

STATE OF NORTH
CAROLINA

COUNTY OF STOKES

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OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA

MONDAY JANUARY 27, 2025

Regular Meeting of the Stokes County Board of Commissioners

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a Regular Meeting in the Stokes County Administration Building in the Commissioners Chambers located in Danbury, North Carolina on Monday, January 27, 2025 at 2:00 pm with the following members present:

Board of Commissioners Present: Chairman Keith Wood, Vice-Chairman Wayne Barneycastle, Commissioner Brad Chandler, Commissioner Sonya Cox, and Commissioner Rick Morris.

County Administration Present: County Manager Jeff Sanborn, Assistant County Manager/Clerk to the Board Amber Brown, Director of Finance Tammy Keaton, and County Attorney Ty Browder.

CALL TO ORDER

Chairman Wood called the meeting to order.

INVOCATION

Chairman Wood invited those in attendance to join the Board in the Invocation, if desired.

Vice-Chairman Barneycastle delivered the Invocation.

PLEDGE OF ALLEGIANCE

Chairman Wood invited those in attendance to join the Board in the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Wood entertained a motion to amend tonight's agenda to add Item c. Resolutions to Reserve Funds for USDA Loans to the Discussion Agenda and approval of the amendment.

Commissioner Chandler moved to approve the agenda as amended.

Vice-Chairman Barneycastle seconded. The motion Passed.

Public Comments

Chairman Wood noted that there were no individuals signed up to speak tonight in Public Comments.

COMMENTS - Managers/Commissioners

Chairman Wood opened the floor for comments from the manager and commissioners.

Commissioner Cox commented:

- I thank everybody for being here today. We thank the folks from the Stokes Partnership who are here to share some information with us from the needs and assessment survey. We appreciate you being here and look forward to seeing your presentation.

Vice-Chairman Barneycastle commented:

- Great to see everybody today. Ladies, welcome. Glad to see y'all here. I'd like to welcome everybody watching the livestream. Everybody have a blessed day.

Commissioner Morris commented:

- I would also like to welcome everybody. I'm feeling really optimistic watching the Trump train crank up and roll here like it's going. We're really optimistic about the next couple years.

Commissioner Chandler commented:

- Welcome everybody in attendance and also livestreaming. I just want to take a minute to tell you I really appreciated all the department heads being there at our strategic planning meeting that we had. It's the first one that we've had. I thought it went very well. I want to thank the County Manager and the Assistant County Manager for all the work. I know it's not easy to put one on, especially when it's the first one that we've ever done before.
- I want to give a special shoutout to the finance area. They did a great job. I know they were put under unusual circumstances. Again, this is something that we've never done before. I want to say a special thank you. Since day one that I was actually seated here and having to look at how we were doing things, I finally got some financial projections. At least the concept is there and now as we proceed into the budget season, I'll have a level of certainty that we can look ahead. We can plan for the future instead of just going year to year, crossing our fingers that everything is there. It's not an indictment of anyone in the finance department previously. What it is, is that we're finally catching up to where we need to be as an efficient and reliable county government and county administration. With that being said, thanks to everybody that has been involved.

County Manager Jeff Sanborn commented:

- If I may, I would just like to follow up on that. I thought we had a great conversation at that retreat. I want to thank you all, all of our commissioners, for the robust conversation and discussion. I think we got exactly what we wanted out of that meeting. I thank you for the guidance that resulted, and I think we are well on our way now to building a five-year plan that we can publish next summer.

Assistant County Manager Amber Brown commented:

- Welcome, thank you for being here. I'm looking forward to hearing about the presentation.

Chairman Wood commented:

- I'd like to welcome everybody also and it looks like everybody survived the cold weather, which I love so I'm in the minority here.

Conflicts Of Interest

Chairman Wood asked if any Board member had a conflict of interest with any of the items of the agenda for today or one that could be perceived as a conflict of interest.

No conflicts of interest were stated by the Board.

CONSENT AGENDA

All attachments presented on the Agenda are available in the attachments of the Agenda on the County Website and are available upon request from the Clerk, with the exception of the minutes approved which are located on the County Website under the minutes tab.

Budget Amendments

Tax Office Agenda

Chairman Wood entertained a motion to approve the Consent Agenda, which included the below:

- Budget Amendments
- Tax Office Agenda

Commissioner Chandler moved to approve the Consent Agenda as presented.

Commissioner Morris seconded the motion. The motion Passed.

INFORMATION AGENDA

All attachments presented on the Agenda are available in the attachments of the Agenda on the County Website and are available upon request from the Clerk, with the exception of the minutes approved which are located on the County Website under the minutes tab.

Telecommunicator of the Year

Chairman Wood turned the floor over to Emergency Communications Director Nicole Durham to present Telecommunicator of the Year.

Beth Mabe was selected as Telecommunicator of the Year. Emergency Communications Director Nicole Durham publicly recognized her for the achievement.

The Board congratulated Beth Made on her achievement and thanked her for her service to Stokes County.

The Board proceeded to the final item on the Information Agenda.

Stokes Partnership for Children Community Needs Assessment

Chairman Wood turned the floor over to Stokes Partnership for Children Executive Director Cindy Tuttle to present Stokes Partnership for Children Community Needs Assessment.

The Stokes Partnership for Children (SPFC) presented information on their 3-Year Needs Assessment for Stokes County. Their consultant, Justine Wayne, presented virtually. SPFC recently conducted a Community Needs Assessment and requested input via an online survey from parents, caregivers and professionals who work with young children. Existing data from a variety of sources was also gathered and reviewed. The data and survey results will shape the Smart Start funding priorities over a three-year period (2025-28) for Stokes programs that support children from birth to age five, but not yet in kindergarten.

In summary, the following key needs were identified:

- Expanded access to childcare and Pre-K, through increasing availability and reducing parent cost.
- Support for behavioral and social-emotional (mental health) needs of children, both in the childcare setting & directly for parents.
- Increasing childcare provider pay (a living wage), access to health insurance, paid sick time,

- promoting childcare providers as professionals.
- Dedicated community outreach & education re: SPFC available services & early childhood issues

After some discussion, the Board proceeded to the first item of the Discussion Agenda.

DISCUSSION AGENDA

All attachments presented on the Agenda are available in the attachments of the Agenda on the County Website and are available upon request from the Clerk, with the exception of the minutes approved which are located on the County Website under the minutes tab.

Performance Evaluation Tools for the Manager

Chairman Wood turned the floor over to Commissioner Brad Chandler to present Performance Evaluation Tools for the Manager.

Commissioner Chandler presented information for the Board's discussion surrounding performance evaluation tools for the County Manager. Chairman Wood opened the floor for discussion. Commissioner Morris recommended that item #26 from a previous version of the Evaluation Tool be added to the current version under the Leadership category.

After some discussion, the item was moved to the Action Agenda for today's meeting.

Amendment to Contract for Auditing Accounts

Chairman Wood turned the floor over to Finance Director Tammy Keaton to present an Amendment to Contract for Auditing Accounts.

Finance Director Tammy Keaton presented a request from Accounting Manager Lisa Lankford to modify the date for the completion of the audit to February 28th, 2025.

After some discussion, the item was moved to the Action Agenda for today's meeting.

Resolutions to Reserve Funds for USDA Loans

Chairman Wood turned the floor over to Finance Director Tammy Keaton to present Resolutions to Reserve Funds for USDA Loans.

Finance Director Tammy Keaton presented the following resolutions:

RESOLUTION BY GOVERNING BODY TO RESERVE FUNDS FOR UNITED STATES DEPARTMENT OF AGRICULTURE LOAN - STOKES COUNTY DETENTION CENTER

WHEREAS, the Board of Commissioners of the County of Stokes, North Carolina has previously entered into a Loan Agreement with the United States Department of Agriculture (the "USDA") for the Stokes County Detention Center and

WHEREAS, the USDA requires a separate reserve fund in the amount equal to one annual payment in the amount of \$262,919.00 to be set aside for the life of the loan.

WHEREAS, the County will use the Fund Balance to meet the requirements to set aside the

required reserves.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Stokes, North Carolina as follows:

That County of Stokes has hereby reserved the required funds in the amount of \$261,919.00 as Assigned Fund Balance.

That County of Stokes does hereby give assurance to the USDA that any Conditions or Requirements contained in the Loan Resolution will be adhered to.

ADOPTED this the 27 January 2025 at Danbury, North Carolina.

**RESOLUTION BY GOVERNING BODY TO RESERVE FUNDS FOR UNITED
STATES DEPARTMENT OF AGRICULTURE LOAN - STOKES COUNTY
DETENTION CENTER**

WHEREAS, the Board of Commissioners of the County of Stokes, North Carolina has previously entered into a Loan Agreement with the United States Department of Agriculture (the "USDA") for the Community College and

WHEREAS, the USDA requires a separate reserve fund in the amount equal to one annual payment in the amount of \$220,680.00 to be set aside for the life of the loan.

WHEREAS, the County will use the Fund Balance to meet the requirements to set aside the required reserves.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Stokes, North Carolina as follows:

That County of Stokes has hereby reserved the required funds in the amount of \$220,680.00 as Assigned Fund Balance.

That County of Stokes does hereby give assurance to the USDA that any Conditions or Requirements contained in the Loan Resolution will be adhered to.

ADOPTED this the 27 January 2025 at Danbury, North Carolina.

Chairman Wood opened the floor for discussion.

With no discussion, the item was moved to the Action Agenda for today's meeting.

ACTION AGENDA

All attachments presented on the Agenda are available in the attachments of the Agenda on the County Website and are available upon request from the Clerk, with the exception of the minutes approved which are located on the County Website under the minutes tab.

Performance Evaluation Tools for the Manager

Chairman Wood entertained a motion to approve the item as presented.

Commissioner Cox moved to approve the Performance Evaluation Tools for the County Manager.

Commissioner Chandler seconded the motion. The motion Passed.

Amendment to Contract for Auditing Accounts

Chairman Wood entertained a motion to approve the item as presented.

Commissioner Morris moved to approve the Amendment to Contract for Auditing Accounts.

Vice-Chairman Barneycastle seconded the motion. The motion Passed.

Resolutions to Reserve Funds for USDA Loans

Chairman Wood entertained a motion to approve the item as presented.

Commissioner Chandler moved to approve the Resolutions to Reserve Funds for USDA Loans.

Commissioner Morris seconded the motion. The motion Passed.

CLOSED SESSION

Chairman Wood entertained a motion to enter closed session at 3:20 pm.

Commissioner Cox moved to go into closed session for the following rationales:

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

Commissioner Chandler seconded.

With no discussion, the motion passed unanimously.

The Board entered closed session.

Adjournment

The Board reentered open session.

Chairman Wood entertained a motion to adjourn.

Vice-Chair Barneycastle moved to adjourn at 3:35 pm.

Commissioner Chandler seconded. The motion Passed.

Amber Brown
Clerk to the Board

Keith Wood
Chair