entertained a motion to take the item off the table..

Commissioner Booth moved to take the proposed Performance Agreement with Cardinal Innovations off the table. Commissioner Jones seconded the motion.

Chairman Mendenhall opened the floor for any further discussion.

With no further discussion, the motion carried unanimously.

The Board discussed moving the item to today's Action Agenda.

Vice Chairman Walker recommended that the item taken off the table be moved to today's Action Agenda.

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

Commissioner Lankford moved to place the item on today's Action Agenda. Commissioner Jones seconded and the motion carried unanimously.

Chairman Mendenhall, with full consensus of the Board, directed the Clerk to place the proposed agreement on today's Action Agenda.

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

County Manager Rick Morris presented the following request from DSS Director Stacey Elmes:

- DSS currently has two (2) internal postings that will expire on December 11<sup>th</sup> and 12<sup>th</sup> for a Social Worker III (Investigative and Assessment Worker) and an Income Maintenance Caseworker II
- DSS had an internal posting for a Social Worker III (Foster Care) that expired on December 6<sup>th</sup>
- Would like to post externally if no appropriate applications are received
- It is critical that these positions be filled as quickly as possible due to the seriousness of the work involved
- Would request that the item be moved to today's Action Agenda in order to fill the positions as soon as possible

Chairman Mendenhall opened floor for discussion/questions/comments

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

Chairman Mendenhall, with full consensus of the Board, directed the Clerk to place the proposed agreement on today's Action Agenda.

**Cardinal Innovations Healthcare – Nominating Committee**

Chairman Mendenhall noted the following regarding the Nominating Committee for the selection of the Board of Directors for Cardinal Innovations, Inc.:

- Nominating Committee will be meeting Thursday, December 14, 2017 at 9:00 am in Burlington
- As noted in the approval of the Agenda, I am unable to fill this commitment due to another important meeting which I have already confirmed attendance

Chairman Mendenhall opened the floor for nominations.

Commissioner Lankford nominated Vice Chairman Jimmy Walker.

Vice Chairman Walker noted that he was not too interested in this appointment.

Commissioner Booth nominated Commissioner Ernest Lankford.

Commissioner Lankford also noted that he was not interested in this appointment.

Commissioner Jones noted that she was interested, but was unable to attend because of her work schedule.

Vice Chairman Walker commented:

- Probably would not make that much difference if someone from the County does not attend
- Not sure anyone on the Board would know who has made an application for appointment
- Questioned if anyone knew how important it is for someone to attend from the County
- Don't believe we would know many of the candidates

Commissioner Lankford responded:

- This was requested from NC Association of County Commissioners

Vice Chairman Walker continued:

- Don't think we would be the only county not sending a representative

Chairman Mendenhall questioned if the Board wished to not send a representative?

Vice Chairman Walker commented:

- Would respond back stating that the County does not have anyone available to attend the December 14<sup>th</sup> meeting in Burlington
- Send our regrets

Commissioner Lankford commented:

- You can always put a commissioner down and they don't show
- I will be glad to put my name down as the representative

Commissioner Booth moved to close the nominations. Vice Chairman Walker seconded the motion.

The motion carried unanimously.

Chairman Mendenhall polled the Board:

Commissioner Jones: Commissioner Lankford

Vice Chairman Walker: Commissioner Lankford

Commissioner Booth: Commissioner Lankford

Chairman Mendenhall: Commissioner Lankford

Commissioner Lankford: Commissioner Lankford

Chairman Mendenhall noted that Commissioner Lankford would represent the Board on the Nominating Committee for the Cardinal Innovations – Board of Directors.

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

### **Proposed Bids – Clerk of Superior Court – Court Filing System**

County Manager Morris noted that Budget Amendment #27 allocates the funding if the Board chooses to go with the low bidder – Grier Interiors.

Chairman Mendenhall entertained a motion regarding the following Proposed Bids – Clerk of Superior Court – Court Filing System which was presented at the November 27<sup>th</sup> meeting along with Budget Amendment #27 which allocates funding for the purchase.

### **Budget Amendment #27:**

December 11, 2017

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	<b>Superior Court</b>			
100.4130.510	Equipment	<u>\$00.00</u>	<u>\$47,722.00</u>	<u>\$47,722.00</u>
	<b>Totals</b>	<b>\$00.00</b>	<b>\$47,722.00</b>	<b>\$47,722.00</b>

This budget amendment is justified as follows:

To appropriate fund balance for the purchase of an office storage system for the Clerk of Superior Courts' office.

This will result in a **net increase** of **\$47,722.00** in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received this fiscal year.

Account Number	Account Description	Current Budgeted Amount	Increase (Decrease)	As Amended
	<b>General Fund</b>			
100.3991.000	Fund Balance	<u>\$1,767,186.00</u>	<u>\$47,722.00</u>	<u>\$1,814,908.00</u>
	<b>Totals</b>	<b>\$1,767,186.00</b>	<b>\$47,722.00</b>	<b>\$1,814,908.00</b>

Commissioner Booth moved to aware the bid to Grier Interiors for the Space Pro Filing System in the amount of \$47,422.00 along with approval of Budget Amendment #27.

Commissioner Jones seconded the motion.

Chairman Mendenhall opened the floor for any further discussion.

Commissioner Booth commented:

- During the budget work session when this was initially discussed, the system was quoted being \$124,000; now the system is \$47,000
- At the budget session, there was a question about a vault being in the lower lobby of the Government Center that could possibly be used for storage (old Register of Deeds)
- I was able to get the information today – the vault is no longer there
- Not sure anyone knew it was no longer there
- It was replaced by Courtroom "C"
- Believe it could have been used if it was still there

With no further discussion, the motion carried unanimously.

### **Appointments – Town of Danbury – Planning & Zoning Board – ETJ**

Chairman Mendenhall noted that Melinda Ring was nominated at the November 27<sup>th</sup> meeting.

Chairman Mendenhall opened the floor for any further nominations.

There were no further nominations.

With there being no further nominations, Chairman Mendenhall entertained a motion to close the nominations.

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

Chairman Mendenhall polled the Board:

- Commissioner Jones – Melinda Ring
- Vice Chairman Walker – Melinda Ring
- Commissioner Booth - Melinda Ring
- Chairman Mendenhall – Melinda Ring
- Commissioner Lankford – Melinda Ring

Chairman Mendenhall noted that Melinda Ring was unanimously approved by the Board for appointment to the Town of Danbury Planning and Zoning Board (ETJ).

### **Register of Deeds Recommendation – Request for Approval**

Chairman Mendenhall entertained a motion regarding the Register of Deeds recommendation which was presented at today's meeting.

Commissioner Lankford moved to approve Brandon Hooker to replace Kathy Young as Register of Deeds upon her retirement January 1, 2018. Vice Chairman Walker seconded the motion.

Chairman Mendenhall opened the floor for any further discussion.

With no further discussion, the motion carried unanimously.

### **Proposed Performance Agreement – Between Stokes County & Cardinal Innovations Healthcare**

Chairman Mendenhall entertained a motion regarding the Proposed Performance Agreement – Between Stokes County & Cardinal Innovations Healthcare which was presented at today's meeting.

Commissioner Jones moved to approve the Proposed Performance Agreement – Between Stokes County & Cardinal Innovations Healthcare. Commissioner Booth seconded the motion.

Chairman Mendenhall opened the floor for any further discussion.

Commissioner Booth commented:

- Questioned at the last meeting about approving this performance agreement and whether it would interfere with our services
- Glad there is no danger with this performance agreement interfering with the services
- Glad we can go ahead and get this approved

With no further discussion, the motion carried unanimously.

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

Chairman Mendenhall entertained a motion regarding the External Posting for the Department of Social Services which was presented at today's meeting.

Commissioner Lankford moved to approve the External Posting (Social Worker III and Income Maintenance Caseworker II) for the Department of Social Services. Commissioner Jones seconded the motion.

Chairman Mendenhall opened the floor for any further discussion.

With no further discussion, the motion carried unanimously.

#### **Closed Session**

Chairman Mendenhall 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(6)

Commissioner Booth 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 GS 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(6)

Commissioner Jones seconded and the motion carried unanimously.

The Board re-entered the open session of the December 11<sup>th</sup> meeting.

### **Adjournment**

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

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

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

December 11, 2017

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**Ronnie Mendenhall**  
Chairman